

CAPISTRANO UNIFIED SCHOOL DISTRICT  
33122 Valle Road  
San Juan Capistrano, CA 92675  
BOARD OF TRUSTEES  
Regular Meeting

**REVISED**

December 6, 2017

Closed Session 4:00 p.m.  
Open Session 7:00 p.m.

**AGENDA**

**CLOSED SESSION AT 4:00 P.M.**

*Trustee Jim Reardon will be teleconferencing into the meeting from the following location:  
Marriott Summit Watch, 780 Main St, Park City, UT 84060*

**1. CALL TO ORDER**

**2. CLOSED SESSION COMMENTS**

**3. CLOSED SESSION (as authorized by law)**

**A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION EXHIBIT A-1**

Gordon Amerson  
Significant Exposure to Litigation – One Case  
(Pursuant to Government Code § 54956.9(d)(2))

**B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION EXHIBIT B-1**

Gordon Amerson/Susan Holliday  
Attorney – Mark Bresee  
Significant Exposure to Litigation – One Case  
Cal200 v. Apple Valley USD, et al.  
San Francisco Superior Court Case No. CPF-15514477  
(Pursuant to Government Code § 54956.9(d)(1))

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION EXHIBIT B-2**

Gregory Merwin/Sara Young  
Attorney – Ernest Bell  
Significant Exposure to Litigation – One Case  
OAH Case Number 2017080906  
(Pursuant to Government Code § 54956.9(d)(1))

**C. CONFERENCE WITH LABOR NEGOTIATORS EXHIBIT C-1**

District Negotiators: Kirsten M. Vital/Gordon Amerson/Clark Hampton  
Attorney – Jonathan Pearl  
Employee Organizations:  
1) Capistrano Unified Education Association (CUEA)  
2) California School Employees Association (CSEA)  
3) Teamsters  
4) Capistrano Unified Management Association (CUMA)  
(Pursuant to Government Code § 54957.6)

**D. LIABILITY CLAIMS EXHIBIT D-1**

Clark Hampton  
Significant Exposure to Litigation – Three Cases  
Rejection of Government Claim: No. LBI 1704063  
Rejection of Government Claims: No. LBI 1704255 MH/LBI 1704256 MH  
(Pursuant to Subdivision (d) of Government Code § 54956.9, Paragraph (2) or (3))

**EXHIBIT D-2  
EXHIBIT D-3**

**E. STUDENT EXPULSIONS**

Mike Beekman  
One Case  
Case Number #2018-011

**EXHIBIT E-1**

**F. STUDENT READMISSIONS**

Mike Beekman  
Two Cases  
Case Number #2017-028  
Case Number #2017-041

**EXHIBIT F-1**  
**EXHIBIT F-2**

**G. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

Gordon Amerson  
One Case  
(Pursuant to Government Code § 54957)

**EXHIBIT G-1**

**H. PUBLIC EMPLOYMENT AND EVALUATION OF PERFORMANCE**

Superintendent  
(Pursuant to Government Code § 54957(b))

**EXHIBIT H-1**

**RECORDING OF SCHOOL BOARD MEETINGS**

In accordance with Board Policy 9324, Board Minutes, all Regular School Board Meetings will be audio recorded.

**OPEN SESSION AT 7:00 P.M.**

**CALL TO ORDER – ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**ADOPTION OF THE AGENDA**

**REPORT ON CLOSED SESSION ACTION**

**REORGANIZATION OF THE BOARD**

**1. REORGANIZATION OF BOARD – ELECTION OF PRESIDENT:**

The Capistrano Unified School District Board of Trustees is conforming to Education Code requirements by holding its annual organizational meeting at the December 6, 2017, meeting. Board Policy 9100, *Annual Organizational Meeting*, presents the order of business for this meeting. Agenda items 1 through 3 may be completed under this agenda item. There is no financial impact.

***CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***

***Contact: Kirsten M. Vital, Superintendent***

**DISCUSSION/  
ACTION**

**Staff Recommendation**

**AGENDA ITEM 1**

The Superintendent will facilitate the election of the Board President. The Board may do this by oral nominations and voting, or by ballot after oral nominations are made.

**AGENDA ITEM 2 AND ITEM 3**

As soon as the new Board President is elected, he or she will immediately assume the role of President and will commence with the election of the Vice President and Clerk, then proceed with the other items on the evening's agenda.



2. **REORGANIZATION OF BOARD – ELECTION OF VICE PRESIDENT:** DISCUSSION/  
ACTION
3. **REORGANIZATION OF BOARD – ELECTION OF CLERK:** DISCUSSION/  
ACTION

4. **SELECTION OF TRUSTEE PARTICIPATION ON VARIOUS COMMITTEES:** DISCUSSION/  
ACTION  
Page 1  
**EXHIBIT 4**

Every year at the organizational meeting in December, Trustee assignments are made to various committees and other groups in which there is an expectation of Board representation. The exhibit is a listing of appointment assignments, with tentative meeting date information, and the name or names of the Trustee(s) who served on the committee during 2017. This agenda item requests the Board of Trustees select a member or members to serve on one or more of the committees during 2018. There is no financial impact.

*CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.*

*Contact: Kirsten M. Vital, Superintendent*

Staff Recommendation

It is recommended the Board of Trustees review the various committees as listed in the exhibit and reach a consensus and/or take a formal vote on which Trustees will participate on the various committees.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

5. **RESOLUTION NO. 1718-30, ROLE OF THE BOARD: POWERS AND RESPONSIBILITIES:** DISCUSSION/  
ACTION  
Page 3  
**EXHIBIT 5**

Resolution No. 1718-30, Role of the Board: Powers and Responsibilities, reaffirms the role of the Board.

*CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.*

*Contact: Kirsten M. Vital, Superintendent*

Staff Recommendation

It is recommended the Board President recognize Kirsten M. Vital, Superintendent, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 1718-30, Role of the Board: Powers and Responsibilities.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**SPECIAL RECOGNITIONS**

**Associated Student Body**

San Clemente High School

Chris Carter, *Principal*

Matt Reid, *Activities Director*

Trey Russell, *ASB President*

### **Winter Music Program**

Fifth Grade Students from the following Elementary Schools:

Concordia Elementary School

Las Palmas Elementary School

Marblehead Elementary School

Palisades Elementary School

Truman Benedict Elementary School

Vista Del Mar Elementary School

Under the Direction of Debra Peterson, *Elementary Music Teacher*

### **BREAK**

### **BOARD AND SUPERINTENDENT COMMENTS**

- 6. BUDGET UPDATE IN SUPPORT OF THE 2017-2018 FIRST INTERIM REPORT AND ADOPTION OF RESOLUTION NO. 1718-26, 2017-2018 REVENUE AND EXPENDITURE INCREASES/DECREASES:** INFORMATION/  
DISCUSSION  
Page 4  
**EXHIBIT 6**

In accordance with Education Code § 42130, school districts are required to prepare and submit Interim Financial Reports to the governing board. The purpose of these reports is to satisfy State and County Office of Education officials as to whether or not the District will be able to meet its financial obligations for the remainder of the fiscal year. Additionally, as required by AB 2756, districts must certify that minimum reserve levels are projected to be met in the two subsequent fiscal years.

*CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.*

*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

#### Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item. Action to be taken in Agenda Item 35.

### **ORAL COMMUNICATIONS (Non-Agenda Items)**

Oral Communications will occur immediately following Board and Superintendent Comments. The total time for Oral Communications shall be twenty (20) minutes. Individual presentations are limited to a maximum of three (3) minutes per individual.

### **PUBLIC HEARINGS**

- 7. PUBLIC HEARING: RESOLUTION NO. 1718-27, RESOLUTION OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT TO AUTHORIZE CONVEYANCE OF AN EASEMENT TO THE SANTA MARGARITA WATER DISTRICT FOR PURPOSES OF PROVIDING NECESSARY WATER SERVICES TO ESENCIA K-8 SCHOOL:** Page 34  
**EXHIBIT 7**

The Board will conduct a public hearing on adopting Resolution No. 1718-27, Resolution of the Capistrano Unified School District to Authorize Conveyance of an Easement to the Santa Margarita Water District for Purposes of Providing Necessary Water Services to Esencia K-8 School. Supporting documentation is located in Exhibit 32.

*CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.*

*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

#### Staff Recommendation

It is recommended the Board President open the public hearing, determine if members

of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.

**8. PUBLIC HEARING: ENERGY SERVICE CONTRACT FOR SOLAR ENERGY PROJECTS:** Page 35  
**EXHIBIT 8**

The Board will conduct a public hearing on the intention to request approval to award an energy service contract for design, installation, and commissioning of solar energy projects, in accordance with Government Code § 4217.12. Supporting documentation is located in Exhibit 34.

*CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.*

*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

Staff Recommendation

It is recommended the Board President open the public hearing, determine if members of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.

**CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board or staff request specific items to be discussed and/or removed from the Consent Calendar. The Superintendent and the staff recommend approval of all Consent Calendar items.

**BUSINESS AND SUPPORT SERVICES**

**9. DONATION OF FUNDS AND EQUIPMENT:** Page 36  
**EXHIBIT 9**

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$340,628.35 in cash. These funds will be deposited in the appropriate school accounts. Items other than cash have no financial impact on the budget. The District does not guarantee maintenance of items or the expenditure of any District funds for continued use.

*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

**10. PURCHASE ORDERS, COMMERCIAL WARRANTS AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 40  
**EXHIBIT 10**

Approval of purchase orders (Attachment 1) and commercial warrants (Attachment 2). The expenditures related to the listed purchase orders and commercial warrants included in this item were previously authorized as part of the District's budget approval process. The purchase orders total \$3,117,482.66 and the commercial warrants total \$14,249,506.96. Attachment 3 is a list of previously Board-approved bids and contracts to assist in the review of the purchase order and commercial warrant listings. Attachment 4 is a list of previously Board-approved warrants, by vendor, exceeding \$250,000.

*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

**11. INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE AND MASTER CONTRACT AGREEMENTS:** Page 109  
**EXHIBIT 11**

Approval of the District standardized Independent Contractor, Professional Services, Master Contract and Field Service agreements. The expenditures related to the listed agreements were previously authorized as part of the District's budget approval process. The exhibit shows eight new agreements totaling \$208,735 and four amendments to existing agreements totaling \$350,500. Due to the size of the contract documents, the General Conditions for each type of agreement are posted online on the District's Board Agendas and Supporting Documentation page.

*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

12. **RESOLUTION NO. 1718-29, RETIREMENT INCENTIVE FOR CLASSIFIED NON-MANAGEMENT TEAMSTERS 952 EMPLOYEES:** Page 205  
**EXHIBIT 12**  
Approval of Resolution No. 1718-29, Retirement Incentive for Classified Non-Management Teamsters 952 Employees. The District has worked with Public Agency Retirement Services (PARS) to design a Supplementary Retirement Plan (SRP), which is a retirement incentive designed to encourage senior Classified Non-Management Teamsters employees to retire early. The goal of the program is to generate savings, or at a minimum, no cost to the District by increasing the number of retirements in the 2017-2018 school year. As the administrator of the SRP, PARS will assist the District in the initial design, perform plan communication and enrollment, and conduct all ongoing administration of the program. PARS will hold orientation meetings at District locations to provide information regarding the program to eligible employees and will be available for questions and additional information throughout the enrollment period. Pacific Life Insurance Company will serve as the plan insurer.  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
13. **FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR BID NO. 1718-07, CROWN VALLEY ELEMENTARY SCHOOL PORTABLE CLASSROOMS AND RESTROOM – R. JENSEN CO., INC.:** Page 233  
**EXHIBIT 13**  
Approval of the Final Acceptance and filing of the Notice of Completion for Bid No. 1718-07, Crown Valley Elementary School Portable Classrooms and Restroom. In order to obtain Division of State Architect closeout with certification, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. The project was funded by the capital facilities fund.  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
14. **AWARD BID NO. 1718-12, SAN CLEMENTE HIGH SCHOOL UPPER CAMPUS DEMOLITION – STANDARD INDUSTRIES, INCORPORATED:** Page 236  
**EXHIBIT 14**  
Approval of Award Bid No. 1718-12, San Clemente High School Upper Campus Demolition to Standard Industries, Incorporated. The ten bids received and opened on November 3, 2017 are listed in Exhibit A. The bidder offering the lowest base price was used to determine the lowest responsive bidder. Standard Industries, Incorporated is the lowest responsive, responsible bidder at \$498,721. This project will be funded by the building fund and CFD 90-2.  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
15. **ALISO VIEJO COMMUNITY ASSOCIATION LIMITED USE AND MAINTENANCE AGREEMENT FOR WINTER 2018:** Page 267  
**EXHIBIT 15**  
Approval of the ratification of the Aliso Viejo Community Association Limited Use and Maintenance Agreement (LUMA) for Winter 2018. The Aliso Viejo Community Association owns and maintains Woodfield Park, adjacent to Aliso Niguel High School. The Winter 2018 LUMA allows the District to use Woodfield Park from January 15, 2018 through May 11, 2018 for a fee of \$600 paid by site funds, as detailed in the LUMA. The Winter 2018 LUMA is similar to past years' agreements relating to the use of Woodfield Park.  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

## **CURRICULUM AND INSTRUCTION**

16. **ACADEMIC EVENT CONTRACTS – IRVINE RANCH OUTDOOR EDUCATION CENTER:** Page 287  
**EXHIBIT 16**  
Approval of the Academic Event Contracts with Irvine Ranch Outdoor Education Center to provide an overnight outdoor science school trip aligned with grade level science standards. The contractor will provide services at the rates indicated in the agreements. The scheduled attendance and contracted amounts for these programs for fifth grade students varies for Canyon Vista Elementary School, Del Obispo

Elementary School, Hidden Hills Elementary School and Clarence Lobo Elementary School. The estimated total expenditure under this contract is \$88,800 paid by site and/or gift funds from each participating school site.

*Contact: Susan Holliday, Associate Superintendent, Education Services*

17. **AGREEMENT NUMBER: 10024 FOR PARTICIPATION INSIDE THE OUTDOORS FIELD PROGRAM PUBLIC SCHOOLS 2017-2018:** Page 314  
**EXHIBIT 17**

Approval of Agreement Number: 10024 for Participation Inside the Outdoors Field Program Public School 2017-2018. District schools routinely participate in the Orange County Department of Education's outdoor science school/field trip programs and "Traveling Scientist" programs and assemblies. Tijeras Creek Elementary School and Castille Elementary School have expressed interest in the Traveling Scientist program for the 2017-2018 school year which will provide school assemblies by traveling naturalists on various science topics. The estimated expenditure under this contract is \$1,947.50 paid by site and/or gift funds from each participating school site.

*Contact: Susan Holliday, Associate Superintendent, Education Services*
18. **AGREEMENT FOR ADDITIONAL SCHOOL PARTICIPATING IN INSIDE THE OUTDOORS' SCHOOL PROGRAMS AGREEMENT NUMBER: #10004:** Page 330  
**EXHIBIT 18**

Approval of Agreement for Additional School Participating in Inside the Outdoors' School Programs Agreement Number: #10004. The Board approved the original agreement at the August 23, 2017 Board meeting for five schools to participate in Orange County Department of Education's Inside the Outdoors "Traveling Scientist" program in which classroom sessions are provided at schools on a variety of science topics. Arroyo Vista Elementary School, Oak Grove Elementary School, Dana Hills High School and Tesoro High School have expressed an interest in adding additional sessions to those already scheduled and approved. The addendum to the original agreement is required in order to add these additional requested sessions. The scheduled attendance and contracted amounts for these programs varies by school site at a total expenditure of \$140 paid by gift or site funds.

*Contact: Susan Holliday, Associate Superintendent, Education Services*
19. **ADDENDUM NO. #01 TO STATEMENT OF WORK UNDER THE AGREEMENT FOR USE OF EMERALD COVE OUTDOOR SCIENCE INSTITUTE, FACILITIES, SUPPLIES, EQUIPMENT, AND SERVICES, PUBLIC SCHOOL DISTRICTS, SCHOOL YEAR 2017-2018:** Page 353  
**EXHIBIT 19**

Approval of Addendum No. #01 to Statement of Work Under the Agreement for Use of Emerald Cove Outdoor Science Institute, Facilities, Supplies, Equipment, and Services Public School Districts School Year 2017-2018 to the original Agreement of Use of Emerald Cove Outdoor Science with the Emerald Cove Outdoor Science Institute school program for public schools. The Board approved the original agreement at the July 26, 2017 Board meeting for five schools to participate in the Emerald Cove Outdoor Science Institute overnight science camp. San Juan Elementary School has recently expressed an interest in attending the outdoor science camp from December 11 – 14, 2017. An addendum to the original Agreement is required in order to add this additional request. The total estimated expenditure by this addendum is \$41,610 paid by Title I and gift funds from the school site.

*Contact: Susan Holliday, Associate Superintendent, Education Services*
20. **AGREEMENT WITH CENTER FOR APPLIED LINGUISTICS FOR 2017-2018:** Page 357  
**EXHIBIT 20**

Approval of Agreement with Center for Applied Linguistics (CAL) for 2017-2018. CAL, a Washington D.C. based company, provides professional learning in the area of dual language. The agreement outlines the services for a two-hour session for teachers and administrators from Las Palmas, San Juan, and Viejo Elementary Schools on December 22, 2017 which will be held at San Juan Elementary School. The session

content will be based on research-aligned strategies and hands-on activities that promote bilingualism, biliteracy and multicultural competence from CAL's Guiding Principles for Dual Language Education. The cost will not exceed \$3,594 paid by school site Title I funding.

*Contact: Susan Holliday, Associate Superintendent, Education Services*

**21. INCOME AGREEMENT #45290 WITH ORANGE COUNTY DEPARTMENT OF EDUCATION FOR PARENT ENGAGEMENT SURVEY:**

Page 365  
**EXHIBIT 21**

Approval of Income Agreement #45290 with Orange County Department of Education (OCDE) for Parent Engagement Survey data collection. Staff from OCDE Evaluation Assessment and Data Center will assist the District with survey development, survey administration, reporting and analysis of the parent survey as part of the State accountability Parent Engagement local indicator. The cost will not exceed \$2,600 paid by Local Control Funding Formula (LCFF) supplemental funding.

*Contact: Susan Holliday, Associate Superintendent, Education Services*

**STUDENT SUPPORT SERVICES**

**22. MEMBERS OF THE SPECIAL EDUCATION LOCAL PLAN AREA COMMUNITY ADVISORY COMMITTEE:**

Page 377  
**EXHIBIT 22**

Approval of the appointment of Kim Costello, Pam Ender, Barbara Kakuda and Stephanie Maciborski to serve as a Community Advisory Committee (CAC) voting member for the 2018 and 2019 calendar years. In accordance with the California Education Code § 56190, each Special Education Local Plan Area (SELPA) shall establish a CAC with parents of special education students forming the majority. Based on the bylaws of the SELPA, a committee of voting members is established annually, comprised of District parents, teachers, administrators, and community representatives who serve District students. The term of appointment for voting members is two years, staggered annually. There is no financial impact.

*Contact: Gregory Merwin, Associate Superintendent, Student Support Services*

**HUMAN RESOURCE SERVICES**

**23. ORANGE COUNTY DEPARTMENT OF EDUCATION FIRST QUARTER REPORT – WILLIAMS SETTLEMENT LEGISLATION:**

Page 378  
**EXHIBIT 23**

Acceptance of Williams Settlement Legislation Orange County Department of Education (OCDE) First Quarter Report. Education Code § 1240 requires OCDE to report visits and reviews of District schools conducted by OCDE, if any. Furthermore, the law requires the report be provided to the Board of Trustees at a regularly scheduled public meeting each quarter.

*Contact: Gordon Amerson, Associate Superintendent, Human Resource Services*

**24. EMPLOYEE MILEAGE ALLOWANCE:**

Page 383  
**EXHIBIT 24**

Approval of the revised employee mileage allowance. Certain District-based and site-based employees have been designated by the Board to be paid a monthly mileage allowance for use of a personal vehicle for District business-related travel in lieu of reimbursement for actual mileage. Employees assigned a District vehicle are not eligible to receive a stipend. Due to the requirement for some employees to respond to District emergencies or work extended hours, certain positions require significantly higher rates of travel between sites, specifically, the area of Facilities Services. The employee mileage allowance list was approved at the September 13, 2017 Board meeting; unfortunately, the job titles of Secondary Assistant Principal and Executive Director, Construction, Maintenance and Operations were inadvertently omitted. Changes are underlined; deletions are struck through.

*Contact: Gordon Amerson, Associate Superintendent, Human Resource Services*

25. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED** Page 386  
**EMPLOYEES:** **EXHIBIT 25**  
Approval of the activity list for employment, separation, and additional assignments of classified employees. These positions will be charged to the appropriate fund and are included in the adopted budget.  
*Contact: Gordon Amerson, Associate Superintendent, Human Resource Services*
26. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED** Page 408  
**EMPLOYEES:** **EXHIBIT 26**  
Approval of the activity list for employment, separation, and additional assignments of certificated employees. These positions will be charged to the appropriate fund and are included in the adopted budget.  
*Contact: Gordon Amerson, Associate Superintendent, Human Resource Services*

### GENERAL FUNCTIONS

27. **SCHOOL BOARD MINUTES:** Page 429  
Approval of the October 11, 2017 Regular Board Meeting minutes. **EXHIBIT 27**  
*Contact: Nicole Berkman, Executive Secretary, Board Operations*
28. **SCHOOL BOARD MINUTES:** Page 442  
Approval of the October 25, 2017 Special Board Meeting minutes. **EXHIBIT 28**  
*Contact: Colleen Hayes, Manager II, Superintendent's Office*

### DISCUSSION/ACTION ITEMS

29. **THIRD READING – BOARD POLICY 5142, DRESS AND GROOMING:** DISCUSSION/  
The proposed revisions to Board Policy 5142, *Dress and Grooming*, provides ACTION  
recommended language based on committee feedback and two Board presentations. At Page 445  
the direction of the Board during the November 8, 2017 meeting, staff prepared two **EXHIBIT 29**  
sample revised Board policies. The first Board policy draft is an updated version from the November 8, 2017 Board meeting. Staff included recommendations shared by Trustees as well as removed language that was repetitive and proposes that the language removed be placed in an Administrative Regulation. The second Board policy draft is the California School Board Association version with added language on gender neutrality, safety and inclusion. Changes are underlined; deletions are struck through.  
**CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.**  
*Contact: Susan Holliday, Associate Superintendent, Education Services*

#### Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Associate Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve Board Policy 5142, *Dress and Grooming*.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

30. **BIOTECHNOLOGY COLLEGE AND CAREER ACCESS PATHWAYS** DISCUSSION/  
**PARTNERSHIP AGREEMENT WITH SOUTH ORANGE COUNTY** ACTION  
**COMMUNITY COLLEGE DISTRICT, 2016-2018:** Page 462  
Approval of Biotechnology College and Career Access Pathways Partnership **EXHIBIT 30**  
Agreement with South Orange County Community College District (SOCCCD). The Board conducted a public hearing on the College and Career Access Pathways

agreement with SOCCCD on November 8, 2017. Approval of this agreement will enable Dana Hills High School students who take Biotechnology at Dana Hills High School to receive college credit for the course and qualify to apply to receive the Biotechnology Lab Assistant Certificate of Achievement at Irvine Valley College for the 2016-2017 and 2017-2018 school years.

***CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***

***Contact: Susan Holliday, Associate Superintendent, Education Services***

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Associate Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the Biotechnology College and Career Access Pathways Partnership Agreement with South Orange County Community College District 2016-2018.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**31. BOND MEASURE CONSIDERATION:**

The Board will receive an information presentation on the consideration of a possible new bond measure, which responds to lessons learned from the Measure M process by incorporating additional community feedback.

***CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.***

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

**32. RESOLUTION NO. 1718-27, RESOLUTION OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT TO AUTHORIZE CONVEYANCE OF AN EASEMENT TO THE SANTA MARGARITA WATER DISTRICT FOR PURPOSES OF PROVIDING NECESSARY WATER SERVICES TO ESENCIA K-8 SCHOOL:**

The Santa Margarita Water District (SMWD) requires an easement in order to install and connect necessary water services, including fire protection services, to the new construction of Esencia K-8 School.

Pursuant to Education § 17556 et. seq., the Board, at its November 8, 2017 meeting, adopted Resolution No. 1718-21 indicating its intention to convey the SMWD Easement and calling a noticed “Public Hearing” to address the issue of whether the District should convey the SMWD Easement (Resolution of Intent). The Resolution of Intent established that the Public Hearing would be held during the Board’s December 6, 2017 meeting and directed the Superintendent, or Superintendent’s designee, to provide notice of the Public Hearing as required by Education Code § 17558.

The District complied with the notice requirements by posting three copies of the Resolution of Intent, signed by the Secretary of the Board on behalf of a majority of the Board members, in three public places by November 26, 2017 (ten days before the Public Hearing), and by publishing notice of the Public Hearing in the Orange County Register by December 1, 2017 (five days before the Public Hearing).

The Board, having both adopted its Resolution of Intent, as required by Education Code

INFORMATION/  
DISCUSSION  
Page 474  
**EXHIBIT 31**

INFORMATION/  
DISCUSSION  
Page 507  
**EXHIBIT 32**



§ 17557, and held a public hearing on whether to convey the SMWD Easement as required by Education Code § 17558, may then consider whether to convey the SMWD Easement to SMWD, unless the Board receives a petition signed by at least ten percent of the qualified voters within the District (Protest Petition) objecting to the proposed conveyance. Absent receipt of a Protest Petition, the Board may consider the adoption of Resolution No. 1718-27, authorizing the conveyance of the SMWD Easement to SMWD, pursuant to Education Code § 17559.

If a Protest Petition is received, then the Board must postpone any decision on whether to convey the SMWD Easement and first submit the question of whether to convey the Easement to the Orange County Superintendent of Schools (Superintendent of Schools). If the Superintendent of Schools approves of the Easement, then the Board may consider approval of the conveyance. If the Superintendent of Schools disapproves of the Easement, its decision is final and the District may not convey the Easement.

This Resolution to Convey the SMWD Easement must be approved by a vote of at least two-thirds of all the members of the Board.

***CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.***

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 1718-27, Resolution of the Capistrano Unified School District to Authorize Conveyance of an Easement to the Santa Margarita Water District for Purposes of Providing Necessary Water Services to Esencia K-8 School.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**33. UPDATE ON SOLAR ENERGY PROJECTS AND REQUEST FOR INFORMATION/ PROPOSALS RESULTS: DISCUSSION**

The Board will receive an information presentation from ARC Alternatives, the District's energy advisor, with the results of the Request for Proposals process to solar vendors, a recommendation for award and an updated financial plan and savings analysis for the solar energy projects.

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**EXHIBIT 33**

***CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.***

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

**34. RESOLUTION NO. 1718-28, RESOLUTION TO ENTER INTO ENERGY SERVICE CONTRACT: DISCUSSION/ ACTION**

Following the information presentation on the solar energy projects and Request for Proposals results, the Board is asked to consider approval of Resolution No. 1718-28 authorizing awarding a proposed energy service contract for design, installation, and commission of solar energy projects.

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**EXHIBIT 34**

***CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.***

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 1718-28, Resolution to Enter into Energy Service Contract.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

- 35. CERTIFICATION OF THE 2017-2018 FIRST INTERIM REPORT AND ADOPTION OF RESOLUTION NO. 1718-26, 2017-2018 REVENUE AND EXPENDITURE INCREASES/DECREASES:** DISCUSSION/  
ACTION  
Page 538  
**EXHIBIT 35**

In accordance with Education Code § 42130, school districts are required to prepare and submit Interim Financial Reports to the governing board. The purpose of these reports is to satisfy State and County Office of Education officials as to whether or not the District will be able to meet its financial obligations for the remainder of the fiscal year. Additionally, as required by AB 2756, districts must certify that minimum reserve levels are projected to be met in the two subsequent fiscal years.

***CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the Certification of the 2017-2018 First Interim Report and Adoption of Resolution No. 1718-26, 2017-2018 Revenue and Expenditure Increases/Decreases.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**ADJOURNMENT**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS  
WEDNESDAY, JANUARY 24, 2018, 7:00 P.M.  
AT THE CAPISTRANO UNIFIED SCHOOL DISTRICT OFFICE BOARD ROOM  
33122 VALLE ROAD, SAN JUAN CAPISTRANO, CALIFORNIA**

For information regarding Capistrano Unified School District, please visit our website:

[www.capousd.org](http://www.capousd.org)

## INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS PRESENT AT THIS MEETING

We are pleased you can be with us at this meeting, and we hope you will return often. Your visit assures us of continuing community interest in our schools.

The members of the Board of Trustees of this District are locally elected state officials, who serve four-year terms of office, and who are responsible for the educational program of our community from grades kindergarten through twelve. They are required to conduct programs of the schools in accordance with the State of California Constitution, the State Education Code, and other laws relating to schools enacted by the Legislature, and policies and procedures which this Board adopts.

The Board is a policy-making body whose actions are guided by the school district's Mission and Goals. Administration of the District is delegated to a professional administrative staff headed by the Superintendent.

The agenda and its extensive background material are studied by each member of the Board for at least two days preceding the meeting. Board Members can call the administrative staff for clarification on any item, and many of the items on the agenda were discussed by the Board during previous meetings. These procedures enable the Board to act more effectively on agenda items than would otherwise be possible.

### WHAT TO DO IF YOU WISH TO ADDRESS THE BOARD OF TRUSTEES

**CLOSED SESSION:** In accordance with Education Code § 35146 and Government Code § 54957, the Board may recess to Closed Session to discuss personnel matters which they consider inadvisable to take up in a public meeting.

Members of the public shall have an opportunity to address the Board regarding items on the agenda to be considered during Closed Session prior to the Board adjourning the meeting to Closed Session. Individual presentations are limited to a maximum of three minutes; however, the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers who wish to address a specific agenda topic.

**ORAL COMMUNICATIONS (Non-Agenda Items):** Regular, scheduled meetings of the Board shall have a portion of each meeting devoted to Oral Communications. Oral Communications, will take place following Special Recognitions. The total time for the Oral Communications portion of regular meetings shall be twenty minutes. Individual presentations are limited to a maximum of three minutes per individual but could be less if there are a large number of Oral Communication speakers. Legally, the Board may not take action on items raised by speakers under Oral Communications. The Board may, however, at its discretion, refer items to the administration for follow-up or place topics on a future Board agenda.

**ORAL COMMUNICATIONS (Agenda Items):** Members of the public shall also have an opportunity to address the Board on Open Session agenda items before their consideration by the Board. Individual presentations for the Consent Calendar are limited to a maximum of five minutes for all Consent Calendar items. Individual presentations for Discussion/Action agenda items are limited to a maximum of three minutes however; the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers, who wish to address a specific agenda topic. The total time for presentations shall be limited to twenty minutes per agenda topic, unless the Board grants additional time. The Board shall hear all presentations after any staff comments but prior to the formal discussion by Board members of the agenda topic under consideration.

Once an agenda item has been opened for public comment, no additional "Request to Address the Board of Trustees" cards shall be accepted for that topic unless otherwise approved by the Board. When addressing a specific item on the agenda, the Board may vote to allow additional public speaker time for an individual Discussion/Action item.

**PUBLIC HEARINGS:** Any time the Board schedules a separate public hearing on a given topic, it shall not hear speakers on that topic before the public hearing, except as to the scheduling of the hearing, nor shall it hear speakers after the hearing, except as to changes in the recommended action at the time of the hearing.

#### REASONABLE ACCOMMODATION

*In order to help ensure participation in the meeting of disabled individuals, appropriate disability-related accommodations or modifications shall be provided by the Board, upon request, in accordance with the Americans with Disabilities Act (ADA). Persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services in order to participate in a Board meeting, shall contact the Superintendent or designee in writing by noon on the Friday before the scheduled meeting. Such notification shall provide school district personnel time to make reasonable arrangements to assure accessibility to the meeting.*

## TRUSTEE COMMITTEE APPOINTMENTS

1. **NOMINATING COMMITTEE OF THE ORANGE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION: 1 Trustee and 1 alternate**

Meets annually prior to the OCSBA dinner meeting in May

2017 Assignment: Trustee Reardon (Alternate-Trustee McNicholas)

---

Alternate

2. **OCSBA POLITICAL ACTION GROUP EFFORT (PAGE): 2 Trustees**

Meets prior to the OCSBA dinner meetings in October, January, March, and May

2017 Assignment: Trustee McNicholas and Trustee Jones

3. **INSTRUCTIONAL MATERIALS REVIEW COMMITTEE (IMRC): 2 Trustees**

Meets only if a committee member has a concern about proposed materials and requests a meeting.

2017 Assignment: Trustees Holloway and Hanacek

4. **AD HOC COMMITTEES: 2 Trustees on each committee**

Meetings are scheduled through the Superintendent

2017 Assignments as follows:

◆ City of Aliso Viejo: Trustees Pritchard and McNicholas

◆ City of Dana Point: Trustees Hanacek and McNicholas

◆ City of Laguna Niguel: Trustees Jones and McNicholas

◆ City of Mission Viejo: Trustees Bullockus and Jones

◆ City of Rancho Santa Margarita: Trustees Reardon and Bullockus (Alternate: Pritchard)

◆ City of San Clemente: Trustees Holloway and Hanacek

◆ City of San Juan Capistrano: Trustees Jones, Reardon and Hanacek

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◆ Ladera Ranch Civic Council: Trustees Bullockus, Holloway and Reardon

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5. **CAPISTRANO UNIFIED SCHOOL DISTRICT FOUNDATION: 1 Trustee**  
Meets monthly.  
2017 Assignment: Trustee McNicholas
- 

6. **DISTRICT RESTRUCTURING COUNCIL (DRC): 1 Trustee**  
Meets on an as needed basis  
2017 Assignment: Trustee Pritchard (Alternate-Trustee McNicholas)
- 

Alternate

7. **COLLEGE AND CAREER ADVANTAGE: 3 Trustees /1 alternate**  
\*First meeting to be held Thursday, December 14, 2017 at 8:30 a.m.  
Meets on the second or third Thursday of the month at 8:30 a.m. Meetings will be held  
in March, June, August, October, and December for 2017-2018.  
2017 Assignment: Trustees Hanacek, Jones, and McNicholas (Alternate-Trustee Reardon)
- 

Alternate

8. **CALIFORNIA SCHOOL BOARD ASSOCIATION DELEGATE (CSBA): 2 Trustees**  
**Meets bi-annually in May and November**  
2016 Assignment: Trustees Jones and McNicholas
- 

9. **BOARD POLICY SUB-COMMITTEE: 3 Trustees Meets**  
**quarterly or as needed**  
2016 Assignment: Trustees Holloway, McNicholas and Reardon
-

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

**RESOLUTION NO. 1718-30**  
**ROLE OF THE BOARD: POWERS AND RESPONSIBILITIES**

*WHEREAS*, the Board of Trustees is the educational policy-making body for the District. To effectively meet the District's challenges, the Board and Superintendent must function together as a leadership team. To ensure unity among team members, effective operating procedures, or protocols, must be in place. There are general protocols and those that are specific for the Board and for the Superintendent; and

*WHEREAS, AS A SCHOOL BOARD MEMBER*, I understand and accept as my primary responsibility the goal of providing the opportunity for each student to develop his/her unique abilities to the highest possible level. This goal is sought within the legal and financial framework imposed upon school districts by state and federal legislation. The educational welfare of students, therefore, shall be given first priority in any action taken as a Board member; and

*WHEREAS*, I will keep learning and achievement for each and every student as the primary focus; value, support, and advocate for public education; operate openly with trust and integrity; govern in a dignified and professional manner, treating everyone with civility, dignity, and respect, while honoring the right to disagree with each other; keep confidential matters confidential; uphold the legal requirement for confidentiality on all matters arising from Board meeting Executive Sessions; will keep all conversations taking place in Closed Session absolutely confidential; discuss public matters in publicly noticed Board meetings; focus on policy-making, planning, and evaluation for student success; ensure opportunities for the diverse range of views in the community to inform Board deliberations, and evaluate the District's performance; and

*WHEREAS*, I realize I am a member of a policy-making board which speaks as a body and, as such, I have limited authority outside official meetings of the Board. I am aware the success of Capistrano Unified School District's educational programs is dependent, in part, on my ability to work with my fellow Board members in a spirit of harmony and cooperation despite differences of opinion among Trustees. A sense of loyalty to other Trustees and respect for Board decisions voted on by Board majority and cooperatively reached is, therefore, another consideration in my actions as an individual Trustee.

*THEREFORE BE IT RESOLVED, AS A SCHOOL BOARD MEMBER*, I will strive to make decisions based upon providing the best educational opportunities for students of Capistrano Unified School District within the guidelines of state and federal legislation, coupled with the expressed views of local citizenry.

It shall be the responsibility of the Superintendent, in her preparation of the agenda for the annual organizational meeting, to provide for readoption of this Resolution by the Board of Trustees.

PASSED AND ADOPTED, on this 6<sup>th</sup> day of December 2017, by the Board of Trustees of the Capistrano Unified School District.

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_

---

Secretary, Board of Trustees



# Capistrano Unified School District

2017-2018 1<sup>st</sup> Interim Report

December 6, 2017

# Capistrano Unified School District

## Vision

An unwavering commitment to student success.



Page 2 of 30

## Mission

To prepare our students to meet the challenges of a rapidly changing world.



# Economic Outlook

California Economy



# California Economic Outlook

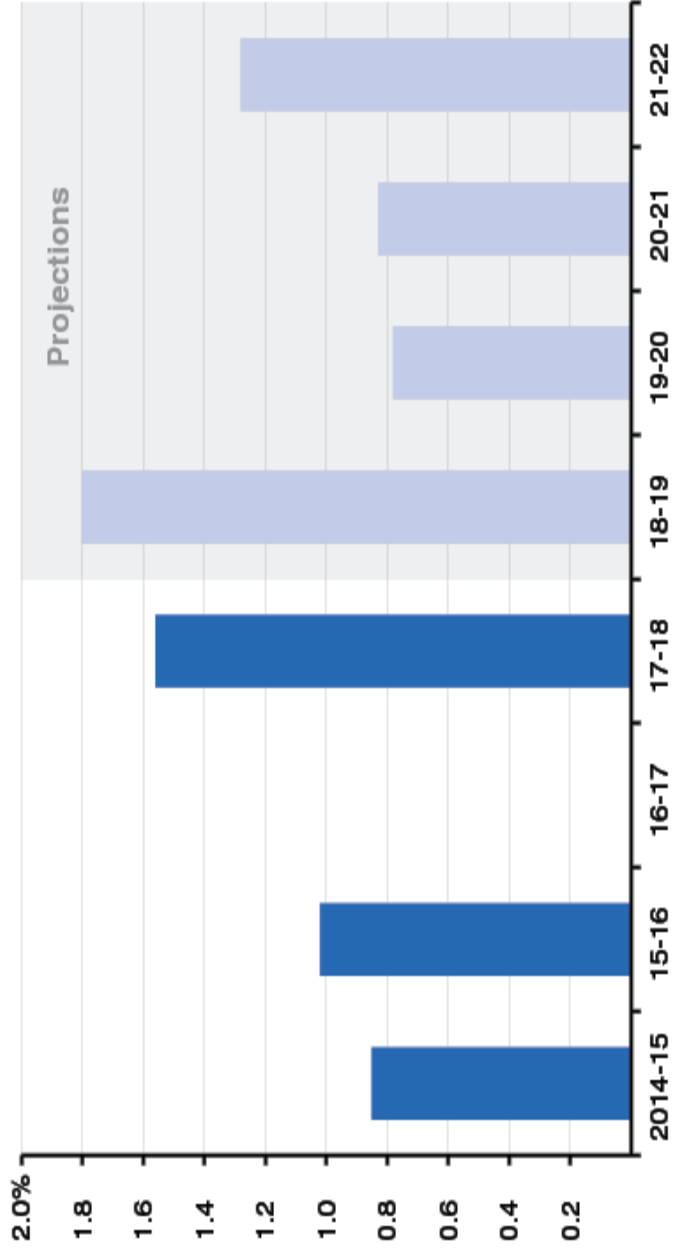
The LAO report assumes continued economic expansion in the near term through 2018-19

- ▶ Assumes State Revenue Growth
- ▶ This will not affect the Proposition 98 guarantee
- ▶ Combination of expiring one time spending and Prop. 39 funding plus declining enrollment frees up additional funds
- ▶ State *could* reach full implementation of LCFF in 2018-19
- ▶ This is dependent upon Governor Brown's priorities
- ▶ Past decisions show this may be a mix of one time and ongoing revenues

# Low Cost of Living Adjustments

**Figure 7**

**Statutory COLA Projected to Remain Low Over the Period**



COLA = cost-of-living adjustment.

LAO

# STRS/PERS Investment Returns

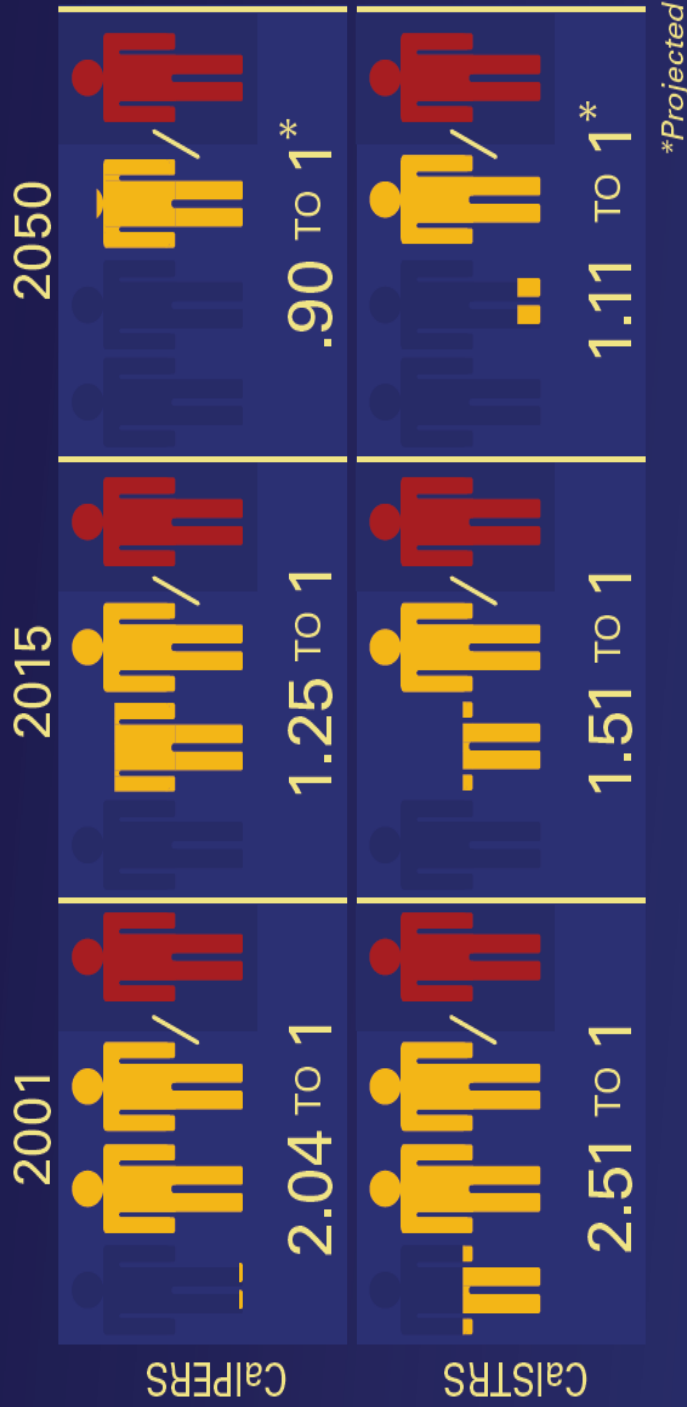
Historic Investment Rates of Return				
Table: Historic Annual Investment Rates of Return				
Fiscal Year	CalPERS Annual Return	CalPERS Actuarial Assumption	CalSTRS Annual Return	CalSTRS Actuarial Assumption
1992-93	14.5%	8.75%	13.8%	8.50%
1993-94	2.0%	8.75%	0.6%	8.50%
1994-95	16.3%	8.50%	16.4%	8.00%
1995-96	15.3%	8.50%	13.2%	8.00%
1996-97	20.1%	8.50%	17.4%	8.00%
1997-98	19.5%	8.25%	17.1%	8.00%
1998-99	12.5%	8.25%	13.4%	8.00%
1999-00	10.5%	8.25%	12.7%	8.00%
2000-01	-7.2%	8.25%	-9.1%	8.00%
2001-02	-6.1%	8.25%	-6.0%	8.00%
2002-03	3.7%	8.25%	3.4%	8.00%
2003-04	16.6%	7.75%	17.4%	8.00%
2004-05	12.3%	7.75%	11.1%	8.00%
2005-06	11.8%	7.75%	13.2%	8.00%
2006-07	19.1%	7.75%	21.0%	8.00%
2007-08	-5.1%	7.75%	-3.7%	8.00%
2008-09	-24.0%	7.75%	-25.0%	8.00%
2009-10	13.3%	7.75%	12.2%	8.00%
2010-11	21.7%	7.75%	23.1%	7.75%
2011-12	0.1%	7.50%	1.8%	7.50%
2012-13	13.2%	7.50%	13.8%	7.50%
2013-14	18.4%	7.50%	18.7%	7.50%
2014-15	2.4%	7.50%	4.8%	7.50%
2015-16	0.6%	7.50%	1.6%	7.50%

Table: Average Time-Weighted Rates of Return (as of June 30, 2016)		
	CalPERS	CalSTRS
3-year	6.9%	8.1%
5-year	6.8%	7.9%
10-year	5.1%	5.9%
20-year	7.0%	7.2%

Sources: CalPERS, CalSTRS; updated September 26, 2016

# Workers Compared to Retirees

## Ratio of Workers to Beneficiaries



2017-18 Governor's Budget

# CUSD Projected Retirement Costs

	Actuals	Actuals	Actuals	Actuals	Budgeted	Projected	Projected	Projected
	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21
STRS Rates	8.25%	8.88%	10.73%	12.58%	14.43%	16.28%	18.13%	19.10%
PERS Rates	11.44%	11.77%	11.85%	13.89%	15.53%	18.10%	20.80%	23.80%
STRS	15,503,774	17,848,114	23,234,024	26,953,763	30,543,522	34,876,249	39,422,050	42,154,196
PERS	5,145,316	5,833,875	6,555,699	7,944,691	9,715,479	11,548,978	13,537,188	15,799,461
<b>Total STRS/PERS</b>	<b>20,649,090</b>	<b>23,681,989</b>	<b>29,789,723</b>	<b>34,898,454</b>	<b>40,259,001</b>	<b>46,425,226</b>	<b>52,959,239</b>	<b>57,953,657</b>

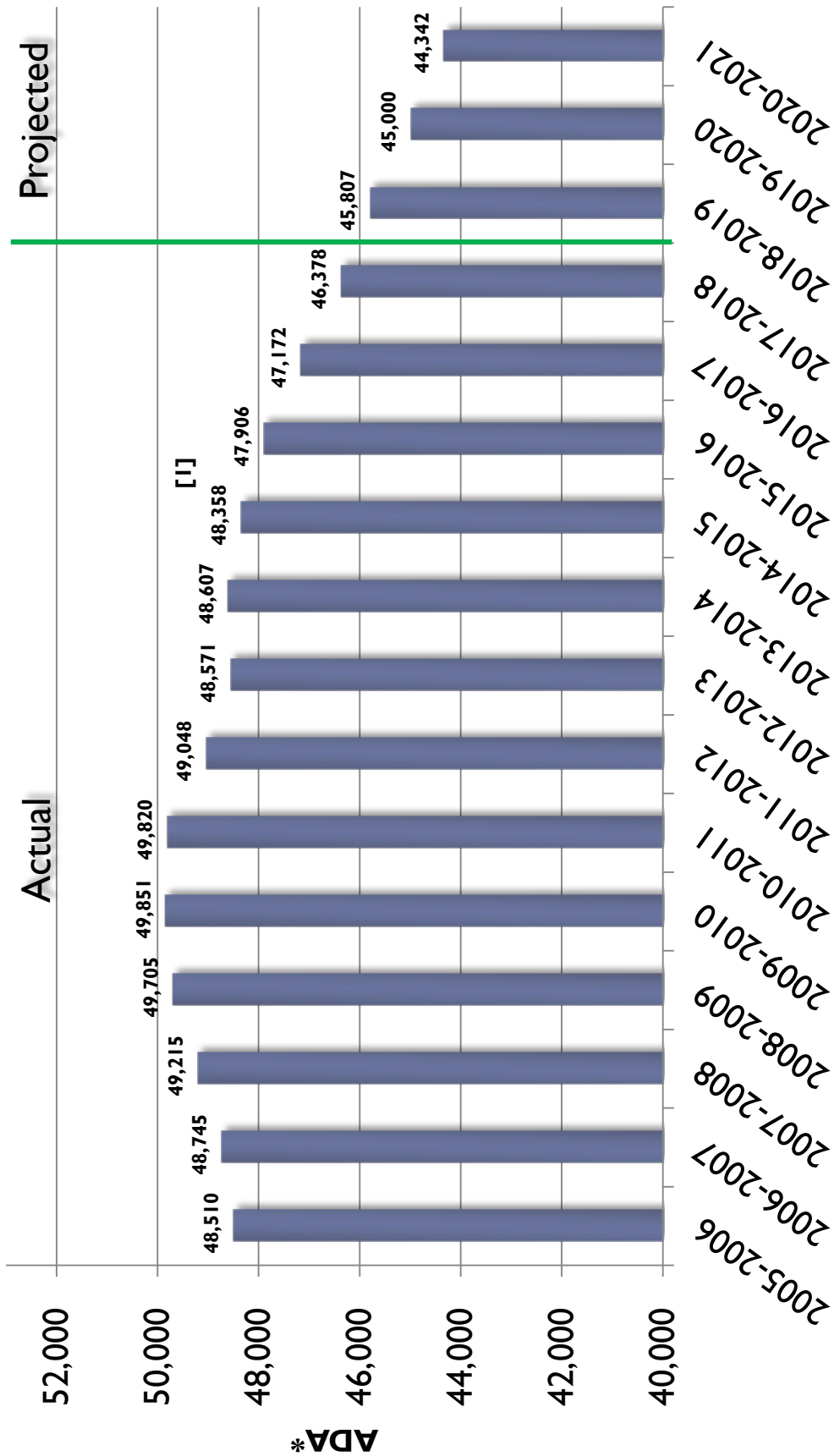
# District Budget Projections

Looking into the future



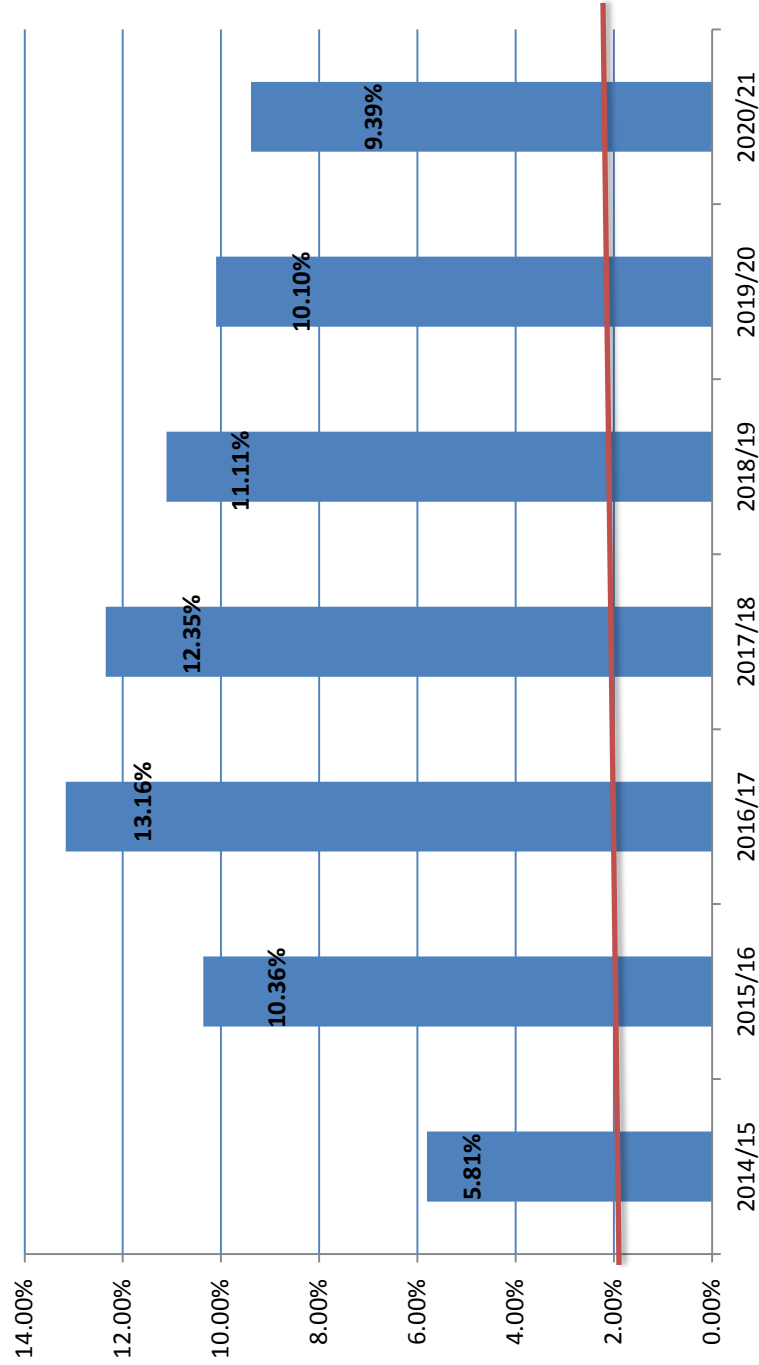
# Average Daily Attendance

## Trend and Projection





# Ending Unrestricted Reserve Percentage



# 2017-2018 1<sup>st</sup> Interim Report

Due December 15<sup>th</sup>



# Budget Calendar

Budgeting for schools is a continuous, year-round process

- Adopted Budget June 30, 2017
- **1st Interim December 15, 2017** (reporting data as of October)
- 2<sup>nd</sup> Second Interim March 15, 2018 (reporting data as of January)
- 3<sup>rd</sup> Interim\* June 1, 2018 (reporting data as of April)

- Note: Pursuant to Education Code §42131(e), a Third Interim Report is required to be filed by June 1 if the Second Interim certification is not positive.

# Major Assumptions

## ► Current Year 2017-2018

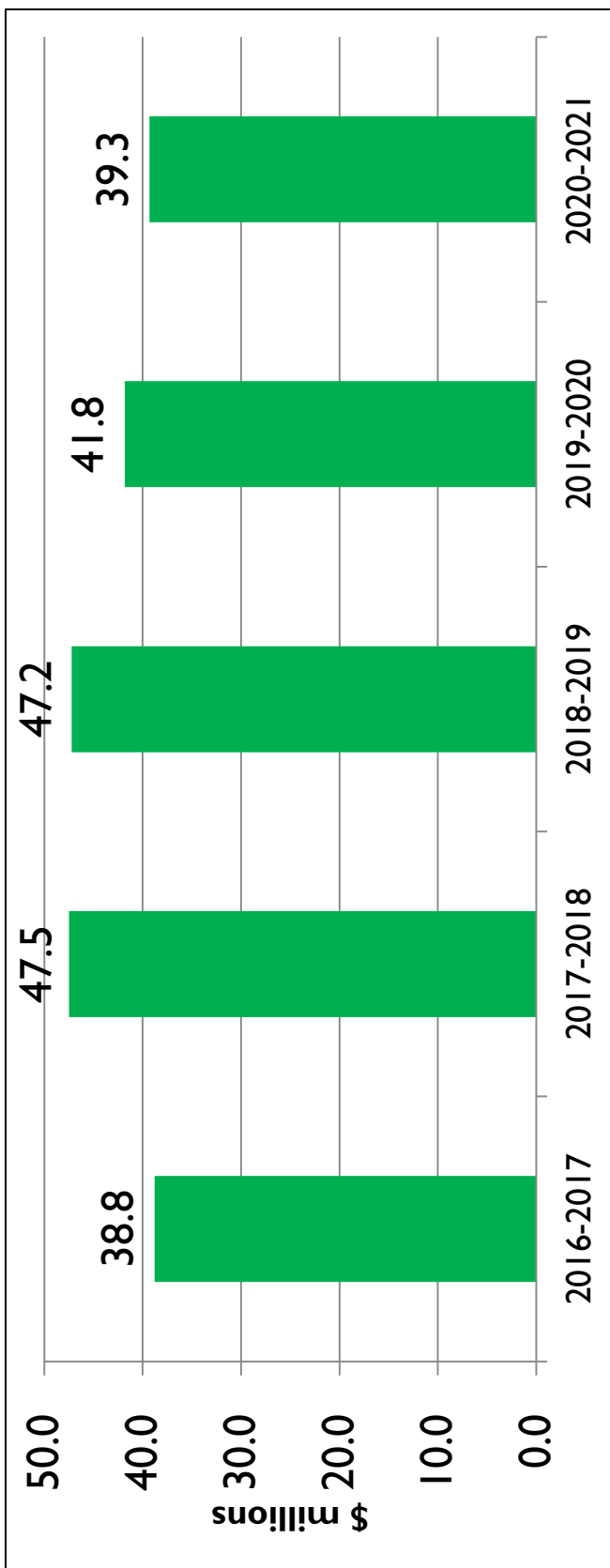
- Average Daily Attendance (ADA) based on 2016-2017 P2 ADA
- Cost-of-living adjustment (COLA)+ **LCFF target “gap” funding (43.19%)**
- Staffing according to formula. Adjusted based on actual enrollment
- Implementation of settled collective bargaining agreements (Teamsters)
- Current collective bargaining offers not reflected in the budget
- Additional one time monies
- Smaller enrollment decrease so that actual enrollment is 265 more than projected. Of these, 80 are students attending while base school is closed

# Major Assumptions

- ▶ **Forecast Years 2018-2019 and 2019-2020**
  - ▶ ADA based on prior years due to declining enrollment
  - ▶ Projected funding based on 80% of Department of Finance estimates:
    - ▶ 2018-2019 **+52.90% LCFF target “gap” funding percentage**
    - ▶ 2019-2020 **+51.94% LCFF target “gap” funding percentage**
  - ▶ Step and column increases and class sizes based on negotiated agreements
  - ▶ STRS and PERS rate increases based on rates projected by CalSTRS and CalPERS
  - ▶ No other increases in salaries or benefits



# District Multi-Year Projection at 1<sup>st</sup> Interim



- As we get closer to full implementation LCFF funding growth will slow but the rates for STRS and PERS will continue to increase until 2020-2021 putting pressure on the budget
- Balance shown is unrestricted ending balance excluding designated reserves such as site funds

- One time mandate reimbursement of \$6.8 million will be received in 2017-2018 and is reflected in the current budget along with related expenditures

# 2017-2018 First Interim Report Combined Restricted & Unrestricted Funds

	2017-18 Revised Budget	2017-18 1st Interim	Change from Revised to 1st Interim	Comments
<b>Revenue</b>				
LCFF Sources	\$385,131,884	\$386,614,466	\$1,482,582	\$1.1 class size penalty waiver plus final 16-17 ADA revisions
Federal Revenue	\$16,765,704	\$18,739,473	\$1,973,769	Increase in Title I funds; MAA - MediCal Administrative Activities grant
State Revenue	\$63,726,888	\$69,613,734	\$5,886,846	Final One Time Mandate funds
Local Revenue	\$4,960,863	\$6,320,847	\$1,359,984	Gifts budgeted as received.
<b>Total Revenue</b>	<b>\$470,585,339</b>	<b>\$481,288,520</b>	<b>\$10,703,181</b>	
<b>Expenditures</b>				
Certificated Salaries	\$214,498,795	\$215,052,103	\$553,308	Adjustments for site budgets and new revenues
Classified Salaries	\$68,174,112	\$68,811,391	\$637,279	Additional special education staff plus other adjustments
Benefits	\$114,889,402	\$115,660,590	\$771,188	Adjustments per salary lines
Books and Supplies	\$21,434,108	\$24,298,816	\$2,864,708	Textbooks from new one time mandate monies
Services & Operating Expenses	\$45,037,030	\$49,021,054	\$3,984,024	Gift budgets plus other adjustments
Capital Outlay	\$8,769,494	\$8,244,411	(\$2,525,083)	Moved to other object line items
Other Outgo/Debt Service	\$14,243,233	\$13,958,233	(\$285,000)	Reduction in transfer of CTEIG grant to ROP - prior year versus current
Transfers of Indirect/Direct Support			\$3,359	
Unidentified Budget Cuts	(\$538,823)	(\$535,464)	\$3,359	
<b>Total Expenditures</b>	<b>\$486,507,351</b>	<b>\$492,511,134</b>	<b>\$6,003,783</b>	
<b>Other Sources and Uses</b>				
Other Funding Sources	\$0	\$0	\$0	
Interfund Transfers Out	\$0	\$0	\$0	
<b>Total Sources and Uses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Beginning Fund Balance</b>	<b>\$74,740,855</b>	<b>\$74,740,855</b>	<b>\$0</b>	
<b>Audit Adjustments</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Net Incr (Decr) in Fund Balance</b>	<b>(\$15,922,012)</b>	<b>(\$11,222,614)</b>	<b>\$4,699,398</b>	
<b>Ending Fund Balance</b>	<b>\$58,818,843</b>	<b>\$63,518,241</b>	<b>\$4,699,398</b>	

<b>Components of Ending Fund Balance</b>				
Revolving Cash, Stores, Prepaid	\$325,000	\$325,000	\$0	
Legally Restricted	\$2,684,427	\$2,684,427	\$0	
Economic Uncertainties (2% Reserve)	\$16,800,000	\$16,800,000	\$0	
Other Designations/Assignments			\$0	
- College Readiness Grant	\$211,985	\$211,985	\$0	
- One time mandate money	\$4,615,631	\$9,574,955	\$4,959,324	New One Time Mandate money
- Education Division Budget	\$800,000	\$1,237,628	\$437,628	Adjustments per Education Division plan
- Technology Enhancement	\$2,016,502	\$2,016,502	\$0	
- Site Carryover including Gifts	\$2,000,000	\$0	(\$2,000,000)	Budgeted in expenditures above
Undesignated	\$29,365,298	\$30,667,744	\$1,302,446	
<b>Total Ending Fund Balance</b>	<b>\$58,818,843</b>	<b>\$63,518,241</b>	<b>\$4,699,398</b>	

# Certification Definition

**Positive** = A school district, based on current projections, **will** be able to meet its financial obligations for the current fiscal year and subsequent two fiscal years.

**Qualified** = A school district, based on current projections, **may not** meet its financial obligations for the current fiscal year or subsequent two fiscal years.

**Negative** = A school district, based on current projections, **will be unable** to meet its financial obligations for the current fiscal year or for subsequent two fiscal years.

Current Projections based on 1<sup>st</sup> Interim and Multi-Year Projection (MYP) using most conservative estimates from School Services of California.



# Evaluating the Budget

## Criteria and Standards

- ▶ District's financials are evaluated within each criteria or standard
  - ▶ Met/Not Met
  - ▶ Yes/No
- ▶ District provides additional detail to yes/no questions or an explanation for each criteria or standard not met

# CUSD and Orange County Districts



# All Orange County Districts

School Districts:	Unduplicated Pupil Percentage (UPP)	2016-2017 Funding Per ADA
Laguna Beach Unified School District	10.70%	\$ 16,836
Newport-Mesa Unified School District	45.67%	\$ 11,587
Santa Ana Unified School District	93.61%	\$ 10,350
Anaheim Union High School District	70.38%	\$ 9,916
Anaheim Elementary School District	90.42%	\$ 9,812
Magnolia School District	89.08%	\$ 9,726
Garden Grove Unified School District	74.95%	\$ 9,658
Fullerton Joint Union High School District	45.42%	\$ 9,436
Buena Park School District	78.87%	\$ 9,315
La Habra City School District	77.14%	\$ 9,246
Savanna School District	74.53%	\$ 9,192
Huntington Beach Union High School District	33.98%	\$ 9,177
Westminster School District	76.29%	\$ 9,127
Centralia School District	66.78%	\$ 8,676
Orange Unified School District	49.09%	\$ 8,548
Tustin Unified School District	44.16%	\$ 8,331
Placentia-Yorba Linda Unified School District	37.12%	\$ 8,279
Saddleback Valley Unified School District	29.90%	\$ 8,260
Brea Olinda Unified School District	30.19%	\$ 8,251
Fullerton School District	51.02%	\$ 8,109
<b>Capistrano Unified School District</b>	<b>23.37%</b>	<b>\$ 8,087</b>
Ocean View School District	46.66%	\$ 8,067
Irvine Unified School District <sup>[1]</sup>	28.81%	\$ 8,045
Los Alamitos Unified School District <sup>[2]</sup>	15.34%	\$ 7,955
Cypress School District	40.89%	\$ 7,921
Fountain Valley School District	27.99%	\$ 7,743
Huntington Beach City School District	18.77%	\$ 7,627

[1] Irvine's enrollment is growing [2] Receives Federal Impact Aid funds

# Orange County Unified Districts

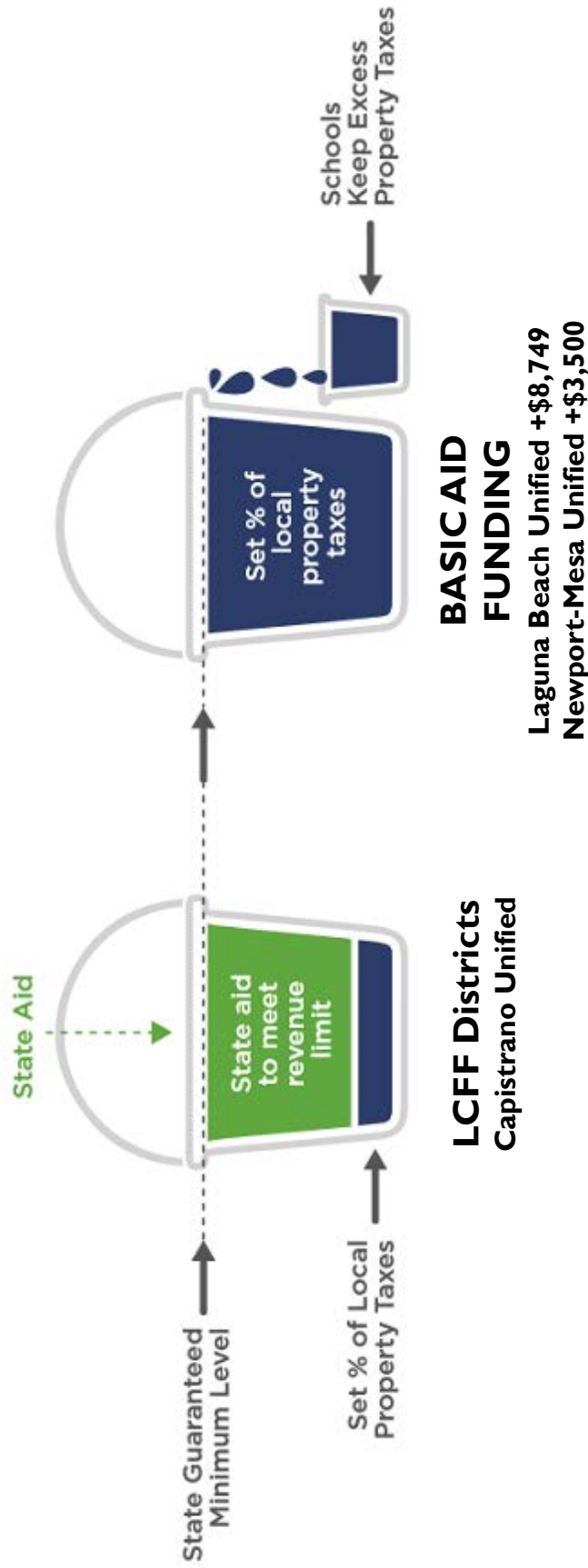
- ▶ With the Implementation of LCFF, Districts like CUSD have received far less funding.

Unified School Districts:	Unduplicated Pupil Percentage (UPP)	2016-2017 Funding Per ADA
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Irvine Unified School District <sup>[1]</sup>	28.81%	\$ 8,045
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[1] Enrollment growing

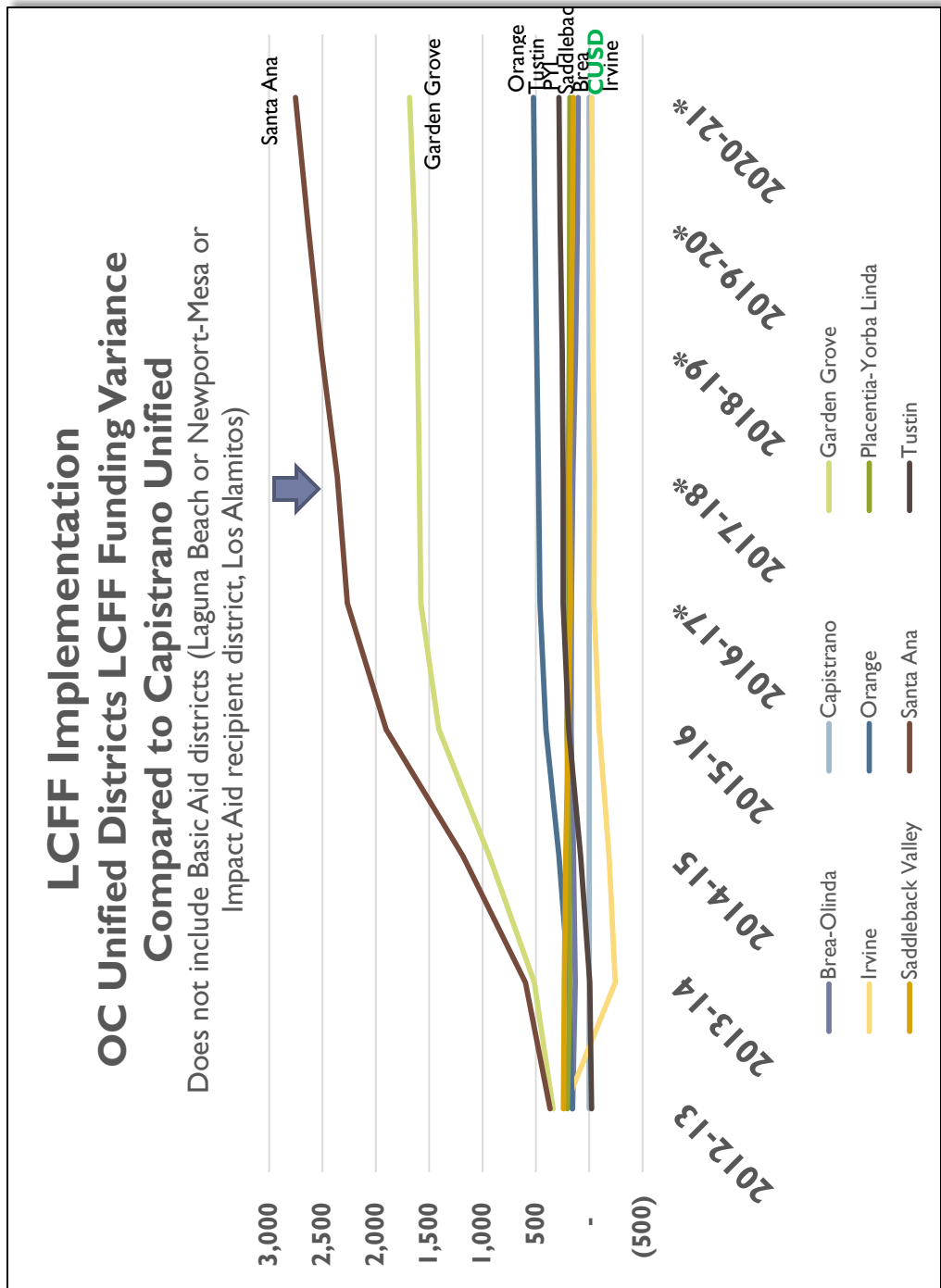
[2] Receives Federal Impact Aid

# LCFF versus Basic Aid Districts



# LCFF Funding Gap

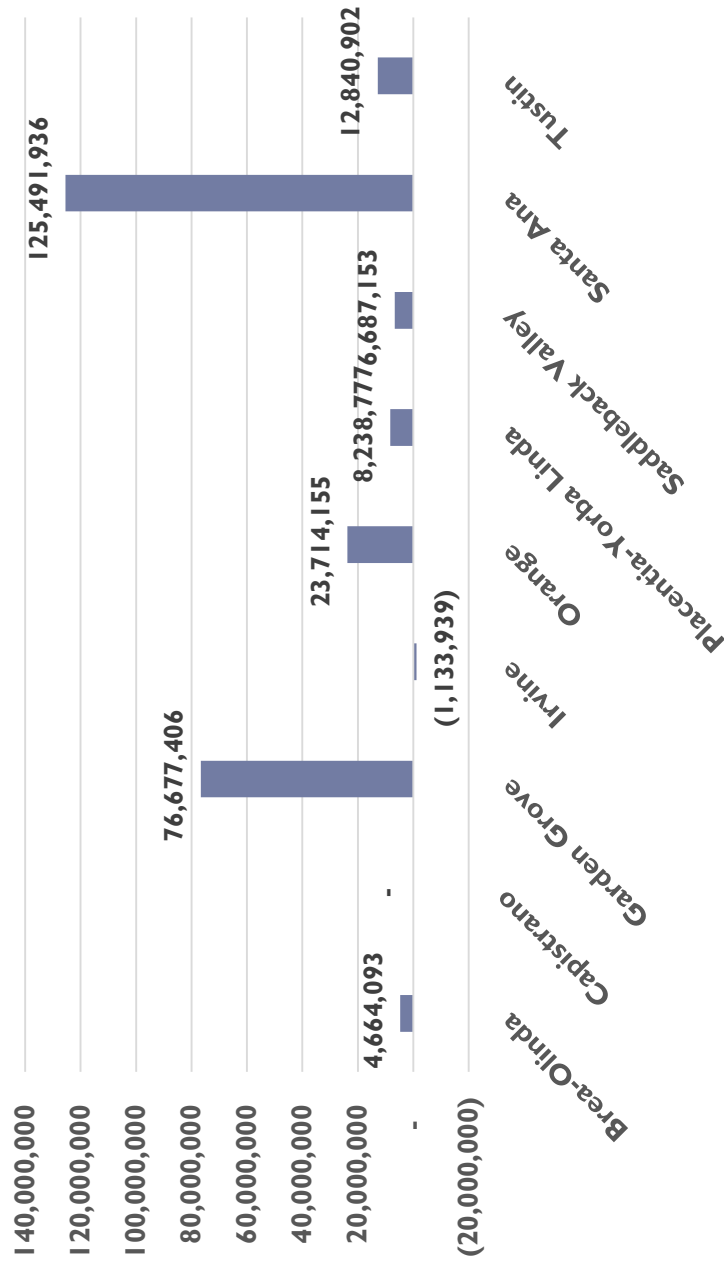
- ▶ With the Implementation of LCFF, Districts like CUSD have received far less funding and the funding gap grows to 20-21



# LCFF Funding Gap Impact

- ▶ What if CUSD received the same per student funding as other OC districts?

What If 2020-2021 Funding for CUSD At The Same Funding As District Shown  
in \$ Millions Per Year



# Retirement Rate Increases

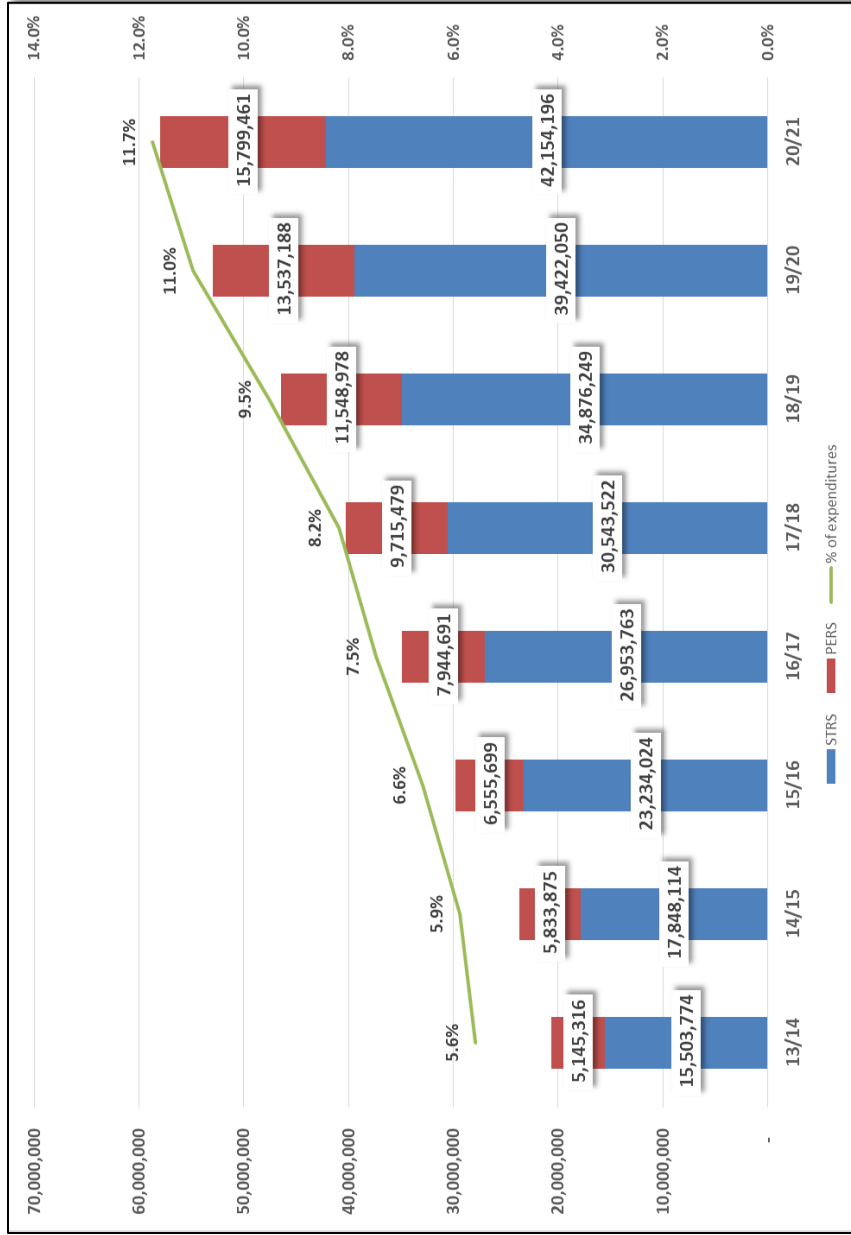
- ▶ Although with the implementation of LCFF the Governor promised 2007-2008 purchasing power in 2020-2021, he later added a significant amount of expense to schools that means that goal will not be met by 2020-2021





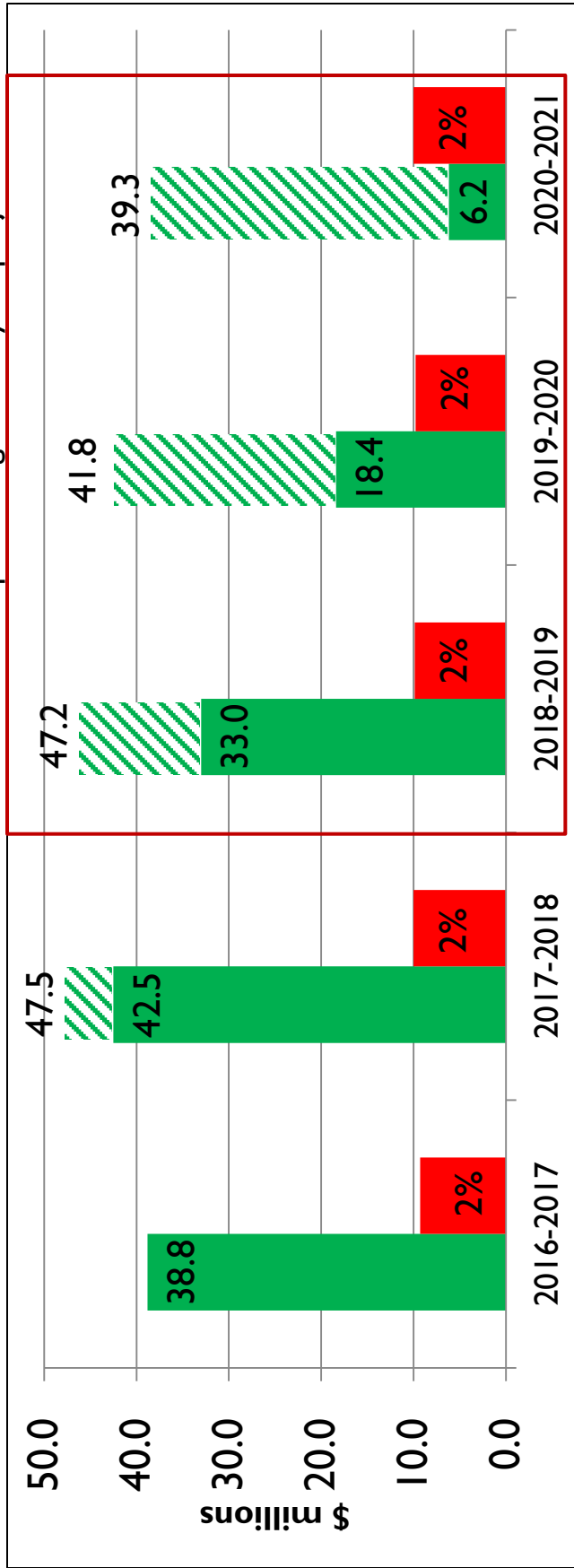
# Retirement Cost Increases

- ▶ Although with the implementation of LCFF the Governor promised 2007-2008 purchasing power in 2020-2021, he later added a significant amount of expense to schools that means that goal will not be met by 2020-2021



# Multi-Year with Current Offer for all Units

2018-2019 adopted budget multi-year projection

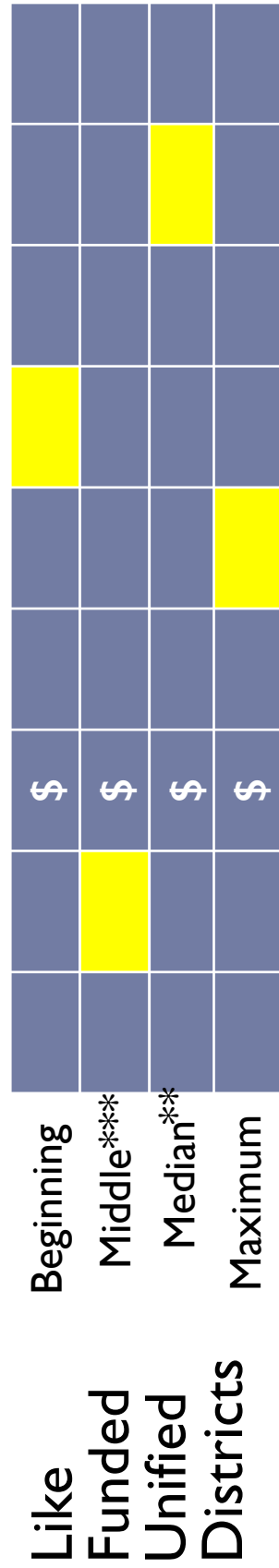
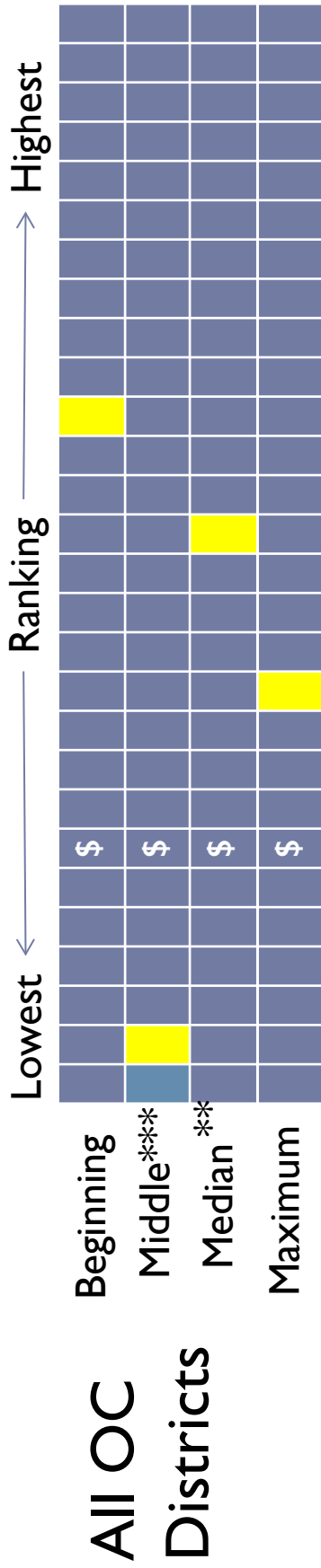


- Assumes last, best offer to certificated staff is accepted and implemented for all bargaining units.
- Balance shown is unrestricted ending balance excluding designated funds such as site funds and is compared to the required 2% minimum reserve

- Any reductions necessary as a result of the agreement will be presented to the Board

# District Competitiveness

In addition to the impact on the multi-year projection, this is an estimate of where CUSD teachers would compare to other Districts in OC.



\$ = CUSD 2016-2017 funding rank

Yellow = CUSD ranking<sup>[1]</sup>

[1] Based on 1.5% ongoing salary increase and additional 1% on step 23

\*\* Based on CUSD Median – Bachelors +75 units, 15 yrs exp, including Master's stipend

\*\*\* Based on CUSD Bachelor + 60 units 11 yrs exp. Moves column at 75 units whereas majority of other districts move at 60

# 1<sup>st</sup> Interim Report Recommendation

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- ▶ Staff recommends approval of 2017-2018  
1<sup>st</sup> Interim Report with Positive Certification

Questions?

# CAPISTRANO UNIFIED SCHOOL DISTRICT

## NOTICE OF PUBLIC HEARING

During the meeting on December 6, 2017 the Capistrano Unified School District Board of Trustees will hold a hearing to accept comments from members of the public.

### TOPIC OF HEARING

Adoption of **RESOLUTION NO. 1718-27, RESOLUTION OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT TO AUTHORIZE CONVEYANCE OF AN EASEMENT TO THE SANTA MARGARITA WATER DISTRICT FOR THE PURPOSES OF PROVIDING NECESSARY WATER SERVICES TO ESENCIA K-8 SCHOOL.**

After the Public Hearing, the Capistrano Unified School District Board of Trustees will consider adoption of **RESOLUTION NO. 1718-27, RESOLUTION OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT TO AUTHORIZE CONVEYANCE OF AN EASEMENT TO THE SANTA MARGARITA WATER DISTRICT FOR THE PURPOSES OF PROVIDING NECESSARY WATER SERVICES TO ESENCIA K-8 SCHOOL.**

**HEARING DATE:** December 6, 2017

**TIME:** 7:00 p.m.

**LOCATION:** CUSD Education Center  
33122 Valle Road  
San Juan Capistrano, CA  
949-234-9200

# CAPISTRANO UNIFIED SCHOOL DISTRICT

## NOTICE OF PUBLIC HEARING

During the meeting on December 6, 2017 the Capistrano Unified School District Board of Trustees will hold a hearing to accept comments from members of the public.

### TOPIC OF HEARING

Intention to request approval of entering into an energy service contract for design, installation, and commissioning of solar energy projects in accordance with Government Code § 4217.12.

After the Public Hearing, the Capistrano Unified School District Board of Trustees will consider adoption of Resolution No. 1718-28 for the awarding of a proposed Energy Service Contract for design, installation and commissioning of solar energy projects.

**HEARING DATE:** December 6, 2017

**TIME:** 7:00 p.m.

**LOCATION:** CUSD Education Center  
33122 Valle Road  
San Juan Capistrano, CA  
949-234-9200

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services

Prepared by: Philippa Townsend, Assistant Superintendent, Fiscal Services

Date: December 6, 2017

Board Item: Donation of Funds

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**HISTORY**

Historically the District has allowed parents, businesses and community members to make monetary or non-monetary donations to the school or department of their choice. These donations may be designated by the donor for specific purposes or can be donated for school/department use as needed. The District retains discretion over whether or not to accept any gifts. The District makes no commitment to repairing and maintaining donated items.

**BACKGROUND INFORMATION**

Donations are typically received at school sites where the office staff fills out a 'Donation of Funds' form and sends it to the Fiscal Services Department. Fiscal Services Staff review the donation form to determine if there are any issues of safety or other reasons why the gift(s) should not be accepted. The donation information is submitted to the Board of Trustees for approval at the next Board Meeting. After Board approval a thank you letter is sent to the donor.

**CURRENT CONSIDERATIONS**

This agenda item requests Board approval of the attached list of donations.

**FINANCIAL IMPLICATIONS**

The financial Implications of this agenda item are presented in the attached documents.

**DATA or OTHER INFORMATION**

In an average year monetary donations total around \$3.5 million to \$4 million.

**STAFF RECOMMENDATION**

It is recommended the Board of Trustees approve the attached Donation of Funds listing.

**PREPARED BY:** Philippa Townsend, Assistant Superintendent, Fiscal Services

**APPROVED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services

Donation of Funds  
December 6, 2017

<b>DONATED BY</b>	<b>AMOUNT</b>	<b>PURPOSE</b>	<b>SCHOOL</b>
Parents for Aliso Niguel, Inc.	\$15,000.00	Classroom Supplies	Aliso Niguel High School
Vending Plus, Inc.	\$368.74	School Use as Needed	Aliso Niguel High School
City of Aliso Viejo	\$1,000.00	Homework Club	Aliso Viejo Middle School
Ambuehl Elementary School PTA	\$4,000.00	Art Program	Ambuehl Elementary School
San Juan Capistrano Education Foundation	\$660.00	Field Trip Transportation	Ambuehl Elementary School
Arroyo Vista Elementary School PTA	\$1,000.00	Technology	Arroyo Vista Elementary School
Arroyo Vista Elementary School PTA	\$28,909.50	Science Camp	Arroyo Vista Elementary School
Bathgate Elementary School PTA	\$2,808.86	Renaissance Learning Program	Bathgate Elementary School
Bathgate Elementary School PTA	\$2,148.99	Meet the Masters	Bathgate Elementary School
Mrs. Masters	\$200.00	School Use as Needed	Bernice Ayer Middle School
Bernice Ayer Middle School PTSA	\$76.45	Instructional Materials and Supplies	Bernice Ayer Middle School
CR&R Incorporated	\$936.23	Classroom Supplies	Canyon Vista Elementary School
Carl Hankey School PTSA	\$12,000.00	Primary Music Program	Carl Hankey K-8 School
Ladera Ranch Education Foundation Inc.	\$548.99	Playground Bench	Chaparral Elementary School
Karen Walsh	\$500.00	Playground Bench	Chaparral Elementary School
Chaparral Elementary School PTA	\$27,223.00	Instructional Assistants	Chaparral Elementary School
San Clemente Junior Women's Club	\$750.00	Non-Instructional Supplies	Clarence Lobo Elementary School
Concordia Elementary School PTA	\$1,380.00	4th Grade Walk Through California	Concordia Elementary School
Concordia Elementary School PTA	\$1,216.00	4th Grade Field Trip	Concordia Elementary School
Concordia Elementary School PTA	\$1,290.00	2nd Grade Field Trip	Concordia Elementary School
Don Juan Avila Elementary School PTA	\$7,453.00	Art Program	Don Juan Avila Elementary School
George White Booster Club	\$2,666.30	Chromebooks	George White Elementary School



Donation of Funds  
December 6, 2017

<b>DONATED BY</b>	<b>AMOUNT</b>	<b>PURPOSE</b>	<b>SCHOOL</b>
George White Elementary School PTA	\$24,000.00	Primary Music Program	George White Elementary School
Bright Funds Foundation	\$200.00	School Use as Needed	John S. Malcom Elementary School
CR&R Incorporated	\$1,062.13	School Use as Needed	Ladera Ranch Middle School
Vending Plus, Inc.	\$43.11	School Use as Needed	Ladera Ranch Middle School
San Clemente Junior Women's Club	\$750.00	School Use as Needed	Marblehead Elementary School
Marian Bergeson Elementary School PTA	\$2,268.00	Art Masters Program	Marian Bergeson Elementary School
RMIQ Foundation	\$5,276.00	Brain Builders	Moulton Elementary School
Moulton Elementary School PTA	\$140.47	Supplies and Materials	Moulton Elementary School
Pedro Ramirez		Violin Outfit-Palatino	Niguel Hills Middle School
Donna Alcantara		Violin Outfit-Venetian	Niguel Hills Middle School
Oak Grove Elementary School PTA	\$5,792.16	Mind Music Program	Oak Grove Elementary School
Ladera Ranch Education Foundation Inc.	\$2,323.00	Tech Support-Houghton Mifflin	Oso Grande Elementary School
Oso Grande Elementary School PTA	\$27,643.42	Librarian and Steam Lab	Oso Grande Elementary School
CUSD Foundation, Inc.	\$48,000.00	Technology Resources	San Clemente High School
Bruce Walberg		1998 Ford F-150	San Clemente High School/ATPA
San Juan Elementary School PTA	\$2,796.29	Student Agendas	San Juan Elementary School
San Juan Elementary School PTA	\$4,000.00	Field Trip and Transportation	San Juan Elementary School
San Juan Elementary School PTA	\$8,000.00	Librarian Salary	San Juan Elementary School
San Juan Children's Education Foundation	\$36,090.00	Science Camp	San Juan Elementary School
Barbara Picone		Backpacks, School Materials and Supplies	San Juan Elementary School
Veritas, Masonic Lodge #855		Backpacks, School Materials and Supplies	San Juan Elementary School
Laguna Niguel Presbyterian Church		Backpacks, School Materials and Supplies	San Juan Elementary School
Shorecliffs Middle School PTA	\$700.00	Morning Math Support Class	Shorecliffs Middle School

Donation of Funds  
December 6, 2017

<b>DONATED BY</b>	<b>AMOUNT</b>	<b>PURPOSE</b>	<b>SCHOOL</b>
Natalie Penna		Pearl Flute	Shorecliffs Middle School
OnceOC	\$500.00	School Use as Needed	Tesoro High School
Kroger	\$12.07	Instructional Assistants	Tijeras Creek Elementary School
Suma Raju , Mani Gopal	\$2,200.00	Instructional Assistants	Tijeras Creek Elementary School
Truist	\$83.33	Instructional Assistants	Tijeras Creek Elementary School
Tijeras Creek Elementary School PTA	\$12,000.00	Primary Music Program	Tijeras Creek Elementary School
Forster Ranch Education Foundation	\$1,500.00	Science Camp	Truman Benedict Elementary School
Truman Benedict Elementary School PTA	\$12,000.00	Primary Music Program	Truman Benedict Elementary School
Truman Benedict Elementary School PTA	\$2,500.00	Thinking Maps Training	Truman Benedict Elementary School
Truman Benedict Elementary School PTA	\$8,036.00	Art Masters Legacy	Truman Benedict Elementary School
Your Cause	\$10.00	School Materials and Supplies	Vista del Mar Elementary School
Vista del Mar Elementary School PTA	\$3,322.42	Meet the Masters	Vista del Mar Elementary School
San Clemente Junior Women's Club	\$750.00	Materials and Supplies	Vista del Mar Middle School
Mako Foundation	\$2,980.00	Survivor Book Club	Vista del Mar Middle School
Wagon Wheel Elementary School PTA	\$1,322.00	Music Program and Paper	Wagon Wheel Elementary School
Wood Canyon Elementary School Foundation Inc.	\$162.00	FASTMath Program	Wood Canyon Elementary School
Wood Canyon School Foundation	\$12,000.00	Primary Music Program	Wood Canyon Elementary School
<b>\$340,628.35</b>			

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services

Prepared by: Philippa Townsend, Assistant Superintendent, Fiscal Services

Prepared by: Lynh Rust, Executive Director, Contracts and Purchasing

Date: December 6, 2017

Board Item: Purchase Orders, Commercial Warrants and Previously Board-Approved Bids and Contracts

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**HISTORY**

Pursuant to Resolution No. 1112-12 *Delegation of Authority* approved by the Board of Trustees on September 12, 2011, the Board delegated authority to the Deputy Superintendent, Business and Support Services, Executive Director, Fiscal Services, and Director, Purchasing, the authority to sign and execute all contracts and purchase orders. A previous Board Member requested that staff provide a listing of Board approved warrants for each vendor with a total payment exceeding \$250,000 per fiscal year. That listing is included in this report.

**BACKGROUND INFORMATION**

Requests for issuance of all warrants are submitted to the County Superintendent of Schools, Business Services Division, for review and preparation. Warrants are then returned to the District Fiscal Services Office and submitted to the Board of Trustees for approval.

In May 2017, the District transitioned from Quintessential School Systems (QSS) as the business system for generating purchase orders (PO), commercial warrants and related reports to the OCDE-supported BusinessPlus software system. Beginning in fiscal year 2017-2018, POs are issued in BusinessPlus. The PO report is separated by individual funds, such as the general fund (01), Food and Nutrition fund (13), various capital facilities funds (25, 35, 40, etc). The PO number indicates the fiscal year, the District ledger number, type of PO and number. POs indicating an "A" are associated with agreements, "P" are standard POs, "X" are purchases made through District-issued Cal-Cards, and "R" are rollover POs, spanning two or more fiscal years. An example of a "R" PO is a facilities project that was started in fiscal year 2016-2017, but will not be completed until Fiscal Year 2017-2018.

**CURRENT CONSIDERATIONS**

Under Education Code § 17605, all transactions entered into by the officer or employee delegated authority shall be reviewed by the governing board every 60 days. This agenda item requests Board approval and/or ratification of the attached list of purchase orders and commercial warrants.

### **FINANCIAL IMPLICATIONS**

The expenditures related to the listed purchase orders, commercial warrants, and previously approved bids and contracts were previously authorized as part of the District's budget approval process.

### **OTHER INFORMATION**

The QSS-generated reports slightly differ in format than the BusinessPlus reports; however, the new BusinessPlus reports organize the purchase orders by specific fund.

### **STAFF RECOMMENDATION**

It is recommended the Board of Trustees adopt, approve and ratify the attached purchase order and warrant listing.

**PREPARED BY:** Philippa Townsend, Assistant Superintendent, Fiscal Services

**PREPARED BY:** Lynh Rust, Executive Director, Contracts and Purchasing

**APPROVED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services

# CAPISTRANO USD

## PURCHASE ORDER DETAIL REPORT BY FUND BOARD OF TRUSTEES MEETING 12/06/2017

FROM 10/19/2017 TO 11/08/2017

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L68A0165	MORRIS, ROBIN LEE	4,000.00	4,000.00	0165000029 5815	General-Spec Ed-PsychSer / Consulting Services: Non-Instr
L68A0195	SPECTRUM CENTER ROSSIER PARK	34,956.14	9,957.14	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0197	BESTGEN, MARY	5,430.60	24,999.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0198	SPEECH & LANGUAGE DEVEL	61,614.12	5,430.60	0130100104 5810	General-Title I-Instrctn / Consulting Services
L68A0199	SPEECH & LANGUAGE DEVEL	67,601.52	36,615.12	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0200	SPEECH & LANGUAGE DEVEL	4,553.28	24,999.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0201	ALPINE ACADEMY	27,035.00	42,602.52	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0202	MAXIM HEALTHCARE SERVICES INC	15,000.00	24,999.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0203	STEPPING STONES THERAPY INC	9,000.00	2,735.64	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0204	THE ALARM AND SPRINKLER CO INC	5,000.00	1,817.64	0165000130 5102	General-Spec Ed-NPA Hlth / Subagreement NPS
L68A0205	PERKINS SCHOOL FOR THE BLIND	290,406.44	6,600.00	0165000092 5803	General-Spec Ed-NPS / Residential Treatment Center
L68A0206	KOHN, KATIE M	10,000.00	12,505.00	0165120028 5104	General-SEMTLHL-NPS / Subagreement Mental Health B&C
L68A0207	BERGMAN DACEY GOLDSMITH	10,000.00	7,930.00	0165120038 5104	General-SEMTLHL-PsychSer / Subagreement Mental Health B&C
L68A0208	SPECTRUM CENTER ROSSIER PARK	28,259.44	15,000.00	0165000130 5801	General-Spec Ed-NPA Hlth / Non-Public Agency
L68A0209	SPECTRUM CENTER ROSSIER PARK	17,354.54	9,000.00	0165000131 5801	General-Spec Ed-Spch Aud / Non-Public Agency
L68A0210	SPECTRUM CENTER ROSSIER PARK	19,308.79	5,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs: Other
L68A0211	SPECTRUM CENTER ROSSIER PARK	16,648.94	91,164.40	0165000092 5103	General-Spec Ed-NPS / Subagreement RTC
L68A0212	SPECTRUM CENTER ROSSIER PARK	24,276.12	24,999.00	0165000092 5803	General-Spec Ed-NPS / Residential Treatment Center
L68A0213	SPECTRUM CENTER ROSSIER PARK	11,461.24	87,121.52	0165120028 5104	General-SEMTLHL-NPS / Subagreement Mental Health B&C
L68A0214	SPECTRUM CENTER ROSSIER PARK	11,775.20	87,121.52	0165120038 5104	General-SEMTLHL-PsychSer / Subagreement Mental Health B&C
L68A0215	SPECTRUM CENTER ROSSIER PARK	3,435.30	10,000.00	0130100263 5800	General-Title I-Instrctn / Services & Operating Expend
L68A0216	SPECTRUM CENTER ROSSIER PARK	9,502.64	10,000.00	0100000336 5820	General-Undes-FacPlann / Legal Services
			3,260.44	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			24,999.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			17,354.54	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			19,308.79	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			16,648.94	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			24,276.12	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			11,461.24	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			11,775.20	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			3,435.30	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			9,502.64	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools

# CAPISTRANO USD

## PURCHASE ORDER DETAIL REPORT BY FUND BOARD OF TRUSTEES MEETING 12/06/2017

FROM 10/19/2017 TO 11/08/2017

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L68A0217	SPECTRUM CENTER ROSSIER PARK	23,045.26	23,045.26	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0218	SYNAPSE ADVANCED AUDIOLOGY	2,000.00	2,000.00	0165000131 5801	General-Spec Ed-Spch Aud / Non-Public Agency
L68A0219	FAGEN FRIEDMAN FULFROST LLP	549.50	549.50	0109990016 5820	General-DW Adjust-Gen Adm / Legal Services
L68A0220	SENECA FAMILY OF AGENCIES	30,000.00	30,000.00	0165120036 5101	General-SEMNTLHL-GuidCnsl / Subagreement NPA
L68A0221	OLIVE CREST ACADEMY	31,782.48	5,725.08	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			26,057.40	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0222	OLIVE CREST ACADEMY	28,323.88	6,324.88	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			21,999.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0223	OLIVE CREST ACADEMY	52,859.38	27,860.38	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			24,999.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0224	OLIVE CREST ACADEMY	72,332.00	47,333.00	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			24,999.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0225	OLIVE CREST ACADEMY	73,827.09	48,828.09	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			24,999.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0226	SCOTT LARSON	10,000.00	10,000.00	0165000029 5815	General-Spec Ed-PsychSer / Consulting Services; Non-Instr
L68A0227	BURKE WILLIAMS & SORENSEN LLP	5,000.00	5,000.00	0109000002 5820	General-Mello Rs-M-R Reim / Legal Services
L68A0228	OCEANVIEW SCHOOL	5,550.00	5,550.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0230	STAFFREHAB	5,000.00	5,000.00	0165000095 5801	General-Spec Ed-NPA / Non-Public Agency
L68A0231	SOLACIUM NEW HAVEN LLC	159,674.00	41,445.00	0165000092 5103	General-Spec Ed-NPS / Subagreement RTC
			10,593.00	0165000092 5803	General-Spec Ed-NPS / Residential Treatment Center
			21,868.00	0165120028 5104	General-SEMNTLHL-NPS / Subagreement Mental Health B&C
			85,768.00	0165120038 5104	General-SEMNTLHL-PsychSer / Subagreement Mental Health
L68A0232	S T A R ACADEMY	2,000.00	2,000.00	0107900031 5800	General-LCFFSupp-SupvAdmn / Services & Operating Expend
L68A0233	OCEANVIEW SCHOOL	18,793.96	18,793.96	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0234	OCEANVIEW SCHOOL	55,331.72	42,039.54	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			13,292.18	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0235	MARDAN SCHOOL	30,283.80	10,985.28	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			19,298.52	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0236	NEW HAVEN YOUTH & FAMILY	3,150.00	3,150.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0237	WERTHEIMER-GALE & ASSOCIATES	390.00	390.00	0165000130 5801	General-Spec Ed-NPA Hlth / Non-Public Agency
L68A0239	HALL, YVETTE	1,000.00	1,000.00	0100020611 5810	General-SiteAllo-Instrctrn / Consulting Services
L68A0240	DANNIS WOLIVER KELLEY	100,000.00	100,000.00	0109990016 5820	General-DW Adjust-Gen Adm / Legal Services
L68A0241	LANGUAGE NETWORK INC	7,500.00	7,500.00	0165000131 5815	General-Spec Ed-Spch Aud / Consulting Services; Non-Instr

# CAPISTRANO USD

## PURCHASE ORDER DETAIL REPORT BY FUND BOARD OF TRUSTEES MEETING 12/06/2017

FROM 10/19/2017 TO 11/08/2017

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L68A0242	DAYLE MCINTOSH CENTER	2,000.00	2,000.00	0165000086	5810 General-Spec Ed-Aid:Inst / Consulting Services
L68A0244	ELIZABETH GALLARDO	10,000.00	10,000.00	0165000036	5815 General-Spec Ed-Spch Aud / Consulting Services: Non-Instr
L68A0245	GOODWILL INDUSTRIES OF	2,500.00	2,500.00	0165000095	5801 General-Spec Ed-NPA / Non-Public Agency
L68P0699	APEX AUDIO	2,000.00	2,000.00	0181500009	4500 General-RR&Maint-RR:Bldgs / Other Supplies : Non-Instruct
L68P1331	TRANSPORTATION CHARTER SERVICE	10,000.00	10,000.00	0100000333	5838 General-Undes-DW Undst / Charter Transportation Service
L68P1343	STREAMLINE SYSTEMS DESIGNS	5,000.00	5,000.00	0181500009	5605 General-RR&Maint-RR:Bldgs / Rental, Leases & Repairs:Other
L68P1504	Q FENCE AND FABRICATION	75,000.00	75,000.00	0181500009	5605 General-RR&Maint-RR:Bldgs / Rental, Leases & Repairs:Other
L68P1657	MAIER INTERNATIONAL INC	25,000.00	25,000.00	0181500009	5605 General-RR&Maint-RR:Bldgs / Rental, Leases & Repairs:Other
L68P2094	POSPICHAL, WENDY	515.29	515.29	0165000009	5800 General-Spec Ed-SupvAdmn / Services & Operating Expend
L68P2190	MEDCO SUPPLY MASUNE &	500.00	500.00	0111000166	4300 General-CoCurric-CurAthlt / Instruct Materials & Supplies
L68P2237	CULVER-NEWLIN	16,010.98	16,010.98	0130100073	4300 General-Title I-Instrctn / Instruct Materials & Supplies
L68P2269	PERMA-BOUND	641.49	641.49	0100040016	4114 General-Lib Abte-Instrctn / Textbooks: K-12
L68P2270	OCDE	50.00	50.00	0162640002	5216 General-EducEffe-SupvAdmn / Conference : Non-Instructional
L68P2271	COALITION FOR ADEQUATE SCHOOL	1,049.00	1,049.00	0100000303	5216 General-Undes-SuppSvcs / Conference : Non-Instructional
L68P2272	CALIFORNIA WEEKLY EXPLORER INC	1,380.00	1,380.00	0104000305	5840 General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2273	MISSION SAN JUAN CAPISTRANO	1,216.00	1,216.00	0104000305	5840 General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2274	CDW GOVERNMENT INC.	12,656.68	12,656.68	0130100104	4400 General-Title I-Instrctn / Non-Capitalized Equipment
L68P2275	HIGH TRAILS INC	35,320.00	2,070.00	0104000379	5800 General-Gifts-Instrctn / Services & Operating Expend
			33,250.00	0104000379	5840 General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2276	SUMIDA, SYLVIA AND MARK	6,120.00	6,120.00	0165000107	5800 General-Spec Ed-SEOther / Services & Operating Expend
L68P2277	CDW GOVERNMENT INC.	671.28	671.28	0100020574	4400 General-SiteAllo-Instrctn / Non-Capitalized Equipment
L68P2278	HERITAGE MUSEUM OF OC	1,248.00	1,248.00	0104000349	5840 General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2279	CDW GOVERNMENT INC.	2,685.13	2,685.13	0104000303	4300 General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2280	IPEVO INC	101.34	101.34	0107550080	4300 Technology Refresh / Instruct Materials & Supplies
L68P2281	OCEAN INSTITUTE	2,900.00	2,900.00	0104000324	5840 General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2282	CDWG Inc	25.01	25.01	0107550080	4300 Technology Refresh / Instruct Materials & Supplies
L68P2283	OCEAN INSTITUTE	2,900.00	2,900.00	0104000324	5840 General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2284	CDW GOVERNMENT INC.	442.64	442.64	0107550039	4300 Technology Refresh / Instruct Materials & Supplies
L68P2285	OCEAN INSTITUTE	2,990.00	2,990.00	0104000346	5840 General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2286	CDWG Inc	22.43	22.43	0100020286	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2287	COSTCO S.J.C.	253.75	253.75	0130100028	4500 General-Title I-PrntPart / Other Supplies : Non-Instructl
L68P2288	CALIFORNIA WEEKLY EXPLORER INC	1,380.00	1,380.00	0104000305	5800 General-Gifts-Instrctn / Services & Operating Expend
L68P2289	OCEAN INSTITUTE	860.00	860.00	0104000305	5840 General-Gifts-Instrctn / Services:Field Trip: Fee Based

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L68P2291	CDWG Inc	16.44	16.44	0107550026 4300	Technology Refresh / Instruct Materials & Supplies
L68P2292	CDWG Inc	170.19	170.19	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2293	CDWG Inc	1,291.17	1,291.17	0165000264 4400	General-Spec Ed-SE0thIns / Non-Capitalized Equipment
L68P2295	CONTRACT PAPER GROUP INC.	12,878.30	12,878.30	01 9321	General-Undes / Stores Receipts
L68P2296	CONTRACT PAPER GROUP INC.	1,507.64	1,507.64	01 9321	General-Undes / Stores Receipts
L68P2297	CDWG Inc	2,013.85	2,013.85	0107550028 4500	Technology Refresh / Other Supplies : Non-Instructl
L68P2298	CAMCOR INC	72.95	72.95	0100020574 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2299	CDW GOVERNMENT INC.	2,685.13	2,685.13	0100020302 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2300	CDWG Inc	8,560.00	8,560.00	0104000303 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2301	CDWG Inc	822.50	822.50	0104000303 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2302	CDW GOVERNMENT INC.	1,050.56	1,050.56	0104000098 4300	General-Gifts-Sch Adm / Instruct Materials & Supplies
L68P2303	CONVERGEONE INC	260.00	260.00	0104000303 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2304	LAW OFFICE OF LEEJANICE TOBACK	4,000.00	4,000.00	0165000112 5820	General-Spec Ed-SupvAdmn / Legal Services
L68P2305	FOCUSED FITNESS LLC	155.16	155.16	0100020494 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2306	B & H PHOTOGRAPHY	502.52	502.52	0104000072 4500	General-Gifts-Sch Adm / Other Supplies : Non-Instructl
L68P2307	GRISWOLD INDUSTRIES	5,000.00	5,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2308	SCHOOL SERVICES OF CALIFORNIA	860.00	860.00	0100000285 5216	General-Undes-Bus/Fisc / Conference : Non-Instructional
L68P2309	UCI REGENTS	4,200.00	4,200.00	0162640024 5800	General-EducEffic-SupvAdmn / Services & Operating Expend
L68P2310	OCDE	125.00	125.00	0130100005 5216	General-Title I-SupvAdmn / Conference : Non-Instructional
L68P2311	OCEAN INSTITUTE	1,290.00	1,290.00	0104000305 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2312	IMPACT APPLICATIONS INC	435.00	435.00	0111000176 4300	General-CoCurric-CurAhltr / Instruct Materials & Supplies
L68P2313	FLINN SCIENTIFIC INC	633.97	633.97	0163000018 4300	General-Lott:IM-Instrctn / Instruct Materials & Supplies
L68P2314	IDEAL COMPUTER SOUTH INC	1,717.50	1,717.50	0100000342 5800	General-Undes-TIS / Services & Operating Expend
L68P2315	GOLDEN STAR TECHNOLOGY INC.	1,000.00	1,000.00	0100000342 5800	General-Undes-TIS / Services & Operating Expend
L68P2316	CDWG Inc	12,228.57	12,228.57	0109860070 4300	General-Bill/Inv-Enterprs / Instruct Materials & Supplies
L68P2317	CDWG Inc	1,266.06	1,266.06	0109860070 5800	General-Bill/Inv-Enterprs / Services & Operating Expend
L68P2318	CDWG Inc	1,050.56	1,050.56	0109860070 4400	General-Bill/Inv-Enterprs / Non-Capitalized Equipment
L68P2319	CONVERGEONE INC	260.00	260.00	0109860070 5800	General-Bill/Inv-Enterprs / Services & Operating Expend
L68P2320	CDWG Inc	299.01	299.01	0109860070 4300	General-Bill/Inv-Enterprs / Instruct Materials & Supplies
L68P2322	MOBILE COMMUNICATION REPAIR	299.55	299.55	0160100022 4500	General-AftSchLr-Sch Adm / Other Supplies : Non-Instructl
L68P2323	MOBILE COMMUNICATION REPAIR	797.35	797.35	0100020079 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2324	IPEVO INC	569.14	569.14	0107550028 4300	Technology Refresh / Instruct Materials & Supplies
L68P2325	MOBILE FLEET WASH	40,000.00	20,000.00	0172300008 5800	General-H-S Trns-PuplTran / Services & Operating Expend



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L68P2325	*** CONTINUED ***				
L68P2326	MEET THE MASTERS INC	4,829.34	20,000.00	0172400005 5800	General-SpEdTran-Pup Tran / Services & Operating Expend
L68P2327	SOUTHWEST SCHOOL SUPPLY	130.88	4,829.34	0104000300 5800	General-Gifts-Instrctn / Services & Operating Expend
L68P2328	SNAP-ON TOOLS CORP	10,176.99	130.88	0163000018 4300	General-Lott:IM-Instrctn / Instruct Materials & Supplies
L68P2329	APPLE INC	327.17	10,176.99	0172200017 4300	General-PtrnrAcad-Instrctn / Instruct Materials & Supplies
L68P2330	HI TECH PROTECTION SYSTEMS INC	10,640.00	327.17	0165000106 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P2331	CDWG Inc	1,551.48	10,640.00	0104000487 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2332	APPLE INC	821.74	1,551.48	0107550080 4400	Technology Refresh / Non-Capitalized Equipment
L68P2333	BSN SPORTS	7,538.25	821.74	0105010009 4405	General-15-16 1x-Prsnl:HR / Non-Capitalized Equip: Non-Ins
L68P2334	APPLE COMPUTER INC	327.17	7,538.25	0100020364 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2335	VERNON LIBRARY SUPPLIES INC	74.38	327.17	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2336	DAVE BANG ASSOCIATES	6,111.04	74.38	0100040011 4114	General-Lib Abte-Instrctn / Textbooks: K-12
L68P2337	MARKERBOARD PEOPLE	775.80	6,111.04	0104000435 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2338	GOPHER ATHLETIC	207.99	775.80	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2339	APPLE INC	413.37	207.99	0100020225 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2340	OCDE	248,149.00	413.37	0133200027 4300	General-Loc Prsc-SEOthIns / Instruct Materials & Supplies
L68P2341	STAPLES ADVANTAGE	1,792.42	248,149.00	0100000285 5800	General-Undes-Bus/Fisc / Services & Operating Expend
L68P2343	KNORR POOL SYSTEMS INC	401.00	1,792.42	0100020364 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2345	BRAVURA HOUSE STRINGS	2,712.60	401.00	0104000645 5216	General-Gifts-Prsnl:HR / Conference : Non-Instructional
L68P2346	WORKABILITY 1 REGION 1	675.00	2,712.60	0100100144 4300	General-EdBudget-Instrctn / Instruct Materials & Supplies
L68P2347	EDUPOINT EDUCATIONAL SYSTEMS	850.00	675.00	0165200005 5216	General-Wrkably-SupvAdmn / Conference : Non-Instructional
L68P2348	SOLUTION TREE INC	669.00	850.00	0165000009 5216	General-Spec Ed-SupvAdmn / Conference : Non-Instructional
L68P2351	IPEVO INC	608.03	669.00	0162640006 5216	General-EducEffic-Sch Adm / Conference : Non-Instructional
L68P2352	CULVER-NEWLIN	706.84	608.03	0107550035 4300	Technology Refresh / Instruct Materials & Supplies
L68P2353	BERTRANDS HORN IMPROVEMENT	1,500.00	706.84	0165000009 4500	General-Spec Ed-SupvAdmn / Other Supplies : Non-Instructl
L68P2354	CURRICULUM ASSOCIATES	1,643.79	1,500.00	0100100144 4300	General-EdBudget-Instrctn / Instruct Materials & Supplies
L68P2355	PSYCHOLOGICAL ASSESSMENT RES	1,913.45	1,643.79	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2356	WESTERN PSYCHOLOGICAL SERVICES	706.50	765.40	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2357	CDW GOVERNMENT INC.	3,356.42	1,148.05	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
			282.60	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			423.90	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
			1,342.57	0100020290 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
			2,013.85	0107550086 4300	Technology Refresh / Instruct Materials & Supplies

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L68P2358	MHS RESEARCH DEPARTMENT	612.50	245.00	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2359	B & H PHOTOGRAPHY	428.85	367.50	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2360	NCS PEARSON INC.	186.71	428.85	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2361	OFFICE DEPOT	43.09	74.68	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2362	MHS RESEARCH DEPARTMENT	353.25	112.03	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2363	PERMA-BOUND	1,000.46	43.09	0100020515 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2364	NCS PEARSON INC.	138.52	141.30	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2365	FOLLETT SCHOOL SOLUTIONS INC	29.00	211.95	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2366	FOLLETT SCHOOL SOLUTIONS INC	378.00	1,000.46	0100040009 4114	General-Lib Abte-Instrctn / Textbooks: K-12
L68P2367	AWARDS N MORE	43.10	55.41	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2368	HARBOTTLE LAW GROUP A	1,710.00	83.11	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2369	CDW GOVERNMENT INC.	90.25	29.00	0100040111 4200	General-Lib Abte-Libr&Med / Books & Reference Materials
L68P2370	BRAVURA HOUSE STRINGS	2,000.00	378.00	0100040108 4200	General-Lib Abte-Libr&Med / Books & Reference Materials
L68P2371	CDWG Inc	3,125.94	43.10	0172200017 4300	General-PtrnrAcad-Instrctn / Instruct Materials & Supplies
L68P2372	TIME FOR KIDS	522.70	1,710.00	0133110006 5820	General-PrivISP-StDev In / Legal Services
L68P2373	CM SCHOOL SUPPLY CO	1,344.00	90.25	0100020515 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2377	MARKERBOARD PEOPLE	159.20	2,000.00	0100100144 4300	General-EdBudget-Instrctn / Instruct Materials & Supplies
L68P2378	MHS RESEARCH DEPARTMENT	765.38	3,125.94	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2379	SANTILLANA PUBL CO	975.06	522.70	0130100091 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2380	CDWG Inc	483.80	1,344.00	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2382	CITY OF SAN CLEMENTE PARKS/REC	5,805.91	159.20	0130100089 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2383	CDWG Inc	481.64	306.15	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2384	J W PEPPER-LOS ANGELES	500.00	459.23	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2386	HERITAGE WINDOW COVERING	5,000.00	975.06	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2388	SEATING COMPONENT MANUFACTURIN	11,195.23	483.80	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2389	VORTEX	10,000.00	5,805.91	0130100104 5810	General-Title I-Instrctn / Consulting Services
L68P2390	PRIME GLASS	7,000.00	481.64	0130100091 4300	General-Title I-Instrctn / Instruct Materials & Supplies
			500.00	0100100144 4300	General-EdBudget-Instrctn / Instruct Materials & Supplies
			5,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
			11,195.23	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
			10,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
			2,100.00	0172300008 5605	General-H-S Trns-PuplTran / Rental, Leases & Repairs:Other
			4,900.00	0172400005 5605	General-SpEdTran-PuplTran / Rental, Leases & Repairs:Other

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L68P2391	SUNSHINE YOGA	344.93	344.93	0104000069 4500	General-Gifts-Sch Adm / Other Supplies : Non-Instructl
L68P2392	WARDS MEDIA TECH	3,252.11	3,252.11	0100020515 4400	General-SiteAllo-Instrctn / Non-Capitalized Equipment
L68P2393	MATTHEW AND CHRISTINE ESSEX	53,705.30	51,205.30	0165000093 5800	General-Spec Ed-NPS / Services & Operating Expend
			2,500.00	0165000135 5800	General-Spec Ed-PuplTran / Services & Operating Expend
L68P2394	SCHOLASTIC	94.08	94.08	0100020413 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2396	JOHNSTONE SUPPLY	38,300.00	38,300.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2397	ASSA ABLOY ENTRANCE SYSTEM INC	2,000.00	2,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2398	J&J ENVIRONMENTAL CONSTRUCTION	20,000.00	20,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2400	GLOBAL INDUSTRIAL	829.05	829.05	0100020611 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2401	COSTCO S.J.C.	507.50	507.50	0104000428 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2402	ALL FOUR STRINGS	3,000.00	3,000.00	0111020006 5600	General-Music-Instrctn / Rentals, Leases & Repairs
L68P2403	LEARNING A-Z LLC	1,814.37	1,814.37	0165000099 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2404	STAPLES ADVANTAGE	6,926.55	6,926.55	0105010009 4500	General-15-16 1x-Prsnl:HR / Other Supplies : Non-Instructl
L68P2405	OFFICE ZILLA LLC	2,626.51	2,626.51	0100100004 4500	General-EdBudget-SupvAdmn / Other Supplies : Non-Instructl
L68P2406	WHISPERROOM INC	12,224.76	12,224.76	0135550007 4400	General-VEA-Instrctn / Non-Capitalized Equipment
L68P2407	ROBOTICS EDUCATION & COMPETITI	150.00	150.00	0100020343 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2409	HERITAGE MUSEUM OF OC	1,280.00	1,280.00	0104000375 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2410	MICROSOFT CORPORATION	5,022.77	5,022.77	0105010009 4405	General-15-16 1x-Prsnl:HR / Non-Capitalized Equip: Non-Ins
L68P2411	HERITAGE MUSEUM OF OC	1,250.00	1,250.00	0104000329 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2412	PALI INSTITUTE INC	1,500.00	1,500.00	0104000329 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2413	SKILLPATH SEMINARS	199.00	199.00	0100020076 5216	General-SiteAllo-Sch Adm / Conference : Non-Instructional
L68P2414	PELTIER, ANDREA	4,300.00	300.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
			4,000.00	0165000135 5800	General-Spec Ed-PuplTran / Services & Operating Expend
L68P2415	MIKE DEBELLIS	1,200.00	1,200.00	0111020006 5600	General-Music-Instrctn / Rentals, Leases & Repairs
L68P2416	BEN S MUSIC WORKSHOP INC	2,200.00	2,200.00	0111020006 5600	General-Music-Instrctn / Rentals, Leases & Repairs
L68P2417	MOREY S MUSIC	707.44	707.44	0104000317 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2418	AIR-TECH ENVIRONMENTAL INC	1,734.00	1,734.00	0181500064 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2419	CULVER-NEWLIN	378.03	378.03	0104000303 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2420	CALIFORNIA'S DEDICATED TO	1,355.00	1,355.00	0192800013 5216	General-OCCCPP-Instrctn / Conference : Non-Instructional
L68P2421	CAMPBELL KELLER	781.19	781.19	0100020028 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2422	ACADEMIC COMMUNICATION ASSOC	403.88	403.88	0165000036 4500	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P2423	REIMER, NONA	449.98	449.98	0104000349 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2424	APPLE INC	376.59	376.59	0100000353 4500	General-Undes-M&OUnrOH / Other Supplies : Non-Instructl

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L68P2425	CLEAN DIESEL SPECIALISTS SO	46,146.09	46,146.09	0172300024	General-H-S Trns-PuplTran / Services & Operating Expend
L68P2426	JUMMANI, RAKIB AND SPERANTA	5,000.00	5,000.00	0105040005	General-504/StSr-Instrctn / Services & Operating Expend
L68P2428	SMARDAN SUPPLY COMPANY	30,000.00	30,000.00	0181500009	General-RR&Maint-RR-Bldgs / Other Supplies ; Non-Instruct
L68P2429	LIBERTY PAPER	21,930.57	21,930.57	01 9321	General-Undes / Stores Receipts
L68P2430	UNIVERSITY OF OREGON	350.00	350.00	0130100100	General-Title I-Instrctn / Services & Operating Expend
L68P2431	OCEAN INSTITUTE	2,990.00	2,990.00	0104000346	General-Gifts-Instrctn / Services;Field Trip: Fee Based
L68P2432	HUGH O BRIAN YOUTH LEADERSHIP	225.00	225.00	0104000430	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2433	TIFCO INDUSTRIES	381.47	190.73	0172300019	General-H-S Trns-PuplTran / Pupil Transportation
L68P2434	CDWG Inc	17,692.71	190.74	0172400017	General-SpEdTran-PuplTran / Pupil Transportation
L68P2435	CDWG Inc	2,101.13	16,141.71	0104000349	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2436	CONVERGEONE INC	480.00	1,551.00	0104000349	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2437	DISPLAYS2GO	179.42	2,101.13	0104000349	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2438	ORANGE UNIFIED SCHOOL DISTRICT	5,000.00	480.00	0104000349	General-Gifts-Instrctn / Services & Operating Expend
L68P2439	CDWG Inc	2,690.28	179.42	0104000303	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2440	CDWG Inc	258.50	5,000.00	0100000333	General-Undes-DW Undst / Charter Transportation Service
L68P2441	CALIFORNIANS DEDICATED TO	345.00	2,690.28	0104000341	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2443	CAMCOR INC	1,444.73	258.50	0104000341	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2444	SMART & FINAL **SCHOOL SITES**	500.00	345.00	0192800013	General-OCCPP-Instrctn / Conference : Non-Instructional
L68P2445	COSTCO S.J.C.	507.50	1,444.73	0100020121	General-SiteAllo-Sch Adm / Other Supplies : Non-Instruct
L68P2446	CDWG Inc	483.80	500.00	0100000271	General-Undes-Supt / Other Supplies : Non-Instruct
L68P2447	WESTERN GRAPHIX	209.02	507.50	0100000271	General-Undes-Supt / Other Supplies : Non-Instruct
L68P2448	GANAHL LUMBER	387.75	483.80	0107550026	Technology Refresh / Instruct Materials & Supplies
L68P2449	DENNIS PATRICK HANNA	10,000.00	209.02	0100020225	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2450	SHAMROCK MUSIC	10,000.00	387.75	0181500009	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instruct
L68P2451	OCDE	1,282.23	10,000.00	0181500009	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instruct
L68P2452	OTICON	824.51	10,000.00	0181500009	General-RR&Maint-RR-Bldgs / Services & Operating Expend
L68P2453	NSI ACADEMY	305.30	10,000.00	0111020006	General-Music-Instrctn / Rentals, Leases & Repairs
L68P2454	CDWG Inc	17,874.13	183.18	0107900169	General-LCFFSupp-Instrctn / Services & Operating Expend
L68P2455	CDWG Inc	1,715.50	1,099.05	0107900252	General-LCFFSupp-SupvAdmn / Services & Operating Expend
L68P2456	CDWG Inc	2,101.13	824.51	0165000259	General-LCFFSupp-SupvAdmn / Services & Operating Expend
			305.30	0165000094	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
			17,874.13	0165000094	General-Spec Ed-NPS / Residential Treatment Center
			1,715.50	0104000466	General-Gifts-Instrctn / Instruct Materials & Supplies
			2,101.13	0104000466	General-Gifts-Instrctn / Services & Operating Expend
				0104000466	General-Gifts-Instrctn / Non-Capitalized Equipment



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L68P2457	CONVERGEONE INC	520.00	520.00	0104000466 5800	General-Gifts-Instrctn / Services & Operating Expend
L68P2458	ITO NURSERY	318.00	318.00	0100020654 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2459	RISING SOFTWARE AUSTRALIA PTY	2,763.79	2,763.79	0135550007 4400	General-VEA-Instrctn / Non-Capitalized Equipment
L68P2460	NASCO MODESTO A DIVISION OF	220.00	220.00	0100020654 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2461	PELTIER, ANDREA	727.52	727.52	0165000094 5800	General-Spec Ed-NPS / Services & Operating Expend
L68P2462	DANIELS, MARK & KATHRYN	687.50	687.50	0165000094 5800	General-Spec Ed-NPS / Services & Operating Expend
L68P2463	SANDY AND MAYNARD RAINS	944.12	944.12	0165000094 5800	General-Spec Ed-NPS / Services & Operating Expend
L68P2464	PROGRESSIVE MANUFACTURING	484.88	484.88	0100000314 4500	General-Undes-Grph Art / Other Supplies : Non-Instructl
L68P2465	NASCO MODESTO A DIVISION OF	590.00	590.00	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2466	STARFALL EDUCATION	270.00	270.00	0104000303 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2468	SEGERSTROM CENTER FOR THE ARTS	775.00	775.00	0104000303 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2470	T-GRAPHICS WEST INC	1,000.00	1,000.00	0104000551 4500	General-Gifts-Sch Adm / Other Supplies : Non-Instructl
L68P2472	HUMANWARE	1,490.68	1,490.68	0165000250 5600	General-Spec Ed-Aid:Inst / Rentals, Leases & Repairs
L68P2473	FOLLETT SCHOOL SOLUTIONS INC	1,090.72	1,090.72	0109860030 4200	General-Bill/Inv-Enterprs / Books & Reference Materials
L68P2475	APPLE INC	413.37	413.37	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2476	GOPHER ATHLETIC	839.67	839.67	0104000317 4500	General-Gifts-Instrctn / Other Supplies : Non-Instructl
L68P2477	CALIFORNIA WEEKLY EXPLORER INC	1,180.00	1,180.00	0104000385 5800	General-Gifts-Instrctn / Services & Operating Expend
L68P2478	APPLE INC	85.12	85.12	0100100144 4300	General-EdBudget-Instrctn / Instruct Materials & Supplies
L68P2479	APPLE INC	1,106.90	1,106.90	0100000353 4500	General-Undes-M&OUrOH / Other Supplies : Non-Instructl
L68P2480	LEARNING A-Z LLC	359.80	359.80	0130100089 5800	General-Title I-Instrctn / Services & Operating Expend
L68P2481	SAN JUAN HILLS HS ASB	200.00	200.00	0130100078 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2482	CAROLINA BIOLOGICAL SUPP	7,172.03	7,172.03	0135550007 4400	General-VEA-Instrctn / Non-Capitalized Equipment
L68P2483	SCHOOL SERVICES OF CALIFORNIA	2,580.00	215.00	0100000036 5216	General-Undes-SupvAdmn / Conference : Non-Instructional
			1,290.00	0100000266 5216	General-Undes-StaffNeg / Conference : Non-Instructional
			215.00	0100000268 5216	General-Undes-StaffNeg / Conference : Non-Instructional
			215.00	0100000271 5216	General-Undes-Supt / Conference : Non-Instructional
			215.00	0100000291 5216	General-Undes-Prsnl:HR / Conference : Non-Instructional
			215.00	0100000303 5216	General-Undes-SupvSvcs / Conference : Non-Instructional
L68P2484	THINKING MAPS INC	1,701.48	215.00	0165000009 5216	General-Spec Ed-SupvAdmn / Conference : Non-Instructional
L68P2485	OCDE	125.00	1,701.48	0104000341 5800	General-Gifts-Instrctn / Services & Operating Expend
L68P2486	HOUGHTON MIFFLIN HARCOURT	1,046.80	125.00	0100100004 5216	General-EdBudget-SupvAdmn / Conference : Non-Instructional
			418.72	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			628.08	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl

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L68P2487	WESTED	10,419.20	10,419.20	0100000258 5800	General-Undes-PuplTest / Services & Operating Expend
L68P2489	SALAMIRAD, ALI & JODY	25,000.00	25,000.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2490	COALITION FOR ADEQUATE SCHOOL	1,130.30	1,130.30	0100000336 5216	General-Undes-FacPlann / Conference : Non-Instructional
L68P2491	CALIFORNIA SCHOOL EMPLOYEES AS	109.00	109.00	0165000009 5216	General-Spec Ed-SupvAdmn / Conference : Non-Instructional
L68P2492	WRESTLINGMART.COM	3,017.77	3,017.77	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2493	GREEN TECHNOLOGY	670.00	670.00	0181500006 5216	General-RR&Maint-M&OResOH / Conference :
L68P2494	OCDE	25.00	25.00	0162640002 5216	General-EducEffe-SupvAdmn / Conference : Non-Instructional
L68P2495	CDWG Inc	6,462.40	4,039.00	0107550096 4400	Technology Refresh / Non-Capitalized Equipment
			2,423.40	0130100208 4400	General-Title I-Instrctn / Non-Capitalized Equipment
L68P2496	AMPLIFIED IT LLC	1,047.00	1,047.00	0100000342 5216	General-Undes-TIS / Conference : Non-Instructional
L68P2497	CDWG Inc	1,619.63	1,619.63	0107550101 4400	Technology Refresh / Non-Capitalized Equipment
L68P2498	CDWG Inc	3,216.86	3,216.86	0104000383 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2499	HERITAGE SCHOOLS INC	270.40	270.40	0165000094 5803	General-Spec Ed-NPS / Residential Treatment Center
L68P2500	HLAVATY, BLAKA	165.38	165.38	0165000094 5800	General-Spec Ed-NPS / Services & Operating Expend
L68P2501	ATDLE	4,412.37	1,260.68	0130100040 5216	General-Title I-Sch Adm / Conference : Non-Instructional
			3,151.69	0130100096 5215	General-Title I-Instrctn / Conference : Instructional
L68P2504	SOUTHWEST SCHOOL SUPPLY	2,000.00	2,000.00	0134100005 4300	General-DRTPP-SE0thIns / Instruct Materials & Supplies
L68P2511	MOBILE COMMUNICATION REPAIR	725.16	725.16	0109860002 4500	General-Bill/Inv-Sch Adm / Other Supplies : Non-Instructl
L68P2524	WORD WRIGHT	212.76	212.76	0100020436 5800	General-SiteAllo-Instrctn / Services & Operating Expend
L68P2527	SCIENCE @ OC	125.00	125.00	0130100091 5215	General-Title I-Instrctn / Conference : Instructional
L68P2531	PATTI-DURAN, STEPHEN AND JOSEP	7,600.00	2,600.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
			5,000.00	0165000119 5800	General-Spec Ed-PsychSer / Services & Operating Expend
L68P2535	ULINE	250.26	250.26	0100020036 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2539	SCHOLASTIC	746.71	746.71	0130100089 5800	General-Title I-Instrctn / Services & Operating Expend
L68P2541	CDWG Inc	244.96	244.96	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2542	CDWG Inc	23.50	23.50	0165000264 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2548	CDWG Inc	161.36	161.36	0107550073 4300	Technology Refresh / Instruct Materials & Supplies
L68P2549	CDWG Inc	980.53	980.53	0104000322 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2550	ROBOTICS EDUCATION & COMPETITI	120.00	120.00	0130100089 5840	General-Title I-Instrctn / Services:Field Trip: Fee Based
L68P2551	GOMPFF, JUDITH	4,000.00	4,000.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2553	RENAISSANCE LEARNING INC	1,245.50	1,245.50	0100020310 5800	General-SiteAllo-Instrctn / Services & Operating Expend
L68P2558	NEWLOVE, TIMOTHY L	575.00	575.00	0105040014 5800	504 Serv&Op supervAdmn Med / Services & Operating Expend
L68P2560	VISTA PAINT & WALLCOVERING	3,000.00	3,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other

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L68P2565	MYERS, KERRY AND MATT	445.21	445.21	0165000094	General-Spec Ed-NPS / Services & Operating Expend
L68X0126	AMAZON	1,255.73	1,255.73	0105010020	General-15-16 1x-Instrctn / Furniture & Equipment:Instruct
L68X0127	AMAZON	94.77	94.77	0100020053	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68X0128	AMAZON	185.11	185.11	0165000264	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68X0129	AMAZON	129.25	129.25	0104000435	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0130	AMAZON	40.92	40.92	0104000591	General-Gifts-SDCInstr / Instruct Materials & Supplies
L68X0131	SIGN ART ETC	259.77	259.77	0100020144	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68X0133	AMAZON	49.57	49.57	0104000435	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0134	AMAZON	286.24	286.24	0133110004	General-PrivISP-SupvAdmn / Other Supplies : Non-Instructl
L68X0135	AMAZON	266.00	266.00	0104000312	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0136	AMAZON	134.63	134.63	0165000264	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68X0137	AMAZON	64.60	64.60	0165000009	General-Spec Ed-SupvAdmn / Other Supplies : Non-Instructl
L68X0138	AMAZON	32.22	32.22	0100020036	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68X0139	AMAZON	96.96	96.96	0165000099	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68X0140	AMAZON	106.60	106.60	0100020549	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0141	AMAZON	197.56	197.56	0100020515	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0142	AMAZON	168.03	168.03	0104000303	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0143	AMAZON	991.30	991.30	0100020416	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0146	AMAZON	513.93	513.93	0100020053	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68X0147	AMAZON	22.41	22.41	0163000018	General-Lott:IM-Instrctn / 9-12 Textbooks
L68X0148	AMAZON	81.33	81.33	0100020549	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0149	MISSION VIEJO CHAMBER OF	130.00	130.00	0100000271	General-Undes-Supt / Conference : Non-Instructional
L68X0150	SOCIETY FOR HUMAN RESOURCE	1,336.10	1,336.10	0100000291	General-Undes-Prsnl:HR / Dues and Memberships
L68X0151	TARGET	237.03	237.03	0104000435	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0152	MICHAELS STORES INC	137.78	129.18	0130100094	General-Title I-Instrctn / Instruct Materials & Supplies
L68X0153	AMAZON	207.97	8.60	0130100205	General-Title I-Instrctn / Instruct Materials & Supplies
L68X0154	AMAZON	205.32	207.97	0104000439	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0155	AMAZON	258.51	205.32	0104000312	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0156	AMAZON	58.30	258.51	0104000383	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0157	AMAZON	75.37	58.30	0100020549	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0158	LOWE S COMPANIES INC	152.57	75.37	0165000264	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68X0159	TARGET	3,000.00	152.57	0100020129	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
			3,000.00	0130100078	General-Title I-Instrctn / Services & Operating Expend

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L68X0160	AMAZON	134.58	134.58	0100020508 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0161	AMAZON	18.16	7.27	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			10.89	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68X0162	AMAZON	75.39	75.39	0100020549 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0163	AMAZON	162.26	162.26	0100020977 4500	General-SiteAllo-SDCInstr / Other Supplies : Non-Instructl
L68X0165	AMAZON	32.53	32.53	0100020241 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0166	AMAZON	65.13	56.46	0165000259 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
			8.67	0165000259 5300	General-Spec Ed-SEOthIns / Dues and Memberships
L68X0167	AMAZON	38.77	38.77	0100000039 4500	General-Undes-SupvAdmn / Other Supplies : Non-Instructl
L68X0168	MICHAELS STORES INC	51.57	51.57	0165100008 4300	General-SpEd:Inf-SEOthIns / Instruct Materials & Supplies
		<b>Fund 01 Total:</b>	<b>2,572,838.48</b>	<b>2,572,838.48</b>	



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L68P2344	OCDE	80.00	80.00	1261270004 5800	ChildDev-CDQRISBL-SupvAdmn / Services & Operating
L68P2385	DEPARTMENT OF SOCIAL SERVICES	363.00	363.00	1261050030 5800	ChildDev-CDSstPsch-Sch Adm / Services & Operating Expend
Fund 12 Total:		443.00	443.00		

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L68P2258	E-CONTROL SYSTEMS INC	2,882.84	2,882.84	1353100066 4472	Cafetera-Chld Nut-FoodServ / Small Equipment: Food Service
L68P2294	ACTION SALES	206.88	206.88	1353100066 4472	Cafetera-Chld Nut-FoodServ / Small Equipment: Food Service
Fund 13 Total:		3,089.72	3,089.72		

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L68P2240	CULVER-NEWLIN	4,732.96	4,732.96	1462050075 5600	DefMaint-DefMntT3-Fac Acq / Rentals, Leases & Repairs
L68P2242	CULVER-NEWLIN	6,632.02	6,632.02	1462050087 5600	DefMaint-DefMntT3-Fac Acq / Rentals, Leases & Repairs
Fund 14 Total:		11,364.98	11,364.98		

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L68P2222	PATRIOT ENVIRONMENTAL LABORATO	5,897.00	5,897.00	2398020007 6290	GO:Bnd C-SFID Bnd-Fac Acq / Building Impr : Inspection
Fund 23 Total:		5,897.00	5,897.00		

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L68A0180	GUIDA SURVEYING INC.	6,500.00	6,500.00	2598060003 6280	Cap FacI-RMVC DEV-Fac Acq / Building Impr : Constr Testin
L68C0025	DAVID TAUSSIG ASSOC INC	1,000.00	1,000.00	2599010005 5800	Cap FacI-COTO-Fac Acq / Services & Operating Expend
L68P2224	GILBERT & STEARNS INC	634.00	634.00	2598030026 6200	Cap FacI-Dev Fees-Fac Acq / Building & Building Improvements
Fund 25 Total:		8,134.00	8,134.00		

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L68A0181	SCHOOL FACILITY CONSULTANTS	12,500.00	12,500.00	4098710005 5800	SpecResv-87-1 Bal AdminExp / Services & Operating Expend
L68A0182	SCHOOL FACILITY CONSULTANTS	12,500.00	12,500.00	4098000006 5800	SpecResv-MV Redev-Fac Acq / Services & Operating Expend
L68C0020	BURKE WILLIAMS & SORENSEN LLP	15,500.00	1,000.00	4098010002 5820	SpecResv-SJ Redev-Fac Acq / Legal Services
Fund 40 Total:		40,500.00	26,000.00		

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L68C0019	US BANK	6,960.00	3,675.00	8999810012 5800	CFD 90-2-2ndSries-Fac Acq / Services & Operating Expend
			3,285.00	8999860015 5800	CFD 90-2-2ndSries-Fac Acq / Services & Operating Expend
L68C0020	BURKE WILLIAMS & SORENSEN LLP	15,500.00	1,500.00	8999810012 5820	CFD 90-2-2ndSries-Fac Acq / Legal Services
			1,500.00	8999860015 5820	CFD 90-2-2ndSries-Fac Acq / Legal Services
L68C0022	CAPISTRANO UNIFIED	81,787.37	41,217.09	8999840011 6270	CFD 90-2-BndRfndg-Fac Acq / Building Impr : Construction
			40,570.28	8999840011 6272	CFD 90-2-BndRfndg-Fac Acq / Building Impr:Const Mgt Fees
Fund 89 Total:		104,247.37	91,747.37		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND  
BOARD OF TRUSTEES MEETING 12/06/2017

FROM 10/19/2017 TO 11/08/2017

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0020	BURKE WILLIAMS & SORENSEN LLP	15,500.00	1,500.00	9299880014 5820	CFD 92-1-2013REF-Fac Acq / Legal Services
Fund 92 Total:		15,500.00	1,500.00		



CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND  
BOARD OF TRUSTEES MEETING 12/06/2017

FROM 10/19/2017 TO 11/08/2017

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0020	BURKE WILLIAMS & SORENSEN LLP	15,500.00	1,500.00	9399750009 5820	CFD 2004-OrigBond-Fac Acq / Legal Services
Fund 93 Total:		15,500.00	1,500.00		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND  
BOARD OF TRUSTEES MEETING 12/06/2017

FROM 10/19/2017 TO 11/08/2017

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0020	BURKE WILLIAMS & SORENSEN LLP	15,500.00	5,000.00	9599840014 5820	CFD98-1A-BndRfndg-Fac Acq / Legal Services
Fund 95 Total:		15,500.00	5,000.00		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND  
BOARD OF TRUSTEES MEETING 12/06/2017

FROM 10/19/2017 TO 11/08/2017

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0020	BURKE WILLIAMS & SORENSEN LLP	15,500.00	2,000.00	9799870016 5820	CFD 2005-WhspHills-Fac Acq / Legal Services
Fund 97 Total:		15,500.00	2,000.00		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND  
BOARD OF TRUSTEES MEETING 12/06/2017

FROM 10/19/2017 TO 11/08/2017

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0020	BURKE WILLIAMS & SORENSEN LLP	15,500.00	1,500.00	9899840023 5820	CFD 98-2-BndRfndg-Fac Acq / Legal Services
L68C0023	CUSD-MELLO ROOS	384,218.11	384,218.11	9899840024 6210	CFD 98-2-BndRfndg-Fac Acq / Building Impr : Architect Fees
L68C0024	BONDLOGISTIX LLC	2,250.00	2,250.00	9899810011 5800	CFD 98-2-2ndSries-Fac Acq / Services & Operating Expend
Fund 98 Total:		401,968.11	387,968.11		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND  
BOARD OF TRUSTEES MEETING 12/06/2017

FROM 10/19/2017 TO 11/08/2017

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
Total Account Amount:			3,117,482.66		

**CAPISTRANO USD**  
**Consolidated Check Register w. Account**  
from 10/21/2017 to 11/9/2017

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253358	V680010150	BOWIE ARNESON KADI WILES	10/23/17		MW	0101-0000-0-5820-0000-7690-000-00000000	42,995.00
68 00253359	V68146378	CR&R INCORPORATED	10/23/17		MW	0101-0000-0-5500-0000-8200-000-21500000	39,870.61
68 00253360	V68151083	DOWNTOWN FORD SALES	10/23/17		MW	0101-9030-0-6400-0000-2100-000-00000000	26,681.19
68 00253361	V68051854	GILBERT & STEARNS INC	10/23/17		MW	0101-6387-0-5605-3800-8110-000-00000000	34,555.06
68 00253361	V68051854	GILBERT & STEARNS INC	10/23/17		MW	0101-6387-0-5800-3800-1000-032-00000000	16,335.79
68 00253361	V68051854	GILBERT & STEARNS INC	10/23/17		MW	0101-6387-0-5800-3800-1000-028-00000000	14,280.72
68 00253362	V68063693	STEWART AND ASSOC INC	10/23/17		MW	0101-0000-0-5605-0000-8220-000-00000000	4,021.50
68 00253369	V68154698	BELLEFAIRE JCB	10/24/17		MW	0101-6500-0-5803-5750-1180-000-00000000	28,266.31
68 00253369	V68154698	BELLEFAIRE JCB	10/24/17		MW	0101-6500-0-5803-5750-1180-000-35800000	2,116.43
68 00253369	V68154698	BELLEFAIRE JCB	10/24/17		MW	0101-6512-0-5104-5750-1180-000-00000000	46,453.55
68 00253369	V68154698	BELLEFAIRE JCB	10/24/17		MW	0101-6512-0-5104-5750-3120-000-00000000	46,453.57
68 00253370	V68119648	CAMPCO RECREATION	10/24/17		MW	0101-0400-0-5800-1130-1000-055-00000000	30,595.00
68 00253371	V68155653	ConvergeOne Inc	10/24/17		MW	0101-0000-0-5800-0000-7700-000-00000000	155,331.66
68 00253372	V68155653	ConvergeOne Inc	10/24/17		MW	0101-0000-0-5900-0000-7601-000-21100000	87,977.25
68 00253372	V68155653	ConvergeOne Inc	10/24/17		MW	0101-0000-0-5800-0000-7700-000-00000000	0.00
68 00253373	V68154767	JACQUELINE KAY LUGO	10/24/17		MW	0101-6512-0-5115-5750-3110-000-00000000	4,642.50
68 00253374	V68115947	KRANTZ, TRICIA	10/24/17		MW	0101-6512-0-5115-5750-3110-000-00000000	3,691.10
68 00253375	V68153247	LAURA S. PHILLIPS	10/24/17		MW	0101-6512-0-5115-5750-3110-000-00000000	2,560.00
68 00253376	V68150715	PORT VIEW PREPARATORY SCHOOL	10/24/17		MW	0101-6500-0-5802-5750-1180-000-00000000	165,934.60
68 00253377	V68147427	SHACK-LAPPIN, CAROL	10/24/17		MW	0101-6512-0-5115-5750-3110-000-00000000	7,012.50
68 00253378	V68148019	SUNBELT STAFFING LLC	10/24/17		MW	0101-6500-0-5101-5750-1181-000-00000000	7,477.13
68 00253378	V68148019	SUNBELT STAFFING LLC	10/24/17		MW	0101-6500-0-5801-5750-1181-000-00000000	6,812.37
68 00253378	V68148019	SUNBELT STAFFING LLC	10/24/17		MW	0101-6500-0-5101-5770-1181-000-00000000	11,134.62
68 00253378	V68148019	SUNBELT STAFFING LLC	10/24/17		MW	0101-6500-0-5801-5770-1181-000-00000000	10,469.88
68 00253380	V68001018	A Z BUS SALES INC	10/25/17		MW	0101-0730-0-4600-1110-3600-000-25000000	3,880.40
68 00253381	V68120880	A&R FLOOR COVERING ACCESSORIES	10/25/17		MW	0101-8150-0-4500-0000-8110-000-00000000	149.77
68 00253382	V68001470	AARDVARK CLAY	10/25/17		MW	0101-0002-0-4300-1140-1000-002-52900000	168.26
68 00253383	V68151696	ACUITY SPECIALTY PRODUCTS INC	10/25/17		MW	0101-0724-0-4600-5001-3600-000-25800000	576.33
68 00253384	V68152532	ADVANTAGE WEST INVESTMENT	10/25/17		MW	0101-0000-0-4500-0000-8210-000-00000000	474.10
68 00253385	V68145645	ALISO NIGUEL AUTO CARE	10/25/17		MW	0101-8150-0-5605-0000-8230-000-25000000	1,436.55
68 00253386	V68109538	ALPHA SOUND AND LIGHTING	10/25/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,806.82
68 00253386	V68109538	ALPHA SOUND AND LIGHTING	10/25/17		MW	0101-8150-0-5605-0000-8110-000-00000000	766.25
68 00253387	V68149684	ALTERNATIVE COMMUNICATIONS	10/25/17		MW	0101-6500-0-5810-5750-1190-000-00000000	910.00

**CAPISTRANO USD**  
**Consolidated Check Register w. Account**  
 from 10/21/2017 to 11/9/2017

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253388	V68142187	AMERICAN TECHNOLOGIES	10/25/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,436.00
68 00253389	V68144174	APPERSON	10/25/17		MW	0101-0002-0-4300-1140-1000-002-51600000	255.29
68 00253390	V68103018	APPLE COMPUTER	10/25/17		MW	0101-0400-0-4400-1130-1000-063-00000000	171.32
68 00253391	V68004090	APPLE COMPUTER INC	10/25/17		MW	0101-0400-0-4300-1130-1000-087-00000000	8,159.70
68 00253392	V68111606	APPLE INC	10/25/17		MW	0101-0501-0-4405-0000-7400-000-00000000	246.69
68 00253392	V68111606	APPLE INC	10/25/17		MW	0101-0755-0-4500-0000-2700-004-00000000	1,760.16
68 00253393	V68076299	BEACH CITIES GLASS INC	10/25/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,627.07
68 00253394	V68156300	Black, Margaret	10/25/17		MW	0101-0002-0-4500-0000-2700-074-00000000	30.15
68 00253395	V68123273	BLAIRS TOWING INC	10/25/17		MW	0101-0730-0-5800-1110-3600-000-25000000	600.00
68 00253396	V68009305	BLIND CHILDREN S LEARNING	10/25/17		MW	0101-6500-0-5802-5750-1180-000-00000000	6,852.26
68 00253397	V68155535	BONET, MARISOL	10/25/17		MW	0101-0790-0-5216-4760-2100-000-47000000	24.61
68 00253398	V68154861	BRENNAN, COLLEEN (KELLI)	10/25/17		MW	0101-0790-0-5216-0000-3110-000-00000000	21.40
68 00253399	V68151752	BURKE WILLIAMS & SORENSEN LLP	10/25/17		MW	0101-0900-0-5820-0000-6003-000-00000000	490.00
68 00253400	V68146284	BUSWEST	10/25/17		MW	0101-0730-0-4600-1110-3600-000-25000000	818.60
68 00253401	V68141660	CAL-STATE AUTO PARTS INC	10/25/17		MW	0101-0724-0-4600-5001-3600-000-25000000	1,643.52
68 00253402	V68156298	Campbell, Brooke	10/25/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68 00253403	V68130535	CDW GOVERNMENT INC.	10/25/17		MW	0101-3010-0-4300-1110-1000-054-00000000	3,424.00
68 00253404	V68106764	CDW/G Inc	10/25/17		MW	0101-4510-0-4500-0000-2100-000-00000000	129.99
68 00253405	V68106764	CDW/G Inc	10/25/17		MW	0101-3010-0-4300-1110-1000-054-00000000	329.00
68 00253406	V68123912	CENGAGE LEARNING	10/25/17		MW	0101-4203-0-4300-4760-1000-000-00000000	5,419.83
68 00253406	V68123912	CENGAGE LEARNING	10/25/17		MW	0101-6300-0-4140-1110-1000-000-00000000	426.69
68 00253407	V68146234	CINTAS CORPORATION #640	10/25/17		MW	0101-0000-0-5605-0000-8210-000-00000000	58.80
68 00253407	V68146234	CINTAS CORPORATION #640	10/25/17		MW	0101-0000-0-5800-0000-8310-000-00000000	41.42
68 00253407	V68146234	CINTAS CORPORATION #640	10/25/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,291.02
68 00253408	V68019025	CLARK SECURITY PRODUCTS	10/25/17		MW	0101-8150-0-4500-0000-8110-000-00000000	910.82
68 00253409	V68147693	COMPLETE OFFICE OF CA	10/25/17		MW	0101-0000-0-4500-0000-2100-000-00000000	64.90
68 00253409	V68147693	COMPLETE OFFICE OF CA	10/25/17		MW	0101-0790-0-4500-4760-2100-000-47000000	218.76
68 00253409	V68147693	COMPLETE OFFICE OF CA	10/25/17		MW	0101-3010-0-4500-0000-2100-000-00000000	15.72
68 00253410	V68156294	Coppersmith, Aaron	10/25/17		MW	0101-0730-0-8675-0000-0000-000-00000000	280.00
68 00253411	V68140604	COPPOLA, LUCI	10/25/17		MW	0101-6500-0-4500-5750-2100-000-00000000	303.67
68 00253412	V68001404	COSTCO S.J.C.	10/25/17		MW	0101-0400-0-4300-1140-1000-001-00000000	73.12
68 00253413	V68147214	DANIELS TIRE SERVICE	10/25/17		MW	0101-0730-0-4600-1110-3600-000-25500000	3,146.97
68 00253414	V68061861	DELTA EDUCATION	10/25/17		MW	0101-6300-0-4300-1110-1000-000-00000000	657.47

**CAPISTRANO USD**  
**Consolidated Check Register w. Account**  
 from 10/21/2017 to 11/9/2017

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68	00253415	V68026000 DENAULT S HARDWARE	10/25/17		MW	0101-0400-0-4300-1130-1000-055-00000000	79.99
68	00253416	V68026000 DENAULT S HARDWARE	10/25/17		MW	0101-0400-0-4300-1130-1000-055-00000000	142.55
68	00253417	V68026001 DENAULT S HARDWARE	10/25/17		MW	0101-3010-0-4300-1110-1000-054-00000000	19.36
68	00253418	V68156297 Dong, Phuong Anh	10/25/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68	00253419	V68149158 EDGENUITY	10/25/17		MW	0101-6300-0-4140-1110-1000-000-00000000	14,850.00
68	00253420	V68106874 EDUCATIONAL DATA SYSTEMS	10/25/17		MW	0101-0790-0-4500-4760-2100-000-47000000	320.00
68	00253421	V68141791 FACTORY MOTOR PARTS	10/25/17		MW	0101-0724-0-4600-5001-3600-000-25000000	268.23
68	00253422	V68118205 FASTENAL	10/25/17		MW	0101-0730-0-4600-1110-3600-000-25800000	528.44
68	00253423	V68032535 FEDERAL EXPRESS CORP	10/25/17		MW	0101-0000-0-5900-0000-7540-000-00000000	101.05
68	00253424	V68032905 FISHER SCIENTIFIC CO LLC	10/25/17		MW	0101-0002-0-4500-1140-1000-002-51600000	383.12
68	00253425	V68032964 FLINN SCIENTIFIC INC	10/25/17		MW	0101-0002-0-4300-1140-1000-021-00000000	113.22
68	00253425	V68032964 FLINN SCIENTIFIC INC	10/25/17		MW	0101-3010-0-4300-1110-1000-021-00000000	950.30
68	00253426	V68057042 FOLLETT EDUCATIONAL SERVICES	10/25/17		MW	0101-0004-0-4200-1180-2420-084-00000000	384.54
68	00253426	V68057042 FOLLETT EDUCATIONAL SERVICES	10/25/17		MW	0101-3010-0-4200-1110-1000-059-00000000	247.58
68	00253427	V68150202 FOLLETT SCHOOL SOLUTIONS INC	10/25/17		MW	0101-0004-0-4114-1180-1000-029-00000000	1,691.21
68	00253428	V68073437 GANAHL LUMBER	10/25/17		MW	0101-8150-0-4500-0000-8110-000-00000000	137.82
68	00253429	V68035735 GOPHER ATHLETIC	10/25/17		MW	0101-0002-0-4300-1130-1000-077-00000000	125.34
68	00253429	V68035735 GOPHER ATHLETIC	10/25/17		MW	0101-0002-0-4300-1140-1000-021-00000000	4,487.64
68	00253429	V68035735 GOPHER ATHLETIC	10/25/17		MW	0101-0400-0-4300-1130-1000-087-00000000	396.13
68	00253430	V68142909 HALL, SHELLEY A.	10/25/17		MW	0101-6500-0-5212-5750-1130-000-34000000	6.42
68	00253431	V68147116 HD SUPPLY FACILITIES	10/25/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,776.95
68	00253432	V68151531 HD SUPPLY CONSTRUCTION AND	10/25/17		MW	0101-0000-0-4500-0000-8220-000-00000000	83.16
68	00253432	V68151531 HD SUPPLY CONSTRUCTION AND	10/25/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,496.08
68	00253433	V68038828 HEATING & COOLING SUPPLY	10/25/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,768.98
68	00253434	V68007500 HENRY SCHEIN INC/MBM	10/25/17		MW	0101-1100-0-4300-1140-4200-002-00000000	201.23
68	00253435	V68156248 HERNANDEZ, MARIA	10/25/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68	00253436	V68059250 HIRSCH PIPE & SUPPLY	10/25/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,378.04
68	00253437	V68041995 HOUGHTON MIFFLIN CO	10/25/17		MW	0101-6300-0-4140-1110-1000-000-00000000	880.61
68	00253438	V68153401 HUISENFELDT, KATHIE	10/25/17		MW	0101-0790-0-5216-0000-3110-000-00000000	29.64
68	00253439	V68114467 IMAGE 2000	10/25/17		MW	0101-0002-0-4500-0000-2700-069-00000000	872.74
68	00253439	V68114467 IMAGE 2000	10/25/17		MW	0101-0002-0-4300-1130-1000-085-00000000	2,294.95
68	00253440	V68069226 J W PEPPER-LOS ANGELES	10/25/17		MW	0101-0002-0-4300-1140-1000-028-53600000	44.87
68	00253441	V68155784 Jack-X-Change	10/25/17		MW	0101-0730-0-4600-1110-3600-000-25000000	621.90



**CAPISTRANO USD**  
**Consolidated Check Register w. Account**  
 from 10/21/2017 to 11/9/2017

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253442	V68046445	JOHNSTONE SUPPLY	10/25/17		MW	0101-8150-0-4500-0000-8110-000-00000000	4,862.60
68 00253443	V68062513	KELLY PAPER COMPANY	10/25/17		MW	0101-0000-0-4500-0000-7550-000-00000000	321.50
68 00253444	V68153845	KESSLER, KASEY	10/25/17		MW	0101-0790-0-5216-0000-3110-000-00000000	17.66
68 00253445	V68047970	KNORR POOL SYSTEMS INC	10/25/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,669.85
68 00253446	V68068304	KOBA, ROSALIA	10/25/17		MW	0101-0790-0-5216-0000-3110-000-00000000	21.19
68 00253447	V68156295	Krater, Ron	10/25/17		MW	0101-0730-0-8675-0000-0000-000-00000000	30.00
68 00253448	V68049480	LAKESHORE LEARNING MATERIALS	10/25/17		MW	0101-0400-0-4300-1130-1000-056-00000000	869.06
68 00253449	V68156296	Lobascio, Dylan	10/25/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68 00253450	V68118980	LOCAL JANITORIAL & VACUUM	10/25/17		MW	0101-0000-0-4500-0000-8210-000-00000000	1,392.35
68 00253451	V68151794	LONG, STEVEN	10/25/17		MW	0101-0790-0-5216-0000-3110-000-00000000	17.76
68 00253453	V68055550	MCGRAW-HILL SCHOOL EDUCATION	10/25/17		MW	0101-6300-0-4140-1110-1000-000-00000000	91,326.90
68 00253454	V68155085	MINNESOTA ASSOCIATION FOR	10/25/17		MW	0101-3311-0-4500-5001-2140-000-33000000	3,439.92
68 00253455	V68040147	MOBILE COMMUNICATION REPAIR	10/25/17		MW	0101-0002-0-4500-0000-2700-077-00000000	420.23
68 00253455	V68040147	MOBILE COMMUNICATION REPAIR	10/25/17		MW	0101-0730-0-5605-1110-3600-000-00000000	65.00
68 00253455	V68040147	MOBILE COMMUNICATION REPAIR	10/25/17		MW	0101-0724-0-5605-5001-3600-000-00000000	65.00
68 00253456	V68061270	MOULTON NIGUEL WATER	10/25/17		MW	0101-0000-0-5500-0000-8200-000-21400000	14,165.28
68 00253457	V68021378	NEW HAVEN YOUTH & FAMILY	10/25/17		MW	0101-6500-0-5802-5750-1180-000-00000000	14,858.00
68 00253457	V68021378	NEW HAVEN YOUTH & FAMILY	10/25/17		MW	0101-6500-0-5803-5750-1180-000-00000000	2,356.00
68 00253458	V68120842	OCDE/MEDIA SERVICES	10/25/17		MW	0101-3010-0-4300-1110-1000-061-00000000	247.50
68 00253459	V68066589	OCEAN INSTITUTE	10/25/17		MW	0101-0400-0-5840-1130-1000-056-00000000	150.00
68 00253460	V68028870	OFFICE DEPOT	10/25/17		MW	0101-0000-0-4500-1140-2700-014-42000000	2.91
68 00253460	V68028870	OFFICE DEPOT	10/25/17		MW	0101-0002-0-4500-0000-2700-025-00000000	413.83
68 00253460	V68028870	OFFICE DEPOT	10/25/17		MW	0101-0002-0-4300-1130-1000-058-00000000	205.61
68 00253460	V68028870	OFFICE DEPOT	10/25/17		MW	0101-0002-0-4300-1140-1000-001-00000000	1,821.19
68 00253460	V68028870	OFFICE DEPOT	10/25/17		MW	0101-0002-0-4400-1140-1000-004-00000000	432.75
68 00253460	V68028870	OFFICE DEPOT	10/25/17		MW	0101-0002-0-4300-1140-1000-022-00000000	63.35
68 00253460	V68028870	OFFICE DEPOT	10/25/17		MW	0101-0002-0-4300-1140-1000-025-00000000	413.85
68 00253460	V68028870	OFFICE DEPOT	10/25/17		MW	0101-0790-0-4500-0000-2100-000-00000000	916.85
68 00253460	V68028870	OFFICE DEPOT	10/25/17		MW	0101-3311-0-4500-5001-2100-000-33000000	93.68
68 00253461	V68154724	PINNACLE PETROLEUM INC	10/25/17		MW	0101-0730-0-4600-1110-3600-000-25300000	9,420.04
68 00253461	V68154724	PINNACLE PETROLEUM INC	10/25/17		MW	0101-0724-0-4600-5001-3600-000-25300000	9,420.05
68 00253462	V68071586	PROVIDENCE SPEECH AND	10/25/17		MW	0101-6500-0-5801-5750-1181-000-00000000	3,181.53
68 00253462	V68071586	PROVIDENCE SPEECH AND	10/25/17		MW	0101-6500-0-5801-5770-1181-000-00000000	3,181.53

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68 00253463	V68154306	QUALITY STREET SERVICE	10/25/17		MW	0101-8150-0-5605-0000-8110-000-00000000	5,055.00
68 00253464	V68071950	QUALITY TOWING	10/25/17		MW	0101-0724-0-5800-5001-3600-000-25000000	90.00
68 00253464	V68071950	QUALITY TOWING	10/25/17		MW	0101-8150-0-5800-0000-8230-000-25000000	83.00
68 00253465	V68107662	R J COOPER & ASSOC INC	10/25/17		MW	0101-6500-0-4300-5750-1190-000-34800000	100.12
68 00253466	V68110339	RENAISSANCE LEARNING	10/25/17		MW	0101-3010-0-5800-1110-1000-053-00000000	4,984.00
68 00253467	V68026328	RINCON TRUCK PARTS	10/25/17		MW	0101-0730-0-4600-1110-3600-000-25000000	8,171.89
68 00253467	V68026328	RINCON TRUCK PARTS	10/25/17		MW	0101-8150-0-5605-0000-8230-000-25000000	368.30
68 00253468	V68116959	ROCHESTER 100/NICKY S FOLDERS	10/25/17		MW	0101-0400-0-4300-1130-1000-087-00000000	240.00
68 00253469	V68156299	Rogers, Todd or Joelle	10/25/17		MW	0101-0004-0-4114-1180-1000-003-00000000	15.00
68 00253470	V68123515	SAFETY KLEEN CORP	10/25/17		MW	0101-0730-0-5800-1110-3600-000-00000000	210.00
68 00253471	V68156247	SALCEDO, FLOR	10/25/17		MW	0101-0730-0-8675-0000-0000-000-00000000	445.00
68 00253472	V68078255	SAN DIEGO GAS & ELECTRIC	10/25/17		MW	0101-0000-0-5500-0000-8200-000-21200000	96,638.38
68 00253473	V68101222	SANTA MARGARITA FORD	10/25/17		MW	0101-0730-0-4600-1110-3600-000-25000000	2,051.97
68 00253474	V68079190	SANTA MARGARITA WATER	10/25/17		MW	0101-0000-0-5500-0000-8200-000-21400000	5,603.76
68 00253475	V68147490	SANTOS METCALF, HENRY	10/25/17		MW	0101-0002-0-5216-1140-3110-003-00000000	46.76
68 00253476	V68156081	Scientific Plastics Co Inc	10/25/17		MW	0101-8150-0-4500-0000-8110-000-00000000	802.12
68 00253477	V68081031	SCOTT FORESMAN	10/25/17		MW	0101-6300-0-4140-1110-1000-000-00000000	5,228.69
68 00253478	V68081308	SEHI COMPUTER	10/25/17		MW	0101-0000-0-5605-0000-7700-000-00000000	61.42
68 00253478	V68081308	SEHI COMPUTER	10/25/17		MW	0101-0002-0-4300-1140-1000-002-50900000	51.26
68 00253479	V68152769	SHOLLY, LIZ	10/25/17		MW	0101-0790-0-5216-0000-3110-000-00000000	24.29
68 00253480	V68153530	SIMPSON IRVINE INC	10/25/17		MW	0101-0724-0-4600-5001-3600-000-25000000	825.79
68 00253481	V68152674	SITEONE LANDSCAPE SUPPLY	10/25/17		MW	0101-0000-0-4500-0000-8220-000-00000000	837.31
68 00253482	V68084100	SO CA GAS CO	10/25/17		MW	0101-0000-0-5500-0000-8200-000-21300000	12,763.78
68 00253483	V68050288	SPICERS PAPER CO	10/25/17		MW	0101-0000-0-9321-0000-0000-000-00000000	445.78
68 00253483	V68050288	SPICERS PAPER CO	10/25/17		MW	0101-0000-0-4500-0000-7550-000-00000000	2,526.08
68 00253484	V68156302	STANGARONE, STACI	10/25/17		MW	0101-0002-0-5216-1140-3110-003-00000000	46.01
68 00253485	V68151174	STOTZ EQUIPMENT	10/25/17		MW	0101-0000-0-5605-0000-8220-000-00000000	2,400.50
68 00253486	V68121007	TEXTBOOK WAREHOUSE	10/25/17		MW	0101-6300-0-4140-1110-1000-000-00000000	1,991.28
68 00253488	V68149945	THE ALARM AND SPRINKLER CO INC	10/25/17		MW	0101-8150-0-5605-0000-8110-000-00000000	59,728.70
68 00253489	V68103187	THOUSAND PINES OUTDOOR SCHOOL	10/25/17		MW	0101-0400-0-5840-1130-1000-052-00000000	1,880.00
68 00253490	V68078014	TIME FOR KIDS	10/25/17		MW	0101-0002-0-4300-1130-1000-074-00000000	760.87
68 00253491	V68154893	TODD, ALEXANDRA	10/25/17		MW	0101-0790-0-5216-0000-3110-000-00000000	19.26
68 00253492	V68097550	UNITED WATER WORKS INC.	10/25/17		MW	0101-0000-0-4500-0000-8220-000-00000000	689.97

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68	00253494	V68118382 US BANK	10/25/17		MW	0101-0000-0-9510-0000-0000-000-00000000	950.00
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0000-0-4500-0000-3120-000-00000000	31.92
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0000-0-4500-0000-7110-000-00000000	175.90
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0000-0-4500-0000-7150-000-00000000	107.05
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0000-0-5216-0000-7150-000-00000000	269.19
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0000-0-5800-0000-7700-000-00000000	100.00
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0000-0-4500-0000-8220-000-00000000	3,150.00
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0002-0-4500-0000-2700-024-00000000	273.02
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0002-0-4500-0000-2700-054-00000000	16.67
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0002-0-4300-1130-1000-059-00000000	104.88
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0002-0-4300-1130-1000-061-00000000	59.95
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0002-0-4300-1130-1000-064-00000000	45.72
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0002-0-4300-1140-1000-005-00000000	353.66
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0002-0-4300-1140-1000-025-00000000	106.42
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0002-0-4300-1140-1000-026-00000000	922.31
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0002-0-4300-1140-1000-027-00000000	66.04
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0010-0-4500-0000-2100-000-00000000	1,303.50
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0400-0-4300-1130-1000-054-00000000	29.98
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0400-0-5215-1140-1000-004-00000000	300.00
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0400-0-4300-1140-1000-026-00000000	73.98
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0790-0-4500-0000-2100-000-00000000	49.43
68	00253494	V68118382 US BANK	10/25/17		MW	0101-0790-0-4500-4760-2100-000-47000000	356.88
68	00253494	V68118382 US BANK	10/25/17		MW	0101-3311-0-4500-5001-2100-000-33000000	57.96
68	00253494	V68118382 US BANK	10/25/17		MW	0101-3320-0-4500-5730-2700-000-00000000	60.95
68	00253494	V68118382 US BANK	10/25/17		MW	0101-6010-0-5840-1130-1000-061-00000000	-950.00
68	00253494	V68118382 US BANK	10/25/17		MW	0101-6264-0-4500-0000-2100-000-56800000	283.01
68	00253494	V68118382 US BANK	10/25/17		MW	0101-6300-0-4150-1140-1000-000-00000000	2,719.50
68	00253494	V68118382 US BANK	10/25/17		MW	0101-6500-0-4500-5001-2100-000-00000000	388.00
68	00253494	V68118382 US BANK	10/25/17		MW	0101-6500-0-4500-5001-2140-000-00000000	274.75
68	00253494	V68118382 US BANK	10/25/17		MW	0101-6500-0-4500-5001-3120-000-00000000	47.88
68	00253494	V68118382 US BANK	10/25/17		MW	0101-7220-0-4300-1140-1000-003-00000000	490.05
68	00253495	V68063271 VERNIER SOFTWARE	10/25/17		MW	0101-0002-0-4300-1140-1000-006-00000000	64.88
68	00253496	V68151316 VERTICAL TRANSPORT INC	10/25/17		MW	0101-8150-0-5605-0000-8110-000-00000000	3,518.54

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68	00253497	V68103795 VORTEX	10/25/17		MW	0101-0724-0-5605-5001-3600-000-25000000	548.00
68	00253498	V68150658 WARDS MEDIA TECH	10/25/17		MW	0101-0400-0-4300-1140-1000-025-00000000	660.42
68	00253499	V68098060 WESTERN PSYCHOLOGICAL SERVICES	10/25/17		MW	0101-6500-0-4500-5001-3150-000-00000000	2,086.04
68	00253500	V68156303 ZIDES, MICHELLE	10/25/17		MW	0101-0790-0-5216-0000-3110-000-00000000	23.54
68	00253518	V68156236 A CABRAL ROOFING GROUP	10/26/17		MW	0101-8150-0-5605-0000-8110-004-00000000	11,172.00
68	00253519	V68102200 AUTOLIFT SERVICES	10/26/17		MW	0101-0730-0-5605-1110-3600-000-25000000	6,849.80
68	00253520	V68119807 COPPER HILLS YOUTH CENTER	10/26/17		MW	0101-6512-0-5104-5750-1180-000-00000000	9,455.00
68	00253520	V68119807 COPPER HILLS YOUTH CENTER	10/26/17		MW	0101-6512-0-5104-5750-3120-000-00000000	15,399.50
68	00253521	V68144628 JFK TRANSPORTATION CO INC	10/26/17		MW	0101-1100-0-5838-1140-4100-002-00000000	395.00
68	00253521	V68144628 JFK TRANSPORTATION CO INC	10/26/17		MW	0101-1100-0-5838-1140-4100-005-00000000	474.00
68	00253521	V68144628 JFK TRANSPORTATION CO INC	10/26/17		MW	0101-1100-0-5838-1140-4200-004-00000000	572.75
68	00253521	V68144628 JFK TRANSPORTATION CO INC	10/26/17		MW	0101-1100-0-5838-1140-4200-005-00000000	1,262.00
68	00253521	V68144628 JFK TRANSPORTATION CO INC	10/26/17		MW	0101-0730-0-8699-0000-0000-000-00000000	513.50
68	00253522	V68155667 Summitview Child & Family Serv	10/26/17		MW	0101-6500-0-5803-5750-1180-000-34900000	16,509.37
68	00253522	V68155667 Summitview Child & Family Serv	10/26/17		MW	0101-6512-0-5104-5750-3120-000-34900000	8,254.68
68	00253522	V68155667 Summitview Child & Family Serv	10/26/17		MW	0101-6512-0-5104-5750-1180-000-34900000	26,827.71
68	00253523	V68103551 AAA ELECTRIC MOTOR SALES	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,563.59
68	00253524	V68151234 AMT SYSTEMS INC	10/27/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,343.93
68	00253525	V68111606 APPLE INC	10/27/17		MW	0101-3320-0-4300-5730-1190-000-34800000	413.37
68	00253526	V68076299 BEACH CITIES GLASS INC	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,088.88
68	00253526	V68076299 BEACH CITIES GLASS INC	10/27/17		MW	0101-8150-0-5605-0000-8110-000-00000000	63.71
68	00253527	V68154661 BERTRAND MUSIC ENTERPRISES INC	10/27/17		MW	0101-0002-0-4300-1140-1000-003-00000000	862.00
68	00253528	V68010150 BOWIE ARNESON KADI WILES	10/27/17		MW	0101-0000-0-5820-0000-7690-000-00000000	1,373.04
68	00253529	V68035089 CASBO	10/27/17		MW	0101-0000-0-5216-0000-7400-000-00000000	600.00
68	00253530	V68106764 CDWG Inc	10/27/17		MW	0101-0755-0-4300-1140-1000-025-00000000	16.44
68	00253530	V68106764 CDWG Inc	10/27/17		MW	0101-0986-0-4300-0000-6000-002-90100000	733.71
68	00253531	V68108311 CINTAS CORPORATION	10/27/17		MW	0101-0730-0-4500-1110-3600-000-00000000	37.19
68	00253531	V68108311 CINTAS CORPORATION	10/27/17		MW	0101-0724-0-4500-5001-3600-000-00000000	86.79
68	00253531	V68108311 CINTAS CORPORATION	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	234.54
68	00253532	V68146234 CINTAS CORPORATION #640	10/27/17		MW	0101-0000-0-5605-0000-8210-000-00000000	58.80
68	00253532	V68146234 CINTAS CORPORATION #640	10/27/17		MW	0101-0730-0-5800-1110-3600-000-00000000	222.14
68	00253532	V68146234 CINTAS CORPORATION #640	10/27/17		MW	0101-8150-0-5605-0000-8110-000-00000000	31.10
68	00253533	V68147693 COMPLETE OFFICE OF CA	10/27/17		MW	0101-0000-0-4500-0000-7300-000-00000000	66.72

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68	00253533	V68147693 COMPLETE OFFICE OF CA	10/27/17		MW	0101-0000-0-4500-0000-7340-000-00000000	66.72
68	00253533	V68147693 COMPLETE OFFICE OF CA	10/27/17		MW	0101-0730-0-4500-1110-3600-000-00000000	89.22
68	00253533	V68147693 COMPLETE OFFICE OF CA	10/27/17		MW	0101-0724-0-4500-5001-3600-000-00000000	208.17
68	00253534	V68148595 CONTEMPORARY SERVICES CORP.	10/27/17		MW	0101-0000-0-5800-0000-8300-000-00000000	352.50
68	00253535	V68022310 COUNTY OF ORANGE-WASTE MNGT	10/27/17		MW	0101-0000-0-5605-0000-8220-000-00000000	322.58
68	00253536	V68112600 COX COMMUNICATIONS	10/27/17		MW	0101-0000-0-5900-0000-7601-000-21100000	14,196.58
68	00253537	V68100085 CRISIS PREVENTION INSTITUTE	10/27/17		MW	0101-6500-0-4500-5001-3120-000-00000000	3,448.00
68	00253538	V68117165 DEMCO	10/27/17		MW	0101-0004-0-4114-1180-1000-006-00000000	88.39
68	00253539	V68026000 DENAULT S HARDWARE	10/27/17		MW	0101-0002-0-4300-1130-1000-056-00000000	45.21
68	00253540	V68026001 DENAULT S HARDWARE	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3.22
68	00253541	V68026001 DENAULT S HARDWARE	10/27/17		MW	0101-0000-0-4500-0000-8220-000-00000000	24.11
68	00253542	V68028500 DUNN-EDWARDS CORP	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	21.85
68	00253543	V68113310 EXECUTIVE ENVIRONMENTAL SVCS	10/27/17		MW	0101-8150-0-5800-0000-8110-000-00000000	486.80
68	00253544	V68155629 Ferguson Enterprises Inc	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	929.39
68	00253545	V68156045 Focused Fitness LLC	10/27/17		MW	0101-0002-0-4300-1140-1000-006-00000000	155.16
68	00253546	V68073437 GANAHL LUMBER	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	9,144.94
68	00253547	V68035251 GLEN PRODUCTS	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	824.43
68	00253548	V68112804 HERITAGE MUSEUM OF OC	10/27/17		MW	0101-0400-0-5840-1130-1000-074-00000000	624.00
68	00253549	V68059250 HIRSCH PIPE & SUPPLY	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	944.98
68	00253550	V68143106 HOUGHTON MIFFLIN HARCOURT	10/27/17		MW	0101-0000-0-4500-0000-3120-000-00000000	2,085.42
68	00253550	V68143106 HOUGHTON MIFFLIN HARCOURT	10/27/17		MW	0101-6500-0-4500-5001-3120-000-00000000	2,490.69
68	00253551	V68155743 ImPACT Applications Inc	10/27/17		MW	0101-1100-0-4300-1140-4200-006-00000000	435.00
68	00253552	V68069226 J W PEPPER-LOS ANGELES	10/27/17		MW	0101-0002-0-4300-1140-1000-028-53500000	301.27
68	00253553	V68154140 JENNIFER RAO	10/27/17		MW	0101-6500-0-5802-5750-1180-000-35800000	1,309.29
68	00253554	V68117759 JOSTENS	10/27/17		MW	0101-0000-0-4500-0000-7180-000-00000000	8,883.97
68	00253555	V68062513 KELLY PAPER COMPANY	10/27/17		MW	0101-0000-0-4500-0000-7550-000-00000000	1,064.44
68	00253556	V68047970 KNORR POOL SYSTEMS INC	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	84.41
68	00253557	V68049480 LAKESHORE LEARNING MATERIALS	10/27/17		MW	0101-0002-0-4300-1130-1000-079-00000000	295.83
68	00253558	V68052878 LAWNMOWERS ETC	10/27/17		MW	0101-0000-0-4500-0000-8220-000-00000000	208.40
68	00253558	V68052878 LAWNMOWERS ETC	10/27/17		MW	0101-0000-0-5605-0000-8220-000-00000000	73.64
68	00253559	V68154091 MEIZHOU CHINESE	10/27/17		MW	0101-6300-0-4140-1110-1000-000-00000000	7,173.34
68	00253560	V68142582 MESA GOLF CARTS	10/27/17		MW	0101-0000-0-5605-0000-8210-000-00000000	2,660.89
68	00253561	V68062160 NASCO MODESTO A DIVISION OF	10/27/17		MW	0101-0002-0-4300-1140-1000-028-52900000	100.15

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68	00253561	V68062160 NASCO MODESTO A DIVISION OF	10/27/17		MW	0101-6300-0-4300-1140-1000-000-00000000	894.97
68	00253562	V68107179 NEW MANAGEMENT	10/27/17		MW	0101-0002-0-4500-0000-2700-054-00000000	34.48
68	00253563	V68145020 OCDE	10/27/17		MW	0101-0000-0-5800-0000-7300-000-00000000	248,149.00
68	00253564	V68066589 OCEAN INSTITUTE	10/27/17		MW	0101-0400-0-5840-1130-1000-056-00000000	100.00
68	00253564	V68066589 OCEAN INSTITUTE	10/27/17		MW	0101-3010-0-5810-1110-1000-079-00000000	1,605.00
68	00253565	V68116411 ORANGE COUNTY REGISTER	10/27/17		MW	0101-0000-0-5800-0000-7180-000-00000000	523.56
68	00253566	V68141316 OTICON	10/27/17		MW	0101-6500-0-4300-5750-1190-000-00000000	1,039.47
68	00253566	V68141316 OTICON	10/27/17		MW	0101-6500-0-4300-5770-1190-000-00000000	1,584.14
68	00253566	V68141316 OTICON	10/27/17		MW	0101-6500-0-4500-5770-3140-000-00000000	1,039.47
68	00253567	V68067263 OXFORD UNIV PRESS	10/27/17		MW	0101-0004-0-4114-1180-1000-003-00000000	3,245.70
68	00253567	V68067263 OXFORD UNIV PRESS	10/27/17		MW	0101-0400-0-4150-1140-1000-003-00000000	3,245.62
68	00253568	V68123679 PACIFIC PLUMBING COMPANY OF	10/27/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,404.96
68	00253569	V68069310 PERMA-BOUND	10/27/17		MW	0101-0004-0-4114-1180-1000-004-00000000	1,547.29
68	00253569	V68069310 PERMA-BOUND	10/27/17		MW	0101-0400-0-4200-1140-1000-004-00000000	3,301.24
68	00253570	V68112544 PHONAK LLC	10/27/17		MW	0101-6500-0-4405-5770-3140-000-00000000	3,106.51
68	00253571	V68151607 PORTER BOILER SERVICE	10/27/17		MW	0101-8150-0-5605-0000-8110-000-00000000	516.00
68	00253572	V68119998 POWER LIFT	10/27/17		MW	0101-1100-0-4300-1140-4200-004-00000000	10,186.85
68	00253573	V68071432 PRESTWICK HOUSE	10/27/17		MW	0101-0002-0-4300-1140-1000-002-50500000	199.92
68	00253574	V68144172 PRETEND CITY CHILDREN S MUSEUM	10/27/17		MW	0101-0400-0-5840-1130-1000-085-00000000	1,310.00
68	00253575	V68106119 PROFESSIONAL TUTORS OF AMERICA	10/27/17		MW	0101-6500-0-5810-5770-1190-000-00000000	281.25
68	00253576	V68101830 READ NATURALLY	10/27/17		MW	0101-3010-0-4300-1110-1000-072-00000000	1,150.00
68	00253577	V68070185 REFRIGERATION SUPPLIES	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,018.41
68	00253578	V68005124 RYDIN DECAL	10/27/17		MW	0101-0002-0-4500-0000-2700-004-00000000	260.00
68	00253579	V68123515 SAFETY KLEEN CORP	10/27/17		MW	0101-0000-0-5800-0000-8310-000-00000000	441.78
68	00253580	V68063479 SCHOLASTIC	10/27/17		MW	0101-3010-0-4300-1110-1000-021-00000000	549.40
68	00253581	V68063354 SCHOOL MATE	10/27/17		MW	0101-3010-0-4300-1110-1000-072-00000000	762.50
68	00253582	V68123022 SCHOOL SPECIALTY	10/27/17		MW	0101-0002-0-4300-1130-1000-059-00000000	188.72
68	00253582	V68123022 SCHOOL SPECIALTY	10/27/17		MW	0101-0002-0-4300-1140-1000-028-00000000	177.74
68	00253583	V68111209 SHI	10/27/17		MW	0101-0010-0-4300-0000-2100-000-00000000	135.50
68	00253584	V68104414 SHRED-IT USA LLC	10/27/17		MW	0101-0000-0-5800-0000-7540-000-00000000	2,665.84
68	00253584	V68104414 SHRED-IT USA LLC	10/27/17		MW	0101-0002-0-5800-5750-2700-049-00000000	46.20
68	00253585	V68023172 SIGNS BY CREATIONS UNLIMITED	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,555.75
68	00253586	V68150651 SOCIAL STUDIES SCHOOL SERVICE	10/27/17		MW	0101-0002-0-4300-1140-1000-028-00000000	778.39

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68	00253587	V68149204 SOUTH COAST FIRE PROTECTION	10/27/17		MW	0101-0000-0-4500-0000-8210-000-00000000	331.95
68	00253588	V68109962 SWEETWATER SOUND	10/27/17		MW	0101-3555-0-4400-3800-1000-005-00000000	10,286.00
68	00253589	V68155641 TIGER MEDICAL INC.	10/27/17		MW	0101-6500-0-4405-5750-3140-000-32900000	1,820.40
68	00253590	V68156043 Top Hat Balloon Werks	10/27/17		MW	0101-0400-0-4500-1130-1000-054-00000000	74.35
68	00253591	V68155659 Transcribing Mariners	10/27/17		MW	0101-6500-0-4400-5770-1190-000-34900000	2,861.84
68	00253592	V68100636 ULINE	10/27/17		MW	0101-0000-0-4500-0000-7550-000-00000000	878.08
68	00253592	V68100636 ULINE	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	289.41
68	00253593	V68007452 US AIR CONDITIONING DIST.	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	5,288.06
68	00253594	V68067850 VERIZON WIRELESS	10/27/17		MW	0101-0010-0-5900-0000-3110-000-00000000	76.02
68	00253595	V68063271 VERNIER SOFTWARE	10/27/17		MW	0101-6300-0-4300-1140-1000-000-00000000	2,659.17
68	00253596	V68019265 VISTA PAINT & WALLCOVERING	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	145.33
68	00253597	V68110273 WATERLINES TECHNOLOGIES INC	10/27/17		MW	0101-8150-0-4500-0000-8110-000-00000000	5,294.43
68	00253601	V68155760 ARC Alternatives	10/30/17		MW	0101-6230-0-6200-0000-8500-000-00000000	3,952.50
68	00253602	V68058875 ATKINSON ANDELSON LOYA	10/30/17		MW	0101-0000-0-5820-0000-7110-000-00000000	3,090.00
68	00253602	V68058875 ATKINSON ANDELSON LOYA	10/30/17		MW	0101-0000-0-5820-0000-7400-000-00000000	16,349.18
68	00253603	V68101433 BEST BEST & KRIEGER LLP	10/30/17		MW	0101-6500-0-5820-5001-2100-000-00000000	7,519.40
68	00253604	V68119648 CAMPCO RECREATION	10/30/17		MW	0101-6010-0-5810-1110-1000-055-00000000	15,854.90
68	00253605	V68130535 CDW GOVERNMENT INC.	10/30/17		MW	0101-0002-0-4400-1140-1000-025-00000000	671.28
68	00253605	V68130535 CDW GOVERNMENT INC.	10/30/17		MW	0101-0400-0-4300-1130-1000-086-00000000	26,046.43
68	00253605	V68130535 CDW GOVERNMENT INC.	10/30/17		MW	0101-0755-0-4300-1130-1000-063-00000000	433.35
68	00253606	V68017386 CERTIFIED TRANSPORTATION SERVI	10/30/17		MW	0101-0400-0-5838-1130-1000-084-00000000	3,341.96
68	00253607	V68155876 Fleetwood Student Sales	10/30/17		MW	0101-8150-0-4500-0000-8110-000-00000000	25,000.00
68	00253608	V68051854 GILBERT & STEARNS INC	10/30/17		MW	0101-6387-0-5800-3800-1000-005-00000000	4,512.38
68	00253608	V68051854 GILBERT & STEARNS INC	10/30/17		MW	0101-8150-0-5605-0000-8110-000-00000000	3,032.02
68	00253609	V68147738 GOVERNMENT FINANCIAL	10/30/17		MW	0101-0000-0-5800-0000-7300-000-00000000	2,970.00
68	00253609	V68147738 GOVERNMENT FINANCIAL	10/30/17		MW	0101-0900-0-5800-0000-6003-000-00000000	1,530.00
68	00253610	V68111975 HIGH TRAILS INC	10/30/17		MW	0101-0400-0-5800-1130-1000-086-00000000	2,070.00
68	00253610	V68111975 HIGH TRAILS INC	10/30/17		MW	0101-0400-0-5840-1130-1000-086-00000000	33,250.00
68	00253611	V68152554 ORBACH HUFF SUAREZ & HENDERSON	10/30/17		MW	0101-0000-0-5820-0000-7150-000-00000000	14,423.79
68	00253612	V68152554 ORBACH HUFF SUAREZ & HENDERSON	10/30/17		MW	0101-0000-0-5820-0000-2100-000-69000000	7,686.99
68	00253612	V68152554 ORBACH HUFF SUAREZ & HENDERSON	10/30/17		MW	0101-0000-0-5820-0000-7690-000-00000000	53,583.04
68	00253613	V68111772 SIGMANET	10/30/17		MW	0101-0750-0-5800-1110-1000-000-00000000	31,360.20
68	00253613	V68111772 SIGMANET	10/30/17		MW	0101-9030-0-4500-0000-7700-000-00000000	5,155.73

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68	00253614	V68146077 WEST COAST ARBORISTS INC.	10/30/17		MW	0101-0000-0-5605-0000-8220-000-00000000	16,075.00
68	00253620	V68122588 1ST JON	11/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,581.90
68	00253621	V68001018 A Z BUS SALES INC	11/01/17		MW	0101-0730-0-4600-1110-3600-000-25000000	3,794.78
68	00253622	V68152532 ADVANTAGE WEST INVESTMENT	11/01/17		MW	0101-0000-0-4500-0000-8210-000-00000000	23,474.35
68	00253622	V68152532 ADVANTAGE WEST INVESTMENT	11/01/17		MW	0101-0730-0-4600-1110-3600-000-25800000	1,444.07
68	00253622	V68152532 ADVANTAGE WEST INVESTMENT	11/01/17		MW	0101-0724-0-4600-5001-3600-000-25800000	1,884.81
68	00253622	V68152532 ADVANTAGE WEST INVESTMENT	11/01/17		MW	0101-8150-0-4500-0000-8230-000-25800000	1,444.06
68	00253623	V68145645 ALISO NIGUEL AUTO CARE	11/01/17		MW	0101-0724-0-5605-5001-3600-000-25000000	951.14
68	00253624	V68147757 ANIMAL PEST MANAGEMENT SERVICE	11/01/17		MW	0101-0000-0-5605-0000-8220-000-00000000	4,090.00
68	00253625	V68111831 ARLOTTI, JULIE	11/01/17		MW	0101-0002-0-5216-0000-3116-005-00000000	58.74
68	00253626	V68004448 ASSOC BUSINESS PRODUCTS	11/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	142.34
68	00253627	V68004526 ATTAINMENT COMPANY	11/01/17		MW	0101-6500-0-4300-5750-1190-000-34800000	134.18
68	00253628	V68036590 B & H PHOTOGRAPHY	11/01/17		MW	0101-3555-0-4300-3800-1000-026-00000000	1,979.07
68	00253629	V68123273 BLAIRS TOWING INC	11/01/17		MW	0101-0730-0-5800-1110-3600-000-25000000	1,300.00
68	00253630	V68155535 BONET, MARISOL	11/01/17		MW	0101-3010-0-5216-0000-2700-054-00000000	14.45
68	00253631	V68123700 BSN SPORTS	11/01/17		MW	0101-1100-0-4300-1140-4200-002-00000000	5,605.94
68	00253632	V68146284 BUSWEST	11/01/17		MW	0101-0730-0-4600-1110-3600-000-25000000	200.68
68	00253632	V68146284 BUSWEST	11/01/17		MW	0101-0724-0-4600-5001-3600-000-25000000	2,775.54
68	00253633	V68141660 CAL-STATE AUTO PARTS INC	11/01/17		MW	0101-0724-0-4600-5001-3600-000-25000000	1,630.44
68	00253634	V68106764 CDWG Inc	11/01/17		MW	0101-0986-0-4300-0000-6000-050-90200000	12,527.58
68	00253635	V68106764 CDWG Inc	11/01/17		MW	0101-0986-0-5800-0000-6000-050-90200000	1,175.00
68	00253636	V68152688 CHESHIRE, LOGAN	11/01/17		MW	0101-0400-0-5215-1140-1000-004-00000000	68.32
68	00253637	V68146234 CINTAS CORPORATION #640	11/01/17		MW	0101-0000-0-5605-0000-8210-000-00000000	58.80
68	00253637	V68146234 CINTAS CORPORATION #640	11/01/17		MW	0101-0730-0-5800-1110-3600-000-00000000	207.50
68	00253637	V68146234 CINTAS CORPORATION #640	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,119.90
68	00253637	V68146234 CINTAS CORPORATION #640	11/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	571.85
68	00253638	V68147693 COMPLETE OFFICE OF CA	11/01/17		MW	0101-0000-0-4500-0000-2100-000-00000000	135.20
68	00253638	V68147693 COMPLETE OFFICE OF CA	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	201.54
68	00253639	V68024000 CULVER-NEULIN	11/01/17		MW	0101-0002-0-4500-0000-2700-002-00000000	1,507.42
68	00253640	V68026001 DENAULT S HARDWARE	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	12.91
68	00253641	V68147187 DM COLOR EXPRESS	11/01/17		MW	0101-0000-0-4500-0000-8220-000-00000000	862.00
68	00253642	V68154409 EWING IRRIGATION PRODUCTS INC	11/01/17		MW	0101-0000-0-4500-0000-8220-000-00000000	573.60
68	00253643	V68141791 FACTORY MOTOR PARTS	11/01/17		MW	0101-0724-0-4600-5001-3600-000-25000000	383.19



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68	00253644	V68118205 FASTENAL	11/01/17		MW	0101-0730-0-4600-1110-3600-000-25800000	218.13
68	00253645	V68032535 FEDERAL EXPRESS CORP	11/01/17		MW	0101-0000-0-5900-0000-7540-000-00000000	15.52
68	00253646	V68155629 Ferguson Enterprises Inc	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	163.47
68	00253647	V68032964 FLINN SCIENTIFIC INC	11/01/17		MW	0101-0002-0-4300-1140-1000-005-00000000	2,060.83
68	00253648	V68057042 FOLLETT EDUCATIONAL SERVICES	11/01/17		MW	0101-0004-0-4200-1180-2420-050-00000000	94.66
68	00253649	V68073437 GANAHL LUMBER	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,921.71
68	00253650	V68067610 GEARY PACIFIC CORP	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	10,788.51
68	00253651	V68035251 GLEN PRODUCTS	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	117.34
68	00253652	V68112996 GOODWILL INDUSTRIES OF ORANGE	11/01/17		MW	0101-0000-0-5800-0000-2495-000-39000000	1,125.00
68	00253653	V68035735 GOPHER ATHLETIC	11/01/17		MW	0101-0002-0-4300-1130-1000-052-00000000	1,272.71
68	00253654	V68152588 GRAY, MONTSE	11/01/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68	00253655	V68112804 HERITAGE MUSEUM OF OC	11/01/17		MW	0101-0400-0-5840-1130-1000-067-00000000	625.00
68	00253655	V68112804 HERITAGE MUSEUM OF OC	11/01/17		MW	0101-0400-0-5840-1130-1000-084-00000000	640.00
68	00253656	V68151687 HILL, JOSHUA	11/01/17		MW	0101-6264-0-5216-0000-2700-000-56900000	851.89
68	00253657	V68059250 HIRSCH PIPE & SUPPLY	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,465.30
68	00253658	V68153380 HUGH O BRIAN YOUTH LEADERSHIP	11/01/17		MW	0101-0400-0-4300-1140-1000-002-00000000	225.00
68	00253659	V68146051 ILLUMINATE EDUCATION INC.	11/01/17		MW	0101-0010-0-5216-0000-3160-000-00000000	399.00
68	00253660	V68114467 IMAGE 2000	11/01/17		MW	0101-0002-0-4300-1130-1000-085-00000000	317.65
68	00253660	V68114467 IMAGE 2000	11/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	396.99
68	00253661	V68044032 INTERSTATE BATTERIES	11/01/17		MW	0101-0730-0-4600-1110-3600-000-25000000	898.35
68	00253662	V68156335 JACOBSON, JENNIFER	11/01/17		MW	0101-0400-0-5216-0000-2700-025-00000000	919.93
68	00253663	V68117759 JOSTENS	11/01/17		MW	0101-0000-0-9510-0000-0000-000-00000000	3,456.67
68	00253664	V68062513 KELLY PAPER COMPANY	11/01/17		MW	0101-0000-0-4500-0000-7550-000-00000000	577.36
68	00253665	V68154864 KETELSLEGER, MARIE	11/01/17		MW	0101-0790-0-5216-0000-3110-000-00000000	20.44
68	00253666	V68119345 LAWING, KORIN	11/01/17		MW	0101-0000-0-5216-0000-7690-000-00000000	310.63
68	00253667	V68104580 LAWSON PRODUCTS INC	11/01/17		MW	0101-0730-0-4600-1110-3600-000-25800000	70.23
68	00253668	V68147372 LEISURE CARE REFERRAL AGENCY	11/01/17		MW	0101-0000-0-5800-0000-3140-000-00000000	1,627.50
68	00253669	V68154370 MARTIN ZETTEL INC	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	54.82
68	00253670	V68156341 MCKEON, SARAH	11/01/17		MW	0101-6264-0-5215-1110-1000-000-56900000	400.28
68	00253671	V68105874 MEDCO SUPPLY MASUNE &	11/01/17		MW	0101-0002-0-4300-1140-4200-004-00000000	2.30
68	00253672	V68119208 MIKE DEBELLIS	11/01/17		MW	0101-1102-0-5600-1160-1000-000-00000000	150.00
68	00253673	V68112979 MISSION SAN JUAN CAPISTRANO	11/01/17		MW	0101-0400-0-5840-1130-1000-056-00000000	625.00
68	00253673	V68112979 MISSION SAN JUAN CAPISTRANO	11/01/17		MW	0101-0400-0-5840-1130-1000-067-00000000	1,608.00

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68	00253674	V68121385 MOBILE FLEET WASH	11/01/17		MW	0101-0730-0-5800-1110-3600-000-00000000	3,594.50
68	00253674	V68121385 MOBILE FLEET WASH	11/01/17		MW	0101-0724-0-5800-5001-3600-000-00000000	3,594.50
68	00253675	V68153341 MOCNIK, BILL	11/01/17		MW	0101-6264-0-5216-0000-2700-000-56900000	820.62
68	00253676	V68141051 NEUMILLER, NORA	11/01/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68	00253677	V68140279 O DONOVAN, LINDA	11/01/17		MW	0101-0002-0-5216-0000-3116-005-00000000	58.74
68	00253678	V68066589 OCEAN INSTITUTE	11/01/17		MW	0101-0400-0-5840-1130-1000-056-00000000	450.00
68	00253678	V68066589 OCEAN INSTITUTE	11/01/17		MW	0101-0400-0-5840-1130-1000-060-00000000	10,360.00
68	00253678	V68066589 OCEAN INSTITUTE	11/01/17		MW	0101-0400-0-5840-1130-1000-064-00000000	800.00
68	00253679	V68066625 ORANGE COUNTY TANK TESTING	11/01/17		MW	0101-8150-0-5800-0000-8230-000-26600000	1,680.00
68	00253680	V68147545 P.W. GILLIBRAND CO. INC.	11/01/17		MW	0101-0000-0-4500-0000-8220-000-00000000	1,706.02
68	00253681	V68068227 PARKHOUSE TIRE INC.	11/01/17		MW	0101-0724-0-4600-5001-3600-000-25500000	1,820.73
68	00253682	V68153896 PARSI, HOUPAND	11/01/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68	00253683	V68152157 PRIME GLASS	11/01/17		MW	0101-0730-0-5605-1110-3600-000-00000000	263.18
68	00253684	V68071950 QUALITY TOWING	11/01/17		MW	0101-0724-0-5800-5001-3600-000-25000000	311.00
68	00253685	V68156338 RODRIGUEZ, EDITH ADRIANA LEON	11/01/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68	00253686	V68112247 RUNYAN, JAMIE	11/01/17		MW	0101-0002-0-5216-0000-3116-005-00000000	58.74
68	00253687	V68145500 RUSSELL SIGLER INC.	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	64.65
68	00253688	V68156193 SHEARER, BRADLEY	11/01/17		MW	0101-6264-0-5216-0000-2700-000-56900000	831.89
68	00253689	V68156344 SOTO, EVELYN	11/01/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68	00253690	V68117716 SOUTH COAST ANSWERING SERVICE	11/01/17		MW	0101-8150-0-5800-0000-8110-000-00000000	141.03
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0000-0-4500-0000-7150-000-00000000	66.86
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0000-0-4500-0000-7180-000-00000000	23.26
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0000-0-4500-0000-7400-000-00000000	60.44
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4500-0000-2700-006-00000000	638.18
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4500-0000-2700-023-00000000	-9.97
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4500-0000-2700-025-00000000	613.43
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4500-0000-2700-027-00000000	325.90
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4500-0000-2700-073-00000000	38.54
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4500-0000-2700-081-00000000	3,699.21
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-050-00000000	267.45
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-052-00000000	396.37
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-054-00000000	244.34
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-056-00000000	391.91

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68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-059-03000000	399.02
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-060-00000000	298.29
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-061-00000000	433.24
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-064-00000000	278.04
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-067-00000000	971.27
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-068-00000000	3.90
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-069-00000000	189.84
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-071-00000000	1,515.53
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-072-00000000	402.82
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-073-00000000	158.68
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-074-00000000	381.28
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-075-00000000	90.89
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-076-00000000	-168.91
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-077-00000000	1,315.20
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-078-00000000	-201.07
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-079-00000000	143.59
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-080-00000000	73.28
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-082-00000000	565.64
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-083-00000000	471.31
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-084-00000000	74.11
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-085-00000000	119.82
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-086-00000000	43.95
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-002-00000000	2,310.76
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-003-00000000	3,307.65
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-003-51600000	447.50
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-005-00000000	1,043.54
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-006-00000000	638.19
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-021-00000000	987.83
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-023-00000000	404.58
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-024-00000000	77.51
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-025-00000000	613.44
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-026-00000000	211.91
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-027-00000000	1,455.51

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68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-028-00000000	1,112.03
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-029-00000000	1,087.08
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-030-00000000	199.54
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1140-1000-032-00000000	34.70
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-3200-1000-018-00000000	54.01
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4500-3300-2700-019-00000000	172.84
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-5750-1110-049-00000000	316.26
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0002-0-4300-1130-1000-031-99900000	182.55
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-0400-0-4300-1130-1000-055-00000000	223.42
68	00253693	V68084770 SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	0101-3410-0-4300-5750-1190-000-00000000	615.23
68	00253694	V68153502 STEINERT, CYNDIE	11/01/17		MW	0101-6264-0-5216-0000-2700-000-56900000	899.93
68	00253695	V68089248 TEACHERS DISCOVERY	11/01/17		MW	0101-0002-0-4300-1140-1000-031-00000000	149.74
68	00253696	V68152808 THE PEP BOYS-MANNY MOE JACK OF	11/01/17		MW	0101-0730-0-4600-1110-3600-000-25800000	139.47
68	00253697	V68103847 TIFCO INDUSTRIES	11/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	720.52
68	00253698	V68112012 TrueParCo	11/01/17		MW	0101-0730-0-4600-1110-3600-000-25000000	829.56
68	00253699	V68118287 UNIVERSITY OF OREGON	11/01/17		MW	0101-3010-0-5800-1110-1000-061-00000000	350.00
68	00253700	V68149218 VEX ROBOTICS INC	11/01/17		MW	0101-0002-0-4300-1130-1000-085-00000000	1,923.07
68	00253701	V68150658 WARDS MEDIA TECH	11/01/17		MW	0101-0002-0-4400-1140-1000-005-00000000	645.42
68	00253701	V68150658 WARDS MEDIA TECH	11/01/17		MW	0101-3311-0-4405-5001-2140-000-33000000	660.42
68	00253702	V68040766 WARDS NATURAL SCIENCE	11/01/17		MW	0101-0002-0-4300-1140-1000-004-00000000	986.42
68	00253702	V68040766 WARDS NATURAL SCIENCE	11/01/17		MW	0101-6300-0-4300-1140-1000-000-00000000	237.47
68	00253703	V68155952 Yogi Accessories LLC	11/01/17		MW	0101-0002-0-4300-1140-1000-002-53700000	547.06
68	00253754	V68155958 AIR-TECH ENVIRONMENTAL INC	11/03/17		MW	0101-8150-0-5605-0000-8110-054-00000000	1,734.00
68	00253755	V68155530 ALEXIS PADILLA	11/03/17		MW	0101-6500-0-5802-5750-1180-000-35800000	245.00
68	00253756	V68149684 ALTERNATIVE COMMUNICATIONS	11/03/17		MW	0101-6500-0-5810-5750-1190-000-00000000	780.00
68	00253757	V68147757 ANIMAL PEST MANAGEMENT SERVICE	11/03/17		MW	0101-0000-0-5605-0000-8220-000-00000000	55.00
68	00253758	V68004090 APPLE COMPUTER INC	11/03/17		MW	0101-0400-0-4300-1140-1000-004-00000000	327.17
68	00253759	V68111606 APPLE INC	11/03/17		MW	0101-3320-0-4300-5730-1190-000-34800000	413.37
68	00253759	V68111606 APPLE INC	11/03/17		MW	0101-6500-0-4300-5750-1190-000-34800000	654.34
68	00253759	V68111606 APPLE INC	11/03/17		MW	0101-0730-0-4405-1110-3600-000-00000000	1,112.67
68	00253759	V68111606 APPLE INC	11/03/17		MW	0101-0724-0-4500-5001-3600-000-00000000	64.60
68	00253760	V68021170 ASSA ABLOY ENTRANCE SYSTEM INC	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,024.63
68	00253761	V68058875 ATKINSON ANDELSON LOYA	11/03/17		MW	0101-0000-0-5820-0000-7110-000-00000000	260.00

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68	00253761	V68058875 ATKINSON ANDELSON LOYA	11/03/17		MW	0101-0000-0-5820-0000-7400-000-00000000	14,258.30
68	00253761	V68058875 ATKINSON ANDELSON LOYA	11/03/17		MW	0101-0000-0-5820-0000-7690-000-00000000	8,442.50
68	00253761	V68058875 ATKINSON ANDELSON LOYA	11/03/17		MW	0101-0000-0-5820-1110-2100-000-00000000	2,675.89
68	00253761	V68058875 ATKINSON ANDELSON LOYA	11/03/17		MW	0101-6500-0-5820-5001-2100-000-00000000	15,719.58
68	00253762	V68155781 BEAN, JEFFREY OR LINDSAY	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	97.49
68	00253763	V68154658 BIG E GROUP, THE	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,943.81
68	00253764	V68156384 BOSTON, NATHAN OR KRISTA	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	161.79
68	00253765	V68014652 CAL STAGE & LIGHTING INC	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	80.51
68	00253766	V68106764 CDWG Inc	11/03/17		MW	0101-0400-0-4300-1130-1000-055-00000000	8,560.00
68	00253767	V68017386 CERTIFIED TRANSPORTATION SERVI	11/03/17		MW	0101-0986-0-5838-0000-6000-005-90100000	2,355.00
68	00253767	V68017386 CERTIFIED TRANSPORTATION SERVI	11/03/17		MW	0101-1100-0-5838-1140-4200-003-00000000	603.75
68	00253768	V68153322 CHAMBERS, AMANDA	11/03/17		MW	0101-0010-0-5215-1130-1000-065-42200000	131.30
68	00253769	V68146234 CINTAS CORPORATION #640	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	646.82
68	00253770	V68019025 CLARK SECURITY PRODUCTS	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,178.35
68	00253771	V68155541 COLLEGE AND CAREER ADVANTAGE	11/03/17		MW	0101-0000-0-7283-6000-9200-000-68000000	159,000.00
68	00253772	V68122266 COLLINS BUSINESS EQUIPMENT	11/03/17		MW	0101-6500-0-5600-5770-1130-000-00000000	622.22
68	00253773	V68146265 COMMUNITY ROOTS ACADEMY	11/03/17		MW	0101-0000-0-8096-0000-0000-206-69000000	304,525.00
68	00253774	V68116608 COMPREHENSIVE DRUG TESTING	11/03/17		MW	0101-0730-0-5800-1110-3600-000-14400000	251.54
68	00253774	V68116608 COMPREHENSIVE DRUG TESTING	11/03/17		MW	0101-0724-0-5800-5001-3600-000-14400000	586.91
68	00253775	V68141814 CONDIE, JOSHUA OR CAROL	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	30.50
68	00253776	V68148595 CONTEMPORARY SERVICES CORP.	11/03/17		MW	0101-0986-0-5800-0000-6000-002-90100000	1,488.00
68	00253777	V68001404 COSTCO S.J.C.	11/03/17		MW	0101-0400-0-4300-1140-1000-001-00000000	192.31
68	00253778	V68148997 DAVIS, HENRY AND/OR ELISABETH	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	173.77
68	00253779	V68026001 DENAULT S HARDWARE	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	83.98
68	00253780	V68026001 DENAULT S HARDWARE	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	302.14
68	00253781	V68028500 DUNN-EDWARDS CORP	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	131.23
68	00253782	V68152282 ELE, APRIL OR ROGER	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	42.80
68	00253783	V68140352 FAGEN FRIEDMAN FULFROST LLP	11/03/17		MW	0101-0999-0-5820-0000-7200-000-00000000	549.50
68	00253784	V68155629 Ferguson Enterprises Inc	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	463.33
68	00253785	V68073437 GANAHL LUMBER	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	4,960.16
68	00253786	V68152643 GREEN, TRACY OR MELISSA	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	106.15
68	00253787	V68147116 HD SUPPLY FACILITIES	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,378.94
68	00253788	V68151531 HD SUPPLY CONSTRUCTION AND	11/03/17		MW	0101-0000-0-4500-0000-8220-000-00000000	64.12

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68	00253788	V68151531 HD SUPPLY CONSTRUCTION AND	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	115.00
68	00253789	V68059250 HIRSCH PIPE & SUPPLY	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	360.68
68	00253790	V68144432 HYLTON, CHRIS AND/OR HERMINIA	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	28.68
68	00253791	V68144628 JFK TRANSPORTATION CO INC	11/03/17		MW	0101-1100-0-5838-1140-4100-001-00000000	790.00
68	00253791	V68144628 JFK TRANSPORTATION CO INC	11/03/17		MW	0101-1100-0-5838-1140-4100-003-00000000	1,580.00
68	00253791	V68144628 JFK TRANSPORTATION CO INC	11/03/17		MW	0101-1100-0-5838-1140-4200-001-00000000	790.00
68	00253791	V68144628 JFK TRANSPORTATION CO INC	11/03/17		MW	0101-1100-0-5838-1140-4200-003-00000000	763.25
68	00253792	V68046445 JOHNSTONE SUPPLY	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,356.82
68	00253793	V68105873 JOURNEY CHARTER SCHOOL	11/03/17		MW	0101-0000-0-8096-0000-0000-201-69000000	212,756.00
68	00253794	V68062513 KELLY PAPER COMPANY	11/03/17		MW	0101-0000-0-4500-0000-7550-000-00000000	1,807.79
68	00253795	V68047970 KNORR POOL SYSTEMS INC	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	149.73
68	00253795	V68047970 KNORR POOL SYSTEMS INC	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,200.00
68	00253796	V68148505 LAHAM, SAM	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	137.82
68	00253797	V68049480 LAKESHORE LEARNING MATERIALS	11/03/17		MW	0101-0400-0-4300-1130-1000-086-00000000	387.92
68	00253798	V68052878 LAWNMOWERS ETC	11/03/17		MW	0101-0000-0-5605-0000-8220-000-00000000	1,224.65
68	00253799	V68156385 LEE, MYUNG GUK OR SE HWA	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	413.45
68	00253800	V68147372 LEISURE CARE REFERRAL AGENCY	11/03/17		MW	0101-0000-0-5800-0000-3140-000-00000000	6,020.00
68	00253801	V68152544 LEVERAGE LEARNING GROUP INC	11/03/17		MW	0101-6264-0-5800-0000-2100-000-56900000	17,600.00
68	00253802	V68118980 LOCAL JANITORIAL & VACUUM	11/03/17		MW	0101-0000-0-4500-0000-8210-000-00000000	214.29
68	00253803	V68115957 MAXIM HEALTHCARE SERVICES INC	11/03/17		MW	0101-6500-0-5801-5750-3141-000-00000000	1,092.60
68	00253804	V68154949 MAZZINI, VICTOR OR YADIRA	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	179.76
68	00253805	V68111245 NATIONAL CONTROLS INC	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	2,289.31
68	00253806	V68110165 NEWS 2 YOU	11/03/17		MW	0101-6500-0-4300-5750-1190-000-00000000	16,911.93
68	00253806	V68110165 NEWS 2 YOU	11/03/17		MW	0101-6500-0-4300-5770-1190-000-00000000	16,911.93
68	00253807	V68152621 NUNEZ, GERARDO OR ELIZABETH	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	49.65
68	00253808	V68149897 O REILLY AUTO PARTS	11/03/17		MW	0101-8150-0-4500-0000-8230-000-25000000	911.55
68	00253809	V68149897 O REILLY AUTO PARTS	11/03/17		MW	0101-7220-0-4300-1140-1000-003-00000000	250.57
68	00253809	V68149897 O REILLY AUTO PARTS	11/03/17		MW	0101-8150-0-4500-0000-8230-000-25000000	575.95
68	00253810	V68028870 OFFICE DEPOT	11/03/17		MW	0101-0000-0-4500-1140-2700-014-42000000	28.04
68	00253810	V68028870 OFFICE DEPOT	11/03/17		MW	0101-0002-0-4500-0000-2700-025-00000000	143.95
68	00253810	V68028870 OFFICE DEPOT	11/03/17		MW	0101-0002-0-4300-1130-1000-058-00000000	61.61
68	00253810	V68028870 OFFICE DEPOT	11/03/17		MW	0101-0002-0-4300-1140-1000-001-00000000	337.93
68	00253810	V68028870 OFFICE DEPOT	11/03/17		MW	0101-0002-0-4400-1140-1000-004-00000000	37.47

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68	00253810	V68028870 OFFICE DEPOT	11/03/17		MW	0101-0002-0-4300-1140-1000-025-00000000	143.96
68	00253810	V68028870 OFFICE DEPOT	11/03/17		MW	0101-6500-0-4300-5750-1190-000-00000000	115.34
68	00253811	V68113144 OPPORTUNITY FOR LEARNING	11/03/17		MW	0101-0000-0-8096-0000-0000-203-69000000	74,961.00
68	00253812	V68153868 ORANGE COUNTY ACADEMY OF	11/03/17		MW	0101-0000-0-8096-0000-0000-202-69000000	148,220.00
68	00253813	V68146264 OXFORD ACADEMY	11/03/17		MW	0101-0000-0-8096-0000-0000-204-69000000	370,550.00
68	00253814	V68116957 PALI INSTITUTE INC	11/03/17		MW	0101-0400-0-5840-1130-1000-067-00000000	1,500.00
68	00253815	V68055731 PARTS EXPRESS	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,636.54
68	00253816	V68154724 PINNACLE PETROLEUM INC	11/03/17		MW	0101-0730-0-4600-1110-3600-000-25300000	10,263.17
68	00253816	V68154724 PINNACLE PETROLEUM INC	11/03/17		MW	0101-0724-0-4600-5001-3600-000-25200000	9,287.64
68	00253816	V68154724 PINNACLE PETROLEUM INC	11/03/17		MW	0101-0724-0-4600-5001-3600-000-25300000	10,263.17
68	00253816	V68154724 PINNACLE PETROLEUM INC	11/03/17		MW	0101-8150-0-4500-0000-8230-000-25200000	9,287.65
68	00253817	V68071608 PRUDENTIAL OVERALL SUPPLY	11/03/17		MW	0101-0000-0-5800-0000-7550-000-00000000	131.44
68	00253817	V68071608 PRUDENTIAL OVERALL SUPPLY	11/03/17		MW	0101-0400-0-5800-5750-2700-049-00000000	-67.06
68	00253818	V68155704 Pureland Supply LLC	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,236.50
68	00253819	V68147115 PYRAMID WIRE & CABLE INC.	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,173.86
68	00253820	V68141300 REDING, CLAIRE AND/OR SHAD	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	233.69
68	00253821	V68144550 RETTBERG, HELEN	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	816.63
68	00253822	V68026328 RINCON TRUCK PARTS	11/03/17		MW	0101-0730-0-4600-1110-3600-000-25000000	929.78
68	00253823	V68156106 Robotics Education & Competiti	11/03/17		MW	0101-0002-0-4300-1130-1000-086-00000000	150.00
68	00253824	V68116959 ROCHESTER 100/NICKY S FOLDERS	11/03/17		MW	0101-0400-0-4300-1130-1000-087-00000000	1,320.00
68	00253825	V68152691 ROMAINE ELECTRIC CORP	11/03/17		MW	0101-0724-0-5605-5001-3600-000-25000000	964.35
68	00253826	V68101222 SANTA MARGARITA FORD	11/03/17		MW	0101-0730-0-4600-1110-3600-000-25000000	172.90
68	00253827	V68063354 SCHOOL MATE	11/03/17		MW	0101-0400-0-4300-1130-1000-087-00000000	2,100.00
68	00253828	V68023172 SIGNS BY CREATIONS UNLIMITED	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,335.23
68	00253829	V68153530 SIMPSON IRVINE INC	11/03/17		MW	0101-0724-0-4600-5001-3600-000-25000000	662.57
68	00253829	V68153530 SIMPSON IRVINE INC	11/03/17		MW	0101-8150-0-4500-0000-8230-000-25000000	159.66
68	00253830	V68152674 SITEONE LANDSCAPE SUPPLY	11/03/17		MW	0101-0000-0-4500-0000-8220-000-00000000	1,156.56
68	00253831	V68112866 SMARDAN SUPPLY COMPANY	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	44.72
68	00253832	V68078634 SPEECH & LANGUAGE DEVEL	11/03/17		MW	0101-6500-0-5102-5750-1180-000-00000000	91.80
68	00253832	V68078634 SPEECH & LANGUAGE DEVEL	11/03/17		MW	0101-6500-0-5802-5750-1180-000-00000000	30,586.23
68	00253833	V68150116 SPOTSWOOD, EVAN &/OR JENNIFER	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	201.81
68	00253834	V68153065 STEM MAGAZINE CORP	11/03/17		MW	0101-0002-0-4300-1130-1000-079-00000000	120.00
68	00253835	V68103847 TIFCO INDUSTRIES	11/03/17		MW	0101-0730-0-4600-1110-3600-000-25800000	190.73

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68 00253835	V68103847	TIFCO INDUSTRIES	11/03/17		MW	0101-0724-0-4600-5001-3600-000-25800000	190.74
68 00253836	V68140547	TRITZ, RICHARD OR JULIE	11/03/17		MW	0101-0724-0-5800-5001-3600-000-35800000	50.08
68 00253837	V68147300	TUTTLE CLICK FORD LINCOLN	11/03/17		MW	0101-8150-0-4500-0000-8230-000-25000000	158.00
68 00253838	V68100636	ULINE	11/03/17		MW	0101-8150-0-4500-0000-8110-000-00000000	207.77
68 00253839	V68093334	UNITED RENTALS	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	121.52
68 00253840	V68155612	United States Plastic Corp	11/03/17		MW	0101-0002-0-4300-1140-1000-005-00000000	245.22
68 00253841	V68067850	VERIZON WIRELESS	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	2,043.89
68 00253842	V68151316	VERTICAL TRANSPORT INC	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	17,130.00
68 00253843	V68103795	VORTEX	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	3,735.20
68 00253844	V68149674	WATCH D.O.G.S.	11/03/17		MW	0101-0400-0-4500-0000-2700-078-00000000	481.32
68 00253845	V68015090	WESTERN GRAPHIX	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,102.51
68 00253846	V68109098	WON-DOOR CORPORATION	11/03/17		MW	0101-8150-0-5605-0000-8110-000-00000000	410.80
68 00253847	V68148017	WORKABILITY 1 REGION I	11/03/17		MW	0101-6520-0-5216-5750-2100-000-00000000	675.00
68 00253849	V68105838	CARLISLE, SUSAN	11/07/17		MW	0101-0000-0-5216-0000-7400-000-00000000	1,918.43
68 00253850	V68001018	A Z BUS SALES INC	11/08/17		MW	0101-0730-0-4600-1110-3600-000-25000000	1,081.86
68 00253851	V68001470	AARDVARK CLAY	11/08/17		MW	0101-0002-0-4300-1140-1000-003-53200000	345.99
68 00253852	V68024547	ACORN MEDIA	11/08/17		MW	0101-0400-0-4300-1130-1000-086-00000000	172.30
68 00253853	V68153414	ALL FOUR STRINGS	11/08/17		MW	0101-1102-0-5600-1160-1000-000-00000000	1,481.15
68 00253854	V68154483	AMABILE, NORMAN OR ANITA	11/08/17		MW	0101-0004-0-4114-1180-1000-005-00000000	64.00
68 00253855	V68155055	AMBUTECH INC	11/08/17		MW	0101-6500-0-4500-5770-3140-000-00000000	729.54
68 00253856	V68047795	ART SUPPLY WAREHOUSE	11/08/17		MW	0101-0002-0-4300-1140-1000-004-00000000	132.20
68 00253857	V68154060	BARNABY GOODWIN, MICHELE	11/08/17		MW	0101-0400-0-4300-1140-1000-021-00000000	117.12
68 00253858	V68144817	BEN S MUSIC WORKSHOP INC	11/08/17		MW	0101-1102-0-5600-1160-1000-000-00000000	2,161.54
68 00253859	V68145162	BERTRANDS HORN IMPROVEMENT	11/08/17		MW	0101-0010-0-4300-1160-1000-000-00000000	333.76
68 00253860	V68115413	BESTGEN, MARY	11/08/17		MW	0101-3010-0-5810-1110-1000-079-00000000	336.00
68 00253861	V68154658	BIG E GROUP, THE	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,088.09
68 00253862	V68151905	BILL LANE & ASSOCIATES INC	11/08/17		MW	0101-6500-0-5803-5750-1180-000-35800000	3,284.98
68 00253863	V68143176	CAMCOR INC	11/08/17		MW	0101-0400-0-4300-1130-1000-086-00000000	222.44
68 00253864	V68118161	CAPISTRANO CONNECTIONS ACADEMY	11/08/17		MW	0101-0000-0-8096-0000-0000-205-69000000	1,843,887.00
68 00253865	V68152287	CAPITOL ADVISORS GROUP LLC	11/08/17		MW	0101-0000-0-5815-0000-7150-000-00000000	4,000.00
68 00253866	V68106764	CDWG Inc	11/08/17		MW	0101-0002-0-4300-1140-1000-022-00000000	86.63
68 00253867	V68106764	CDWG Inc	11/08/17		MW	0101-0400-0-4300-1130-1000-068-00000000	150.51
68 00253868	V68017386	CERTIFIED TRANSPORTATION SERVI	11/08/17		MW	0101-0986-0-5838-0000-6000-005-90100000	1,615.50



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68 00253869	V68082172	COAST RECREATION INC	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,242.24
68 00253870	V68019394	COASTAL BLUE	11/08/17		MW	0101-0000-0-4500-0000-7550-000-00000000	21.55
68 00253871	V68156410	COLE, MICHELLE	11/08/17		MW	0101-0730-0-8675-0000-0000-000-00000000	387.50
68 00253872	V68148055	COLLINS, CLINT	11/08/17		MW	0101-3410-0-4500-5750-1190-000-00000000	179.00
68 00253873	V68147693	COMPLETE OFFICE OF CA	11/08/17		MW	0101-0000-0-4500-0000-2100-000-00000000	45.23
68 00253873	V68147693	COMPLETE OFFICE OF CA	11/08/17		MW	0101-0000-0-4500-0000-7300-000-00000000	67.29
68 00253873	V68147693	COMPLETE OFFICE OF CA	11/08/17		MW	0101-0000-0-4500-0000-7340-000-00000000	67.29
68 00253873	V68147693	COMPLETE OFFICE OF CA	11/08/17		MW	0101-3010-0-4500-0000-2100-000-00000000	11.84
68 00253873	V68147693	COMPLETE OFFICE OF CA	11/08/17		MW	0101-0730-0-4500-1110-3600-000-00000000	2.74
68 00253873	V68147693	COMPLETE OFFICE OF CA	11/08/17		MW	0101-0724-0-4500-5001-3600-000-00000000	6.41
68 00253874	V68155439	CONDON, WILLIAM J.	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	37.37
68 00253875	V68123426	CONTRACT PAPER GROUP INC.	11/08/17		MW	0101-0000-0-9321-0000-0000-000-00000000	1,507.64
68 00253876	V68001404	COSTCO S.J.C.	11/08/17		MW	0101-0400-0-4300-1140-1000-001-00000000	28.97
68 00253876	V68001404	COSTCO S.J.C.	11/08/17		MW	0101-3010-0-4500-0000-2495-054-03500000	46.95
68 00253877	V68024000	CULVER-NEWLIN	11/08/17		MW	0101-0002-0-4500-0000-2700-006-00000000	428.85
68 00253878	V68026000	DENAULT S HARDWARE	11/08/17		MW	0101-0400-0-4300-1130-1000-055-00000000	47.43
68 00253879	V68026001	DENAULT S HARDWARE	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	10.24
68 00253880	V68101114	DEPT OF JUSTICE	11/08/17		MW	0101-0000-0-5800-0000-7400-000-14100000	4,020.00
68 00253881	V68009300	DICK BLICK WEST	11/08/17		MW	0101-0002-0-4300-1140-1000-025-52900000	1,398.18
68 00253882	V68046440	DON JOHNSTON INC	11/08/17		MW	0101-6500-0-4300-5750-1190-000-00000000	694.61
68 00253882	V68046440	DON JOHNSTON INC	11/08/17		MW	0101-6500-0-4300-5770-1190-000-00000000	598.80
68 00253883	V68156124	DORN, MICHELE	11/08/17		MW	0101-3410-0-4300-5750-1190-000-00000000	188.98
68 00253884	V68028500	DUNN-EDWARDS CORP	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	32.13
68 00253885	V68114771	EDUCATIONAL BASED SERVICES INC	11/08/17		MW	0101-3320-0-5801-5730-1181-000-00000000	1,500.00
68 00253885	V68114771	EDUCATIONAL BASED SERVICES INC	11/08/17		MW	0101-6500-0-5101-5750-1181-000-00000000	3,000.00
68 00253885	V68114771	EDUCATIONAL BASED SERVICES INC	11/08/17		MW	0101-6500-0-5801-5770-1181-000-00000000	1,500.00
68 00253886	V68156453	FAUSSETTE, BRIANNA	11/08/17		MW	0101-0004-0-4114-1180-1000-001-00000000	20.00
68 00253887	V68032535	FEDERAL EXPRESS CORP	11/08/17		MW	0101-0000-0-5900-0000-7540-000-00000000	82.56
68 00253888	V68073437	GANAHL LUMBER	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,663.13
68 00253889	V68146411	GOLDEN STAR TECHNOLOGY INC.	11/08/17		MW	0101-0400-0-4300-1130-1000-055-00000000	350.00
68 00253889	V68146411	GOLDEN STAR TECHNOLOGY INC.	11/08/17		MW	0101-0400-0-4300-1130-1000-073-00000000	350.00
68 00253889	V68146411	GOLDEN STAR TECHNOLOGY INC.	11/08/17		MW	0101-0400-0-4300-1140-1000-005-00000000	350.00
68 00253890	V68150219	GONZALES, JENNY	11/08/17		MW	0101-0400-0-4300-1140-1000-021-00000000	64.79

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68	00253891	V68035735 GOPHER ATHLETIC	11/08/17		MW	0101-0002-0-4500-0000-2700-068-00000000	155.04
68	00253891	V68035735 GOPHER ATHLETIC	11/08/17		MW	0101-0002-0-4300-1140-1000-002-00000000	-129.19
68	00253891	V68035735 GOPHER ATHLETIC	11/08/17		MW	0101-0400-0-4300-1130-1000-087-00000000	43.59
68	00253892	V68152626 HATCH & CESARIO ATTY S AT LAW	11/08/17		MW	0101-6500-0-5820-5001-2100-000-00000000	9,642.50
68	00253893	V68117362 IDEAL COMPUTER SOUTH INC	11/08/17		MW	0101-0000-0-5800-0000-7700-000-00000000	1,717.50
68	00253894	V68153485 IPEVO INC	11/08/17		MW	0101-0755-0-4300-1140-1000-022-00000000	608.03
68	00253895	V68118455 IRMA R GARCIA MSW ASW	11/08/17		MW	0101-6512-0-5115-5750-3110-000-00000000	2,641.45
68	00253896	V68044070 ITO NURSERY	11/08/17		MW	0101-0002-0-4300-1140-1000-029-51700000	71.55
68	00253897	V68144628 JFK TRANSPORTATION CO INC	11/08/17		MW	0101-0986-0-5838-0000-6000-065-90200000	474.00
68	00253897	V68144628 JFK TRANSPORTATION CO INC	11/08/17		MW	0101-0986-0-5838-0000-6000-201-90000000	790.00
68	00253897	V68144628 JFK TRANSPORTATION CO INC	11/08/17		MW	0101-1100-0-5838-1140-4200-004-00000000	1,185.00
68	00253898	V68046445 JOHNSTONE SUPPLY	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	4,295.67
68	00253899	V68062513 KELLY PAPER COMPANY	11/08/17		MW	0101-0000-0-4500-0000-7550-000-00000000	763.67
68	00253900	V68123878 KHALAF, REEM	11/08/17		MW	0101-0400-0-4300-5750-1190-000-00000000	5.99
68	00253901	V68047970 KNORR POOL SYSTEMS INC	11/08/17		MW	0101-0400-0-5216-0000-7400-000-00000000	401.00
68	00253902	V68100464 KUNZE-THIBEAU, LORI	11/08/17		MW	0101-0400-0-4300-5750-1190-000-00000000	41.79
68	00253902	V68100464 KUNZE-THIBEAU, LORI	11/08/17		MW	0101-3410-0-4300-5750-1190-000-00000000	47.05
68	00253903	V68049480 LAKESHORE LEARNING MATERIALS	11/08/17		MW	0101-0400-0-4300-1130-1000-086-00000000	282.78
68	00253904	V68156448 LAVERING, MELANIE	11/08/17		MW	0101-3410-0-4300-5750-1190-000-00000000	80.78
68	00253905	V68143053 LAW OFFICE OF LEEJANICE TOBACK	11/08/17		MW	0101-6500-0-5820-5750-2100-000-34900000	4,000.00
68	00253906	V68052878 LAWNMOWERS ETC	11/08/17		MW	0101-0000-0-4500-0000-8220-000-00000000	425.86
68	00253906	V68052878 LAWNMOWERS ETC	11/08/17		MW	0101-0000-0-5605-0000-8220-000-00000000	390.00
68	00253907	V68145274 LOPER-LEDDY, KAY	11/08/17		MW	0101-0400-0-4300-5750-1190-000-00000000	76.32
68	00253908	V68155087 MATTHEW AND CHRISTINE ESSEX	11/08/17		MW	0101-6500-0-5800-5750-1180-000-34900000	26,010.00
68	00253909	V68144881 MERCURY DISPOSAL SYSTEM INC.	11/08/17		MW	0101-0000-0-5800-0000-8310-000-00000000	484.88
68	00253910	V68117499 MOREY S MUSIC	11/08/17		MW	0101-0400-0-4300-1130-1000-061-00000000	707.43
68	00253911	V68061270 MOULTON NIGUEL WATER	11/08/17		MW	0101-0000-0-5500-0000-8200-000-21400000	15,426.31
68	00253912	V68144170 MUSEUM OF MAKING MUSIC	11/08/17		MW	0101-0400-0-5840-1130-1000-055-00000000	755.00
68	00253913	V68062160 NASCO MODESTO A DIVISION OF	11/08/17		MW	0101-0002-0-4300-1140-1000-002-51600000	1,243.64
68	00253914	V68155305 OFFICE ZILLA LLC	11/08/17		MW	0101-0010-0-4500-0000-2100-000-00000000	2,626.52
68	00253915	V68105525 ONE STOP BINDERY	11/08/17		MW	0101-0000-0-5800-0000-7550-000-00000000	440.00
68	00253916	V68149848 PC & MACEXCHANGE	11/08/17		MW	0101-0400-0-4400-1130-1000-086-00000000	2,101.13
68	00253917	V68151079 PERKINS SCHOOL FOR THE BLIND	11/08/17		MW	0101-6500-0-5803-5750-1180-000-00000000	21,992.10

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68 00253917	V68151079	PERKINS SCHOOL FOR THE BLIND	11/08/17		MW	0101-6512-0-5104-5750-1180-000-00000000	16,493.88
68 00253917	V68151079	PERKINS SCHOOL FOR THE BLIND	11/08/17		MW	0101-6512-0-5104-5750-3120-000-00000000	16,493.88
68 00253918	V68156409	PHILLIPS, CHRIS OR ROBIN	11/08/17		MW	0101-0004-0-4114-1180-1000-005-00000000	88.00
68 00253919	V68107725	PITZEN, SHARLA	11/08/17		MW	0101-5640-0-5216-5001-2100-000-37300000	317.19
68 00253920	V68147095	PRINT & FINISHING SOLUTIONS	11/08/17		MW	0101-0000-0-4500-0000-7550-000-00000000	846.14
68 00253921	V68155704	Pureland Supply LLC	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	472.14
68 00253922	V68111589	R&M ELECTRICAL CONTRACTING INC	11/08/17		MW	0101-8150-0-5605-0000-8110-000-00000000	3,917.70
68 00253923	V68101210	SAF-COM SUPPLY	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,895.43
68 00253924	V68078255	SAN DIEGO GAS & ELECTRIC	11/08/17		MW	0101-0000-0-5500-0000-8200-000-21200000	362,715.41
68 00253925	V68145400	SELECT EQUIPMENT SALES INC	11/08/17		MW	0101-0000-0-5605-0000-7540-000-00000000	918.38
68 00253926	V68084100	SO CA GAS CO	11/08/17		MW	0101-0000-0-5500-0000-8200-000-21300000	7,041.70
68 00253927	V68084100	SO CA GAS CO	11/08/17		MW	0101-0000-0-5500-0000-8200-000-21300000	18.84
68 00253928	V68154817	SOCCERLOCO	11/08/17		MW	0101-1100-0-4400-1140-4200-003-00000000	6,836.74
68 00253929	V68143011	SOUTH COAST WATER DISTRICT	11/08/17		MW	0101-0000-0-5500-0000-8200-000-21400000	12,802.68
68 00253930	V68122718	SOUTHERN CALIFORNIA EDISON	11/08/17		MW	0101-0000-0-5500-0000-8200-000-21200000	97,294.61
68 00253931	V68050288	SPICERS PAPER CO	11/08/17		MW	0101-0000-0-9321-0000-0000-000-00000000	760.21
68 00253931	V68050288	SPICERS PAPER CO	11/08/17		MW	0101-0000-0-4500-0000-7550-000-00000000	4,307.83
68 00253932	V68150055	STAFFREHAB	11/08/17		MW	0101-6500-0-5801-5750-1130-000-00000000	2,762.50
68 00253933	V68007162	STAPLES ADVANTAGE	11/08/17		MW	0101-0000-0-4500-0000-7550-000-00000000	164.53
68 00253933	V68007162	STAPLES ADVANTAGE	11/08/17		MW	0101-0002-0-4500-0000-2700-001-00000000	446.07
68 00253933	V68007162	STAPLES ADVANTAGE	11/08/17		MW	0101-0002-0-4500-0000-2700-028-00000000	0.00
68 00253933	V68007162	STAPLES ADVANTAGE	11/08/17		MW	0101-0002-0-4300-1140-1000-001-00000000	1,792.40
68 00253933	V68007162	STAPLES ADVANTAGE	11/08/17		MW	0101-0400-0-4500-0000-2700-075-00000000	145.40
68 00253933	V68007162	STAPLES ADVANTAGE	11/08/17		MW	0101-6500-0-4500-5001-2100-000-00000000	85.66
68 00253934	V68152573	STEWART, DAVID	11/08/17		MW	0101-6264-0-5216-0000-2100-000-56900000	762.51
68 00253935	V68146319	STORAGE CONTAINER.COM	11/08/17		MW	0101-8150-0-4405-0000-8110-000-00000000	2,909.25
68 00253936	V68156073	SUDA, SHARI	11/08/17		MW	0101-6264-0-5216-0000-2100-000-56900000	75.00
68 00253937	V68155910	Sumida, Sylvia and Mark	11/08/17		MW	0101-6500-0-5800-5750-1190-000-34900000	2,890.00
68 00253938	V68156452	TATALA, JENNIFER	11/08/17		MW	0101-0004-0-4200-1180-2420-067-00000000	19.00
68 00253939	V68156345	TAVERNETTI, CARMEN	11/08/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68 00253940	V68151697	THE COLLEGE BLUEPRINT	11/08/17		MW	0101-4510-0-5810-1110-1000-000-00000000	6,300.00
68 00253941	V68156346	TORRES, ROCIO	11/08/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68 00253942	V68093334	UNITED RENTALS	11/08/17		MW	0101-0000-0-5605-0000-8220-000-00000000	528.58

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68 00253942	V68093334	UNITED RENTALS	11/08/17		MW	0101-8150-0-5605-0000-8110-000-00000000	595.19
68 00253943	V68007452	US AIR CONDITIONING DIST.	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,877.78
68 00253944	V68151316	VERTICAL TRANSPORT INC	11/08/17		MW	0101-8150-0-5605-0000-8110-000-00000000	254.00
68 00253944	V68151316	VERTICAL TRANSPORT INC	11/08/17		MW	0101-8150-0-6400-0000-8110-022-00000000	8,244.00
68 00253945	V68019265	VISTA PAINT & WALLCOVERING	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	340.32
68 00253946	V68152746	VIVAS, MARGARITA	11/08/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68 00253947	V68140060	WADA, LISA	11/08/17		MW	0101-0002-0-5216-0000-3116-005-00000000	79.71
68 00253948	V68101017	WAL MART L.N.	11/08/17		MW	0101-0002-0-4300-1140-1000-004-00000000	76.90
68 00253948	V68101017	WAL MART L.N.	11/08/17		MW	0101-0002-0-4300-1140-1000-025-00000000	30.58
68 00253948	V68101017	WAL MART L.N.	11/08/17		MW	0101-0002-0-4300-1140-1000-029-53000000	124.05
68 00253948	V68101017	WAL MART L.N.	11/08/17		MW	0101-0002-0-4300-3300-1000-019-00000000	85.38
68 00253948	V68101017	WAL MART L.N.	11/08/17		MW	0101-3010-0-4500-3200-2700-000-04000000	125.10
68 00253949	V68106830	WAL MART S.C.	11/08/17		MW	0101-6500-0-4300-5750-1190-000-00000000	199.34
68 00253951	V68110273	WATERLINES TECHNOLOGIES INC	11/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	13,297.18
68 00253952	V68155023	WELSH, MEGAN	11/08/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68 00253953	V68120395	YOGI, STACY	11/08/17		MW	0101-0010-0-5216-1110-2100-000-00000000	7.06
68 00253953	V68120395	YOGI, STACY	11/08/17		MW	0101-3010-0-5216-1110-2100-000-00000000	63.56
68 00253954	V68154919	YOUNG, MELANIE	11/08/17		MW	0101-0002-0-5216-0000-3116-005-00000000	58.74
68 00253955	V68156348	ZORNOZA, MYRNA	11/08/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68 00254023	V68110020	MEET THE MASTERS INC	11/09/17		MW	0101-0400-0-5800-1130-1000-052-00000000	2,914.67
68 00254023	V68110020	MEET THE MASTERS INC	11/09/17		MW	0101-0400-0-5810-1130-1000-054-00000000	1,000.00
68 00254023	V68110020	MEET THE MASTERS INC	11/09/17		MW	0101-0400-0-5800-1130-1000-063-00000000	3,024.62
68 00254023	V68110020	MEET THE MASTERS INC	11/09/17		MW	0101-0400-0-5810-1130-1000-069-00000000	4,092.32
68 00254023	V68110020	MEET THE MASTERS INC	11/09/17		MW	0101-0986-0-5800-0000-6000-058-90200000	3,223.88
68 00254024	V68154703	nRICH EDUCATIONAL CONSULTING	11/09/17		MW	0101-3311-0-5800-5001-2140-000-33000000	9,000.00
68 00254025	V68155593	Pamela Moldauer	11/09/17		MW	0101-6512-0-5115-5750-3110-000-00000000	2,537.50
68 00254026	V68069674	PARENT INST QUALITY EDUC	11/09/17		MW	0101-0400-0-4300-1130-2495-055-00000000	6,630.00
68 00254026	V68069674	PARENT INST QUALITY EDUC	11/09/17		MW	0101-0400-0-5800-1130-2495-055-00000000	3,000.00
68 00254027	V68147835	SPECTRUM CENTER ROSSIER PARK	11/09/17		MW	0101-6500-0-5802-5750-1180-000-00000000	20,768.31
<b>SUBFUND 0101 Total:</b>							6,386,460.20

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68 00253501	V68113144	OPPORTUNITY FOR LEARNING	10/25/17		MW	0909-0000-0-8660-0000-0000-203-69000000	40.55
68 00253598	V68113144	OPPORTUNITY FOR LEARNING	10/27/17		MW	0909-7055-0-8590-0000-0000-203-69000000	230.28
68 00253956	V68113144	OPPORTUNITY FOR LEARNING	11/08/17		MW	0909-0000-0-8011-0000-0000-203-69000000	62,101.35
<b>SUBFUND 0909 Total:</b>							62,372.18

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68 00253502	V68049480	LAKESHORE LEARNING MATERIALS	10/25/17		MW	1212-6105-0-4300-0001-1000-000-00000000	360.25
68 00253599	V68155889	Cawthron, Nicole	10/27/17		MW	1212-9145-0-8673-0000-0000-000-00000000	1,470.00
68 00253600	V68049480	LAKESHORE LEARNING MATERIALS	10/27/17		MW	1212-9145-0-4300-0001-1000-000-00000000	105.36
68 00253704	V68049480	LAKESHORE LEARNING MATERIALS	11/01/17		MW	1212-9145-0-4300-0001-1000-000-00000000	168.86
68 00253705	V68084770	SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	1212-6105-0-4300-0001-1000-000-00000000	622.34
68 00253705	V68084770	SOUTHWEST SCHOOL SUPPLY	11/01/17		MW	1212-9145-0-4300-0001-1000-000-00000000	416.97
68 00253706	V68118165	THOMSON REUTERS/BARCLAYS	11/01/17		MW	1212-5025-0-5800-0001-2700-000-00000000	7.81
68 00253706	V68118165	THOMSON REUTERS/BARCLAYS	11/01/17		MW	1212-9145-0-5800-0001-2700-000-00000000	5.21
68 00253957	V68156449	FRICKE, MELISSA	11/08/17		MW	1212-9145-0-8673-0000-0000-000-00000000	950.46
68 00253958	V68156451	GALINDO, HEIDI	11/08/17		MW	1212-9145-0-8673-0000-0000-000-00000000	415.00
68 00253959	V68156450	GARCIA, PABLO	11/08/17		MW	1212-9145-0-8673-0000-0000-000-00000000	100.00
68 00253960	V68083350	SMART & FINAL **SCHOOL SITES**	11/08/17		MW	1212-9145-0-4300-0001-1000-000-00000000	66.55
68 00253961	V68007162	STAPLES ADVANTAGE	11/08/17		MW	1212-5025-0-4500-0001-2700-000-00000000	562.46
68 00253961	V68007162	STAPLES ADVANTAGE	11/08/17		MW	1212-9145-0-4500-0001-2700-000-00000000	374.97
<b>SUBFUND 1212 Total:</b>							5,626.24

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68	00253503	V68156042 Mission Nutrition	10/25/17		MW	1313-5310-0-4717-0000-3700-000-00000000	134.59
68	00253504	V68155758 REFRIGERATION CONTROL COMPANY	10/25/17		MW	1313-5310-0-9510-0000-0000-000-00000000	1,156.52
68	00253505	V68130073 SMART & FINAL	10/25/17		MW	1313-5310-0-4716-0000-3700-000-61500000	133.80
68	00253505	V68130073 SMART & FINAL	10/25/17		MW	1313-5310-0-4716-0000-3700-021-00000000	133.80
68	00253505	V68130073 SMART & FINAL	10/25/17		MW	1313-5310-0-4716-0000-3700-024-00000000	66.90
68	00253505	V68130073 SMART & FINAL	10/25/17		MW	1313-5310-0-4716-0000-3700-025-00000000	334.50
68	00253506	V68156301 Terry, Kim	10/25/17		MW	1313-9700-0-9653-0000-0000-003-00000000	90.05
68	00253507	V68148264 VERIZON WIRELESS	10/25/17		MW	1313-5310-0-5900-0000-3700-000-00000000	26.04
68	00253707	V68156317 Banu, Rakshan	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	68.75
68	00253708	V68156323 Bosley, Michelle	11/01/17		MW	1313-9700-0-9652-0000-0000-028-00000000	101.46
68	00253709	V68156380 Boswell, Jonathan	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	38.75
68	00253710	V68123067 CALIFORNIA DEPT. OF EDUCATION	11/01/17		MW	1313-5310-0-4715-0000-3700-000-61500000	1,531.40
68	00253711	V68156319 Childress, Tiffanie	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	74.50
68	00253712	V68156366 Dascoll, Krystie	11/01/17		MW	1313-9700-0-9652-0000-0000-021-00000000	48.00
68	00253713	V68156326 Davenport, Keith	11/01/17		MW	1313-9700-0-9653-0000-0000-001-00000000	100.00
68	00253714	V68156376 Edwards, Michael	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	35.75
68	00253715	V68156365 Farner, Suzanne	11/01/17		MW	1313-9700-0-9653-0000-0000-006-00000000	59.65
68	00253716	V68156184 FatCat Bakery	11/01/17		MW	1313-5310-0-4716-0000-3700-000-61500000	7,257.60
68	00253717	V68156378 Flaharty, Brent	11/01/17		MW	1313-9700-0-9653-0000-0000-005-00000000	29.90
68	00253718	V68156379 Fraley, Lindley	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	29.25
68	00253719	V68156375 Furuyama, Deborah	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	28.00
68	00253720	V68051854 GILBERT & STEARNS INC	11/01/17		MW	1313-5310-0-9510-0000-0000-000-00000000	3,208.29
68	00253721	V68156327 Harrison, Raven	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	98.25
68	00253722	V68156321 Haskell, Apryl	11/01/17		MW	1313-9700-0-9653-0000-0000-005-00000000	64.80
68	00253723	V68156381 Henshaw, Nigel	11/01/17		MW	1313-9700-0-9653-0000-0000-004-00000000	27.05
68	00253724	V68156318 Himbing, Luisa	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	61.00
68	00253724	V68156318 Himbing, Luisa	11/01/17		MW	1313-9700-0-9652-0000-0000-028-00000000	11.00
68	00253725	V68156374 Horning, Carolina	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	28.55
68	00253726	V68156377 Jacobs, Vera	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	50.49
68	00253727	V68156329 Jones, Kinzie	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	94.75
68	00253727	V68156329 Jones, Kinzie	11/01/17		MW	1313-9700-0-9653-0000-0000-005-00000000	53.65
68	00253727	V68156329 Jones, Kinzie	11/01/17		MW	1313-9700-0-9652-0000-0000-031-00000000	32.70
68	00253728	V68156373 Ko, Hae Won	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	36.75

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68	00253728	V68156373 Ko, Hae Won	11/01/17		MW	1313-9700-0-9652-0000-0000-026-00000000	16.00
68	00253729	V68156309 Lyon, David	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	124.75
68	00253729	V68156309 Lyon, David	11/01/17		MW	1313-9700-0-9653-0000-0000-006-00000000	102.52
68	00253730	V68156324 Miller, Tom	11/01/17		MW	1313-9700-0-9653-0000-0000-006-00000000	78.20
68	00253731	V68156322 Molyneux, Brenda	11/01/17		MW	1313-9700-0-9652-0000-0000-023-00000000	72.25
68	00253732	V68156369 Nava, Jimmy	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	6.25
68	00253732	V68156369 Nava, Jimmy	11/01/17		MW	1313-9700-0-9652-0000-0000-027-00000000	40.50
68	00253733	V68156275 Nuce, Vinh	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	85.45
68	00253734	V68130063 OFFICE DEPOT	11/01/17		MW	1313-5310-0-4570-0000-3700-000-00000000	250.23
68	00253735	V68156370 Olin, Sarah	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	25.00
68	00253735	V68156370 Olin, Sarah	11/01/17		MW	1313-9700-0-9652-0000-0000-031-00000000	31.00
68	00253736	V68156328 Parker, Mary Callie	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	94.00
68	00253737	V68156371 Pesak, Kathleen	11/01/17		MW	1313-9700-0-9653-0000-0000-005-00000000	28.75
68	00253738	V68156364 Pfeiffer, Julie	11/01/17		MW	1313-9700-0-9653-0000-0000-003-00000000	35.00
68	00253739	V68156325 Plamondon, Barbara	11/01/17		MW	1313-9700-0-9653-0000-0000-002-00000000	90.00
68	00253740	V68155758 REFRIGERATION CONTROL COMPANY	11/01/17		MW	1313-5310-0-5671-0000-3700-000-40000000	1,159.24
68	00253740	V68155758 REFRIGERATION CONTROL COMPANY	11/01/17		MW	1313-5310-0-5671-0000-3700-028-00000000	595.00
68	00253740	V68155758 REFRIGERATION CONTROL COMPANY	11/01/17		MW	1313-5310-0-5671-0000-3700-030-00000000	334.48
68	00253741	V68156368 Sergeyev, Sergey	11/01/17		MW	1313-9700-0-9653-0000-0000-005-00000000	40.75
68	00253742	V68130073 SMART & FINAL	11/01/17		MW	1313-5310-0-4711-0000-3700-000-40000000	193.39
68	00253742	V68130073 SMART & FINAL	11/01/17		MW	1313-5310-0-5882-0000-3700-000-40000000	281.53
68	00253742	V68130073 SMART & FINAL	11/01/17		MW	1313-5310-0-4716-0000-3700-000-71700000	109.11
68	00253743	V68152907 The Happy Chef, Inc.	11/01/17		MW	1313-5310-0-4574-0000-3700-000-00000000	850.00
68	00253744	V68156367 Toerner, Jayme	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	17.00
68	00253744	V68156367 Toerner, Jayme	11/01/17		MW	1313-9700-0-9652-0000-0000-029-00000000	41.50
68	00253745	V68156320 Vovan, Caroline	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	58.25
68	00253746	V68156372 Wijnholds, Monique	11/01/17		MW	1313-9700-0-9652-0000-0000-028-00000000	81.50
68	00253747	V68156361 Wilburn, Stephen	11/01/17		MW	1313-9700-0-9652-0000-0000-029-00000000	57.00
68	00253748	V68156362 Williams, Janice	11/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	61.00
68	00253748	V68156362 Williams, Janice	11/01/17		MW	1313-9700-0-9652-0000-0000-030-00000000	24.05
68	00253749	V68156363 Wolter, Jaime	11/01/17		MW	1313-9700-0-9653-0000-0000-006-00000000	37.25
68	00253962	V68141623 BARAJAS, DELIA	11/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	72.23
68	00253963	V68155145 BARNEY, STEPHANIE	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	16.50



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68	00253964	V68156430 Breiholz, Andrea	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	22.50
68	00253965	V68156391 Burroughs, Kelly	11/08/17		MW	1313-9700-0-9653-0000-0000-000-40000000	16.00
68	00253966	V68156443 Campisano, Kimberly	11/08/17		MW	1313-9700-0-9653-0000-0000-001-00000000	80.00
68	00253967	V68156388 Cathcart, Lalena	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	10.77
68	00253968	V68156396 Cherf, April	11/08/17		MW	1313-9700-0-9652-0000-0000-000-026-00000000	17.00
68	00253969	V68156433 Deer, Michael	11/08/17		MW	1313-9700-0-9652-0000-0000-000-031-00000000	12.00
68	00253970	V68130403 DOMINO S PIZZA	11/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	17,943.75
68	00253971	V68156426 Dyer, Amy	11/08/17		MW	1313-9700-0-9653-0000-0000-000-004-00000000	18.25
68	00253972	V68130040 ECOLAB PEST ELIMINATION	11/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	1,612.78
68	00253973	V68156399 Edenhofer, Matthew	11/08/17		MW	1313-9700-0-9652-0000-0000-000-032-00000000	11.50
68	00253974	V68156434 Fortin, Karine	11/08/17		MW	1313-9700-0-9653-0000-0000-000-002-00000000	20.00
68	00253975	V68141930 GALASSO S BAKERY	11/08/17		MW	1313-5310-0-9510-0000-0000-000-000-00000000	8,235.48
68	00253976	V68156417 Gardner, Merivale	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	22.75
68	00253976	V68156417 Gardner, Merivale	11/08/17		MW	1313-9700-0-9652-0000-0000-000-022-00000000	54.00
68	00253977	V68156413 Garlington, Jennifer	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	15.25
68	00253977	V68156413 Garlington, Jennifer	11/08/17		MW	1313-9700-0-9652-0000-0000-000-024-00000000	0.25
68	00253978	V68156418 Gass, Sharon	11/08/17		MW	1313-9700-0-9652-0000-0000-000-025-00000000	24.50
68	00253979	V68156440 Hamblin, Heather	11/08/17		MW	1313-9700-0-9653-0000-0000-001-00000000	21.70
68	00253980	V68156390 Hara, Kavita	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	16.63
68	00253981	V68156395 Hoban, William	11/08/17		MW	1313-9700-0-9652-0000-0000-000-025-00000000	14.75
68	00253982	V68156414 Itpick, Gwendolyn	11/08/17		MW	1313-9700-0-9652-0000-0000-000-025-00000000	12.50
68	00253983	V68156420 Josepher, Caryn	11/08/17		MW	1313-9700-0-9652-0000-0000-000-023-00000000	13.53
68	00253984	V68156394 Kaempfer, Berenice	11/08/17		MW	1313-9700-0-9652-0000-0000-000-028-00000000	10.25
68	00253985	V68156441 Kirkup, Louise	11/08/17		MW	1313-9700-0-9652-0000-0000-000-023-00000000	24.25
68	00253986	V68156425 Kodagolian, Lusine	11/08/17		MW	1313-9700-0-9652-0000-0000-000-025-00000000	24.00
68	00253987	V68156397 Koelliker, Julie	11/08/17		MW	1313-9700-0-9652-0000-0000-000-025-00000000	13.00
68	00253988	V68156398 Lee, Eugenia	11/08/17		MW	1313-9700-0-9652-0000-0000-000-024-00000000	20.50
68	00253989	V68156419 Lupo, Vanessa	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	11.25
68	00253989	V68156419 Lupo, Vanessa	11/08/17		MW	1313-9700-0-9652-0000-0000-000-028-00000000	12.75
68	00253990	V68156415 Madhavan, Thiagarajan	11/08/17		MW	1313-9700-0-9652-0000-0000-000-026-00000000	31.75
68	00253991	V68156423 Mahoney, Sheri	11/08/17		MW	1313-9700-0-9653-0000-0000-005-00000000	11.00
68	00253992	V68156392 Marucci, Jessica	11/08/17		MW	1313-9700-0-9652-0000-0000-000-024-00000000	11.25
68	00253993	V68156446 McClelland, Nicole	11/08/17		MW	1313-9700-0-9653-0000-0000-005-00000000	16.20

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253993	V68156446	McClelland, Nicole	11/08/17		MW	1313-9700-0-9652-0000-0000-026-00000000	20.65
68 00253994	V68156421	McNeil, Lynn	11/08/17		MW	1313-9700-0-9653-0000-0000-001-00000000	11.25
68 00253994	V68156421	McNeil, Lynn	11/08/17		MW	1313-9700-0-9652-0000-0000-023-00000000	0.15
68 00253995	V68156400	McNicol, Sheryl	11/08/17		MW	1313-9700-0-9653-0000-0000-004-00000000	35.75
68 00253996	V68156432	Munck, Vanessa	11/08/17		MW	1313-9700-0-9653-0000-0000-003-00000000	19.80
68 00253997	V68155726	NEJA, TARA	11/08/17		MW	1313-9700-0-9652-0000-0000-025-00000000	14.25
68 00253998	V68156447	Nikolson, Joe	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	21.00
68 00253999	V68156424	Norgren, Erica	11/08/17		MW	1313-9700-0-9652-0000-0000-027-00000000	20.25
68 00254000	V68141202	NOSAJ DISPOSABLES INCORPORATED	11/08/17		MW	1313-5310-0-4574-0000-3700-000-61500000	1,961.05
68 00254001	V68116688	P & R PAPER SUPPLY CO	11/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	23,529.26
68 00254002	V68156442	Patil, Mangala	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	21.75
68 00254003	V68156389	Patterson, Kate	11/08/17		MW	1313-9700-0-9653-0000-0000-005-00000000	18.50
68 00254004	V68156393	Quinn, Myra	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	19.16
68 00254005	V68156428	Rebelo, Yvett	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	23.75
68 00254006	V68156431	Romano, Tamara	11/08/17		MW	1313-9700-0-9653-0000-0000-003-00000000	12.00
68 00254007	V68156437	Schwalbe, Ann	11/08/17		MW	1313-9700-0-9653-0000-0000-004-00000000	15.25
68 00254008	V68156422	Siro, Juliet	11/08/17		MW	1313-9700-0-9652-0000-0000-031-00000000	17.75
68 00254009	V68130073	SMART & FINAL	11/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	204.26
68 00254010	V68156429	Smith, Indira	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	19.50
68 00254011	V68156445	Stevenson, Christina	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	10.00
68 00254012	V68156439	Stojanovski, Kata	11/08/17		MW	1313-9700-0-9652-0000-0000-026-00000000	11.80
68 00254013	V68156444	Thiel, Jennifer	11/08/17		MW	1313-9700-0-9653-0000-0000-003-00000000	31.26
68 00254014	V68156416	Trapp, Sara	11/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	23.50
68 00254015	V68156435	Vang, Maikou	11/08/17		MW	1313-9700-0-9652-0000-0000-024-00000000	14.25
68 00254016	V68156436	Wentzel, Diane	11/08/17		MW	1313-9700-0-9653-0000-0000-003-00000000	13.75
68 00254017	V68156438	Wyman, Laura	11/08/17		MW	1313-9700-0-9653-0000-0000-005-00000000	11.50
<b>SUBFUND 1313 Total:</b>							74,839.65

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253363	V68151718	CAMPBELL KELLER	10/23/17		MW	1414-6205-0-4405-0000-8500-003-00000000	38,649.93
68 00253615	V68155176	KITCHELL CEM	10/30/17		MW	1414-6205-0-6200-0000-8500-000-00000000	25,963.73
68 00253616	V68111772	SIGMANET	10/30/17		MW	1414-6205-0-6200-0000-8500-000-00000000	27,558.28
68 00253617	V68150658	WARDS MEDIA TECH	10/30/17		MW	1414-6205-0-5600-0000-8500-004-00000000	13,223.36
<b>SUBFUND 1414 Total:</b>							<b>105,395.30</b>

**CAPISTRANO USD**  
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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253364	V68155599	American Business Bank	10/23/17		MW	2525-9806-0-6200-0000-8500-033-00000000	153,593.10
68 00253365	V68148640	DECISIONSITE LLC	10/23/17		MW	2525-9803-0-5800-0000-8500-000-00000000	3,167.50
68 00253366	V68152554	ORBACH HUFF SUAREZ & HENDERSON	10/23/17		MW	2525-9806-0-5820-0000-8500-000-00000000	31,752.75
68 00253367	V68150282	SILVER CREEK INDUSTRIES INC	10/23/17		MW	2525-9803-0-6200-0000-8500-202-69000000	21,298.62
68 00253368	V68041137	STRAUB CONSTRUCTION INC	10/23/17		MW	2525-9806-0-6200-0000-8500-033-00000000	2,918,268.90
68 00253508	V68152548	CJK CONSTRUCTION MANAGEMENT	10/25/17		MW	2525-9803-0-6200-0000-8500-202-69000000	13,360.00
68 00253508	V68152548	CJK CONSTRUCTION MANAGEMENT	10/25/17		MW	2525-9806-0-6272-0000-8500-033-00000000	56,640.00
68 00253508	V68152548	CJK CONSTRUCTION MANAGEMENT	10/25/17		MW	2525-9901-0-6272-0000-8500-005-00000000	9,603.90
68 00253618	V68152554	ORBACH HUFF SUAREZ & HENDERSON	10/30/17		MW	2525-9806-0-5820-0000-8500-000-00000000	3,648.94
68 00253619	V68079541	SCHOOL FACILITY CONSULTANTS	10/30/17		MW	2525-9803-0-5800-0000-8500-000-00000000	5,762.67

**SUBFUND 2525      Total:** 3,217,096.38

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 from 10/21/2017 to 11/9/2017

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253379	V68155653	ConvergeOne Inc	10/24/17		MW	4040-9804-0-6200-0000-8500-003-00000000	10,293.32
68 00253509	V68152642	BURKE WILLIAMS & SORENSEN LLP	10/25/17		MW	4040-9801-0-5820-0000-8500-000-96400000	70.00
68 00253510	V68152548	CIJ CONSTRUCTION MANAGEMENT	10/25/17		MW	4040-9441-0-6272-0000-8500-005-00000000	25,966.10
68 00253510	V68152548	CIJ CONSTRUCTION MANAGEMENT	10/25/17		MW	4040-9804-0-6272-0000-8500-003-00000000	3,379.00
68 00253511	V68089350	DAVID TAUSSIG ASSOC INC	10/25/17		MW	4040-9441-0-5800-0000-8500-000-96400000	150.61
68 00253511	V68089350	DAVID TAUSSIG ASSOC INC	10/25/17		MW	4040-9871-0-5800-0000-8500-000-96400000	1,758.65
68 00253511	V68089350	DAVID TAUSSIG ASSOC INC	10/25/17		MW	4040-9881-0-5800-0000-8500-000-96400000	115.62
68 00253512	V68147396	PUBLIC ECONOMICS INC.	10/25/17		MW	4040-0000-0-5800-0000-8500-000-96400000	59.65
<b>SUBFUND 4040 Total:</b>							41,792.95

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253513	V68028870	OFFICE DEPOT	10/25/17		MW	6768-0000-0-4500-0000-6000-000-000000000	21.30
68 00253750	V68122828	CORVEL ENTERPRISE COMP INC	11/01/17		MW	6768-0000-0-9516-0000-0000-000-000000000	144,234.85
68 00253750	V68122828	CORVEL ENTERPRISE COMP INC	11/01/17		MW	6768-0000-0-5800-0000-6000-000-155000000	12,533.47
68 00254018	V68154142	CORVEL ENTERPRISE COMP	11/08/17		MW	6768-0000-0-5800-0000-6000-000-003000000	85,427.00
68 00254019	V68007162	STAPLES ADVANTAGE	11/08/17		MW	6768-0000-0-4500-0000-6000-000-000000000	458.49
<b>SUBFUND 6768 Total:</b>							242,675.11

**CAPISTRANO USD**  
**Consolidated Check Register w. Account**  
from 10/21/2017 to 11/9/2017

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253514	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	10/25/17		MW	6769-0000-0-8660-0000-0000-0000-00000000	-1.59
68 00253514	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	10/25/17		MW	6769-0000-0-5800-0000-6000-000-15100000	54,738.90
68 00253515	V68150703	MEBA C/O	10/25/17		MW	6769-0000-0-5800-0000-6000-000-00300000	25.00
68 00253516	V68028870	OFFICE DEPOT	10/25/17		MW	6769-0000-0-4500-0000-6000-000-00000000	20.68
68 00253751	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	11/01/17		MW	6769-0000-0-5800-0000-6000-000-15100000	53,958.06
68 00253752	V68150703	MEBA C/O	11/01/17		MW	6769-0000-0-5800-0000-6000-000-15000000	3,843,449.81
68 00253753	V68114366	SCAROLA, DENICE	11/01/17		MW	6769-0000-0-5216-0000-6000-000-00000000	52.16
68 00253848	V68114366	SCAROLA, DENICE	11/03/17		MW	6769-0000-0-5216-0000-6000-000-00000000	34.35
68 00254020	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	11/08/17		MW	6769-0000-0-5800-0000-6000-000-15100000	57,138.54
68 00254021	V68043026	CIGNA	11/08/17		MW	6769-0000-0-5800-0000-6000-000-00300000	16,268.85
68 00254021	V68043026	CIGNA	11/08/17		MW	6769-0000-0-5800-0000-6000-000-15100000	26,436.82
<b>SUBFUND 6769 Total:</b>							4,052,121.58

**CAPISTRANO USD**  
**Consolidated Check Register w. Account**  
 from 10/21/2017 to 11/9/2017

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00253517	V68028870	OFFICE DEPOT	10/25/17		MW	6770-0000-0-4500-0000-6000-000-000000000	20.68
68 00254022	V68151411	CAPISTRANO USD	11/08/17		MW	6770-0000-0-9516-0000-0000-000-000000000	61,106.69
<b>SUBFUND 6770 Total:</b>							61,127.37
<b>Grand Total:</b>							14,249,506.96



**Capistrano Unified School District  
Bids/RFP-Qs/Piggyback Bids**

<b>VENDOR</b>	<b>TITLE</b>	<b>CUSD BOARD APPROVAL DATE</b>
Above All Names Construction Services, Incorporated	Bid No. 1617-11, Concrete Repairs & Maintenance	3/8/2017
American Logistics Co., LLC	Bid No. 1718-08, Outsource Transportation Services	7/26/2017
AMS.NET Inc.	California Multiple Award Schedule (CMAS) Contract No. 3-11-70-0291U, Purchase and Warranty of Hardware, Software, Software Maintenance, Installation, Maintenance and Repair	5/25/2011
AMS.NET, Inc.	RFP No. 1-1718 - E-Rate Categories One-Data Transmission Services and Internet Access and Two - Internal Connections Equipment and Services. Awarded Category 2	4/19/2017
Apex Learning, Inc.	RFP No. 6-1314, Credit Recovery Services	4/23/2014
Arizona Continental Flooring Co.	California Multiple Award Schedule (CMAS) Contract Nos. 4-15-56-0059A and 4-08-72-0003G for Flooring Material and Related Services	4/19/2017
ASSI Security	California Multiple Award Schedule (CMAS) Contract No. 4-16-84-0054A, Provides for the Purchase, Installation, and Warranty of Access Control Systems and Related Componets	12/14/2016
ATI Architects and Engineers	RFP NO. 4-1617 - Architectural Services	4/19/2017
A-Z Bus Sales, Inc.	Waterford Unified School District Piggyback Bid No. 01/17 for the Purchase of School Buses	3/22/2017
Ben's Asphalt, Inc.	Bid No. 1516-25, Asphalt Paving, Seal Coating and Repair	5/11/2016
Ben's Asphalt, Inc.	Bid No. 1617-11, Concrete Repairs & Maintenance	3/8/2017
Blue Violet Networks, LLC	California Multiple Award Schedule (CMAS) Contract No. 3-16-84-0052A, Supplement No. 1 for Purchase and Warranty of Video Surveillance Hardware, Maintenance, Software and Software Maintenance as a Product	11/16/2016
California Western Visuals	California Multiple Award Schedule (CMAS) Contract No. 3-08-70-2515A, GSA No GS-35F-0087U, Smart Technologies Interactive White Boards Hardware and Software	6/12/2013
Carahsoft Technology Corp.	California Multiple Award Schedule (CMAS) Contract No. 3-12-70-2247E for Various Information Technology Goods and Services	4/19/2017
CDW Government, LLC	Magnolia School District Bid No. MSIT3 - #1-23-2014 - Technology Equipment and Peripherals	12/9/2015
Certified Transportation Services,	Bid No. 1516-14 Co-Curricular Bus Service	12/9/2015
Charter Facilities Agreement for 2017-2018 - Orange County Academy of Sciences and Arts	OCASA will occupy the lower portion of Crown Valley Elementary School in the 2017-2018 School Year	6/28/2017
Consolidated Electrical Distributors, Inc	Bid No. 1718-01, Electrical Supplies and Materials	6/28/2017

**Capistrano Unified School District  
Bids/RFP-Qs/Piggyback Bids**

<b>VENDOR</b>	<b>TITLE</b>	<b>CUSD BOARD APPROVAL DATE</b>
ConvergeOne	RFP No. 1-1718 - E-Rate Categories One - Data Transmission Services and Internet Access and Two - Internal Connections Equipment and Services 2017-2018 - Awarded SMARTNET, Without Maintenance and Project Management, Nexus and Firewall, and Nexus and Firewall Basic Maintenance	4/19/2017
Cox Business	RFP No. 1-1718 - E-Rate Categories One-Data Transmission Services and Internet Access and Two - Internal Connections Equipment and Services. Awarded Category 1	4/19/2017
Cox California Telcom, LLC	RFP No 2-1718, Telecommunications Services (VOICE)	6/28/2017
CR&R	Bid No. 1516-24, Service to Collect, Recycle, and Dispose of Solid Waste District Wide	5/25/2016
Culver-Newlin	Hawthorne School District Bid No. 13-14-1, Furniture and Accessories	5/28/2014
Dave Bang Associates, Inc.	California Multiple Award Schedule (CMAS) Contract No. 4-15-78-0013E for Fitness Equipment and Park and Playground Equipment	10/14/2015
Davy Architects	RFQ No. 4-1617 - Architectural Services	4/19/2017
Dimension Data	RFP No. 1-1617 - E-Rate Multiple Categories	5/25/2016
Digital Networks Group, Inc.	California Multiple Award Schedule (CMAS) Contract Numbers 3-14-58-0215D, 3-14-58-0215E, 3-14-58-0215F for Information Technology Goods & Services	10/14/2015
Dominos Pizza	RFP No. 4-1718, Fresh Daily, Pre-baked Ready to Serve Delivered Pizza Service	8/23/2017
Downtown Ford Sales	State of California Contract #1-16-23-10 A-I, Fleet Vehicles Cars	8/17/2016
Downtown Ford Sales	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Downtown Ford Sales	State of California Contract #1-16-23-23 A-H, Fleet Vehicles - Vans & SUVs	8/17/2016
E. Stewart & Assoc, Inc.	Bid No. 1516-04, Weed Abatement	6/10/2015
Elk Grove Auto Group	State of California Contract #1-16-23-10 A-I, Fleet Vehicles Cars	8/17/2016
Elk Grove Auto Group	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Elk Grove Auto Group	State of California Contract #1-16-23-23 A-H, Fleet Vehicles - Vans & SUVs	8/17/2016
Elk Grove Ford	State of California Contract #1-16-23-10 A-I, Fleet Vehicles Cars	8/17/2016
Elk Grove Ford	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Elk Grove Ford	State of California Contract #1-16-23-23 A-H, Fleet Vehicles - Vans & SUVs	8/17/2016

**Capistrano Unified School District  
Bids/RFP-Qs/Piggyback Bids**

<b>VENDOR</b>	<b>TITLE</b>	<b>CUSD BOARD APPROVAL DATE</b>
EMC Corporation	State of California Multiple Award Schedule (CMAS) Nos. 3-14-70-2486F and 3-15-70-2486E. #MNWNC-109 for Information Technology Goods and Services As Needed	3/22/2017
Epic Machines, Inc.	California Multiple Award Schedule Contract (CMAS) Contract No. 3-14-70-3108A, GSA Schedule No. GS-35F-0511T, Purchase and Warranty of Hardware and Software, Software Maintenance and Installation of Cisco Brand Products	10/22/2014
Fred M. Boerner Motor Co.	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Freeway Toyota	State of California Contract #1-16-23-10 A-I, Fleet Vehicles Cars	8/17/2016
Freeway Toyota	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Freeway Toyota	State of California Contract #1-16-23-23 A-H, Fleet Vehicles - Vans & SUVs	8/17/2016
GA Dominguez	Bid No. 1415-17, Movement and Reconfiguration of Relocatable Buildings	2/11/2015
Galasso's Bakery	Bid No. 1718-10, Fresh Bread and Bakery Products	7/26/2017
Ghatoade Bannon Architects	RFP No. 4-1617 - Architectural Services	4/19/2017
Gilbert & Stearns, Inc.	Bid No. 1617-07, Electrical, Fire Protection & Low Voltage Systems Service	12/14/2016
Gold Star Foods	Bid No. 1718-03, Frozen, Refrigerated, Processed Commodity, Dry Food and Beverage Products and Services	6/28/2017
Grand Pacific Charter	Bid No. 1516-14 - Co-Curricular Bus Service	12/9/2014
Hewlett Packard Company/Sigmanet Inc.	State of California Multiple Award Schedule (CMAS) Nos. 3-14-70-2486F and 3-15-70-2486E. #MNWNC115 for Information Techology Goods and Services As Needed	3/22/2017
HMC Architects	RFP No. 4-1617 - Architectural Services	4/19/2017
Hollandia Dairy	Bid No. 1617-19, Milk and Dairy Products	4/19/2017
Home Campus, Inc.	Service Contract To Provide District Student Athletes And School Administrators The Ability to Communication with California Interscholastic Federation.	7/26/2017
Illuminate Education, Inc.	RFP No. 8-1617 Assessment Delivery and Data Management System (ADDMS)	6/7/2017
JFK Transportation, Co., Inc.	Bid No. 1516-14, Co-Curricular Bus Service	12/9/2014
Liberty Paper	Anaheim Union High School District Bid No. 2016-09 - Multi-Purpose Copy Paper	4/27/2016
LPA, Inc	RFP No. 4-1617 - Architectural Services	4/19/2017
MGPA Architecture	RFP No. 4-1617 - Architectural Services	4/19/2017
Mohawk Commercial, Incorp	State of California Multiple Award Schedule (CMAS), Contract No. 4-13-72-0039C For The Purchase, Warranty And Installation Of Floor Covering and Related Products	7/26/2017

**Capistrano Unified School District  
Bids/RFP-Qs/Piggyback Bids**

<b>VENDOR</b>	<b>TITLE</b>	<b>CUSD BOARD APPROVAL DATE</b>
Mobile Communications Repair	Bid No. 1617-08, Two-Way Radio, Push To Talk & Ancillary Equipment & Related Support & Maintenance Services	6/28/2017
Nicole Miller & Associates, Inc.	RFP No. 7-1617 - Investigative Services	6/7/2017
Nigro & Nigro PC	RFP No. 2-1617 - Financial Auditing Services	3/22/2017
Office Depot	Newport-Mesa Unified School District Bid No. 114-15 Office & School Supplies and Equipment District Wide	5/13/2015
PBK Architects	RFQ No. 4-1617 - Architectural Services	4/19/2017
PJHM Architects, Inc.	RFP No. 4-1617 - Architectural Services	4/19/2017
P&R Paper Supply Co.	Bid No. 1516-01, Paper and Plastic Products for Food and Nutrition Services	6/24/2015
Pacific Plumbing Co. of Santa Ana, Inc.	Bid No. 1516-03, Plumbing Services	6/22/2016
Paragon	RFP No. 1-1718 - E-Rate Categories One - Data Transmission Services and Internet Access and Two - Internal Connections Equipment and Services 2017-2018 - Awarded Category 2	4/19/2017
Pinnacle Petroleum Inc.	Newport Mesa USD Bid No. 108-16: Fuel (Gasoline and Diesel)	10/26/2016
Prime Painting Contractors, Inc.	Bid No. 1718-02, Painting and Other Coating Services	6/28/2017
Progressive Design Playgrounds	0023A for Playground and Outdoor Equipment and Related Services	3/22/2017
Q Fence and Fabrication, Incorporated	Bid No. 1516-05, Fence Repairs and Maintenance	6/10/2015
Refrigeration Control Co Inc.	Bid No. 1718-09, Refrigeration and Ice Machine Equipment Repair Service and Preventative Maintenance Services	9/13/2018
Riverview International	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Robertson Industries, Inc.	California Multiple Award Schedule (CMAS) Contract No. 4-11-78-0003C for Playground Surfacing and Related Services	4/19/2017
SASCO	California Multiple Award Schedule Contract No. 3-14-70-2535C for Telecommunications Hardware and Related Services	4/19/2017
School Loop	RFP No. 3-1617 - Learning Management System. Software and Services to Support Course Management and a Virtual Learning Environment	4/19/2017
2nd Gear/Insight Systems Exchange	Bid No. 1516-13, Refurbished Computer Equipment	10/28/2015
Selma Nissan	State of California Contract #1-16-23-10 A-I, Fleet Vehicles Cars	8/17/2016
Selma Nissan	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Selma Nissan	State of California Contract #1-16-23-23 A-H, Fleet Vehicles - Vans & SUVs	8/17/2016

**Capistrano Unified School District  
Bids/RFP-Qs/Piggyback Bids**

<b>VENDOR</b>	<b>TITLE</b>	<b>CUSD BOARD APPROVAL DATE</b>
SHI International Corp.	Simi Valley USD RFP 10-14-14 Microsoft Products	2/11/2015
Southwest School Supply	Corona-Norco Unified School District Bid No. 2015/16-006 - JIT Classroom & Office Supplies	2/24/2016
Sparkletts	County of Orange Master Agreement No. MA-017-13011174, Bottled Water	7/24/2013
Spicers Paper, Inc.	Piggyback - Anaheim Union High School District Bid No. 2016-09, Multipurpose Copy Paper	6/28/2017
Student Transportation Services	Services Between the Orange County School Districts to Provide Cooperative Transportation Services During Peak Demand Periods	6/7/2017
Swift Superstore	State of California Contract #1-16-23-10 A-I, Fleet Vehicles Cars	8/17/2016
Swift Superstore	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Swift Superstore	State of California Contract #1-16-23-23 A-H, Fleet Vehicles - Vans & SUVs	8/17/2016
Val-Pro, Inc., dba Valley Fruit & Produce Co.	Bid No 1617-05, Fresh Produce (Fruits & Vegetables) Produces and Services	9/28/2016
Vector Resources, Inc.	California Multiple Award Schedule (CMAS) Contract Nos. 3-08-70-0876Y, 3-11-70-0876AG, 3-13-70-0876AL, 3-15-70-0876AM, 3-15-84-0018B, 3-16-70-2382B, 3-11-70-0876AK, 03-01-70-0879H, 03-08-70-0876W and 3-16-84-0018C, General Services Administration Schedule Nos. GS-35F-0505U, GS-35F-0563U, GS-35F-0308U, GS-35F-0511T, GS-07F-0206W, GS-35F-183DA, GS-35F-0143R, GS-35F-4748G, GS-35F-0814N and GS-07F-0200W Respectively, Information Technology Goods and Services	12/14/2016
Vector USA	RFP No. 1-1718 - E-Rate Categories One - Data Transmission Services and Internet Access and Two - Internal Connections Equipment and Services 2017-2018. Awarded Category 2	4/19/2017
Waterline Technologies, Inc	Los Angeles Unified School District Bid Contract No 4400003040 for Swimming Pool Chemicals	7/22/2015
Weatherproofing Technologies	Bid No. 1516-08, Districtwide Roof Assessments & Preventative Roof Maintenance	9/9/2015
West Coast Arborists, Inc.	Bid No. 1617-02, Tree Trimming Maintenance Service	1/25/2017
Winner Chevrolet	State of California Contract #1-16-23-10 A-I, Fleet Vehicles Cars	8/17/2016
Winner Chevrolet	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Winner Chevrolet	State of California Contract #1-16-23-23 A-H, Fleet Vehicles - Vans & SUVs	8/17/2016
WLC Architect	RFP No. 4-1617 - Architectural Services	4/19/2017

**Capistrano Unified School District  
Bids/RFP-Qs/Piggyback Bids**

<b>VENDOR</b>	<b>TITLE</b>	<b>CUSD BOARD APPROVAL DATE</b>
Wondries Fleet Group	State of California Contract #1-16-23-10 A-I, Fleet Vehicles Cars	8/17/2016
Wondries Fleet Group	State of California Contract #1-16-23-20 A-J, Fleet Vehicles Trucks	3/23/2016
Winner Chevrolet	State of California Contract #1-16-23-23 A-H, Fleet Vehicles - Vans & SUVs	8/17/2016
X-Act Technology Solutions Incorp	Bid No. 1617-07, Electrical, Fire Protection & Low Voltage Systems Service	12/14/2016

**VENDOR PAYMENTS OVER 250K AS OF 11/9/17****2017-18**

<b>Vendor Name</b>	<b>Total Dollar Amount</b>
American Business Bank	339,308.10
ASCIP	2,163,682.00
BENCHMARK EDUCATION COMPANY	558,486.67
CAPISTRANO CONNECTIONS ACADEMY	9,934,481.00
CAPISTRANO UNIFIED SCHOOL DIST	1,264,688.42
CAPISTRANO USD	251,526.04
CDWG Inc	447,544.96
CJK CONSTRUCTION MANAGEMENT	342,319.00
COLLEGE AND CAREER ADVANTAGE	1,925,000.00
COMMUNITY ROOTS ACADEMY	1,561,716.00
ConvergeOne Inc	300,600.23
CORVEL ENTERPRISE COMP INC	1,021,113.73
CULVER-NEWLIN	430,089.12
HOUGHTON MIFFLIN CO	2,391,071.54
JOURNEY CHARTER SCHOOL	1,091,295.00
KITCHELL CEM	449,831.06
MCGRAW-HILL SCHOOL EDUCATION	1,694,454.67
MEBA C/O	19,307,024.51
OCDE	346,043.00
OPPORTUNITY FOR LEARNING	1,010,467.70
ORANGE COUNTY ACADEMY OF	759,628.00
ORANGE COUNTY DEPT OF EDUC	2,693,157.85
OXFORD ACADEMY	1,940,096.00
PAUL C MILLER CONSTRUCTION CO	729,656.95
PDPLAY	843,500.00
PEARSON EDUCATION INC	637,581.56
R. JENSEN CO INC	343,822.44
RANESCO	676,669.98
SAN DIEGO GAS & ELECTRIC	3,662,627.41
SIGMANET	1,031,901.56
SOUTHERN CALIFORNIA EDISON	825,355.34
STRAUB CONSTRUCTION INC	6,446,853.90
XEROX CORPORATION	702,417.02

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services

Prepared by: Josh Readman, Supervisor, Purchasing

Date: December 6, 2017

Board Item: Independent Contractor, Professional Services, Field Service and Master Contract Agreements

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**HISTORY**

Education Code §§ 17604 and 17605 allow the Board of Trustees to delegate certain authority to District staff and pursuant to Resolution No. 1112-12, adopted on September 12, 2011, the Board delegated authority to the Deputy Superintendent, Business and Support Services, Executive Director, Fiscal Services and the Director, Purchasing the authority to sign and execute all contracts.

Education Code § 17605 requires all delegated transactions entered into by delegated staff be reviewed by the governing board every 60 days.

**BACKGROUND INFORMATION**

Independent Contractor, Professional Services, Field Service, and Master Contract Agreements are standard District template contracts, which have been reviewed by independent District legal counsel. The Purchasing and Contracts department prepares contracts, utilizing the appropriate contract form for the type of service requested and submits the contract, less the standard terms and conditions for Board consideration and approval. The standard terms and conditions for every type of contract are posted on the Purchasing website for public viewing and efficiency purposes to reduce the size of the Board agenda. A contract listing summary is provided for ease of review and information; however, the Board is requested to approve the actual contract included in the agenda item, not the summary itself.

**CURRENT CONSIDERATIONS**

Each contract, at a minimum, includes the rate(s) of services, scope of work to be provided, and term of the agreement.

**FINANCIAL IMPLICATIONS**

Each contract varies to the financial cost, depending on need and availability of funding.



**STAFF RECOMMENDATION**

It is recommended the Board approve and/or ratify all contracts submitted for consideration.

**PREPARED BY:** Josh Readman, Supervisor, Purchasing

**APPROVED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services

DECEMBER 6, 2017 BOARD MEETING  
DISTRICT STANDARDIZED INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES,  
FIELD SERVICE AND MASTER CONTRACT AGREEMENTS

**New Agreements**

TYPE	CONTRACT NO.	FUNDING SOURCE	VENDOR	SERVICES	CONTRACT TERM	ESTIMATED EXPENDITURES
PSA	1718159	Special Education and Medi-Cal	The Regents of the University of California, on behalf of the University of San Diego School of Medicine, Department of Pediatrics	Provide speech and language protocols and provide prescriptions for occupational therapy and physical therapy Medi-Cal eligible services. Consult with staff on students with significant medical needs and make written recommendations for appropriate school setting placement	7-1-17 to 6-30-18	\$20,000.00
ICA	1718161	General Fund	ThomasKelly Software Associates, LP	Provide supplemental educational services management software program	7-1-17 to 6-30-18	\$3,500.00
ICA	1718162	Title I	REACH LLC dba REACH Professional In-Home Tutoring	Provide one-on-one tutoring for District students	7-1-17 to 6-30-18	\$50,000.00
ICA	1718163	Gift Funds	Shane Veera dba Brain Builders STEM Education, Incorporated	Provide instruction in Engineering, including applied Math Common Core State standards and NGSS Science standards at Moulton Elementary School	7-1-17 to 6-30-18	\$26,000.00
FSA	1718164	General Fund	Merit J. Whitney	Provide required training and carrier record compliances for District bus drivers	10-1-17 to 6-30-18	\$15,000.00
ICA	1718165	Special Education	All Source Recruiting Group, Incorporated dba Ardor Health Solutions	Provide substitute/temporary staff to cover speech services, physical therapy, and occupational therapy staff for District students	7-1-17 to 6-30-18	\$70,000.00
PSA	1718166	Special Education	Bernadette M. Kennard dba Trivinity Consulting	Provide speech and language therapy along with AAC assessments to District students	7-1-17 to 6-30-18	\$15,000.00
ICA	1718167	General Fund	Dennis Patrick Hanna	Provide semi-annual testing for AHERA periodic surveillance at various sites	7-1-17 to 6-30-18	\$9,235.00

Total \$208,735.00

**Amendments**

TYPE	CONTRACT NO.	FUNDING SOURCE	VENDOR	SERVICES	JUSTIFICATION	ESTIMATED EXPENDITURES
PSA	1314153	Developer Fees	School Facility Consultant	Provide state school building program advisor services	Extend contract term from 1-23-18 through 1-22-19	\$0.00
ICA	1718047	Special Education	Rockstar Recruiting LLC dba StaffRehab	Provide substitute/temp staff to cover speech services, occupational therapy and physical therapy services, interpreters, VI, nurses and APE staff	Revision to rate sheet and increase contract amount from \$30,000 to \$180,000	\$150,000.00
ICA	1718074	Indian Education, General Fund and Special Education	Professional Tutors of America, Incorporated	Provide tutoring services for District students including Indian Education eligible students and students with special needs	Add additional services and increase contract amount from \$50,000 to \$200,500	\$150,500.00
PSA	1718079	Special Education	Providence Speech & Hearing Center	Provide speech & language services to District students	Increase contract amount from \$60,000 to \$110,000	\$50,000.00

Total \$350,500.00

PSA - Professional Services Agreement  
\*MCA - Master Contract Agreement  
FSA - Field Service Agreement

\* No "not to exceed" amount included in the master contract. The master contract agreements do not include a not to exceed dollar amount as it may limit the flexibility to place special education students in a timely manner.



## INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of December 7, 2017 by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the contractor listed below ("Contractor"). District and Contractor may hereafter be referred to as "Party" or collectively as the "Parties".

### THOMASKELLY SOFTWARE ASSOCIATES, LIMITED PARTNERSHIP

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, to contract with and employ persons for the furnishing of certain services on an as-needed basis;

WHEREAS, District is in need of such services from time to time, specifically those described in **Exhibit A**; and

WHEREAS, Contractor is specially trained, experienced, licensed, and competent to perform the services required by District, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Contractor shall perform the services as set forth in the Proposal, which is attached hereto as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Contractor's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders subsequently issued by the District, on an as needed basis.

Fees and Expenses. For the Contracted Services provided for hereunder, Contractor shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than: **\$3,500.00** in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from **July 1, 2017 through June 30, 2018** with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code §17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Contractor acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth herein.

[ X ] General Conditions      [ ] Special Conditions      [X] Required Documents and Certification [ X ] Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

### Capistrano Unified School District

By: \_\_\_\_\_  
 Name: Lynh N. Rust  
 Title: Executive Director, Contracts & Purchasing  
 Board Approval Date: December 6, 2017

### Contractor

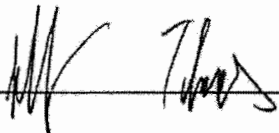
Signature: \_\_\_\_\_  
 Name: Jeffrey Thomas  
 Title: President  
 Address: 1 Sugar Creek Center Blvd., Suite 410  
 Sugar Land, TX 77478  
 Email Address: jeffrey@thomaskelly.com  
 FEIN: \_\_\_\_\_

**FEE SCHEDULE**

ThomasKelly Software Associates  
Jeffrey Thomas  
1 Sugar Creek Center Blvd., Suite 410  
Sugar Land, TX 77478  
(281) 220-6949  
[jeffrey@thomaskelly.com](mailto:jeffrey@thomaskelly.com)

EZSES SaaS to serve up to 350 students for the school year 2017-18

\$3,500.00 with payment terms of Net 30

Signature:  \_\_\_\_\_

Date: 09/21/2017

Printed Name: Jeffrey Thomas



## INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of December 7, 2017 ("Effective Date") by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the contractor listed below ("Contractor"). District and Contractor may hereafter be referred to as "Party" or collectively as the "Parties".

### **REACH LLC dba REACH PROFESSIONAL IN-HOME TUTORING**

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, to contract with and employ persons for the furnishing of certain services on an as-needed basis;

WHEREAS, District is in need of such services from time to time, specifically those described in **Exhibit A**; and

WHEREAS, Contractor is specially trained, experienced, licensed, and competent to perform the services required by District, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Contractor shall perform the services as set forth in the Proposal, which is attached hereto as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Contractor's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders subsequently issued by the District, on an as needed basis.

Fees and Expenses. For the Contracted Services provided for hereunder, Contractor shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than: **\$50,000.00** in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from **July 1, 2017 through June 30, 2018** with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code §17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Contractor acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth herein.

[ X ] General Conditions      [ ] Special Conditions      [ X ] Required Documents and Certification [ X ] Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

**Capistrano Unified School District**

**Contractor**

By: \_\_\_\_\_  
Name: Lynh N. Rust  
Title: Executive Director, Contracts & Purchasing  
Board Approval Date: December 6, 2017

Signature: \_\_\_\_\_  
Name: Norman Drexel  
Title: President  
Address: 15338 Central Ave.  
Chino, Ca. 91710  
Email Address: normdrexel@reachprotutoring.com  
FEIN: \_\_\_\_\_

## FEE SCHEDULE

REACH Professional In-Home Tutoring

Norman W. Drexel

15338 Central Ave. Chino, CA. 91710

909-457-4149 ext. 4

CELL: 909-762-8309

FAX: 909-457-4149

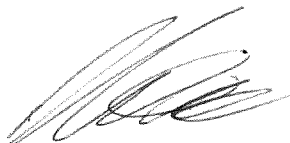
[normdrexel@reachprotutoring.com](mailto:normdrexel@reachprotutoring.com)

Private Tutoring Services

Private Tutoring Services: \$50.00 per hour

Private Tutoring Services, AP/College Prep Classes: \$55.00

Signature



Date

9/22/17

Type or Printed Name: Norman Drexel



## INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of December 7, 2017 ("Effective Date") by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the contractor listed below ("Contractor"). District and Contractor may hereafter be referred to as "Party" or collectively as the "Parties".

### **SHANE VEERA dba BRAIN BUILDERS STEM EDUCATION, INCORPORATED**

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, to contract with and employ persons for the furnishing of certain services on an as-needed basis;

WHEREAS, District is in need of such services from time to time, specifically those described in **Exhibit A**; and

WHEREAS, Contractor is specially trained, experienced, licensed, and competent to perform the services required by District, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Contractor shall perform the services as set forth in the Proposal, which is attached hereto as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Contractor's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders subsequently issued by the District, on an as needed basis.

Fees and Expenses. For the Contracted Services provided for hereunder, Contractor shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than: **\$26,000.00** in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from **July 1, 2017 through June 30, 2018** with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code §17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Contractor acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth herein.

[ X ] General Conditions      [ ] Special Conditions      [ X ] Required Documents and Certification [ X ] Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

### Capistrano Unified School District

By: \_\_\_\_\_  
 Name: Lynh N. Rust  
 Title: Executive Director, Contracts & Purchasing  
 Board Approval Date: December 6, 2017

### Contractor

Signature: \_\_\_\_\_  
 Name: Shane Veera  
 Title: C/O  
 Address: PO Box 2787  
Costa Mesa, Ca. 92628  
 Email Address: shane@brainbuildersed.org  
 FEIN: \_\_\_\_\_

Brain Builders Educational Programs  
Moulton Elementary School 2015-2016  
Engineering with LEGO Bricks School Integration Price Sheet

# Students	Fee/student/day	# of Weeks								
		6	7	8	Price Break at 9 weeks	9	10	11	12	
300	\$ 8.00	\$ 14,400.00	\$ 16,800.00	\$ 19,200.00	\$ 7.50	\$ 20,250.00	\$ 22,500.00	\$ 24,750.00	\$ 27,000.00	
400	\$ 7.50	\$ 18,000.00	\$ 21,000.00	\$ 24,000.00	\$ 7.00	\$ 25,200.00	\$ 28,000.00	\$ 30,800.00	\$ 33,600.00	
500	\$ 7.00	\$ 21,000.00	\$ 24,500.00	\$ 28,000.00	\$ 6.50	\$ 29,250.00	\$ 32,500.00	\$ 35,750.00	\$ 39,000.00	
600	\$ 6.50	\$ 23,400.00	\$ 27,300.00	\$ 31,200.00	\$ 6.00	\$ 32,400.00	\$ 36,000.00	\$ 39,600.00	\$ 43,200.00	
700	\$ 6.00	\$ 25,200.00	\$ 29,400.00	\$ 33,600.00	\$ 5.50	\$ 34,650.00	\$ 38,500.00	\$ 42,350.00	\$ 46,200.00	





## INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of December 7, 2017 ("Effective Date") by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the contractor listed below ("Contractor"). District and Contractor may hereafter be referred to as "Party" or collectively as the "Parties".

### MERIT J WHITNEY

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, to contract with and employ persons for the furnishing of certain services on an as-needed basis;

WHEREAS, District is in need of such services from time to time, specifically those described in **Exhibit A**; and

WHEREAS, Contractor is specially trained, experienced, licensed, and competent to perform the services required by District, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Contractor shall perform the services as set forth in the Proposal, which is attached hereto as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Contractor's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders subsequently issued by the District, on an as needed basis.

Fees and Expenses. For the Contracted Services provided for hereunder, Contractor shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than: **\$15,000.00** in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from **October 1, 2017 through June 30, 2018** with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code §17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Contractor acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth herein.

[ X ] General Conditions      [ ] Special Conditions      [ X ] Required Documents and Certification [ X ] Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

### Capistrano Unified School District

By: \_\_\_\_\_  
 Name: Lynh N. Rust  
 Title: Executive Director, Contracts & Purchasing  
 Board Approval Date: December 6, 2017

### Contractor

Signature: \_\_\_\_\_  
 Name: Merit J Whitney  
 Title: Owner  
 Address: 530 16<sup>th</sup> Street  
                   Ramona, Ca. 92065  
 Email Address: tc4454@hotmail.com  
 FEIN: \_\_\_\_\_

EXHIBIT A



**FEE SCHEDULE**  
**PERIOD July 1, 2017 to June 30, 2018**

**COMPANY NAME:** MERIT J WHITNEY, TRANSPORTATION SERVICES  
**INDENDENTENT CONSULTANT/STATE CERTIFIED INSTRUCTOR**

**REP NAME:** MERIT J WHITNEY

**E-MAIL ADDRESS:** TC4454@HOTMAIL.COM

**SCOPE OF WORK/IDENTIFY SERVICES TO BE PROVIDED:**

ALL REQUIRED DRIVER AND STAFF TRAINING. ALL MOTOR CARRIER RECORDS COMPLIANCE.

**HOURLY RATE: \$150.00**

Description or	Classification	Dollar (\$) Amount
PROVIDE ALL DRIVER/ STAFF TRAINING		\$150.00 HR
PROVIDE ALL REQUIRED MOTOR CARRIER RECORD COMPLIANCES		\$150.00 HR
NON SCHOOL CALENDAR DAYS		\$175.00 HR

**PARTS PERCENTAGE MARK-UP:**

**ANY ADDITIONAL CHARGES:**

**CONTRACT CAN BE TERMINATED WITH A 30 WRITTEN NOTICE BY EITHER PARTY**



## PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of December 7, 2017 ("Effective Date") by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the consultant listed below ("Consultant"). District and Consultant may be referred to as "Party" or collectively as the "Parties".

### **ALL SOURCE RECRUITING GROUP, INCORPORATED dba ARDOR HEALTH SOLUTIONS**

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, Government Code §§4526 and 53060, to contract with and employ any persons for the furnishing of special professional services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, District is in need of such special services and advice, specifically those described in **Exhibit A**, and

WHEREAS, Consultant represents that he/she/it is specially trained, experienced, licensed, and competent to perform the special professional services required by the District, and such services are needed on a limited basis (hereinafter referred to as "Consulting Services");

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Consultant shall perform the Consulting Services as set forth in Consultant's Proposal which is attached hereto, marked as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Consultant's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders or other written instructions subsequently issued by the District.

Fees and Expenses. For the Consulting Services provided for hereunder, Consultant shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Consultant under this agreement is estimated to be **\$70,000.00** in the aggregate under term of this Agreement.

Term of Agreement. The term of this base Agreement is for **July 1, 2017 to June 30, 2018**, with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code section 17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Consultant acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth in full herein.

[ X ] General Conditions      [ ] Special Conditions      [ X ] Required Documents and Certifications      [ X ] Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

#### **DISTRICT**

By: \_\_\_\_\_

Name: Lynh N. Rust

Title: Executive Director, Contracts & Purchasing

Board Approval Date: December 6, 2017

#### **CONSULTANT**

Signature: \_\_\_\_\_

Name: Jennifer Miranda

Title: Contract Coordinator

Address: 5830 Coral Ridge Dr. #300

Coral Springs, FL. 33076

Email Address: maria@ardorhealth.com

FEIN \_\_\_\_\_



## STAFFING AGREEMENT

This **Staffing Agreement** (“Agreement”) is effective as of the 7th day of December, **2017** (“Effective Date”) and is made by and between **All Source Recruiting Group, Inc.** a Florida Corporation, d/b/a Ardor Health Solutions (“**Ardor**”) located at 5830 Coral Ridge Drive, Suite 300, Coral Springs, FL 33076, and **Capistrano Unified School District** (“**Client**”) A School District located at 33122 Valle Road, San Juan Capistrano, CA.

## RECITALS

Ardor is engaged in the business of, recruiting, employing, and providing on a supplemental staffing basis; and recruiting and placing on a direct hire basis, physical therapists, physical therapy assistants, occupational therapists, certified occupational therapy assistants, speech language pathologists, specialist in school psychology and rehab managers (collectively, "Healthcare Professionals") to provide healthcare services for the Client (the “Ardor Services”);

Client operates medical facilities, health care or school systems that from time to time have the need for Healthcare Professionals on supplemental staffing basis for temporary assignments that range in length from 4 weeks to 42 weeks (each an “Assignment”) or on a direct hire basis for employment by the Client (“Direct Hire”). Assignments and Direct Hire employment are collectively referred to as, “Placements”; and Ardor is willing to provide the Ardor Services to the Client in accordance with the terms and conditions of this Agreement.

**In consideration of the foregoing and the mutual promises set forth in this Agreement and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledge, the parties hereto intending to be legally bound agree as follows:**

1. **Services.** During the terms of this Agreement from time to time Client may request the assistance of Ardor to fill opening for Assignments or for Direct Hire positions. The Parties have agreed that all such openings will be filled in accordance with the fee schedule and Client requirements attached hereto and made a part hereof as Attachment A. Such Attachment A may be amended from time to time by Ardor upon 30 day’s prior written notice to Client. If Client continues to request and accept Placements from Ardor after the notice period, the new terms of the amended Attachment A shall apply to such Placements and shall be deemed attached hereto and made a part hereof and subject to the remaining terms and conditions of this Agreement.

2. **Ardor Obligations.** During the term of this Agreement Ardor shall:

A. At the request of Client, recruit qualified Healthcare Professional applicants (“Candidates”) to provide to Client for consideration for a Placement at the Client.

B. Provide the Client with such information as Ardor can reasonably obtain from each respective Candidate for submittal to the Client for its consideration of the Healthcare Professional for the Placement. Such information, depending on the nature of the Placement may include: Candidate’s resume, employment application, applicable skills checklists, references, and employment evaluations.

C. Once a Candidate has been selected by the Client for Direct Hire, Ardor will assist the Client in negotiating a salary, and provide Client with such other assistance as Client may reasonably request to facilitate the Candidate's start date as a Client employee.

D. Once a Candidate has been selected by the Client for an Assignment, a Candidate Confirmation Form ("Confirmation Form") in the form of Attachment B hereto will be prepared and once completed and signed by the Client, such form will be deemed attached hereto and made a part hereof as an Attachment B. Each Attachment B deemed attached hereto shall be subject to the terms and conditions of this Agreement.

E. Once there is a signed Confirmation Form for the Assignment Ardor will:

(1) Provide the Client with the following information regarding the Healthcare Professional assigned:

- a. Verification of Current Professional State License;
- b. Annual skills inventory;
- c. Proof of a satisfactory score on a competency examination;
- d. Current CPR Certification (if specifically required by the Client);
- e. Annual education, including, but not limited to the following:
  - i. Fire and safety;
  - ii. Universal precautions/OSHA standards;
  - iii. Infection control;
  - iv. Patient rights;
  - v. Cultural diversity;
  - vi. HIPAA;
  - vii. National Safety Goals.
- f. Criminal background check/statement as to non-exclusion from federal/state reimbursement programs;
- g. Results of a ten (10) panel drug screen;
- h. Health screening;
- i. Annual TB skin test or screening;
- j. Hepatitis B vaccination, titer or waiver;
- k. All other medical screenings as required by state/federal law or regulation.

(2) Maintain professional liability insurance coverage for each Healthcare Professional while on Assignment in the amount of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate and provide Client with a current Certificate of Insurance that such coverage is in full force and effect.

(3) Serve as the employer of all Healthcare Professionals while on Assignment to the Client and assume direct responsibility for the payment of wages, federal and state income tax withholding, social security tax withholdings, unemployment insurance, workers' compensation, ensure that the Healthcare Professional is authorized to work in the United States, check references, and such other obligations imposed by federal, state and local law, and facilitate housing and utilities for each Healthcare Professional placed on Assignment.

(4) Provide benefits as required under the Affordable Care Act, as same may be amended or superseded, to eligible Healthcare Professionals.

(5) Provide Healthcare Professional with information regarding reporting of workers' compensation and other incidents, universal precautions for every patient receiving care, and training regarding signs, labels and color coding using to identify bio hazardous material.

E. Ardor will endeavor to provide Healthcare Professionals to Client for Assignments or on a Direct Hire basis each time the Client requests a Placement; however, nothing herein contained shall require Ardor to fill all Placement requests nor does anything contained herein prevent Ardor from providing the same or similar services to other clients in the same business as Client.

3. **Client Obligations.** Client shall during the Term of this Agreement:

A. Notify and keep Ardor current on any and all staffing needs and/or changes regarding particular Placement requirements. In the event that Client desires to reassign a Healthcare Professional on an Assignment to a unit or location to which the Healthcare Professional was not originally assigned, Client will advise Ardor prior to any reassignment and ensure that such reassignment is made to a unit that is within the scope of the Healthcare Professional's clinical expertise, and to which the Healthcare Professional has been fully oriented.

B. With respect to Healthcare Professionals placed on an Assignment at Client, Client will:

(1) Accept Healthcare Professional after selection by Client for an Assignment as set forth in the applicable Confirmation Form.

(2) Validate the identity of all Healthcare Professionals referred hereunder prior to the commencement of that Healthcare Professional's first scheduled shift on an Assignment.

(3) Provide Healthcare Professionals with general and unit specific orientation as deemed appropriate by the Client for each Assignment, including any site-specific Occupational Safety and Health Administration training as required per OSHA policy and any facility specific orientation to safety and emergency response protocols including those related to blood borne pathogens. Orientation will be considered as contractual hours worked by the Healthcare Professional. Comply with all OSHA and other applicable federal, state and local safety and other laws, rules, and regulations including as they related to any Healthcare Professional while on Assignment to Client.

(4) Provide Healthcare Professional with specific information about Client's exposure control plan, work practices, and Client procedures to follow should an exposure to blood borne pathogens occur while at Client including information regarding where the Personal Protective Equipment used to protect against blood borne pathogens is located; and provide such equipment free of charge to the Healthcare Professional.

(5) Assume professional and administrative direction and control on a daily basis for all services rendered by Healthcare Professional and responsibility to the extent Healthcare Professional follows Client's directives.

(6) Work with Ardor to provide ongoing observation of job competence and periodic review of performance of the Healthcare Professional while on an Assignment to Client. Client acknowledges and agrees to conduct direct observation of the competency for Healthcare Professional while on Assignment to Client; and Client agrees to immediately notify Ardor of any and all deficiencies noted by Client during such observation.

(7) Make available any on-going educational programs and/or training which it offers or provides to its staff to any Healthcare Professional on Assignment at Client.

(8) Immediately notify Ardor and provide written documentation of any unsatisfactory performance, unexpected incidents, including errors, unexpected deaths, and other events, injuries (staff or patient), safety hazards, related to the care or services provided by any Healthcare Professional during his/her Assignment with Client.

(9) Make responsible an authorized representative of Client to approve and transmit Healthcare Professional's hours worked on the Assignment each week to Ardor in the agreed method and prior to the end of the appropriate reporting day. Client acknowledges that the hours transmitted are the basis for the payment by Ardor to the Healthcare Professional. Client will not request Healthcare Professional to work off the clock hours.

(10) Upon receipt of an invoice, Client shall promptly pay Ardor for all Ardor Services including the hours worked by the Healthcare Professional on Assignment at the Client during the time period of the invoice as indicated on the Client approved time record.

(11) Refrain from, except through Ardor, directly or indirectly, recruiting, hiring or otherwise employing or using any Healthcare Professional assigned to Client or whom the Client became acquainted with due to the introduction to him/her by Ardor or as a result of the information provided by Ardor about the Healthcare Professional.

(12) To the extent permitted by law exclude Healthcare Professionals from its benefit plans, policies, and practices, and not make any offer or promise relating to any Healthcare Professional's compensation, benefits, or employment status.

C. With respect to Healthcare Professionals referred to Client for Direct Hire:

(1) Client is responsible for all credentialing, orientation, and other employment requirements once the Candidate is selected by Client for an employment offer.

(2) Client will promptly remit payment for Direct Hire services rendered by Ardor.

#### 4. **Term and Termination:**

A. The term of this Agreement shall be one (1) year, commencing on the Effective Date, and will automatically renew each year, on the anniversary date, unless terminated by either party in writing at least sixty (60) days prior to the anniversary date or unless or until otherwise terminated as provided herein.

B. Either party may terminate this Agreement within sixty (60) days prior written notice to the other party.

C. Notwithstanding the foregoing, a party may immediately terminate or suspend performance under this Agreement in whole or in part, or any Assignment under this Agreement, at any time in the event of a material breach of this Agreement by the other party (including non-payment by the Client) or a violation of any federal, state, county or local law, statute or ordinance by the breaching party, its employees, agents, or subcontractors. If terminated, or suspended such action shall be effective immediately upon written notice by the breaching party given in accordance with this Agreement from the non-breaching party stating the nature of the breach or the violation and the action taken.

D. Except as otherwise specifically provided in this Agreement, neither party shall be entitled to any compensation or claim for goodwill or other loss, cost or expense, which either of them may suffer, or claim to

have suffered, by reason of termination of this Agreement, an Assignment; or suspension of services regardless of the reason for such action.

E. Upon expiration, termination, or suspension of any Assignment or this Agreement for any reason by either party, Client shall immediately pay upon receipt of the invoice all monies due to Ardor for services rendered by Ardor and the Healthcare Professional and related approved expenses incurred through the effective date of expiration, termination, or suspension. Further, to the extent that Healthcare Professional(s) continue to work at the Client to complete an Assignment after termination, expiration or suspension of the Agreement, the Client shall be obligated to continue to make payment for all such work and expenses in accordance with the provisions of this Agreement.

F. Notwithstanding anything contained herein to the contrary, for thirteen (13) week Assignments, Client agrees to provide Ardor in writing at least thirty (30) days prior notice if it intends to terminate an Assignment at any time before its originally scheduled end date. If Client terminates an Assignment prior to the original completion date without providing at least thirty (30) days written notice, Client will pay for all unbilled and/or pre-paid services including, but not limited to, housing expenses, all insurances, travel reimbursements to the Healthcare Professional, license reimbursements to the Healthcare Professional, per-diem pay, car allowance and costs associated with car rentals for the employee, and all out of pocket expenses incurred by the Ardor or the Healthcare Professional including the fees that would have been due from the Client during the thirty (30) day period based upon eight hours (8) per day and a forty hour (40) work week. If the Client provides thirty (30) days prior written notice it will only be billed for the hours actually worked and no additional fees or charges will be charged.

G. Client, in its sole discretion, may terminate an Assignment immediately for "Cause" and require the Healthcare Professional to leave the premises without prior notice. However, Client will notify Ardor in writing within twenty-four (24) business hours of any such dismissal. "Cause" is defined as any violation of Client policies, insubordination, incompetence, poor attendance, poor performance, failure of Healthcare Professional to maintain proper licensure or any violation of the drug abuse policy or any act of omission by the Healthcare Professional which has an adverse impact on the Client. Ardor will not reassign Healthcare Professional to Client without the Client's specific authorization. Notwithstanding the foregoing, prior to the termination, if it is not for patient care, theft or fraud, Client will provide Ardor the opportunity to counsel the Healthcare Professional and if within twenty-four hours (24) there is an improvement there will be no termination.

## **5. Indemnification.**

A. Ardor agrees to indemnify, defend and hold harmless Client, its directors, officers, employees, and agents from and against any and all claims, suits, damages, fines, judgments, penalties, liabilities, costs and expenses (including reasonable attorney fees, court costs and advancements of counsel) incurred, paid or suffered by Client, which result or rise out of any claim by a third party for an act or omission by Ardor or any of its directors, officers, employees or agents in providing Services as set forth I under this Agreement. . Provided however, Client is not entitled to indemnification for its own acts or omissions or that of its agents, servants, or employees unless such act or omission was taken as a result of the direct instructions of Ardor.

B. Client agrees to indemnify, defend and hold harmless Ardor its current and former directors, officers, employees, and agents from and against any and all claims, suits, damages, fines, judgments, penalties, liabilities, costs and expenses (including reasonable attorney fees, court costs and advancements of counsel) incurred, paid or suffered by Ardor, which result or arise out of any claim, act or omission by Client or any of its directors, officers, employees, or agents including other vendors pertaining to services under this Agreement. Provided however, Ardor is not entitled to indemnification for its own acts or omissions or that of its agents,



servants, or employees unless such act or omission was taken as a result of the direct or indirect instructions of the Client.

C. In connection with the above indemnification obligations the Client acknowledges that as between it and Ardor, Client is responsible for training, patient quality control and on-site supervision of Healthcare Professionals.

D. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER, INCLUDING FOR INDEMNIFICATION FOR ANY INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES OR EXPENSES OR LOST PROFITS (REGARDLESS OF HOW CHARACTERIZED AND EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES) UNDER OR IN CONNECTION WITH THIS AGREEMENT, REGARDLESS OF THE FORM OF ACTION (WHETHER IN CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, STATUTORY LIABILITY, OR OTHERWISE) EXCEPT FOR FEES RELATED TO THE TERMINATION OF AN ASSIGNMENT WITHOUT THE REQUIRED NOTICE.

E. The provisions of this Paragraph shall survive the expiration or termination of this Agreement.

## 6. **Fees**

A. Fees will be billed in accordance with the Confirmation Form applicable to the particular Assignment.

B. The School District will not be required to make payment for lunch, break time, sick time, or Holidays. Ardor Health Solutions agrees to follow the school calendar holidays days off, early student release days, Professional development days and emergency school closings. Overtime will be billed in accordance with applicable state and federal laws and Client will be billed the applicable legal premium rate. Holiday and call back rate to be billed at same rate as overtime. (Call back subject to a minimum of two (2) hours call back). Paid holidays are Labor Day, Memorial Day, July 4th, Christmas Day, Thanksgiving Day and New Year's Day. The total hours per week will be guaranteed in the individual's Candidate Confirmation.

C. Invoices are generated from weekly timesheets, signed and approved by Client supervisor, and mailed weekly with the Invoice. Client shall pay each invoice within thirty (30) days from date of the invoice. Client further agrees to pay a 1-1/2% per month (or if less, the maximum rate permitted by applicable law) service charge on any invoice balances over thirty (30) days old. In the event any invoice gets turned over to collection, whether or not litigation become necessary, Client shall be responsible for all invoices, service charges, collection and other fees, interest, court costs, reasonable attorneys' fees paid to any third party by Ardor for collection. In the event of breach by Client of the thirty (30) day payment terms Ardor reserves the right to remove the Healthcare Professional from the Assignment to the Client and Client will pay Ardor for the remaining unfilled term of the Assignment. The amount due will be based on the Assignments original end date multiplied by eight (8) hour work days' times the agreed hourly bill rate.

## 7. **Conversion and Non-Solicitation.**

A. Healthcare Professionals are unique and valuable assets of Ardor and Ardor expends significant time and money in recruiting, screening, testing, training, reference checking, marketing and other business activities to locate and maintain qualified Healthcare Professionals for assignment to its clients.

B. If a “Client Entity” directly or “Indirectly” uses the services of any Healthcare Professional as its direct employee, as an independent contractor, or through any person or firm other than Ardor during or within two (2) years after the end of any Assignment of that Healthcare Professional to Client, Client must notify Ardor and (1) continue the Healthcare Professional’s Assignment until the Healthcare Professional has worked 2 full school year assignments of 80 fulltime weeks (3000 hours) for Client through Ardor; or (2) pay Ardor a fee for its loss of services of the Healthcare Professional (“Conversion Fee”) of 20% of the Healthcare Professional’s annualized base salary. If the Healthcare Professional becomes a direct employee of a Client Entity after completing 80 fulltime consecutive work weeks (3000 consecutive hours) as an Ardor employee on Assignment to Client no Conversion fee is due, the Conversion Fee applies separately to each Healthcare Professional placed on Assignment to Client. A Healthcare Professional’s hours are not transferable or combinable with other Healthcare Professionals.

C. For purposes of this Agreement, “Client Entity” includes the Client and its parent, subsidiaries, affiliates, successors and permitted assigns. “Indirectly” for purposes of this Agreement means acting through an intermediary or series of intermediaries such as the use of or contract with third parties (i.e. other staffing firms, affiliates, etc.) specially to accomplish a task which Client Entity is prohibited from doing directly.

D. (1) If Client Entity uses directly or Indirectly the services of a Candidate referred for an Assignment or Direct Hire (other than through Ardor) within two (2) years after the individual was referred or introduced to Client by Ardor, Client shall pay Ardor a placement fee of 20% of the Candidate’s annualized base salary. Acceptance of referrals and/or use directly or indirectly by a Client Entity of Candidates referred by Ardor is considered Client’s agreement to pay the fee to Ardor as provided above.

(2) Ardor guarantees all Direct Hire Candidates for a period of thirty (30) days from their start date with the Client. Should any Direct Hire Placement resign or be terminated for any reason other than a low census, corporate layoff, bankruptcy, downsizing or lack of work during the first thirty (30) days of employment by the Client, then a free search will be conducted by Ardor to replace that Candidate, or a pro-rated refund will be issued to the Client, at Client’s option.

E. Fees due Ardor under this Paragraph are due and payable immediately on the date that a Client Entity directly or Indirectly uses the services of a Healthcare Professional or Candidate referred by Ardor other than through Ardor.

F. The provisions of this Paragraph shall survive the expiration or termination of this Agreement.

## 8. **Relationship.**

A. Ardor and Client are independent contractors with respect to each other and nothing contained in this Agreement shall be construed to create the relationship of partners, joint ventures, agents or representatives of each other and neither shall have any authority to bind the other in any contractual arrangement. Ardor’s relationship to Client under this Agreement is that of an independent contractor.

B. The Healthcare Professionals are not employees or agents of Client. Client is solely responsible for meeting its goals for profits, costs, production, and scheduling. Healthcare Professionals have no authority to legally bind Ardor. Neither party shall be deemed to be the legal representative of the other. Each party agrees to assume complete responsibility for its own employees with regard to federal and state withholding tax, workers’ compensation, social security, unemployment insurance, and compliance with other federal, state and local laws. Notwithstanding the foregoing, the Client shall be responsible for compliance with state, federal and local Occupational Safety and Health requirements including OSHA as it relates to the Healthcare Professional and the

Assignment. Client at its sole cost and expense ensure prompt remediation if required and hold Ardor harmless from any and all claims, penalties and assessments related to any violations.

C. Both parties agree to comply with all federal, state and local rules and regulations regarding employment and neither party shall discrimination in any fashion against any Healthcare Professional or Candidate on the basis of any protected characteristic or other violate any state, federal or local law, rule or regulation related to employment.

9. **Miscellaneous.**

A. **Choice of Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, without reference to any conflicts of law principles thereof. For purposes of any dispute between them, Client and Ardor consent to the personal jurisdiction of the courts of the State of Florida and consent to venue in the state or federal courts located in Broward County, Florida. The parties each waive any defense of inconvenient forum to the maintenance of any action or proceeding so brought.

B. **Survival.** Provisions of this Agreement, which by their terms extend beyond the termination, expiration or suspension of this Agreement will survive and remain effective in accordance with their terms and to the extent necessary to the intended preservation of such rights and obligations.

C. **Waiver.** No provision of this Agreement may be amended or waived unless agreed to in a writing signed by the parties.

D. **Severability.** This Agreement is intended to be performed in accordance with, and only to the extent permitted by, all applicable laws, ordinances, rules, and regulations of the jurisdiction in which the parties do business. If any provision of this Agreement or the application thereof to any person or circumstances shall, for any reason or to any extent, be invalid or unenforceable, the remainder of this Agreement and the application of such provision to other persons or circumstances shall not be affected thereby, but rather shall be enforced to the greatest extent permitted by law.

E. **Entire Agreement.** This Agreement contains the entire understanding between the parties and supersedes all prior agreements and understandings relating to the subject matter of this Agreement.

F. **Modifications.** This Agreement, as well as the various Attachments made a part hereof, shall not be modified or altered in any respect, except in writing signed and agreed to by the parties hereto.

G. **Assignment/Successors.** The provisions of this Agreement will inure to the benefit of and be binding on the parties and their respective representatives, successors, and permitted assigns. Neither party may assign, transfer its interest herein, or delegate its duties hereunder, without the prior written consent of the other party. However, Ardor may assign its rights and delegate its duties hereunder without the consent of Client to any of its subsidiaries, affiliates or divisions, and any purchaser of all or substantially all of Ardor's assets or stock or any other successor to Ardor's business. Further, Ardor may without the written consent of the Client utilize the services of subcontractors to perform Assignments and/or provide all or some of the Services hereunder. Any assignment or delegation of duties in violation of this provision shall be null and void.

H. **Notices.** All notices and other communications pursuant to this Agreement shall be in writing and shall be deemed to have been duly given if delivered to the other party if by hand, telephone facsimile to the other party with confirmation of successful transmission, to the other party by electronic mail to the address for the party on file with confirmation of delivery to that party's electronic mail, sent by United States Mail certified,

return receipt or registered, postage prepaid, or by nationally recognized overnight mail service prepaid for overnight delivery, and addressed to the other party at the address set forth on the signature page of this Agreement (or such other address as shall be given in writing by one party to the other in conformity with the provisions of this Paragraph). All written notices and reports permitted or required to be delivered by the provisions of this Agreement shall be deemed so given on the earliest of (1) receipt; (2) attempted delivery if delivery is refused; (3) the close of business on the first business day after transmission by a nationally recognized overnight carrier, telephone facsimile or other electronic system (including electronic mail); (iv) or close of business on the second business day after the date delivered to in the United States Mail if sent postage prepaid by registered or certified mail.

I. Force Majeure. Neither party will be responsible for failure or delay in performance of this Agreement (except for payment failures) if the failure or delay is due to labor disputes, strikes, fire, riot, war (declared or undeclared), terrorism, acts of God, or any other causes beyond the control of the nonperforming party.

J. Construction and Recitals. The parties agree that this Agreement shall not be construed against the drafter of the document because they drafted the document, as they have done so merely for the convenience of the parties. The Recitals to this Agreement is incorporated herein by this reference.

K. Headings and Pronouns. The paragraph headings in this Agreement are for convenience only; they form no part of this Agreement and shall not affect its interpretation. Words used herein, regardless of the number and gender specifically used, shall be deemed and construed to include any other number, singular or plural, and any other gender, masculine, feminine or neuter, as the context indicates is appropriate.

L. No Third-Party Beneficiary. This Agreement is made solely and specifically among and for the benefit of the parties hereto, and their respective permitted successors and assigns subject to the express provisions hereof relating to successors and assigns, and no other person shall have any rights, interest or claims hereunder or be entitled to any benefits under or on account of this Agreement as a third-party beneficiary or otherwise.

M. Legal Action. If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provision of this Agreement, if successful, the prevailing party shall be entitled to recover reasonable attorneys' fees, sales and use taxes, court costs and all other charges and expenses even if not taxable as court costs (including, without limitation, all such fees, taxes, costs and expenses incident to arbitration, appellate, bankruptcy and post judgment proceedings), incurred in that action or proceeding, in addition to any other relief to which the prevailing party may be entitled.

N. Change of Law Compliance. If any change of law, prohibits, restricts, limits or otherwise adversely affects either party's rights or obligations herein in a manner material to this Agreement or would result in foreseeable exposure to legal noncompliance or material financial adverse consequences, the parties agree, upon the written request for such negotiations, to make their best efforts to negotiate in good faith reasonable revisions to this Agreement to avoid or mitigation such consequences and results in any provisions of this Agreement. If the parties fail to agree to such revisions within thirty (30) days then either party may terminate this Agreement upon an additional fourteen (14) days' written notice to the other party and this Agreement will terminate on the same grounds as if it reached the end of its final term without additional liability to either party except for the services rendered prior to the termination and as otherwise provided herein.

O. Counterparts. This Agreement may be executed in one or more counterparts and all such counterparts when taken together shall constitute one amendment, binding on the parties. Facsimile copies of this

Agreement, signed in counterparts, shall be considered for all purposes, including delivery, as originals, and shall also constitute one agreement, binding on all of the parties hereto.

P. Authority. The individuals whose signatures appear below represent and warrant that they are authorized representatives of the entities on whose behalf they entered into this Agreement and that they possess the full power and authority to enter into this Agreement and to bind the party they purport to represent.

(Signature line is on next page)

## **Attachment A: Contract Assignment SCH. Rate Sheet**

<u><b>Position</b></u>	<u><b>Hourly Rate</b></u>
Physical Therapist	\$73 - \$79
Physical Therapy Assistant	\$55 - \$64
Occupational Therapist	\$73 - \$79
Certified Occupational Therapy Assistant	\$55 - \$64
Speech Language Pathologist	\$73 - \$79
Speech Language Pathologist – Clinical Fellowship Year	\$60 - \$65
Speech Language Pathology Assistant	\$55 - \$64
Specialist in School Psychology	\$73 - \$79
School Nurse	\$60 - \$65
School Vocational Nurse/Licensed Practical Nurse	\$55 - \$60
Special Education Teachers	\$65 - \$70
School Social Worker	\$60 - \$70
Tele-Therapist – Occupational and Speech Therapy	\$71 - \$77

**Travel Contract:** Please be aware that all final rates will be agreed upon and will require authorized signature on the Candidate Confirmation sheet. The School District will not be required to make payment for sick time or holidays. The District will only be responsible for paying Ardor Health Solutions for the hours actually worked by our employee.

**Conversion Clause:** If a “Client Entity” directly or “Indirectly” uses the services of any Healthcare Professional as its direct employee, as an independent contractor, or through any person or firm other than Ardor during or within two (2) year after the end of any Assignment of that Healthcare Professional to Client, Client must notify Ardor and (1) continue the Healthcare Professional’s Assignment until the Healthcare Professional has worked 2 full school year assignment of 80 weeks (3000 hours) for Client through Ardor; or (2) pay Ardor a fee for its loss of services of the Healthcare Professional (“Conversion Fee”) of 20% of the Healthcare Professional’s annualized base salary. If the Healthcare Professional becomes a direct employee of a Client Entity after two full school years (3000 consecutive hours) as an Ardor employee on Assignment to Client no Conversion fee is due, the Conversion Fee applies separately to each Healthcare Professional placed on Assignment to Client.

**Confidentiality:** Please note that any and all documents shared between Ardor Health Solutions and your facility regarding business that takes place between the two, shall be deemed confidential and should not be shared with any Healthcare employee of Ardor Health Solutions. This does include the Ardor Agreement, Candidate Confirmation, Certificate of Insurance and anything else that may contain private information.

**Payment Terms:** Invoices are generated from weekly timesheets, signed and approved by Client supervisor, and mailed weekly with the Invoice. Client shall pay each invoice within thirty (30) days from date of the invoice.

**Termination:**

**With Cause** - Client, in its sole discretion, may terminate an Assignment immediately for “Cause” and require the Healthcare Professional to leave the premises without prior notice. However, Client will notify Ardor in writing within twenty-four (24) business hours of any such dismissal.

**Without Cause** - Client agrees to provide Ardor in writing at least thirty (30) days prior notice if it intends to terminate an Assignment at any time before its originally scheduled end date.

**\*\*If candidate is floating between facilities or doing home health, facility will be billed mileage at the current IRS rate\*\***

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first written below.

**Capistrano Unified School District (“Client”)**

**All Source Recruiting, Inc. d/b/a  
Ardor Health Solutions (“Ardor”)**

By: Lynh N. Rust

By: Jennifer Miranda

Its: \_\_\_\_\_

Its: \_\_\_\_\_

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

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



## PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of December 7, 2017 ("Effective Date") by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the consultant listed below ("Consultant"). District and Consultant may be referred to as "Party" or collectively as the "Parties".

### **BERNADETTE M. KENNARD dba TRIVINITY CONSULTING**

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, Government Code §§4526 and 53060, to contract with and employ any persons for the furnishing of special professional services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, District is in need of such special services and advice, specifically those described in **Exhibit A**, and

WHEREAS, Consultant represents that he/she/it is specially trained, experienced, licensed, and competent to perform the special professional services required by the District, and such services are needed on a limited basis (hereinafter referred to as "Consulting Services");

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Consultant shall perform the Consulting Services as set forth in Consultant's Proposal which is attached hereto, marked as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Consultant's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders or other written instructions subsequently issued by the District.

Fees and Expenses. For the Consulting Services provided for hereunder, Consultant shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Consultant under this agreement is estimated to be **\$15,000.00** in the aggregate under term of this Agreement.

Term of Agreement. The term of this base Agreement is for **July 1, 2017 to June 30, 2018**, with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code section 17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Consultant acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth in full herein.

[ X ] General Conditions      [ ] Special Conditions      [ X ] Required Documents and Certifications      [ X ] Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

#### **DISTRICT**

By: \_\_\_\_\_  
Name: Lynh N. Rust  
Title: Executive Director, Contracts & Purchasing  
Board Approval Date: December 6, 2017

#### **CONSULTANT**

Signature: \_\_\_\_\_  
Name: Bernadette Kennard  
Title: Owner  
Address: PO Box 17988  
Long Beach, Ca. 90807  
Email Address: trivinitytherapy@gmail.com  
FEIN \_\_\_\_\_



## Service Fees

<u>Service</u>	<u>District/Agency</u>
AAC Assessment	\$950.00
Consultation Services (e.g., IEP participation, training, device programing, implementation design)	\$90.00/Hourly
S/L Therapy (direct, indirect or co-Treatment)	\$90.00/Hourly
Mileage	.55 cents per mile exceeding 20 miles from Trivinity Consulting

Failure to provide 24 hour notice of appointment cancellations will result in billing 50% of the total scheduled service charge.





## CAPISTRANO UNIFIED SCHOOL DISTRICT

### SPECIAL CONDITIONS

#### Scope of Practice and Release of Assessment Documentation

In accordance with 34 C.F.R. §300.502, Consultant, **Trivinity Consulting**, has agreed to conduct one or more Independent Educational Evaluations (IEEs) during the 2017-2018 fiscal year. Consultant is functioning solely as an Independent Educational Evaluator. In performing and completing the duties of the IEE, Consultant agrees to the following:

1. Conflict of Interest: Consultant agrees that he/she will not recommend therapy or services within his/her own agency, company, or practice.
2. School Grounds: Consultant agrees that during the performance of an IEE at or on school district grounds, the Consultant may be accompanied by a DISTRICT representative during the duration of observation or interviews of staff and/or pupil.
3. Report: Upon completion of the IEE, the Consultant will provide a written report to the District on or before the date when Consultant provides a copy to a parent.
4. Assessment Documentation: Prior to receipt of payment for services, Consultant agrees to release all assessment documentations to the District including assessment protocols, observation notes, and written report.

The total cost of conducting the IEE in the area listed below shall include full completion of the report (including observation of student), participation in one IEP meeting to review the assessment in person or by phone, and copies of protocols and reports.

<u>Type of Assessment</u>	<u>Qualification of Assessor</u>	<u>Approved Rate</u>
AAC Assessment	Credentialed Speech Pathologist	Not to exceed \$950

B. Kennard  
Consultant

10-11-17  
Date

**Received by:**

\_\_\_\_\_  
District Representative

\_\_\_\_\_  
Date



## INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of December 7, 2017 ("Effective Date") by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the contractor listed below ("Contractor"). District and Contractor may hereafter be referred to as "Party" or collectively as the "Parties".

### DENNIS PATRICK HANNA

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, to contract with and employ persons for the furnishing of certain services on an as-needed basis;

WHEREAS, District is in need of such services from time to time, specifically those described in **Exhibit A**; and

WHEREAS, Contractor is specially trained, experienced, licensed, and competent to perform the services required by District, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Contractor shall perform the services as set forth in the Proposal, which is attached hereto as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Contractor's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders subsequently issued by the District, on an as needed basis.

Fees and Expenses. For the Contracted Services provided for hereunder, Contractor shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than: **\$9,235.00** in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from **July 1, 2017 through June 30, 2018** with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code §17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Contractor acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth herein.

[ X ] General Conditions      [ ] Special Conditions      [ X ] Required Documents and Certification [ X ] Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

**Capistrano Unified School District**

**Contractor**

By: \_\_\_\_\_  
Name: Lynh N. Rust  
Title: Executive Director, Contracts & Purchasing  
Board Approval Date: December 6, 2017

Signature: \_\_\_\_\_  
Name: Dennis Patrick Hanna  
Title: Owner  
Address: 25422 Trabuco Rd. #105-332  
Lake Forest, Ca. 92630  
Email Address: dennisphanna@sbcglobal.net  
FEIN: \_\_\_\_\_

# EXHIBIT A

DENNIS P. HANNA, CAC  
25422 Trabuco Rd. #105-332  
Lake Forest, CA. 92630

Certified Asbestos Consultant  
Cal-OSHA Reg. No. 92-0016  
Phone and FAX (949) 380-8995

## PROPOSAL AND AGREEMENT

Capistrano Unified School District  
32975 Calle Perfecto  
San Juan Capistrano, CA  
Attn: Mr. Ted Norman

DATE: 06-14-16  
PHONE: 714 6061332  
FAX: 949 2487104

SITE LOCATION: AHERA Periodic Surveillance – Various sites, semi-annual

To be Conducted October-December 2017. One Inspection to  
be included, November 2017.

## TYPE AND QUANTITY OF WORK

- As required by Federal Regulations, 3 Yr Reininspection, Periodic Surveillance each 6 months
- To be conducted by AHERA Certified Building Inspector
- Review of Abatement Documentation since previous 6 month Periodic Surveillance
- Inspection of all sites active in the District's AHERA program
- Posting to District's Excel Spreadsheet
- Relevant sites include:

### Elementary School Sites and Cost per Inspection

<u>Cost</u>		<u>Cost</u>		<u>Cost</u>		<u>Cost</u>	
Ambuehl	\$720	Oxford Prep	\$720	Crown Valley	\$840	Dana ENF	\$200
Moulton	\$200	Concordia	\$720	Las Palmas	\$540		
Del Obispo	\$720	Hankey	\$720	Viejo	\$720		
Palisades	\$1,240	San Juan	\$840	R.H. Dana	\$840		

### Middle or Intermediate School Sites and Cost per Inspection

<u>Cost</u>		<u>Cost</u>		<u>Cost</u>		<u>Cost</u>	
Marco Forster	\$200	Fred Newhart	\$650	Niguel Hills	\$840	Shorecliffs	\$720

### High School Sites and Cost per Inspection

<u>Cost</u>		<u>Cost</u>		<u>Cost</u>		<u>Cost</u>	
Dana Hills	\$1,600	Capo Valley	\$1,800	San Clemente	\$1,800	SCHS-UC	\$720
Serra High	\$920						

### Facility Sites and Cost per Inspection

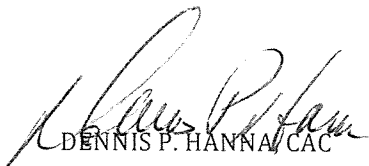
<u>Cost</u>	
Transportation So.	\$200

COST OF ABOVE SERVICES: One Inspection

Total Cost: \$9,235.00

TERMS OF PAYMENT: UPON COMPLETION OF PROJECT AND SUBMISSION  
OF DOCUMENTATION

A C C E P T E D

  
DENNIS P. HANNA, CAC

6-14-01  
DATE

CLIENT, BUILDING OWNER OR AGENT DATE

DISPUTE BETWEEN PARTIES

IN THE EVENT OF A DISPUTE BETWEEN THE PARTIES RESULTING IN A LAWSUIT, PREVAILING  
PARTY SHALL BE ENTITLED TO REASONABLE ATTORNEY'S FEES

FOURTH EXTENSION TO PSA NO. 1314153

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND SCHOOL FACILITY  
CONSULTANTS

This Fourth Extension to PSA No. 1314153 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and School Facility Consultants (hereinafter referred to as "Consultant").

RECITALS

WHEREAS, on January 22, 2014, District's Board of Trustees approved an Agreement with Consultant for the term from January 23, 2014 through January 22, 2015 under which Consultant would provide services described therein.

WHEREAS, on April 9, 2014, District's Board of Trustees approved Amendment No. 1 with Consultant for the additional services at the rates therein.

WHEREAS, on January 22, 2015, District's Board of Trustees approved Extension No. 1 with Consultant for an additional term, expiring on January 22, 2016.

WHEREAS, on December 9, 2015, District's Board of Trustees approved Extension No. 2 with Consultant for an additional term, expiring January 22, 2017.

WHEREAS, on December 14, 2016, District's Board of Trustees approved Extension No. 3 with Consultant for an additional term, expiring January 22, 2018 at the rates attached hereto in Exhibit A. A Copy of said Agreement, as amended and extended, is attached as Exhibit 1-A to this Fourth Extension to PSA No. 1314153; and

WHEREAS, District desires to amend PSA No. 1314153 to reflect a contract term expiring January 22, 2019 for a contract amount of \$71,000.00;

NOW, THEREFORE, said Agreement is amended as follows:

1. The term of PSA No. 1314153, as amended and extended, will reflect a contract term expiring January 22, 2019 at the rates attached hereto in Exhibit A-1.

2. All other terms and conditions of said Agreement, as amended, not expressly amended herein shall remain in full force and effect.

**Capistrano Unified School District**

**Vendor**

By: \_\_\_\_\_  
Signature  
Lynh N. Rust  
Print Name  
Executive Director, Contracts & Purchasing  
Title  
Board Approval Date: December 6, 2017

By: \_\_\_\_\_  
Signature  
Alexander R. Murdoch  
Print Name  
President  
Title  
Date: \_\_\_\_\_

**Hourly Rate Schedule**

Principal	\$195 per hour
Director	\$185 per hour
Senior Consultant	\$180 per hour
Consultant	\$160 per hour
Research Analyst	\$135 per hour
Administrative Support	\$ 80 per hour

EXHIBIT 1-A

THIRD EXTENSION TO PSA NO. 1314153

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND SCHOOL FACILITY  
CONSULTANTS

This Third Extension to PSA No. 1314153 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and School Facility Consultants (hereinafter referred to as "Consultant").

RECITALS

WHEREAS, on January 22, 2014, District's Board of Trustees approved an Agreement with Consultant for the term from January 23, 2014 through January 22, 2015 under which Consultant would provide services described therein.

WHEREAS, on April 9, 2014, District's Board of Trustees approved Amendment No. 1 with Consultant for the additional services at the rates therein.

WHEREAS, on January 22, 2015, District's Board of Trustees approved Extension No. 1 with Consultant for an additional term, expiring on January 22, 2016.

WHEREAS, on December 9, 2015, District's Board of Trustees approved Extension No. 2 with Consultant for an additional term, expiring January 22, 2017. A copy of said Agreement, as amended and extended, is attached as Exhibit 1 to this Third Extension to PSA No. 1314153; and

WHEREAS, District desires to amend PSA No. 1314153 to reflect a contract term expiring January 22, 2018 for a contract amount of \$71,000;

NOW, THEREFORE, said Agreement is amended as follows:

1. The term of PSA No. 1314153, as amended and extended, will reflect a contract term expiring January 22, 2018 at the rates attached hereto in Exhibit A.

2. All other terms and conditions of said Agreement, as amended, not expressly amended herein shall remain in full force and effect.

**Capistrano Unified School District**

**Vendor**

By: 

Signature

Lynh N. Rust

Print Name

Executive Director, Contracts & Purchasing

Title

By: 

Signature

Alexander R. Murdoch

Print Name

President

Title

Board Approval Date: December 14, 2016

Date:

November 30, 2016

EXHIBIT A

**SCHOOL  
FACILITY  
CONSULTANTS**

1303 J STREET, SUITE 500  
SACRAMENTO, CA 95814  
PHONE: (916) 441-5063  
FACSIMILE: (916) 441-2848  
WWW.S-F-C.ORG

**Hourly Rate Schedule**

Principal	\$210 per hour
Director	\$195 per hour
Senior Consultant	\$185 per hour
Consultant	\$165 per hour
Research Analyst	\$135 per hour
Administrative Support	\$80 per hour



EXHIBIT 1

**EXTENSION NO. 2 TO PROFESSIONAL SERVICE AGREEMENT  
CONTRACT NO. PSA 1314153**

**WITH**

**SCHOOL FACILITY CONSULTANTS**

Professional Service Agreement PSA 1314153 with Capistrano Unified School District and School Facility Consultants called for an original contract period of January 23, 2014, through January 22, 2015.

On January 22, 2015, the contract with Capistrano Unified School District and School Facility Consultants was extended for the period of January 23, 2015, through January 22, 2016. PSA 1314153 shall be extended an additional twelve (12) months, covering the period of January 23, 2016, through January 22, 2017, at the rates shown in Exhibit A to this Extension No.2 Agreement, with expenditures estimated to be \$56,000.

Except as set forth in this Extension Agreement, and Board approved on January 23, 2014, and January 22, 2015, all other terms of the contract remain in full force and effect.

**Capistrano Unified School District**

By:  \_\_\_\_\_  
Signature

Lynh N. Rust

Executive Director, Contracts & Purchasing

**School Facility Consultants**

By:  \_\_\_\_\_  
Signature

Alexander R. Murdoch

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
President

\_\_\_\_\_  
Title

Board Approval Date: December 9, 2015

November 30, 2015  
Date: \_\_\_\_\_

**EXTENSION NO. 1 TO PROFESSIONAL SERVICE AGREEMENT  
CONTRACT NO. PSA 1314153**

**WITH**

**SCHOOL FACILITY CONSULTANTS**

The Professional Service Agreement PSA 1314153 with Capistrano Unified School District and VENDOR called for an original contract period of January 23, 2014 through January 22, 2015.

The contract with Capistrano Unified School District and School Facility Consultants shall be extended an additional twelve (12) months, covering the period January 23, 2015, through January 22, 2016, at the prices shown in Exhibit A to this Extension No. 1 Agreement, not to exceed \$56,000.

Except as set forth in this Extension Agreement, and Board approved on January 23, 2014, all other terms of the contract remain in full force and effect.

**Capistrano Unified School District**

By: [Signature]  
Signature

Lynh N. Nguyen  
Print name  
Executive Director, Contracts &  
Purchasing  
Title

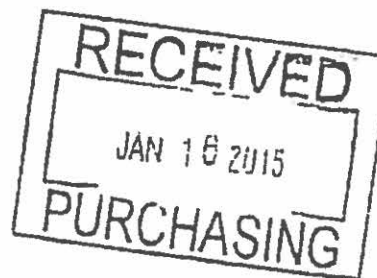
Date: 01-22-2015

**SCHOOL FACILITY CONSULTANTS**

By: [Signature]  
Signature

Alexander R. Murdoch  
Print Name  
President  
Title

Date: 12/23/14



**EXHIBIT A**

**Hourly Rate Schedule**

Principal	\$195 per hour
Director	\$175 per hour
Senior Consultant	\$170 per hour
Consultant	\$150 per hour
Research Analyst	\$125 per hour
Administrative Support	\$70 per hour

**AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT  
NO. PSA 1314153**

**WITH**

**CAPISTRANO UNIFIED SCHOOL DISTRICT**

**AND**

**SCHOOL FACILITY CONSULTANTS**

Professional Services Agreement PSA 1314153 called for services to be rendered at the rates shown in the agreement. This amount may be increased by mutual agreement of both parties by written amendment.

The Professional Services Agreement PSA 1314153 with Capistrano Unified School District and School Facility Consultants shall be amended by special conditions as shown in Exhibit A.

Except as set forth in this Amendment, and Board approved on January 22, 2013, all other terms of the contract remain in full force and effect.


**DISTRICT**

**CONSULTANT**

**Capistrano Unified School District**

**School Facility Consultants**

By:   
Signature

By:   
Signature

Terry Fluent

Alexander R. Murdoch

Print Name

Director, Purchasing

President

Title

Date: 4/9/14

Date: 3/13/14

SPECIAL CONDITIONS  
PSA 1314153

SCHOOL FACILITY CONSULTANTS

Delete Article 12 Insurance Requirements in its entirety and replace with:

12. Insurance Requirements

During the entire term of this Agreement, and for a minimum of a full three (3) years from the final completion of the Consulting Services under this Agreement, Consultant shall, at its own expense, maintain, and shall require all subcontractors to maintain insurance as set forth below:

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

- 1) Insurance Services Office Form No. CG 0001 (Commercial General Liability);
- 2) Insurance Services Office Form No. CA 0001 (Ed. 1/87) (Automobile Liability);
- 3) Workers' Compensation as required by the Labor Code of the State of California, and Employers' Liability Insurance;
- 4) Professional Liability (Errors and Omissions) insurance, unless waived in writing by the District.

B. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

- 1) Commercial General Liability; \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage.
- 2) Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- 3) Workers' Compensation and Employers; Liability: Workers' compensation limits as required by the Labor Code of the State of California and Employers' Liability limits of \$1,000,000 per accident.
- 4) Professional Liability (Errors and Omissions): \$1,000,000 combined single limit per claim and \$1,000,000 aggregate.





## PROFESSIONAL SERVICES AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of January 23, 2014 by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("the District") and the consultant listed below ("Consultant"). The District and Consultant may hereafter be referred to as ("Party") or collectively as ("Parties").

### SCHOOL FACILITY CONSULTANTS

WHEREAS, DISTRICT is authorized by Section 4526 and 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, DISTRICT is in need of such special services and advice; and

WHEREAS, DISTRICT through RFP NO. 8-1314, selected Contractor to provide State School Building Program Advisor Services.

WHEREAS, CONSULTANT is specially trained, experienced, licensed, and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis (hereinafter referred to as "Consulting Services");

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Consultant shall perform the Consulting Services as set forth in RFP 8-1314 State School Building Program Advisor Services and Consultant's Proposal which is attached hereto, marked as Exhibit "A," and incorporated herein by this reference.

Fees and Expenses. For the Consulting Services provided for hereunder, Consultant shall be compensated as set forth in Attachment "B" and incorporated herein by this reference. The total amount of services request by District and provided by Consultant under this agreement shall be authorized by Purchase Order (PO) and shall not exceed \$56,000.00 annually in aggregate under this Agreement. This amount may be increased by mutual agreement of both parties by written agreement.

Term of Agreement. The term of this base Agreement is for one year commencing January 23, 2014 through January 22, 2015 with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years as allowed by Education Code section 17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Consultant acknowledge, and agree to be bound by, the terms set forth in the attached documents as if such additional terms were set forth in full herein.

☒ General Conditions      ☐ Special Conditions      ☒ Required Documents and Certifications      ☒ Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

DISTRICT

By: Terry Fluent

Name: Terry Fluent

Title: Director, Purchasing

Board Approval Date: 4/22/14

CONSULTANT

Signature: Alexander R. Murdoch

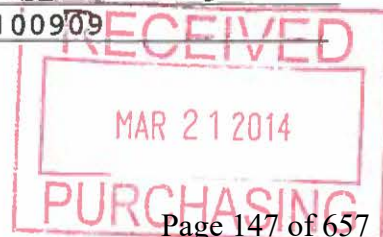
Name: Alexander R. Murdoch

Title: President

Address: 1303 J Street, Suite 500  
Sacramento, CA 95814

Email Address: alex@s-f-c.org

FEIN/SSN: 68-0100909



## GENERAL CONDITIONS

### 1. Compensation and Term

During the course of performing under this Agreement, the term of which is also stated on Exhibit "A", Consultant shall submit to the District monthly invoices for work and/or services performed during the preceding month. The invoices shall contain all necessary information to support and back up the request for payment. Upon receipt of a properly submitted and supported payment request, the District shall pay the Consultant within thirty (30) days thereof. Within thirty (30) days of completion of all the Consulting Services provided for hereunder, Consultant shall submit to the District a request for final payment together with all necessary information to support and back up the request for payment. Upon receipt of a properly submitted and supported final payment request, the District shall make final payment to the Consultant within thirty (30) days thereof. All of the foregoing is subject to the right of the District to review and/or audit all requests for payment, including the books and records of the Consultant in connection therewith.

### 2. Independent Contractor

- A. It is understood and agreed that Consultant (including Consultant's employees) is an independent contractor and that no relationship of employer-employee exists between the Parties hereto for any purpose whatsoever. Neither Consultant nor Consultant's employees or assigned personnel shall be entitled to any benefits payable to employees of the District. The District is not required to make any deductions or withholdings from the compensation payable to Consultant under the provisions of this Agreement, and Consultant will be issued a Form 1099 for its services hereunder. As an independent contractor, Consultant hereby agrees to defend, indemnify, and hold the District harmless from claims by any of Consultant's employees or by any third party, including but not limited to any state or federal agency, asserting that an employer-employee relationship or a substitute therefore exists for any purpose whatsoever by reason of this Agreement or by reason of the nature and/or performance of any services under this Agreement. (As used herein the term "services" shall include both services and additional services as such terms are defined elsewhere in this Agreement, including attachments.)
- B. It is further understood and agreed by the Parties hereto that Consultant, in the performance of its obligations hereunder, is subject to the control and direction of the District as to the designation of tasks to be performed and the results to be accomplished by the Consulting Services agreed to be rendered and performed under this Agreement, but not as to the means, methods, or sequence used by Consultant for accomplishing such results. To the extent that Consultant obtains permission to, and does, use the District facilities, space, equipment or support services in the performance of this Agreement, this use shall be at the Consultant's sole discretion based on the Consultant's determination that such use will promote Consultant's efficiency and effectiveness. Except as may be specifically provided elsewhere in this Agreement, the District does not require that Consultant use the District facilities, equipment or support services or work in the District locations in the performance of this Agreement.
- C. If, in the performance of this Agreement, any third persons are employed by Consultant, such persons shall be entirely and exclusively under the direction, supervision, and control of Consultant. Except as may be specifically provided elsewhere in this Agreement, all terms of employment, including hours, wages, working conditions, discipline, hiring, and discharging, or any other terms of employment or requirements of law, shall be determined by Consultant. It is further understood and agreed that Consultant shall issue W-2 or 1099 Forms for income and employment tax purposes, for all of Consultant's employees, assigned personnel and subcontractors.

D. Nothing in this Agreement shall be construed as to create an exclusive relationship between the District and Consultant. Consultant may represent, perform services for, or be employed by such additional persons or companies as Consultant sees fit provided that there is no conflict with the performance of services hereunder.

**3. Licenses, Permits, Etc.**

Consultant represents and warrants to the District that Consultant has all licenses, permits, qualifications, and approvals of whatsoever nature legally required for Consultant to practice its profession or provide all Consulting Services under the Agreement. Consultant represents and warrants to the District that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits, and approvals which are legally required for Consultant to practice its profession or provide such services under this Agreement.

**4. Time**

Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary for satisfactory performance of Consultant's Services obligations under this Agreement. Neither Party shall be considered in default of this Agreement, nor be entitled to additional compensation; to the extent performance is prevented or delayed by any cause, present or future, which is beyond the reasonable control of the Party.

**5. Consultant Not Agent**

Except as the District may specify in writing, Consultant and Consultant's personnel shall have no authority, express or implied, to act on behalf of or bind the District in any capacity whatsoever as an agent. Consultant and Consultant's personnel shall have no authority, express or implied, to bind District to any obligations whatsoever.

**6. Assignment Prohibited**

No Party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempt or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.

**7. Consultant Information**

A. The District shall have full ownership and control, including ownership of any copyrights, of all information prepared, produced, or provided by Consultant pursuant to this Agreement. In this Agreement, the term "information" shall be construed to mean and include: documents, writings, handwritings, typewriting, printing, photostating, photographing, computer models, and any other computerized data, and every other means of recording any form of information, communications, or representation, including letters, works, pictures, drawings, sounds or symbols, or any combination thereof.

B. All proprietary and other information received from Consultant by the District, whether received in connection with Consultant's proposal to District in connection with any services or additional services performed by Consultant, will be disclosed upon receipt of a request for disclosure, pursuant to the California Public Records Act; provided, however, that, if any information is set apart and clearly marked "trade secret" when it is provided to the District, the District shall give notice to Consultant of any request for the disclosure of such information. The Consultant will then have five (5) days from the date it receives such notice to enter into an agreement with the District, satisfactory to legal counsel for the District, providing for the defense of, and complete indemnification and reimbursement for all costs (including plaintiff's attorney fees) incurred by the District in any legal action to compel the disclosure of such information under the California Public Records Act. The Consultant shall have sole responsibility for defense of the actual "trade secret" designation of such information.



- C. The Parties understand and agree that any failure by Consultant to respond or timely respond to the notice provided by the District, and/or failure by Consultant to enter into or timely enter into an agreement with the District, in accordance with the provisions of subsection B, above, shall constitute a complete waiver by Consultant of any rights regarding the information designated "trade secret" by Consultant, and such information will be disclosed by District pursuant to applicable procedures required by the Public Records Act.

**8. Standard of Performance**

Consultant shall perform all Consulting Services required pursuant to this Agreement in the manner and according to the standards and requirements set forth in this Agreement. To the extent that this Agreement does not explicitly establish standards and/or requirements for performance of the Consulting Services, then Consultant shall perform all Consulting Services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of Consultant's profession in California. All products of whatsoever nature which Consultant delivers to the District pursuant to this Agreement shall be prepared in a professional manner and conform to the standards of quality normally observed by a person practicing in Consultant's profession. Consultant shall assign only competent personnel to perform Consulting Services pursuant to this Agreement. If the District, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Consulting Services pursuant to this Agreement, Consultant shall remove such person(s) immediately upon receiving notice from the District of the desire of the District for the removal of such person(s).

**9. Termination For Convenience**

The District shall have the right to terminate this Agreement for convenience at any time and for any reason by giving thirty (30) days written notice of such termination to Consultant. In the event the District shall give such notice of termination, Consultant shall immediately cease rendering services pursuant to this Agreement.

- A. In the event the District shall terminate this Agreement for Convenience: Consultant shall promptly deliver to the District copies of all information prepared pursuant to this Agreement.
- B. The District shall pay Consultant: (1) the hourly rates set forth in Attachment "A" for all those hours worked up to the notice of termination; (2) the direct costs, if any, actually incurred and/or paid by Consultant for materials, supplies, equipment, apparatus, and the like, used in the direct performance of the Consulting Services of the Consultant under this Agreement; and (3) a ten percent (10%) markup on the direct costs as described in the preceding item number "(2)". The Parties agree that compensation payable to Consultant under a termination for convenience under this paragraph 9 is the exclusive remedy for any and all compensation and/or damages that Consultant may otherwise contend it is entitled to and the District shall not in any manner be liable for lost profits which might have been made by Consultant had the Agreement not been terminated or had Consultant completed the Consulting Services required by this Agreement. In this regard, Consultant shall furnish to the District such financial information as necessary in the judgment of the District before termination, and the decision of the District shall be final. The foregoing is cumulative and does not affect any right or remedy which the District may have in law or equity. All monies payable by the District under this paragraph are subject to the right of the District to audit all requests for payment, including the books and records of the Consultant in connection therewith.

**10. Defense, Indemnity & Hold Harmless Obligations****A. Nature and Extent of Obligations**

Consultant shall defend, indemnify, and hold harmless the District (including its inspectors, project managers, trustees, board members, officers, agents, members, employees, affiliates, consultants, sub-consultants, and representatives), and each of them, of and from any and all demands, claims, suits, proceedings, causes of action, damages, costs, expenses, attorneys' fees, losses, or liability, in law or in equity, of every kind and nature whatsoever arising out of, or in connection with the performance of Consulting Services provided by Consultant under this Agreement, including, but not limited to:

1. Personal injury (including, but not limited to, bodily injury emotional injury or distress, sickness, or disease) or death to persons, including, but not limited to, any employees or agents of District, Consultant, or any other person, or damage to property of anyone including the work itself (including loss of use thereof), caused or alleged to be caused in whole or in part by any negligent act or omission of Consultant, or anyone directly or indirectly employed by them, or anyone for whose acts they may be liable;
2. Penalties threatened, sought, or imposed on account of the violation of any law, order, citation, rule, regulation, standard, ordinance, or statute, caused by the action or inaction of Consultant;
3. Alleged infringement of any patent rights which may be brought arising out of Consultant's design;
4. Consultant's failure to fulfill any of the provisions set forth in this Agreement;
5. Failure of Consultant to comply with the provisions of this Agreement relating to insurance; and,
6. Any violation or infraction by Consultant of any law, order, citation, rule, regulation, standard, ordinance, or statute in any way relating to the occupational, health, or safety of employees.

**B. No Limitation Because of Insurance**

The defense, indemnity and hold harmless obligations set forth in paragraph 10 and elsewhere in this Agreement shall not be limited, impaired or diminished, in any way, by the insurance requirements set forth in this Agreement.

**C. Broadest Indemnity Possible**

With respect to the provisions of this paragraph 10, and in general, the Consultant shall indemnify, hold harmless, and defend District (including its inspectors, project managers, trustees, board members, officers, agents, members, employees, affiliates, consultants, sub-consultants, and representatives), and each of them, from any and all liability, loss, fines, penalties, forfeitures, costs, and damages (whether in contract, tort, or strict liability, including but not limited to personal injury, death, and property damage) incurred by District, Consultant, or any other person, and from any and all demands, and actions in law or equity (including attorney's fees and litigation expenses), arising or alleged to have arisen directly or indirectly out of any negligent act or omission, recklessness, or willful misconduct on the part of Consultant, its officers, agents, employees, subcontractors, sub-consultants, or any other person or entity for whom Consultant is responsible, in connection with the performance of the Agreement. Consultant's obligations under the preceding sentence shall apply regardless of whether District or any of its officers, officials, employees, or agents are passively negligent, but shall not apply to any loss, liability, fines, forfeitures, costs or damages caused by the active negligence or by the willful misconduct of District.

**D. Defense, Indemnity, Hold Harmless and Professional Liability**

With respect to the provisions of paragraph 10.A, and specifically regarding professional liability, Consultant shall indemnify, hold harmless, and defend District (including its inspectors, project managers, trustees, board members, officers, agents, members, employees, affiliates, consultants, sub-consultants, and representatives), and each of them, of and from any and all demands, claims, suits, proceedings, causes of action, damages, costs, expenses, attorneys' fees, losses, or liability, in law or in equity, of every kind and nature whatsoever arising out of, or in connection with the performance of Consulting Services provided by Consultant under this Agreement arising, or alleged to have arisen, out of or in connection with the professional negligence, errors and omissions of the Consultant in the performance of the Agreement.

**E. Limitation**

Notwithstanding paragraphs 10.B. and 10.C., Consultant's indemnification of District shall not include indemnification for claims which arise as the result of the active negligence of District, or the sole negligence or willful misconduct of District, its agents, servants, or any independent contractors who are directly responsible to District, or for defects in design furnished by such persons, other than Consultant and its agents, consultants, and sub-consultants, or unless such claims arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of the Consultant. Consultant's indemnification, hold harmless, and defense obligations toward the District shall be for all claims that arise out of, pertain to, or relate to the negligence, recklessness, willful misconduct, or breaches of this Agreement by Consultant, its officers, agents, employees, subcontractors, sub-consultants, or any other person or entity for whom Consultant is responsible in connection with the performance of this Agreement. It is the intent of this Agreement to provide the broadest enforceable defense, indemnity and hold harmless obligations of Consultant under California law. If any provision of this Agreement exceeds the restrictions of California law, that portion of this Agreement that exceeds the limits of the law shall be null and void and the remaining obligations shall remain fully enforceable.

**11. Equal Employment Opportunity**

During the performance of this Agreement, Consultant, for itself, its assignees and successors in interest, agrees as follows:

**A. Compliance With Regulations**

To the extent applicable to the Consulting Services provided under this Agreement, Consultant shall comply with the Executive Order 11246 entitled "Equal Opportunity in Federal Employment", as amended by Executive Order 11375 and 12086, and as supplemented in Department of Labor regulations (41 CFR Chapter 60), hereinafter collectively referred to as the "Regulations".

**B. Nondiscrimination**

Consultant, with regard to the work performed by it after award and before completion of the Consulting Services provided pursuant to this Agreement, shall not discriminate on the ground of race, color, religion, sex, national origin, age, marital status, physical handicap or sexual orientation in the selection and retention of subcontractors, including procurements of materials and leases of equipment. Consultant shall not participate either directly or indirectly in discrimination prohibited by the Regulations.

**C. Solicitations for Subcontractors, Including Procurements of Materials and Equipment**

In all solicitations either by competitive bidding or negotiations made by Consultant for work to be performed under any subcontract, including all procurements of materials or equipment, each potential subcontractor or supplier shall be notified by Consultant of Consultant's obligation under this Agreement and the Regulations relative to nondiscrimination on the ground of race, color, religion, sex, national origin, age, marital status, physical handicap or sexual orientation.

**D. Information and Reports**

Consultant shall provide all information and reports required by the Regulations, or by any orders or instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the District to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of Consultant is in the exclusive possession of another who fails or refuses to furnish this information, Consultant shall so certify to the District, and shall set forth what efforts it has made to obtain the information.

**E. Sanctions for Noncompliance**

In the event of noncompliance by Consultant with the nondiscrimination provisions of this Agreement, the District shall impose such sanctions as it may determine to be appropriate including, but not limited to:

- (1) Withholding of payments to Consultant under this Agreement until  
Consultant complies; and/or
- (2) Termination of this Agreement, in whole or in part.

**F. Incorporation of Provisions**

Consultant shall include the provisions of Paragraphs 11.A. through 11.E. in every subcontract, including procurements of materials and leases of equipment, unless exempted by the Regulations, or by any order or instructions issued pursuant thereto. Consultant shall take such action with respect to any subcontract or procurement as the District may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that in the event Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, Consultant must immediately notify the District of such litigation, threatened or otherwise, and may request that the District enter such litigation to protect the interests of District.

**G. Consultant's Liability**

Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Consultant of liability in excess of such coverage, nor shall it preclude the District from taking such other actions as are available to it under any other provision of this Agreement or the law.

**12. Insurance Requirements**

During the entire term of this Agreement, and for a minimum of a full three (3) years from the final completion of the Consulting Services under this Agreement, Consultant shall, at its own expense, maintain, and shall require all subcontractors to maintain insurance as set forth below:

**A. Minimum Scope of Insurance**

Coverage shall be at least as broad as:

- 1) Insurance Services Office Form No. CG 0001 (Commercial General Liability);
- 2) Insurance Services Office Form No. CA 0001 (Ed. 1/87) (Automobile Liability, Code 1 "any auto");

- 3) Workers' Compensation as required by the Labor Code of the State of California, and Employers' Liability Insurance;
- 4) Professional Liability (Errors and Omissions) insurance, including Sexual Molestation and Abuse coverage against loss due to error, omission or malpractice, unless waived in writing by the District.

**B. Minimum Limits of Insurance**

Consultant shall maintain limits no less than:

- 1) Commercial General Liability; \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage.
- 2) Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- 3) Workers' Compensation and Employers' Liability: Workers' compensation limits as required by the Labor Code of the State of California and Employers' Liability limits of \$1,000,000 per accident.
- 4) Professional Liability (Errors and Omissions): \$1,000,000 combined single limit per claim and \$2,000,000 aggregate.

**C. Claims-Made Forms**

If the above insurance is written on a claims-made form, it shall continue for a full three years, at a minimum, following the final completion of the Consulting Services under this Agreement. Such insurance shall have a retroactive date of placement before or coinciding with the effective date of this Agreement.

**D. Deductibles and Self-Insured Retentions**

Any deductibles or self-insured retentions must be declared to and approved by the District.

**E. Other Insurance Provisions**

The policies are to contain, or be endorsed to contain the following provisions:

1) **General Liability and Automobile Liability Coverages:**

- a) Consultant's insurance coverage shall be primary insurance with respect to the District, its officers, board members, officials, employees, agents or volunteers. Any insurance or self-insurance maintained by District, its officers, board members, officials, employees or volunteers shall be in excess of Consultant's insurance and shall not contribute with it.
- b) The District, its officers, board members, officials, employees, agents and volunteers are to be covered as additional insureds with respect to: liability arising out of activities performed by or on behalf of Consultant; and premises owned, leased or used by Consultant. The coverage shall contain no special limitations on the scope of the protection afforded to the District, its officers, board members, officials, employees, agents or volunteers.
- c) Failure to comply with reporting provisions of the policies shall not affect coverage provided to the District, its officers, board members, officials, employees, agents and volunteers.
- d) Coverage shall state that Consultant's insurance shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of the insurer's liability.

2) **All Coverages:**

Each insurance policy required by this Agreement shall be endorsed to state that coverage's shall not be canceled except after thirty (30) days prior written notice has been given to the District. In addition, Consultant agrees that it shall not

reduce its coverage or limits on any such policy except after thirty (30) days prior written notice has been given to the District and the District approves the reduction in coverage or limits. Consultant further agrees that it shall not increase any deductibles or self-insured retentions on any such policy except after thirty (30) days prior written notice has been given to the District and the District approves such increase. Insurance is to be placed with insurers with a Best's rating of no less than A: VII. This requirement may however, be waived in individual cases for Errors and Omissions Coverages only, provided however, that in no event will a carrier with a rating of B: IX or lower be acceptable.

**F. Self-Insured Entities**

The District may, at its discretion, accept self-insurance as being in compliance with this section. In such case, Consultant agrees that it will defend and indemnify the District, including its officers, board members, officials, employees, agents, and volunteers, to the same extent as it would Consultant or any other self-insured person or entity, and that it will treat the District, including its officers, board members, officials, employees, agents, and volunteers, in all respects as if it were covered to the same extent as Consultant or any other self-insured person or entity. Self-insurance shall be subject to all requirements contained in this section. Alternatively, self-insured entities may purchase insurance covering the District for all work performed and/or services rendered under this Agreement, provided such insurance complies with all the requirements of this section.

**G. Evidence of Insurance**

Before starting to provide any Consulting Services under this Agreement, Consultant shall provide the District with certificates of insurance and/or executed endorsements, as the District may require, evidencing compliance with this section. On request, Consultant shall furnish copies of any and/or all of the required insurance policies.

**13. Access to Work Product**

Duly authorized representatives of the District shall have right of access to Consultant's technical plans, files, and records, relating to the project, and may review the work at appropriate stages during performance of, and/or after the completion of, the Consulting Services.

**14. Compliance with Laws**

Consultant shall comply with all federal, state and local laws and ordinances as may be applicable to the performance of the Consulting Services under this Agreement. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

**15. Integration**

Along with Exhibit "A" which is incorporated herein, this is an integrated Agreement, and contains all of the terms, considerations, understanding, and promises of the Parties. The Parties have each been represented by legal counsel regarding the negotiation and execution of this Agreement and it shall be read as a whole, integrated agreement.

**16. Conflict**

In the event of any alleged, implied, or actual conflict between the express or implied provisions of this Agreement and the provisions of Exhibit "A", or any other document included herein, the provisions of this Agreement shall govern.

**17. Notices**

All notices or demands to be given under this Agreement by either party to the other shall be in writing and given either by: (a) personal services or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or if mailed on the third day after deposit in any U.S. Post



Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. At the date of this Agreement, the addresses of the parties are stated in the agreement. Each Party shall promptly notify the other Party of any changes to its address, telephone number, or any other contact information.

**18. Survival**

Unless otherwise specifically provided, the covenants of this Agreement shall survive completion and acceptance of the Project by District and shall continue until fulfilled.

**19. Captions, Index**

The captions and the index of this Agreement shall have no effect on its interpretation.

**20. Singular and Plural**

Where required by the context of this Agreement, the singular shall include the plural and vice-versa.

**21. Severability**

The unenforceability, invalidity, or illegality of any provision of this Agreement shall not render the other provisions unenforceable, invalid, or illegal.

**22. Work Days**

All reference to days in this Agreement refers to calendar days excluding Saturdays, Sundays and holidays.

**23. Independent Contractor**

Consultant is an independent contractor and is not a joint venture, partner, agent or employee of District.

**24. No Use of Mark or Name**

Consultant shall not use any name, trademark or service mark of DISTRICT without first having received District's written consent to such use.

**25. Amendments, Etc.**

None of the terms, conditions, and provisions, of this Agreement may be amended, changed, modified, waived, canceled, or altered, in any way, orally or otherwise, except: (1) in writing; (2) signed by the parties hereto; (3) specifying such amendment, change, modification, waiver, cancellation, or alteration; and most importantly, (4) approved by the District's Governing Board by way of a formal Resolution. A waiver of any breach of this Agreement shall not be deemed a waiver of any preceding or subsequent breach, whether similar or dissimilar. The failure of the District in any one or more instances to insist upon strict performance of any of the terms of this Agreement or to exercise any option herein conferred shall not be construed as a waiver or relinquishment to any extent of the right to assert or rely upon any such terms or option on any future occasion.

**26. Entire Agreement**

This Agreement, together with the Exhibits hereto, and any later modifications as set forth in paragraph 25, is intended to be a fully integrated agreement and contains all the agreements of the parties hereto. It supersedes all other written or oral agreements. The parties acknowledge that at all times in the negotiation and execution of this Agreement that they have each been represented by their own independently selected legal counsel.

**27. Attorney's Fees**

In any action brought by either party to enforce the terms of this Agreement, the parties shall bear their own attorney's fees and costs.

**28. Consultant's Employees**

Consultant shall at all times enforce appropriate discipline and good order among its employees and shall not employ or work any unfit person or anyone not skilled in providing the services required under this Agreement. It shall be the responsibility of Consultant to ensure compliance with this section. Any person in the employ of Consultant whom the District may deem incompetent, unfit, intemperate, troublesome or otherwise undesirable shall be excluded from providing services under this Agreement and shall not again provide services except with the District's written consent. Consultant shall ensure that persons who perform services on District's property, including without limitation college campuses, have not been convicted of any felony, have not been convicted of any controlled substance offense, and have not been convicted of any sex offense, as those terms are defined by Education Code sections 87008-87010, inclusive.

**29. Mandatory Claims Process**

If the District or the Consultant has a claim regarding this Agreement, this Mandatory Claims Process is the exclusive method for determining and resolving such claims.

**A. Initial Review and Evaluation of a Claim**

Within ten (10) business days of a party to the Agreement suffering a loss, that party shall advise the other party of the loss in writing by sending written notice to the signatory on this Agreement for the other party. Within ten (10) business days of from the date of receipt of such written notice, the signatories to this Agreement shall meet and discuss and resolve the claim. A resolution reached at the Initial Review and Evaluation Meeting shall be reduced to writing and become an amendment to this Agreement upon approval by the District's Governing Board.

**B. Expedited Mediation**

If the Initial Review and Evaluation Meeting does not resolve the claim, then within five (5) business days following the Initial Review and Evaluation Meeting the proponent of the claim shall send a list of four recognized mediators to the other party. Within five (5) business days of receipt of the list, the other party shall then either: (1) select a mediator from the list and notify the proponent of the claim of the selection of a mediator; or (2) if none of the proposed mediators are acceptable, then that party shall send an alternative list of four recognized mediators to the proponent of the claim. Within five (5) business days of receipt of the alternative list, the proponent shall either: (1) select a mediator; or (2) if none of the mediators listed are acceptable, then notify the other party of that fact. If the foregoing process does not result in the selection of a mediator, then the mediation requirement of this paragraph shall not be required and the parties will proceed to the process set forth in paragraph 29 C.

**C. Expedited Arbitration**

Within five (5) business days following an unsuccessful mediation or no mediation occurring, the proponent of the claim shall send a list of four recognized arbitrators to the other party. Within five (5) business days of receipt of the list, the other party shall then either: (1) select an arbitrator from the list and notify the proponent of the claim of the selection of an arbitrator; or (2) if none of the proposed arbitrators are acceptable, then that party shall send an alternative list of four recognized arbitrators to the proponent of the claim. Within five (5) business days of receipt of the alternative list, the proponent shall either: (1) select an arbitrator; or (2) if none of the arbitrators listed are acceptable, then notify the other party of that fact. The arbitrators shall be from either JAMS, ADR Services, or the American Arbitration Association. If the foregoing process does not result in the selection of an arbitrator, then the proponent of the claim shall notify one of the



foregoing three alternative dispute resolution services and that service shall select an arbitrator. The arbitration shall take place and be concluded within forty five (45) days of the selection of an arbitrator and shall not take more than two (2) full day sessions with the time of the arbitration being divided equally between the parties. The arbitrator's decision must be based on admissible facts. "Admissible Facts" are defined as facts that would be admissible in court under the California Rules of Evidence. The arbitrator's decision must also be based upon applicable law. The arbitrator does not have the power or discretion to fashion any remedy on the contract that he or she sees fit. Rather, the arbitrator's decision must be based on admissible facts and applicable law and in accord with the terms, condition and provisions of the contract. The arbitrator shall issue a written Statement of Decision applying the admissible facts to applicable law under the contract in reaching his/her determination. The arbitrator's decision shall be final and binding and can be introduced into court for the purpose of obtaining a judgment thereon provided the arbitrator has complied with the provisions of this paragraph. Should the arbitrator fail to do so, then an objecting party has the right to have the claim determined in court. The parties agree that the dispute resolutions of this Paragraph 29 are mandatory and the exclusive procedure to determine claims made regarding this Agreement that should a party fail to follow them that the claim is waived, released, and forever forfeited. Each party shall bear its own attorney's fees and costs.

**30. No Limitations on Consultant Liability**

Notwithstanding any express or implied language to the contrary in Exhibit "A" or any other document attached hereto and incorporated herein, there shall be no limits on the District's ability to recover damages from Consultant in the event of any claim, action, lawsuit, or other legal action by the District against Consultant, and any language purporting to impose limits on recovery of damages is null and void, and of no effect, including any language purporting to increase liability for damages in exchange for additional payment or compensation to Consultant.

**31. Successors in Interest**

This Agreement shall be binding upon the heirs, successors, executors, administrators, and assigns of the respective Parties hereto.

**REQUIRED DOCUMENTS AND CERTIFICATIONS****\*All checked items must be provided.****Certificates of Insurance**

- ✓ 1. Commercial General Liability Insurance – Additional Insured Endorsement

Option 1: form CG 20 10 11 85

or

Option 2: Choose either Form CG 20 10 07 04 or Form CG 20 33 07 04

Either form **must be accompanied** by Form CG 20 37 07 04

OR

- ✓ Errors & Omissions/Malpractice (Professional Liability Insurance) including Sexual Molestation and Abuse coverage unless waived in writing by the District.

- ✓ 2. Business Auto Liability Insurance

- ✓ 3. Workers' Compensation and Employers Liability Insurance

Refer to Article 12. INSURANCE REQUIREMENTS

- ✓ Certification by Contractor Criminal Records Check

- ✓ W-9

- ✓ Conflict of Interest Form

## Capistrano Unified School District

# State School Building Program Advisor Statement of Qualifications

Prepared by:

School Facility Consultants

1303 J Street, Suite 500 | Sacramento | CA 95814

916.441.5063 ph | 916.441.2848 fax

[www.s-f-c.org](http://www.s-f-c.org)



***Section 1***

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***Cover Letter***

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***Section 2***

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***Qualifications and Experience***

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***Section 3***

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***Delivery of Services***

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***Section 4***

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***Similar Advisory Roles***

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***Section 5***

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***Terminations, Litigation or  
Sanctions***

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***Section 6***

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***Fee Estimate***

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***Section 7***

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***Appendix***

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# **SCHOOL FACILITY CONSULTANTS**

1303 J STREET, SUITE 500  
SACRAMENTO, CA 95814  
PHONE: (916) 441-5063  
FACSIMILE: (916) 441-2848  
WWW.S-F-C.ORG

January 7, 2014

Ms. Terry Fluent  
Director  
Capistrano Unified School District  
33122 Valle Road  
San Juan Capistrano, CA 92675

**Subject: Capistrano Unified School District  
RFQ/P – State School Building Program Advisor**

Dear Ms. Fluent:

School Facility Consultants (SFC) is pleased to submit this response to your Request for Qualifications/Proposal for a State School Building Program Advisor. SFC is fully and uniquely qualified to provide the scope of services described in your December 16, 2013 RFQ/P.

SFC has been in the school planning and funding business since 1986. Our knowledgeable and experienced staff has worked with hundreds of school district clients to realize billions of dollars in capital funding for school projects. We understand the intricacies of the planning and funding process in California, including the procedures and requirements of the Office of Public School Construction (OPSC), California Department of Education (CDE).

SFC also closely monitors legislative and regulatory developments that may advantage school districts. Our Sacramento location enables us to attend legislative hearings, regulatory development hearings, and stakeholder group meetings that affect capital funding for school districts. This comprehensive approach to mastering California's school facility funding interests allows us to take advantage of new opportunities as soon as they become available.

**"Describe how hiring you as Advisor will save the District money through an accurate evaluation of the District's facilities capacity (prepared by Advisor) as compared with the District's facilities standards and its projected enrollment (prepared by others)."**

SFC will approach the Advisor role with one major goal. Generate as much additional capital funding as possible for the District. More funding translates into savings for the local portion of the District's capital program. That savings can then be used to fund projects that otherwise might not have been completed.

The School Facility Program (SFP) has very specific entitlement calculation requirements that do not usually align with a district's capacity and enrollment projection methodologies. One key to a successful funding program is to understand these differences, and accurately and aggressively pursue the opportunities allowed in the law. SFC understands the classroom counting capacity regulations as well as the approved enrollment projection methodologies that the District may use. We will use these regulations to label and



count classrooms in a way that maximizes eligibility. We will also use these regulations to run multiple State approved enrollment projections to identify the one that most benefits the District. In practice this often means that the facility needs of the District do not match up to the entitlement for State funding. As Advisor, SFC's role is to clearly identify any opportunities and help the District to work those opportunities into the capital program.

In some cases this misalignment of District needs and State funding entitlement requires a creative approach that utilizes multiple funding programs for a single District project. SFC has extensive experience doing just that. The following examples may be helpful in showing the types of projects where SFC has generated significant value and saved millions of dollars for our clients.

*LA ESCUELITA EDUCATION COMPLEX - OAKLAND UNIFIED SCHOOL DISTRICT*

SFC worked with the Oakland Unified School District to bring together several funding sources to make the La Escuelita Educational Complex a success. This complex K-12 project on a small site was funded with a combination of local bonds, \$15.4 million in State New Construction funds, \$1.1 million in State Modernization funds, \$1.7 million in State High Performance funds, \$10.4 million in State Overcrowded Relief Grant funds and \$5.8 million in State incentive funding for a district owned site..

*SAN MARCOS ELEMENTARY SCHOOL - SAN MARCOS UNIFIED SCHOOL DISTRICT*

San Marcos Elementary School was an aging facility in need of modernization or replacement. Because the site was small and oddly shaped, the District worked with the adjacent landowner, the City of San Marcos, to reconfigure the site to make it a more functional layout through a mutually beneficial land swap. SFC worked with the District to develop the most beneficial funding option. Coordinating several meetings with the Office of Public School Construction, SFC was able to assist the District to navigate through the complex funding regulations, securing necessary agency approvals, and access a rarely used additional grant for replacing single story facilities (AB 801). SFC worked with the District to obtain \$14.5 million in state funding.

*PORTOLA MIDDLE SCHOOL - WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT*

SFC worked with the District to obtain \$20.3 million in state funding for the Portola Middle School relocation, modernization and renovation project. The District decided to move an existing middle school campus to an existing elementary school campus after deeming a portion of the existing middle school site seismically unsafe. The project included creation of an open courtyard, seismic upgrades, gym and locker room renovations. SFC successfully guided the District through the various stages of the Office of Public School Construction application processes to obtain final State Allocation Board approval and maximum funding for the project. SFC worked with the District to obtain funding for modernization of the existing and new site, seismic/facility hardship funding to replace existing facilities with facilities at the new site, and obtain high performance grant funding for the project.

*WALTON SPECIAL EDUCATION CENTER - STOCKTON UNIFIED SCHOOL DISTRICT*

The Stockton Unified School District operates the Walton Special Education Center to serve its severely disabled students. Since the Center provided services for the entire District, SFC worked to obtain \$4.4 million in funding by combining five funding applications (one modernization and four new construction applications) from four different high school attendance areas to apply to the project. The project included

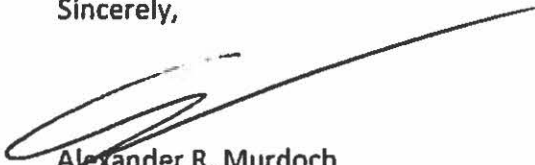
replacing portables with new construction funding and funded the reconfiguration of an existing building with new construction funding.

**"State whether persons providing service under this agreement will be employees of Proposer or subconsultants."**

All persons providing services under this agreement will employees of School Facility Consultants.

SFC is excited about the opportunity to work for the Capistrano Unified School District in the role of Advisor. We believe that we are well positioned to assist the District in maximizing the funding available from the State School Facility Program. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Alexander R. Murdoch", written over a horizontal line.

Alexander R. Murdoch  
President

School Facility Consultants (SFC) has over twenty-five years of experience, producing successful outcomes and billions of dollars in state and federal funding for its clients.

Our Sacramento office serves as the heart of our operation, providing our consultants with immediate access to State Agency representatives and legislators. In order to provide the customized services that our clients require and depend upon, SFC also maintains a presence throughout the State. In addition to its Sacramento location, SFC has consulting staff located in the San Francisco Bay Area, we maintain office space in Fresno County, and our consultants regularly participate in workshops, seminars, and frequent client meetings in Northern & Southern California. By being available throughout all regions of California, we are able to provide our clients with valuable face-to-face meeting time in their home territories. SFC has a total of eleven professional consultant staff and three administrative staff.

School Facility Consultants is also an active participant in the School Energy Coalition, which has taken a lead in representing school districts' needs and concerns in California on Proposition 39 and other energy issues.

### **SFC SERVICES**

School Facility Consultants (SFC) is a full service company assisting school districts, county offices of education, private agencies, architects, and developers in all aspects of school facility planning. SFC offer a wide variety of services to clients, including, but not limited to the following:

### **STATE FUNDING ELIGIBILITY AND APPLICATION**

California school districts and County offices of education have the potential to realize significant State funding contributions through individualized analysis of funding eligibility under the State's School Facility Program (SFP). SFC consulting staff is trained to analyze complex data sets in order to determine eligibility and access funding available through the Office of Public School Construction (OPSC) and other State agencies. SFC assists districts in navigating the multi-step requirements and coordinating with these agencies through the entire funding process.

### **FUNDING STRATEGY**

By synthesizing our various areas of technical expertise, SFC consulting staff is equipped to develop complex and effective long and short term funding strategies that provide proven results in facilities funding. As a full-service consulting firm, SFC has the ability to take school districts facilities projects from start to finish, applying methodology that garners the greatest funding gains while addressing specific and individual project needs which may evolve during the life of the project. SFC assists clients in providing a long term strategy which results in maximizing outside funding sources to expand the life of their local funding availability. These efforts ultimately afford our clients with the ability to provide additional and enhanced learning environments for students.

### **PROJECT CLOSEOUT AND AUDIT SUPPORT**

As part of participation in the SFP, school districts and county offices of education are required by statute and regulation to conform to a number of certifications, as well as to ensure that funds received are expended appropriately. As part of the project closeout process, OPSC conducts extensive audits, during which clients are asked to produce evidence of project expenditures and compliance with certifications. SFC assists clients in compiling the documentation necessary to demonstrate conformance with expenditure requirements and the numerous certifications in order for clients to retain their awarded project funding amounts.



### **MASTER PLANNING**

Clients utilize Master Plans to forecast their facility needs into the future. SFC produces comprehensive Master Plans for clients, which assess potential impacts associated with outside area developments such as new residential development, shifts in demographic trends, and fluctuating district boundaries. Unification studies, territory transfer and school site placement are interpreted as the physical needs of clients' facilities are also assessed and addressed through use of Master Plans.

### **DEVELOPER FEE STUDIES**

School districts are authorized to collect impact fees on new residential and commercial/industrial development pursuant to California law. The preparation of developer fee studies in accordance with statute is required in order for districts to collect these fees. These studies utilize local district data, including new residential development, historical statistical information, and school construction costs to determine the dollar amount that can be justified for collection by the school district. SFC's Planning Division prepares Justification Studies (Level 1) and School Facility Needs Analysis Studies (Level 2 and 3) according to the State Allocation Board's (SAB) provisions.

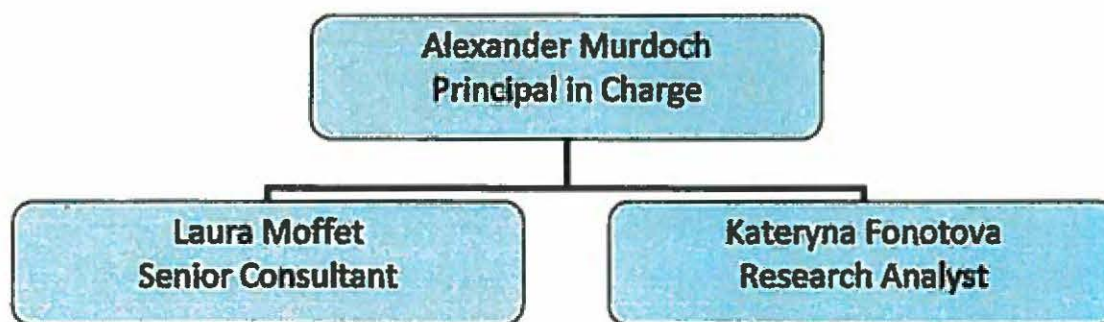
### **FEDERAL FUNDING**

A variety of funding options are available to school districts beyond what is offered through the State School Facility Program. SFC helps clients seek a broad scope of funding sources through specific federal programs. Many of these federal programs mandate that funds be applied to particular, substantiated uses. SFC reviews clients' projects relative to these federal programs to ensure that clients maintain the ability to meet those accounting requirements.

At SFC, we offer a full-range of comprehensive services and work closely with clients to become a seamless extension of facility teams. Based in Sacramento, our consulting teams are active in the implementation, analysis, and monitoring of State programs and regulations. We have developed strong working relationships with state agency staff members and bring a deep understanding of facility planning to each of our client's projects.

SFC's team structure provides its clients with reliability, accessibility and a broad knowledge base. The SFC partners maintain direct involvement with clients through regular communications with the consulting teams which maintains strong connections between consultants and clients. A Senior Consultant serves as the primary client liaison and manager of each client's project issues. Additional consulting staff is available on the team to provide additional support, research, and production of work product. Team Leaders manage workload and troubleshoot potential issues for the team. The team approach ensures that a consultant is always available to provide immediate assistance to clients. By working collaboratively, our consulting team members contribute their individual expertise toward an extensive and comprehensive knowledge base that addresses the unique needs of individual clients.

Here is the team assigned to the Capistrano Unified School District:



**ALEXANDER R. MURDOCH**  
**PRESIDENT/PARTNER**

Alex Murdoch has worked in the school facility industry for over twenty years providing consulting services for clients in all areas of school facility planning and funding. As President and Partner of School Facility Consultants, Alex applies sophisticated methodologies to the facility funding and planning process resulting in the successful, timely delivery of innovative and complex projects.

As an industry leader, Alex is credited with a number of significant accomplishments including innovative planning that resulted in funding for a school district's reuse of commercial property for educational and



economic revitalization purposes, being first to secure a lease/lease-back funding guarantee from the Office of Public School Construction for a school district and being first to receive special, legislated funding for a school district's multi-story replacement project.

In his work representing our client's interests, Alex has crafted dozens of successful appeals to the State Allocation Board, brought numerous special items before the State Allocation Board and has crafted successful statewide bond provisions. Alex's expert understanding of California Ed code and School Facility Program regulations has resulted in millions of dollars of funding for California school districts.

In these capacities, Alex applies a nuanced approach to the political intricacies of the allocation of school facilities funding. As School Facility Consultants' representative to Californians for School Facilities, Alex works to increase the Federal commitment to California school facilities. He specializes in identifying statewide policy trends which are beneficial to the firm's clients. As an appointed member of statewide committees, Office of Public School Construction's Ad Hoc Committee in 2007 and the Coalition for Adequate School Housing's Grant Adequacy Committee in 1999, Alex has been instrumental in contributing to changes in regulations and legislation that benefit schools in California today.

Additionally, Alex expanded SFC's services beyond K-12 to community colleges, eventually establishing Community College Services Group (CCS Group) in 1998 as the preeminent community college consulting firm in the state of California. Most recently, Alex partnered in the creation of ALMA strategies, an affiliate of School Facility Consultants, in order to better meet client needs. ALMA Strategies provides construction planning, financial planning, real estate asset management, energy/solar consulting, and educational specifications that expand on the services provided by School Facility Consultants. Alex Murdoch is also a managing partner of the advocacy and association management firm of Murdoch, Walrath and Holmes.

### **MATTHEW A. PETTLER**

#### ***VICE PRESIDENT/PARTNER***

Matt Pettler has been with School Facility Consultants (SFC) for fifteen years. He became a Principal and Partner in the Firm in January of 2007, and today serves as Vice President. Matt has assisted over 100 Districts receive well over \$1 billion dollars in capital outlay funds for public school facilities in California. Matt specializes in managing client projects in all areas of the State School Facility Program as well as leading developer fee mitigation and District Facility Master Planning efforts.

During his time with SFC, Matt has prepared developer fee justification documents and successfully worked with the Building Industry Association (BIA) to secure millions of dollars needed to offset the impact of new residential development. He has led master planning teams in a number of school districts, allowing those districts to plan and execute successful bond elections and construct needed facilities for students.

Additionally, Matt has played a key role in multiple successful school district appeals before the State Allocation Board gaining over \$350 million dollars in Financial Hardship, Overcrowding Relief Grant and Facility Hardship funding. Matt has also assisted many school districts with complex audit/closeout issues reaching successful outcomes, avoiding Material Inaccuracy penalties.

Through these successes Matt has established relationships with State Allocation Board members, their staff and State Agency leadership.

Prior to joining SFC, Matt was employed in the office of Los Angeles Mayor Richard J. Riordan gaining valuable knowledge of State Education Policy issues.

Matt is a graduate of the University of California, Los Angeles where he earned degrees in Political Science and Public Policy.

**LAURA MOFFETT**

**SENIOR CONSULTANT**

Ms. Moffett assists clients in obtaining the maximum funding available for projects by reviewing all potential funding mechanisms administered by the State Allocation Board including the Career Technical Education Facilities program, Overcrowding Relief Grant program, Emergency Repair program and Facility Hardship program. Ms. Moffett thoroughly reviews each district's eligibility in these programs and assists districts in all aspects of the application process. Ms. Moffett's 14 years of experience with the firm affords her extensive insight into the School Facility Program.

Ms. Moffett is a graduate of California State University, Sacramento with a Bachelor of Arts Degree in Psychology.

**KATERYNA FONOTOVA**

**RESEARCH ANALYST**

Ms. Fonotova provides assistance in conducting complex data analysis in all aspects of school facility projects. Prior to joining School Facility Consultants, Ms. Fonotova gained extensive experience in performing research of project funding opportunities and writing grant proposals for the Planning and Conservation League. Ms. Fonotova assist clients with her Geographic Information System (GIS) and enrollment projection expertise.

Ms. Fonotova is a graduate of The Ohio State University, Columbus with a Bachelor of Science Degree in City and Regional Planning.



## Similar Advisory Roles



Below is a selected list of clients that SFC has provided school facility consulting services similar to the ones requested in the Capistrano Unified School District's Request for Qualifications:

Grossmont Union High School District  
Katy Wright, Program Director School Construction  
Email: [Kwright@guhsd.net](mailto:Kwright@guhsd.net)  
(619) 644-8154

Oakland Unified School District  
Tim White, Assistant Superintendent Facilities  
Email: [Timothy.white@ousd.k12.ca.us](mailto:Timothy.white@ousd.k12.ca.us)  
(510) 535-7083

Cesar Monterrosa, Coordinator  
of Facilities Planning and Management  
Email: [Cesar.Monterossa@ousd.k12.ca.us](mailto:Cesar.Monterossa@ousd.k12.ca.us)

Elk Grove Unified School District  
Robert Pierce, Associate Superintendent, Facilities and  
Planning  
Email: [RDPierce@egusd.net](mailto:RDPierce@egusd.net)  
(916) 686-7711

Solana Beach School District  
Caroline Brown  
Email: [facilities@sbsd.k12.ca.us](mailto:facilities@sbsd.k12.ca.us)  
(858) 794-7140

Palo Alto Unified School District  
Robert Golton, Chief Business Official  
Email: [rgolton@pausd.org](mailto:rgolton@pausd.org)  
(650) 329-3980

Kern High School District  
Jack "Woody" Colvard, Director of Facilities & Planning  
Email: [jcolvard@khsd.k12.ca.us](mailto:jcolvard@khsd.k12.ca.us)  
(661) 827-3127

Orange County Department of Education  
Nina Boyd, Assistant Superintendent,  
Human Resources/Support Services  
Email: [Nboyd@ocde.us](mailto:Nboyd@ocde.us)  
(714) 966-4485

Stockton Unified School District  
Steve Breakfield, Director of Facilities and Planning  
Email: [sbreakfield@stockton.k12.ca.us](mailto:sbreakfield@stockton.k12.ca.us)  
(209) 933-7045 ext. 2341

Bakersfield City School District  
Steve McClain, Chief Business Officer  
Email: [mcclains@bcisd.com](mailto:mcclains@bcisd.com)  
(661) 631-4696

West Contra Costa Unified School District  
Madgy Abdalla, District Engineering Officer  
[mabdalla@wccusd.net](mailto:mabdalla@wccusd.net)  
(510) 307-4544

San Dieguito Union High School District  
John Addleman, Director of Planning  
& Financial Management  
Email: [John.Addleman@sduhsd.net](mailto:John.Addleman@sduhsd.net)  
(760) 753-6491 ext. 5532

Central Unified School District  
Kelly Porterfield, Assistant Superintendent/  
Chief Business Officer  
Email: [kporterfield@centralunified.org](mailto:kporterfield@centralunified.org)  
(559) 274-4700 ext. 105

Lodi Unified School District  
Vicki Brum, Planning Analyst  
Email: [vbrum@lodi.k12.ca.us](mailto:vbrum@lodi.k12.ca.us)  
(209) 331-7223

Ripon Unified School District  
William Draa, Superintendent  
Email: [wdraa@sjcoe.net](mailto:wdraa@sjcoe.net)  
(209) 599-2131 ext. 29

Jefferson Elementary School District  
Rick Young, Director, Facilities Maintenance & Operations  
Email: [RYoung@jsd.k12.ca.us](mailto:RYoung@jsd.k12.ca.us)  
(650) 991-1346

## **TERMINATIONS, LITIGATION OR SANCTIONS**

School Facility Consultants has not had any occurrences of the following nature within the last five years:

- Terminated by a client for non-performance
- Claims filed against the firm related to its services
- Sanctions filed against the firm

## **FEE ESTIMATE**

SFC proposes to provide the services outlined at the hourly rate schedule below.

The fees shall cover all expenses incurred in Sacramento by SFC on behalf of the. If it becomes necessary for a Consultant from SFC to visit the District, SFC will bill these services at the rate schedule below. The District will also reimburse SFC for all necessary and pre-approved travel expenses for meetings requested.

### **Hourly Rate Schedule**

Principal	\$195 per hour
Director	\$185 per hour
Senior Consultant	\$180 per hour
Consultant	\$160 per hour
Research Analyst	\$135 per hour
Administrative Support	\$ 80 per hour

The following items are included in the attached Appendix:

- Certification
- Certification by Contractor of Criminal Records Check – N/A for this type of Service
- School Facility Consultants agrees to carry a comprehensive general and automobile liability insurance with limits of \$1 million per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect vendor and District against liability or claims of liability, which may arise out of the agreement.
- W-9 Form
- Conflict of Interest Certification
- Non-collusion Declaration
- Tobacco Use Policy

## PRICING SHEET

The purpose of this form is to provide a standard format by which the Proposer submits to the DISTRICT a summary of the estimated costs suitable for detailed review and analysis. The proposer shall complete the Price/Cost Proposal in its entirety.

The negotiated hourly rate shall become the basis for payment of invoices and will be reflected in the agreement. Hourly rates shall remain fixed for the duration of the contract period.

Title	Hourly Rate
Principal	\$195
Director	\$185
Senior Consultant	\$180
Consultant	\$160
Research Analyst	\$135

Administrative Support \$80

OTHER  
EXPENSES:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

School Facility Consultants  
Print Name of Firm

Alexander Murdoch  
Representative

68/0100909  
Federal I.D. #/License

  
Authorized Signature

1/7/14  
Date



# Exhibit B

RFQ-P NO. 8-1314  
STATE SCHOOL BUILDING PROGRAM ADVISOR

## \* PRICING SHEET

The purpose of this form is to provide a standard format by which the Proposer submits to the DISTRICT a summary of the estimated costs suitable for detailed review and analysis. The proposer shall complete the Price/Cost Proposal in its entirety.

The negotiated hourly rate shall become the basis for payment of invoices and will be reflected in the agreement. Hourly rates shall remain fixed for the duration of the contract period.

Title	Hourly Rate
Principal	\$195
Director	\$175
Senior Consultant	\$170
Consultant	\$150
Research Analyst	\$125


Administrative Support \$70

OTHER  
EXPENSES:

\$ \_\_\_\_\_  
\$ \_\_\_\_\_

School Facility Consultants

Print Name of Firm

  
Authorized Signature

Alexander Murdoch

Representative

68/0100909

Federal I.D. #/License

1/7/14

Date

\*Negotiated reduced pricing

SECOND AMENDMENT TO ICA NO. 1718047

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND ROCKSTAR RECRUITING LLC  
DBA STAFF REHAB

This Second Amendment to ICA No. 1718047 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and Rockstar Recruiting LLC dba Staff Rehab (hereinafter referred to as "Consultant").

RECITALS

WHEREAS on July 26, 2017, District's Board of Trustees approved an Agreement with Consultant for the term from July 1, 2017 through June 30, 2018 under which Consultant would provide services described therein. A copy of said Agreement is attached as Exhibit 1 to this Second Amendment to Agreement; and

WHEREAS, on September 13, 2017, District's Board of Trustees approved Amendment No. 1 to said Agreement to reflect additional services at the associated rates described in Exhibit A-1;

WHEREAS, District desires to amend ICA No. 1718047 to reflect a modified fee schedule for the term of the contract;

WHEREAS, District desires to amend ICA No. 1718047 to reflect a revised contract value of \$180,000.00;

NOW, THEREFORE, said Agreement is amended as follows:

1. Exhibit A-1 of the First Amendment to ICA No. 1718047 is replaced with the attached fee schedule entitled Exhibit A-2.

2. The second sentence of the paragraph entitled Fees and Expenses shall be amended to read: The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than: \$180,000.00 in the aggregate under the term of this Agreement, as amended.

3. All other terms and conditions of said Agreement, as amended, not expressly amended herein shall remain in full force and effect.

**Capistrano Unified School District**

**Vendor**

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Lynh N. Rust  
Print Name

Sara Palmer  
Print Name

Executive Director, Contracts & Purchasing  
Title

Founder  
Title

Board Approval Date: December 6, 2017

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

**EXHIBIT A- 2****Rate Sheet**

Speech Language Pathologist	\$75 – \$90 per hour
Occupational Therapist	\$75 – \$85 per hour
Physical Therapist	\$65 – \$80 per hour
Certified Occupational Therapists and SLPA	\$53- \$55 per hour
School Psychologist PPS	\$78 – \$90 per hour
DIS Counselor or MFT	\$70 - 90 per hour
BCBA	\$68 – 80 per hour
ABA	\$55 per hour
OMS & VI Teachers	\$75 – 90 per hour
Social Workers	\$60– 75 per hour
APE Teachers	\$65 - 80 per hour
Special Education Teachers & Resource Specialists	\$55 – \$65 per hour
Para educators	\$40 – 45 per hour
RN	\$54 - 62 per hour
CNA	\$38-40 per hour
LVN	\$45 – 52 per hour
Certificated School Nurse	\$85 – 110 per hour
Braille Aide	\$50- 60 per hour

FIRST AMENDMENT TO ICA NO. 1718047

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND ROCKSTAR RECRUITING LLC  
DBA STAFF REHAB

This First Amendment to ICA No. 1718047 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and Name of Vendor (hereinafter referred to as "Consultant").

RECITALS

WHEREAS on July 26, 2017, District's Board of Trustees approved an Agreement with Consultant for the term from July 1, 2017 through June 30, 2018 under which Consultant would provide services described therein. A copy of said Agreement is attached as Exhibit 1 to this First Amendment to ICA No. 1718047; and

WHEREAS, District desires to amend ICA No. 1718047 to reflect additional services at the associated rates described in Exhibit A-1;

NOW, THEREFORE, said Agreement is amended as follows:

1. Exhibit A of ICA No. 1718047 shall be supplemented to include services in Exhibit A-1.
2. All other terms and conditions of said Agreement, as amended, not expressly amended herein shall remain in full force and effect.

Capistrano Unified School District

Vendor

By: Stephane Tansuel  
Signature

By: [Signature]  
Signature

Lynli N. Rust  
Print Name

Sara Palmer  
Print Name

Executive Director, Contracts & Purchasing  
Title

Founder  
Title

Board Approval Date: September 13, 2017

Date: 9.7.17

**Rate Sheet**

Speech Language Pathologist	\$75 – \$90 per hour
Occupational Therapist	\$75 – \$85 per hour
Physical Therapist	\$65 – \$80 per hour
Certified Occupational Therapists and SLPA	\$53- \$55 per hour
School Psychologist PPS	\$78 – \$90 per hour
DIS Counselor or MFT	\$70 - 90 per hour
BCBA	\$68 – 80 per hour
ABA	\$55 per hour
OMS & VI Teachers	\$75 – 90 per hour
Social Workers	\$60– 75 per hour
APE Teachers	\$65 - 75 per hour
Special Education Teachers & Resource Specialists	\$55 – \$65 per hour
Para educators	\$40 – 45 per hour
RN	\$54 - 62 per hour
LVN	\$45 – 52 per hour
Certificated School Nurse	\$85 – 110 per hour
Braille Aide	\$50- 60 per hour

**INDEPENDENT CONTRACTOR MASTER AGREEMENT**

This Agreement for Contracted Services ("Agreement") is effective as of July 27, 2017 ("Effective Date") by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the contractor listed below ("Contractor"). District and Contractor may hereafter be referred to as "Party" or collectively as the "Parties".

**ROCKSTAR RECRUITING LLC DBA STAFF REHAB**

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, to contract with and employ persons for the furnishing of certain services on an as-needed basis;

WHEREAS, District is in need of such services from time to time, specifically those described in Exhibit A; and

WHEREAS, Contractor is specially trained, experienced, licensed, and competent to perform the services required by District, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Contractor shall perform the services as set forth in the Proposal, which is attached hereto as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Contractor's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders subsequently issued by the District, on an as needed basis.

Fees and Expenses. For the Contracted Services provided for hereunder, Contractor shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than: \$30,000.00 in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from July 1, 2017 through June 30, 2018 with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code §17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Contractor acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth herein.

☒ General Conditions      ☐ Special Conditions      ☒ Required Documents and Certification ☒ Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

**Capistrano Unified School District**

By: Lynh N. Rust  
Name: Lynh N. Rust  
Title: Executive Director, Contracts & Purchasing  
Board Approval Date: July 26, 2017

**Contractor**

Signature: [Signature]  
Name: Sam Palmer  
Title: Founder  
Address: 500 Birch St, Suite 300W  
Newport Beach, CA 92660  
Email Address: spalmer@staffrehab.com  
FEIN: 27-0834975

## GENERAL CONDITIONS

District and Contractor acknowledge, and agree to be bound by, the provisions set forth below:

1. Engagement of Services. District engages the services of Contractor under the terms in the Agreement and these additional provisions. Contractor agrees to exercise the highest professionalism and utmost care, and to utilize Contractor's expertise and talents in completing such services. Contractor agrees that it will act in a manner it believes to be in the best interest of District rather than for itself or another third party. Contractor agrees that it shall perform its services in a timely manner. Contractor agrees to provide Contractor's own equipment, tools and other materials at Contractor's own expense, unless otherwise agreed to in writing by the District. District will make its facilities and equipment available to Contractor when necessary, upon written permission by authorized District personnel. Contractor may not assign, subcontract or otherwise delegate Contractor's obligations under the Agreement without District's prior written consent. Contractor shall devote such time to the performance of services under this Agreement that are reasonably necessary for satisfactory performance of the services and obligations hereunder.
2. Invoicing. For hourly services, Contractor shall submit invoices to District on a monthly basis with all requested documentation substantiating invoiced charges. For services performed under an agreed fixed fee, Contractor shall submit invoices to District upon completing the services or as otherwise agreed to expressly in this Agreement.
3. Expenses. Contractor shall handle all expenses incurred in performing services under the Agreement, unless otherwise agreed upon in writing by District.
4. Independent Contractor. Contractor, in performing this Agreement, shall be, and act as, an independent contractor. Contractor understands and agrees that he/she/it, all his/her/its employees, agents and contractors shall not be considered officers, employees or agents of District, and are not entitled to benefits of any kind or nature normally provided employees of District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor assumes the full responsibility for the acts and/or omissions of his/her/its employees, agents and contractors as they relate to the services to be provided under this Agreement. Contractor shall assume full responsibility for payment of all Federal, State and local taxes or contributions, including unemployment insurance, social security and income taxes, and insurance, including workers' compensation, with respect to Contractor's employees. Further, Contractor and its personnel shall not have the authority, express or implied, to act as an agent on behalf of, or bind, the District, unless expressly authorized in writing by the District.
5. Originality of Services. Contractor agrees that all technologies, formulae, procedures, processes, methods, writings, and ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, submitted to the District and/or used in connection with this Agreement, shall be wholly original to Contractor and shall not be copied in whole or in part from any other source.
6. Copyright/Trademark/Patent. Contractor understands and agrees that all matters produced under this Agreement, including information prepared, produced, or provided, such as, for illustrative purposes, documents, writings, typewriting, printing, photostating, computer models, plans, drawings, etc., shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matters in the name of District. Contractor consents to use of Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. Any trade secrets of the District which come into the possession of Contractor in connection with services under this Agreement, remain the property of the District and Contractor expressly agrees to keep such trades secrets confidential.
7. Termination. District may terminate the Agreement at its convenience and without any breach by Contractor upon ten (10) calendar days' prior written notice to Contractor. District may also terminate the Agreement immediately in its sole discretion for cause or upon Contractor's breach of any provision of the Agreement. Cause means (a) any act of dishonesty or a plea of no contest to a felony or any crime involving moral turpitude by an individual with whom the District contracts directly, or an owner, officer or director of an entity with whom the District contracts; (b) any reasonable suspicion of fraud; (c) negligence in the performance of duties under the Agreement; and (d) nonperformance, as determined by the District, of any reasonable and lawful duty assigned under the Agreement. Contractor may terminate this Agreement at any time upon thirty (30) days' prior written notice to District. Contractor and District each agree to sign any documents reasonably necessary to complete Contractor's discharge or withdrawal. Upon termination of this Agreement for any reason, Contractor's fees will be prorated based on the work completed at the time of termination for work then in progress, to and including the effective date of such termination, which shall be substantiated by appropriate

documentation. Unless other terms are set forth in this Agreement, District will reimburse Contractor for previously approved expenses in compliance with the policies of the District.

8. Return of District Property. Upon termination of this Agreement or earlier as requested by District, Contractor will deliver to District any and all District property including, but not limited to, District-provided information, intellectual property, and equipment of District. Contractor further agrees that any property situated on District's premises, including disks and other storage media, filing cabinets or other work areas, is subject to inspection by District personnel at any time. The District shall have access, upon reasonable request, to Contractor's plans, job files, reports, data and records relating to the work performed under this Agreement.
9. Indemnification and Hold Harmless. Contractor agrees to and shall immediately defend, indemnify and hold harmless the District, its Board of Trustees, officers, agents, employees, and volunteers from all demands, claims, including active and passive claims, lawsuits, damages, of every kind and nature, losses, costs, attorneys' fees and expenses, liability or claim of liability for personal injury, bodily injury to persons or death, furnishing or use of any copyrighted or uncopyrighted matter or patented or unpatented invention, contractual liability, and damage to property sustained or claimed to have been sustained, arising out of, or pertaining to, activities or services provided by Contractor or its employees, subcontractors, or agents, whether authorized by this Agreement or not. Contractor further agrees to waive all rights of subrogation against the District. This paragraph does not apply to any damage or losses caused by the negligence or willful misconduct of District or its employees. The defense, indemnity and hold harmless provisions of this Agreement shall not be limited, impaired or diminished in any way by the insurance requirements set forth in this Agreement. This paragraph shall be construed in the broadest manner to provide for an immediate defense and indemnity of the claims set forth herein.
10. Insurance. Contractor agrees to carry commercial general liability insurance and automobile liability insurance with limits of one million dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect Contractor and District against liability or claims of liability, which may arise out of this Agreement. In addition, Contractor agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." No later than the Effective Date, Contractor shall provide District with certificates of insurance evidencing all coverages and endorsements required hereunder. Contractor agrees to name District and its officers, agents and employees as additional insureds by separate endorsement under said policy or policies. Nothing herein shall limit the obligations for Contractor to provide insurance as required under other provisions of this Agreement.
11. Assignment. The obligations of the Contractor pursuant to this Agreement shall not be assigned by Contractor without prior written consent from the District.
12. Notices. All notices that are required or permitted to be given under this Agreement shall be in writing and sent by either personal delivery, nationally recognized overnight courier service or prepaid, first class United States postal mail. Notices shall be sent to signatories to this Agreement at the addresses given therein.
13. Compliance with Applicable Laws. The services completed herein must meet the approval of District and shall be subject to District's general right of inspection to ensure the satisfactory completion thereof. Contractor agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to Contractor, Contractor's business, and personnel engaged in operations covered by this Agreement or accruing out of performing of such operations.
14. Permits/Licenses. Contractor and all Contractor's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services under this Agreement.
15. Employment with Public Agency. Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
16. Entire Agreement/Amendment. This Agreement and any exhibits, or general or specific terms and conditions attached hereto constitute the entire Agreement among the parties to it and supersedes any prior or contemporaneous understanding or agreement regarding the services contemplated, and may be amended only by a written amendment executed by both parties to this Agreement.
17. Nondiscrimination. Contractor agrees that it will not engage in unlawful discrimination in employment of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status,



sexual orientation, or gender of such person. To the extent applicable to the this Agreement, Contractor shall comply with the Executive Order 11246 entitled "Equal Opportunity in Federal Employment", as amended by Executive Order 11375 and 12086, and as supplemented in Department of Labor regulations (41 CFR Chapter 60).

18. Non-waiver. The failure of District or Contractor to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this Agreement, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.
19. Severability. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
20. Attorney Fees/Costs. Should litigation be necessary to enforce any terms or provisions of the Agreement, then the prevailing party shall be entitled to all legally-permitted expenses, including, but not limited to, witness fees, court costs, and attorneys' fees.
21. Governing Law. The laws of the State of California shall govern the terms and conditions of this Agreement with venue for any dispute arising hereunder to be solely proper in Orange County, California.
22. Construction of Agreement. If there is any uncertainty or ambiguity in the terms of this Agreement, it shall not be construed for or against any Party hereto on the grounds that such Party was responsible for drafting of any particular term set forth herein. The Parties each waive and relinquish in connection with this Agreement any and all rights that he/ she/it may have or claim under California Civil Code section 1654.
23. Conflict. In the event of any alleged, implied, or actual conflict between the express or implied provisions of this Agreement and the provisions of the exhibits, or any other document included herein, the provisions of this Agreement shall govern.
24. Captions. The captions of this Agreement shall have no effect on its interpretation.
25. No Use of Mark or Name. Consultant shall not use any name, trademark or service mark of District without first having received District's written consent to such use.
26. Singular and Plural. Where required by the context of this Agreement, the singular shall include the plural and vice-versa.
27. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators, and assigns of the respective Parties hereto.
28. Survival and Severability. Unless otherwise specifically provided, the covenants herein shall survive termination of this Agreement. The unenforceability, invalidity, or illegality of any provision of this Agreement shall not render the other provisions unenforceable, invalid, or illegal.
29. Consultant's Employees. Contractor shall at all times enforce appropriate discipline and good order among its employees and shall not employ or work any unfit person or anyone not skilled in providing the services required under this Agreement. It shall be the responsibility of Contractor to ensure compliance with this section. Any person in the employ of Contractor whom District may deem incompetent, unfit, intemperate, troublesome or otherwise undesirable shall be excluded from providing services under this Agreement and shall not again provide services except with District's written consent. Contractor shall ensure that persons who perform services on District's property, including without limitation K12 school districts, have not been convicted of any felony, have not been convicted of any controlled substance offense, and have not been convicted of any sex offense, as those terms are defined by Education Code section 45125.1.
30. Mandatory Claims Process, including Expedited Arbitration.

If District or Consultant has a claim regarding, arising from, or pertaining to this Agreement, this Mandatory Claims Process is the exclusive method for determining and resolving such claims.

A. Initial Review and Evaluation of a Claim

Within ten (10) business days of a party to this Agreement suffering a loss, that party shall advise the other party of the loss in writing by sending written notice to the signatory on this Agreement for the other party. Within ten (10)

business days of from the date of receipt of such written notice, the signatories to this Agreement shall meet and discuss and resolve the claim. A resolution reached at the Initial Review and Evaluation Meeting shall be reduced to writing and become an amendment to this Agreement upon approval by District's Board of Trustees.

B. Expedited Mediation

If the Initial Review and Evaluation Meeting does not resolve the claim, then within five (5) business days following the Initial Review and Evaluation Meeting the proponent of the claim shall send a list of four recognized mediators to the other party. Within five (5) business days of receipt of the list, the other party shall then either: (1) select a mediator from the list and notify the proponent of the claim of the selection of a mediator; or (2) if none of the proposed mediators are acceptable, then that party shall send an alternative list of four recognized mediators to the proponent of the claim. Within five within (5) business days of receipt of the alternative list, the proponent shall either: (1) select a mediator; or (2) if none of the mediators listed are acceptable, then notify the other party of that fact. If the foregoing process does not result in the selection of a mediator, then the mediation requirement of this paragraph shall not be required and the parties will proceed to the process set forth in paragraph C of Section 30 hereof.

C. Expedited Arbitration

Within five (5) business days following an unsuccessful mediation or if no mediation takes place, the proponent of the claim shall send a list of four recognized arbitrators to the other party. Within five (5) business days of receipt of the list, the other party shall then either: (1) select an arbitrator from the list and notify the proponent of the claim of the selection of an arbitrators; or (2) if none of the proposed arbitrators are acceptable, then that party shall send an alternative list of four recognized arbitrators to the proponent of the claim. Within five within (5) business days of receipt of the alternative list, the proponent shall either: (1) select an arbitrator; or (2) if none of the arbitrators listed are acceptable, then notify the other party of that fact. The arbitrators shall be from either JAMS, ADR Services, or the American Arbitration Association. If the foregoing process does not result in the selection of an arbitrator, then the proponent of the claim shall notify one of the foregoing three alternative dispute resolution services and that service shall select an arbitrator. The arbitration shall take place and be concluded within forty five (45) days of the selection of an arbitrator and shall not take more than two (2) full day sessions with the time of the arbitration being divided equally between the parties. The arbitrator's decision must be based on admissible facts. "Admissible Facts" are defined as facts that would be admissible in court under the California Rules of Evidence. The arbitrator's decision must also be based upon applicable law. The arbitrator does not have the power or discretion to fashion any remedy on the contract that he or she sees fit. Rather, the arbitrator's decision must be based on admissible facts and applicable law and in accord with the terms, condition and provisions of the contract. The arbitrator shall issue a written Statement of Decision applying the admissible facts to applicable law under the contract in reaching his/her determination. The arbitrator's decision shall be final and binding and can be introduced into court for the purpose of obtaining a judgment thereon provided the arbitrator has complied with the provisions of this paragraph. Should the arbitrator fail to do so, then an objecting party has the right to have the claim determined in court. The parties agree that the dispute resolutions of this Paragraph 30 are mandatory and the exclusive procedure to determine claims made regarding this Agreement that should a party fail to follow them that the claim is waived, released, and forever forfeited. Each party shall bear its own attorney's fees and costs.

[Remainder of page intentionally left blank]

## REQUIRED DOCUMENTS AND CERTIFICATIONS

**\*All checked items must be on file with Purchasing Department.**

### **Certificates of Insurance**

- ✓ Commercial General Liability Insurance – Additional Insured Endorsement  
Option 1: form CG 20 10 11 85  
or  
Option 2: Choose either Form CG 20 10 07 04 or Form CG 20 33 07 04  
Either form **must be accompanied** by Form CG 20 37 07 04
- ✓ Business Auto Liability Insurance
- ✓ Workers' Compensation and Employers Liability Insurance

Refer to Article 10. INSURANCE REQUIREMENTS

- ✓ Certification by Contractor Criminal Records Check

- ✓ W-9

**Rate Sheet**

Speech Language Pathologist	\$85 per hour
Occupational Therapist	\$80 per hour
Physical Therapist	\$80 per hour
Certified Occupational Therapists and SLPA	\$50 per hour
School Psychologist PPS	\$90 per hour
DIS Counselor or MFT	\$80 per hour
BCBA	\$80 per hour
ABA	\$55 per hour
OMS & VI Teachers	\$80 per hour
Social Workers	\$70 per hour
APE Teachers	\$70 per hour
Special Education Teachers & Resource Specialists	\$60 per hour
ASL Interpreters	\$60 per hour
RN	\$58 per hour
LVN	\$50 per hour
Certificated School Nurse	\$110 per hour

FIRST AMENDMENT TO ICA NO. 1718074

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND PROFESSIONAL TUTORS OF  
AMERICA, INC.

This First Amendment to ICA No. 1718074 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and Professional Tutors of America, Inc. (hereinafter referred to as "Consultant").

RECITALS

WHEREAS on July 26, 2017, District's Board of Trustees approved an Agreement with Consultant for the term from July 1, 2017 through June 30, 2018 under which Consultant would provide services described therein. A copy of said Agreement is attached as Exhibit 1 to this First Amendment to Agreement; and

WHEREAS, District desires to amend ICA No. 1718074 to reflect additional services at the rates described in Exhibit A-1;

WHEREAS, District desires to amend ICA No. 1718074 to reflect a new total contract value of \$200,500.00;

NOW, THEREFORE, said Agreement is amended as follows:

1. Exhibit A of ICA No. 1718074 shall be supplemented to include services in Exhibit A-1.

2. The second sentence of the paragraph entitled Fees and Expenses shall be amended to read:  
The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than: \$200,500.00 in the aggregate under the term of this Agreement, as amended.

3. All other terms and conditions of said Agreement, as amended, not expressly amended herein shall remain in full force and effect.

**Capistrano Unified School District**

**Vendor**

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Lynh N. Rust  
Print Name

Robert Gordon  
Print Name

Executive Director, Contracts & Purchasing  
Title

CEO  
Title

Board Approval Date: December 6, 2017

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

**Capistrano Unified School District - ESSA**  
**Fee Schedule / Program Information 2017-2018**

Provider: **Professional Tutors of America, Inc.**  
 Address: **3350 E. Birch Street, Suite 108, Brea, CA 92821**  
 Contact Person: **Robert Gordon**  
 Phone: **(800) 832-2487 x254**  
 Fax: **(714) 671-1887**  
 E-mail: **Rgordon@professional tutors.com**  
 Website: **www.professional tutors.com**

1. Give a brief description (a paragraph) that can be sent to parents regarding the types of services your company can provide to students.

We provide individualized tutoring instruction (always One-to-One) in math, reading, English language arts or science. We serve students in all grade levels (from K-12<sup>th</sup> grade). Tutoring is done at the student's home or at a local library, whichever the parent prefers. The tutoring lessons focus on learning objectives, providing maximum results. We have Spanish-speaking tutors and staff available. We have been providing one-to-one tutoring for 33 years, and one-to-one tutoring is proven to be the most effective method of learning. Our teachers are all college graduates, and most of them have had teaching experience in either public or private schools. We have a strong, proven record with over 300 school districts, improving academic skills, motivating students, and building self-confidence.

Proporcionamos la instrucción individualizada (Siempre Enseñamos Uno-a-Uno) en matemáticas, lectura, artes de lengua, o ciencia. Servimos a estudiantes en todos los niveles de grado (de grado de K-12th). El curso particular se hace en el hogar del estudiante o en una biblioteca local, dependiendo de la preferencia del padre. Las lecciones del curso particular se centran en objetivos, proporcionando resultados máximos. Tenemos profesores particulares y personales disponibles que hablan español. Hemos estado proporcionando el curso particular por 33 años, que ha demostrado ser el método más efecto de aprendizaje. Nuestros profesores son graduados de la universidad, y la mayor parte han tenido experiencia de enseñanza en escuelas privadas o públicas. Tenemos un expediente fuerte, probado con 300 distritos escolares, mejorando las habilidades académicas, motivando estudiantes, y construyendo confianza en sí mismo.

2. Cost(s) associated with your program (hourly rate): **\$55.00 per hour for One-to-One tutoring**
3. Location of services: **Student's home, or the local library—parent's choice.**



## FEE SCHEDULE

### Capistrano USD – Title III – Immigrant Program

Company: Professional Tutors of America, Inc.  
Contact: Robert Gordon / Lilly Ramos  
Address: 3350 E. Birch Street, Suite 108, Brea, CA 92821  
Phone: (800) 832-2487  
Fax: (714) 671-1887  
Email: [Rgordon@professional tutors.com](mailto:Rgordon@professional tutors.com)

#### Description of Services:

We provide individualized tutoring instruction (always One-to-One) in all subjects. We serve students in all grade levels (from K-12<sup>th</sup> grade). Tutoring is done at the student's home or at a local library, whichever the parent prefers. We have been providing one-to-one tutoring for over 30 years, and one-to-one tutoring is proven to be the most effective method of learning. Our teachers are all college graduates, and many of them have had teaching experience in either public or private schools. We have a strong, proven record with over 300 school districts, improving academic skills, motivating students, and building self-confidence.

Terms of Payment: \$55.00 per hour

Rates will be in effect: July 1, 2017 – June 30, 2018.

Signature: \_\_\_\_\_

*Robert Gordon*

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

7/13/17

Name: Robert Gordon, CEO



## INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of **July 27, 2017** ("Effective Date") by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the contractor listed below ("Contractor"). District and Contractor may hereafter be referred to as "Party" or collectively as the "Parties".

### PROFESSIONAL TUTORS OF AMERICA, INC.

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, to contract with and employ persons for the furnishing of certain services on an as-needed basis;

WHEREAS, District is in need of such services from time to time, specifically those described in **Exhibit A**; and

WHEREAS, Contractor is specially trained, experienced, licensed, and competent to perform the services required by District, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Contractor shall perform the services as set forth in the Proposal, which is attached hereto as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Contractor's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders subsequently issued by the District, on an as needed basis.

Fees and Expenses. For the Contracted Services provided for hereunder, Contractor shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than: **\$50,000.00** in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from **July 1, 2017 through June 30, 2018** with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code §17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Contractor acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth herein.

☒ General Conditions      ☐ Special Conditions      ☒ Required Documents and Certification      ☒ Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

**Capistrano Unified School District**

By: [Signature]  
Name: **Lynn N. Rust**  
Title: **Executive Director, Contracts & Purchasing**  
Board Approval Date: **July 26, 2017**

**Contractor**

Signature: [Signature]  
Name: **Robert Gordon**  
Title: **CEO**  
Address: **3350 E. Birch St., Suite 108**  
**Brea, CA 92821**  
Email Address: **rgordon@professionalututors.com**  
FEIN: **33-0015574**



**GENERAL CONDITIONS**

District and Contractor acknowledge, and agree to be bound by, the provisions set forth below:

1. Engagement of Services. District engages the services of Contractor under the terms in the Agreement and these additional provisions. Contractor agrees to exercise the highest professionalism and utmost care, and to utilize Contractor's expertise and talents in completing such services. Contractor agrees that it will act in a manner it believes to be in the best interest of District rather than for itself or another third party. Contractor agrees that it shall perform its services in a timely manner. Contractor agrees to provide Contractor's own equipment, tools and other materials at Contractor's own expense, unless otherwise agreed to in writing by the District. District will make its facilities and equipment available to Contractor when necessary, upon written permission by authorized District personnel. Contractor may not assign, subcontract or otherwise delegate Contractor's obligations under the Agreement without District's prior written consent. Contractor shall devote such time to the performance of services under this Agreement that are reasonably necessary for satisfactory performance of the services and obligations hereunder.
2. Invoicing. For hourly services, Contractor shall submit invoices to District on a monthly basis with all requested documentation substantiating invoiced charges. For services performed under an agreed fixed fee, Contractor shall submit invoices to District upon completing the services or as otherwise agreed to expressly in this Agreement.
3. Expenses. Contractor shall handle all expenses incurred in performing services under the Agreement, unless otherwise agreed upon in writing by District.
4. Independent Contractor. Contractor, in performing this Agreement, shall be, and act as, an independent contractor. Contractor understands and agrees that he/she/it, all his/her/its employees, agents and contractors shall not be considered officers, employees or agents of District, and are not entitled to benefits of any kind or nature normally provided employees of District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor assumes the full responsibility for the acts and/or omissions of his/her/its employees, agents and contractors as they relate to the services to be provided under this Agreement. Contractor shall assume full responsibility for payment of all Federal, State and local taxes or contributions, including unemployment insurance, social security and income taxes, and insurance, including workers' compensation, with respect to Contractor's employees. Further, Contractor and its personnel shall not have the authority, express or implied, to act as an agent on behalf of, or bind, the District, unless expressly authorized in writing by the District.
5. Originality of Services. Contractor agrees that all technologies, formulae, procedures, processes, methods, writings, and ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, submitted to the District and/or used in connection with this Agreement, shall be wholly original to Contractor and shall not be copied in whole or in part from any other source.
6. Copyright/Trademark/Patent. Contractor understands and agrees that all matters produced under this Agreement, including information prepared, produced, or provided, such as, for illustrative purposes, documents, writings, typewriting, printing, photostating, computer models, plans, drawings, etc., shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matters in the name of District. Contractor consents to use of Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. Any trade secrets of the District which come into the possession of Contractor in connection with services under this Agreement, remain the property of the District and Contractor expressly agrees to keep such trades secrets confidential.
7. Termination. District may terminate the Agreement at its convenience and without any breach by Contractor upon ten (10) calendar days' prior written notice to Contractor. District may also terminate the Agreement immediately in its sole discretion for cause or upon Contractor's breach of any provision of the Agreement. Cause means (a) any act of dishonesty or a plea of no contest to a felony or any crime involving moral turpitude by an individual with whom the District contracts directly, or an owner, officer or director of an entity with whom the District contracts; (b) any reasonable suspicion of fraud; (c) negligence in the performance of duties under the Agreement; and (d) nonperformance, as determined by the District, of any reasonable and lawful duty assigned under the Agreement. Contractor may terminate this Agreement at any time upon thirty (30) days' prior written notice to District. Contractor and District each agree to sign any documents reasonably necessary to complete Contractor's discharge or withdrawal. Upon termination of this Agreement for any reason, Contractor's fees will be prorated based on the work completed at the time of termination for work then in progress, to and including the effective date of such termination, which shall be substantiated by appropriate

documentation. Unless other terms are set forth in this Agreement, District will reimburse Contractor for previously approved expenses in compliance with the policies of the District.

8. Return of District Property. Upon termination of this Agreement or earlier as requested by District, Contractor will deliver to District any and all District property including, but not limited to, District-provided information, intellectual property, and equipment of District. Contractor further agrees that any property situated on District's premises, including disks and other storage media, filing cabinets or other work areas, is subject to inspection by District personnel at any time. The District shall have access, upon reasonable request, to Contractor's plans, job files, reports, data and records relating to the work performed under this Agreement.
9. Indemnification and Hold Harmless. Contractor agrees to and shall immediately defend, indemnify and hold harmless the District, its Board of Trustees, officers, agents, employees, and volunteers from all demands, claims, including active and passive claims, lawsuits, damages, of every kind and nature, losses, costs, attorneys' fees and expenses, liability or claim of liability for personal injury, bodily injury to persons or death, furnishing or use of any copyrighted or uncopyrighted matter or patented or unpatented invention, contractual liability, and damage to property sustained or claimed to have been sustained, arising out of, or pertaining to, activities or services provided by Contractor or its employees, subcontractors, or agents, whether authorized by this Agreement or not. Contractor further agrees to waive all rights of subrogation against the District. This paragraph does not apply to any damage or losses caused by the negligence or willful misconduct of District or its employees. The defense, indemnity and hold harmless provisions of this Agreement shall not be limited, impaired or diminished in any way by the insurance requirements set forth in this Agreement. This paragraph shall be construed in the broadest manner to provide for an immediate defense and indemnity of the claims set forth herein.
10. Insurance. Contractor agrees to carry commercial general liability insurance and automobile liability insurance with limits of one million dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect Contractor and District against liability or claims of liability, which may arise out of this Agreement. In addition, Contractor agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." No later than the Effective Date, Contractor shall provide District with certificates of insurance evidencing all coverages and endorsements required hereunder. Contractor agrees to name District and its officers, agents and employees as additional insureds by separate endorsement under said policy or policies. Nothing herein shall limit the obligations for Contractor to provide insurance as required under other provisions of this Agreement.
11. Assignment. The obligations of the Contractor pursuant to this Agreement shall not be assigned by Contractor without prior written consent from the District.
12. Notices. All notices that are required or permitted to be given under this Agreement shall be in writing and sent by either personal delivery, nationally recognized overnight courier service or prepaid, first class United States postal mail. Notices shall be sent to signatories to this Agreement at the addresses given therein.
13. Compliance with Applicable Laws. The services completed herein must meet the approval of District and shall be subject to District's general right of inspection to ensure the satisfactory completion thereof. Contractor agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to Contractor, Contractor's business, and personnel engaged in operations covered by this Agreement or accruing out of performing of such operations.
14. Permits/Licenses. Contractor and all Contractor's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services under this Agreement.
15. Employment with Public Agency. Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
16. Entire Agreement/Amendment. This Agreement and any exhibits, or general or specific terms and conditions attached hereto constitute the entire Agreement among the parties to it and supersedes any prior or contemporaneous understanding or agreement regarding the services contemplated, and may be amended only by a written amendment executed by both parties to this Agreement.
17. Nondiscrimination. Contractor agrees that it will not engage in unlawful discrimination in employment of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status,

sexual orientation, or gender of such person. To the extent applicable to the this Agreement, Contractor shall comply with the Executive Order 11246 entitled "Equal Opportunity in Federal Employment", as amended by Executive Order 11375 and 12086, and as supplemented in Department of Labor regulations (41 CFR Chapter 60).

18. Non-waiver. The failure of District or Contractor to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this Agreement, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.
19. Severability. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
20. Attorney Fees/Costs. Should litigation be necessary to enforce any terms or provisions of the Agreement, then the prevailing party shall be entitled to all legally-permitted expenses, including, but not limited to, witness fees, court costs, and attorneys' fees.
21. Governing Law. The laws of the State of California shall govern the terms and conditions of this Agreement with venue for any dispute arising hereunder to be solely proper in Orange County, California.
22. Construction of Agreement. If there is any uncertainty or ambiguity in the terms of this Agreement, it shall not be construed for or against any Party hereto on the grounds that such Party was responsible for drafting of any particular term set forth herein. The Parties each waive and relinquish in connection with this Agreement any and all rights that he/ she/it may have or claim under California Civil Code section 1654.
23. Conflict. In the event of any alleged, implied, or actual conflict between the express or implied provisions of this Agreement and the provisions of the exhibits, or any other document included herein, the provisions of this Agreement shall govern.
24. Captions. The captions of this Agreement shall have no effect on its interpretation.
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26. Singular and Plural. Where required by the context of this Agreement, the singular shall include the plural and vice-versa.
27. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators, and assigns of the respective Parties hereto.
28. Survival and Severability. Unless otherwise specifically provided, the covenants herein shall survive termination of this Agreement. The unenforceability, invalidity, or illegality of any provision of this Agreement shall not render the other provisions unenforceable, invalid, or illegal.
29. Consultant's Employees. Contractor shall at all times enforce appropriate discipline and good order among its employees and shall not employ or work any unfit person or anyone not skilled in providing the services required under this Agreement. It shall be the responsibility of Contractor to ensure compliance with this section. Any person in the employ of Contractor whom District may deem incompetent, unfit, intemperate, troublesome or otherwise undesirable shall be excluded from providing services under this Agreement and shall not again provide services except with District's written consent. Contractor shall ensure that persons who perform services on District's property, including without limitation K12 school districts, have not been convicted of any felony, have not been convicted of any controlled substance offense, and have not been convicted of any sex offense, as those terms are defined by Education Code section 45125.1.
30. Mandatory Claims Process, including Expedited Arbitration.

If District or Consultant has a claim regarding, arising from, or pertaining to this Agreement, this Mandatory Claims Process is the exclusive method for determining and resolving such claims.

A. Initial Review and Evaluation of a Claim

Within ten (10) business days of a party to this Agreement suffering a loss, that party shall advise the other party of the loss in writing by sending written notice to the signatory on this Agreement for the other party. Within ten (10)

business days of from the date of receipt of such written notice, the signatories to this Agreement shall meet and discuss and resolve the claim. A resolution reached at the Initial Review and Evaluation Meeting shall be reduced to writing and become an amendment to this Agreement upon approval by District's Board of Trustees.

**B. Expedited Mediation**

If the Initial Review and Evaluation Meeting does not resolve the claim, then within five (5) business days following the Initial Review and Evaluation Meeting the proponent of the claim shall send a list of four recognized mediators to the other party. Within five (5) business days of receipt of the list, the other party shall then either: (1) select a mediator from the list and notify the proponent of the claim of the selection of a mediator; or (2) if none of the proposed mediators are acceptable, then that party shall send an alternative list of four recognized mediators to the proponent of the claim. Within five within (5) business days of receipt of the alternative list, the proponent shall either: (1) select a mediator; or (2) if none of the mediators listed are acceptable, then notify the other party of that fact. If the foregoing process does not result in the selection of a mediator, then the mediation requirement of this paragraph shall not be required and the parties will proceed to the process set forth in paragraph C of Section 30 hereof.

**C. Expedited Arbitration**

Within five (5) business days following an unsuccessful mediation or if no mediation takes place, the proponent of the claim shall send a list of four recognized arbitrators to the other party. Within five (5) business days of receipt of the list, the other party shall then either: (1) select an arbitrator from the list and notify the proponent of the claim of the selection of an arbitrators; or (2) if none of the proposed arbitrators are acceptable, then that party shall send an alternative list of four recognized arbitrators to the proponent of the claim. Within five within (5) business days of receipt of the alternative list, the proponent shall either: (1) select an arbitrator; or (2) if none of the arbitrators listed are acceptable, then notify the other party of that fact. The arbitrators shall be from either JAMS, ADR Services, or the American Arbitration Association. If the foregoing process does not result in the selection of an arbitrator, then the proponent of the claim shall notify one of the foregoing three alternative dispute resolution services and that service shall select an arbitrator. The arbitration shall take place and be concluded within forty five (45) days of the selection of an arbitrator and shall not take more than two (2) full day sessions with the time of the arbitration being divided equally between the parties. The arbitrator's decision must be based on admissible facts. "Admissible Facts" are defined as facts that would be admissible in court under the California Rules of Evidence. The arbitrator's decision must also be based upon applicable law. The arbitrator does not have the power or discretion to fashion any remedy on the contract that he or she sees fit. Rather, the arbitrator's decision must be based on admissible facts and applicable law and in accord with the terms, condition and provisions of the contract. The arbitrator shall issue a written Statement of Decision applying the admissible facts to applicable law under the contract in reaching his/her determination. The arbitrator's decision shall be final and binding and can be introduced into court for the purpose of obtaining a judgment thereon provided the arbitrator has complied with the provisions of this paragraph. Should the arbitrator fail to do so, then an objecting party has the right to have the claim determined in court. The parties agree that the dispute resolutions of this Paragraph 30 are mandatory and the exclusive procedure to determine claims made regarding this Agreement that should a party fail to follow them that the claim is waived, released, and forever forfeited. Each party shall bear its own attorney's fees and costs.

[Remainder of page intentionally left blank]

## REQUIRED DOCUMENTS AND CERTIFICATIONS

**\*All checked items must be on file with Purchasing Department.**

<p style="text-align: center;"><b>Certificates of Insurance</b></p> <ul style="list-style-type: none"> <li>✓ Commercial General Liability Insurance – Additional Insured Endorsement Option 1: form CG 20 10 11 85 or Option 2: Choose either Form CG 20 10 07 04 <u>or</u> Form CG 20 33 07 04 Either form <b><u>must be accompanied</u></b> by Form CG 20 37 07 04</li> <li>✓ Business Auto Liability Insurance</li> <li>✓ Workers’ Compensation and Employers Liability Insurance</li> </ul> <p style="text-align: center;">Refer to Article 10. INSURANCE REQUIREMENTS</p>
<ul style="list-style-type: none"> <li>✓ Certification by Contractor Criminal Records Check</li> </ul>
<ul style="list-style-type: none"> <li>✓ W-9</li> </ul>

EXHIBIT A



**Non Public Agency / Special Education and Related Services**

**Rate Sheet 2017-18**

\*Rates/per hour

(1) Behavior Intervention	
Behavior Intervention Design Planning	\$120.
Behavior Intervention Implementation	\$75.
(2) Counseling & Guidance	
Educational Counseling	\$75.
Parent Counseling & Training	\$75.
Educationally Related Mental Health Services	\$120.
Educationally Related Intensive Counseling Services	\$120.
(3) Language Speech Development & Remediation	\$120.
(4) Occupational Therapy	\$120.
(5) Vocational Education and Career Development	\$90.
(6) Comp. Education - Academic Tutoring	\$75.
(7) Vision Services	\$75.
(8) Academic Achievement Test	
Woodcock Johnson IV	\$75.
Scantron Performance & Achievement Series	\$75.

**Capistrano Unified School District – Indian Education**  
**Fee Schedule / Program Information 2017-2018**

Provider: Professional Tutors of America, Inc.  
Address: 3350 E. Birch Street, Suite 108, Brea, CA 92821  
Contact Person: Robert Gordon  
Phone: (800) 832-2487 x254  
Fax: (714) 671-1887  
E-mail: [Rgordon@professional tutors.com](mailto:Rgordon@professional tutors.com)  
Website: [www.professional tutors.com](http://www.professional tutors.com)

1. Give a brief description (a paragraph) that can be sent to parents regarding the types of services your company can provide to students.

We provide individualized tutoring instruction (always One-to-One) in math, reading, English language arts or science. We serve students in all grade levels (from K-12<sup>th</sup> grade). Tutoring is done at the student's home or at a local library, whichever the parent prefers. The tutoring lessons focus on learning objectives, providing maximum results. We have Spanish-speaking tutors and staff available. We have been providing one-to-one tutoring for 33 years, and one-to-one tutoring is proven to be the most effective method of learning. Our teachers are all college graduates, and most of them have had teaching experience in either public or private schools. We have a strong, proven record with over 300 school districts, improving academic skills, motivating students, and building self-confidence.

Proporcionamos la instrucción individualizada (Siempre Enseñamos Uno-a-Uno) en matemáticas, lectura, artes de lengua, o ciencia. Servimos a estudiantes en todos los niveles de grado (de grado de K-12<sup>th</sup>). El curso particular se hace en el hogar del estudiante o en una biblioteca local, dependiendo de la preferencia del padre. Las lecciones del curso particular se centran en objetivos, proporcionando resultados máximos. Tenemos profesores particulares y personales disponibles que hablan español. Hemos estado proporcionando el curso particular por 33 años, que ha demostrado ser el método más efecto de aprendizaje. Nuestros profesores son graduados de la universidad, y la mayor parte han tenido experiencia de enseñanza en escuelas privadas o públicas. Tenemos un expediente fuerte, probado con 300 distritos escolares, mejorando las habilidades académicas, motivando estudiantes, y construyendo confianza en sí mismo.

2. Cost(s) associated with your program (hourly rate): **\$55.00 per hour for One-to-One tutoring**
3. Location of services: **Student's home, or the local library—parent's choice.**

FIRST AMENDMENT TO PSA NO. 1718079

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND PROVIDENCE SPEECH AND  
HEARING CENTER

This First Amendment to PSA No. 1718079 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and Providence Speech and Hearing Center (hereinafter referred to as "Consultant").

RECITALS

WHEREAS on August 23, 2017, District's Board of Trustees approved an Agreement with Consultant for the term from July 1, 2017 through June 30, 2018 under which Consultant would provide services described therein. A copy of said Agreement is attached as Exhibit 1 to this First Amendment to Agreement; and

WHEREAS, District desires to amend PSA No. 1718079 to reflect a new total contract value of \$110,000.00;

NOW, THEREFORE, said Agreement is amended as follows:

1. The second sentence of the paragraph entitled Fees and Expenses shall be amended to read: The total cost of services requested by District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than \$110,000.00 in the aggregate under the term of this Agreement, as amended.

2. All other terms and conditions of said Agreement, as amended, not expressly amended herein shall remain in full force and effect.

**Capistrano Unified School District**

**Vendor**

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Lynh N. Rust  
Print Name

Andrew Simone  
Print Name

Executive Director, Contracts & Purchasing  
Title

Chief Financial Officer  
Title

Board Approval Date: December 6, 2017

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





## PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of August 24, 2017 ("Effective Date") by and between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("District") and the consultant listed below ("Consultant"). District and Consultant may be referred to as "Party" or collectively as the "Parties".

### PROVIDENCE SPEECH AND HEARING CENTER

WHEREAS, District is authorized, following approval of this Agreement by its Board of Trustees, pursuant to its general authority set forth in California Education Code §35160, Government Code §§4526 and 53060, to contract with and employ any persons for the furnishing of special professional services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, District is in need of such special services and advice, specifically those described in Exhibit A, and

WHEREAS, Consultant represents that he/she/it is specially trained, experienced, licensed, and competent to perform the special professional services required by the District, and such services are needed on a limited basis (hereinafter referred to as "Consulting Services");

NOW, THEREFORE, the Parties agree as follows:

Scope of Work/Services. Consultant shall perform the Consulting Services as set forth in Consultant's Proposal which is attached hereto, marked as Exhibit A (hereinafter referred to as "Contracted Services"), and incorporated as if fully set forth herein. Consultant's specific scope of work shall be set forth in Exhibit A and/or supplemented by purchase orders or other written instructions subsequently issued by the District.

Fees and Expenses. For the Consulting Services provided for hereunder, Consultant shall be compensated as set forth in Exhibit A. The total cost of services requested by District and provided by Consultant under this agreement is estimated to be \$60,000.00 in the aggregate under term of this Agreement.

Term of Agreement. The term of this base Agreement is for July 1, 2017 to June 30, 2018, with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code section 17596.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents titled General Conditions, Special Conditions and Required Documents and Certifications, and associated Purchase Order(s), which by this reference are incorporated herein. District and Consultant acknowledge, and agree to be bound by, the terms set forth in the selected documents attached to this Agreement, as if such additional terms were fully set forth in full herein.

[ X ] General Conditions      [ ] Special Conditions      [ X ] Required Documents and Certifications      [ X ] Purchase Order(s)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written above.

#### DISTRICT

By: Philippe Tansard  
Name: Lynh N. Rust  
Title: Executive Director, Contracts & Purchasing  
Board Approval Date: August 23, 2017

#### CONSULTANT

Signature: [Signature]  
Name: Andrew Simone  
Title: Chief Financial Officer  
Address: 1301 W Providence Ave  
Orange, CA 92868  
Email Address: asimone@pshc.org  
FEIN: 95-6154473

## GENERAL CONDITIONS

District and Consultant acknowledge, and agree to be bound by, the provisions set forth below:

1. Engagement of Services. District engages the services of Consultant under the terms in the Agreement and these additional provisions. Consultant agrees to exercise the highest professionalism and utmost care, and to utilize Consultant's expertise and talents in completing such services. Consultant agrees that it will act in a manner it believes to be in the best interest of District rather than for itself or another third party. Consultant agrees that it shall perform its services in a timely manner. Consultant agrees to provide Consultant's own equipment, tools and other materials at Consultant's own expense, unless otherwise agreed to in writing by the District. District will make its facilities and equipment available to Consultant when necessary, upon written permission by authorized District personnel. Consultant may not assign, subcontract or otherwise delegate Consultant's obligations under the Agreement without District's prior written consent. Consultant shall devote such time to the performance of services under this Agreement that are reasonably necessary for satisfactory performance of the services and obligations hereunder.
2. Invoicing. For hourly services, Consultant shall submit invoices to District on a monthly basis with all requested documentation substantiating invoiced charges. For services performed under an agreed fixed fee, Consultant shall submit invoices to District upon completing the services or as otherwise agreed to expressly in this Agreement.
3. Expenses. Consultant shall handle all expenses incurred in performing services under the Agreement, unless otherwise agreed upon in writing by District.
4. Independent Consultant. Consultant, in performing this Agreement, shall be, and act as, an independent Consultant. Consultant understands and agrees that he/she/it, all his/her/its employees, agents and Consultants shall not be considered officers, employees or agents of District, and are not entitled to benefits of any kind or nature normally provided employees of District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant assumes the full responsibility for the acts and/or omissions of his/her/its employees, agents and Consultants as they relate to the services to be provided under this Agreement. Consultant shall assume full responsibility for payment of all Federal, State and local taxes or contributions, including unemployment insurance, social security and income taxes, and insurance, including workers' compensation, with respect to Consultant's employees. Further, Consultant and its personnel shall not have the authority, express or implied, to act as an agent on behalf of, or bind, the District, unless expressly authorized in writing by the District.
5. Originality of Services. Consultant agrees that all technologies, formulae, procedures, processes, methods, writings, and ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, submitted to the District and/or used in connection with this Agreement, shall be wholly original to Consultant and shall not be copied in whole or in part from any other source.
6. Copyright/Trademark/Patent. Consultant understands and agrees that all matters produced under this Agreement, including information prepared, produced, or provided, such as, for illustrative purposes, documents, writings, typewriting, printing, photostatting, computer models, plans, drawings, etc., shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matters in the name of District. Consultant consents to use of Consultant's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. Any trade secrets of the District which come into the possession of Consultant in connection with services under this Agreement, remain the property of the District and Consultant expressly agrees to keep such trades secrets confidential.
7. Termination. District may terminate the Agreement at its convenience and without any breach by Consultant upon ten (10) calendar days' prior written notice to Consultant. District may also terminate the Agreement immediately in its sole discretion for cause or upon Consultant's breach of any provision of the Agreement. Cause means (a) any act of dishonesty or a plea of no contest to a felony or any crime involving moral turpitude by an individual with whom the District contracts directly, or an owner, officer or director of an entity with whom the District contracts; (b) any reasonable suspicion of fraud; (c) negligence in the performance of duties under the Agreement; and (d) nonperformance, as determined by the District, of any reasonable and lawful duty assigned under the Agreement. Consultant may terminate this Agreement at any time upon thirty (30) days' prior written notice to District. Consultant and District each agree to sign any documents reasonably necessary to complete Consultant's discharge or withdrawal.

Upon termination of this Agreement for any reason, Consultant's fees will be prorated based on the work completed at the time of termination for work then in progress, to and including the effective date of such termination, which shall be substantiated by appropriate documentation. Unless other terms are set forth in this Agreement, District will reimburse Consultant for previously approved expenses in compliance with the policies of the District.

8. Return of District Property. Upon termination of this Agreement or earlier as requested by District, Consultant will deliver to District any and all District property including, but not limited to, District-provided information, intellectual property, and equipment of District. Consultant further agrees that any property situated on District's premises, including disks and other storage media, filing cabinets or other work areas, is subject to inspection by District personnel at any time. The District shall have access, upon reasonable request, to Consultant's plans, job files, reports, data and records relating to the work performed under this Agreement.
9. Indemnification and Hold Harmless. Contractor agrees to and shall immediately defend, indemnify and hold harmless the District, its Board of Trustees, officers, agents, employees, and volunteers from all demands, claims, including active and passive claims, lawsuits, damages, of every kind and nature, losses, costs, attorneys' fees and expenses, liability or claim of liability for personal injury, bodily injury to persons or death, furnishing or use of any copyrighted or uncopyrighted matter or patented or unpatented invention, contractual liability, and damage to property sustained or claimed to have been sustained, arising out of, or pertaining to, activities or services provided by Contractor or its employees, subcontractors, or agents, whether authorized by this Agreement or not. Contractor further agrees to waive all rights of subrogation against the District. This paragraph does not apply to any damage or losses caused by the negligence or willful misconduct of District or its employees. The defense, indemnity and hold harmless provisions of this Agreement shall not be limited, impaired or diminished in any way by the insurance requirements set forth in this Agreement. This paragraph shall be construed in the broadest manner to provide for an immediate defense and indemnity of the claims set forth herein.
10. Insurance. Consultant agrees to carry commercial general liability insurance and automobile liability insurance with limits of one million dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect Consultant and District against liability or claims of liability, which may arise out of this Agreement. In addition, Consultant agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." No later than the Effective Date, Consultant shall provide District with certificates of insurance evidencing all coverages and endorsements required hereunder. Consultant agrees to name District and its officers, agents and employees as additional insureds by separate endorsement under said policy or policies. Nothing herein shall limit the obligations for Consultant to provide insurance as required under other provisions of this Agreement.
11. Assignment. The obligations of the Consultant pursuant to this Agreement shall not be assigned by Consultant without prior written consent from the District.
12. Notices. All notices that are required or permitted to be given under this Agreement shall be in writing and sent by either personal delivery, nationally recognized overnight courier service or prepaid, first class United States postal mail. Notices shall be sent to signatories to this Agreement at the addresses given therein.
13. Compliance with Applicable Laws. The services completed herein must meet the approval of District and shall be subject to District's general right of inspection to ensure the satisfactory completion thereof. Consultant agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to Consultant, Consultant's business, and personnel engaged in operations covered by this Agreement or accruing out of performing of such operations.
14. Permits/Licenses. Consultant and all Consultant's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services under this Agreement.
15. Employment with Public Agency. Consultant, if an employee of another public agency, agrees that Consultant will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
16. Entire Agreement/Amendment. This Agreement and any exhibits, or general or specific terms and conditions attached hereto constitute the entire Agreement among the parties to it and supersedes any prior or contemporaneous

understanding or agreement regarding the services contemplated, and may be amended only by a written amendment executed by both parties to this Agreement.

17. Nondiscrimination. Consultant agrees that it will not engage in unlawful discrimination in employment of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, sexual orientation, or gender of such person. To the extent applicable to the this Agreement, Consultant shall comply with the Executive Order 11246 entitled "Equal Opportunity in Federal Employment", as amended by Executive Order 11375 and 12086, and as supplemented in Department of Labor regulations (41 CFR Chapter 60).
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[Remainder of page intentionally left blank]

## REQUIRED DOCUMENTS AND CERTIFICATIONS

**\*All checked items must be on file with Purchasing Department.**

- ✓ Professional License to Practice

### **Certificates of Insurance**

- ✓ 1. Commercial General Liability Insurance – Additional Insured Endorsement  
Option 1: form CG 20 10 11 85  
or  
Option 2: Choose either Form CG 20 10 07 04 **or** Form CG 20 33 07 04  
Either form **must be accompanied** by Form CG 20 37 07 04

OR

- ✓ Errors & Omissions/Malpractice (Professional Liability Insurance) including Sexual Molestation and Abuse coverage unless waived in writing by the District.
- ✓ 2. Business Auto Liability Insurance
- ✓ 3. Workers' Compensation and Employers Liability Insurance

Refer to Article 10. INSURANCE REQUIREMENTS

- ✓ Certification by Consultant Criminal Records Check

- ✓ W-9

PROVIDENCE SPEECH AND HEARING CENTER  
NPA IA-30-209

Pricing effective school year 2017-2018

SCHOOL DIS CODES	Service	DESCRIPTION	CHARGE
53	Evaluation	Pediatric Audiological Evaluation(0-7 years)	\$600.00
53	Evaluation	Audiological Evaluation	\$585.00
53	Evaluation	Auditory Brainstem Response	\$745.00
53	Evaluation	Central Auditory Processing, Comprehensive	<b>\$2,050.00</b>
53	Evaluation	Otoacoustic Emissions, Extended	\$420.00
53	Consultation	Other audiology service	\$135/hr
50	Evaluation	Speech & Language Evaluation	\$600.00
50	Consultation	Other speech services	\$135/hr
50	Treatment	Speech Therapy	DOE Approved Rate \$96.41 per hour <del>\$150 / 1 hr session</del>
50	Treatment	Speech Therapy	DOE Approved Rate \$96.41 per hour <del>\$95 / 1/2 hr session</del>
50	Treatment	Jumpstart or Speech group Therapy, per hour	\$55 / 1hr
57	Evaluation	OT Evaluation	\$600.00
57	Treatment	OT Therapy	DOE Approved Rate \$112.27 per hour <del>\$150 / 1hr</del>
50, 53, 57	Consultation	Other OT service	\$135 / 1hr

\*Evaluation & Treatment Service rates are inclusive of record review by a Licensed Clinician, Testing, Summerization of Test results, Case conferencing by phone, and Treatment Recommendations. Consultations will be billed hourly and will be listed seperately from Evaluations & Treatment.

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services

Prepared by: Carlos Chicas, Director of Transportation

Date: December 6, 2017

Board Item: Resolution No. 1718-29, Retirement Incentive for Classified Non-Management Teamsters 952 Employees

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**HISTORY**

The District has successfully utilized Public Agency Retirement Services (PARS) for early retirement program services in the past for four other prior District offerings.

**BACKGROUND INFORMATION**

The District worked with PARS to design a Supplementary Retirement Plan (SRP), which is a retirement incentive that is designed to encourage senior Classified Non-Management Teamsters employees to retire early. The goal of the program is to generate savings, or at a minimum, no cost to the District by increasing the number of retirements in the 2017-2018 school year.

As the administrator of the SRP, PARS will assist the District in the initial design, perform plan communication and enrollment, and conduct all ongoing administration of the program. PARS will hold orientation meetings at District locations to provide information regarding the program to eligible employees and will be available for questions and additional information throughout the enrollment period. Pacific Life Insurance Company will serve as the plan insurer. Pacific Life is rated A+ (Superior) by A.M. Best.

**CURRENT CONSIDERATIONS**

The SRP would provide participating employees with a tax-qualified annuity based on total District contributions of 60 percent of their final year salary. This annuity is paid for by the District over a five-year period. The program requires all employees to resign from District employment at the end of the school year, no later than June 30, 2018. Approximately 43 employees are eligible for the offer.

**FINANCIAL IMPLICATIONS**

The ultimate savings or cost of the program will be determined based on the actual number of enrolled employees and resulting replacement employee costs. A final analysis based on the actual enrolled employees will be presented to the Board after the close of the enrollment window. If the program is unable to demonstrate fiscal savings, the program may be rescinded.



**STAFF RECOMMENDATION**

It is recommended that the Board of Trustee adopt Resolution No. 1718-29 approving entering into an agreement with PARS to design and administer a supplementary retirement plan for eligible classified non-management teamster employees, provided there is sufficient employee participation and demonstrated fiscal savings to the District.

**PREPARED BY:** Carlos Chicas, Director of Transportation

**APPROVED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services

# PARS Supplementary Retirement Plan



## Capistrano Unified School District

December 6, 2017

PUBLIC  
AGENCY  
RETIREMENT  
SERVICES

# PARS

TRUSTED SOLUTIONS. LASTING RESULTS.



# PARS Background

- Established in 1983
- 3<sup>rd</sup> Largest Multiple Employer Public Retirement System in California
- 800+ Member Agencies
- Over 375,000 Participants
- 1,400+ Retirement Plans
- Headquarters in Orange County
- \$2.5 Billion of assets under administration

# Sampling of 320+ PARS SRP Clients

## Orange County SRP Client List

- Anaheim Elementary School District
- Anaheim Union High School District
- Brea-Olinda Unified School District
- Buena Park School District
- ***Capistrano Unified School District***
- Cypress School District
- El Rancho Charter School
- Fountain Valley School District
- Fullerton Joint Union High School District
- Fullerton School District
- Huntington Beach City School District
- Huntington Beach Union High School District
- Irvine Unified School District
- Los Alamitos Unified School District
- Newport-Mesa Unified School District
- Ocean View School District
- Orange Unified School District
- Placentia-Yorba Linda Unified School District
- Saddleback Valley Unified School District
- Santa Ana Unified School District
- Santiago Charter Middle School
- Savanna School District
- South Orange County CCD
- Tustin Unified School District
- Westminster School District

## Other Districts (non Orange County)

- Alameda Unified School District
- Bakersfield City School District
- Corona-Norco Unified School District
- Elk Grove Unified School District
- Fresno Unified School District
- Long Beach Unified School District
- Los Angeles Unified School District
- Moreno Valley Unified School District
- Oakland Unified School District
- Riverside Unified School District
- Sacramento City USD
- San Bernardino City USD
- San Diego Unified School District
- San Francisco Unified School District
- Stockton Unified School District
- Sweetwater Union High School District
- Twin Rivers Unified School District

## County Office of Education

- Alameda County Office of Education
- Los Angeles County Office of Education
- Orange County Office of Education
- San Bernardino County Office of Education
- Sacramento County Office of Education
- Santa Clara County Office of Education
- Sonoma County Office of Education

# PARS Supplementary Retirement Plan

- Retirement Incentive Plans encourage long-term or senior employees, typically at the top of the salary schedule, to retire early.
- The savings are achieved by replacing the senior employee with a lower paid employee or not replacing at all.
- The goal is to increase the number of natural attrition retirements by 3-4 times.

# SRP Process and Steps

- Board approves a contingent plan offering to designated eligible employees, which creates a 45-60 day enrollment window
- Interested employees submit an irrevocable letter of resignation during the enrollment period.
- At the end of the enrollment period, a fiscal analysis is conducted to determine the savings (or cost) to District
- Based on results, Board determines if Plan proceeds or is cancelled
- If Plan proceeds, employees resign
- If Plan is canceled, the offer and resignation letters are rescinded

# Proposed Plan Design

**Plan offered through a tax-sheltered annuity program:  
Internal Revenue Code Section 403(b)**

## **Total Contribution of 60% of Final Pay**

- Post-Employment contributions funded over a period of five (5) years following termination of employment
- District Contributions are used to fund the purchase of an annuity through Pacific Life Insurance Co.
- Administrative expenses paid by plan participants
- Distribution options receive favorable tax treatment and are eligible for IRA rollovers

# Pacific Life Insurance Company

- Founded in 1868, Pacific Life Insurance Company provides life insurance products, individual annuities, and mutual funds, and offers a variety of investment products and services to individuals, businesses and pension plans
  - *PARS does not receive any compensation from Pacific Life Insurance Company*
- As of December 31, 2016, \$143 billion in Company Assets
- Highly Rated: AM Best: A+ (Superior), Standard & Poor: AA- (Very Strong), Fitch: A+ (strong), which puts them among some of the most highly rated insurance companies in the U.S.
- All annuity contracts are fully guaranteed by Pacific Life and its General Investment Account Portfolio
- Visit them for more information and current ratings at [www.pacificlife.com](http://www.pacificlife.com)





# What are the Benefit Choices?

**Lifetime**      A monthly cash payment for your lifetime only  
(Option 1)

**Joint & 100% Survivor**      A modified monthly cash payment for your lifetime and the  
(Option 2)      lifetime of your one named beneficiary

**Life or 10 Year**      A modified monthly cash payment for the greater of your  
(Option 3)      lifetime or 10 years

**Fixed Payments**      Higher monthly payments guaranteed to pay out for a fixed  
(Options 5-15)      number of years. Options 5-9 are eligible for direct rollover  
into a traditional IRA or to an eligible employer retirement  
plan that accepts the rollover

# Sample Benefit Illustration: Classified Non-Management

## Total Contribution of 60% of Final Pay

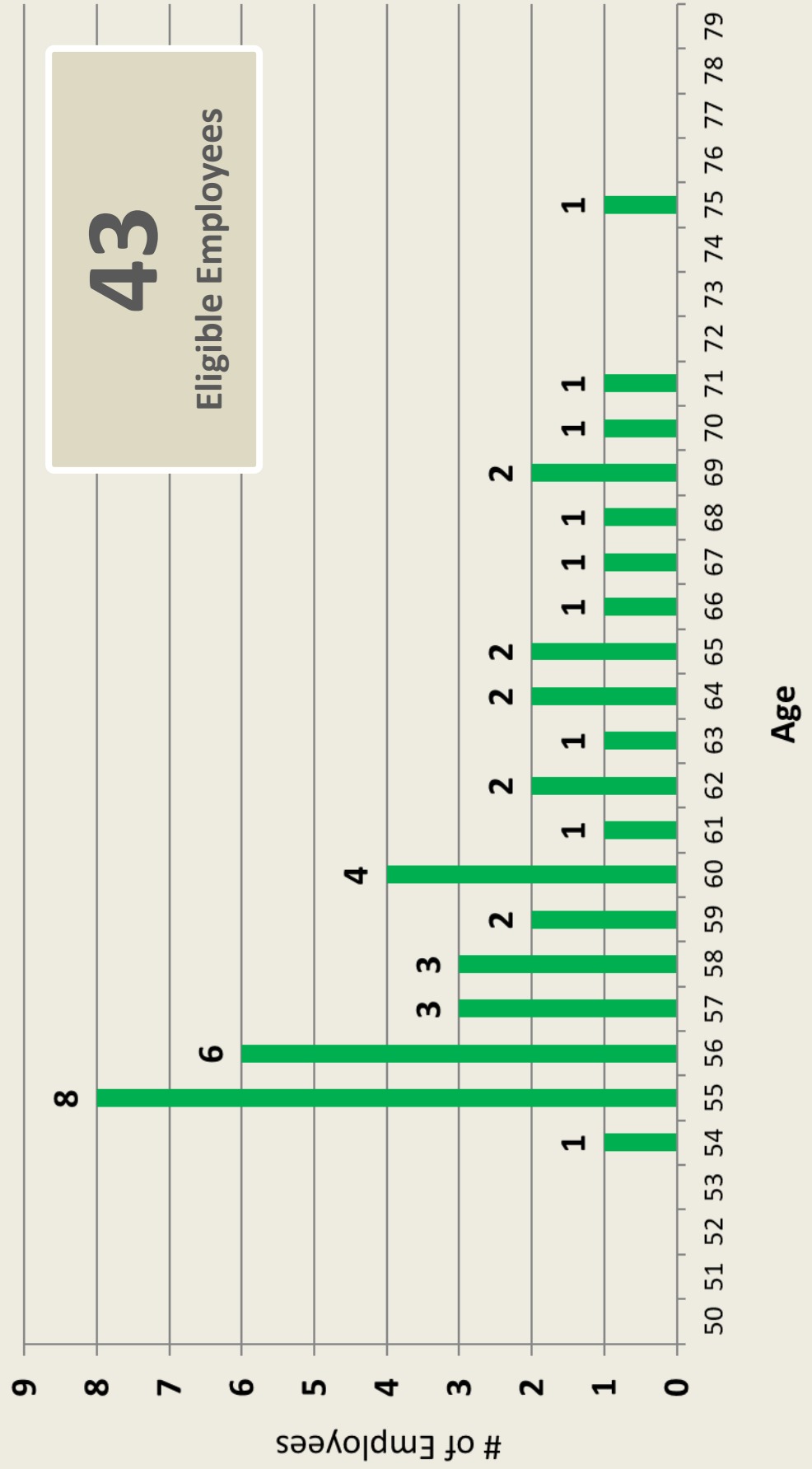
Option	Duration	60% of Final Pay Monthly Benefit
Option 1	Retiree's Life	\$111.07
Option 2	Retiree's and Beneficiary's Life	\$94.66
Option 3	Greater of Lifetime or 10 years	\$109.55
Option 5*	5 Years Guaranteed Pay Out	\$433.82
Option 6*	6 Years Guaranteed Pay Out	\$366.33
Option 7*	7 Years Guaranteed Pay Out	\$318.25
Option 8*	8 Years Guaranteed Pay Out	\$282.31
Option 9*	9 Years Guaranteed Pay Out	\$254.47
Option 10	10 Years Guaranteed Pay Out	\$232.29
Option 11	11 Years Guaranteed Pay Out	\$214.19
Option 12	12 Years Guaranteed Pay Out	\$199.12
Option 13	13 Years Guaranteed Pay Out	\$186.36
Option 14	14 Years Guaranteed Pay Out	\$175.42
Option 15	15 Years Guaranteed Pay Out	\$165.95

\*Can be rolled over to an IRA or another Qualified Plan

# Plan Assumptions

	Classified Non-Management (Teamsters)
Eligibility Requirements	Age <b>55</b> and <b>5</b> Years of Service or Age <b>50</b> and <b>30</b> years of Service as of June 30, 2018
Benefit Level	<b>60% of Final Pay</b>
Replacement Salary	<b>78.35% of Current Base Salary</b> (Step 1) or <b>86.38% of Current Base Salary</b> (Step 3) based on District replacement projections
Health Care Costs	Active & Replacement: <b>\$16,217</b> Retiree (Until Age 65): <b>\$5,772 (minimum of 10 years of Service – prorated by years of service at retirement 50-100%)</b>
PERS Retirement Plan Costs	2018-19 18.100% 2019-20 20.800% 2020-21 23.800% 2021-22 25.200%
PARS Plan Funding	<b>5 Year Annuity</b> purchased through Pacific Life Insurance

# Plan Eligibility: Classified Non-Management



## 60% of Final Pay

### Assuming 100% Full-Replacement of Positions

*\*All figures are based on the averages of the 25 eligible employees the District identified as interested in the plan.*

Participation Scenario	Number of Retirements	Percentage Retirements	Projected Savings in Year 1	Projected Savings over 3 Years	Projected Savings over 5 Years
Break-even	10	23.26%	\$42,121	\$65,895	\$8,598
Break-even plus 1	11	25.58%	\$50,601	\$82,948	\$22,863
50% of Interested Employees	13	30.23%	\$67,561	\$115,893	\$48,362

# Proposed Timeline

Timeframe	Action
December 6, 2017	• Board authorization to offer contingent plan to eligible employees
Mid December 2017	• PARS mails individual benefit illustration packets to eligible employees
Mid December 2017	• PARS holds orientation meetings
Late January 2018	• PARS holds individual workshop meetings
January 26, 2018	• PARS enrollment window closes
February 28, 2018	• Board approves/rescinds the Plan no later than this date
June 30, 2018	• Employees resign from District employment on last day
August 1, 2018	• PARS Benefit Checks commence

# Retiree Services

- Dedicated Call-in Center for SRP Retirees
- 1099R forms
- Tax-Withholding
- Direct Deposit
- IRA Rollovers
- Beneficiary Updates

# Why PARS

- Exclusive focus on retirement plan consulting and administration
- Clear leader in providing retirement incentive programs not just in Orange County, but throughout California
- Innovator in retirement plan design
- Proven Track record with Capistrano Unified School District
- Impartial and Consistent Analytical Models
- Strength and stability offered by Pacific Life Insurance Company
- Local Plan Administration
- Fully disclosed fees



# PARS Supplementary Retirement Plan

## Dennis Yu, CEBS

Senior Vice President

800-540-6369 x 104

[dyu@pars.org](mailto:dyu@pars.org)

## Rachael Sanders, CEBS

Manager, Retirement Programs

800-540-6369 x 104

[rsanders@pars.org](mailto:rsanders@pars.org)

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

**RESOLUTION NO. 1718-29**

**RETIREMENT INCENTIVE FOR CLASSIFIED NON-MANAGEMENT TEAMSTERS 952  
EMPLOYEES**

*WHEREAS* it is determined to be in the best fiscal interest of the Capistrano Unified School District and its employees to provide a retirement incentive offer to eligible employees who wish to voluntarily exercise their option to separate from District Service;

*WHEREAS* there is no cash option available to employees in lieu of this retirement incentive offer;

*WHEREAS* Public Agency Retirement Services (PARS) has made available to the District a Supplementary Retirement Plan, a retirement incentive program supplementing STRS/PERS, and qualifying under the relevant sections of § 403(b) of the Internal Revenue Code;

*WHEREAS* the District, pursuant to applicable policy and/or a collective bargaining agreement, desires to adopt the Supplementary Retirement Plan and to fund the incentive through nonelective employer, post-employment contributions to the PARS designated 403(b) provider.

*NOW THEREFORE, BE IT RESOLVED THAT:*

1. The Board of Trustees of the District hereby adopts the PARS Supplementary Retirement Plan, as part of the District retirement program, effective December 6, 2017; and
2. The retirement incentive must meet the District's fiscal and operational objectives in order for the plan to go into effect. If these goals are not reached, the District may withdraw the retirement incentive. If the District withdraws the retirement incentive, resignations may be rescinded; and
3. The Board of Trustees of the District hereby appoints the Assistant Superintendent, Fiscal Services, or her successor or her designee as the District's Plan Administrator; and
4. The District's PARS Plan Administrator is hereby authorized to execute the contracts, custodial agreement facilitating the payment of contributions to the 403(b) arrangement, and other legal documents related to a trust or the plan on behalf of the District and to take whatever additional actions are necessary to maintain the District's participation in the plan and to maintain compliance of any relevant regulations issued.

AYES (    )  
NOES (    )  
ABSTAIN (    )  
ABSENT (    )

I, Kirsten M. Vital, Secretary of the Capistrano Unified School District Board of Trustees, hereby certify that the above and foregoing Resolution was duly and regularly adopted by the said Board at the meeting on the 6<sup>th</sup> day of December, 2017, by a roll call vote.

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Patricia Holloway  
Clerk of the Board of Trustees

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Kirsten M. Vital  
Superintendent  
Secretary of the Board of Trustees

**AGREEMENT FOR ADMINISTRATIVE SERVICES**

This agreement ("Agreement") is made this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between Phase II Systems, a corporation organized and existing under the laws of the State of California, doing business as Public Agency Retirement Services and PARS (hereinafter "PARS") and the Capistrano Unified School District ("Agency").

WHEREAS, the Agency is desirous of retaining PARS to act as administrator to assist the Agency in the establishment of early retirement incentive programs through contributions to purchase an *IRC 403(b)* fixed annuity contract ("Plan"), for the benefit of Agency's eligible employees and their beneficiaries ("Participants"); and

WHEREAS, the Agency wishes for PARS to provide consulting, analytical, and administrative services necessary to implement the Plan; and

WHEREAS, in performance of the duties set forth hereinafter PARS shall designate from time to time a custodian and/or trustee to receive Employer Plan contributions ("Custodian") designated for Participants; and

WHEREAS, in performance of the duties set forth hereinafter, PARS shall designate from time to time an insurance company for the purpose of paying Participants a specified amount of money on a regular basis over a specified period of time ("Insurance Company") pursuant to the terms of the Plan.

NOW THEREFORE, the parties agree:

1. **Services.** PARS will provide the services pertaining to the Plan as described in the exhibit attached hereto as "Exhibit 1A" ("Services") in a timely manner, subject to the further provisions of this Agreement.
2. **Fees for Services.** PARS will be compensated for performance of the Services as described in the exhibit attached hereto as "Exhibit 1B".
3. **Payment Terms.** Payment for the Services will be remitted directly from contributions for the Plan that Agency has made to the Custodian unless otherwise stated in Exhibit 1B. In the event that the Agency chooses to make payment directly to PARS, it shall be the responsibility of the Agency to remit payment directly to PARS based upon an invoice prepared by PARS and delivered to the Agency. If payment is not received by PARS within thirty (30) days of the invoice delivery date, the balance due shall bear interest at the rate of 1.5% per month.
4. **Fees for Services Beyond Scope.** Fees for services beyond those specified in this Agreement will be billed to the Agency at the rates indicated in the PARS standard fee schedule in effect at the time the services are provided and shall be payable as described in Section 3 of this Agreement. Before any such services are performed, PARS will provide the Agency with a detailed description of the services, terms, and applicable rates for such services. Such services, terms, and applicable rates shall be agreed upon in writing and executed by both parties.

5. **Information Furnished to PARS.** PARS will provide the Services contingent upon the Agency's providing PARS the information specified in the exhibit attached hereto as "Exhibit 1C" ("Data"). It shall be the responsibility of the Agency to certify the accuracy, content and completeness of the Data so that PARS may rely on such information without further audit. It shall further be the responsibility of the Agency to deliver the Data to PARS in such a manner that allows for a reasonable amount of time for the Services to be performed. Unless specified in Exhibit 1A, PARS shall be under no duty to question Data received from the Agency, to compute contributions made to the Plan, to determine or inquire whether contributions are adequate to meet and discharge liabilities under the Plan, or to determine or inquire whether contributions made to the Plan are in compliance with the Plan or applicable law. In addition, PARS shall not be liable for non-performance of Services to the extent such non-performance is caused by or results from erroneous and/or late delivery of Data from the Agency. In the event that the Agency fails to provide Data in a complete, accurate and timely manner and pursuant to the specifications in Exhibit 1C, PARS reserves the right, notwithstanding the further provisions of this Agreement, to terminate this Agreement upon no less than ninety (90) days written notice to the Agency.
6. **Suspension of Contributions.** In the event contributions are suspended, either temporarily or permanently, prior to the complete discharge of PARS' obligations under this Agreement, PARS reserves the right to bill the Agency for Services under this Agreement at the rates indicated in PARS' standard fee schedule in effect at the time the services are provided, subject to the terms established in Section 3 of this Agreement. Before any such services are performed, PARS will provide the Agency with written notice of the subject services, terms, and an estimate of the fees therefore.
7. **Records.** During the term of this Agreement, and for a period of five (5) years after termination of this Agreement, PARS shall provide duly authorized representatives of the Agency access to all records and material relating to calculation of PARS' fees under this Agreement. Such access shall include the right to inspect, audit and reproduce such records and material and to verify reports furnished in compliance with the provisions of this Agreement. All information so obtained shall be accorded confidential treatment as provided under applicable law.
8. **Confidentiality.** Without the Agency's consent, PARS shall not disclose any information relating to the Plan except to duly authorized officials of the Agency and to parties retained by PARS to perform specific services within this Agreement. The Agency shall not disclose any information relating to the Plan to individuals not employed by the Agency without the prior written consent of PARS, except as such disclosures may be required by applicable law.
9. **Independent Contractor.** PARS is and at all times hereunder shall be an independent contractor. As such, neither the Agency nor any of its officers, employees or agents shall have the power to control the conduct of PARS, its officers, employees or agents, except as specifically set forth and provided for herein. PARS shall pay all wages, salaries and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, such as social security, income tax withholding, unemployment compensation, workers' compensation and similar matters.
10. **Indemnification.** PARS and Agency hereby indemnify each other and hold the other harmless, including their respective officers, directors, employees, agents and attorneys, from

any claim, loss, demand, liability, or expense, including reasonable attorneys' fees and costs, incurred by the other as a consequence of, to the extent, PARS' or Agency's, as the case may be, negligent acts, errors, or omissions with respect to the performance of their respective duties hereunder.

11. **Compliance with Applicable Law.** The Agency shall observe and comply with federal, state and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding the administration of the Plan. PARS shall observe and comply with federal, state and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding Plan administrative services provided under this Agreement.
12. **Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event any party institutes legal proceedings to enforce or interpret this Agreement, venue and jurisdiction shall be in any state court of competent jurisdiction.
13. **Force Majeure.** When satisfactory evidence of a cause beyond a party's control is presented to the other party, and nonperformance was unforeseeable, beyond the control and not due to the fault of the party not performing, a party shall be excused from performing its obligations under this Agreement during the time and to the extent that it is prevented from performing by such cause, including but not limited to: any incidence of fire, flood, acts of God, acts of terrorism or war, commandeering of material, products, plants or facilities by the federal, state or local government, or a material act or omission by the other party.
14. **Ownership of Reports and Documents.** The originals of all letters, documents, reports, and data produced for the purposes of this Agreement shall be delivered to, and become the property of the Agency. Copies may be made for PARS but shall not be furnished to others without written authorization from Agency.
15. **Designees.** The Agency, or their designee, shall have the authority to act for and exercise any of the rights of the Agency as set forth in this Agreement, subsequent to and in accordance with the written authority granted by the Governing Board of the Agency through adoption of a Resolution, a copy of which writing shall be delivered to PARS. Any officer of PARS, or his or her designees, shall have the authority to act for and exercise any of the rights of PARS as set forth in this Agreement.
16. **Notices.** All notices hereunder and communications regarding the interpretation of the terms of this Agreement, or changes thereto, shall be effected by delivery of the notices in person or by depositing the notices in the U.S. mail, registered or certified mail, return receipt requested, postage prepaid and addressed as follows:
  - (A) To PARS: PARS; 4350 Von Karman Avenue, Suite 100, Newport Beach, CA 92660; Attention: President
  - (B) To Agency: Capistrano Unified School District; 33122 Valle Road, San Juan Capistrano, CA 92675; Attention: \_\_\_\_\_ [Plan Administrator]

Notices shall be deemed given on the date received by the addressee.

17. **Term of Agreement.** This Agreement shall remain in effect for the period beginning \_\_\_\_\_, 2017 and ending \_\_\_\_\_, 2022 ("Term"). This Agreement will continue unchanged for successive twelve-month periods following the Term unless either party gives written notice to the other party of the intent to terminate prior to ninety (90) days before the end of the Term. However, the Agreement will terminate following the benefit payment to the last surviving Participant and any residual interest earnings held in the Agency's custody account, if any, will be returned to the Agency.
18. **Amendment.** This Agreement may not be amended orally, but only by a written instrument executed by the parties hereto.
19. **Entire Agreement.** This Agreement, including exhibits, contains the entire understanding of the parties with respect to the subject matter set forth in this Agreement. In the event a conflict arises between the parties with respect to any term, condition or provision of this Agreement, the remaining terms, conditions and provisions shall remain in full force and legal effect. No waiver of any term or condition of this Agreement by any party shall be construed by the other as a continuing waiver of such term or condition.
20. **Attorney's Fees.** In the event any action is taken by a party hereto to enforce the terms of this Agreement, the prevailing party therein shall be entitled to receive its reasonable attorney's fees.
21. **Counterparts.** This Agreement may be executed in any number of counterparts, and in that event, each counterpart shall be deemed a complete original and be enforceable without reference to any other counterpart.
22. **Headings.** Headings in this Agreement are for convenience only and shall not be used to interpret or construe its provisions.
23. **Effective Date.** This Agreement shall be effective on the date first above written, and also shall be the date the Agreement is executed.
24. **Further Acts.** The Parties shall execute all such further and additional documents as shall be reasonable, convenient, necessary, or desirable to carry out the provisions of this Agreement, including but not limited to any Custodial Agreement and/or Trust Agreement as shall be required by PARS and/or the Custodian/Trustee.

**AGENCY:**

BY: \_\_\_\_\_  
Plan Administrator Name

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**PARS:**

BY: \_\_\_\_\_  
Tod Hammeras

TITLE: Chief Financial Officer

DATE: \_\_\_\_\_

EXHIBIT 1A  
SERVICES

PARS will provide the following services for the Capistrano Unified School District:

1. Plan Consultation Services:

- (A) Meeting with Agency personnel to discuss the impact to the Agency of implementing a Plan;
- (B) If appropriate, completing a fiscal analysis, based on data and assumptions provided by Agency, to determine the fiscal feasibility of a Plan;
- (C) Meeting with Agency personnel to discuss the fiscal analysis and receive feedback on the analysis, data, and assumptions made;
- (D) Making appropriate revisions to the fiscal analysis as directed by Agency.

2. Plan Installation Services:

- (A) Meeting with Agency personnel to finalize Plan provisions, implementation timelines, benefit communication strategies, data reporting and contribution submission requirements;
- (B) Providing the necessary analysis and advisory services to finalize these elements of the Plan;
- (C) Providing the documentation needed to establish the Plan to be reviewed and approved by Agency legal counsel. Resulting final Plan documentation must be approved by the Agency prior to the commencement of PARS Plan Administration Services outlined in Exhibit 1A, paragraph 3 below.

3. Plan Administration Services:

- (A) Monitoring the receipt of Plan contributions made by the Agency to the Custodian, based upon information received from the Agency and the Custodian;
- (B) Performing periodic accounting of custodial assets, including the allocation of employer contributions, payments to the Insurance Company, investment activity and expenses (if applicable), based upon information received from the Agency and/or Custodian;
- (C) Acting as ongoing liaison between the Participant and the Agency in regard to the Plan, which shall include use by the Participants of toll-free telephone communication to PARS;
- (D) Producing benefit illustrations and processing enrollments upon direction by Agency;
- (E) Coordinating the processing of contribution payments to the Insurance Company pursuant to authorized written Agency certification of eligibility, authorized direction by the Agency, and the provisions of the Plan, and, to the extent possible, based upon Agency-provided Data;
- (F) Coordinating actions with the Custodian as directed by the Plan Administrator within the scope of this Agreement.



4. PARS is not licensed to provide and does not offer tax, accounting, legal, investment or actuarial advice.
5. Any analysis provided by PARS is subject to the receipt of accurate information and assumptions as may be provided by Agency. The Agency is responsible for integrating the PARS analysis into any Agency budgetary analysis or decision-making processes. The fiscal projections in the PARS analysis are dependent upon future experience conforming to the assumptions used and the results will be altered to the extent that future experience deviates from these assumptions. It is certain that actual experience will not conform exactly to the assumptions used in the analysis.

**EXHIBIT 1B**  
**FEES FOR SERVICES**

PARS will be compensated for performance of Services, as described in Exhibit 1A based upon the following schedule:

1. Upon implementation of the Plan associated with this Agreement, the Agency agrees to pay an administration fee equal to four percent (4.00%) of all premiums made by the Agency on behalf of Participants in the subject Plan. This Plan administration fee will be deducted from the Participant's benefit payment. Fees will be billed to the Custodian as contributions are made by the Agency, and it will be the responsibility of the Custodian to pay those fees from the custodial assets of the Plan.
2. In the event that the Plan associated with this Agreement is not implemented, the Agency agrees to pay a one-time fee equal to \$3,500.00. The fee will be billed to the Agency upon notice of cancellation of the Plan and it will be the responsibility of the Agency to pay this fee.

**EXHIBIT 1C**  
**DATA REQUIREMENTS**

PARS will provide the Services under this Agreement contingent upon receiving the following information:

1. Fiscal Analysis Data (provided by Agency):
  - (A) Participant's Legal Name
  - (B) Participant's Position
  - (C) Participant's Birth Date
  - (D) Participant's Hire Date
  - (E) Participant's Contract Salary
  - (F) Years of Agency Service
  - (G) Completed Request for Information Form, including applicable Salary Schedules, Collective Bargaining Agreements, and Board Policies
2. Participant Data (provided by Agency):
  - (A) Participant's Legal Name
  - (B) Participant's Position
  - (C) Participant's Address
  - (D) Participant's Birth Date
  - (E) Participant's Hire Date
  - (F) Participant's Contract Salary
  - (G) Years of Agency Service
  - (H) Retirement Date
3. Executed Legal Documents (provided by Agency):
  - (A) Certified Board Resolution
  - (B) Addendum for Supplementary Retirement Plan/Execution Agreement
  - (C) Custodial Agreements/Disclosure Forms
  - (D) 403(b) Annuity Contracts & Disclosures
4. Completed Funding Documents (provided by Agency):
  - (A) Authorization to Pay Benefits Form
5. Completed Enrollment Forms (timely submitted by Participant):
  - (A) Correction Form
  - (B) Enrollment Form
  - (C) Beneficiary Designation Form
  - (D) Tax Withholding Form
  - (E) Proof of Age
  - (F) Letter of Resignation

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services  
Ryan Carter, Executive Director, Construction, Maintenance and Operations

Date: December 6, 2017

Board Item: Final Acceptance and Filing of Notice of Completion for Bid No. 1718-07, Crown Valley Elementary School Portable Classrooms and Restroom Project – R. Jensen Co., Inc.

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**HISTORY**

Two bids for Bid No. 1718-07 for the Crown Valley Elementary School Portable Classrooms and Restroom Project were received and opened on June 19, 2017. The bidder offering the lowest base price was used to determine the lowest responsive bidder which was R. Jensen Co., Inc. in the amount of \$268,000.

**BACKGROUND INFORMATION**

The Board approved the Award of Bid No. 1718-07 to R. Jensen Co. in the amount of \$268,000 at the June 28, 2017 Board meeting.

The Board approved Change Order No. 1 to Bid No. 1718-07 in the amount of \$51,068.92 at the November 8, 2017 Board meeting.

**CURRENT CONSIDERATIONS**

The project was completed as of August 22, 2017. In order to obtain Division of State Architect closeout with certification, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff.

**FINANCIAL IMPLICATIONS**

There is no financial impact.

**STAFF RECOMMENDATION**

It is recommended that the Board approve the Final Acceptance and Filing of Notice of Completion for Bid No. 1718-07 for the Crown Valley Elementary School Portable Classrooms and Restroom Project which was awarded to R. Jensen Co., Inc.

**PREPARED BY:** Ryan Carter, Executive Director, Construction, Maintenance and Operations

**APPROVED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services

**This is an ORIGINAL [This space is for recorder's use only]**

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**Capistrano Unified School District  
Facilities Planning Department  
33122 Valle Road  
San Juan Capistrano, CA 92675**



**CAPISTRANO UNIFIED SCHOOL DISTRICT  
CONSTRUCTION DEPARTMENT**

**CERTIFICATE OF COMPLETION**

**Project:** Crown Valley Elementary School

**Bid Number:** 1718-07

**DSA Application Number:** 04-116252

**Contractor:** R. Jensen Company

**Architect of Record:** WLC Architects

**Inspector of Record:** Knowland Construction Services

**Construction Management Firm:** CJK Construction Management, Inc.

**Contract Start Date:** 7/5/17

**Contract Completion Date:** 8/22/17

**Original Contract Amount:** \$268,000.00

**Final Contract Amount:** \$319,068.92

The work performed under the contract has been reviewed by the project team and found to be complete. The project is considered complete when all required contract work is completed, all punch list items have been completed, close out documents submitted, and a Notice of Completion is prepared for approval by the Board of Trustees. The date of completion of the project or portion designated above is the date of commencement of applicable warranties required by the Contract Documents.

  
GENERAL CONTRACTOR

Robert Jensen  
PRINTED NAME

DATE

  
ARCHITECT OF RECORD

Robert J. Hensley  
PRINTED NAME

11-8-17

DATE

  
INSPECTOR OF RECORD

Kelly Legere  
PRINTED NAME

11/8/17

DATE

  
CONSTRUCTION MANAGER

CJ Knowland  
PRINTED NAME

11/8/17

DATE

  
CUSD DIRECTOR, CONSTRUCTION

Ryan Carter  
PRINTED NAME

11/8/17

DATE

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services

Prepared by: Josh Readman, Supervisor, Purchasing

Date: December 6, 2017

Board Item: Award Bid No. 1718-12, San Clemente High School Upper Campus Demolition – Standard Industries, Incorporated

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**HISTORY**

Public Contract Code § 20111 requires competitive bidding for public contracts involving an expenditure of more than \$50,000 (adjusted annually by the California Department of Education (CDE)), including the purchase of materials or supplies to be furnished to the District. In December 2016, CDE adjusted the bid limit to be \$88,300.

**BACKGROUND INFORMATION**

As required by Public Contract Code § 20112 and Government Code § 6066, Bid No. 1718-12 for San Clemente High School Upper Campus Demolition was advertised in a newspaper of general circulation published in the District at least once a week for two weeks with a minimum of five days in between each publication date, not counting the publication dates. Bid No. 1718-12 was published in the Orange County Register on October 2, 2017 and October 9, 2017. Bids were due on November 3, 2017, at 2:00 p.m. Thirty four bidders registered and downloaded the bid documents; however, only ten bid packages were submitted to the District for consideration prior to the deadline.

In competitive bidding situations, the lowest responsive, responsible bidder must be awarded the bid, with the price being the sole determining factor. The lowest responsive, responsible bidder in Bid No. 1718-12 was determined by the lowest total cash purchase price bid.

**CURRENT CONSIDERATIONS**

Standard Industries, Incorporated was determined the lowest responsive, responsible bidder of Bid No. 1718-12 and is presented to the Board for award.

**FINANCIAL IMPLICATIONS**

The proposed bid award contract is for \$498,721 funded by the building fund and CFD 90-2 (Talega).

**STAFF RECOMMENDATION**

It is recommended the Board approve the award of Bid No. 1718-12, San Clemente High School Upper Campus Demolition to Standard Industries, Incorporated.

**PREPARED BY:** Josh Readman, Supervisor, Purchasing

**APPROVED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services



**EXHIBIT A****CAPISTRANO UNIFIED SCHOOL DISTRICT****BID SUMMARY - BID NO. 1718-12  
SAN CLEMENTE HIGH SCHOOL UPPER CAMPUS DEMOLITION**

Bid Opening: November 3, 2017, 2:00 p.m.  
CUSD Education Center  
Training Room 1  
33122 Valle Road  
San Juan Capistrano, CA 92675

	CONTRACTOR	ATTENDED JOBWALK October 17, 2017 @ 1:00pm PST	BID
1	Standard Industries, Inc.	X	\$498,721.00
2	Integrated Demolition and Remediation Inc.	X	\$527,000.00
3	Unlimited Environmental, Inc.	X	\$539,900.00
4	Interior Demolition, Inc.	X	\$544,168.00
5	BHL Industries, Inc.	X	\$563,200.00
6	5M Contracting Inc	X	\$563,450.00
7	Resource Environmental, Inc.	X	\$595,000.00
8	Sanders Construction Services, Inc.	X	\$624,000.00
9	Moreno Valley Construction	X	\$639,800.00
10	World Wide Construction	X	\$789,829.00

**BID FORM**

SAN CLEMENTE HIGH SCHOOL UPPPER CAMPUS DEMOLITION

OLE HANSON ELEMENTARY

189 La Questa, San Clemente, CA 92672

Project No. 3429005

Bid No. 1718-12

FOR

Capistrano Unified School District

CONTRACTOR  
NAME: J.D.M.L., Inc. dba Standard Industries, Inc.

ADDRESS: 1905 Lirio Avenue  
Ventura, CA 93004

TELEPHONE: ( 805 ) 643-6669

FAX: ( 805 ) 643-6642

EMAIL Nort@standard1.com

TO: Capistrano Unified School District, acting by and through its Governing Board, herein called "District".

1. Pursuant to and in compliance with your Notice Inviting Bids and other documents relating thereto, the undersigned bidder, having familiarized himself with the terms of the Contract, the local conditions affecting the performance of the Contract, the cost of the work at the place where the work is to be done, with the Drawings and Specifications, and other Contract Documents, hereby proposes and agrees to perform within the time stipulated, the Contract, including all of its component parts, and everything required to be performed, including its acceptance by the District, and to provide and furnish any and all labor, materials, tools, expendable equipment, and utility and transportation services necessary to perform the Contract and complete all of the work in a workmanlike manner required in connection with the construction of:

BID NO. 1718-12

San Clemente High School Upper Campus Demolition

in the District described above, all in strict conformance with the drawings and other Contract Documents on file at the Purchasing Office of said District for amounts set forth herein.

2. BIDDER ACKNOWLEDGES THE FOLLOWING ADDENDUM:

Number	Number	Number	Number	Number	Number	Number	Number
<u>1</u>	_____	_____	_____	_____	_____	_____	_____

Acknowledge the inclusion of all Addenda issued prior to bid in the blanks provided above. Your failure to do so may render your bid non-responsive.

3. A. TOTAL CASH PURCHASE PRICE IN WORDS & NUMBERS:

DOLLARS four hundred ninety eight thousand seven hundred  
and twenty one dollars  
(\$ 498,721.00)

4. TIME FOR COMPLETION: The District may give a notice to proceed within ninety (90) days of the award of the bid by the District. Once the Contractor has received the notice to proceed, the Contractor shall complete the work in the time specified in the Agreement. By submitting this bid, Contractor has thoroughly studied this Project and agrees that the Contract Time for this Project is adequate for the timely and proper completion of the Project. Further, Contractor has included in the analysis of the time required for this Project, rain days, and the requisite time to complete the punch list.

In the event that the District desires to postpone giving the notice to proceed beyond this ninety (90) day period, it is expressly understood that with reasonable notice to the Contractor,

giving the notice to proceed may be postponed by the District. It is further expressly understood by the Contractor, that the Contractor shall not be entitled to any claim of additional compensation as a result of the postponement of giving the notice to proceed.

If the Contractor believes that a postponement will cause a hardship to it, the Contractor may terminate the contract with written notice to the District within ten (10) days after receipt by the Contractor of the District's notice of postponement. Should the Contractor terminate the Contract as a result of a notice of postponement, the District shall have the authority to award the Contract to the next lowest responsible bidder, if applicable.

It is understood that the District reserves the right to reject any or all bids and/or waive any irregularities or informalities in this bid or in the bid process. The Contractor understands that it may not withdraw this bid for a period of ninety (90) days after the date set for the opening of bids.

5. It is understood that the District reserves the right to reject any or all bids and/or waive any irregularities or informalities in this bid or in the bid process. The Contractor understands that it may not withdraw this bid for a period of ninety (90) days after the date set for the opening of bids.

6. Attached is bid security in the amount of not less than ten percent (10%) of the bid:

Bid bond (10% of the Bid), certified check, or cashier's check (circle one)

7. The required List of Designated Subcontractors is attached hereto.

8. The required Non-Collusion Declaration is attached hereto.

9. The Substitution Request Form, if applicable, is attached hereto.

10. It is understood and agreed that if written notice of the acceptance of this bid is mailed, telegraphed, or delivered to the undersigned after the opening of the bid, and within the time this bid is required to remain open, or at any time thereafter before this bid is withdrawn, the undersigned will execute and deliver to the District a Contract in the form attached hereto in accordance with the bid as accepted, and that he or she will also furnish and deliver to the District the Performance Bond and Payment Bond, all within five (5) calendar days after award of Contract, and that the work under the Contract shall be commenced by the undersigned bidder, if awarded the Contract, by the start date provided in the District's Notice to Proceed, and shall be completed by the Contractor in the time specified in the Contract Documents.

11. The names of all persons interested in the foregoing proposal as principals are as follows:

John Scheck - President

Lennie Scheck - Treasurer

Joseph Scheck - Secretary

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(IMPORTANT NOTICE: If bidder or other interested person is a corporation, state the legal name of such corporation, as well as the names of the president, secretary, treasurer, and manager thereof; if a co-partnership, state the true names of the firm, as well as the names of all individual co-partners comprising the firm; if bidder or other interested person is an individual, state the first and last names in full.)

12. PROTEST PROCEDURES. If there is a bid protest, the grounds shall be submitted as set forth in the Instructions to Bidders.

13. The undersigned bidder shall be licensed and shall provide the following California Contractor's license information:

License Number: 702530

License Expiration Date: 02/28/2019

Name on License: J.D.M.L., Inc. dba Standard Industries, Inc.

Class of License: C21 and A

DIR Registration Number: 1000013769

If the bidder is a joint venture, each member of the joint venture must include the above information.

14. Time is of the essence regarding this Contract, therefore, in the event the bidder to whom the Contract is awarded fails or refuses to post the required bonds and return executed copies of the Agreement form within five (5) calendar days from the date of receiving the Notice of Award, the District may declare the bidder's bid deposit or bond forfeited as damages.

15. The bidder declares that he/she has carefully examined the location of the proposed Project, that he/she has examined the Contract Documents, including the Plans, General Conditions, Supplemental Conditions (if any), Addenda, and Specifications, all others documents and requirements that are attached to and/or contained in the Project Manual, all other documents issued to bidders and read the accompanying instructions to bidders, and hereby proposes and agrees, if this proposal is accepted, to furnish all materials and do all work required to complete the said work in accordance with the Contract Documents, in the time and manner therein prescribed for the unit cost and lump sum amounts set forth in this Bid Form.

16. DEBARMENT. In addition to seeking remedies for False Claims under Government Code section 12650 et seq. and Penal Code section 72, the District may debar a Contractor if the

Board, or the Board may designate a hearing officer who, in his or her discretion, finds the Contractor has done any of the following:

- a. Intentionally or with reckless disregard, violated any term of a contract with the District;
- b. Committed an act or omission which reflects on the Contractor's quality, fitness or capacity to perform work for the District;
- c. Committed an act or offense which indicates a lack of business integrity or business honesty; or
- d. Made or submitted a false claim against the District or any other public entity.  
(See Government Code section 12650, et seq., and Penal Code section 72)

17. DESIGNATION OF SUBCONTRACTORS. In compliance with the Subletting and Subcontracting Fair Practices Act (California Public Contract Code section 4100 et seq.) and any amendments thereof, each bidder shall list subcontractors on the District's form Subcontractor list. This subcontractor list shall be submitted with the bid and is a required form

I agree to receive service of notices at the e-mail address listed below.

I the below-indicated bidder, declare under penalty of perjury that the information provided and representations made in this bid are true and correct.

J.D.M.L., Inc. dba Standard Industries, Inc.

Proper Name of Company

John Scheck - President

Joseph Scheck - Secretary

Name of Bidder Representative

1905 Lirio Avenue

Street Address

Ventura, CA 93004

City, State, and Zip

( 805 ) 643-6669

Phone Number

( 805 ) 643-6642

Fax Number

NORT@standard1.com

E-Mail

By: 

Date: 11/21/2017

Signature of Bidder Representative

SAN CLEMENTE HIGH SCHOOL UPPER CAMPUS DEMOLITION  
Capistrano Unified School District

Bid Form  
Page 20

**NOTE:** If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of authorized officers or agents and the document shall bear the corporate seal; if bidder is a partnership, the true name of the firm shall be set forth above, together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership; and if bidder is an individual, his signature shall be placed above.

All signatures must be made in permanent blue ink.

**DESIGNATION OF SUBCONTRACTORS**

**ATTACHMENT NO. 1 TO BID FORM**

In compliance with the Subletting and Subcontracting Fair Practices Act (California Public Contract Code section 4100 et seq.,) and any amendments thereof, each Bidder shall set forth below: (a) the name, license number, and location of the place of business of each subcontractor who will perform work or labor or render service to the Contractor, who will perform work or labor or work or improvement to be performed under this Contract, or a subcontractor licensed by the State of California who, under subcontract to the Contractor, specially fabricates and installs a portion of the work or improvements according to detailed Drawings contained in the Plans and Specifications in an amount in excess of one-half of one percent of the Contractor's total bid; and (b) the portion and description of the work which will be done by each subcontractor under this Act. The Contractor shall list only one subcontractor for each such portion as is defined by the Contractor in this bid. All subcontractors shall be properly licensed by the California State Licensing Board.

If a Contractor fails to specify a subcontractor, or if a Contractor specifies more than one subcontractor for the same portion of work to be performed under the Contract in excess of one-half of one percent of the Contractor's total bid, the Contractor shall be deemed to have agreed that the Contractor is fully qualified to perform that portion, and that the Contractor alone shall perform that portion of the work.

No Contractor whose bid is accepted shall (a) substitute any subcontractor, (b) permit any subcontractor to be voluntarily assigned or transferred or allow the relevant portion of the work to be performed by anyone other than the original subcontractor listed in the original bid, or (c) sublet or subcontract any portion of the work in excess of one-half of one percent of the Contractor's total bid where the original bid did not designate a subcontractor, except as authorized in the Subletting and Subcontracting Fair Practices Act.

Subletting or subcontracting of any portion of the work in excess of one-half of one percent of the Contractor's total bid where no subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding, reduced to writing as a public record, of the authority awarding this Contract setting forth the facts constituting the emergency or necessity.

All subcontractors (of any tier) performing any portion of the work must comply with the Labor Code sections 1725.5 and 1771.1 and must be properly and currently registered with the California Department of Industrial Relations and qualified to perform public works pursuant to Labor Code section 1725.5 throughout the duration of the Project.

**NOTE:** If alternate bids are called for and bidder intends to use different or additional subcontractors on the alternates, a separate list of subcontractors must be provided for each such Alternate.



**DESIGNATION OF SUBCONTRACTORS FORM**

**ATTACHMENT NO. 1 TO BID FORM**

Description/Scope of Work	Name of Subcontractor	Location & Place of Business	License Number and Type*	E-Mail & Telephone*	DIR Registration Number*
SWPPP	Storm Water Resources, Inc.	28005 Smyth Drive Valencia, CA 91355		661-295-3013	
Abatement	VenTERRA Environmental, Inc.	301 Candelaria Road Oxnard, CA 93030	989629 C22	Jim@VTenv.com 805-988-3000	1000021207
Landscaping	DMA Greencare Contracting, Inc.	3000 East Colorado Anaheim, CA 92806	348214 C27	KCARR@DMACONTRACTING.COM 714-630-9470	1000006110

Description/Scope of Work	Name of Subcontractor	Location & Place of Business	License Number and Type*	E-Mail & Telephone*	DIR Registration Number*

\* This information must be provided at the time of submission of bid or must be provided within 24 hours after the time set for the opening of bids. Bidders who choose to provide this information within 24 hours after the time set for the opening of bids are solely responsible to ensure the District receives this information in a timely manner. The District is not responsible for any problems or delays associated with emails, faxes, delivery, etc. Absent a verified fax or email receipt date and time by the District, the District's determination of whether the information was received timely shall govern and be determinative. Bidder shall not revise or amend any other information in this form submitted at the time of bid. The information submitted at the time of bid shall govern over any conflicts, discrepancies, ambiguities or other differences in any subsequent Subcontractor Designation Forms submitted by the bidder.

Proper Name of

Bidder:

J.D.M.L., Inc. dba Standard Industries, Inc.

Date:

11/02/2017

Name:

John Scheck - President Joseph Scheck - Secretary

Signature of Bidder

Representative:

Address:

1905 Lirio Avenue Ventura, CA 93004

Phone:

805-643-6669

**BID BOND FORM**

**ATTACHMENT NO. 2 TO BID FORM**

KNOW ALL MEN BY THESE PRESENT that we, the undersigned, (hereafter called "Principal"), and Merchants Bonding Company (hereafter called "Surety"), are hereby held and firmly bound unto the Capistrano Unified School District (hereafter called "District") in the sum of Not to exceed ten percent of the bid amount (\$ 10% of bid amount) for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors, and assigns.

SIGNED this 1st day of November, 20 17.

The condition of the above obligation is such that whereas the Principal has submitted to the District a certain Bid, attached hereto and hereby made a part hereof, to enter into a Contract in writing for the construction of San Clemente High School - Upper Campus Demolition at Ole Hanson Elementary School.  
Project No. 3429005; Bid #17-18-12

**NOW, THEREFORE,**

- a. If said Bid is rejected, or
- b. If said Bid is accepted and the Principal executes and delivers a Contract or the attached Agreement form within five (5) calendar days after acceptance (properly completed in accordance with said Bid), and furnishes bonds for his faithful performance of said Contract and for payment of all persons performing labor or furnishing materials in connection therewith,

Then this obligation shall be void; otherwise, the same shall remain in force and effect.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract, or the call for bids, or the work to be performed thereunder, or the specifications accompanying the same, shall in anyway affect its obligation under this bond, and it does hereby waive notice of any such change, extension of time, alteration, or addition to the terms of said Contract, or the call for bids, or the work, or to the specifications.

In the event suit is brought upon this bond by the District and judgment is recovered, the Surety shall pay all costs incurred by the District in such suit, including without limitation, attorneys' fees to be fixed by the court.

JDML, Inc., dba  
Standard Industries  
COMPANY NAME \_\_\_\_\_

IN WITNESS WHEREOF, Principal and Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, on the day and year first set forth above.

(Corporate Seal)

By

JDML, Inc., dba Standard Industries

Principal's Signature

Typed or Printed Name

Principal's Title

(Corporate Seal)

By

Surety's Signature

Sandra R. Black

Typed or Printed Name

Attorney-in-Fact

Title

Merchants Bonding Company

(Attached Attorney in Fact Certificate)

Surety's Name

6700 Westown Parkway, West Des Moines, IA 50266

Surety's Address

515-678-8171

Surety's Phone Number

# CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

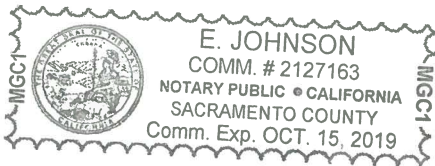
STATE OF CALIFORNIA

County of Sacramento

On 11-1-17 before me, E. Johnson, Notary Public,  
Date Insert Name of Notary exactly as it appears on the official seal

personally appeared Sandra R. Black

Name(s) of Signer(s)



Place Notary Seal Above

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature

Signature of Notary Public

## OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another document.

### Description of Attached Document

Title or Type of Document: \_\_\_\_\_

Document Date: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Signer(s) Other Than Named Above: \_\_\_\_\_

### Capacity(ies) Claimed by Signer(s)

Signer's Name: Sandra R. Black

- ☐ Individual  
☐ Corporate Officer — Title(s): \_\_\_\_\_  
☐ Partner ☐ Limited ☐ General  
☒ Attorney in Fact  
☐ Trustee  
☐ Guardian or Conservator  
☐ Other: \_\_\_\_\_

RIGHT THUMBPRINT  
OF SIGNER

Top of thumb here

Signer is Representing:

Merchants Bonding  
Company

Signer's Name: \_\_\_\_\_

- ☐ Individual  
☐ Corporate Officer — Title(s): \_\_\_\_\_  
☐ Partner ☐ Limited ☐ General  
☐ Attorney in Fact  
☐ Trustee  
☐ Guardian or Conservator  
☐ Other: \_\_\_\_\_

RIGHT THUMBPRINT  
OF SIGNER

Top of thumb here

Signer is Representing:



**MERCHANTS**  
**BONDING COMPANY™**  
**POWER OF ATTORNEY**

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Jonathan Russell; Kathleen Ann Beck; Sandra R Black; Sharon J Rusconi; Sokha Evans

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 22nd day of June, 2017.

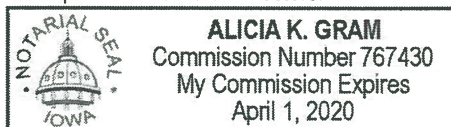


MERCHANTS BONDING COMPANY (MUTUAL)  
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*  
President

STATE OF IOWA  
COUNTY OF DALLAS ss.

On this this 22nd day of June 2017, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



*Alicia K. Gram*  
Notary Public

(Expiration of notary's commission  
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 1st day of November, 2017



*William Warner Jr.*  
Secretary

J.D.M.L., Inc.  
COMPANY NAME dba Standard Industries, Inc.

**CONTRACTOR'S CERTIFICATE REGARDING WORKERS' COMPENSATION**  
**FORM**

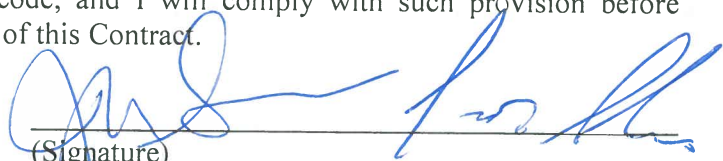
**ATTACHMENT NO. 3 TO BID FORM**

Labor Code section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

1. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
2. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to employees.
3. For any county, city, city and county, municipal corporation, public district, public agency, or any political subdivision of the state, including each member of a pooling arrangement under a joint exercise of powers agreement (but not the state itself), by securing from the Director of Industrial Relations a certificate of consent to self-insure against workers' compensation claims, which certificate may be given upon furnishing proof satisfactory to the director of ability to administer workers' compensation claims properly, and to pay workers' compensation claims that may become due to its employees. On or before March 31, 1979, a political subdivision of the state which, on December 31, 1978, was uninsured for its liability to pay compensation, shall file a properly completed and executed application for a certificate of consent to self-insure against workers' compensation claims. The certificate shall be issued and be subject to the provisions of Section 3702.

I am aware of the provisions of Labor Code section 3700 which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provision before commencing the performance of the work of this Contract.

  
(Signature)

John Scheck - President / Joseph Scheck - Secretary  
(Print)

11/02/2017  
(Date)

In accordance with Article 5 (commencing at Section 1860), Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and submitted with the Contractor's bid.

**NON-COLLUSION DECLARATION**

**ATTACHMENT NO. 4 TO BID FORM**

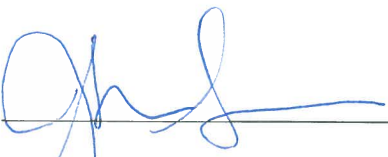
The undersigned declares:

I am the President [Title] of J.D.M.L., Inc. dba Standard Industries, Inc.  
[Name of Company], the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 11/02/2017  
[Date], at Ventura [City], California [State].

Signed:  \_\_\_\_\_

Typed Name: John Scheck



## REQUEST FOR SUBSTITUTION AT TIME OF BID

### ATTACHMENT NO. 5 TO BID FORM

Pursuant to Public Contract Code section 3400, bidder submits the following request to Substitute with the bid that is submitted. I understand that if the request to substitute is not “an/or equal” or is not accepted by District and I answer “no” I will not provide the specified item, then I will be held non-responsive and my bid will be rejected. With this understanding, I hereby request Substitution of the following articles, devices, equipment, products, materials, fixtures, patented processes, forms, methods, or types of construction:

	Specification Section	Specified Item	Requested Substituted Item	Contractor Agrees to Provide Specified Item if request to Substitute is Denied <sup>1</sup> (circle one)	District Decision (circle one)
1.	NOT APPLICABLE			Yes No	Grant Deny
2.				Yes No	Grant Deny
3.				Yes No	Grant Deny
4.				Yes No	Grant Deny
5.				Yes No	Grant Deny
6.				Yes No	Grant Deny
7.				Yes No	Grant Deny
8.				Yes No	Grant Deny
9.				Yes No	Grant Deny

<sup>1</sup> Bidder must state whether bidder will provide the Specified Item in the event the Substitution request is evaluate and denied. If bidder states that bidder will not provide the Specified Item the denial of a request to Substitute shall result in the rejection of the bidder as non-responsive. However, if bidder states that bidder will provide the Specified Item in the event that bidder's request for Substitution is denied, bidder shall execute the Agreement and provide the Specified Item(s). If bidder refuses to execute the Agreement due to the District's decision to require the Specified Item(s) at no additional cost, bidder's Bid Bond shall be forfeited.

10.				Yes	No	Grant	Deny
11.				Yes	No	Grant	Deny
12.				Yes	No	Grant	Deny

This Request Form must be accompanied by evidence as to whether the proposed Substitution (1) is equal in quality, service, and ability to the Specified Item; (2) will entail no change in detail, construction, and scheduling of related work; (3) will be acceptable in consideration of the required design and artistic effect; (4) will provide no cost disadvantage to the District; (5) will require no excessive or more expensive maintenance, including adequacy and availability of replacement parts; (6) will require no change of the construction schedule or milestones for the Project; and, (7) Contractor agrees to pay for any DSA Fees or other Governmental Plan check costs associated with this Substitution Request.

The undersigned states that the following paragraphs are correct:

1. The proposed Substitution does not affect the dimensions shown on the Drawings.
2. The undersigned will pay for changes to the building design, including Architect, engineering, or other consultant design, detailing, DSA plan check or other governmental plan check costs, and construction costs caused by the requested substitution.
3. The proposed substitution will have no adverse effect on other trades, the Contract Time, or specified warranty requirements.
4. Maintenance and service parts will be available locally for the proposed substitution.
5. In order for the Architect to properly review the substitution request, within five (5) days following the opening of bids, the Contractor shall provide samples, test criteria, manufacturer information, and any other documents requested by Architect or Architect's engineers or consultants, including the submissions that would ordinarily be required for Shop Drawings along with a document which provides a side by side comparison of key characteristics and performance criteria (often known as a CSI side by side comparison chart).
6. If Substitution Request is accepted by the District, Contractor is still required to provide a Submittal for the substituted item pursuant to the General Conditions and shall provide required Schedule information (including schedule fragnets, if applicable) for the substituted item. The approval of the Architect, Engineer, or District of the substitution request does not mean that the Contractor is relieved of Contractor's responsibilities for Submittals, Shop Drawings, and schedules under the General Conditions if the Contractor is awarded the Project.

Name of Bidder: John Scheck - President / Joseph Scheck - Secretary

By: 

District: 

By: \_\_\_\_\_

11/02/2017

**ACKNOWLEDGMENT OF BIDDING PRACTICES REGARDING INDEMNITY FORM**

**ATTACHMENT NO. 6 TO BID FORM**

TO: Capistrano Unified School District

RE: Project / Bid Number 3429005 / 1718-12

Construction Contract for San Clemente HS Upper Campus Demolition

Please be advised that with respect to the above-referenced Project the undersigned Contractor on behalf of itself and all Contractor's subcontractors hereby waives the benefits and protection of Labor Code section 3864, which provides:

"If an action as provided in this chapter is prosecuted by the employee, the employer, or both jointly against the third person results in judgment against such third person, the employer shall have no liability to reimburse or hold such third person harmless on such judgment or settlement in the absence of a written agreement to do so executed prior to the injury."

This Agreement has been signed by an authorized representative of the contracting party and shall be binding upon its successors and assignees. The undersigned further agrees to promptly notify the District of any changes of ownership of the contracting party or any subcontractor while this Agreement is in force.

J.D.M.L., Inc. dba Standard Industries, Inc.

Contracting Party

John Scheck / President

Name of Agent/Title

**DISABLED VETERAN BUSINESS ENTERPRISE (DVBE) PARTICIPATION**  
**STATEMENT AT TIME OF BID**

**ATTACHMENT NO. 7 TO BID FORM**

Each bidder must complete this form in order to comply with the Capistrano Unified School District ("District") policy for participation of disabled veteran business enterprises (School District projects funded in whole or in part by the State of California pursuant to the Leroy F. Greene School Facilities Act of 1998. (Education Code §17070.10, *et seq.*)

Project Name: San Clemente High School, Upper Demolition at Ole Hansen Elementary School

Bid No.: 1718-12

DSA No.: \_\_\_\_\_

The undersigned, on behalf of the Contractor named below, certifies that the Contractor has made reasonable efforts to secure participation by DVBE in the Contract to be awarded for the above-referenced Bid No., including participation by DVBE subcontractors and/or material suppliers.

**Check only one of the following:**

- ☒ The Contractor was unable after reasonable efforts to secure DVBE participation in the Contract for the above-referenced Project/Bid No. However, the Contractor will use DVBE services if the opportunity arises at any time during construction of the Project. Upon completion of the Project, the Contractor will report to the District the total dollar amount of DVBE participation in any Contract awarded to Contractor, and in any change orders, for the above-referenced Project.
- ☐ The Contractor has secured DVBE participation in the Contract for the above referenced Project/Bid No., and anticipates that such DVBE participation will equal approximately \_\_\_\_\_ dollars (\$ \_\_\_\_\_ ), which represents approximately \_\_\_\_\_ percent (\_\_\_\_%) of the total Contract for such Project. Upon completion of the Project, Contractor will report to the District the actual total dollar amount of DVBE participation in the Contract awarded to Contractor, and in any change orders, for such Project

Company: J.D.M.L., Inc. dba Standard Industries, Inc.

Name: John Scheck / Joseph Scheck

Title: President / Secretary

Signature: \_\_\_\_\_

Date: 11/02/2017

**SITE VISIT CERTIFICATION**

**ATTACHMENT NO. 8 TO BID FORM**

I certify that I have visited the site of the proposed work and have fully acquainted myself with the conditions of the Project site, as well as those relating to construction and labor of the Project, and I fully understand the facilities, difficulties, and restrictions which may impact the total and adequate completion of the Project.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

I agree to fully defend, indemnify and hold harmless the DISTRICT, Architect, Inspectors, Construction Manager (if any), and their directors, officers, employees, agents and volunteers from any damages, costs, expenses, or omissions related to conditions that could or should have been identified during my visit to the site.

Signature of Bidder: \_\_\_\_\_

Typed Name of Bidder: John Scheck

State of California

County of Ventura

SUBSCRIBED AND SWORN TO (OR AFFIRMED) BEFORE ME on this 2 day of November, 2017, by Leona Russian, Notary Public

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

(Seal)



Leona Russian  
(Notary Public)

My Commission Expires: \_\_\_\_\_

Oct. 23, 2020

(Expiration Date)

6. Reference #1

District or Entity: Staples Construction  
Phone No.: 805-658-8786  
Address: 1501 Eastman Ave, Ventura, CA 93003  
Name of Contact: Chris Harris

Reference #2

District or Entity: Earth Tek Engineering, Corp.  
Phone No.: 909-393-2000  
Address: 15350 Fairfield Ranch Rd # K, Chino Hills, CA 91709  
Name of Contact: James Nelsen

Reference #3

District or Entity: Cannon Constructors  
Phone No.: 818-668-7768  
Address: 13230 Evening Creek Drive South, Suite 213 San Diego, CA 92128  
Name of Contact: William Edwards

Reference #4

District or Entity: Boeing Company  
Phone No.: 562-593-0051  
Address: 2401 East Wardlow Road Long Beach, CA 90807  
Name of Contact: Steve Fischer

Reference #5

District or Entity: Bernards  
Phone No.: 951-943-8803  
Address: 555 First Street San Fernando, CA 91340  
Name of Contact: Jaime Pace

By: \_\_\_\_\_

Signature of Bidder

11/02/2017

## **AGREEMENT**

**THIS AGREEMENT**, entered into this 7<sup>th</sup> day of December, 2017 in the County of Orange of the State of California, by and between the Capistrano Unified School District, hereinafter called the "District", and Standard Industries, Incorporated, hereinafter called the "Contractor".

**WITNESSETH** that the District and the Contractor for the consideration stated herein agree as follows:

**ARTICLE I - SCOPE OF WORK:** The Contractor shall furnish all labor, materials, equipment, tools, and utility and transportation services, and perform and complete all work required in connection with SAN CLEMENTE HIGH SCHOOL UPPER CAMPUS DEMOLITION ("Project") in strict accordance with the Contract Documents enumerated in Article 7 below. The Contractor shall be liable to the District for any damages arising as a result of a failure to comply with that obligation, and the Contractor shall not be excused with respect to any failure to so comply by an act or omission of the Architect, Engineer, Inspector, Division of the State Architect (DSA), or representative of any of them, unless such act or omission actually prevents the Contractor from fully complying with the Contract Documents and the Contractor protests, in accordance with the Contract Documents, that the act or omission is preventing the Contractor from fully complying with the Contract Documents. Such protest shall not be effective unless reduced to writing and filed with the District office within seven (7) days of the date of occurrence of such act or omission preventing the Contractor from fully complying with the Contract Documents.

**ARTICLE 2 - TIME OF COMPLETION:** The District may give notice to proceed within ninety (90) days of the award of the bid by the District. Once the Contractor has received a notice to proceed, the Contractor shall complete the Project (See Article 47) of the work within SEVENTY (70) calendar days from receipt of the Notice to Proceed. This shall be called Contract Time. It is expressly understood that time is of the essence.

Contractor has thoroughly studied the Project and has satisfied itself that the time period for this Project was adequate for the timely and proper completion of the Project within each milestone and within the Contract Time.

In the event that the District desires to postpone giving the notice to proceed beyond this ninety (90) day period, it is expressly understood that with reasonable notice to the Contractor, giving the notice to proceed may be postponed by the District. It is further expressly understood by the Contractor, that the Contractor shall not be entitled to any claim of additional compensation as a result of the District's postponement of giving the notice to proceed.

If the Contractor believes that a postponement will cause hardship to it, the Contractor may terminate the Contract with written notice to the District within ten (10) days after receipt by the Contractor of the District's notice of postponement. It is further understood by the Contractor that in the event that the Contractor terminates the Contract as a result of



postponement by the District, the District shall only be obligated to pay the Contractor for the work performed by the Contractor at the time of notification of postponement. Should the Contractor terminate the Contract as a result of a notice of postponement, the District shall have the authority to award the Contract to the next lowest responsible bidder.

**ARTICLE 3 - LIQUIDATED DAMAGES:** It being impracticable and infeasible to determine the amount of actual damage, it is agreed that the Contractor will pay the District the sum of FIVE HUNDRED DOLLARS (\$500) per calendar day for each and every day of delay beyond the Contract Time set forth in Article 2 of this Agreement (inclusive of Milestones that are critical on the critical path or noted as critical to the District) as liquidated damages and not as a penalty or forfeiture. In the event liquidated damages are not paid, the Contractor further agrees that the District may deduct such amount thereof from any money due or that may become due the Contractor under the Contract. This Article shall not be construed as preventing the District from the recovery of damages (actual or other) under the Contract Documents.

**ARTICLE 4 - CONTRACT PRICE:** The District shall pay to the Contractor as full consideration for the faithful performance of the Contract, subject to any additions or deductions as provided in the Contract Documents, the sum of four hundred ninety eight thousand seven hundred twenty one DOLLARS (\$498,721.00), said sum being the total amount stipulated in the Bid Contractor submitted. Payment shall be made as set forth in the General Conditions.

Should any Change Order result in an increase in the Contract Price, the cost of such Change Order shall be agreed to in advance by the Contractor and the District, subject to the monetary limitations set forth in Public Contract Code section 20118.4. In the event that the Contractor proceeds with a Change in work without an agreement between the District and Contractor regarding the cost of a Change Order, the Contractor waives any Claim of additional compensation for such additional work.

**ARTICLE 5 - HOLD HARMLESS AGREEMENT:** Contractor shall defend, indemnify and hold harmless District, Architect, Construction Manager (if any), Inspector, the State of California and their officers, employees, agents and independent contractors from all liabilities, claims, actions, liens, judgments, demands, damages, losses, costs or expenses of any kind arising from death, personal injury, property damage or other cause based or asserted upon any act, omission, or breach connected with or arising from the progress of work or performance of service under this Agreement or the Contract Documents. As part of this indemnity, Contractor shall protect and defend, at its own expense, District, Architect, Construction Manager (if any), Inspector, the State of California and their officers, employees, agents and independent contractors from any legal action including attorney's fees or other proceeding based upon such act, omission, breach or as otherwise required by this Article.

Furthermore, Contractor agrees to and does hereby defend, indemnify and hold harmless District, Architect, Construction Manager (if any), Inspector, the State of California and their officers, employees, agents and independent contractors from every claim or demand made, and every liability, loss, damage, expense or attorney's fees of any nature whatsoever, which may be incurred by reason of:

(a) Liability for (1) death or bodily injury to persons; (2) damage or injury to, loss (including theft), or loss of use of, any property; (3) any failure or alleged failure to comply with any provision of law or the Contract Documents; or (4) any other loss, damage or expense, sustained by any person, firm or corporation or in connection with the work called for in this Agreement or the Contract Documents, except for liability resulting from the sole or active negligence, or the willful misconduct of the District.

(b) Any bodily injury to or death of persons or damage to property caused by any act, omission or breach of Contractor or any person, firm or corporation employed by Contractor, either directly or by independent contract, including all damages or injury to or death of persons, loss (including theft) or loss of use of any property, sustained by any person, firm or corporation, including the District, arising out of or in any way connected with work covered by this Agreement or the Contract Documents, whether said injury or damage occurs either on or off District property, but not for any loss, injury, death or damages caused by the sole or active negligence or willful misconduct of the District.

(c) Any dispute between Contractor and Contractor's subcontractors/supplies/Sureties, including, but not limited to, any failure or alleged failure of the Contractor (or any person hired or employed directly or indirectly by Contractor) to pay any Subcontractor or Materialman of any tier or any other person employed in connection with the work and/or filing of any stop notice or mechanic's lien claims.

Contractor, at its own expense, cost, and risk, shall defend any and all claims, actions, suits, or other proceedings that may be brought or instituted against the District, its officers, agents or employees, on account of or founded upon any cause, damage, or injury identified herein Article 5 and shall pay or satisfy any judgment that may be rendered against the District, its officers, agents or employees in any action, suit or other proceedings as a result thereof.

The Contractor's and Subcontractors' obligation to defend, indemnify and hold harmless the Owner, Architect, Inspector, the State of California and their officers, employees, agents and independent contractors hereunder shall include, without limitation, any and all claims, damages, and costs for the following: (1) any damages or injury to or death of any person, and damage or injury to, loss (including theft), or loss of use of, any property; (2) breach of any warranty, express or implied; (3) failure of the Contractor or Subcontractors to comply with any applicable governmental law, rule, regulation, or other requirement; (4) products installed in or used in connection with the Work; and (5) any claims of violation of the Americans with Disabilities Act ("ADA")

**ARTICLE 6 - PROVISIONS REQUIRED BY LAW:** Each and every provision of law and clause required to be inserted in this Contract shall be deemed to be inserted herein, and this Contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted or is not inserted correctly, then upon application of either party the Contract shall forthwith be physically amended to make such insertion or correction.

**ARTICLE 7 - COMPONENT PARTS OF THE CONTRACT:** The Contract entered into by this Agreement consists of the following Contract Documents, all of which are component parts of the Contract as if herein set out in full or attached hereto:

Notice Inviting Bids  
Instructions to Bidders  
Bid Form  
Designation of Subcontractors  
Bid Bond  
Bid Guarantee Form  
Contractor's Certificate Regarding Worker's Compensation  
Non-Collusion Declaration  
Substitution Request Form  
Acknowledgment of Bidding Practices Regarding Indemnity  
DVBE Participation Statement  
Site Visit Certification  
References  
Form Agreement  
Payment Bond  
Performance Bond  
Contractor's Certificate Regarding Drug-Free Workplace  
Contractor's Certificate Regarding Alcohol and Tobacco  
Guarantee  
Contractor DVBE Close-Out Statement  
Escrow Agreement for Security Deposit In Lieu of Retention  
Insurance Documents and Endorsements  
Contractor's Certificate Regarding Background Checks  
General Conditions  
Supplementary and Special Conditions (if any)  
Specifications  
All Addenda as Issued  
Drawings/Plans

All of the above named Contract Documents are intended to be complementary. work required by one of the above named Contract Documents and not by others shall be done as if required by all.

**ARTICLE 8 - PREVAILING WAGES:** Wage rates for this Project shall be in accordance with the general prevailing rate of holiday and overtime work in the locality in which the work is to be performed for each craft, classification, or type of work needed to execute the Contract as determined by the Director of the Department of Industrial Relations. Copies of schedules of rates so determined by the Director of the Department of Industrial Relations are on file at the administrative office of the District and are also available from the Director of the Department of Industrial Relations. Monitoring and enforcement of the prevailing wage laws and related requirements will be performed by the Labor Commissioner/ Department of Labor Standards Enforcement (DLSE).

The following are hereby referenced and made a part of this Agreement and Contractor stipulates to the provisions contained therein.

1. Chapter 1 of Part 7 of Division 2 of the Labor Code (Section 1720 et seq.)
2. California Code of Regulations, Title 8, Chapter 8, Subchapters 3 through 6 (Section 16000 et seq.)

**ARTICLE 9 - RECORD AUDIT:** In accordance with Government Code section 8546.7 (and Davis Bacon, if applicable) and the General Conditions, records of both the District and the Contractor shall be subject to examination and audit for a period of five (5) years after a Final Retention Payment or the Recording of a Notice of Completion, whichever occurs first.

**ARTICLE 10 - CONTRACTOR'S LICENSE:** The Contractor must possess throughout the Project a Class B Contractor's License, issued by the State of California, which must be current and in good standing.

**IN WITNESS WHEREOF**, this Agreement has been duly executed by the above named parties, on the day and year first above written.

Capistrano Unified School District

CONTRACTOR:

By: Lynh N. Rust  
Typed or Printed Name

John Scheck  
Typed or Printed Name

Executive Director, Contracts & Purchasing  
Title

President  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Board Approval Date: December 6, 2017

Joseph Scheck  
Type or Printed Name

Secretary  
Title (Authorized Officers or Agents)

\_\_\_\_\_  
Signature

**(CORPORATE SEAL)**

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services

Prepared by: John Forney, Chief Facilities Officer

Date: December 6, 2017

Board Item: Aliso Viejo Community Association Limited Use and Maintenance Agreement for Winter 2018

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**HISTORY**

The District has a long term relationship and agreement with the Aliso Viejo Community Association (AVCA) for the use of their parks by Aliso Niguel High School (ANHS).

**BACKGROUND INFORMATION**

The District and AVCA have enjoyed a mutually beneficial and cooperative relationship for many years, whereby the District has used Woodfield Park, owned by AVCA, under past limited use and maintenance agreements.

**CURRENT CONSIDERATIONS**

Approval of the ratification of the Aliso Viejo Community Association Limited Use and Maintenance Agreement for Winter 2018 allowing the District to use Woodfield Park from January 15, 2018 through May 11, 2018.

**FINANCIAL IMPLICATIONS**

The District will incur a Limited Use and Maintenance fee of \$600 payable to AVCA, which will be paid by ANHS site funds.

**STAFF RECOMMENDATION**

Approval of the ratification of the Aliso Viejo Community Association Limited Use and Maintenance Agreement for Winter 2018. The Aliso Viejo Community Association owns and maintains Woodfield Park, adjacent to ANHS. The Winter 2018 LUMA allows the District to use Woodfield Park from January 15, 2018 through May 11, 2018.

**PREPARED BY:** John Forney, Chief Facilities Officer

**APPROVED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services



## LIMITED USE & MAINTENANCE AGREEMENT

### AVCA/CAPISTRANO UNIFIED SCHOOL DISTRICT

This Limited Use and Maintenance Agreement (hereinafter “Agreement”) is entered into this 13<sup>th</sup> day of November, 2017 by and between the Aliso Viejo Community Association, a nonprofit public benefit corporation (“AVCA”) and Capistrano Unified School District (“User Group”). This Agreement shall be evaluated based upon the ability of all parties to effectively perform necessary maintenance and the past history of User Group. The goal of this Agreement is to provide quality parks for residents of AVCA and for the AVCA organizations who request use of the facilities.

#### 1. Definitions.

As used in this Agreement, the following terms shall have the following meanings:

- 1.1. Agreement Term: The period of time starting on the date on which this Agreement is signed by the Parties, and ending on May 11, 2018.
- 1.2. AVCA Property: All property owned or controlled by AVCA.
- 1.3. Participant: A player on the team organized by User Group. Coaches and other support staff are not considered Participants for the purposes of the age and residency requirements.
- 1.4. Start Date: The first day of use of AVCA Property by User Group under this Agreement.

#### 2. User Group’s Obligations

- 2.1. For usage of those areas listed on the attached Exhibit “A” during the times and for the term set forth in such Exhibit, User Group shall pay a fee set forth at Exhibit “B”. A fee of \$16.00 per hour will be charged for the use of sports lighting.
- 2.2. User Group shall ensure that at least one team on every field used by User Group under this Agreement is comprised of Participants at least seventy-five percent (75%) of whom are residents of AVCA and 18 years of age or under. Under no circumstances may two teams not meeting this requirement play on the same field at the same time.
- 2.3. User Group shall designate one person to serve as a liaison to AVCA for all matters related to this Agreement and User Group’s use of AVCA property, including but not limited to required submissions to and communication with AVCA (“Liaison”). AVCA will

communicate only with the Liaison regarding this Agreement and User Group's use of AVCA property, using only the contact information provided by the Liaison. The identity of the Liaison may be changed at any time by written notice to AVCA. Notwithstanding the above, in an emergency AVCA may be contacted by any authorized User Group member.

- 2.4. User Group shall ensure that an individual familiar with all park use rules and the obligations of this Agreement is onsite during the times set forth at Exhibit "A" for the purpose of ensuring compliance with such rules and obligations during such times.
- 2.5. AVCA Property shall be kept clean, free of debris, and in good condition. User Group is responsible for ensuring clean-up of all AVCA Property and the surrounding areas after any use. No rubbish, trash, garbage or other waste material shall be kept or permitted on any portion of the AVCA Property, except in enclosed trash receptacles or dumpsters, and no odor shall be permitted to arise therefrom so as to render the AVCA Property, or any portion thereof, unsanitary, unsightly, or offensive as determined in the sole discretion of AVCA. Failure to keep any AVCA Property clean of trash and debris may result in AVCA having the area cleaned at User Group's expense.
  - 2.5.1. User Group shall operate concession stands only if disclosed on this Agreement on Exhibit A, with submission of a current Food Facility Health Permit from the Orange County Environmental Health department and after written approval from AVCA. User Group shall ensure at all times that concession stands are clean, neat, and present no health hazards. User Group shall reimburse AVCA for any and all costs AVCA incurs for violations of these rules, as solely determined by AVCA, including but not limited to pest extermination and re-keying costs. AVCA reserves the right to withdraw permission to operate and re-key concession stands at any time if it determines that User Group has failed to meet the standards stated above.
- 2.6. User Group acknowledges that use of AVCA Property for any reason during closure times is strictly prohibited, and agrees on behalf of itself and all of its Participants to abide by all closure times. User Group further understands and agrees that if User Group or any of its employees, agents, and/or Participants uses the field in any way during closure periods, AVCA will suffer damage. Therefore, User Group shall pay to AVCA as liquidated damages the sum of ONE THOUSAND Dollars (\$1,000), or a greater amount as necessary to pay all damages and costs incurred by AVCA for necessary repairs to AVCA Property, as reasonably determined by AVCA, for each occasion on which User Group or any of its employees, agents, and/or Participants violates this provision.



- 2.7. User Group is responsible for ensuring all Participants and spectators follow AVCA's rules and regulations at all times, including, but not limited to, the prohibition of alcoholic beverages on the park sites.
- 2.8. User Group is responsible for the set-up and breakdown of all equipment used by User Group's Participants or spectators pursuant to this Agreement. AVCA shall not be held responsible for the damage, loss or theft of any property owned or stored by User Group on AVCA Property.
- 2.9. User Group shall reimburse AVCA for any and all costs incurred by AVCA to repair damage to AVCA Property that is due to User Group's neglect or abuse. AVCA may restore AVCA Property to the state it was in immediately prior to the Start Date.
- 2.10. If during the term of this Agreement User Group fails to perform any required maintenance within 24 hours of notice from AVCA that such maintenance is lacking, AVCA may perform such maintenance without further notice at User Group's expense.
- 2.11. No improvements may be made to AVCA Property by User Group without first receiving the express written permission of AVCA. Should User Group place, move, or install any improvements on the AVCA Property without first receiving the express written permission of AVCA, AVCA shall have the sole right to remove or restore such improvements at User Group's expense. Absent a more specific agreement, any improvements that are approved by AVCA must be maintained by User Group to a standard that is acceptable to AVCA, and AVCA may require the removal of any such improvements at any time at User Group's expense. AVCA shall not be responsible for any damages, expenses, reimbursement or charges related to the installation, maintenance or removal of such improvements.
- 2.12. User Group shall promptly notify AVCA of any maintenance that AVCA is responsible to perform, including, but not limited to, turf damage or irrigation issues that are unrelated to User Group's use of AVCA Property. In the event of any emergency repairs, only AVCA authorized contractors may perform any necessary repair. User Group shall reimburse AVCA for any repairs which are not related to the ordinary use of the facilities.
- 2.13.
  - (a) This Agreement shall be subject to termination upon ninety (90) days' written notice to either party, unless earlier termination is allowed herein due to breach of any provision of this Agreement.

- (b) Should any breach of this Agreement occur, or if performance of any of the duties and/or obligations of User Group is not timely and completely performed, AVCA shall provide written notice to User Group of the breach. If said breach is not cured within thirty (30) days of the date notice is sent, this Agreement may be immediately terminated by AVCA. In such an event, User Group shall not be entitled to any refund of use fees. Written notice of termination shall be sent by first class mail to User Group at the address set forth in this agreement, or such address as User Group has provided to receive such notices.
- 2.14. User Group may not swap, trade, gift, sell, authorize or otherwise transfer the right to use any AVCA Property to any other person, entity or organization (even if an affiliated entity or organization). In addition, except with the prior express written consent of AVCA, User Group shall not permit any outside vendors (including without limitation food vendors, sponsors, or contractors) on the AVCA Property.
- 2.15. AVCA may, in its sole discretion, withhold reasonable sums from the refundable deposit to ensure User Group's compliance with this Agreement, including, but not limited to, expenses for repair of AVCA Property, damages for injury to or loss by third persons, unpaid fees or other obligations due from User Group under this Agreement, or attorney's fees related to pursuit of compliance with this Agreement. In the event that any damage, maintenance, repair or other expense owed by User Group pursuant to this Agreement exceeds the amount of the refundable deposit, then AVCA shall be entitled to retain the entirety of such deposit and shall have the right to pursue User Group for the balance owed.
- 2.16. User Group shall ensure and enforce that NO PARKING takes place on any area other than in marked designated parking stalls in asphalt parking areas/lots or other areas that AVCA has designated as an Overflow Parking Lot/Area and signage of such has been installed by AVCA. In addition, User Group shall ensure and enforce that NO PARKING takes place on any grass or turf on the AVCA Property.
- 2.17. If use includes the use of the concession stand, User Group shall not store any items in the electrical room at the concession stand without the express prior written permission of AVCA. In no event shall User Group store any items on the floor of the electrical room in the concession stand. User Group is only permitted to store items on the built-in shelving within the electrical room, provided that it first receives the prior written consent of AVCA. Any items not placed on the shelves shall be immediately removed and discarded. Failure to adhere to keeping the floor/walkways clear at all times may result in the future loss of use of the electrical room for any storage purposes. User Group shall keep the concession stand kitchen, storage rooms and electrical rooms clean and clear of all items so that inspections and routine maintenance work can occur unimpeded.

- 2.18. User Group shall not permit the use of any portable, transportable, or non-stationary barbeques on the AVCA Property except with the prior written consent of AVCA.
- 2.19. User Group shall not permit the use of the AVCA facilities described in Exhibit A by any of User Group's Participants, employees, volunteer coaches and/or spectators if field conditions are considered hazardous, such as in the event of wet, muddy, or uneven fields. AVCA reserves the right to determine whether field conditions are hazardous, in which case the use of the AVCA facilities shall not be permitted at such time.
- 2.20. As provided in this paragraph, User Group shall complete and report all incidents that occur during the course of User Group's use of the AVCA Property to AVCA within twenty-four (24) hours of said incident using the Incident Report Form attached as Exhibit "C" hereto. An incident report must be completed for (1) any injury that requires advanced first aid, (2) any injury or illness that could have future complications or require subsequent medical attention, including without limitation severe sprains, broken limbs, and concussions, (3) any act of suspected sexual harassment or child abuse, (4) any act that violates the law, and (5) any act that results in damage to the AVCA Property. An incident report is not required for (1) minor injuries such as scratches and blisters and (2) other personal illnesses that are not likely to have future complications even if the illness causes the person at issue to leave the AVCA Property.

### 3. AVCA's Obligations

- 3.1. AVCA shall perform reasonable maintenance and repair of AVCA property. No portion of AVCA was designed for performance as a professional level sports field. For the most part AVCA's sport fields were designed as passive parks and AVCA is making its best efforts to utilize such areas, where desired, as sports fields to meet the community's changing needs.
- 3.2. AVCA shall use reasonable efforts to keep all AVCA Property specified herein in a manner that is clean, free of debris and in useable condition for the periods specified in this Agreement. The parties to this agreement understand that AVCA is a nonprofit entity. AVCA does not stand as a guarantor that any field or other property is ready and available for use. In the event that the AVCA Property that is specified in this Agreement is unsuitable or unavailable for use, then AVCA shall either provide a comparable site or refund a prorated share of the fees paid by User Group under this Agreement to reimburse User Group for the lost use. User Group acknowledges that AVCA is not responsible to reimburse any expenses or costs associated with finding an alternate site due to the unavailability of AVCA Property.

- 3.3. AVCA shall cause to be inspected all AVCA Property, including, but not limited to, any applicable facilities and/or fencing for damage and report as necessary. User Group retains, however, the obligation to inspect AVCA Property prior to each use to ensure the safety of User Group's Participants.
- 3.4. AVCA shall have a representative available for on-site inspection of the AVCA Property as requested to review existing conditions in the event of any problems. AVCA is dedicated to the success of its user groups, and to this end reserves the right to determine the use schedule that best meets the needs of the community as a whole and to ensure the best maintenance of AVCA Property. User Group should expect that there will be times where a portion of AVCA Property must be closed to let the area rehabilitate or for a needed maintenance to be performed. In such instances, User Group is expected to cooperate with AVCA's efforts. Past use of AVCA Property does not guarantee use by User Group of such area in the future.

#### 4. INSURANCE

- 4.1. User Group shall provide: (a) a \$1,000,000 liability policy with an additional insured endorsement specifically naming "Aliso Viejo Community Association", its employees, officers and directors, and "Powerstone Property Management, Inc." its employees, officers, and directors as additional insureds; (b) such endorsement shall provide that User Group's policy shall be primary, and non-contributory with any policies of insurance owned by said additional insureds; & (c) said policy shall provide for 30 days written notice to AVCA of cancellation, termination and/or non-renewal. A full copy of the entire policy, including the endorsement specified herein, is required prior to any use of AVCA Property and whenever such policy is renewed or replaced. User Group agrees to require any and all vendors, contractors, and/or subcontractors to provide the same insurance coverage and the same evidence of insurance as required of User Group under the Agreement (see "Other Provisions", page 5).
- 4.2. Insurance documents provided pursuant to Section 4.1 must state User Group's name exactly as it is stated in this Agreement. Documents for insurance purchased through a parent organization are subject to AVCA's approval, and may be subject to review by AVCA's legal counsel, all in AVCA's sole and absolute discretion.
- 4.3. Insurance Certificates specifically naming both "Aliso Viejo Community Association" and "Powerstone Property Management, Inc." as additional insured with a second page endorsement must be received a minimum of thirty (30) days prior to the Start Date.

- 4.4. User Group agrees to require any and all vendors, contractors, and/or subcontractors to provide the same insurance coverage and the same evidence of insurance as required of User Group under this Agreement
- 4.5. AVCA shall have the right, but not the obligation, to prohibit User Group from using AVCA Property until the required evidence of insurance of both User Group and its vendors, contractors, and/or subcontractors has been received by AVCA. Failure to provide the required evidence of insurance shall be a material breach of the Agreement, and grounds for immediate termination of the Agreement, at AVCA's discretion.

## 5. INDEMNIFICATION

- 5.1. User Group agrees to indemnify, defend, and hold AVCA and the additional insureds referenced herein free and harmless from all loss, claims, demands, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, attorney's fees and legal costs, that Association or such additional insureds may incur as a result of any act or omission by User Group related to or in furtherance of the purposes of this Agreement. User Group further agrees that such indemnity shall include any loss, claims, demands, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, attorney's fees and costs, that Association or such additional insureds may incur as a result of any act or omission by User Group's Participants, employees, volunteer coaches and/or spectators associated with an event arranged by User Group at the location and during the times set forth in Exhibit "A".
- 5.2. User Group agrees that the indemnity provided by User Group to AVCA under the Agreement shall also include any loss, claims, demands, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, attorney's fees and costs, that AVCA and the additional insureds referenced in the Agreement may incur as a result of any act or omission by User Group vendors, contractors, subcontractors and/or any other agents associated with an event arranged by User Group at the location and during the times set forth in Exhibit "A" of the Agreement.

## 6. WAIVER AND RELEASE FORMS

- 6.1. User Group shall require each Participant and their family to sign a waiver and release acceptable to AVCA, which waives the right to make, bring or maintain any and all claims of any type and kind which said Participants might have, or acquire in the future, against AVCA, its directors and employees, and/or Powerstone Property Management, Inc. its directors and employees (hereinafter "Released Parties") and that releases said Released Parties from any claim, liability and/or demand of every type and kind which might be

brought against any one or more of them as to any injury or damage which arise from or out of the User Group's program and/or the use of AVCA Property.

- 6.2. AVCA's signed, original Waiver & Release Forms for each and every Participant must be received a minimum of seven (7) days prior to the Start Date, subject to the submission requirements in Section 10.2.
- 6.3. If User Group submits Waiver & Release Forms in an electronic format, a fee of \$2.00 per electronic signature will be assessed to cover AVCA's cost for use of software. User Group shall pay these fees upon receipt of an invoice from AVCA.

## 7. RESIDENCY AND AGE REQUIREMENTS

- 7.1. Age Requirement for Participants: At least 75% of User Group's Participants must be 18 years of age or younger.
- 7.2. Residency Requirement for Participants: At least 75% of User Group's Participants must be residents of AVCA. If User Group pays User Fee applicable to groups with at least 75% residency but fails to meet this standard, User Group shall meet all requirements for groups with less than 75% AVCA residency stated in this Agreement, including but not limited to increased User Fees. AVCA shall have sole and absolute discretion to determine whether this residency standard has been met.
- 7.3. User Group shall submit written verification that the Participants meet the residency and age requirements specified above no later than two (2) weeks prior to the Start Date, subject to the submission requirements in Section 10.2. Acceptable forms of verification are determined by AVCA in its sole and absolute discretion. Rosters containing, at a minimum, the last name, age, and full residential address of every Participant are usually acceptable forms of verification.

## 8. TOURNAMENTS

User Group shall submit the dates and times for all tournaments being scheduled in their season to AVCA. The AVCA Board of Directors will review the dates and times for the tournaments and, if approved, the parties shall enter into a separate Limited Use & Maintenance Agreement.

## 9. EMERGENCY

Each party to this Agreement herein provides the following 24/7 phone numbers for use by the other parties in the event of emergencies:

User Group: Capistrano Unified School District (Aliso Niguel High School)  
Address: 28000 Wolverine Way  
Aliso Viejo, CA 92656  
Phone: (949) 831-5590

AVCA: Aliso Viejo Community Association  
95 Argonaut, Suite 190  
Aliso Viejo, CA 92656  
(949) 243-7550

#### 10. DOCUMENT AND FEE SUBMISSION

- 10.1. All fees, insurance documentation, and this executed Agreement must be received a minimum of thirty (30) days in advance of the Start Date.
- 10.2. If AVCA determines that User Group failed to meet the minimum residency requirement for participants, User Group shall be liable for payment of the higher User Fee applicable to groups with less than 75% AVCA residency. User Group shall pay in full any balance due for such User Fee within thirty (30) days of receipt of an invoice from AVCA.
- 10.3. Applicant must remit all required documents and fees (including but not limited to Rosters, Waiver & Release Forms, User Fees, Insurance, Light Fees, executed Limited Use & Maintenance Agreements, Incident/Accident Forms) to the AVCA offices either via First Class Mail OR in person during normal business hours of 8:30 a.m. to 4:30 p.m., Monday through Friday, or other holiday scheduled office hours for AVCA. AVCA assumes no responsibility for items left at the door, outside of the door, or slipped under the door. User is responsible for confirming that AVCA receives all required documents and fees in good order. If required documents and/or fees are not received by AVCA by the specified deadlines for any reason, AVCA reserves the right to deny use of AVCA facilities, impose late charges, grant extensions, and/or take other measures as AVCA deems appropriate, in its sole discretion.
- 10.4. Any unpaid fees, regardless of the amount, shall accrue a \$35.00 late charge for each thirty (30) day period not paid in full. This late charge obligation continues until all sums owing hereunder, including late charges and interest, are paid in full, and shall survive the termination of this Agreement regardless of the reason.

The undersigned hereby represent and warrant that they have the authority of User Group to enter into this agreement and that User Group is a legal entity duly formed to do business in the state of California. In the event that the undersigned does not have the authority of User Group or if User

Group is determined to not be validly formed, then the undersigned stands personally liable for all of the obligations set forth in this Agreement. The undersigned further represents that they have read this Agreement, as well as any rules and regulations regarding the use of AVCA Property described at Exhibit "A" herein, and as the representative for User Group promises to abide by same.

[Signatures on following page]

///



**USER GROUP NAME: CAPISTRANO UNIFIED SCHOOL DISTRICT**

(Must exactly match name listed on all insurance documents provided pursuant to Section 4.1)

Print name: John Forney

Title: Chief Facilities Officer

Date: 10/26/17

Signature: 

Print name: \_\_\_\_\_

Title: \_\_\_\_\_

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

Signature: \_\_\_\_\_

**ALISO VIEJO COMMUNITY ASSOCIATION ("AVCA")**

Print name: Lisa Naeyek

Title: Vice President

Date: 10/21/17

Signature: 

Print name: Jason Stein

Title: President

Date: 10/21/17

Signature: 

**EXHIBIT "A"**

Upon Association approval, User Group is licensed to use the facilities stated below for the purposes described in and subject to the conditions of the Limited Use & Maintenance Agreement attached hereto, during the days and hours listed below.

**Facility Name: Woodfield Park**

**Number of concession stands, if any: 1**

**AVCA approval (initial): EK**

<u>DATES</u>	<u>TIME</u>	<u>LOCATION</u>
January 15, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 16, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 17, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 18, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 19, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 22, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 23, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 24, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 25, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 26, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 29, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 30, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
January 31, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 1, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 2, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 5, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 6, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 7, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5

**EXHIBIT "A"**

Upon Association approval, User Group is licensed to use the facilities stated below for the purposes described in and subject to the conditions of the Limited Use & Maintenance Agreement attached hereto, during the days and hours listed below.

**Facility Name: Woodfield Park**

**Number of concession stands, if any: 1**

**AVCA approval (initial): EK**

<u>DATES</u>	<u>TIME</u>	<u>LOCATION</u>
February 8, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 9, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 12, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 13, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 14, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 15, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 16, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 19, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 20, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 21, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 22, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 23, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 26, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 27, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
February 28, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 1, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 2, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 5, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5

**EXHIBIT "A"**

Upon Association approval, User Group is licensed to use the facilities stated below for the purposes described in and subject to the conditions of the Limited Use & Maintenance Agreement attached hereto, during the days and hours listed below.

**Facility Name: Woodfield Park**

**Number of concession stands, if any: 1**

**AVCA approval (initial): EK**

<u>DATES</u>	<u>TIME</u>	<u>LOCATION</u>
March 6, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 7, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 8, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 9, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 12, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 13, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 14, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 15, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 16, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 19, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 20, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 21, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 22, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 23, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 26, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 27, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 28, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
March 29, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5

**EXHIBIT "A"**

Upon Association approval, User Group is licensed to use the facilities stated below for the purposes described in and subject to the conditions of the Limited Use & Maintenance Agreement attached hereto, during the days and hours listed below.

**Facility Name: Woodfield Park**

**Number of concession stands, if any: 1**

**AVCA approval (initial): EK**

<u>DATES</u>	<u>TIME</u>	<u>LOCATION</u>
March 30, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 2, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 3, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 4, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 5, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 6, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 9, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 10, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 11, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 12, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 13, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 16, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 17, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 18, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 19, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 20, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 23, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 24, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5

**EXHIBIT "A"**

Upon Association approval, User Group is licensed to use the facilities stated below for the purposes described in and subject to the conditions of the Limited Use & Maintenance Agreement attached hereto, during the days and hours listed below.

**Facility Name: Woodfield Park**

**Number of concession stands, if any: 1**

**AVCA approval (initial): EK**

<u>DATES</u>	<u>TIME</u>	<u>LOCATION</u>
April 25, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 26, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 27, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
April 30, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
May 1 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
May 2, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
May 3, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
May 4, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
May 7, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
May 8, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
May 9, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
May 10, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5
May 11, 2018	1:00 p.m.-5:00 p.m.	Baseball Field 5

**EXHIBIT "B"**

**FEE STRUCTURE**

NOTE: A fee of \$16.00 per hour will be charged for the use of sports lighting.

<b>Park</b>	<b>Number of Fields</b>	<b>Fee (per field/month)</b>	<b>Total</b>
Woodfield	1	\$150.00/field/month	\$600.00
<b>Amount Due to AVCA:</b>			<b>\$600.00</b>

# EVIDENCE OF COVERAGE

DATE (MM/DD/YYYY)  
9/14/2017

This Evidence of Coverage is used as a matter of information only and confers no rights upon the Certificate Holder. This Evidence of Coverage does not amend, extend, or alter the coverage afforded by the memoranda listed below.

**MEMORANDUM NUMBER:** 101

**JOINT POWERS AUTHORITY (JPA)**

Alliance of Schools for Cooperative Insurance Programs  
16550 Bloomfield Avenue  
Cerritos, CA 90703

www.ASCIP.org

**CONTACT NAME:** Mr. Fritz J. Heirich, Chief Executive Officer

**PHONE:** (562) 404-8029

**JPA MEMBER**

Capistrano Unified School District  
33122 Valle Road  
San Juan Capistrano CA 92675

This is to certify that the Alliance of Schools for Cooperative Insurance Programs (ASCIP) Memorandum of Coverages on insurance listed below have been issued to the Covered Party named above for the period indicated. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this Evidence of Coverage may be used or may pertain, the coverages afforded by the Memorandum of Coverages described herein are subject to all the terms, exclusions, and conditions of such Memorandum of Coverages.

TYPE OF COVERAGE	ADDL INSR	MEMORANDUM NUMBER (MOC)	POLICY EFF (MM/DD/YYYY)	POLICY EXP 12:01a.m.	LIMIT OF LIABILITY / COVERAGE	
<b>GENERAL LIABILITY</b>					COMBINED SINGLE LIMIT PER OCCURRENCE	\$ \$5,000,000
<input checked="" type="checkbox"/> OCCURRENCE	✓	MOC #101	7/1/2017	7/1/2018	AGGREGATE	\$ N/A
<input checked="" type="checkbox"/> Personal Injury						\$
<input checked="" type="checkbox"/> Errors & Omission						\$
<input checked="" type="checkbox"/> Employment Practices						\$
<b>AUTOMOBILE LIABILITY</b>					COMBINED SINGLE LIMIT PER OCCURRENCE	\$
<input type="checkbox"/> AUTOMOTIVE PHYSICAL DAMAGE					ACTUAL CASH VALUE	\$
<input type="checkbox"/> COMPREHENSIVE / COLLISION						\$
<input type="checkbox"/> ANY AUTO						\$
						\$
						\$
<b>PROPERTY</b>					REPLACEMENT COST SUBJECT TO POLICY LIMITS, TERMS, AND CONDITIONS	
<input type="checkbox"/> BUILDING / CONTENTS						\$
<input type="checkbox"/> FIRE, THEFT, RENTAL INTERRUPTION						\$
						\$
						\$
<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	N/A				EACH ACCIDENT	\$
<input type="checkbox"/> WC STATUTORY LIMITS					PER EMPLOYEE	\$
					POLICY LIMIT	\$
<b>OTHER</b>					SUBJECT TO POLICY LIMITS, TERMS, AND CONDITIONS	
<input type="checkbox"/> EMPLOYEE DISHONESTY (CRIME)						\$
						\$
						\$
						\$

**ADDITIONAL REMARKS:**

As respects to ANHS - baseball games 1/16/18 - 5/12/18 and soccer games 11/1/17 - 1/31/18

**CERTIFICATE HOLDER**

Aliso Viejo Community Association and  
Powerstone Property Management, Inc.  
Attn: Evelyn Kern  
95 Argonaut, Suite 190  
Aliso Viejo CA 92656

**CANCELLATION**

Should any of the above coverages for the Covered Party be changed or withdrawn prior to the expiration date issued above, ASCIP will mail 30 days written notice to the Certificate Holder, but failure to mail such notice shall impose no obligation or liability of any kind upon ASCIP, its agents, or representatives.



AUTHORIZED REPRESENTATIVE: Fritz J. Heirich

\*ASCIP is a joint powers authority pursuant to Article 1 (commencing with Section 6500) Chapter 5 of Division 7 of Title 1 of the Government Code and Sections 39603 and 81603 of the Education Code. Rev 5-97



# Additional Covered Party Endorsement

**District:** Capistrano Unified School District

**Endorsement No.**

37725525

**Additional Covered Party:**

Aliso Viejo Community Association and  
Powerstone Property Management, Inc.

its employees, officers and directors

**Description of Operations, Vehicle, or Property:**

As respects to ANHS - baseball games 1/16/18 - 5/12/18 and soccer  
games 11/1/17 - 1/31/18

**Coverage Period:**

**Effective:** 7/1/2017

**Expires 12:01 a.m.:** 7/1/2018

The coverage provided to the Covered Party is hereby extended by this endorsement to the Additional Covered Party named above in accordance with the provisions contained in the Memorandum of Coverage (MOC). The coverage extended hereby applies only with respect to liability arising out of activities in the Description of Operations, Vehicle, or Property noted above. It is intended by ASCIP in issuing this endorsement to defend and/or indemnify the Additional Covered Party only if the District is solely negligent. In issuing this endorsement, ASCIP intends and agrees to extend coverage pursuant to the terms and conditions of the MOC to the Additional Covered Party named above only to the extent that the Additional Covered Party faces liability arising out of claims, demands, or lawsuits claiming money damages on account of bodily injury or property damage as defined and limited in the ASCIP MOC. The limits of liability extended to the Additional Covered Party listed above is \$5,000,000 per occurrence for liability.

**Authorized Representative:**

**Date Issued:** 9/14/2017

ASCIP is a joint powers authority pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1 of the Government Code and Sections 39603 and 81603 of the Education Code.

Rev 5/97

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent Education Services  
Bradley Shearer, Assistant Superintendent Curriculum and  
Instruction Preschool-Grade 5

Date: December 6, 2017

Board Item: Academic Event Contracts – Irvine Ranch Outdoor Education Center

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**HISTORY**

Irvine Ranch Outdoor Education Center (IROEC) program provides engaging outdoor education overnight field trip experiences for schools and districts in Southern California.

**BACKGROUND INFORMATION**

District schools routinely participate in IROEC education overnight outdoor science camp. District students have been visiting IROEC since 2005.

**CURRENT CONSIDERATIONS**

Several school sites have expressed an interest in participating in the IROEC for overnight science camp field trips for grade five students. Schools interested in participating include Canyon Vista Elementary School, Del Obispo Elementary School, Hidden Hills Elementary School and Clarence Lobo Elementary School. It is estimated that 325 District students will participate in the IROEC program.

**FINANCIAL IMPLICATIONS**

The scheduled attendance and contracted amounts for these programs for students varies by site. See attached agreement for details. The estimated total expenditure under these contracts is \$88,800 paid by site and/or gift funds.

**STAFF RECOMMENDATION**

Approval of Academic Event Contracts – Participation Irvine Ranch Outdoor Education Center.

**PREPARED BY:** Bradley Shearer, Assistant Superintendent Curriculum and Instruction  
Preschool-Grade 5

**APPROVED BY:** Susan Holliday, Associate Superintendent Education Services

Irvine Ranch Outdoor Education Center  
 2 Irvine Park Road  
 Orange, CA 92869  
 P: (714) 923-3191  
 F: (714) 923-3192  
 Email: olenka@iroec.org



**EVENT CONTRACT: 4944-1**  
**Event Date: 03/13/2018 - 03/16/2018**  
**Event Name: Canyon Vista Elementary School**  
**Site: Irvine Ranch Outdoor Education Center**  
**Salesperson: Olenka Langen**

## ACADEMIC EVENT CONTRACT

This AGREEMENT, made and entered into this date by The Irvine Ranch Outdoor Education Center, (hereinafter referred to as the IROEC), and Canyon Vista Elementary School, (hereinafter referred to as the CUSTOMER), under which the IROEC and the CUSTOMER, mutually agree to the following;

### GUARANTEED ATTENDANCE

The IROEC schedules staff and meal service based on the CUSTOMER'S anticipated number of event participants. The IROEC therefore requires confirmation of final numbers, fourteen (14) days prior to the Event Date

Primary Contact	Address	Email Address	Telephone
Jeana Dagley Canyon Vista Elementary School (Capistrano Unified School District)	27800 Oak View Drive Aliso Viejo, CA 92656	jmdagley@capousd.org	W: (949) 234-5941

Canyon Vista Elementary School					
Date	Time	Location	Function	#	Set
Tue, 3/13/18	10:00am-11:00am	OEC Group	Arrival - Outdoor Science School	120	120
Tue, 3/13/18	10:00am-11:00pm	Bungalow Room 1 / Bungalow Room 2 / Bunkhouse-LM / Bunkhouse-UM / Bunkhouse-LA	Lodging	120	120
Tue, 3/13/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	120	120
Tue, 3/13/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	120	120
Tue, 3/13/18	8:30pm-9:00pm	Dining Hall Meals	Snacks	120	120
Wed, 3/14/18	7:00am-11:00pm	Bungalow Room 1 / Bungalow Room 2 / Bunkhouse-LM / Bunkhouse-UM / Bunkhouse-LA	Lodging	120	120
Wed, 3/14/18	8:00am-9:00am	Dining Hall Meals	Breakfast	120	120
Wed, 3/14/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	120	120
Wed, 3/14/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	120	120
Wed, 3/14/18	8:30pm-9:00pm	Dining Hall Patio	Snacks	120	120
Thu, 3/15/18	7:00am-11:00pm	Bungalow Room 1 / Bungalow Room 2 / Bunkhouse-LM / Bunkhouse-UM / Bunkhouse-LA	Lodging	120	120

Canyon Vista Elementary School					
Date	Time	Location	Function	#	Set
Thu, 3/15/18	8:00am-9:00am	Dining Hall Meals	Breakfast	120	120
Thu, 3/15/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	120	120
Thu, 3/15/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	120	120
Thu, 3/15/18	8:00pm-9:00pm	Staff-led Activities	Campfire w/ S'mores (OEC Kitchen)	120	120
Fri, 3/16/18	7:00am-10:00am	Bungalow Room 1 / Bungalow Room 2 / Bunkhouse-LM / Bunkhouse-UM / Bunkhouse-LA	Check-Out	120	120
Fri, 3/16/18	8:00am-9:00am	Dining Hall Meals	Breakfast	120	120
Fri, 3/16/18	10:00am-10:30am	Dining Hall Meals	Departure	120	120

Tue, 3/13/18	Arrival - Outdoor Science School - 10:00am - OEC	Qty	Price	Total
	Academic Science School			
Selection	4-Day, 3-Nights	120	\$310.00	\$37,200.00

Notes
<p>Deposit (\$1,000) &amp; Contract due: 4/13/17</p> <p>Final payment, guaranteed numbers &amp; forms (listed below) due: 2/27/18</p> <p>Student/Parent Forms</p> <ol style="list-style-type: none"> <li>1. Code of conduct and discipline policy</li> <li>2. Health and permission form</li> <li>3. Medication information form</li> <li>4. Recreational waiver</li> </ol> <p>Teacher Forms</p> <ol style="list-style-type: none"> <li>1. Bunkhouse room assignments</li> <li>2. Trail group assignments</li> </ol> <p>Dietary Restrictions:</p> <p>Transportation: Bus GATE CODE: (#0305)</p> <p>Academic Programs:</p> <p>Additional Information:</p> <p>121 students 4 teachers</p>

CHARGES		
	Charges	Total
Setup and Service	\$37,200.00	\$37,200.00
Totals	\$37,200.00	\$37,200.00
	Payments Received	(\$1,000.00)
	Balance Due	\$36,200.00

Payment Date	Amount	Payment Method	Payment Type
5/28/2017	\$1,000.00	Check	Deposit

## **PAYMENTS, CANCELLATIONS & REFUNDS**

### **DEPOSIT**

A \$1000 deposit is required within fourteen (14) days of receiving your final confirmed EVENT CONTRACT. Once a reservation is made and a deposit applied, the reservation date(s) and facilities become UNAVAILABLE for any other user-group to reserve. The deposit is therefore, non-refundable. Final payment is due fourteen (14) days prior to the group's arrival date.

We request that you initially reserve only the number of spaces you can guarantee to fill at the time of the reservation. We are more than happy to assist you with additions after the initial reservation but decreases are not permitted. A guaranteed participant count is due 14 days prior to the group's arrival date to facilitate meals and staffing. The IROEC accepts payment via check or credit card. Cash will not be accepted. Please make checks payable to IROEC / OCBSA.

**Payment address only:  
Orange County Council, Inc.  
Attn: IROEC Operations  
1211 E. Dyer Road  
Santa Ana, CA 92705**

### **CANCELLATION POLICY:**

Notice of cancellation with a Request for a credit or refund of all or part of the cancelled reservation must be submitted in writing via FAX, email or standard mail.

- Cancellations with a credit or refund request made 30 or more days prior to the start date of the reservation will be eligible to receive 100% of funds paid in excess of the non-refundable deposit.
- Cancellations with a credit or refund request made 14-29 days prior to the reservation will be eligible to receive 50% of the funds paid in excess of the non-refundable deposit.
- Cancellations made less than 14 days prior to the reservation will NOT be eligible for a credit or refund, even for weather-related concerns.

### **TUITION / CAMPER SICKNESS / CANCELLATION INSURANCE**

The IROEC does not provide Tuition, Camper Sickness or Cancellation Insurance. Guests are encouraged to obtain their own coverage(s) if they deem it necessary. While not endorsing any specific agency or policy, the following companies offer a variety of Camp Program Cancellation and Interruption Insurance options;

[www.campinsurancepro.com](http://www.campinsurancepro.com)  
[www.aplusplans.com](http://www.aplusplans.com)

### **WEATHER POLICY:**

The IROEC is an all-weather facility and runs programs 24/7 all year long, rain or shine. The majority of our recreation activities can still be achieved in inclement weather, including rain. Alternative activities are employed when necessary. We encourage you to prepare for the anticipated weather conditions during your reservation date(s) and to communicate this information to your event participants. Please refer to the cancellation policy for procedures concerning credit or refund of funds.

### **EXTREME CONDITIONS:**

The safety of our guests and staff is our top priority and we will only run programs when it is safe to do so. In the event of fire, flood, or extreme weather conditions, the IROEC may elect to close an area(s) for safety reasons. The decision to close and the duration of such a closure is at the sole discretion of the IROEC. If such a closure makes it impossible for you to complete a scheduled activity, you may request a credit, refund or reschedule of cancelled activities for those areas affected by that closure.

### **COSTS PER CAMPER**

For each scheduled resident Science Camp session, CUSTOMER agrees to pay the IROEC;

\$370.00 per participant (4-night camp)  
\$310.00 per participant (3-night camp)  
\$240.00 per participant (2-night camp)

The per participant fee includes rental space at the IROEC for purposes of conducting CUSTOMER'S academic program classes, all necessary program supplies and materials, meal service, lodging, supervision and the professional services of the IROEC academic and program staff.

#### **CUSTOMER'S OBLIGATIONS**

The CUSTOMER shall provide a minimum of two (2), certified personnel to assist with supervision at the IROEC. The minimum attendance is 2 adults per EVENT and an increasing ratio of 1:35 admin adults per camper.

The CUSTOMER shall provide exclusive supervision daily during "Teacher Time", (usually the one hour immediately after lunch or dinner). Recreational activities and equipment will be provided by the IROEC.

The CUSTOMER acknowledges that all attending participants meet the California Health & Safety Code (Division 105, Part 2, Chapter 1, Sections 120325 - 120380, Title 17) regarding required immunizations.

The CUSTOMER shall confirm that all participants complete and provide the IROEC Health & Medical Form and if necessary, the IROEC Medications Form, (for identification, storage and dispensing of participant medications and supplements).

### **FACILITY ACCESS & PARKING**

#### **CAMP ACCESS**

The IROEC is located inside The Irvine Regional Park at the north end of Jamboree Road in Orange, CA. The park gates open at approximately 6:00am each morning and close at 9:00pm, (6:00pm in winter). After-hours access is available via the IROEC guest services / commissioner staff, but MUST be pre-arranged before your event.

#### **GATE CODES**

During regular operational hours, the OC Parks Dept. charges an access/parking fee for entry into the park. Guests and participants bound for the IROEC can avoid this fee via use of an IROEC access gate code. If an attendant is present, advise them that you are going to the IROEC and tell them your pre-assigned gate code. If no attendant is present, drive forward to the electronic access gate and enter your 4-digit code, (along with the preceding # sign), into the keypad. (Use the keypad that resembles a payphone, not the larger automated attendant with the cash & credit card reader).

The electronic gate allows only one (1) vehicle per entry, so EVERY vehicle must enter a code.

The CUSTOMER is given an access gate code at the time of their event confirmation and it is their responsibility to distribute that code to their guests and participants.

#### **PARKING**

All vehicles entering the IROEC must park in designated or staff-approved parking areas.

Carpooling is highly recommended as the IROEC has very limited parking space available.

### **GENERAL INFORMATION & CAMP RULES**

#### **CAMP MEALS / DIETARY RESTRICTIONS**

User groups MUST communicate the dietary needs of the participants no less than fourteen (14) days prior to arrival. The IROEC is a nut-safe kitchen with a no-fish menu. We provide vegetarian options but are unable to guarantee gluten-free, non-dairy or sugar free meals. There is always a wide variety of food options at every meal.

#### **SMOKING**

Smoking onsite is strongly discouraged, but is permitted ONLY in our designated smoking areas; (the concrete behind the kitchen or on the gravel-area of the lower, "Weir Canyon" parking lot). Guests found smoking in ANY other area of camp, present an unacceptable hazard and fire risk. Your event may be subject to immediate cancellation without refund and may include policy violation fees\*.

## **ALCOHOL**

No alcohol is permitted at any time, during any academic-related event or reservation.

## **LOST & FOUND**

Due to the high volume of IROEC participants, (over 42,000 per year), we cannot hold Lost & Found items longer than seven (7) days. All lost items of significant material value, (cameras, cell-phones, wallets, glasses, keys, etc ...), are kept in the admin office safe. Items such as towels, sweatshirts and sleeping bags and placed in the Lost & Found bin located inside the Program Office. Every attempt to contact the owner(s) of lost items will be made, subject to being able to identify said owners. Items left unclaimed after seven (7) days will be discarded or donated to charitable organizations.

## **SITE INSPECTIONS**

We make every effort to ensure that all rentable facilities at the IROEC are prepared in ready-to-use, clean, well-maintained condition. Within two hours of arrival, guests must communicate any damage or unsatisfactory condition(s) of their rented spaces and facilities. If no such notification is received, everything will be considered to be in acceptable and working condition. IROEC staff will inspect all areas at the completion of all events to determine if any additional fees for cleaning or damage need to be assessed.

## **RECREATIONAL WAIVERS, BUNKHOUSE & TRAIL GROUP FORMS**

If a guest will be participating in any shooting sport, climbing, challenge course, zip line, guided hike or aquatic activity, they must complete and sign the IROEC Recreational Waiver.

The CUSTOMER shall provide completed Bunkhouse & Trail Group forms to the IROEC at least fourteen (14) days prior to arrival.

## **RULES & REGULATIONS**

The CUSTOMER will abide by the rules and regulations established by the IROEC for all programs and operations, to and including the IROEC Code of Conduct & Discipline Policy, (signature required for ALL participants).

## **DAMAGE, CLEANING & LIABILITY (POLICY & FEES)**

Due to the wide range of possible damage, cleaning and other risk exposure created by event participants utilizing IROEC activity areas, meeting space and lodging, a minimum FLAT-FEE of \$500.00 has been established to clean, recover and/or repair as needed

The \$500.00 FLAT-FEE will be applied for ANY damage, decoration violation, unauthorized alcohol use, smoking, graffiti, property loss or theft, any insurance liability risk or other such condition that could be defined as a material loss.

This fee can easily increase depending on the specific nature of the damage, violation or risk presented by the involved participant(s). In such an instance, the matter would be handled on a case-by-case basis.

## **HOLD HARMLESS, RELEASE AND INDEMNIFICATION**

I, the undersigned, understand that use of facilities at The Irvine Ranch Outdoor Education Center, (IROEC), owned and operated by the Orange County Council of the Boy Scouts of America, involves a certain degree of risk that could result in injury or death.

In consideration of the benefits to be derived, and after carefully considering these risks, and in view of the fact that the OCBSA is a non-profit organization, I, the undersigned, understand that the IROEC is a multi-use facility. As such, the following areas are considered shared-space and may be open and available for several user groups at the same time: the main Dining Hall, the First American Field, the Aquatics Center and the Amphitheater. Exceptions to multiple group use will be handled via a separate Exclusive Use Agreement.

I, the undersigned, and on behalf of myself and any and all individuals and/or organizations with which I may be associated or who may attend and/or participate in events referenced in this document, assume any and all risk and any and all derivative claimants understand and hereby agree to hold the IROEC and the OCBSA and their officers, board



members, employees, heirs, successors and assigns, free and harmless from any and all claims and causes of action. Be it in nature of personal injury or otherwise by reason of the undersigned's use of the premises and facilities, including but not limited to; picnic areas, shelters, campgrounds, etc ... located at 2 Irvine Park Road - Orange, CA 92869.

In signing this Event Agreement and Hold Harmless clause, the undersigned acknowledges that he/she has carefully read and understood the entire agreement. Furthermore, the undersigned understands that he/she is waiving any rights to file a lawsuit or initiate a claim procedure in respect to recovery for any personal injuries, property damage or losses sustained by the undersigned or any minor child under the undersigns care and/or control. The undersigned further accepts and understands that this agreement shall be binding upon and inure to the benefits of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns.

\*If signing for a group, corporation or other entity, I hereby acknowledge that I have authority to do so.

FINALLY, I ACKNOWLEDGE THAT I HAVE CAREFULLY READ, CLEARLY UNDERSTAND AND HEREBY VOLUNTARILY SIGN THIS AGREEMENT, WAIVER, RELEASE & HOLD HARMLESS DOCUMENT.

_____ NAME (Please Print)	_____ Signature	_____ Date
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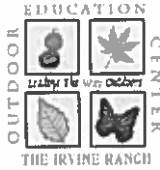
_____ NAME (Please Print)	_____ Signature	_____ Date
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Please Fax This Completed Form To The IROEC at 714-923-3192  
or send via email to: [Events@iroec.org](mailto:Events@iroec.org)

**In order to confirm your reserved date, the IROEC must receive a deposit within fourteen (14) business days of final Event Contract received.**

**The Irvine Ranch Outdoor Education Center  
2 Irvine Park Road ~ Orange, CA 92869  
T: 714-923-3191 ~ F: 714-923-3192  
[www.outdooreducationcenter.org](http://www.outdooreducationcenter.org)**

**Payment address only:  
Orange County Council, Inc.  
Attn: IROEC Operations  
1211 E. Dyer Road  
Santa Ana, CA 92705**



Irvine Ranch Outdoor Education Center  
2 Irvine Park Road  
Orange, CA 92869  
P: (714) 923-3191  
F: (714) 923-3192  
Email: olenkal@iroec.org

**EVENT CONTRACT: 4996-1**  
**Event Date:** 03/20/2018 - 03/23/2018  
**Event Name:** Del Obispo Elementary  
**Site:** Irvine Ranch Outdoor Education Center  
**Salesperson:** Olenka Langen

## ACADEMIC EVENT CONTRACT

This AGREEMENT, made and entered into this date by The Irvine Ranch Outdoor Education Center, (hereinafter referred to as the IROEC), and Del Obispo Elementary, (hereinafter referred to as the CUSTOMER), under which the IROEC and the CUSTOMER, mutually agree to the following;

### GUARANTEED ATTENDANCE

The IROEC schedules staff and meal service based on the CUSTOMER'S anticipated number of event participants. The IROEC therefore requires confirmation of final numbers, fourteen (14) days prior to the Event Date

Primary Contact	Address	Email Address	Telephone
Carin Martin Del Obispo Elementary School	25591 Camino Del Avion San Juan Capistrano, CA 92675	carinmartin@cox.net	W: (949) 234-5905

Del Obispo Elementary					
Date	Time	Location	Function	#	Set
Tue, 3/20/18	9:30am-10:00am	OEC	Arrival - Outdoor Science School	60	
Tue, 3/20/18	10:00am-11:00pm	Bungalow Room 3 / Bungalow Suite 2 / Bunkhouse-LA / Bunkhouse-UA	Lodging	60	60
Tue, 3/20/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	60	60
Tue, 3/20/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	60	60
Tue, 3/20/18	8:30pm-9:00pm	Dining Hall Meals	Snacks	60	60
Wed, 3/21/18	7:00am-11:00pm	Bungalow Room 3 / Bungalow Suite 2 / Bunkhouse-LA / Bunkhouse-UA	Lodging	60	60
Wed, 3/21/18	8:00am-9:00am	Dining Hall Meals	Breakfast	60	60
Wed, 3/21/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	60	60
Wed, 3/21/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	60	60
Wed, 3/21/18	8:30pm-9:00pm	Dining Hall Meals	Snacks	60	60
Thu, 3/22/18	7:00am-11:00pm	Bungalow Room 3 / Bungalow Suite 2 / Bunkhouse-LA / Bunkhouse-UA	Lodging	60	60
Thu, 3/22/18	8:00am-9:00am	Dining Hall Meals	Breakfast	60	60
Thu, 3/22/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	60	60
Thu, 3/22/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	60	60

Del Obispo Elementary					
Date	Time	Location	Function	#	Set
Thu, 3/22/18	8:00pm-9:00pm	Amphitheater	Campfire w/ S'mores (OEC Kitchen)	60	60
Fri, 3/23/18	7:00am-10:00am	Bungalow Room 3 / Bungalow Suite 2 / Bunkhouse-LA / Bunkhouse-UA	Check-Out	60	60
Fri, 3/23/18	8:00am-9:00am	Dining Hall Meals	Breakfast	60	60
Fri, 3/23/18	10:00am-10:30am	OEC	Departure	60	60

Tue, 3/20/18	Arrival - Outdoor Science School - 9:30am - OEC	Qty	Price	Total
	Academic Science School			
Selection	4-Day, 3-Nights	60	\$310.00	\$18,600.00

Notes
<p>Deposit (\$1,000) &amp; Contract due: 5/24/17</p> <p>Final payment, guaranteed numbers &amp; forms (listed below) due: 3/6/18</p> <p>Student/Parent Forms</p> <ol style="list-style-type: none"> <li>1. Code of conduct and discipline policy</li> <li>2. Health and permission form</li> <li>3. Medication information form</li> <li>4. Recreational waiver</li> </ol> <p>Teacher Forms</p> <ol style="list-style-type: none"> <li>1. Bunkhouse room assignments</li> <li>2. Trail group assignments</li> </ol> <p>Dietary Restrictions:</p> <p>Transportation: Bus GATE CODE: (#0326)</p> <p>Academic Programs:</p> <p>Additional Information:</p>

CHARGES				
	Charges	Discounts / Adjustments	Adjusted Charges	Total
Setup and Service	\$18,600.00	(\$3,720.00)	\$14,880.00	\$14,880.00
Totals	\$18,600.00	(\$3,720.00)	\$14,880.00	\$14,880.00
			Payments Received	(\$1,000.00)
			Balance Due	\$13,880.00

Payment Date	Amount	Payment Method	Payment Type
6/01/2017	\$1,000.00	Check	Deposit

## PAYMENTS, CANCELLATIONS & REFUNDS

### DEPOSIT

A \$1000 deposit is required within fourteen (14) days of receiving your final confirmed EVENT CONTRACT. Once a reservation is made and a deposit applied, the reservation date(s) and facilities become UNAVAILABLE for any other user-group to reserve. The deposit is therefore, non-refundable. Final payment is due fourteen (14) days prior to the group's arrival date.

We request that you initially reserve only the number of spaces you can guarantee to fill at the time of the reservation. We are more than happy to assist you with additions after the initial reservation but decreases are not permitted. A guaranteed participant count is due 14 days prior to the group's arrival date to facilitate meals and staffing. The IROEC accepts payment via check or credit card. Cash will not be accepted. Please make checks payable to IROEC / OCBSA.

**Payment address only:  
Orange County Council, Inc.  
Attn: IROEC Operations  
1211 E. Dyer Road  
Santa Ana, CA 92705**

### CANCELLATION POLICY:

Notice of cancellation with a Request for a credit or refund of all or part of the cancelled reservation must be submitted in writing via FAX, email or standard mail.

- Cancellations with a credit or refund request made 30 or more days prior to the start date of the reservation will be eligible to receive 100% of funds paid in excess of the non-refundable deposit.
- Cancellations with a credit or refund request made 14-29 days prior to the reservation will be eligible to receive 50% of the funds paid in excess of the non-refundable deposit.
- Cancellations made less than 14 days prior to the reservation will NOT be eligible for a credit or refund, even for weather-related concerns.

### TUITION / CAMPER SICKNESS / CANCELLATION INSURANCE

The IROEC does not provide Tuition, Camper Sickness or Cancellation Insurance. Guests are encouraged to obtain their own coverage(s) if they deem it necessary. While not endorsing any specific agency or policy, the following companies offer a variety of Camp Program Cancellation and Interruption Insurance options;

[www.campinsurancepro.com](http://www.campinsurancepro.com)  
[www.aplusplans.com](http://www.aplusplans.com)

### WEATHER POLICY:

The IROEC is an all-weather facility and runs programs 24/7 all year long, rain or shine. The majority of our recreation activities can still be achieved in inclement weather, including rain. Alternative activities are employed when necessary. We encourage you to prepare for the anticipated weather conditions during your reservation date(s) and to communicate this information to your event participants. Please refer to the cancellation policy for procedures concerning credit or refund of funds.

### EXTREME CONDITIONS:

The safety of our guests and staff is our top priority and we will only run programs when it is safe to do so. In the event of fire, flood, or extreme weather conditions, the IROEC may elect to close an area(s) for safety reasons. The decision to close and the duration of such a closure is at the sole discretion of the IROEC. If such a closure makes it impossible for you to complete a scheduled activity, you may request a credit, refund or reschedule of cancelled activities for those areas affected by that closure.

### COSTS PER CAMPER

For each scheduled resident Science Camp session, CUSTOMER agrees to pay the IROEC;

\$370.00 per participant (4-night camp)  
\$310.00 per participant (3-night camp)  
\$240.00 per participant (2-night camp)

Del Obispo Elementary - 03/20/2018 (Page 3 of 6)  
Event #: 4996-1

Printed: 11/9/2017 6:50 PM

The per participant fee includes rental space at the IROEC for purposes of conducting CUSTOMER'S academic program classes, all necessary program supplies and materials, meal service, lodging, supervision and the professional services of the IROEC academic and program staff.

#### **CUSTOMER'S OBLIGATIONS**

The CUSTOMER shall provide a minimum of two (2), certified personnel to assist with supervision at the IROEC. The minimum attendance is 2 adults per EVENT and an increasing ratio of 1:35 admin adults per camper.

The CUSTOMER shall provide exclusive supervision daily during "Teacher Time", (usually the one hour immediately after lunch or dinner). Recreational activities and equipment will be provided by the IROEC.

The CUSTOMER acknowledges that all attending participants meet the California Health & Safety Code (Division 105, Part 2, Chapter 1, Sections 120325 - 120380, Title 17) regarding required immunizations.

The CUSTOMER shall confirm that all participants complete and provide the IROEC Health & Medical Form and if necessary, the IROEC Medications Form, (for identification, storage and dispensing of participant medications and supplements).

### **FACILITY ACCESS & PARKING**

#### **CAMP ACCESS**

The IROEC is located inside The Irvine Regional Park at the north end of Jamboree Road in Orange, CA. The park gates open at approximately 6:00am each morning and close at 9:00pm, (6:00pm in winter). After-hours access is available via the IROEC guest services / commissioner staff, but **MUST** be pre-arranged before your event.

#### **GATE CODES**

During regular operational hours, the OC Parks Dept. charges an access/parking fee for entry into the park. Guests and participants bound for the IROEC can avoid this fee via use of an IROEC access gate code. If an attendant is present, advise them that you are going to the IROEC and tell them your pre-assigned gate code. If no attendant is present, drive forward to the electronic access gate and enter your 4-digit code, (along with the preceding # sign), into the keypad. (Use the keypad that resembles a payphone, not the larger automated attendant with the cash & credit card reader).

The electronic gate allows only one (1) vehicle per entry, so **EVERY** vehicle must enter a code.

The CUSTOMER is given an access gate code at the time of their event confirmation and it is their responsibility to distribute that code to their guests and participants.

#### **PARKING**

All vehicles entering the IROEC must park in designated or staff-approved parking areas.

Carpooling is highly recommended as the IROEC has very limited parking space available.

### **GENERAL INFORMATION & CAMP RULES**

#### **CAMP MEALS / DIETARY RESTRICTIONS**

User groups **MUST** communicate the dietary needs of the participants no less than fourteen (14) days prior to arrival. The IROEC is a nut-safe kitchen with a no-fish menu. We provide vegetarian options but are unable to guarantee gluten-free, non-dairy or sugar free meals. There is always a wide variety of food options at every meal.

#### **SMOKING**

Smoking onsite is strongly discouraged, but is permitted **ONLY** in our designated smoking areas; (the concrete behind the kitchen or on the gravel-area of the lower, "Weir Canyon" parking lot). Guests found smoking in **ANY** other area of camp, present an unacceptable hazard and fire risk. Your event may be subject to immediate cancellation without refund and may include policy violation fees\*.

## **ALCOHOL**

No alcohol is permitted at any time, during any academic-related event or reservation.

## **LOST & FOUND**

Due to the high volume of IROEC participants, (over 42,000 per year), we cannot hold Lost & Found items longer than seven (7) days. All lost items of significant material value, (cameras, cell-phones, wallets, glasses, keys, etc ...), are kept in the admin office safe. Items such as towels, sweatshirts and sleeping bags and placed in the Lost & Found bin located inside the Program Office. Every attempt to contact the owner(s) of lost items will be made, subject to being able to identify said owners. Items left unclaimed after seven (7) days will be discarded or donated to charitable organizations.

## **SITE INSPECTIONS**

We make every effort to ensure that all rentable facilities at the IROEC are prepared in ready-to-use, clean, well-maintained condition. Within two hours of arrival, guests must communicate any damage or unsatisfactory condition(s) of their rented spaces and facilities. If no such notification is received, everything will be considered to be in acceptable and working condition. IROEC staff will inspect all areas at the completion of all events to determine if any additional fees for cleaning or damage need to be assessed.

## **RECREATIONAL WAIVERS, BUNKHOUSE & TRAIL GROUP FORMS**

If a guest will be participating in any shooting sport, climbing, challenge course, zip line, guided hike or aquatic activity, they must complete and sign the IROEC Recreational Waiver.

The CUSTOMER shall provide completed Bunkhouse & Trail Group forms to the IROEC at least fourteen (14) days prior to arrival.

## **RULES & REGULATIONS**

The CUSTOMER will abide by the rules and regulations established by the IROEC for all programs and operations, to and including the IROEC Code of Conduct & Discipline Policy, (signature required for ALL participants).

## **DAMAGE, CLEANING & LIABILITY (POLICY & FEES)**

Due to the wide range of possible damage, cleaning and other risk exposure created by event participants utilizing IROEC activity areas, meeting space and lodging, a minimum FLAT-FEE of \$500.00 has been established to clean, recover and/or repair as needed

The \$500.00 FLAT-FEE will be applied for ANY damage, decoration violation, unauthorized alcohol use, smoking, graffiti, property loss or theft, any insurance liability risk or other such condition that could be defined as a material loss.

This fee can easily increase depending on the specific nature of the damage, violation or risk presented by the involved participant(s). In such an instance, the matter would be handled on a case-by-case basis.

## **HOLD HARMLESS, RELEASE AND INDEMNIFICATION**

I, the undersigned, understand that use of facilities at The Irvine Ranch Outdoor Education Center, (IROEC), owned and operated by the Orange County Council of the Boy Scouts of America, involves a certain degree of risk that could result in injury or death.

In consideration of the benefits to be derived, and after carefully considering these risks, and in view of the fact that the OCBSA is a non-profit organization, I, the undersigned, understand that the IROEC is a multi-use facility. As such, the following areas are considered shared-space and may be open and available for several user groups at the same time: the main Dining Hall, the First American Field, the Aquatics Center and the Amphitheater. Exceptions to multiple group use will be handled via a separate Exclusive Use Agreement.

I, the undersigned, and on behalf of myself and any and all individuals and/or organizations with which I may be associated or who may attend and/or participate in events referenced in this document, assume any and all risk and any and all derivative claimants understand and hereby agree to hold the IROEC and the OCBSA and their officers, board

members, employees, heirs, successors and assigns, free and harmless from any and all claims and causes of action. Be it in nature of personal injury or otherwise by reason of the undersigned's use of the premises and facilities, including but not limited to; picnic areas, shelters, campgrounds, etc ... located at 2 Irvine Park Road - Orange, CA 92869.

In signing this Event Agreement and Hold Harmless clause, the undersigned acknowledges that he/she has carefully read and understood the entire agreement. Furthermore, the undersigned understands that he/she is waiving any rights to file a lawsuit or initiate a claim procedure in respect to recovery for any personal injuries, property damage or losses sustained by the undersigned or any minor child under the undersigns care and/or control. The undersigned further accepts and understands that this agreement shall be binding upon and inure to the benefits of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns.

\*If signing for a group, corporation or other entity, I hereby acknowledge that I have authority to do so.

FINALLY, I ACKNOWLEDGE THAT I HAVE CAREFULLY READ, CLEARLY UNDERSTAND AND HEREBY VOLUNTARILY SIGN THIS AGREEMENT, WAIVER, RELEASE & HOLD HARMLESS DOCUMENT.

_____	_____	_____
NAME (Please Print)	Signature	Date

_____	_____	_____
NAME (Please Print)	Signature	Date

Please Fax This Completed Form To The IROEC at 714-923-3192  
or send via email to: [Events@iroec.org](mailto:Events@iroec.org)

In order to confirm your reserved date, the IROEC must receive a deposit within fourteen (14) business days of final Event Contract received.

**The Irvine Ranch Outdoor Education Center  
2 Irvine Park Road ~ Orange, CA 92869  
T: 714-923-3191 ~ F: 714-923-3192  
[www.outdooreducationcenter.org](http://www.outdooreducationcenter.org)**

**Payment address only:  
Orange County Council, Inc.  
Attn: IROEC Operations  
1211 E. Dyer Road  
Santa Ana, CA 92705**

Irvine Ranch Outdoor Education Center  
 2 Irvine Park Road  
 Orange, CA 92869  
 P: (714) 923-3191  
 F: (714) 923-3192  
 Email: olenka@iroec.org



**EVENT CONTRACT: 4990-1**  
**Event Date:** 02/07/2018 - 02/09/2018  
**Event Name:** Hidden Hills Elementary  
**Site:** Irvine Ranch Outdoor Education Center  
**Salesperson:** Olenka Langen

## ACADEMIC EVENT CONTRACT

This AGREEMENT, made and entered into this date by The Irvine Ranch Outdoor Education Center, (hereinafter referred to as the IROEC), and Hidden Hills Elementary, (hereinafter referred to as the CUSTOMER), under which the IROEC and the CUSTOMER, mutually agree to the following;

### GUARANTEED ATTENDANCE

The IROEC schedules staff and meal service based on the CUSTOMER'S anticipated number of event participants. The IROEC therefore requires confirmation of final numbers, fourteen (14) days prior to the Event Date

Primary Contact	Address	Email Address	Telephone
Erin Thompson Hidden Hills Elementary	25142 Hidden Hills Rd. Laguna Niguel, CA 92677	EMTHOMPSON@capousd.org	W: (949) 495-0050

Hidden Hills Elementary					
Date	Time	Location	Function	#	Set
Wed, 2/07/18	9:30am-10:00am	OEC	Arrival - Outdoor Science School	60	60
Wed, 2/07/18	10:00am-11:00pm	Bungalow Room 1 / Bungalow Room 2 / Bunkhouse-LM / Bunkhouse-UM	Lodging	60	60
Wed, 2/07/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	60	60
Wed, 2/07/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	60	60
Wed, 2/07/18	8:30pm-9:00pm	Dining Hall Meals	Snacks	60	60
Thu, 2/08/18	7:00am-11:00pm	Bungalow Room 1 / Bungalow Room 2 / Bunkhouse-LM / Bunkhouse-UM	Lodging	60	60
Thu, 2/08/18	8:00am-9:00am	Dining Hall Meals	Breakfast	60	60
Thu, 2/08/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	60	60
Thu, 2/08/18	5:30pm-6:15pm	Dining Hall Meals	Dinner	60	60
Thu, 2/08/18	8:00pm-9:00pm	OEC	Campfire w/ S'mores (OEC Kitchen)	60	60
Fri, 2/09/18	7:00am-10:00am	Bungalow Room 1 / Bungalow Room 2 / Bunkhouse-LM / Bunkhouse-UM	Check-Out	60	60
Fri, 2/09/18	8:00am-9:00am	Dining Hall Meals	Breakfast	60	60
Fri, 2/09/18	10:00am-10:30am	OEC	Departure	60	60



Wed, 2/07/18	Arrival - Outdoor Science School - 9:30am - OEC	Qty	Price	Total
	Academic Science School			
Selection	3-Day, 2-Nights	60	\$240.00	\$14,400.00

Notes
<p>Deposit (\$1,000) &amp; Contract due: 5/24/17</p> <p>Final payment, guaranteed numbers &amp; forms (listed below) due: 1/24/18</p> <p>Student/Parent Forms</p> <ol style="list-style-type: none"> <li>1. Code of conduct and discipline policy</li> <li>2. Health and permission form</li> <li>3. Medication information form</li> <li>4. Recreational waiver</li> </ol> <p>Teacher Forms</p> <ol style="list-style-type: none"> <li>1. Bunkhouse room assignments</li> <li>2. Trail group assignments</li> </ol> <p>Dietary Restrictions:</p> <p>Transportation:</p> <p>GATE CODE: (#0205)</p> <p>Academic Programs:</p> <p>Additional Information:</p>

CHARGES		
	Charges	Total
Setup and Service	\$14,400.00	\$14,400.00
Totals	\$14,400.00	\$14,400.00
	Payments Received	(\$1,000.00)
	Balance Due	\$13,400.00

Payment Date	Amount	Payment Method	Payment Type
9/29/2017	\$1,000.00	Check	Deposit

## **PAYMENTS, CANCELLATIONS & REFUNDS**

### **DEPOSIT**

A \$1000 deposit is required within fourteen (14) days of receiving your final confirmed EVENT CONTRACT. Once a reservation is made and a deposit applied, the reservation date(s) and facilities become UNAVAILABLE for any other user-group to reserve. The deposit is therefore, non-refundable. Final payment is due fourteen (14) days prior to the group's arrival date.

We request that you initially reserve only the number of spaces you can guarantee to fill at the time of the reservation. We are more than happy to assist you with additions after the initial reservation but decreases are not permitted. A guaranteed participant count is due 14 days prior to the group's arrival date to facilitate meals and staffing. The IROEC accepts payment via check or credit card. Cash will not be accepted. Please make checks payable to IROEC / OCBSA.

**Payment address only:  
Orange County Council, Inc.  
Attn: IROEC Operations  
1211 E. Dyer Road  
Santa Ana, CA 92705**

### **CANCELLATION POLICY:**

Notice of cancellation with a Request for a credit or refund of all or part of the cancelled reservation must be submitted in writing via FAX, email or standard mail.

- Cancellations with a credit or refund request made 30 or more days prior to the start date of the reservation will be eligible to receive 100% of funds paid in excess of the non-refundable deposit.
- Cancellations with a credit or refund request made 14-29 days prior to the reservation will be eligible to receive 50% of the funds paid in excess of the non-refundable deposit.
- Cancellations made less than 14 days prior to the reservation will NOT be eligible for a credit or refund, even for weather-related concerns.

### **TUITION / CAMPER SICKNESS / CANCELLATION INSURANCE**

The IROEC does not provide Tuition, Camper Sickness or Cancellation Insurance. Guests are encouraged to obtain their own coverage(s) if they deem it necessary. While not endorsing any specific agency or policy, the following companies offer a variety of Camp Program Cancellation and Interruption Insurance options;

[www.campinsurancepro.com](http://www.campinsurancepro.com)  
[www.aplusplans.com](http://www.aplusplans.com)

### **WEATHER POLICY:**

The IROEC is an all-weather facility and runs programs 24/7 all year long, rain or shine. The majority of our recreation activities can still be achieved in inclement weather, including rain. Alternative activities are employed when necessary. We encourage you to prepare for the anticipated weather conditions during your reservation date(s) and to communicate this information to your event participants. Please refer to the cancellation policy for procedures concerning credit or refund of funds.

### **EXTREME CONDITIONS:**

The safety of our guests and staff is our top priority and we will only run programs when it is safe to do so. In the event of fire, flood, or extreme weather conditions, the IROEC may elect to close an area(s) for safety reasons. The decision to close and the duration of such a closure is at the sole discretion of the IROEC. If such a closure makes it impossible for you to complete a scheduled activity, you may request a credit, refund or reschedule of cancelled activities for those areas affected by that closure.

### **COSTS PER CAMPER**

For each scheduled resident Science Camp session, CUSTOMER agrees to pay the IROEC;

\$370.00 per participant (4-night camp)  
\$310.00 per participant (3-night camp)  
\$240.00 per participant (2-night camp)

The per participant fee includes rental space at the IROEC for purposes of conducting CUSTOMER'S academic program classes, all necessary program supplies and materials, meal service, lodging, supervision and the professional services of the IROEC academic and program staff.

#### **CUSTOMER'S OBLIGATIONS**

The CUSTOMER shall provide a minimum of two (2), certified personnel to assist with supervision at the IROEC. The minimum attendance is 2 adults per EVENT and an increasing ratio of 1:35 admin adults per camper.

The CUSTOMER shall provide exclusive supervision daily during "Teacher Time", (usually the one hour immediately after lunch or dinner). Recreational activities and equipment will be provided by the IROEC.

The CUSTOMER acknowledges that all attending participants meet the California Health & Safety Code (Division 105, Part 2, Chapter 1, Sections 120325 - 120380, Title 17) regarding required immunizations.

The CUSTOMER shall confirm that all participants complete and provide the IROEC Health & Medical Form and if necessary, the IROEC Medications Form, (for identification, storage and dispensing of participant medications and supplements).

#### **FACILITY ACCESS & PARKING**

##### **CAMP ACCESS**

The IROEC is located inside The Irvine Regional Park at the north end of Jamboree Road in Orange, CA. The park gates open at approximately 6:00am each morning and close at 9:00pm, (6:00pm in winter). After-hours access is available via the IROEC guest services / commissioner staff, but MUST be pre-arranged before your event.

##### **GATE CODES**

During regular operational hours, the OC Parks Dept. charges an access/parking fee for entry into the park. Guests and participants bound for the IROEC can avoid this fee via use of an IROEC access gate code. If an attendant is present, advise them that you are going to the IROEC and tell them your pre-assigned gate code. If no attendant is present, drive forward to the electronic access gate and enter your 4-digit code, (along with the preceding # sign), into the keypad. (Use the keypad that resembles a payphone, not the larger automated attendant with the cash & credit card reader).

The electronic gate allows only one (1) vehicle per entry, so EVERY vehicle must enter a code.

The CUSTOMER is given an access gate code at the time of their event confirmation and it is their responsibility to distribute that code to their guests and participants.

##### **PARKING**

All vehicles entering the IROEC must park in designated or staff-approved parking areas.

Carpooling is highly recommended as the IROEC has very limited parking space available.

#### **GENERAL INFORMATION & CAMP RULES**

##### **CAMP MEALS / DIETARY RESTRICTIONS**

User groups MUST communicate the dietary needs of the participants no less than fourteen (14) days prior to arrival. The IROEC is a nut-safe kitchen with a no-fish menu. We provide vegetarian options but are unable to guarantee gluten-free, non-dairy or sugar free meals. There is always a wide variety of food options at every meal.

##### **SMOKING**

Smoking onsite is strongly discouraged, but is permitted ONLY in our designated smoking areas; (the concrete behind the kitchen or on the gravel-area of the lower, "Weir Canyon" parking lot). Guests found smoking in ANY other area of camp, present an unacceptable hazard and fire risk. Your event may be subject to immediate cancellation without refund and may include policy violation fees\*.

## **ALCOHOL**

No alcohol is permitted at any time, during any academic-related event or reservation.

## **LOST & FOUND**

Due to the high volume of IROEC participants, (over 42,000 per year), we cannot hold Lost & Found items longer than seven (7) days. All lost items of significant material value, (cameras, cell-phones, wallets, glasses, keys, etc ...), are kept in the admin office safe. Items such as towels, sweatshirts and sleeping bags and placed in the Lost & Found bin located inside the Program Office. Every attempt to contact the owner(s) of lost items will be made, subject to being able to identify said owners. Items left unclaimed after seven (7) days will be discarded or donated to charitable organizations.

## **SITE INSPECTIONS**

We make every effort to ensure that all rentable facilities at the IROEC are prepared in ready-to-use, clean, well-maintained condition. Within two hours of arrival, guests must communicate any damage or unsatisfactory condition(s) of their rented spaces and facilities. If no such notification is received, everything will be considered to be in acceptable and working condition. IROEC staff will inspect all areas at the completion of all events to determine if any additional fees for cleaning or damage need to be assessed.

## **RECREATIONAL WAIVERS, BUNKHOUSE & TRAIL GROUP FORMS**

If a guest will be participating in any shooting sport, climbing, challenge course, zip line, guided hike or aquatic activity, they must complete and sign the IROEC Recreational Waiver.

The CUSTOMER shall provide completed Bunkhouse & Trail Group forms to the IROEC at least fourteen (14) days prior to arrival.

## **RULES & REGULATIONS**

The CUSTOMER will abide by the rules and regulations established by the IROEC for all programs and operations, to and including the IROEC Code of Conduct & Discipline Policy, (signature required for ALL participants).

## **DAMAGE, CLEANING & LIABILITY (POLICY & FEES)**

Due to the wide range of possible damage, cleaning and other risk exposure created by event participants utilizing IROEC activity areas, meeting space and lodging, a minimum FLAT-FEE of \$500.00 has been established to clean, recover and/or repair as needed

The \$500.00 FLAT-FEE will be applied for ANY damage, decoration violation, unauthorized alcohol use, smoking, graffiti, property loss or theft, any insurance liability risk or other such condition that could be defined as a material loss.

This fee can easily increase depending on the specific nature of the damage, violation or risk presented by the involved participant(s). In such an instance, the matter would be handled on a case-by-case basis.

## **HOLD HARMLESS, RELEASE AND INDEMNIFICATION**

I, the undersigned, understand that use of facilities at The Irvine Ranch Outdoor Education Center, (IROEC), owned and operated by the Orange County Council of the Boy Scouts of America, involves a certain degree of risk that could result in injury or death.

In consideration of the benefits to be derived, and after carefully considering these risks, and in view of the fact that the OCBSA is a non-profit organization, I, the undersigned, understand that the IROEC is a multi-use facility. As such, the following areas are considered shared-space and may be open and available for several user groups at the same time: the main Dining Hall, the First American Field, the Aquatics Center and the Amphitheater. Exceptions to multiple group use will be handled via a separate Exclusive Use Agreement.

I, the undersigned, and on behalf of myself and any and all individuals and/or organizations with which I may be associated or who may attend and/or participate in events referenced in this document, assume any and all risk and any and all derivative claimants understand and hereby agree to hold the IROEC and the OCBSA and their officers, board

members, employees, heirs, successors and assigns, free and harmless from any and all claims and causes of action. Be it in nature of personal injury or otherwise by reason of the undersigned's use of the premises and facilities, including but not limited to; picnic areas, shelters, campgrounds, etc ... located at 2 Irvine Park Road - Orange, CA 92869.

In signing this Event Agreement and Hold Harmless clause, the undersigned acknowledges that he/she has carefully read and understood the entire agreement. Furthermore, the undersigned understands that he/she is waiving any rights to file a lawsuit or initiate a claim procedure in respect to recovery for any personal injuries, property damage or losses sustained by the undersigned or any minor child under the undersigns care and/or control. The undersigned further accepts and understands that this agreement shall be binding upon and inure to the benefits of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns.

\*If signing for a group, corporation or other entity, I hereby acknowledge that I have authority to do so.

FINALLY, I ACKNOWLEDGE THAT I HAVE CAREFULLY READ, CLEARLY UNDERSTAND AND HEREBY VOLUNTARILY SIGN THIS AGREEMENT, WAIVER, RELEASE & HOLD HARMLESS DOCUMENT.

_____ NAME (Please Print)	_____ Signature	_____ Date
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_____ NAME (Please Print)	_____ Signature	_____ Date
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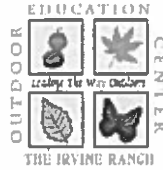
Please Fax This Completed Form To The IROEC at 714-923-3192  
or send via email to: [Events@iroec.org](mailto:Events@iroec.org)

In order to confirm your reserved date, the IROEC must receive a deposit within fourteen (14) business days of final Event Contract received.

The Irvine Ranch Outdoor Education Center  
2 Irvine Park Road ~ Orange, CA 92869  
T: 714-923-3191 ~ F: 714-923-3192  
[www.outdooreducationcenter.org](http://www.outdooreducationcenter.org)

Payment address only:  
Orange County Council, Inc.  
Attn: IROEC Operations  
1211 E. Dyer Road  
Santa Ana, CA 92705

Irvine Ranch Outdoor Education Center  
 2 Irvine Park Road  
 Orange, CA 92869  
 P: (714) 923-3191  
 F: (714) 923-3192  
 Email: olenkal@iroec.org



**EVENT CONTRACT: 5018-1**  
**Event Date: 03/13/2018 - 03/16/2018**  
**Event Name: Lobo Elementary**  
**Site: Irvine Ranch Outdoor Education Center**  
**Salesperson: Olenka Langen**

## ACADEMIC EVENT CONTRACT

This AGREEMENT, made and entered into this date by The Irvine Ranch Outdoor Education Center, (hereinafter referred to as the IROEC), and Lobo Elementary, (hereinafter referred to as the CUSTOMER), under which the IROEC and the CUSTOMER, mutually agree to the following;

### GUARANTEED ATTENDANCE

The IROEC schedules staff and meal service based on the CUSTOMER'S anticipated number of event participants. The IROEC therefore requires confirmation of final numbers, fourteen (14) days prior to the Event Date

Primary Contact	Address	Email Address	Telephone
Marisa Young Lobo Elementary	200 Avenida Vista Montana San Clemente, CA 92672	MAYoung@capousd.org	W: (949) 366-6740 M: (949) 290-2022

Lobo Elementary					
Date	Time	Location	Function	#	Set
Tue, 3/13/18	9:30am-10:00am	OEC	Arrival - Outdoor Science School	60	60
Tue, 3/13/18	10:00am-11:00pm	Bungalow Room 4 / Bungalow Room 5 / Bungalow Room 6 / Bunkhouse-LR / Bunkhouse-UR	Lodging	60	60
Tue, 3/13/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	60	60
Tue, 3/13/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	60	60
Tue, 3/13/18	8:30pm-9:00pm	Dining Hall Meals	Snacks	60	60
Wed, 3/14/18	7:00am-11:00pm	Bungalow Room 4 / Bungalow Room 5 / Bungalow Room 6 / Bunkhouse-LR / Bunkhouse-UR	Lodging	60	60
Wed, 3/14/18	8:00am-9:00am	Dining Hall Meals	Breakfast	60	60
Wed, 3/14/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	60	60
Wed, 3/14/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	60	60
Wed, 3/14/18	8:30pm-9:00pm	Dining Hall Meals	Snacks	60	60
Thu, 3/15/18	7:00am-11:00pm	Bungalow Room 4 / Bungalow Room 5 / Bungalow Room 6 / Bunkhouse-LR / Bunkhouse-UR	Lodging	60	60
Thu, 3/15/18	8:00am-9:00am	Dining Hall Meals	Breakfast	60	60

Lobo Elementary					
Date	Time	Location	Function	#	Set
Thu, 3/15/18	12:00pm-1:00pm	Dining Hall Meals	Lunch	60	60
Thu, 3/15/18	5:30pm-6:30pm	Dining Hall Meals	Dinner	60	60
Thu, 3/15/18	8:00pm-9:00pm	Amphitheater	Campfire w/ S'mores (OEC Kitchen)	60	60
Fri, 3/16/18	7:00am-10:00am	Bungalow Room 4 / Bungalow Room 5 / Bungalow Room 6 / Bunkhouse-LR / Bunkhouse-UR	Check-Out	60	60
Fri, 3/16/18	8:00am-9:00am	Dining Hall Meals	Breakfast	60	60
Fri, 3/16/18	10:00am-10:30am	OEC	Departure	60	60

Tue, 3/13/18	Arrival - Outdoor Science School - 9:30am - OEC	Qty	Price	Total
	Academic Science School			
Selection	4-Day, 3-Nights	60	\$310.00	\$18,600.00

Notes
<p>Deposit (\$1,000) &amp; Contract due: 5/25/17</p> <p>Final payment, guaranteed numbers &amp; forms (listed below) due: 2/27/18</p> <p>Student/Parent Forms</p> <ol style="list-style-type: none"> <li>1. Code of conduct and discipline policy</li> <li>2. Health and permission form</li> <li>3. Medication information form</li> <li>4. Recreational waiver</li> </ol> <p>Teacher Forms</p> <ol style="list-style-type: none"> <li>1. Bunkhouse room assignments</li> <li>2. Trail group assignments</li> </ol> <p>Dietary Restrictions:</p> <p>Transportation:</p> <p>GATE CODE: (#0305)</p> <p>Academic Programs:</p> <p>Additional Information:</p>

CHARGES		
	Charges	Total
Setup and Service	\$18,600.00	\$18,600.00
Totals	\$18,600.00	\$18,600.00
	Payments Received	(\$1,000.00)
	Balance Due	\$17,600.00

Payment Date	Amount	Payment Method	Payment Type
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Payment Date	Amount	Payment Method	Payment Type
10/30/2017	\$1,000.00	Check	Deposit



## **PAYMENTS, CANCELLATIONS & REFUNDS**

### **DEPOSIT**

A \$1000 deposit is required within fourteen (14) days of receiving your final confirmed EVENT CONTRACT. Once a reservation is made and a deposit applied, the reservation date(s) and facilities become UNAVAILABLE for any other user-group to reserve. The deposit is therefore, non-refundable. Final payment is due fourteen (14) days prior to the group's arrival date.

We request that you initially reserve only the number of spaces you can guarantee to fill at the time of the reservation. We are more than happy to assist you with additions after the initial reservation but decreases are not permitted. A guaranteed participant count is due 14 days prior to the group's arrival date to facilitate meals and staffing. The IROEC accepts payment via check or credit card. Cash will not be accepted. Please make checks payable to IROEC / OCBSA.

**Payment address only:  
Orange County Council, Inc.  
Attn: IROEC Operations  
1211 E. Dyer Road  
Santa Ana, CA 92705**

### **CANCELLATION POLICY:**

Notice of cancellation with a Request for a credit or refund of all or part of the cancelled reservation must be submitted in writing via FAX, email or standard mail.

- Cancellations with a credit or refund request made 30 or more days prior to the start date of the reservation will be eligible to receive 100% of funds paid in excess of the non-refundable deposit.
- Cancellations with a credit or refund request made 14-29 days prior to the reservation will be eligible to receive 50% of the funds paid in excess of the non-refundable deposit.
- Cancellations made less than 14 days prior to the reservation will NOT be eligible for a credit or refund, even for weather-related concerns.

### **TUITION / CAMPER SICKNESS / CANCELLATION INSURANCE**

The IROEC does not provide Tuition, Camper Sickness or Cancellation Insurance. Guests are encouraged to obtain their own coverage(s) if they deem it necessary. While not endorsing any specific agency or policy, the following companies offer a variety of Camp Program Cancellation and Interruption Insurance options;

[www.campinsurancepro.com](http://www.campinsurancepro.com)  
[www.aplusplans.com](http://www.aplusplans.com)

### **WEATHER POLICY:**

The IROEC is an all-weather facility and runs programs 24/7 all year long, rain or shine. The majority of our recreation activities can still be achieved in inclement weather, including rain. Alternative activities are employed when necessary. We encourage you to prepare for the anticipated weather conditions during your reservation date(s) and to communicate this information to your event participants. Please refer to the cancellation policy for procedures concerning credit or refund of funds.

### **EXTREME CONDITIONS:**

The safety of our guests and staff is our top priority and we will only run programs when it is safe to do so. In the event of fire, flood, or extreme weather conditions, the IROEC may elect to close an area(s) for safety reasons. The decision to close and the duration of such a closure is at the sole discretion of the IROEC. If such a closure makes it impossible for you to complete a scheduled activity, you may request a credit, refund or reschedule of cancelled activities for those areas affected by that closure.

### **COSTS PER CAMPER**

For each scheduled resident Science Camp session, CUSTOMER agrees to pay the IROEC;

\$370.00 per participant (4-night camp)  
\$310.00 per participant (3-night camp)  
\$240.00 per participant (2-night camp)

The per participant fee includes rental space at the IROEC for purposes of conducting CUSTOMER'S academic program classes, all necessary program supplies and materials, meal service, lodging, supervision and the professional services of the IROEC academic and program staff.

#### **CUSTOMER'S OBLIGATIONS**

The CUSTOMER shall provide a minimum of two (2), certified personnel to assist with supervision at the IROEC. The minimum attendance is 2 adults per EVENT and an increasing ratio of 1:35 admin adults per camper.

The CUSTOMER shall provide exclusive supervision daily during "Teacher Time", (usually the one hour immediately after lunch or dinner). Recreational activities and equipment will be provided by the IROEC.

The CUSTOMER acknowledges that all attending participants meet the California Health & Safety Code (Division 105, Part 2, Chapter 1, Sections 120325 - 120380, Title 17) regarding required immunizations.

The CUSTOMER shall confirm that all participants complete and provide the IROEC Health & Medical Form and if necessary, the IROEC Medications Form, (for identification, storage and dispensing of participant medications and supplements).

#### **FACILITY ACCESS & PARKING**

##### **CAMP ACCESS**

The IROEC is located inside The Irvine Regional Park at the north end of Jamboree Road in Orange, CA. The park gates open at approximately 6:00am each morning and close at 9:00pm, (6:00pm in winter). After-hours access is available via the IROEC guest services / commissioner staff, but MUST be pre-arranged before your event.

##### **GATE CODES**

During regular operational hours, the OC Parks Dept. charges an access/parking fee for entry into the park. Guests and participants bound for the IROEC can avoid this fee via use of an IROEC access gate code. If an attendant is present, advise them that you are going to the IROEC and tell them your pre-assigned gate code. If no attendant is present, drive forward to the electronic access gate and enter your 4-digit code, (along with the preceding # sign), into the keypad. (Use the keypad that resembles a payphone, not the larger automated attendant with the cash & credit card reader).

The electronic gate allows only one (1) vehicle per entry, so EVERY vehicle must enter a code.

The CUSTOMER is given an access gate code at the time of their event confirmation and it is their responsibility to distribute that code to their guests and participants.

##### **PARKING**

All vehicles entering the IROEC must park in designated or staff-approved parking areas.

Carpooling is highly recommended as the IROEC has very limited parking space available.

#### **GENERAL INFORMATION & CAMP RULES**

##### **CAMP MEALS / DIETARY RESTRICTIONS**

User groups MUST communicate the dietary needs of the participants no less than fourteen (14) days prior to arrival. The IROEC is a nut-safe kitchen with a no-fish menu. We provide vegetarian options but are unable to guarantee gluten-free, non-dairy or sugar free meals. There is always a wide variety of food options at every meal.

##### **SMOKING**

Smoking onsite is strongly discouraged, but is permitted ONLY in our designated smoking areas; (the concrete behind the kitchen or on the gravel-area of the lower, "Weir Canyon" parking lot). Guests found smoking in ANY other area of camp, present an unacceptable hazard and fire risk. Your event may be subject to immediate cancellation without refund and may include policy violation fees\*.

## **ALCOHOL**

No alcohol is permitted at any time, during any academic-related event or reservation.

## **LOST & FOUND**

Due to the high volume of IROEC participants, (over 42,000 per year), we cannot hold Lost & Found items longer than seven (7) days. All lost items of significant material value, (cameras, cell-phones, wallets, glasses, keys, etc ...), are kept in the admin office safe. Items such as towels, sweatshirts and sleeping bags and placed in the Lost & Found bin located inside the Program Office. Every attempt to contact the owner(s) of lost items will be made, subject to being able to identify said owners. Items left unclaimed after seven (7) days will be discarded or donated to charitable organizations.

## **SITE INSPECTIONS**

We make every effort to ensure that all rentable facilities at the IROEC are prepared in ready-to-use, clean, well-maintained condition. Within two hours of arrival, guests must communicate any damage or unsatisfactory condition(s) of their rented spaces and facilities. If no such notification is received, everything will be considered to be in acceptable and working condition. IROEC staff will inspect all areas at the completion of all events to determine if any additional fees for cleaning or damage need to be assessed.

## **RECREATIONAL WAIVERS, BUNKHOUSE & TRAIL GROUP FORMS**

If a guest will be participating in any shooting sport, climbing, challenge course, zip line, guided hike or aquatic activity, they must complete and sign the IROEC Recreational Waiver.

The CUSTOMER shall provide completed Bunkhouse & Trail Group forms to the IROEC at least fourteen (14) days prior to arrival.

## **RULES & REGULATIONS**

The CUSTOMER will abide by the rules and regulations established by the IROEC for all programs and operations, to and including the IROEC Code of Conduct & Discipline Policy, (signature required for ALL participants).

## **DAMAGE, CLEANING & LIABILITY (POLICY & FEES)**

Due to the wide range of possible damage, cleaning and other risk exposure created by event participants utilizing IROEC activity areas, meeting space and lodging, a minimum FLAT-FEE of \$500.00 has been established to clean, recover and/or repair as needed

The \$500.00 FLAT-FEE will be applied for ANY damage, decoration violation, unauthorized alcohol use, smoking, graffiti, property loss or theft, any insurance liability risk or other such condition that could be defined as a material loss.

This fee can easily increase depending on the specific nature of the damage, violation or risk presented by the involved participant(s). In such an instance, the matter would be handled on a case-by-case basis.

## **HOLD HARMLESS, RELEASE AND INDEMNIFICATION**

I, the undersigned, understand that use of facilities at The Irvine Ranch Outdoor Education Center, (IROEC), owned and operated by the Orange County Council of the Boy Scouts of America, involves a certain degree of risk that could result in injury or death.

In consideration of the benefits to be derived, and after carefully considering these risks, and in view of the fact that the OCBSA is a non-profit organization, I, the undersigned, understand that the IROEC is a multi-use facility. As such, the following areas are considered shared-space and may be open and available for several user groups at the same time: the main Dining Hall, the First American Field, the Aquatics Center and the Amphitheater. Exceptions to multiple group use will be handled via a separate Exclusive Use Agreement.

I, the undersigned, and on behalf of myself and any and all individuals and/or organizations with which I may be associated or who may attend and/or participate in events referenced in this document, assume any and all risk and any and all derivative claimants understand and hereby agree to hold the IROEC and the OCBSA and their officers, board

members, employees, heirs, successors and assigns, free and harmless from any and all claims and causes of action. Be it in nature of personal injury or otherwise by reason of the undersigned's use of the premises and facilities, including but not limited to; picnic areas, shelters, campgrounds, etc ... located at 2 Irvine Park Road - Orange, CA 92869.

In signing this Event Agreement and Hold Harmless clause, the undersigned acknowledges that he/she has carefully read and understood the entire agreement. Furthermore, the undersigned understands that he/she is waiving any rights to file a lawsuit or initiate a claim procedure in respect to recovery for any personal injuries, property damage or losses sustained by the undersigned or any minor child under the undersigns care and/or control. The undersigned further accepts and understands that this agreement shall be binding upon and inure to the benefits of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns.

\*If signing for a group, corporation or other entity, I hereby acknowledge that I have authority to do so.

FINALLY, I ACKNOWLEDGE THAT I HAVE CAREFULLY READ, CLEARLY UNDERSTAND AND HEREBY VOLUNTARILY SIGN THIS AGREEMENT, WAIVER, RELEASE & HOLD HARMLESS DOCUMENT.

_____ NAME (Please Print)	_____ Signature	_____ Date
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_____ NAME (Please Print)	_____ Signature	_____ Date
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**Please Fax This Completed Form To The IROEC at 714-923-3192  
or send via email to: [Events@iroec.org](mailto:Events@iroec.org)**

**In order to confirm your reserved date, the IROEC must receive a deposit within fourteen (14) business days of final Event Contract received.**

**The Irvine Ranch Outdoor Education Center  
2 Irvine Park Road ~ Orange, CA 92869  
T: 714-923-3191 ~ F: 714-923-3192  
[www.outdooreducationcenter.org](http://www.outdooreducationcenter.org)**

**Payment address only:  
Orange County Council, Inc.  
Attn: IROEC Operations  
1211 E. Dyer Road  
Santa Ana, CA 92705**

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent Education Services  
Bradley Shearer, Assistant Superintendent Curriculum and  
Instruction Preschool-Grade 5

Date: December 6, 2017

Board Item: Agreement Number: 10024 for Participation Inside the Outdoors Field Program  
Public Schools 2017-2018

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**HISTORY**

The Orange County Department of Education's (OCDE) Inside the Outdoors program provides engaging outdoor education field trip experiences and assemblies on science topics for schools and districts in Southern California.

**BACKGROUND INFORMATION**

District schools routinely participate in OCDE's Inside the Outdoors education field trip experiences and assemblies. District students have been participating in Inside the Outdoors programs since 1997. A total of seven District schools will participate in OCDE's Inside the Outdoor's programs this year.

**CURRENT CONSIDERATIONS**

Two school sites have expressed an interest in securing the "Traveling Scientist" assembly program. Inside the Outdoors offers multiple 45 – 75 minute Traveling Scientist program assemblies on a variety of topics. These assemblies will help inspire and promote student interest in science. The scheduled attendance and contracted amounts for these programs varies by school site. Schools interested in participating include Tijeras Creek Elementary School and Castille Elementary School. Programs selected include a variety of life science and physical science topics. It is estimated that 870 District students will participate in the OCDE Inside the Outdoors Traveling Scientist assemblies.

**FINANCIAL IMPLICATIONS**

The scheduled attendance and contracted amounts for these programs for students varies by school site. See attached agreement for details. The total estimated expenditure under this contract is \$1,947.50 paid by site and/or gift funds.

**STAFF RECOMMENDATION**

Approval of Agreement Number: 10024 for Participation Inside the Outdoors Field Program  
Public Schools 2017-2018.

**PREPARED BY:** Bradley Shearer, Assistant Superintendent Curriculum and Instruction  
Preschool-Grade 5

**APPROVED BY:** Susan Holliday, Associate Superintendent Education Services

2 AGREEMENT FOR PARTICIPATION  
3 INSIDE THE OUTDOORS  
4 FIELD PROGRAM  
5 PUBLIC SCHOOLS 2017-2018

6 This AGREEMENT is hereby entered into this 1st day of September,  
7 2017, by and between the Orange County Superintendent of Schools, 200  
8 Kalmus Drive, Costa Mesa, California 92626, hereinafter referred to  
9 as SUPERINTENDENT, and Capistrano Unified School District,  
10 hereinafter referred to as DISTRICT. SUPERINTENDENT and DISTRICT  
11 shall be collectively referred to as the Parties.

12 TERMS, CONDITIONS, AND RESPONSIBILITIES

13 1.0 SUPERINTENDENT shall provide a one (1) hour to two (2) day  
14 Inside the Outdoors - Field Program, hereinafter referred to as  
15 PROGRAM, more specifically described in Exhibit "A", which is  
16 attached hereto and incorporated by reference herein.

17 2.0 This AGREEMENT shall be in full force and effect for the period  
18 commencing September 1, 2017 and ending August 31, 2018. This  
19 AGREEMENT must be fully executed by the Parties and be on file with  
20 the SUPERINTENDENT prior to DISTRICT participating in the PROGRAM.

21 3.0 In compliance with Education Code Section 17604 DISTRICT hereby  
22 declares that no student has been denied the opportunity to  
23 participate in the PROGRAM because of the inability to pay the  
24 required fee. DISTRICT has made every effort to acquire the  
25 financial support from fund-raising efforts, parents, and the  
community to assist those pupils who are unable to pay the required  
fee.

1 4.0 SUPERINTENDENT shall provide the PROGRAM for DISTRICT'S  
2 school(s) pursuant to Exhibit "A". Transportation and food are not  
3 included and shall be the sole responsibility of DISTRICT.

4 5.0 DISTRICT shall provide one (1) certificated employee and one (1)  
5 adult aide or parent to participate in the PROGRAM with each group of  
6 25-30 students.

7 5.1 A certificated employee shall ride with and supervise  
8 students on the bus.

9 5.2 All participating certificated employees and adult  
10 aides, in cooperation with the PROGRAM staff, shall  
11 be expected to take an active role in the supervision  
12 of students. All guests must be eighteen (18) years  
13 of age or older.

14 6.0 Should a DISTRICT group exceed two (2) classrooms on a given day  
15 (approximately sixty (60) students), the additional classroom(s) may  
16 be scheduled to participate on another day.

17 7.0 It is recommended that at least one (1) adult accompanying each  
18 DISTRICT group hold a valid California driver's license and maintain  
19 appropriate insurance coverage to drive a vehicle and have the  
20 DISTRICT'S authority to transport sick or injured students requiring  
21 medical attention (a district vehicle may be provided).

22 8.0 DISTRICT shall be responsible for the supervision and care of  
23 its students from the time of departure from home or school to the  
24 time of arrival back at the home or school. DISTRICT shall also be  
25 responsible for the actions of its students and employees while  
participating in the PROGRAM.



1 9.0 Hold Harmless/Insurance coverage shall be as follows:

2 A. DISTRICT shall hold harmless, defend, and indemnify the  
3 Orange County Superintendent of Schools, the Orange County  
4 Board of Education, and their officers, agents, and  
5 employees from any and all claims for damages resulting  
6 from the acts or omissions of DISTRICT, its officers,  
7 agents, employees, and students with respect to the Inside  
8 the Outdoors - Field Program.

9 B. SUPERINTENDENT shall hold harmless, defend, and indemnify  
10 the DISTRICT, its Governing Board, officers, agents,  
11 employees, and students from any and all claims for damage  
12 resulting from the acts or omissions of the Orange County  
13 Superintendent of Schools, the Orange County Board of  
14 Education and its officers, agents, and employees with  
15 respect to the Inside the Outdoors - Field Program.

16 C. DISTRICT must furnish to SUPERINTENDENT a certificate of  
17 insurance evidencing all coverages and additional insured  
18 endorsements required no less than fourteen (14) business  
19 days, excluding holidays, prior to DISTRICT'S first day of  
20 participation. DISTRICT shall not participate in the  
21 Inside the Outdoors - Field Program until SUPERINTENDENT  
22 has received a valid certificate of insurance evidencing  
23 the insurance coverage required.

24 D. DISTRICT'S insurance must be with an insurance company  
25 admitted and licensed by the Insurance Commissioner of the

1 State of California or a program of self-insurance  
2 approved by the SUPERINTENDENT.

3 E. If the DISTRICT is either partially or fully self-insured  
4 for its liability exposures, DISTRICT must notify the  
5 SUPERINTENDENT in writing fourteen (14) business days,  
6 excluding holidays, prior to DISTRICT'S first day of  
7 participation and provide the SUPERINTENDENT with a  
8 statement signed by an authorized representative of  
9 DISTRICT which states that DISTRICT agrees to protect the  
10 Orange County Superintendent of Schools, the Orange County  
11 Board of Education, and its officers, employees, and  
12 agents as if the insurance requirements in Section 9.0  
13 were in full effect.

14 F. DISTRICT agrees to maintain Comprehensive General  
15 Liability Insurance, including bodily injury, property  
16 damage, premises-operations, products-completed operations  
17 and personal injury, in the amount of not less than one  
18 million dollars (\$1,000,000) per occurrence or a program  
19 of self-insurance approved by SUPERINTENDENT.

20 G. The following two (2) policy endorsements must be included  
21 and written as follows:

22 (a) "The Orange County Superintendent of Schools, the  
23 Orange County Board of Education, and their officers,  
24 agents and employees shall be added as an additional  
25 insured to the policy."

1 (b) "Such insurance as is afforded by this policy for the  
2 Orange County Superintendent of Schools, the Orange  
3 County Board of Education, and its officers, agents,  
4 and employees shall be primary, and any insurance  
5 carried by the Orange County Superintendent of  
6 Schools, or the Orange County Board of Education, for  
7 the Orange County Superintendent of Schools and the  
8 Orange County Board of Education and its officers,  
9 agents, and employees shall be excess and  
10 non-contributory."

11 H. DISTRICT shall, at DISTRICT'S sole cost and expense, take  
12 out prior to participation in the Inside the Outdoors -  
13 Field Program, and maintain in full force and effect, from  
14 the first day of participation through the last day of  
15 participation, a policy or policies of insurance covering  
16 DISTRICT'S participation in the Inside the Outdoors -  
17 Field Program.

18 I. Insurance certificate description should read as  
19 "Participation in the Inside the Outdoors Programs."

20 J. In addition, DISTRICT shall provide a thirty (30) day  
21 cancellation or reduction of coverage clause.

22 K. Insurance certificate holder shall be named proper as  
23 "Orange County Superintendent of Schools, 200 Kalmus  
24 Drive, P.O. Box 9050, Costa Mesa, California 92628-9050,  
25 Attn: Contracts Department."

1 10.0 Any notice of cancellation by DISTRICT must be received in  
2 writing by SUPERINTENDENT at least twenty (20) business days,  
3 excluding holidays, prior to the scheduled PROGRAM date. In the  
4 event of a cancellation, the DISTRICT is responsible to find an  
5 equivalent replacement no later than ten (10) business days prior to  
6 the cancelled program date; SUPERINTENDENT may also attempt to find  
7 an equivalent replacement if possible. If DISTRICT or SUPERINTENDENT  
8 is unable to find an equivalent replacement, DISTRICT will be charged  
9 ninety percent (90%) of the full cost of the scheduled PROGRAM. If  
10 DISTRICT'S School wishes to reschedule a scheduled PROGRAM date,  
11 DISTRICT'S School may be charged an additional fee of One hundred  
12 dollars (\$100.00).

13 11.0 Cancellation of a PROGRAM due to inclement weather conditions  
14 may be made by the SUPERINTENDENT'S designated staff (no charge will  
15 be incurred for those days). DISTRICT groups will be rescheduled at  
16 a later date, upon request of DISTRICT and when space is available.  
17 If DISTRICT decides to participate in the PROGRAM in inclement  
18 weather conditions, DISTRICT will be charged the full fee regardless  
19 of weather conditions.

20 12.0 DISTRICT agrees to pay SUPERINTENDENT per student or per PROGRAM  
21 more specifically described in Exhibit "A", which is attached hereto  
22 and incorporated by reference herein. Payment shall be made based on  
23 the number of students that actually attend, but not less than ninety  
24 percent (90%) of the number of students identified in Exhibit "A".

25 If school is designated as sponsored, a minimum enrollment  
requirement is ninety percent (90%) of the contracted number of

1 students, and is paid by sponsorship. If the number of students who  
2 attend is less than ninety percent (90%) of the contracted enrollment  
3 number, SCHOOL will be charged a per student fee for all students  
4 that fall below ninety percent (90%).

5 13.0 DISTRICT agrees to send to PROGRAM the number of students  
6 indicated in Exhibit "A". DISTRICT agrees to pay a fee to  
7 SUPERINTENDENT pursuant to Section 12.0, for each student of DISTRICT  
8 participating in the PROGRAM. If the number of students described in  
9 Exhibit "A" should change, DISTRICT will notify SUPERINTENDENT no  
10 less than twenty (20) business days prior to the scheduled date.

11 14.0 Full payment of fees by DISTRICT or school must be received by  
12 SUPERINTENDENT within thirty (30) calendar days of billing postmark.

13 15.0 DISTRICT agrees to bear the expense of repairs and/or breakage  
14 resulting from unreasonable wear or abuse to property and/or  
15 equipment caused by its students and/or teachers.

16 16.0 DISTRICT hereby delegates, by approval of this AGREEMENT, to the  
17 District Superintendent or the District Superintendent's designee,  
18 pursuant to Education Code Section 17604, the authority to allow  
19 additional schools or students to participate in the Inside the  
20 Outdoors - Field Program during the term of AGREEMENT.

21 17.0 In the interest of public health, SUPERINTENDENT provides a  
22 tobacco-free environment. Smoking or the use of any tobacco products  
23 are prohibited in buildings and vehicles, and on any property owned,  
24 leased or contracted for by the SUPERINTENDENT pursuant to  
25 SUPERINTENDENT Policy 400.15. Failure to abide with conditions of  
this policy could result in the termination of this AGREEMENT.

1 18.0 SUPERINTENDENT and DISTRICT agree that they will not engage in  
2 unlawful discrimination in employment of persons because of race,  
3 color, religious creed, national origin, ancestry, physical handicap,  
4 medical condition, marital status, or sex of such persons.

5 19.0 SUPERINTENDENT and DISTRICT agree that this AGREEMENT shall be  
6 construed and entered into in accordance with the laws of the State  
7 of California, through California state courts with venue in Orange  
8 County, California.

9 20.0 NOTICE. All notices or demands to be given under this AGREEMENT  
10 by either party to the other, shall be in writing and given either  
11 by: (a) personal service or (b) by U.S. Mail, mailed either by  
12 registered or certified mail, return receipt requested, with postage  
13 prepaid. Service shall be considered given when received if  
14 personally served or if mailed on the third day after deposit in any  
15 U.S. Post Office. The address to which notices or demands may be  
16 given by either party may be changed by written notice given in  
17 accordance with the notice provisions of this section. As of the  
18 date of this AGREEMENT, the addresses of the parties are as follows:

19 DISTRICT: Capistrano Unified School District  
20 33122 Valle Road  
San Juan Capistrano, California 92675  
Attn: \_\_\_\_\_

21 SUPERINTENDENT: Orange County Superintendent of Schools  
22 200 Kalmus Drive  
23 P.O. Box 9050  
Costa Mesa, California 92628-9050  
Attn: Patricia McCaughey

24 21.0 If any term, covenant, condition or provision of this AGREEMENT  
25 is held by court of competent jurisdiction to be invalid, void or

1 unenforceable, the remainder of the provisions shall remain in full  
2 force and effect and shall in no way be affected, impaired or  
3 invalidated thereby.

4 22.0 The failure of SUPERINTENDENT or DISTRICT to seek redress for  
5 violation of, or to insist upon, the strict performance of any term  
6 or condition of this AGREEMENT, shall not be deemed a waiver by that  
7 party of such term or condition, or prevent a subsequent similar act  
8 from again constituting a violation of such term or condition.

9 23.0 This AGREEMENT contains the entire agreement between  
10 SUPERINTENDENT and DISTRICT regarding the services and any agreement  
11 hereafter made shall be ineffective to modify this AGREEMENT in whole  
12 or in part unless such agreement is embodied in an amendment to this  
13 AGREEMENT which has been signed by both SUPERINTENDENT and DISTRICT.  
14 This AGREEMENT supersedes all prior negotiations, understandings,  
15 representations and agreements.  
16  
17  
18  
19  
20

21 [THIS SECTION INTENTIONALLY LEFT BLANK.]  
22  
23  
24  
25

1           IN WITNESS WHEREOF, the Parties hereto have caused this  
2 AGREEMENT to be executed.

3 DISTRICT: CAPISTRANO UNIFIED  
4 SCHOOL DISTRICT

ORANGE COUNTY SUPERINTENDENT OF  
SCHOOLS

5 BY: \_\_\_\_\_  
6           Authorized Signature

BY:  \_\_\_\_\_  
Authorized Signature

7 PRINT NAME: \_\_\_\_\_

PRINT NAME: Patricia McCaughey

8 TITLE: \_\_\_\_\_

TITLE: Administrator

9 DATE: \_\_\_\_\_

DATE: July 21, 2017



## Field Trips

## Exhibit A

## Capistrano Unified School District

School	Site/Program	Schedule Date	Gr	Number of Students	Fee Per Student	Price per Event or Flat Fee	Comments
Tijeras Creek	SHIPLEY -GABRIELINO WALK - 9:00 - 11:00 AM	4/12/2018	3	65	\$8.50		

## Note:

- (1) The Orange County Superintendent of Schools shall have the final approval on all revisions/modifications made to Exhibit A.
- (2) Cancellations and/or modifications to the number of pupils indicated in Exhibit A are subject to the terms and conditions of Section 10.0 and Section 11.0 of the Agreement.



# Inside the Outdoors Fees for 2017-2018

Programs support the current California state standards.



## Field Trips

	Cost to School	Full Cost of Program
<b>2 hour Programs</b>		
Kindergarten- Ecosystem Extravaganza		
Shipley Nature Center or Mt. San Antonio College	\$8.50	\$25.50
First Grade - Ecosystem Extravaganza		
Shipley Nature Center or Mt. San Antonio College	\$8.50	\$25.50
Second Grade - Ecosystem Extravaganza		
Shipley Nature Center or Mt. San Antonio College	\$8.50	\$25.50
Second and Third Grade		
Wild Wetlands and Santiago Oaks	\$15.50	\$25.50
Third Grade		
Aliso Watershed or Chino Hills	\$15.50	\$25.50
Third Grade - Gabrielino Walk		
Shipley Nature Center or Mt. San Antonio College	\$8.50	\$25.50
Fourth Grade - Native American Program		
Shipley Nature Center or Mt. San Antonio College	\$8.50	\$25.50
Fourth Grade - Investigating Ecosystems		
Irvine Regional Park	\$15.50	\$25.50
Fifth Grade - Investigating Ecosystems		
Rancho Soñado, Santiago Oaks	\$15.50	\$25.50
<b>3 hour Programs</b>		
Third and Fourth Grade		
Key Ranch (Site closed until further notice.)	\$17.50	\$35.00
Helena Modjeska House	\$17.50	\$35.00
<b>Full Day (5.5 hour) Programs</b>		
Fourth Grade		
Irvine Regional Park, Upper Newport Bay	\$35.00	\$70.00
Fifth and Sixth Grade		
Crystal Cove, Modjeska Canyon, Rancho Soñado	\$35.00	\$70.00

## Traveling Scientist Programs

**Traveling Scientist Fee:** \$390.00 for up to 60 students and \$6.50 for each additional student  
(Full cost: \$10.00 per student)

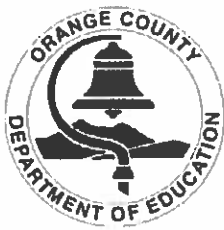
**Additional Birds of Prey Fee:** \$75.00 for up to 60 students and \$1.25 for each additional student  
(Full cost: additional \$1.50 per student)

**Assembly Fee:** \$390.00 for first assembly and \$70.00 for each additional assembly in the same day  
Amazing Animals and Science Night Presentations

**Birds of Prey Assembly:** \$465.00 for first assembly and \$70.00 for each additional assembly in the same day

**Traveling Scientist Programs have a daily mileage fee.**

**Additional Grant Opportunities available: visit [www.insidetheoutdoors.org](http://www.insidetheoutdoors.org) or call (714) 708-3885.**



**Orange County Department of Education  
Contracts Unit - Inside the Outdoors**

200 Kalmus Drive, P.O. Box 9050  
Costa Mesa, CA 92628-9050  
Phone: 714-708-3885  
Fax: 714-668-7953  
Email: [itocontracts@ocde.us](mailto:itocontracts@ocde.us)



**ADDENDUM  
Field Program**

Date: September 13, 2017

To: Dr. Susan Holliday, Associate Superintendent  
Capistrano Unified

From: Orange County Department of Education  
Contracts Unit

Subject: **Agreement for Additional School(s) Participating in  
*Inside the Outdoors* Field Programs  
Agreement Number: #10024**

The following school has registered to participate with *Inside the Outdoors*. In order to fulfill our legal requirements, we submit this Addendum to the Agreement referenced above. All contract provisions will apply to the additional school(s) and date(s).

- ☐ **Please verify Programs, Participation Date(s) and final enrollment numbers to avoid additional charges.**
- ☐ Sign and return this Addendum at least 14 business days before your school(s) Program(s) to complete our Agreement please send to the above address, fax or email.

**You are financially responsible for at least 90% of the listed number of students, as per terms of the signed contract. Enrollment changes must be made twenty (20) business days prior to the scheduled event.**

If a school has received a grant from Inside the Outdoors Foundation your per student fees may be covered or partially covered. However, the school will be charged the full cost of the Field Trip for all absences that fall below 90% (see Exhibit B for detailed fees).

To reschedule, a notice of twenty business days is required and an additional \$75.00 fee may be charged. **Cancellations require a written notice to Inside the Outdoors of a minimum of twenty (20) business days prior to participation.** If an equivalent replacement cannot be found for the open date, your school will be billed for ninety percent (90%) of your contracted enrollment.

**The school is responsible for making transportation arrangements and paying for their buses. Decisions to cancel your Field Trip because of inclement weather must be coordinated with Inside the Outdoors.**

School	Site / Program	Scheduled Date	Previous Date	Grade	Number of Students	Fee per Student
Castille School	SANTIAGO OAKS - 9:00 - 11:00 AM	3/30/2018		2	90	\$15.50

Note: New

\*Please refer to Section 12.0 in your Agreement for further details on enrollment charges.

**Call (714) 708-3885** if you have questions. Thank you for partnering with us to nurture healthier, happier and smarter students through their connection with nature.

I approve the addition of the above school to our Agreement with the Orange County Department of Education for participation with *Inside the Outdoors*. For reschedule and cancellation questions, please refer to the cancellation section of your Agreement.

Capistrano Unified  
School District

Authorized Signature

Dr. Susan Holliday  
Print Name

Associate Superintendent  
Title

Date September 13, 2017

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent Education Services  
Bradley Shearer, Assistant Superintendent Curriculum and  
Instruction Preschool-Grade 5

Date: December 6, 2017

Board Item: Agreement for Additional School Participating in Inside the Outdoors' School  
Programs Agreement Number: #10004

---

**HISTORY**

The Orange County Department of Education's (OCDE) Inside the Outdoors' program provides engaging outdoor education field trip experiences and assemblies on science topics for schools and districts in Southern California. District students have been participating in Inside the Outdoors programs since 1997.

**BACKGROUND INFORMATION**

The Board approved, on August 23, 2017, the participation of 5 schools in OCDE's Inside the Outdoors' School Program for a variety of dates across the 2017-2018 school year. Arroyo Vista Elementary School, Oak Grove Elementary School, Dana Hills High School and Tesoro High School have recently expressed an interest in participating in Inside the Outdoors School Programs.

**CURRENT CONSIDERATIONS**

Several school sites have expressed an interest in securing the "Traveling Scientist" assembly program. Inside the Outdoors offers multiple 45 – 75 minute Traveling Scientist program assemblies on a variety of topics. These assemblies will help inspire and promote student interest in science. Schools interested in participating include Arroyo Vista Elementary School, Oak Grove Elementary School, Dana Hills High School and Tesoro High School. Programs selected include a variety of life science and physical science topics. It is estimated that 351 District students will participate in the additional OCDE's Inside the Outdoors' Traveling Scientist assemblies.

**FINANCIAL IMPLICATIONS**

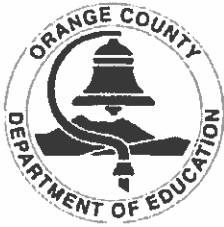
The scheduled attendance and contracted amounts for these programs varies by school site at a total expenditure of \$140 paid by gift or site funds.

**STAFF RECOMMENDATION**

Approval of Agreement for Additional School Participating in Inside the Outdoors' School Programs Agreement Number: #10004

**PREPARED BY:** Bradley Shearer, Assistant Superintendent Curriculum and Instruction  
Preschool-Grade 5

**APPROVED BY:** Susan Holliday, Associate Superintendent Education Services



**Orange County Department of Education  
Contracts Unit - Inside the Outdoors**  
200 Kalmus Drive, P.O. Box 9050  
Costa Mesa, CA 92628-9050  
Phone: 714-708-3885  
Fax: 714-668-7953  
Email: itocontracts@ocde.us



**ADDENDUM  
School Program**

Date: October 2, 2017

To: Dr. Susan Holliday, Associate Superintendent  
Capistrano Unified

From: Orange County Department of Education  
Contracts Unit

Subject: **Agreement for Additional School Participating in  
*Inside the Outdoors*' School Programs  
Agreement Number: #10004**

The following school has registered to participate with *Inside the Outdoors*. In order to fulfill our legal requirements, we submit this Addendum to the Agreement referenced above. All contract provisions will apply to the additional school(s) and date(s).

☐ **Please verify Programs, Participation Date(s) and final enrollment numbers to avoid additional charges.**

☐ Sign and return this Addendum at least **14 business days** before your school(s) Program(s) to complete our Agreement please send to the above address, fax or email.

Tuition Fees: \$6.50 or \$7.75 per student (60 student minimum)

**For all school programs, a daily mileage/travel fee will be charged. The fee will be \$50.00 to \$115.00 depending on drive time and distance.**

**You are financially responsible for at least 90% of the listed number of students, as per terms of the signed contract. Enrollment changes must be made twenty (20) business days prior to the scheduled event. Payment shall be made based on the number of students that actually attend, but not less than ninety percent (90%) of the number of students enrolled in the program.**

If a school has received a grant from Inside the Outdoors Foundation your per student and/or mileage fees may be covered or partially covered. However, the school will be charged the full cost of the Traveling Scientist program for all absences that fall below 90% (see Exhibit B for detailed fees).

To reschedule, a notice of twenty business days is required and an additional \$75.00 fee may be charged. **Cancellations require a written notice to Inside the Outdoors of a minimum of twenty (20) business days prior to participation.** If an equivalent replacement cannot be found for the open date, your school will be billed for ninety percent (90%) of your contracted enrollment.

School	Site / Program	Scheduled Date	Previous Date	Grade	Number of Students	Fee per Student
Arroyo Vista School	TRAVELING SCIENTIST 2 - ROCKIN' GEOLOGY	3/23/2018		4	90	\$6.50
Arroyo Vista School	Mileage	3/23/2018				\$70.00

Note: New

\*Please refer to Section 10.0 in your Agreement for further details on enrollment charges.

**Call (714) 708-3885** if you have questions. Thank you for partnering with us to nurture healthier, happier and smarter students through their connection with nature.

I approve the addition of the above school to our Agreement with the Orange County Department of Education for participation with *Inside the Outdoors*. For reschedule and cancellation questions, please refer to the cancellation section of your Agreement.

Capistrano Unified  
School District

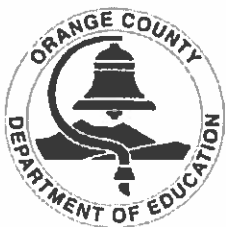
Authorized Signature

Dr. Susan Holliday  
Print Name

Associate Superintendent  
Title

Date October 2, 2017





Orange County Department of Education  
Contracts Unit - Inside the Outdoors  
200 Kalmus Drive, P.O. Box 9050  
Costa Mesa, CA 92628-9050  
Phone: 714-708-3885  
Fax: 714-668-7953  
Email: itocontracts@ocde.us



ADDENDUM  
School Program

Date: October 10, 2017

To: Dr. Susan Holliday, Associate Superintendent  
Capistrano Unified

From: Orange County Department of Education  
Contracts Unit

Subject: **Agreement for Additional School Participating in  
*Inside the Outdoors*' School Programs**  
**Agreement Number: #10004**

The following school has registered to participate with *Inside the Outdoors*. In order to fulfill our legal requirements, we submit this Addendum to the Agreement referenced above. All contract provisions will apply to the additional school(s) and date(s).

- ☐ Please verify Programs, Participation Date(s) and final enrollment numbers to avoid additional charges.
- ☐ Sign and return this Addendum at least **14 business days** before your school(s) Program(s) to complete our Agreement please send to the above address, fax or email.

Tuition Fees: \$6.50 or \$7.75 per student (60 student minimum)  
**For all school programs, a daily mileage/travel fee will be charged. The fee will be \$50.00 to \$115.00 depending on drive time and distance.**

**You are financially responsible for at least 90% of the listed number of students**, as per terms of the signed contract. Enrollment changes must be made twenty (20) business days prior to the scheduled event. Payment shall be made based on the number of students that actually attend, but not less than ninety percent (90%) of the number of students enrolled in the program.

If a school has received a grant from Inside the Outdoors Foundation your per student and/or mileage fees may be covered or partially covered. However, the school will be charged the full cost of the Traveling Scientist program for all absences that fall below 90% (see Exhibit B for detailed fees).

To reschedule, a notice of twenty business days is required and an additional \$75.00 fee may be charged. **Cancellations require a written notice to Inside the Outdoors of a minimum of twenty (20) business days prior to participation.** If an equivalent replacement cannot be found for the open date, your school will be billed for ninety percent (90%) of your contracted enrollment.

School	Site / Program	Scheduled Date	Previous Date	Grade	Number of Students	Fee per Student
Oak Grove School	TRAVELING SCIENTIST I - ME AND MY WORLD	5/18/2018		K	135	\$6.50
Oak Grove School	Mileage	5/18/2018				\$70.00

Note: New

\*Please refer to Section 10.0 in your Agreement for further details on enrollment charges.

Call (714) 708-3885 if you have questions. Thank you for partnering with us to nurture healthier, happier and smarter students through their connection with nature.

I approve the addition of the above school to our Agreement with the Orange County Department of Education for participation with *Inside the Outdoors*. For reschedule and cancellation questions, please refer to the cancellation section of your Agreement.

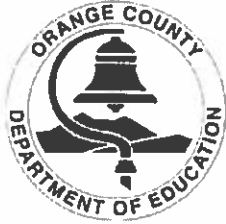
Capistrano Unified  
School District

Authorized Signature

Dr. Susan Holliday  
Print Name

Associate Superintendent  
Title

Date October 10, 2017



**Orange County Department of Education  
Contracts Unit - Inside the Outdoors**

200 Kalmus Drive, P.O. Box 9050  
Costa Mesa, CA 92628-9050  
Phone: 714-708-3885  
Fax: 714-668-7953  
Email: itocontracts@ocde.us



**ADDENDUM  
School Program**

Date: November 6, 2017

To: Dr. Susan Holliday, Associate Superintendent  
Capistrano Unified

From: Orange County Department of Education  
Contracts Unit

Subject: **Agreement for Additional School Participating in  
*Inside the Outdoors*® School Programs  
Agreement Number: #10004**

The following school has registered to participate with *Inside the Outdoors*. In order to fulfill our legal requirements, we submit this Addendum to the Agreement referenced above. All contract provisions will apply to the additional school(s) and date(s).

☐ **Please verify Programs, Participation Date(s) and final enrollment numbers to avoid additional charges.**

☐ Sign and return this Addendum at least **14 business days** before your school(s) Program(s) to complete our Agreement please send to the above address, fax or email.

Tuition Fees: \$6.50 or \$7.75 per student (60 student minimum)

**For all school programs, a daily mileage/travel fee will be charged. The fee will be \$50.00 to \$115.00 depending on drive time and distance.**

**You are financially responsible for at least 90% of the listed number of students, as per terms of the signed contract. Enrollment changes must be made twenty (20) business days prior to the scheduled event. Payment shall be made based on the number of students that actually attend, but not less than ninety percent (90%) of the number of students enrolled in the program.**

If a school has received a grant from Inside the Outdoors Foundation your per student and/or mileage fees may be covered or partially covered. However, the school will be charged the full cost of the Traveling Scientist program for all absences that fall below 90% (see Exhibit B for detailed fees).

To reschedule, a notice of twenty business days is required and an additional \$75.00 fee may be charged. **Cancellations require a written notice to Inside the Outdoors of a minimum of twenty (20) business days prior to participation.** If an equivalent replacement cannot be found for the open date, your school will be billed for ninety percent (90%) of your contracted enrollment.

School	Site / Program	Scheduled Date	Previous Date	Grade	Number of Students	Fee per Student
Dana Hills High School	TRAVELING SCIENTIST 3 - 1ST SERVICE LEARNING VISIT	2/5/2018		HS	60	no charge
Dana Hills High School	Mileage	2/5/2018				no charge
Dana Hills High School	TRAVELING SCIENTIST 2 - 2ND SERVICE LEARNING VISIT	2/26/2018		HS	60	no charge
Dana Hills High School	Mileage	2/26/2018				no charge
Tesoro High School	TRAVELING SCIENTIST 3 - 1ST SERVICE LEARNING VISIT	4/19/2018		HS	35	no charge
Tesoro High School	Mileage	4/19/2018				no charge
Tesoro High School	TRAVELING SCIENTIST 3 - 2ND SERVICE LEARNING VISIT	5/3/2018		HS	35	no charge
Tesoro High School	Mileage	5/3/2018				no charge
Tesoro High School	WHAT ABOUT WATER SHOWCASE	5/17/2018		HS	1	no charge
Tesoro High School	Mileage	5/17/2018				no charge

Note: New

\*Please refer to Section 10.0 in your Agreement for further details on enrollment charges.

Call (714) 708-3885 if you have questions. Thank you for partnering with us to nurture healthier, happier and smarter students through their connection with nature.

I approve the addition of the above school to our Agreement with the Orange County Department of Education for participation with *Inside the Outdoors*. For reschedule and cancellation questions, please refer to the cancellation section of your Agreement.

Capistrano Unified

School District

Authorized Signature

Dr. Susan Holliday

Print Name

Associate Superintendent

Title

Date November 6, 2017



**ORANGE COUNTY DEPARTMENT OF EDUCATION  
CONTRACTS UNIT  
ADMINISTRATIVE SERVICES DIVISION  
200 Kalmus Drive, P. O. Box 9050  
Costa Mesa, California 92628-9050**

**Date:** July 24, 2017  
**To:** Capistrano Unified School District  
Susan Holliday, Assistant Superintendent  
**From:** Hojat Entezari, Sr. Project Accountant  
**Subject:** *Inside the Outdoors*® – Fiscal Year 2017 – 2018  
Traveling Scientist Program

Thank you for registering for Inside the Outdoors School Program.

Please submit a fully executed **PROGRAM AGREEMENT** as soon as possible but no later than (14) business days prior to 9/27/2017 (see Exhibit A).

Obtain authorized designee to sign both originals and return one original to:

Orange County Department of Education - Contracts Department  
P. O. Box 9050  
Costa Mesa, CA 92628-9050

Or Email: [ITOCContracts@ocde.us](mailto:ITOCContracts@ocde.us)

**Confirm the date(s) and time(s) of your school(s) program(s) along with final enrollment numbers to avoid additional charges (see Exhibit A). We encourage you to forward a copy of the Agreement to the participating school(s) for their files. Any Program additions or reschedules throughout the year will be sent to your office as an Addendum.**

**CANCELLATIONS** require a written notice to Inside the Outdoors of a minimum of (20) business days prior to participation. If an equivalent replacement cannot be found for the open date, your District/School will be billed for ninety percent (90%) of your contracted enrollment. Refer to the cancellation section of your agreement.

If you should have any questions regarding the Agreement(s) please contact:

**Hojat Entezari (714) 966-4212**  
**Fax: (714) 668-7948**  
**Email: [ITOCContracts@ocde.us](mailto:ITOCContracts@ocde.us)**

**IMPORTANT INFORMATION TO GIVE TO YOUR INSURANCE  
PROVIDER ABOUT THE INSURANCE REQUIREMENTS**



**INSIDE THE OUTDOORS  
CERTIFICATE OF INSURANCE REQUIREMENTS**

Pursuant to the Insurance section of the Agreement for Participation in the Inside the Outdoors Program, if a valid Certificate of Insurance is not received not less than fourteen (14) days prior to the first date of participation, or per the requirement described in Item 5 below, your school(s) will not be allowed to participate in the Inside the Outdoors Program.

1. **INSURANCE CARRIER:** Insurance Company must be admitted and licensed by the State of California Insurance Commissioner or a program of self-insurance approved by the Orange County Superintendent of Schools.
2. **PARTIALLY OR FULLY SELF-INSURED:** A statement must be provided and signed by an authorized representative which agrees to protect the Orange County Superintendent of Schools, the Orange County Board of Education, and its officers, employees, and agents as if the insurance requirements as stated in the Agreement were in full effect.
3. **TYPE OF INSURANCE/LIMITS:**
  - a) Comprehensive General Liability Insurance, including bodily injury, property damage, premises-operations, products-completed operations and personal injury, in an amount of not less than \$1,000,000 per occurrence or a program of self-insurance approved by the Orange County Superintendent of Schools.
4. **POLICY ENDORSEMENTS:** The following two (2) endorsements must be included and written as follows:
  - a) Additional Covered Party: "Orange County Superintendent of Schools, the Orange County Board of Education, and its officers, agents, and employees shall be added as an additional insured to the policy."
  - b) "Such insurance as is afforded by this policy for the Orange County Superintendent of Schools, the Orange County Board of Education, and its officers, agents, and employees shall be primary, and any insurance carried by the Orange County Superintendent of Schools, or the Orange County Board of Education, and its officers, agents, and employees shall be excess and non-contributory."

**THE ENDORSEMENT IS A SEPARATE SHEET OF PAPER ATTACHED TO THE CERTIFICATE**

5. **POLICY EFFECTIVE/EXPIRATION DATES:** Policy dates must cover the period of participation. It is recommended that the dates cover the entire school year so the Certificate of Insurance does not need to be revised due to changes in the dates of participation.
6. **DESCRIPTION:** Should read as "Participation in the Inside the Outdoors Programs."
7. **CANCELLATION/REDUCTION IN COVERAGES:** Provide thirty (30) days notice of cancellation or reduction of coverages.
8. **CERTIFICATE HOLDER:** Orange County Superintendent of Schools, 200 Kalmus Drive, P. O. Box 9050, Costa Mesa, California 92628-9050, Attn: Contracts Department.

1 AGREEMENT NUMBER: 10004

2 AGREEMENT FOR PARTICIPATION  
3 INSIDE THE OUTDOORS  
4 SCHOOL PROGRAM  
5 PUBLIC SCHOOLS 2017-2018

6 This AGREEMENT is hereby entered into this 1st day of September,  
7 2017, by and between the Orange County Superintendent of Schools, 200  
8 Kalmus Drive, Costa Mesa, California 92626, hereinafter referred to  
9 as SUPERINTENDENT, and Capistrano Unified School District,  
10 hereinafter referred to as DISTRICT. SUPERINTENDENT and DISTRICT  
11 shall be collectively referred to as the Parties.

12 TERMS, CONDITIONS, AND RESPONSIBILITIES

13 1.0 SUPERINTENDENT shall provide a forty-five (45) minute to  
14 seventy-five (75) minute Inside the Outdoors - School Program,  
15 hereinafter referred to as PROGRAM, more specifically described in  
16 Exhibit "A", which is attached hereto and incorporated by reference  
17 herein.

18 2.0 This AGREEMENT shall be in full force and effect for the period  
19 commencing September 1, 2017 and ending August 31, 2018. This  
20 AGREEMENT must be fully executed by the Parties and be on file with  
21 the SUPERINTENDENT prior to DISTRICT participating in the PROGRAM.

22 3.0 In compliance with Education Code Section 35330 DISTRICT hereby  
23 declares that no student has been denied the opportunity to  
24 participate in the PROGRAM because of the inability to pay the  
25 required fee. DISTRICT has made every effort to acquire the  
financial support from fund-raising efforts, parents, and the

1 community to assist those students who are unable to pay the required  
2 fee.

3 4.0 SUPERINTENDENT shall provide the PROGRAM for DISTRICT'S  
4 school(s) pursuant to Exhibit "A".

5 5.0 DISTRICT shall provide one (1) certificated employee to  
6 participate in the PROGRAM with each group of 25-30 students.

7 5.1 All participating certificated employees and adult aides,  
8 in cooperation with the PROGRAM staff, shall be expected  
9 to take an active role in the supervision of students.

10 6.0 Should a DISTRICT group exceed four (4) classrooms on a given  
11 day (approximately one hundred twenty (120) students), the additional  
12 classroom(s) may be scheduled to participate on another day.

13 7.0 DISTRICT shall be responsible for the supervision and care of  
14 its students. DISTRICT shall also be responsible for the actions of  
15 its students and employees while participating in the PROGRAM.

16 8.0 DISTRICT shall hold harmless, defend, and indemnify the Orange  
17 County Superintendent of Schools, the Orange County Board of  
18 Education, and its officers, agents, and employees from any and all  
19 claims for damages resulting from the acts or omissions of DISTRICT,  
20 its officers, agents, employees, and students with respect to the  
21 Inside the Outdoors - School Program.

22 SUPERINTENDENT shall hold harmless, defend, and indemnify the  
23 DISTRICT, its Governing Board, officers, agents, employees, and  
24 students from any and all claims for damage resulting from the acts  
25 or omissions of the Orange County Superintendent of Schools, the



1 Orange County Board of Education and its officers, agents, and  
2 employees with respect to the Inside the Outdoors - School Program.

3 9.0 Any notice of cancellation by DISTRICT must be received in  
4 writing by SUPERINTENDENT at least twenty (20) business days,  
5 excluding holidays, prior to the scheduled PROGRAM date. In the  
6 event of a cancellation, the DISTRICT is responsible to find an  
7 equivalent replacement no later than ten (10) business days prior to  
8 the cancelled program date; SUPERINTENDENT may also attempt to find  
9 an equivalent replacement if possible. If DISTRICT or SUPERINTENDENT  
10 is unable to find an equivalent replacement, DISTRICT will be charged  
11 ninety percent (90%) of the full cost of the scheduled PROGRAM. If  
12 DISTRICT'S School wishes to reschedule a scheduled PROGRAM date,  
13 DISTRICT'S School may be charged an additional fee of One hundred  
14 dollars (\$100.00).

15 10.0 DISTRICT agrees to pay SUPERINTENDENT per student or per PROGRAM  
16 more specifically described in Exhibit "A", which is attached hereto  
17 and incorporated by reference herein. Payment shall be based on the  
18 number of students that actually attend, but no less than ninety  
19 percent (90%) of the number of students identified in Exhibit "A".

20 If DISTRICT'S SCHOOL is designated as sponsored, a minimum enrollment  
21 requirement is ninety percent (90%) of the contracted number of  
22 students, and is paid by sponsorship. If the number of students who  
23 attend is less than ninety percent (90%) of the contracted enrollment  
24 number, SCHOOL will be charged a per student fee for all students  
25 that fall below ninety percent (90%).

1 10.1 A day of participation is defined as a student being  
2 present during any part of a scheduled PROGRAM day.

3 10.2 Should the scheduled attendance from any given school in a  
4 DISTRICT change by more than ten percent (10%), the  
5 DISTRICT shall inform SUPERINTENDENT in writing at least  
6 twenty (20) business days prior to the first (1<sup>st</sup>) day of  
7 attendance.

8 10.3 Schools may be charged an additional transportation fee of  
9 \$50.00 - \$125.00 per day, if and as set forth in  
10 Exhibit A.

11 11.0 Full payment of fees by DISTRICT must be received by  
12 SUPERINTENDENT within thirty (30) calendar days of billing postmark.

13 12.0 DISTRICT agrees to bear the expense of repairs and/or breakage  
14 resulting from unreasonable wear or abuse to property and/or  
15 equipment caused by its students and/or teachers participating in the  
16 PROGRAM.

17 13.0 DISTRICT hereby delegates, by approval of this AGREEMENT to the  
18 District Superintendent or the District Superintendent's designee,  
19 pursuant to Education Code Section 17604, the authority to allow  
20 additional schools or students to participate in the Inside the  
21 Outdoors - School Program during the term of AGREEMENT.

22 14.0 NOTICE. All notices or demands to be given under this AGREEMENT  
23 by either party to the other, shall be in writing and given either  
24 by: (a) personal service or (b) by U.S. Mail, mailed either by  
25 registered or certified mail, return receipt requested, with postage  
prepaid. Service shall be considered given when received if

1 personally served or if mailed on the third day after deposit in any  
2 U.S. Post Office. The address to which notices or demands may be  
3 given by either party may be changed by written notice given in  
4 accordance with the notice provisions of this section. As of the  
5 date of this AGREEMENT, the addresses of the parties are as follows:

6 DISTRICT: Capistrano Unified School District  
33122 Valla Road  
7 San Juan Capistrano, California 92675  
Attn: Susan Holliday, Ed.D.

8 SUPERINTENDENT: Orange County Superintendent of Schools  
200 Kalmus Drive  
9 P.O. Box 9050  
10 Costa Mesa, California 92628-9050  
Attn: Patricia McCaughey

11 15.0 In the interest of public health, SUPERINTENDENT provides a  
12 tobacco-free environment. Smoking or the use of any tobacco products  
13 are prohibited in buildings and vehicles, and on any property owned,  
14 leased or contracted for by the SUPERINTENDENT pursuant to  
15 SUPERINTENDENT Policy 400.15. Failure to abide with conditions of  
16 this policy could result in the termination of this AGREEMENT.

17 16.0 SUPERINTENDENT and DISTRICT agree that they will not engage in  
18 unlawful discrimination in employment of persons because of race,  
19 color, religious creed, national origin, ancestry, physical handicap,  
20 medical condition, marital status, or sex of such persons.

21 17.0 SUPERINTENDENT and DISTRICT agree that this AGREEMENT shall be  
22 construed and entered into in accordance with the laws of the State  
23 of California, through California state courts with venue in Orange  
24 County, California.

1 18.0 If any term, covenant, condition or provision of this AGREEMENT  
2 is held by court of competent jurisdiction to be invalid, void or  
3 unenforceable, the remainder of the provisions shall remain in full  
4 force and effect and shall in no way be affected, impaired or  
5 invalidated thereby.

6 19.0 The failure of SUPERINTENDENT or DISTRICT to seek redress for  
7 violation of, or to insist upon, the strict performance of any term  
8 or condition of this AGREEMENT, shall not be deemed a waiver by that  
9 party of such term or condition, or prevent a subsequent similar act  
10 from again constituting a violation of such term or condition.

11 20.0 This AGREEMENT contains the entire agreement between  
12 SUPERINTENDENT and DISTRICT regarding the services and any agreement  
13 hereafter made shall be ineffective to modify this AGREEMENT in whole  
14 or in part unless such agreement is embodied in an amendment to this  
15 AGREEMENT which has been signed by both SUPERINTENDENT and DISTRICT.  
16 This AGREEMENT supersedes all prior negotiations, understandings,  
17 representations and agreements.

18  
19  
20  
21 [THIS SECTION INTENTIONALLY LEFT BLANK]  
22  
23  
24  
25

1           IN WITNESS WHEREOF, the Parties hereto have caused this  
2 AGREEMENT to be executed.

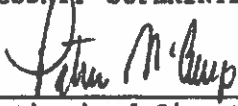
3 DISTRICT: CAPISTRANO UNIFIED  
4 SCHOOL DISTRICT

5 BY:   
6 Authorized Signature

7 PRINT NAME: Susan Holliday, Ed.D.  
8 TITLE: Associate Superintendent, Education Services

9 DATE: August 23, 2017

ORANGE COUNTY SUPERINTENDENT OF  
SCHOOLS

BY:   
Authorized Signature

PRINT NAME: Patricia McCaughey  
TITLE: Administrator

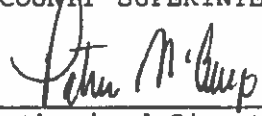
DATE: July 21, 2017

1 IN WITNESS WHEREOF, the Parties hereto have caused this  
2 AGREEMENT to be executed.

3 DISTRICT: CAPISTRANO UNIFIED  
4 SCHOOL DISTRICT

ORANGE COUNTY SUPERINTENDENT OF  
SCHOOLS

5 BY: \_\_\_\_\_  
6 Authorized Signature

BY:   
Authorized Signature

7 PRINT NAME: \_\_\_\_\_

PRINT NAME: Patricia McCaughey

8 TITLE: \_\_\_\_\_

TITLE: Administrator

9 DATE: \_\_\_\_\_

DATE: July 21, 2017

## Traveling Scientist

Exhibit A

## Capistrano Unified School District

School	Site/Program	Schedule Date	Gr	Number of Students	Fee Per Student	Price per Event or Flat Fee	Comments
Ambuchi School	Mileage	9/27/2017				\$70.00	
Ambuchi School	Mileage	9/27/2017				\$70.00	
Ambuchi School	TRAVELING SCIENTIST 1 - FEATHER FUN	9/27/2017	3	85	\$6.50		
Ambuchi School	TRAVELING SCIENTIST 3 - AMAZING ANIMALS	9/27/2017	2	65	\$6.50		
Ambuchi School	Mileage	10/10/2017				\$70.00	
Ambuchi School	Mileage	10/10/2017				\$70.00	
Ambuchi School	TRAVELING SCIENTIST 1 - ROCKIN' GEOLOGY	10/10/2017	4	75	\$6.50		
Ambuchi School	TRAVELING SCIENTIST 2 - BODY OF KNOWLEDGE	10/10/2017	5	75	\$6.50		
Ambuchi School	Mileage	10/11/2017				\$70.00	
Ambuchi School	Mileage	10/11/2017				\$70.00	
Ambuchi School	TRAVELING SCIENTIST 2 - RETHINK RESOURCES	10/11/2017	K	60	\$6.50		
Ambuchi School	TRAVELING SCIENTIST 3 - SCALES OR SLIME	10/11/2017	1	75	\$6.50		
Ambuchi School	Mileage	1/24/2018				\$70.00	
Ambuchi School	Mileage	1/24/2018				\$70.00	
Ambuchi School	TRAVELING SCIENTIST 1 - CATCH THE RAYS	1/24/2018	1	75	\$6.50		
Ambuchi School	TRAVELING SCIENTIST 2 - AMAZING ANIMALS	1/24/2018	K	60	\$6.50		
Ambuchi School	Mileage	1/30/2018				\$70.00	
Ambuchi School	Mileage	1/30/2018				\$70.00	
Ambuchi School	TRAVELING SCIENTIST 1 - MAGNETS ARE MAGNIFICENT	1/30/2018	3	85	\$6.50		
Ambuchi School	TRAVELING SCIENTIST 2 - FEATHER FUN	1/30/2018	2	65	\$6.50		
Ambuchi School	Mileage	2/7/2018				\$70.00	
Ambuchi School	Mileage	2/7/2018				\$70.00	
Ambuchi School	TRAVELING SCIENTIST 1 - RETHINK RESOURCES	2/7/2018	4	75	\$6.50		
Ambuchi School	TRAVELING SCIENTIST 2 - DRIP DROP	2/7/2018	5	75	\$6.50		

## Traveling Scientist

Exhibit A

Ambuehl School	Mileage	4/10/2018				\$70.00	
Ambuehl School	Mileage	4/10/2018				\$70.00	
Ambuehl School	TRAVELING SCIENTIST 2 - AMAZING ANIMALS	4/10/2018	I	75	\$6.50		
Ambuehl School	TRAVELING SCIENTIST 3 - ME AND MY WORLD	4/10/2018	K	60	\$6.50		
Ambuehl School	Mileage	4/11/2018				\$70.00	
Ambuehl School	Mileage	4/11/2018				\$70.00	
Ambuehl School	TRAVELING SCIENTIST 1 - RETHINK RESOURCES	4/11/2018	2	65	\$6.50		
Ambuehl School	TRAVELING SCIENTIST 2 - MAD PLANTS	4/11/2018	3	85	\$6.50		
Ambuehl School	Mileage	4/24/2018				\$70.00	
Ambuehl School	Mileage	4/24/2018				\$70.00	
Ambuehl School	TRAVELING SCIENTIST 1 - WHAT'S THE MATTER	4/24/2018	5	75	\$6.50		
Ambuehl School	TRAVELING SCIENTIST 2 - BODY OF KNOWLEDGE	4/24/2018	4	75	\$6.50		
Avila Elementary School	Mileage	10/4/2017				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	10/4/2017	4	90	\$6.50		
Avila Elementary School	Mileage	10/12/2017				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	10/12/2017	K	90	\$6.50		
Avila Elementary School	Mileage	10/18/2017				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 3 - MORE THAN ONE PROGRAM	10/18/2017	A	90	\$6.50		
Avila Elementary School	Mileage	10/25/2017				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	10/25/2017	3	90	\$6.50		
Avila Elementary School	Mileage	10/26/2017				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	10/26/2017	2	90	\$6.50		
Avila Elementary School	Mileage	3/7/2018				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	3/7/2018	4	90	\$6.50		
Avila Elementary School	Mileage	3/8/2018				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	3/8/2018	K	90	\$6.50		



## Traveling Scientist

Exhibit A

Avila Elementary School	Mileage	3/14/2018				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	3/14/2018	1	90	\$6.50		
Avila Elementary School	Mileage	3/19/2018				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	3/19/2018	A	90	\$6.50		
Avila Elementary School	Mileage	3/22/2018				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	3/22/2018	2	90	\$6.50		
Avila Elementary School	Mileage	3/28/2018				\$70.00	
Avila Elementary School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	3/28/2018	A	90	\$6.50		
Hidden Hills School	Mileage	10/9/2017				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	10/9/2017	K5	60	\$6.50		
Hidden Hills School	Mileage	10/23/2017				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	10/23/2017	K5	60	\$6.50		
Hidden Hills School	Mileage	11/6/2017				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	11/6/2017	K5	60	\$6.50		
Hidden Hills School	Mileage	11/27/2017				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	11/27/2017	K5	60	\$6.50		
Hidden Hills School	Mileage	12/19/2017				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	12/19/2017	K5	60	\$6.50		
Hidden Hills School	Mileage	1/23/2018				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	1/23/2018	K5	150	\$6.50		
Hidden Hills School	Mileage	1/29/2018				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	1/29/2018	K5	60	\$6.50		
Hidden Hills School	Mileage	2/13/2018				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	2/13/2018	K5	60	\$6.50		
Hidden Hills School	Mileage	3/26/2018				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	3/26/2018	K5	60	\$6.50		

## Traveling Scientist

Exhibit A

Hidden Hills School	Mileage	4/9/2018				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST I - MORE THAN ONE PROGRAM	4/9/2018	K5	60	\$6.50		
Hidden Hills School	Mileage	4/16/2018				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST I - MORE THAN ONE PROGRAM	4/16/2018	K5	60	\$6.50		
Hidden Hills School	Mileage	4/23/2018				\$70.00	
Hidden Hills School	TRAVELING SCIENTIST I - MORE THAN ONE PROGRAM	4/23/2018	K5	60	\$6.50		
San Clemente High School	Mileage	4/30/2018				no charge	Grant
San Clemente High School	TRAVELING SCIENTIST I - 1ST SERVICE LEARNING VISIT	4/30/2018	9	150	no charge		Grant
San Clemente High School	Mileage	5/7/2018				no charge	Grant
San Clemente High School	TRAVELING SCIENTIST I - 2ND SERVICE LEARNING VISIT	5/7/2018	9	150	no charge		Grant
Tijeras Creek	Mileage	4/12/2018				\$70.00	
Tijeras Creek	TRAVELING SCIENTIST I - SURVIVING OUR STANDARDS	4/12/2018	5	70	\$6.50		

## Note:

(1) The Orange County Superintendent of Schools shall have the final approval on all revisions/modifications made to Exhibit A.

(2) Cancellations and/or modifications to the number of pupils indicated in Exhibit A are subject to the terms and conditions of Section 9.0 and Section 10.0 of the Agreement.



## Inside the Outdoors Fees for 2017-2018

Programs support the current California state standards.



### Field Trips

<b>2 hour Programs</b>	<b>Cost to School</b>	<b>Full Cost of Program</b>
<b>Kindergarten- Ecosystem Extravaganza</b>		
Shipley Nature Center or Mt. San Antonio College	\$8.50	\$25.50
<b>First Grade - Ecosystem Extravaganza</b>		
Shipley Nature Center or Mt. San Antonio College	\$8.50	\$25.50
<b>Second Grade - Ecosystem Extravaganza</b>		
Shipley Nature Center or Mt. San Antonio College	\$8.50	\$25.50
<b>Second and Third Grade</b>		
Wild Wetlands and Santiago Oaks	\$15.50	\$25.50
<b>Third Grade</b>		

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Bradley Shearer, Assistant Superintendent, Curriculum and Instruction  
Preschool-Grade 5

Date: December 6, 2017

Board Item: Addendum No. #01 to Statement of Work Under The Agreement for Use of  
Emerald Cove Outdoor Science Institute, Facilities, Supplies, Equipment, and  
Services, Public School Districts, School Year 2017-2018

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**HISTORY**

Emerald Cove Outdoor Science Institute program provides engaging outdoor education field trip experiences on science topics for schools and districts in Southern California. The outdoor field trips help inspire and promote student interest in science.

**BACKGROUND INFORMATION**

The Board approved, on July 26, 2017, the participation of five schools in Emerald Cove's Outdoor Science Institute program for a variety of dates across the 2017-2018 school year. San Juan Elementary School recently expressed an interest in participating in the Emerald Cove Outdoor Science Institute.

**CURRENT CONSIDERATIONS**

San Juan Elementary School has requested that an outdoor science camp be added to the original agreement. The scheduled date for the trip is December 11 - 14, 2017. It is estimated that 120 grade five students at San Juan Elementary School will participate in this outdoor science camp.

**FINANCIAL IMPLICATIONS**

The estimated additional amount required by this addendum to the contract is \$41,610 paid by Title I and gift funds from the school site.

**STAFF RECOMMENDATION**

Approval of Addendum No. #01 to Statement of Work Under the Agreement for Use of Emerald Cove Outdoor Science Institute, Facilities, Supplies, Equipment, And Services, Public School Districts, School Year 2017-2018.

**PREPARED BY:** Brad Shearer, Assistant Superintendent Curriculum and Instruction  
Preschool-Grade 5

**APPROVED BY:** Susan Holliday, Associate Superintendent, Education Services

ADDENDUM NO. #01 TO STATEMENT OF WORK  
*under the*  
AGREEMENT FOR USE OF EMERALD COVE OUTDOOR SCIENCE INSTITUTE  
FACILITIES, SUPPLIES, EQUIPMENT, AND SERVICES  
PUBLIC SCHOOL DISTRICTS  
SCHOOL YEAR 2017-2018

This Addendum No. #01 is appended to the Statement of Work under that certain agreement dated effective July 1, 2017 entered into by and between the Emerald Cove Outdoor Science Institute and **Capistrano Unified School District** (the "Agreement").

**RECITALS**

A. ECOS and DISTRICT are parties to the above-referenced Agreement for Services dated effective July 1, 2017; and

B. ECOS and DISTRICT desire to amend the Statement of Work dated July 26, 2017 in certain respects, as more particularly set forth below.

**AGREEMENTS**

NOW, THEREFORE, for and in consideration of the covenants and agreements of the parties contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Incorporation of Recitals; Defined Terms. The foregoing recitals are incorporated herein for all purposes. Capitalized terms used but not defined in this Addendum No. #01 shall have the meanings given them in the Agreement or Statement of Work, as the case may be.

2. Amendment. Section II(b) of the Statement of Work is hereby amended to include the following additional school. All contract provisions will apply to the additional school(s) and date(s).

**Delivery Dates / Locations.** The foregoing Services will be performed or delivered at the following locations pursuant to the following schedule

School	Grade	Number of Students	Start Date	Number of Days	Site	Tuition <sup>1</sup>	Total Tuition
San Juan	5 <sup>th</sup>	120	12/11/2017	4	Cedar	\$346.75	\$41,610.00

1. Total number of additional students: 120

2. Tuition per student: See table above

3. Total anticipated fees for additional school: \$41,610.00 (Includes Discounts)

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<sup>1</sup> Subject to change from school year to school year

3. Ratification. In all other respects, the Agreement remains unchanged, and continues in full force and effect as hereinabove amended. All future references to the Agreement shall mean and refer to the Agreement as hereby amended.

IN WITNESS WHEREOF, the Parties hereto have caused this AGREEMENT to be executed.

DISTRICT: CAPISTRANO UNIFIED  
SCHOOL DISTRICT

EMERALD COVE OUTDOOR SCIENCE  
INSTITUTE

BY: \_\_\_\_\_  
Authorized Signature

BY:   
Authorized Signature

PRINT NAME: \_\_\_\_\_

PRINT NAME: Stephen Kuljis

TITLE: \_\_\_\_\_

TITLE: Director

DATE: \_\_\_\_\_

DATE: November 14, 2017

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Bradley Shearer, Assistant Superintendent, Curriculum and Instruction, Pre-K-5

Date: December 6, 2017

Board Item: Agreement with Center for Applied Linguistics for 2017-2018

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**HISTORY**

Elementary principals often partner with other school sites to plan and implement professional learning to teachers on non-student days.

**BACKGROUND INFORMATION**

Center for Applied Linguistics (CAL), a Washington D.C. based company, provides professional learning in the area of dual language. The District had contracted with CAL approximately 15 years ago for teacher professional learning to support the dual immersion program, however, has not worked with this company since then. The principals of Las Palmas, San Juan, and Viejo Elementary Schools coordinated this agreement with the English Learner Services department to ensure that the training is in alignment with the department's program and goals.

**CURRENT CONSIDERATIONS**

The agreement outlines the services for a two-hour session for teachers and administrators from Las Palmas, San Juan, and Viejo Elementary Schools (the three Spanish dual immersion schools) on December 22, 2017 which will be held at San Juan Elementary School. The session content will be based on research-aligned strategies and hands-on activities that promote bilingualism, biliteracy and multicultural competence from CAL's Guiding Principles for Dual Language Education.

Participants will engage in dialogue focused on the integration of language and content to promote mutual respect between and among students of varying linguistic and cultural backgrounds. Through exploration of concrete instructional and classroom examples, participants will be invited to actively reflect on their instructional practices.

This training is in alignment with department goals because it will provide a foundation which will serve as a springboard for further work at the school sites and District office for clarity of research-based best practices in dual language programs.

**FINANCIAL IMPLICATIONS**

The cost will not exceed \$3,594 paid by school site Title I funding.



**STAFF RECOMMENDATION**

Approval of Agreement with Center for Applied Linguistics for 2017-2018.

**PREPARED BY:** Brad Shearer, Assistant Superintendent, Curriculum and Instruction, Pre-K-5

**APPROVED BY:** Susan Holliday, Associate Superintendent, Education Services



CENTER FOR APPLIED LINGUISTICS

4646 40TH STREET NW • WASHINGTON DC 20016-1859 • (202) 362-0700 • fax (202) 362-3740 • www.cali.org

October 25, 2017

Kristen Nelson, Principal  
Las Palmas Elementary School  
Capistrano Unified School District  
1101 Calle Puente  
San Clemente, CA 92672  
Phone: (949) 234-5333  
Email: knelson@capousd.org

Dear Ms. Nelson,

The Center for Applied Linguistics (CAL) is pleased to submit this letter of agreement to offer Dual Language professional development to Las Palmas Elementary School educators.

**Project Title**

*Foundations of Dual Language* (2 hours)

**Description of Services Provided**

This professional development will consist of a 2-hour session providing support for dual language educators and leaders.

This two-hour session, based on CAL's highly-acclaimed *Guiding Principles for Dual Language Education*, will provide dual language educators with information regarding research-aligned strategies and hands-on activities that promote bilingualism, biliteracy, and multicultural competence for their emergent bilingual students learning in English and a partner language.

Participants will engage in dialogue focused on the fact that integration of language and content is needed in order to promote mutual respect between and among students of varying linguistic and cultural backgrounds. Through exploration of concrete instructional and classroom examples, participants will be invited to actively reflect on their instructional practices.

**Dates**

The 2 hours of service will take place on December 22, 2017.

**Location**

The session will take place at San Juan Elementary School.

### **Enrollment**

The PD session will have a maximum of 100 participants. Because of the large number of participants, the session will be facilitated as a keynote address. However, the facilitator will engage participants in partner and table group discussions to more fully bring to life the information provided.

### **Training/Workshop Host**

Las Palmas Elementary School agrees to ensure that the following is provided:

- Make all necessary arrangements for the training site including AV equipment (LCD projector, screen, microphones, and Internet access)
- Provide 2 flip charts with chart paper and markers
- Provide boxes of colored markers and scrap paper on each participant table
- Provide appropriate space and set up for cooperative learning
- Print and/or deliver the workshop handouts (to be emailed to the contact a week in advance) to the workshop location

### **CAL Project Staff**

- Dr. José Medina, Associate Division Director for the Language and Culture Division, will serve as the project director.
- A CAL Dual Language Specialist will facilitate the 2 hours of service.
- Ms. Leo Vizcarro will serve to provide administrative support.

### **CAL Capabilities Statement**

The Center for Applied Linguistics (CAL) is a private, non-profit organization involved in the study of language and the application of linguistics to educational, cultural, and social concerns. CAL's mission is to improve education through better understanding of language and culture. Established in 1959, CAL has earned an international reputation for the quality of its work in language-related information collection, analysis, and dissemination; linguistic research that addresses the needs of the classroom; direct technical services to language programs; professional development; and needs assessments and program evaluations. For current information about CAL projects and products, visit our Web site at [www.cal.org/solutions](http://www.cal.org/solutions)

### **Las Palmas ES Project Representative**

Las Palmas ES has designated Kristen Nelson, to be the contact for matters related to services. Questions and correspondence should be directed to (address) 1101 Calle Puente, San Clemente (phone) (949) 234-5333 (email) knelson@capousd.org. CA 92672

**Las Palmas ES Administrative Representative**

Las Palmas has designated Kathy Adams as the Administrative Representative who shall be responsible for the contractual and administrative aspects of the agreement. Questions and correspondence of an administrative nature should be directed to (address) 33122 Valle Road, San Juan Capistrano (phone) (949) 234-9253 (email) kadams@capousd.org. CA 92675

**CAL Project Representative**

CAL has designated Dr. José Medina as its Project Representative who shall be responsible for the programmatic aspects of the Agreement. Questions and correspondence of a programmatic nature should be directed to the Project Representative at the Center for Applied Linguistics, 4646 40th Street, N.W., Washington, D.C. 20016-1859, (202) 355-1547, jmedina@cal.org.

**CAL Administrative Representative**

CAL has designated Inge Siggelkow as the Administrative Representative who shall be responsible for the contractual and administrative aspects of the agreement. Questions and correspondence of an administrative nature should be directed to the Administrative Representative at the Center for Applied Linguistics, 4646 40th Street, N.W., Washington, D.C. 20016-1859, 202-355-1527, contracts@cal.org.

**Cost**

The firm, fixed price for the 2 hours of service is \$3,594 for CAL staff preparation and delivery time, supplementary materials and administrative assistance.

**Payment**

CAL will invoice Las Palmas ES:

- \$3,594 on December 22, 2017

Invoices are payable within 30 days of receipt of an invoice from CAL. Please send payment to

Accounts Receivable  
Center for Applied Linguistics  
4646 40<sup>th</sup> Street NW  
Washington, DC 200016

This contract will be in effect from the date when the contract is signed until February 1, 2018.

### **Cancellation Policy**

In the case of a cancellation or date change, Las Palmas ES will be responsible for reimbursement to CAL for all unrecoverable expenses (such as travel costs and planning time) incurred by CAL for the specific training engagement.

If the assigned CAL trainer cannot provide the services as scheduled, CAL will make every effort to provide a qualified, alternative trainer for the scheduled dates. If this cannot be arranged, CAL will work with the district to reschedule the training. Notice of cancellation or date changes for training/workshops must be received in writing by fax, email, or regular mail using the contact information in this Agreement.

### **Inclement Weather/Emergency Situations**

Due to inclement weather or an emergency situation, if notice of cancellation is given at least 24 hours prior to the training workshop (and before the trainer has begun travel), there will be no charge for the on-site training costs and time. However, Las Palmas ES will be responsible for any travel or training expenses incurred by the trainer that cannot be refunded and for their planning time to date.

CAL reserves the right to make cancellation decisions for training workshops in weather/emergency situations. Weather/emergency related cancellations will be rescheduled as soon as possible based on the current training schedule.

### **Copyright**

CAL is the owner and copyright holder of all materials developed by CAL staff and consultants for use in delivery of services under this Agreement. Conversion of the CAL materials to on-line products is not permitted.

### **Recording**

CAL does not permit videotaping or audio recording of training/workshops.

### **Entire Agreement**

This Agreement constitutes the entire agreement and understanding between Las Palmas ES and CAL, and supersedes any prior oral or written agreements or understandings, if any. Any changes or modifications shall be accomplished by a written amendment to this Agreement executed by the duly authorized representatives of the parties.

If you agree with the above terms and conditions, please sign two copies of this Agreement, keep one copy for your records, and return one to me together with a Purchase Order number by November 6, 2017.

We appreciate your selection of CAL for professional services, and we look forward to working with you and your staff.

Sincerely,

Dr. José Medina, Division Director  
Global Language and Culture Division  
Center for Applied Linguistics  
Email: [jmedina@cal.org](mailto:jmedina@cal.org)  
Tel. 202-355-1547; Fax: 202-363-7204  
Web: [www.cal.org/solutions](http://www.cal.org/solutions)

**Project Title***Foundations of Dual Language (2 hours)*

Las Palmas ES warrants that the person who is signing this Agreement on behalf of the school and/or district is authorized to do so and to execute all other documents necessary to carry out the terms of this Agreement.

**Las Palmas ES affirms the source of funds is:**

☒ **Federal**   ☐ **Non-federal**

Approved for:  
Center for Applied Linguistics

Las Palmas ES

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed

Susan Holliday  
\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Title

Associate Superintendent of Education  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

11/13/2017  
\_\_\_\_\_  
Date

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Stacy Yogi, Executive Director, State and Federal Programs

Date: December 6, 2017

Board Item: Income Agreement #45290 with Orange County Department of Education for Parent Engagement Survey

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**HISTORY**

Orange County Department of Education (OCDE) Evaluation Assessment and Data Center assisted the District in 2015-2016 with a Local Control Accountability Plan (LCAP) survey for students, staff and parents including support with survey development, survey administration and reporting and analysis.

**BACKGROUND INFORMATION**

The State Accountability Local Indicators Board item exhibit from the November 8, 2017 Board meeting, stated the District would be contracting with OCDE for the Parent Engagement survey.

**CURRENT CONSIDERATIONS**

Staff from OCDE Evaluation Assessment and Data Center will assist the District with survey development, including assistance with item development, Spanish translation, and online and paper format. OCDE will also provide assistance with survey administration, by providing printed survey forms, links to the online survey, in-window updates and paper survey collection. OCDE will also provide reporting and analysis services including paper survey scanning, data cleaning, a preliminary report and a final report. Results will be shared with Trustees at a future meeting.

**FINANCIAL IMPLICATIONS**

The cost will not exceed \$2,600 paid by Local Control Funding Formula (LCFF) Supplemental funding.

**STAFF RECOMMENDATION**

Approval of Income Agreement #45290 with Orange County Department of Education for Parent Engagement Survey.

**PREPARED BY:** Stacy Yogi, Executive Director, State and Federal Programs

**APPROVED BY:** Susan Holliday, Associate Superintendent, Education Services



CAPISTRANO UNIFIED SCHOOL DISTRICT  
INCOME AGREEMENT

This AGREEMENT is hereby entered into this 10<sup>th</sup> day of October, 2017, by and between the Orange County Superintendent of Schools, 200 Kalmus Drive, Costa Mesa, California 92626, hereinafter referred to as SUPERINTENDENT, and Capistrano Unified School District, 33122 Valle Road, San Juan Capistrano, California 92675, hereinafter referred to as DISTRICT. SUPERINTENDENT and DISTRICT shall be collectively referred to as the Parties.

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, DISTRICT is in need of such special services and advice; and

WHEREAS, SUPERINTENDENT is specially trained and experienced and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties hereby agree as follows:

1.0 SCOPE OF WORK. DISTRICT hereby engages SUPERINTENDENT as an independent contractor to perform the following described services and SUPERINTENDENT hereby agrees to perform said services upon the terms and conditions hereinafter set forth. SUPERINTENDENT hereby agrees to perform said work upon the terms and conditions hereinafter

1 set forth. Specifically, SUPERINTENDENT shall provide online surveys,  
2 paper surveys and parent survey links, described in Exhibit "A",  
3 "Service Proposal", dated October 10, 2017", which is attached hereto  
4 and incorporated by reference herein.

5 2.0 TERM. This AGREEMENT shall commence on October 10, 2017 and end  
6 on November 12, 2017, subject to termination set forth in this  
7 AGREEMENT.

8 3.0 PAYMENT. DISTRICT agrees to pay the SUPERINTENDENT for services  
9 satisfactorily rendered pursuant to Section 1.0 of this AGREEMENT a  
10 total sum not to exceed Two thousand six hundred dollars  
11 (\$2,600.00). Payment to SUPERINTENDENT shall be made at the rate of  
12 Six hundred dollars (\$600.00) per day. DISTRICT'S payment to  
13 SUPERINTENDENT shall be made upon receipt of an itemized invoice  
14 from SUPERINTENDENT. Payment shall be mailed to: Orange County  
15 Superintendent of Schools, Attn: Accounting Manager, 200 Kalmus  
16 Drive, Costa Mesa, California 92626-9050, or at such other place as  
17 SUPERINTENDENT may designate in writing.

18 4.0 EXPENSES. DISTRICT shall not be liable to SUPERINTENDENT for  
19 any costs or expenses paid or incurred by SUPERINTENDENT in  
20 performing services for DISTRICT, except as follows: N/A.

21 5.0 MATERIALS. SUPERINTENDENT shall furnish, at his/her own  
22 expense, all labor, materials, equipment, supplies and other items  
23 necessary to complete the services to be provided pursuant to this  
24 AGREEMENT, except as follows: N/A.

25 6.0 INDEPENDENT CONTRACTOR. SUPERINTENDENT, in the performance of  
this AGREEMENT, shall be and act as an independent contractor.

1 SUPERINTENDENT understands and agrees that he/she and all of his/her  
2 employees shall not be considered officers, employees or agents of  
3 the DISTRICT, and are not entitled to benefits of any kind or nature  
4 normally provided employees of the DISTRICT and/or to which  
5 DISTRICT'S employees are normally entitled, including, but not  
6 limited to, State Unemployment Compensation or Workers'  
7 Compensation. SUPERINTENDENT assumes the full responsibility for the  
8 acts and/or omissions of his/her employees or agents as they relate  
9 to the services to be provided under this AGREEMENT. SUPERINTENDENT  
10 shall assume full responsibility for payment of all federal, state  
11 and local taxes or contributions, including unemployment insurance,  
12 social security and income taxes with respect to SUPERINTENDENT'S  
13 employees.

14 7.0 ORIGINALITY OF SERVICES. SUPERINTENDENT agrees that all  
15 technologies, formulae, procedures, processes, methods, writings,  
16 ideas, dialogue, compositions, recordings, teleplays, and video  
17 productions prepared for, written for, submitted to the DISTRICT  
18 and/or used in connection with this AGREEMENT, shall be wholly  
19 original to SUPERINTENDENT and shall not be copied in whole or in  
20 part from any other source, except that submitted to SUPERINTENDENT  
21 by DISTRICT as a basis for such services.

22 8.0 HOLD HARMLESS.

23 A. SUPERINTENDENT agrees to and does hereby indemnify,  
24 defend, and hold harmless DISTRICT, its Governing Board, officers,  
25 agents and employees from liability and claims of liability for

1 bodily injury, personal injury, sickness, disease, or death of any  
2 person or persons, or damage to any property, real personal, tangible  
3 or intangible, arising out of the negligent acts or omissions of  
4 employees, agents or officers of SUPERINTENDENT or the Orange County  
5 Board of education during the period of this AGREEMENT.

6 B. DISTRICT agrees to and does hereby indemnify, defend,  
7 and hold harmless SUPERINTENDENT, the Orange County Board of  
8 Education, and its officers, agents and employees from liability and  
9 claims of liability for bodily injury, personal injury, sickness,  
10 disease, or death of any person or persons, or damage to any  
11 property, real personal, tangible or intangible, arising out of the  
12 negligent acts or omissions of its Governing Board, employees, agents  
13 or officers of DISTRICT during the period of this AGREEMENT.

14 9.0 ASSIGNMENT. The obligations of SUPERINTENDENT pursuant to this  
15 AGREEMENT shall not be assigned by SUPERINTENDENT without prior  
16 written approval of DISTRICT.

17 10.0 COPYRIGHT/TRADEMARK/PATENT. DISTRICT understands and agrees  
18 that all matters produced under this AGREEMENT shall become the  
19 property of SUPERINTENDENT and cannot be used without  
20 SUPERINTENDENT'S express written permission. SUPERINTENDENT shall  
21 have all right, title and interest in said matters, including the  
22 right to secure and maintain the copyright, trademark and/or patent  
23 of said matter in the name of the SUPERINTENDENT.

24 11.0 TOBACCO USE POLICY. In the interest of public health, the  
25 SUPERINTENDENT provides a tobacco-free environment. Smoking or the  
use of any tobacco products are prohibited in buildings and

1 vehicles, and on any property owned, leased or contracted for by the  
2 SUPERINTENDENT pursuant to SUPERINTENDENT Policy 400.15. Failure to  
3 abide with conditions of this policy could result in the termination  
4 of this AGREEMENT.

5 12.0 TERMINATION. Either party may terminate this AGREEMENT with or  
6 without cause with the giving of thirty (30) days written notice to  
7 the other party. DISTRICT shall compensate SUPERINTENDENT only for  
8 services satisfactorily rendered to the date of termination. Written  
9 notice by DISTRICT shall be sufficient to stop further performance of  
10 services by SUPERINTENDENT. Notice shall be deemed given when  
11 received by the SUPERINTENDENT or DISTRICT or no later than three (3)  
12 days after the day of mailing, whichever is sooner.

13 13.0 NON-DISCRIMINATION. SUPERINTENDENT and DISTRICT agree that  
14 they will not engage in unlawful discrimination in employment of  
15 persons because of race, color, religious creed, national origin,  
16 ancestry, physical handicap, medical condition, marital status, or  
17 sex of such persons.

18 14.0 NOTICE. All notices or demands to be given under this  
19 AGREEMENT by either party to the other shall be in writing and given  
20 either by: (a) personal service or (b) by U.S. Mail, mailed either  
21 by registered or certified mail, return receipt requested, with  
22 postage prepaid. Service shall be considered given when received if  
23 personally served or if mailed on the third day after deposit in any  
24 U.S. Post Office. The address to which notices or demands may be  
25 given by either party may be changed by written notice given in

1 accordance with the notice provisions of this section. As of the  
2 date of this AGREEMENT, the addresses of the parties are as follows:

3 DISTRICT: Capistrano Unified School District  
33122 Valle Road  
4 San Juan Capistrano, California 92675  
Attn: \_\_\_\_\_

5 SUPERINTENDENT: Orange County Superintendent of Schools  
200 Kalmus Drive  
6 P.O. Box 9050  
7 Costa Mesa, California 92628-9050  
Attn: Patricia McCaughey

8 15.0 NON WAIVER. The failure of SUPERINTENDENT or DISTRICT to seek  
9 redress for violation of, or to insist upon, the strict performance  
10 of any term or condition of this AGREEMENT shall not be deemed a  
11 waiver by that party of such term or condition, or prevent a  
12 subsequent similar act from again constituting a violation of such  
13 term or condition.

14 16.0 SEVERABILITY. If any term, condition or provision of this  
15 AGREEMENT is held by a court of competent jurisdiction to be  
16 invalid, void, or unenforceable, the remaining provisions will  
17 nevertheless continue in full force and effect, and shall not be  
18 affected, impaired or invalidated in any way.

19 17.0 GOVERNING LAW. The terms and conditions of this AGREEMENT  
20 shall be governed by the laws of the State of California with venue  
21 in Orange County, California.

22 18.0 ENTIRE AGREEMENT/AMENDMENT. This AGREEMENT and any exhibits  
23 attached hereto constitute the entire agreement among the Parties to  
24 it and supersede any prior or contemporaneous understanding or  
25 agreement with respect to the services contemplated, and may be

1 amended only by a written amendment executed by both Parties to the  
2 AGREEMENT.

3 IN WITNESS WHEREOF, the Parties hereto set their hands.

4 DISTRICT: CAPISTRANO UNIFIED SCHOOL  
DISTRICT

ORANGE COUNTY SUPERINTENDENT  
OF SCHOOLS

5 BY: \_\_\_\_\_  
6 Authorized Signature

BY:   
Authorized Signature

7 PRINT NAME: \_\_\_\_\_

PRINT NAME: Patricia McCaughey

8 TITLE: \_\_\_\_\_

TITLE: Administrator

9 DATE: \_\_\_\_\_

DATE: November 14, 2017

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**ORANGE COUNTY DEPARTMENT OF EDUCATION  
INSTRUCTIONAL SERVICES DIVISION  
SERVICE PROPOSAL**

**ORANGE COUNTY  
DEPARTMENT  
OF EDUCATION**  
200 KALMUS DRIVE  
P.O. BOX 9050  
COSTA MESA, CA  
92628-9050  
(714) 966-4000  
FAX (714) 432-1916  
www.ocde.us

**AI MIJARES, Ph.D.**  
County Superintendent  
of Schools

**ORANGE COUNTY  
BOARD OF EDUCATION**  
JOHN W. BEDELL, PH.D.  
DAVID L. BOYD  
REBECCA "BECKIE" GOMEZ  
LINDA LINDHOLM  
KEN L. WILLIAMS, D.O.

**TO:** Stacy Yogi  
Capistrano Unified School District  
33122 Valle Road  
San Juan Capistrano, CA 92675  
syogi@capu.org

**FROM:** David M Rochman  
Evaluation, Assessment, and Data Center- Instructional Services  
200 Kalmus Drive  
Costa Mesa, CA 92626  
(714)966-4043

**DATE OF PROPOSAL:** 10/10/2017

**PURPOSE:** Manage Parent Engagement Data Collection to support district LCAP

**AUDIENCE:** Parents and other stakeholders

**ESTIMATED NUMBER OF PARTICIPANTS:** 5000

**LCAP PRIORITIES ADDRESSED:**

Conditions of Learning	Pupil Outcomes	Engagement
<input checked="" type="checkbox"/> Basic Services <input type="checkbox"/> Implementation of State Content Standards <input type="checkbox"/> Course Access	<input type="checkbox"/> Pupil Achievement <input type="checkbox"/> Other Pupil Outcomes	<input checked="" type="checkbox"/> Parental Involvement <input type="checkbox"/> Pupil Engagement <input checked="" type="checkbox"/> School Climate

**NUMBER OF DAYS:** 4.30

**PROPOSED DATES:** 10/10/17-11/12/17

**LOCATION:** Capistrano Unified School District

**MEETING SETUP (rounds, chevron, classroom, etc.):**

N/A





**ORANGE COUNTY DEPARTMENT OF EDUCATION  
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**GOAL(S):**

To gather data on parents' ability to access overall school counseling and advisement services

**EXPECTED MEASUREABLE OUTCOME(S):**

parent knowledge and efficacy

**RESEARCH CITATION:**

**ESTIMATED SERVICE COST (Days X Rate):** 4.30 x \$600.00 **TOTAL: \$2,580.00**

Time	Amount	Number	Manager
Full day	\$600	= or < 30	1 consultant
( Over 4 hours )	\$1200	= or < 60	1 or 2 consultant(s)
1/2 day	\$300	= or < 30	1 or consultant
( 4 hours or less )	\$600	= or < 60	1 or 2 consultant(s)
hourly	\$125		



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**AI MIJARES, Ph.D.**  
County Superintendent  
of Schools

**ESTIMATED MATERIAL COST (books, printed materials by OCDE):** \$20.00

WORKSHOP NEEDS	PROVIDER		
<b>EQUIPMENT:</b>			
• Projector	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Document Camera (ELMO)	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Audio Speakers	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Microphone	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Laptops, tablets, etc.	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
<b>REFRESHMENTS:</b>			
• Breakfast	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Lunch	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Snacks	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Beverages	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
<b>MISCELLANEOUS:</b>			
• Handouts	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Table Boxes (writing utensils, markers, etc.)	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Wireless Access	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A
• Other (LMS Access, Website, Cloud Storage, etc.)	<input type="checkbox"/> District	<input type="checkbox"/> Presenter	<input checked="" type="checkbox"/> N/A

**ESTIMATED TOTAL COST (SERVICE + MATERIALS):** \$2,600.00

**DETAIL:**

See attached service matrix

**ORANGE COUNTY  
BOARD OF EDUCATION**

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DAVID L. BOYD

REBECCA "BECKIE" GOMEZ

LINDA LINDHOLM

KEN L. WILLIAMS, D.O.

**For Client Use:**

When this proposal is accepted, OCDE will create a contract for services.

☒ **PROPOSAL ACCEPTED**

Authorized Signature

Date

**Services Matrix**  
Evaluation, Assessment and Data Center  
October, 2017

<b>Project Name:</b> 2017-18 CUSD Parent Engagement Data Collection							
<b>Services Rendered To:</b> Capistrano Unified School District							
<b>Budgets Contact:</b> Shannon							
<b>Budgets:</b>		<i>Expense (from)</i>	<i>Cost Center</i>	<i>Pseudo.Object</i>	<i>Income (to)</i>	<i>Cost Center</i>	<i>Pseudo.Object</i>
<b>Dates of Services:</b>		<i>Services Begin Date</i>		10/10/17	<i>Services End Date</i>		05/30/2018
<b>Amount of Project:</b>		\$2,600					

Task	Scope of Work	Due date	Cost
1 Survey Development	Provide item development, survey translation (Spanish), create online and paper format, expedite charge	10/19/2017	\$1,100.00
2 Survey Administration	Provide and distribute printed survey forms, links to online surveys, in-window updates, paper survey collection	11/2/2017	\$1,500.00
3 Reporting and Analysis	Provide paper survey scanning, data cleaning, one (1) preliminary report no later than one week from closing of online survey window, one (1) final report no later than one week from receipt of paper surveys	11/13/2017	Included
4 Cost	Base service		(cost)
	Expedited service		\$2,150.00
<b>Total</b>			\$450.00
			\$2,600.00

**Services Can Commence on Start Date Upon Receipt of  
Signed Copy of Service Proposal**

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Gregory Merwin, Associate Superintendent, Student Support Services

Date: December 6, 2017

Board Item: Members of the Special Education Local Plan Area Community Advisory Committee

---

**HISTORY**

In accordance with the California Education Code 56190, each Special Education Local Plan Area (SELPA) shall establish a Community Advisory Committee (CAC) with parents of special education students forming the majority. As stated in the Bylaws, the purpose of CAC is to provide the District's SELPA administration and Board of Trustees with a "representative group of citizens involved with, or concerned about, the education of individuals with exceptional needs".

**BACKGROUND INFORMATION**

Based on the Bylaws of the SELPA, a committee of voting members is established annually, comprised of District parents, teachers, administrators, and community representatives who serve District students.

**CURRENT CONSIDERATIONS**

The term of appointment for voting members is two years, staggered annually. Kim Costello, Pam Ender, Barbara Kakuda, and Stephanie Maciborski are proposed as new CAC voting members for the 2018 and 2019 calendar years.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**STAFF RECOMMENDATION**

It is recommended the Board of Trustees approve the Members of the Special Education Local Plan Area Community Advisory Committee.

**PREPARED BY:** Gregory Merwin, Associate Superintendent, Student Support Services

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services

Prepared by: Rich Montgomery, Executive Director, Human Resource Services/Compliance

Date: December 6, 2017

Board Item: Orange County Department of Education First Quarterly Report – Williams  
Settlement Legislation

---

**HISTORY**

This is a standing item that is presented to the Board of Trustees on a quarterly basis.

The *Eliezer Williams, et al., vs. State of California, et al. (Williams)* case was filed as a class action in 2000 in San Francisco County Superior Court. The plaintiffs include nearly 100 San Francisco County students, who filed suit against the State of California and state education agencies, including the California Department of Education (CDE). The basis of the lawsuit was that the agencies failed to provide public school students with equal access to instructional materials, safe and decent school facilities, and qualified teachers.

The case was settled in 2004, and as a result, the CDE has made changes to the School Accountability Report Card (SARC) template that all schools must update and publish annually. The changes will help all schools report the overall condition of their facilities, the number of teacher misassignments and vacant teacher positions, and the availability of textbooks or instructional materials.

**BACKGROUND INFORMATION**

Board Policy 1312.4 mandates school districts establish policies and procedures to resolve deficiencies related to textbooks and instructional materials, teacher vacancies or misassignments, and facility conditions posing a threat to student/staff health or safety. Furthermore, Education Code § 35186 requires any deficiencies or complaints be reported to the Board of Trustees at a regularly scheduled public meeting each quarter.

**CURRENT CONSIDERATIONS**

This agenda item presents for Board consideration the acceptance of Williams Settlement Legislation Orange County Department of Education (OCDE) First Quarter Report.

### **FINANCIAL IMPLICATIONS**

There is no fiscal impact.

### **DATA**

Data for this item can be found in the supporting exhibit.

### **STAFF RECOMMENDATION**

It is recommended the Board of Trustees accept the Williams Settlement Legislation Orange County Department of Education (OCDE) First Quarter Report.

**PREPARED BY:** Rich Montgomery, Executive Director, Human Resource  
Services/Compliance

**APPROVED BY:** Gordon Amerson, Ed.D., Associate Superintendent, Human Resource  
Services



October 27, 2017

**To:** Kirsten M. Vital, Superintendent, Capistrano Unified School District

**From:** Nicole Savio Newfield, Administrator, Community and Student Support Services

**Subject:** Williams Settlement Legislation 1<sup>st</sup> Quarter Report

**ORANGE COUNTY  
DEPARTMENT  
OF EDUCATION**

200 KALMUS DRIVE  
P.O. BOX 9050  
COSTA MESA, CA  
92628-9050  
(714) 966-4000  
FAX (714) 432-1916  
[www.ocde.us](http://www.ocde.us)

**AL MIJARES, Ph.D.**  
County Superintendent  
of Schools

I am pleased to provide the first quarter Williams Settlement Legislation report for the 2017-18 fiscal year. This report represents activity conducted by the Orange County Department of Education (OCDE) during July, August, and September 2017. California Education Code section 1240(2)(H) requires this report to be provided to your Board at a regularly scheduled meeting held in accordance with public notification requirements.

**FIRST QUARTER REPORT**

**Instructional Material Reviews**

- Two reviews were conducted at decile 1-3 schools on September 8, 2017.

**School Site Facility Reviews**

- Two reviews were conducted on August 25, 2017.

**Uniform Complaint Procedures (UCP)**

- OCDE requested data regarding uniform complaints related to textbooks and instructional materials, facility conditions, and teacher vacancies or misassignments received during the fourth quarter.
- No complaints were filed in your district during the period of April through June 2017.

**Upcoming Quarter**

- Uniform Complaint Procedure reporting

If you have any questions regarding this report, please contact me at (714) 966-4385 or [nsavio@ocde.us](mailto:nsavio@ocde.us).

On behalf of Dr. Al Mijares, County Superintendent of Schools, thank you for your diligent efforts to address the Williams Settlement Legislation requirements.

NSN:ts

Enclosure

c: Al Mijares, Ph.D., County Superintendent of Schools  
Rich Montgomery, Executive Director of Human Resources Services/Compliance

**ORANGE COUNTY  
BOARD OF EDUCATION**

JOHN W. BEDELL, PH.D.

DAVID L. BOYD

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KEN L. WILLIAMS, D.O.



**Orange County Department of Education**  
**Williams Settlement Legislation**  
**1<sup>st</sup> Quarter Report 2017-18**  
**Capistrano Unified School District**

**INSTRUCTIONAL MATERIALS**

Schools were evaluated to have sufficient textbooks and instructional materials.<sup>1</sup>

School	Review Date	Subject	Textbook/Instructional Materials Insufficiencies	Grade	Room	Materials Needed	Correction Date
Kinoshita Elementary	September 8, 2017		NONE				
Viejo Elementary	September 8, 2017		NONE				

<sup>1</sup>"Sufficient textbooks and instructional materials" means that each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the core subject areas of mathematics, science, history-social science, and English language arts, including the English language development component of an adopted program. Middle and high schools include foreign language and health. High schools include science laboratory equipment.





Orange County Department of Education  
Williams Settlement Legislation  
1<sup>st</sup> Quarter Report 2017-18  
Capistrano Unified School District

**FACILITIES**

Schools were reviewed with respect to the safety, cleanliness, and functionality of school facilities. Any deficiencies were reported to school administrators for remediation.<sup>2</sup>

School Site	Review Date	Room/Area	Facility Conditions Identified
Kinoshita Elementary	August 25, 2017	Boy's restroom by Room 608	One restroom stall door has rust and a loose piece of metal at the bottom
Viejo Elementary	August 25, 2017	Boy's restroom by Room 6B	Urinal is leaking

Respectfully submitted,

Nicole Savio Newfield  
Administrator, Community and Student Support Services

10/27/17  
Date

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services

Prepared by: Tim Brooks, Executive Director, Human Resource Services/Investigations

Date: December 6, 2017

Board Item: Update on Administrative Regulation 3.17 (c)—Mileage Reimbursement

---

**HISTORY**

Certain District-based and site-based employees have been designated by the Board to be paid a monthly mileage allowance for use of a personal vehicle for District business-related travel in lieu of reimbursement for actual mileage.

**BACKGROUND INFORMATION**

The employee mileage allowance list was approved at the September 13, 2017 Board meeting; unfortunately, the job titles of Secondary Assistant Principal and Executive Director, Construction, Maintenance and Operations were inadvertently omitted.

**CURRENT CONSIDERATIONS**

Secondary Assistant Principal and Executive Director, Construction, Maintenance and Operations receiving a mileage allowance would be consistent with the current AR 3.17.

**FINANCIAL IMPLICATIONS**

Secondary Assistant Principals at one location would receive a mileage stipend in the amount of \$100.00 per month.

Secondary Assistant Principals shared between sites would receive a mileage stipend in the amount of \$150.00 per month.

The Executive Director, Construction, Maintenance and Operations would receive a mileage stipend in the amount of \$400.00 per month. This amount was previously allocated for the Director I, Construction whose position has been eliminated.

**STAFF RECOMMENDATION**

The Board is asked to consider approving the addition of these job titles (Secondary Assistant Principal and Executive Director, Construction, Maintenance and Operations) to the list approved at the September 13, 2017 Board meeting, at the rates indicated on the exhibit.

Approval is also requested to remove Director I, Construction from the list. Executive Director, Construction, Maintenance and Operations replaces Director I, Construction on this list.

**PREPARED BY:** Tim Brooks, Executive Director, Human Resource Services/Investigations

**APPROVED BY:** Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services

**Mileage Allowance  
December 6, 2017**

The employees so designated and their classifications are as follows:

Associate Superintendents	\$250
Assistant Superintendents	\$250
Chief Facilities Officer	\$500
Chief Officers	\$200
<del>Director I, Construction</del>	<del>\$400</del>
Director I, Maintenance & Operations	\$400
Director I, Performing Arts Centers and Facilities	\$400
Director II, Educational Technology	\$150
Director II, Technology Services	\$150
Executive Directors	\$200
<u>Executive Director, Construction, Maintenance and Operations</u>	<u>\$400</u>
School Site Administrators:	
Elementary School Principals	\$100
Elementary School Assistant Principals (shared)	\$75
Elementary School Assistant Principals (one site)	\$50
K-8 Principals	\$150
Middle School Principals	\$150
Middle School Assistant Principals (shared)	\$150
Middle School Assistant Principals (one site)	\$100
High School Principals	\$250
High School Assistant Principals	\$150
High School Activities Directors	\$150
Continuation High School Principal	\$200
Online Academy & Alt Ed Programs High School Principal	\$200
Transition Programs Principal	\$150
Principal on Special Assignment	\$150
<u>Secondary Assistant Principal (shared)</u>	<u>\$150</u>
<u>Secondary Assistant Principal (one site)</u>	<u>\$100</u>

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services  
Prepared by: Rich Montgomery, Executive Director, Human Resource Services/Compliance

Date: December 6, 2017

Board Item: Resignations/Retirements/Employment – Classified Employees

---

**HISTORY**

The activity list for employment, separation and additional assignments of classified employees is a standing item that is presented during each regularly scheduled Board of Trustees meeting.

**BACKGROUND INFORMATION**

In accordance with California Education Code §§ 44830(a), 45102, 44930, 45201 and 45190, employment actions or processes that affect an employee's status or pay during their employment must be approved by the Board of Trustees.

Classified activity lists may include a variety of "Temporary Additional Assignments" or TAAs. These are brief assignments in which an employee is to perform a task outside of his or her normal working hours and outside of his or her regular responsibilities. These tasks may include attending a required meeting, working at a school open house, helping at registration, and the like. These TAAs are performed at the normal hourly rate of pay for the work to be done, and are approved for a number of hours not to exceed (NTE) a specified amount. After the assignment is completed, the Payroll Department will receive an employee timesheet, signed by a supervisor, showing the time worked on the TAA. The Payroll Department will determine whether the hours worked were approved and will pay the employee for the hours worked, up to the approved amount. If the employee works fewer than the approved number of hours, s/he is paid only for the number of hours worked. If the assignment cannot be completed within the approved number of hours, a new request must be submitted for the estimated amount of work remaining.

**CURRENT CONSIDERATIONS**

This agenda item presents for Board consideration the approval of the activity list for classified employees.

**FINANCIAL IMPLICATIONS**

These positions will be charged to the appropriate fund and are included in the adopted budget.

**STAFF RECOMMENDATION**

It is recommended the Board of Trustees approve the activity list for classified employees.

**PREPARED BY:** Rich Montgomery, Executive Director, Human Resource  
Services/Compliance

**APPROVED BY:** Gordon Amerson, Ed. D., Associate Superintendent, Human Resource  
Services

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

Human Resource Services Activity List Board of Trustees Regular Meeting of December 6, 2017  
Classified Employees

**ACCEPT RESIGNATIONS/TERMINATIONS**

<u>Name</u>	<u>Position Title</u>	<u>Reason</u>	<u>Original Hire Date</u>	<u>Date of Separation</u>
1. Arbour, Jennifer	Student Supvr	Voluntary	10/29/2015	09/29/2017
2. Arreola, Monica	LVN	Other Employment	04/13/2017	11/10/2017
3. Cappello, Mitzi	Sub Inst Asst-Sp Ed Sub IF-Sp Ed	Personal	03/13/2014	10/17/2017
4. Cook, Leann	IF-Sp Ed	Retirement	12/03/1997	12/28/2017
5. Gutierrez, Yvette	FS Worker	Expired Paid Leave	10/13/2014	09/14/2017
6. Hurst, Michelle	IF-Sp Ed	Other Employment	10/02/2017	11/09/2017
7. Kuppinger, Jennifer	Inst Asst-Sp Ed	Voluntary	09/20/2016	12/21/2017
8. Martin, Sherrie	Sr Staff Secretary	Retirement	10/15/1991	12/29/2017
9. Mathews, Marcus	Theater Technician	Voluntary	11/30/2015	11/10/2017
10. Perry-Romero, Alyssa	Inst Asst-Sp Ed	Voluntary	08/31/2017	10/19/2017
11. Reyes Chavez, Elda	Student Supvr	Voluntary	09/25/2012	06/01/2017
12. Shimizu, Aimee	Inst Asst-Comp Lab	Voluntary	08/22/2016	06/01/2017
13. Stangarone, Staci	Academic Advisor	Voluntary	11/07/2013	11/03/2017
14. Visagie, Christina	MS Campus Supvr	Other Employment	10/07/2013	10/31/2017

**APPROVE EMPLOYMENT**

<u>Name</u>	<u>Position-Full Time</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
15. Rozell, Sean	Director II, Technical Svcs (12mo/40hpw)	\$141,224 yr	MGMT R59-6	11/20/2017
16. Senkbeil, Meagan	IF-Sp Ed (9.5mo/40hpw)	\$2,706.96 mo	R22-1	10/30/2017
17. Wardle, Jared	Vehicle Maintenance Lead (12mo/40hpw)	\$4,253.00 mo	R39-1	11/27/2017
18. Wiederecht, Debra	Occupational Therapist (12mo/40hpw)	\$6114.61 mo	R55-3	12/04/2017

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**APPROVE EMPLOYMENT (Cont.)**

<u>Name</u>	<u>Position-Part Time</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
19. Alsamman, Dana	Inst Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R20-1	11/02/2017
20. Anderson, Dianne	Inst Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R20-1	11/01/2017
21. Columbia, Kimberly	LVN (9.5mo/25hpw)	\$19.03 hr	R30-1	11/06/2017
22. Crancer, Catherine	IF-Sp Ed (9.5mo/17.5hpw)	\$17.22 hr	R22-3	10/18/2017
23. Elliott, Soyon	Inst Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R22-1	10/30/2017
24. Herron-Stewart, Nunya	MS Campus Supvr (9.5mo/17.5hpw)	\$16.01 hr	R23-1	10/30/2017
25. Hurst, Michelle	IF-Sp Ed (9.5mo/17.5hpw)	\$15.62 hr	R22-2	10/02/2017
26. Ibarra, Marleth	FS Worker (9.5mo/15hpw)	\$12.82 hr	R14-1	11/08/2017
27. Kellerman, Marcia	MS Campus Supvr (9.5mo/15hpw)	\$16.01 hr	R23-1	10/06/2017
28. Kirkpatrick, Megan	IF-Sp Ed (9.5mo/32.5hpw)	\$15.62 hr	R22-1	10/16/2017
29. Lapalme, Katie	IF-Sp Ed (9.5mo/17.5hpw)	\$15.62 hr	R22-1	10/23/2017
30. Lasher, Anna	IF-Autism (9.5mo/30hpw)	\$15.62 hr	R22-1	10/17/2017
31. Loper, Allison	IF-Sp Ed (9.5mo/17.5hpw)	\$15.62 hr	R22-1	09/25/2017
32. Macchiavello, Dawn	IF-Sp Ed (9.5mo/17.5hpw)	\$16.40 hr	R22-2	10/09/2017
33. Mankin, Kim	Inst Asst-Presch (9.5mo/15hpw)	\$16.01 hr	R23-1	10/26/2017
34. Moreno, Leticia	HS Campus Supvr (9.5mo/15hpw)	\$16.82 hr	R25-1	11/06/2017



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**APPROVE EMPLOYMENT (Cont.)**

<u>Name</u>	<u>Position-Part Time</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
35. Ngoy, Susan	FS Worker (9.5mo/15hpw)	\$12.82 hr	R14-1	10/24/2017
36. Pacheco, Melonie	IF-Sp Ed (9.5mo/17.5hpw)	\$15.62 hr	R22-1	11/06/2017
37. Pugliese, Amber	IF-Autism (9.5mo/30hpw)	\$15.62 hr	R22-1	11/06/2017
38. Ragon, Sharon	MS Campus Supvr (9.5mo/15hpw)	\$16.01 hr	R23-1	11/02/2017
39. Robinson, Leseann	IF-Sp Ed (9.5mo/17.5hpw)	\$15.62 hr	R22-1	11/02/2017
40. Santell, Laurie	Sch Bus Driver (9.5mo/hours per bid)	\$19.64 hr	R28-2	10/20/2017
41. Santillan, Noemi	MS Campus Supvr (9.5mo/17.5hpw)	\$16.01 hr	R23-1	11/03/2017
42. Santos, Lorena	Inst Asst (9.5mo/17.5hpw)	\$14.86 hr	R20-1	11/06/2017
43. Simon, Jody	Inst Asst (9.5mo/17.5hpw)	\$14.50 hr	R19-1	10/23/2017
44. Stewart, Chloe	Inst Asst-Presch (9.5mo/17.5hpw)	\$16.81 hr	R23-2	11/13/2017
45. Sweeney, Lauren	Sch Bus Driver (9.5mo/hours per bid)	\$18.70 hr	R28-1	10/19/2017
46. Traverso, Tammy	MS Campus Supvr (9.5mo/15hpw)	\$16.01 hr	R23-1	10/30/2017
47. Villegas, Edwin	IF-Sp Ed (9.5mo/17.5hpw)	\$16.39 hr	R22-2	10/07/2017

<u>Name</u>	<u>Position-Substitute</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
48. Abdou, Hoda	Student Supvr	\$10.50 hr		11/07/2017
49. Aguilar, Carmen	Student Supvr	\$10.50 hr		10/26/2017
50. Akther, Aysha	Student Supvr	\$10.50 hr		10/18/2017
51. Barraza, Jury	Student Supvr	\$10.50 hr		10/18/2017
52. Beck, Jayson	Tech Support Spec I	\$24.97 hr	R41-1	10/10/2017

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**APPROVE EMPLOYMENT (Cont.)**

<u>Name</u>	<u>Position-Substitute</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
53. Brower, Tabitha	Clerk	\$16.01 hr	R23-1	10/27/2017
54. Cherone, Dan	Boys' Athletic Equip/ Locker Room Attendant	\$17.67 hr	R27-1	10/20/2017
55. Contreras, Luis	Custodian I	\$17.24 hr	R26-1	10/25/2017
56. Galvan, Cinthia	Clerk	\$16.01 hr	R23-1	11/03/2017
57. Garshasbi, Naghmeh	Student Supvr	\$10.50 hr		10/23/2017
58. Gharaei, Rosa	Student Supvr	\$10.50 hr		10/16/2017
59. Gray, Denise	Student Supvr	\$10.50 hr		10/16/2017
60. Johnson, Eileen	Clerk	\$16.01 hr	R23-1	10/10/2017
	Inst Asst-Sp Ed	\$15.62 hr	R20-1	
	IF-Sp Ed	\$14.86 hr	R22-1	
61. Jummani, Speranta	Student Supvr	\$10.50 hr		10/18/2017
62. Livadas, Sue	Student Supvr	\$10.50 hr		10/23/2017
63. Mapili, Minnie	Student Supvr	\$10.50 hr		10/10/2017
64. McCan, Kristen	Inst Asst-Sp Ed	\$14.86 hr	R20-1	11/03/2017
	IF-Sp Ed	\$15.62 hr	R22-1	
65. Morales, Aimme	Student Supvr	\$10.50 hr		10/31/2017
66. Muinos, Vanessa	Clerk	\$16.01 hr	R23-1	11/02/2017
67. Nagel, Rachael	Student Supvr	\$10.50 hr		10/11/2017
68. Patino-Standley, Jose	Sch Bus Driver	\$18.99 hr	R28-1	11/08/2017
69. Salgado Bollas, Alicia	Student Supvr	\$10.50 hr		10/25/2017
70. Savlov, Nina	Clerk	\$16.01 hr	R23-1	10/25/2017
71.				
72. Seidenberg, Gail	Clerk	\$16.01 hr	R23-1	10/27/2017
73. Selznick, Jennifer	Student Supvr	\$10.50 hr		11/02/2017
74. Serrano, Kenya	Clerk	\$16.01 hr	R23-1	10/30/2017
	Inst Asst-Sp Ed	\$14.86 hr	R20-1	11/08/2017
	IF-Sp Ed	\$15.62 hr	R22-1	11/08/2017
75. Suit, Samantha	Student Supvr	\$10.50 hr		10/18/2017

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**APPROVE EMPLOYMENT (Cont.)**

<u>Name</u>	<u>Position-Substitute</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
76. Sundararajan, Kalaivani	Student Supvr	\$10.50 hr		08/22/2017
77. Ting, Samantha	Clerk	\$16.01 hr	R23-1	10/31/2017
78. Torres, Corina	Student Supvr	\$10.50 hr		08/22/2017
<u>Name</u>	<u>Position-Short Term</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
79. Alvear, Nicholas	Testing Asst	\$14.50 hr		08/01/2017- 06/30/2018
80. Berman, Kathryn	Student Supvr	\$10.50 hr		10/02/2017
81. Brown, Nancy	Testing Asst	\$14.50 hr		08/01/2017- 06/30/2018
82. Carter, Daniel	Student Worker	\$10.50 hr		10/01/2017- 06/30/2018
83. Castaneda, Pedro	Student Worker	\$10.50 hr		10/13/2017- 06/30/2018
84. Castro, Anna	Student Worker	\$10.50 hr		10/01/2017- 06/30/2018
85. David, Sarah	Testing Asst	\$14.50 hr		08/01/2017- 06/30/2018
86. Engles, Todd	Student Supvr	\$10.50 hr		10/25/2017
87. Fernandez, Angel	Student Worker	\$10.50 hr		10/01/2017- 06/30/2018
88. Gallego, Marina	Testing Asst	\$14.50 hr		08/01/2017- 06/30/2018
89. Gustin, Mitchell	Avid Tutor	\$10.50 hr		09/30/2017- 06/07/2018
90. Hare, Christina	Testing Asst	\$14.50 hr		08/01/2017- 06/30/2018
91. Jimenez-Torres, Jesus	Student Worker	\$10.50 hr		10/05/2017- 06/30/2018
92. Ko, Caroline	Testing Asst	\$14.50 hr		08/01/2017- 06/30/2018

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**APPROVE EMPLOYMENT (Cont.)**

<u>Name</u>	<u>Position-Short Term</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
93. Madison, Emelin	Student Supvr	\$10.50 hr		10/02/2017
94. McBride, Jill	Testing Asst	\$14.50 hr		08/01/2017-
				06/30/2018
95. Moriarty, Jennifer	Student Worker	\$10.50 hr		10/01/2017-
				06/30/2018
96. Neumiller, Alia	Testing Asst	\$14.50 hr		08/01/2017-
				06/30/2018
97. Nicoloff, Lucas	Student Worker	\$10.50 hr		09/26/2017-
				06/30/2018
98. Pak, Mun	Testing Asst	\$14.50 hr		08/01/2017-
				06/30/2018
99. Pittman, Kendria	Student Worker	\$10.50 hr		10/01/2017-
				06/30/2018
100. Rymar, Chloe	Student Worker	\$10.50 hr		10/01/2017-
				06/30/2018
101. Soettsch, Kelley	Testing Asst	\$14.50 hr		08/01/2017-
				06/30/2018
102. Strandstra, Claudia	Testing Asst	\$14.50 hr		08/01/2017-
				06/30/2018
103. Thomason, Paige	Avid Tutor	\$10.50 hr		09/30/2017-
				06/07/2018
104. Turki, Suzan	Student Supvr	\$10.50 hr		10/11/2017
105. Vargas, Ariana	Avid Tutor	\$10.50 hr		09/30/2017-
				06/07/2018
106. Vesque, Madelyn	Enrollment Technician	\$55.00 hr		09/01/2017-
				06/30/2018

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**APPROVE CO-CURRICULAR ASSIGNMENTS**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
107. Anderson, Shelley	Volleyball, Girls' Varsity (Asst)	Aliso Niguel HS	\$ 2,801.00	08/21/2017- 11/03/2017
108. Cardey, Christian	Water Polo, Girls' Varsity (Asst)	Tesoro HS	\$ 2,801.00	11/20/2017- 02/08/2018
109. Cosme, Leanna	Water Polo, Girls' Varsity (Asst)	San Juan Hills HS	\$ 2,801.00	11/20/2017- 02/09/2018
110. Mahle, Curt	Volleball, Girls' Varsity (Asst)	San Juan Hills HS	\$ 2,801.00	08/21/2017- 11/03/2017
111. McGlinn, John	Football, Freshmen (Head)	San Juan Hills HS	\$ 3,268.00	08/21/2017- 11/03/2017
112. Moguet, Nicholai	Football, Varisty (Asst)	San Juan Hills HS	\$ 3,735.00	08/21/2017- 11/03/2017
113. Mott, Lauren	Safety Equipment	Aliso Niguel HS	\$ 3,735.00	01/09/2017- 06/01/2017
114. Parks, Josh	Basketball, Boys' Varsity (Asst)	Tesoro HS	\$ 3,268.00	11/20/2017- 02/06/2018
115. Romm, Eric	Football, Freshmen (Head)	Dana Hills HS	\$ 3,268.00	08/21/2017- 11/03/2017

**APPROVE CIF CO-CURRICULAR ASSIGNMENTS**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
116. Culver, Glenn	Volleyball, Girls' Varsity (Head)	Dana Hills HS	\$ 350.10	10/23/2017

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**APPROVE ASB FUNDED ASSIGNMENTS @ \$10.00 PER UNIT**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
117. Adams, Trevor	Water Polo, (Asst)	Capistrano Valley HS	\$ 2,801.00	10/04/2017- 10/31/2017
118. Anderson, Darryl	Baseball	Dana Hills HS	\$ 1,500.00	10/23/2017- 02/04/2018
119. Aragona, Jeff	Basketball, Girls' (Asst)	San Clemente HS	\$ 3,000.00	11/06/2017- 02/09/2018
120. Bowen, Eric	Soccer, Girls'	Dana Hills HS	\$ 700.00	08/22/2017- 11/03/2017
121. Britton, John	Basketball, Boys' (Asst)	Dana Hills HS	\$ 550.00	08/21/2017- 11/01/2017
122. Caldwell, Kelly	Volleyball, Girls' (Asst)	Dana Hills HS	\$ 280.00	10/23/2017- 11/07/2017
123. Campbell, Feliz	Football, Varsity (Asst)	Tesoro HS	\$ 3,724.00	08/07/2017- 11/03/2017
124. Carlson, Cynthia	Water Polo, Girls'	Dana Hills HS	\$ 800.00	08/21/2017- 11/03/2017
125. Carlson, Emily	Water Polo, Girls'	Dana Hills HS	\$ 800.00	08/21/2017- 11/03/2017
126. Cazel, Cole	Football, Freshmen (Asst)	San Juan Hills HS	\$ 2,200.00	08/21/2017- 11/03/2017
127. Cole, Arthur	Softball, Varsity (Asst)	Capistrano Valley HS	\$ 3,268.00	10/30/2017- 11/30/2017
128. Crowe, Ryan	Football, Varsity (Asst)	San Juan Hills HS	\$ 3,000.00	08/21/2017- 11/03/2017
129. Currier, Garry	Volleyball, Girls' (Asst)	San Clemente HS	\$ 2,500.00	08/07/2017- 10/19/2017
130. Dalou, Tofic	Basketball, Boys'	Dana Hills HS	\$ 550.00	08/21/2017- 11/01/2017
131. Denny, Jackson	Water Polo, Girls'	Dana Hills HS	\$ 400.00	10/02/2017- 11/03/2017
132. Donnels, Chris	Baseball	Dana Hills HS	\$ 2,500.00	10/23/2017- 02/04/2018

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<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
133. Duran, Mike	Basketball, Boys' (Asst)	Dana Hills HS	\$ 1,600.00	08/21/2017- 11/01/2017
134. Esquibel, Steve	Baseball	Dana Hills HS	\$ 400.00	10/23/2017- 02/04/2018
135. Farcone, Joseph	Basketball, Boys' (Asst)	Tesoro HS	\$ 2,334.25	11/20/2017- 02/06/2018
136. Farrell, Nicholas	Water Polo, Boys' Varsity (Asst)	Capistrano Valley HS	\$ 2,801.00	08/31/2017- 10/31/2017
137. Finnerty, Brendan	Lacrosse, Boys' (Head)	San Clemente HS	\$ 2,000.00	10/20/2017- 11/30/2017
138. Friedrichs, Kyle	Baseball, (Asst)	San Clemente HS	\$ 2,500.00	10/07/2017- 12/04/2017
139. Gambrell, Frederick	Football	Dana Hills HS	\$ 575.00	07/01/2017- 07/31/2017
140. Gannon, Lauren	Water Polo, Girls' Varsity (Asst)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018
141. Ganz, Jonah	Basketball, Boys' JV (Head)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018
142. Gardiner, Amy	Basketball, Girls' (Asst)	San Clemente HS	\$ 5,500.00	09/25/2017- 02/29/2018
143. Hammond, Taylor	Volleyball, Girls' (Asst)	Dana Hills HS	\$ 200.00	10/23/2017- 11/07/2017
144. Honey, Anne	Basketball, Girls' Varsity (Head)	Dana Hills HS	\$ 1,000.00	08/21/2017- 11/03/2017
145. Hubner, Franz	Soccer, Boys' (Asst)	San Juan Hills HS	\$ 1,000.00	11/26/2017- 02/09/2018
146. Husbands, Kerri	Basketball, Girls' Varsity (Head)	San Clemente HS	\$ 2,000.00	09/25/2017- 11/03/2017
147. Iles, Terry	Baseball	Dana Hills HS	\$ 2,000.00	10/23/2017- 02/04/2018
148. Iltis, Chris	Lacrosse, Boys'	Dana Hills HS	\$ 3,500.00	08/22/2017- 11/03/2017

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<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
149. Joyce, Jaime	Baseball	Dana Hills HS	\$ 1,500.00	10/23/2017- 02/04/2018
150. Koshko, Darren	Baseball, Varsity (Asst)	Aliso Niguel HS	\$ 3,500.00	11/02/2017- 06/07/2018
151. Krill, Brett	Baseball, Varsity (Asst)	Aliso Niguel HS	\$10,000.00	10/11/2017- 06/07/2018
152. Krogh, Kyle	Basketball, Boys' (Asst)	San Clemente HS	\$ 1,500.00	11/06/2017- 02/09/2018
153. MacKinnon, Andrew	Lacrosse, Boys'	Dana Hills HS	\$ 2,500.00	08/22/2017- 11/03/2017
154. Maddux, Lynn	Vocal Director	Capistrano Valley HS	\$ 2,500.00	10/15/2017- 06/30/2018
155. Malkosh, Zaid	Soccer, Girls'	Dana Hills HS	\$ 500.00	08/22/2017- 11/03/2017
156. Margulies, Kameron	Cheer, (Asst)	Capistrano Valley HS	\$ 6,000.00	10/18/2017- 06/03/2018
157. Martinez, Johnny	Baseball, (Asst)	San Clemente HS	\$ 1,000.00	10/23/2017- 01/06/2018
158. Martinez, Marlon	Music, Bass	Las Flores MS	\$ 275.00	10/10/2017- 06/07/2018
159. Matchett, Megan	Soccer, Girls'	Dana Hills HS	\$ 500.00	08/22/2017- 11/03/2017
160. Matossian, Michael	Basketball, Boys' Freshmen (Asst)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018
161. Matshuhima, Madison	Water Polo, Girls'	Dana Hills HS	\$ 350.00	08/21/2017- 11/03/2017
162. McCulloch, Carli	Water Polo, Girls' Varsity (Asst)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018
163. Moraga, Alejandra	Lacrosse, Girls' Varsity	Dana Hills HS	\$ 1,750.00	08/22/2017- 10/02/2017
164. Murphy, Patrick	Volleyball, Girls' (Asst)	San Clemente HS	\$ 2,500.00	08/07/2017- 10/19/2017



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<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
165. Nematollah, Parham	Basketball, Boys' Varsity (Asst)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018
166. O'Leary, Alison	Athletic Trainer	San Clemente HS	\$20,000.00	08/01/2017- 06/01/2018
167. Ortiz, Helio	Soccer, Boys' JV (Head)	San Juan Hills HS	\$ 2,250.00	11/20/2017- 02/09/2018
168. Payne, Ronald	Baseball, (Asst)	Dana Hills HS	\$ 1,500.00	10/23/2017- 02/04/2018
			\$ 2,300.00	02/24/2018- 05/11/2018
169. Pepper, Gage	Wrestling, Freshmen (Asst)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018
170. Pluimer, Landon	Basketball, Boys' (Asst)	San Clemente HS	\$ 2,000.00	11/06/2017- 02/09/2018
171. Quiqley, Zachary	Basketball, Boys' JV (Asst)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018
172. Richardson, Brian	Basketball, Boys' (Asst)	Tesoro HS	\$ 2,334.25	11/20/2017- 02/06/2018
173. Richardson, Mark	Soccer, Boys' (Asst)	Capistrano Valley HS	\$ 2,801.00	11/01/2017- 01/31/2018
174. Schlimmer, Annie	Soccer, Girls' (Asst)	San Clemente HS	\$ 1,700.00	11/06/2017- 02/08/2018
175. Sentman, Kelly	Soccer, Girls' (Asst)	San Juan Hills HS	\$ 1,000.00	10/02/2017- 11/19/2017
176. Skelly, Michael	Softball	Dana Hills HS	\$ 1,000.00	08/22/2017- 11/03/2017
177. Smetona, John	Basketball, Boys' (Asst)	San Clemente HS	\$ 2,500.00	10/06/2017- 02/09/2018
178. Terhardt, Allison	Basketball, Girls' (Asst)	Tesoro HS	\$ 2,334.25	11/15/2017- 02/15/2018
179. Terhardt, Wayne	Basketball, Girls' Frosh/Soph	Tesoro HS	\$ 2,334.25	11/15/2017- 02/15/2018

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<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
180. Voss, Grant	Football, Varsity (Asst)	Capistrano Valley HS	\$ 3,734.00	08/21/2017- 10/31/2017
181. Whiting, Richelle	Volleyball, Girls' Varsity (Asst)	Aliso Niguel HS	\$ 3,000.00	08/20/2017- 11/03/2017
182. Yoon, Jun	Athletic Trainer	Tesoro HS	\$ 2,500.00	09/01/2017- 06/07/2018

**APPROVE PROMOTION**

<u>Name</u>	<u>Former Position</u>	<u>Position</u>	<u>Range Step</u>	<u>Effective Date</u>
183. Arnaud, Chelsea	Mental Health Behavior Support Spec (9.5mo/35hpw)	Autism Specialist (12mo/40hpw)	MGMT R41-1	11/27/2017
184. Borst, Wendy	Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/30hpw)	R22-4	11/13/2017
185. Cabral, Manuel	Custodian I (12mo/40hpw)	Custodian III (12mo/40hpw)	R30-10	10/30/2017
186. Florentino, Osvaldo	Custodian I (12mo/40hpw)	Custodian III (12mo/40hpw)	R30-4	10/30/2017
187. Hopper, Haileigh	Sch Clerk II (10.50mo/40hpw)	HS Attendance Clerk (10.5mo/40hpw)	R26-3	11/06/2017
188. Jakovich, Alexis	Sch Clerk II (10.50mo/40hpw)	Academic Advisor (10.75mo/40hpw)	R35-1	10/24/2017
189. Lesage, Patricia	FS Worker (9.5mo/15hpw)	MS Campus Supvr (9.5mo/17.5hpw)	R23-1	11/27/2017
190. McNamara, Jay	Supvr Transp Operations (12mo/40hpw)	Mgr I, Transp (Temp/40hpw)	MGMT R44-1	10/16/2017- 12/30/2017
191. Ponce, Patricia	Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/35hpw)	R22-2	11/27/2017

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**APPROVE PROMOTION (Cont.)**

<u>Name</u>	<u>Former Position</u>	<u>Position</u>	<u>Range Step</u>	<u>Effective Date</u>
192. Romagnano, Catherine	Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/30hpw)	R22-10	11/13/2017
193. Schmidt, Susan	Staff Secretary (12mo/40hpw)	Inst Materials Spec (12mo/40hpw)	R36-10	11/13/2017
194. Strampello, Renee	Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/30hpw)	R22-2	10/23/2017
195. Villanueva, Ricardo	Custodian I (12mo/40hpw)	Custodian II (12mo/40hpw)	R28-5	11/13/2017

**APPROVE ASSIGNMENT ADJUSTMENTS**

<u>Name</u>	<u>Former Position</u>	<u>Assignment Adjustment</u>	<u>Range Step</u>	<u>Effective Date</u>
196. Pascual, Tracy	IF-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/30hpw)	R22-2	11/13/2017
197. Rhine, Julien	IF-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/25hpw)	R22-6	10/30/2017
198. Sturgeon, Erica	Lead FS Worker II (9.5mo/17.5hpw)	Lead FS Worker II (9.5mo/35hpw)	R31-10	08/28/2017

**APPROVE TEMPORARY ADDITIONAL ASSIGNMENT  
PAY AT REGULAR RATE OF PAY**

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
199. Abrego-Galear, Asuncion	Student Supv TAA NTE 2 hrs (Provide additional student supervision)	09/06/2017- 06/07/2018
200. Anderson, Susan	Student Supvr TAA NTE 10 hrs (Provide additional student supervision)	08/22/2017- 06/07/2018
201. Amba-Quijano, Rosanna	IF-Sp Ed TAA NTE 27 hrs (Provide additional support to student)	08/22/2017- 10/13/2017

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**APPROVE TEMPORARY ADDITIONAL ASSIGNMENT (Cont.)**  
**PAY AT REGULAR RATE OF PAY**

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
202. Becerra, Cecilia	Presch Teacher	10/17/2017-
	TAA NTE 22.5 hrs (Assist with childcare)	05/25/2018
203. Bethurum, Connie	Inst Asst-Presch	10/17/2017-
	TAA NTE 22.5 hrs (Assist with childcare)	05/25/2018
204. Bonet, Marisol	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 30 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
205. Bougrad, Maria	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 50 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
206. Braet-Foret, Debra	IF-Sp Ed	10/06/2017
	TAA NTE 1.5 hrs (Accompany student to school dance)	
207. Burton, Irma	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
208. Carrera, Tammy	IF-Sp Ed	10/06/2017
	TAA NTE 1.5 hrs (Accompany student to school dance)	
209. Cassarrubias-Quinn, Olivia	Blngl Clerk	11/01/2017-
	TAA NTE 10 hpw (Assist in bus pass office)	11/30/2017
	Presch Teacher	08/22/2017-
	TAA NTE 60 hrs (Attend IEP meetings)	06/17/2018
210. Castaneda, Juana	Student Supvr	08/22/2017-
	TAA NTE 97 hrs (Provide additional student supervision)	06/09/2018
211. Castillo, Yolanda	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	

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**APPROVE TEMPORARY ADDITIONAL ASSIGNMENT (Cont.)**  
**PAY AT REGULAR RATE OF PAY**

212. Cisternas, Claudia	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 50 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
213. Cooper, Yesenia	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 30 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
214. Diaz, Ana	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 30 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
215. Eaton, Mike	IF-Autism	10/06/2017
	TAA NTE 1.5 hrs (Accompany student to school dance)	
216. Fernando, Rebekah	IF-Sp Ed	09/13/2017-
	TAA NTE 270 hrs (Provide additional support to student)	06/07/2018
217. Figueroa, Alma	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 30 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
218. Flor Begazo, Grecia	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 30 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
219. Gagliardotto, Kathy	Student Supvr	09/20/2017
	TAA NTE 148 hrs (Provide additional student supervision)	06/07/2018
220. Garcia, Jessica	LVN	10/20/2017
	TAA NTE 2 hrs (Assist with jog-a-thon and outdoor science school)	
221. Graves, Karen	MS Campus Supvr	08/22/2017-
	TAA NTE 80 hrs (Provide supervision during detention)	06/01/2018
222. Gray, Montsey	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 50 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide translation during conferences)	

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**APPROVE TEMPORARY ADDITIONAL ASSIGNMENT (Cont.)**  
**PAY AT REGULAR RATE OF PAY**

223. Guadalupe, Brady	IF-Sp Ed	10/06/2017
	TAA NTE 1.5 hrs (Accompany student to school dance)	
224. Guizar-Boulgarides, Gabriela	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
225. Hanning, Kimberly	Student Supvr	09/20/2017-
	TAA NTE 508 hrs (Provide additional student supervision)	06/07/2018
226. Hendricks, Steve	MS Campus Supvr	09/01/2017-
	TAA NTE 10 hrs (Provide additional campus supervision)	09/14/2017
227. Hernandez, Adelina	Student Supvr	08/24/2017-
	TAA NTE 195 hrs (Provide additional student supervision)	06/07/2018
228. Hernandez, Angelina	Blngl Clerk	11/01/2017-
	TAA NTE 5 hpw (Assist in bus pass office)	11/30/2017
229. Hernandez, Vania	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 10 hrs (Provide additional translation services)	06/09/2018
230. Herr, Cheryl	Student Supvr	09/01/2017-
	TAA NTE 20 hrs (Provide additional student supervision)	06/09/2018
231. Howrey, Sandra	Student Supvr	08/22/2017-
	TAA NTE 10 hrs (Provide additional student supervision)	09/22/2017
232. Kebler, Quincy	Presch Teacher	08/22/2017-
	TAA NTE 60 hrs (Attend IEP meetings)	06/17/2018
233. Langford, Diana	Student Supvr	09/01/2017-
	TAA NTE 20 hrs (Provide additional student supervision)	06/09/2018
234. Leishman, Anne	IF-Sp Ed	10/01/2017-
	TAA NTE 30 hrs (Attend field trip with student)	10/31/2017
235. Leon-Rodriguez, Adriana	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 50 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
236. Maleki, Yasaman	IF-Sp Ed	10/06/2017
	TAA NTE 1.5 hrs (Accompany student to school dance)	
237. Maurer, Stepanie	IF-Sp Ed	10/11/2017
	TAA NTE 8 hrs (Provide support for student on field trip)	

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**APPROVE TEMPORARY ADDITIONAL ASSIGNMENT (Cont.)**  
**PAY AT REGULAR RATE OF PAY**

238. Mcneil, Jaqueline	Student Supvr	08/22/2017-
	TAA NTE 10 hrs (Provide additional student supervision)	09/22/2017
239. Mendez, Claudia	Student Supvr	09/01/2017-
	TAA NTE 10 hrs (Provide additional student supervision)	06/08/2018
240. Messigner, Deirdre	HS Campus Supvr	08/22/2017-
	TAA NTE 60 hrs (Provide additional campus supervision)	09/22/2017
241. Mondino, Micky	Student Supvr	09/01/2017-
	TAA NTE 5 hrs (Provide additional student supervision)	12/06/2017
242. Moore, Tammy	Blngl Spec Project Liaison	11/01/2017-
	TAA NTE 6 hrs (Provide translation during LCAP Parent Advisory Committee meeting)	05/01/2018
243. Murtalla, Andrea	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 30 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
244. Neyra-Reyes, Nancy	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
245. Ortega Sanchez, Carmen	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
246. Ortega, Carmen	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 20 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
247. Parsi, Houpan	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 50 hrs (Provide additional translation services)	06/09/2018
248. Patel, Trupti	IF-Sp Ed	09/11/2017-
	TAA NTE 5 hpw (Provide additional support for student)	12/01/2017
249. Rahimi, Farnaz	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
250. Ramirez, Elizabeth	Student Supvr	09/01/2017-
	TAA NTE 5 hrs (Provide additional student supervision)	12/06/2017

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**APPROVE TEMPORARY ADDITIONAL ASSIGNMENT (Cont.)**  
**PAY AT REGULAR RATE OF PAY**

251. Reategui, Cesar	BIngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 10 hrs (Provide additional translation services)	06/09/2018
	BIngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
252. Reynolds, Kevin	IF-Sp Ed	10/06/2017
	TAA NTE 1.5 hrs (Accompany student to school dance)	
253. Rowland-Mullen, Willow	Student Supvr	08/22/2017-
	TAA NTE 10hrs (Provide additional student supervision)	06/07/2018
254. Runneboom, Michelle	Student Supvr	09/01/2017-
	TAA NTE 5 hrs (Provide additional student supervision)	12/06/2017
255. Sanchez, Claudia	BIngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 30 hrs (Provide additional translation services)	06/09/2018
256. Sanchez, Thania	Student Supvr	09/06/2017-
	TAA NTE 2 hrs (Provide additional student supervision)	06/07/2018
257. Serrano, Carmen	BIngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
258. Soto, Graciela	Student Supvr	08/22/2017-
	TAA NTE 90 hrs (Provide additional student supervision)	06/09/2018
259. Soto, Martha	BIngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
260. Stevenson, Melannie	Presch Teacher	08/22/2017-
	TAA NTE 60 hrs (Attend IEP meetings)	06/17/2018
261. Stout, Carmen	BIngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 30 hrs (Provide additional translation services)	06/09/2018
	BIngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
262. Tatum, Jennifer	Student Supvr	08/22/2017-
	TAA NTE 10 hrs (Provide additional student supervision)	06/07/2018
263. Tavernetti, Carmen	BIngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 50 hrs (Provide additional translation services)	06/09/2018
	BIngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	



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**APPROVE TEMPORARY ADDITIONAL ASSIGNMENT (Cont.)**  
**PAY AT REGULAR RATE OF PAY**

264. Torres, Rocio	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 50 hrs (Provide additional translation services)	06/09/2018
265. Trueblood, Brooke	Student Supvr	10/01/2017-
	TAA NTE 360 hrs (Provide additional student supervision)	06/07/2018
266. Vargas, Sonia	Student Supvr	08/22/2017-
	TAA NTE 105 hrs (Provide additional student supervision)	06/09/2018
267. Vazquez, Obdulia	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
268. Vega, Sojahni	Student Supvr	09/01/2017-
	TAA NTE 10 hrs (Provide additional student supervision)	06/08/2018
269. Vigil, Laura	Inst Asst-Computer Lab	10/07/2017-
	TAA NTE 6 hrs (Assist teacher with student activity)	10/14/2017
270. Villegas, Graciela	Student Supvr	08/22/2017-
	TAA NTE 99 hrs (Provide additional student supervision)	06/09/2018
271. Vivas, Margarita	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 50 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	
272. Zamani Renani,	Blngl Comm Svcs Liaison	08/22/2017-
Mehran	TAA NTE 20 hrs (Provide additional translation services)	06/09/2018
273. Zornoza, Myrna	Blngl Comm Svcs Liaison	08/22/2017-
	TAA NTE 50 hrs (Provide additional translation services)	06/09/2018
	Blngl Comm Svcs Liaison	11/01/2017
	TAA NTE 6 hrs (Provide support during parent conferences)	

**APPROVE SUBSTITUTE ASSIGNMENT AS NEEDED**  
**FOR VACANT POSITION OR ABSENT EMPLOYEE**

<u>Name</u>	<u>Current Position</u>	<u>Position Sub As Needed</u>	<u>Range Step</u>	<u>Effective Date</u>
274. Adams, Stephanie	MS Campus Supvr (9.5mo/17.5hpw)	Student Supvr		08/22/2017
275. Beveridge, Kimberly	Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed	R22-1	10/11/2017

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**APPROVE SUBSTITUTE ASSIGNMENT AS NEEDED (Cont.)**  
**FOR VACANT POSITION OR ABSENT EMPLOYEE**

<u>Name</u>	<u>Current Position</u>	<u>Position Sub As Needed</u>	<u>Range Step</u>	<u>Effective Date</u>
276. Cashin, Barbara	Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed	R22-10	07/01/2017
277. Loper, Alison	IF-Sp Ed (9.5mo/17.5hpw)	Inst Asst-Sp Ed	R20-1	10/05/2017
278. Lugo, Diana	Blngl Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed	R22-5	10/05/2017
279. Marino, Ann	Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed	R22-2	10/11/2017
280. Searle, Tamra	Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed	R20-1 R22-1	10/05/2017

**APPROVE LEAVES OF ABSENCE**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
281. Bonsangue, Dawnell	IF-Sp Ed	Education	02/28/2018- 05/11/2018

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services

Prepared by: Tim Brooks, Executive Director, Human Resource Services/Investigations

Date: December 6, 2017

Board Item: Resignations/Retirements/Employment – Certificated Employees

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**HISTORY**

The activity list for employment, separation and additional assignments of certificated employees is a standing item that is presented during each regularly scheduled Board of Trustees meeting.

**BACKGROUND INFORMATION**

In accordance with California Education Code §§ 44830(a), 45102, 44930, 45201 and 45190, employment actions or processes that affect an employee's status or pay during their employment must be approved by the Board of Trustees.

Certificated activity lists may include a variety of "Additional Assignments." These may be instructional assignments outside an employee's normal instructional duties, such as teaching summer school or providing home/hospital instruction, or they may be non-instructional assignments such as professional development. Hourly pay for teachers is \$35 per hour for additional instructional assignments or \$30 per hour for non-instructional assignments. Other certificated employees may have different pay rates or per diem rates. After the assignment is completed, the Payroll Department will receive an employee timesheet, signed by a supervisor, showing the time worked on the assignment. The Payroll Department will determine whether the hours worked were approved and will pay the employee for the hours worked, up to the approved amount. If the employee works fewer than the approved number of hours, he or she is paid only for the number of hours worked. If the assignment cannot be completed within the approved number of hours, a new request must be submitted for the estimated amount of work remaining.

**CURRENT CONSIDERATIONS**

This agenda item presents for Board consideration the approval of the activity list for certificated employees.

**FINANCIAL IMPLICATIONS**

These positions will be charged to the appropriate fund and are included in the adopted budget.

**STAFF RECOMMENDATION**

It is recommended the Board of Trustees approve the activity list for certificated employees.

**PREPARED BY:** Tim Brooks, Executive Director, Human Resource Services/Investigations

**APPROVED BY:** Gordon Amerson, Ed.D., Associate Superintendent, Human Resource  
Services

CAPISTRANO UNIFIED SCHOOL DISTRICT  
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**ACCEPT RESIGNATIONS/TERMINATIONS**

<u>Name</u>	<u>Position Title</u>	<u>Reason</u>	<u>Original Hire Date</u>	<u>Date of Separation</u>
1. Grandbouche, Angela	Sub Teacher	Other Employment	10/12/2011	10/27/2017
2. Potnis, Dipali	HS Asst Principal	Other Employment	03/13/2013	11/03/2017
3. Watkins Kline, A.	Sub Teacher	Voluntary	08/25/2016	11/01/2017

**APPROVE HOME/HOSPITAL TEACHERS**

Pay @ \$35.00 per hour

4. MacBeth, Krysti	6. Skaff, Donald
5. Martinez, Amber	

**APPROVE 6/5ths ASSIGNMENT 1st SEMESTER**

Not to exceed \$20,966 for 6/5ths section

7. Rice, Alana	9. Smith, Nicholas
8. Rosa, Matthew	

**APPROVE SUBSTITUTE TEACHERS**

Pay @ \$105.00 per day

10. Baker, Anne	22. Ojinaga, Peter
11. Buchan, Joeline	23. Pelkey, Nicole
12. Chormann, Christine	24. Reich, Margot
13. Elwell, Alice	25. Robertson, Dacia
14. Filtz, Ariel	26. Ross, Rachel
15. Foley, Victoria	27. Rusin, Nicole
16. Fry, Jennifer	28. Seraj, Christina
17. Goldstein, Grant	29. Suits, Gregory
18. Hanlon, Gabriela	30. Sultan, Seth
19. Mamolo, Daniela	31. Terreri, Heather
20. Martinez, Marti	32. Thomas, Harmony
21. O'Connor, Shawna	

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**APPROVE 6/5ths ASSIGNMENT-FULL YEAR**

Not to exceed \$20,966 for 6/5ths section

33. Bradshaw, Jolene

**APPROVE ASSIGNMENT ADJUSTMENT**

<u>Name</u>	<u>Previous Assignment</u>	<u>New Assignment</u>	<u>Effective Date</u>
34. Baerst, Margaret	Elem Principal	Director II, Student Achievement	01/29/2018
35. Cady, Scott	Teacher	STAP I	08/18/2017- 06/08/2018

**APPROVE ADDITIONAL ASSIGNMENTS**

Mentor Candidate Teacher in Induction Program - Multiple Sites

Not to exceed 40 hours total non-instructional pay @ \$30.00 per hour  
10/09/2017-06/30/2018

36. Gomez, Elizabeth

37. Goss, Kristen

Reading Intervention Site Coordinators - Multiple Sites

Not to exceed 570 hours total non-instructional pay @ \$30.00 per hour  
08/22/2017-06/08/2018

38. Blackburn, Nancy  
39. Brooks, Teresa  
40. Cantacessi, Angela  
41. Carney, Teri  
42. Cast, Jody  
43. Clark, Bernadette  
44. Curran, Laureen  
45. Gerson, Victoria  
46. Greene, Kathryn  
47. Hoffman, Todd

48. Jones, Karyn  
49. Kovalski, Jennifer  
50. Lausterer, Lori  
51. Meyers, Valerie  
52. Nielson, Susie  
53. Regan, Alison  
54. Russomanno, Corinne  
55. Stevens, Jennifer  
56. Swanson, Celeste

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**APPROVE ADDITIONAL ASSIGNMENTS (Cont.)**

After School Intervention Classes - Multiple Sites

Not to exceed 924 hours total instructional pay @ \$35.00 per hour  
10/03/2017-06/07/2018

- |                           |                         |
|---------------------------|-------------------------|
| 57. Becerra, Alejandra    | 68. Munoz, Veronica     |
| 58. Campos, Hilda         | 69. Rettele, Margaret   |
| 59. Cornejo, Eduardo      | 70. Reyes, Roxana       |
| 60. Garcia, Monica        | 71. Roman, Stacy        |
| 61. Gomez, Martha         | 72. Romo-Higley, Rosa   |
| 62. Gracia, Jesenia       | 73. Russell, Jami       |
| 63. Martinez, Anjelica    | 74. Skelly, Barbara     |
| 64. Medrano, Eileen       | 75. Thompson, Nicole    |
| 65. Mendoza, Wendy        | 76. Villalobos, Claudia |
| 66. Mora, Sandra          | 77. Weinstein, Marybel  |
| 67. Morrison-Lantz, Gayle |                         |

Attend WFTBB Training- Bathgate Elem

Not to exceed 1 day sub pay @ \$105.00 per day  
09/20/2017

78. Doane, Michelle

Staff Development - Castille Elem

Not to exceed 46 hours total non-instructional pay @ \$30.00 per hour  
09/27/2017

- |                        |                          |
|------------------------|--------------------------|
| 79. Advani, Rishika    | 90. Kauo, Karen          |
| 80. Atencio, Caitlin   | 91. Lane, Luann          |
| 81. Brooks, Teresa     | 92. Logan, Traci         |
| 82. Collins, Kathleen  | 93. McPherson, Kathleen  |
| 83. Devine, Stephanie  | 94. Puccio, Lisa         |
| 84. Donsker, Lindy     | 95. Regan, Alison        |
| 85. Fairchild, Vikki   | 96. Rucker, Michelle     |
| 86. Gebert, Elizabeth  | 97. Sadler, Rachel       |
| 87. Giacchino, Corinne | 98. Shaler, Barbi        |
| 88. Gruenewald, Eric   | 99. Smiggs, Donna        |
| 89. Josephson, Shonna  | 100. Taglieri, Christine |

CAPISTRANO UNIFIED SCHOOL DISTRICT  
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**APPROVE ADDITIONAL ASSIGNMENTS (Cont.)**

Staff Development - Castille Elem (Cont.)

Not to exceed 46 hours total non-instructional pay @ \$30.00 per hour  
09/27/2017

101. Werthmuller, Kelly

Teach After School Class - Hidden Hills Elem

Not to exceed 32 hours total instructional pay @ \$35.00 per hour  
09/20/2017-06/07/2018

102. Morgan, Lynne

Technology Planning & Support Meeting- Hidden Hills Elem

Not to exceed 64 hours total non-instructional pay @ \$30.00 per hour  
10/01/2017-06/07/2018

103. Borg, Shannon

104. Paulsen, Andrea

Professional Development - Oso Grande Elem

Not to exceed 76 hours total non-instructional pay @ \$30.00 per hour  
08/22/2017-06/07/2018

105. Balck, Jenni

120. Haupt, Mary

106. Beard, Stacey

121. Hawley, Carrie

107. Bentley, Janet

122. Horner, Mikole

108. Berger, Ann

123. Jeu, Nancy

109. Bruce, Avonnette

124. Johnson, Maria

110. Carney, Teri

125. Knox, Vanessa

111. Conrady, Pleasance

126. Kopczynski, Lisa

112. Dembiec, Christopher

127. Lamarre, Nicole

113. Downing, Kimberly

128. Langley, Susan

114. Finn-Acevedo, Nicole

129. Leong, Patricia

115. Gordon, Midori

130. McAteer, Jennifer

116. Grudynski, Christy

131. McDonald, Jill

117. Gustafson, Mary

132. Mednick, Melissa

118. Hall, Kimberly

133. Mueller, Amanda

119. Haskell, Sylvia

134. Navarro, Monica



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**APPROVE ADDITIONAL ASSIGNMENTS (Cont.)**

Professional Development - Oso Grande Elem (Cont.)

Not to exceed 76 hours total non-instructional pay @ \$30.00 per hour  
08/22/2017-06/07/2018

- |                       |                         |
|-----------------------|-------------------------|
| 135. Oblea, Suzanne   | 140. Shwam, Celina      |
| 136. Paulsen, April   | 141. Smith, Staci       |
| 137. Portnoff, Angela | 142. Stadel, Kari       |
| 138. Sapp, Donna      | 143. Williams, Kimberly |
| 139. Serrano, Kelly   |                         |

Teach After School Academic Support Classes - San Juan Elem

Not to exceed 5 hours total instructional pay @ \$35.00 per hour  
09/25/2017-12/15/2017

144. Diaz, Monica

Kindergarten Student Assessments - Truman Benedict Elem

Not to exceed 9 hours total instructional pay @ \$35.00 per hour  
08/08/2017

- |                         |                        |
|-------------------------|------------------------|
| 145. Asakowicz, Janelle | 147. Wilson, Christine |
| 146. Barreira, Kelly    |                        |

Professional Learning Day - Wood Canyon Elem

Not to exceed 1 hour total non-instructional pay @ \$30.00 per hour  
08/31/2017

- |                         |                           |
|-------------------------|---------------------------|
| 148. Birke, Sue         | 158. Longman, Biljana     |
| 149. Bisch, Kristen     | 159. Maass, Susan         |
| 150. Bishop, Quinn      | 160. Neumann, Richard     |
| 151. Boylan, Sandra     | 161. Ortiz, Colleen       |
| 152. Dever, Debbie      | 162. Rusinkovich, Jessica |
| 153. Fyfe, Marian       | 163. Shultz, Michelle     |
| 154. Hughes, Sheri      | 164. Vanderpool, Amy      |
| 155. Kenney, Valerie    | 165. Skorina, Kristie     |
| 156. Koutroulis, Eliana | 166. Walders, Brannon     |
| 157. Lewis, Robin       | 167. Wilson, Maria        |

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**APPROVE ADDITIONAL ASSIGNMENTS (Cont.)**

Social Science Collaboration - Aliso Viejo MS

Not to exceed 12 hours total non-instructional pay @ \$30.00 per hour  
10/16/2017-06/01/2018

- |                       |                            |
|-----------------------|----------------------------|
| 168. Alleman, Kristin | 173. Karimi-Hosseini, Sara |
| 169. Andrews, Phil    | 174. Mosconi, Victor       |
| 170. Aston, Melanie   | 175. Rodriguez, Kalyn      |
| 171. Birtch, Randy    | 176. Schwartz, Roni        |
| 172. Campbell, Sara   |                            |

Mandatory Tutoring During Lunch - Vista Del Mar MS

Not to exceed 70.5 hours total instructional pay @ \$35.00 per hour  
10/15/2017-05/31/2018

- |                      |                       |
|----------------------|-----------------------|
| 177. Dorn, Spencer   | 179. Pittman, Terrill |
| 178. Garwood, Sylvia | 180. Stafford, Carol  |

Grade Level Lead Meetings - Vista Del Mar MS

Not to exceed 48 hours total non-instructional pay @ \$30.00 per hour  
08/28/2017-06/07/2018

- |                      |                        |
|----------------------|------------------------|
| 181. Abbott, Amy     | 185. Killian, Janice   |
| 182. Adams, Terri    | 186. Norgren, Kristina |
| 183. Fotch, Beth     | 187. Sachse, Amy       |
| 184. Hudelson, Kelli |                        |

Survivor Book Club - Vista Del Mar MS

Not to exceed 88 hours total non-instructional pay @ \$30.00 per hour  
09/01/2017-06/01/2018

- |                       |                      |
|-----------------------|----------------------|
| 188. Dubel, Margaret  | 191. Salazar, Arleen |
| 189. Hanley, Kim      | 192. Velez, Lisa     |
| 190. Porzuczek, Karin |                      |

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**APPROVE ADDITIONAL ASSIGNMENTS (Cont.)**

Cover Saturday School - Aliso Niguel HS

Not to exceed 60 hours total instructional pay @ \$35.00 per hour  
10/10/2017-06/07/2018

193. Buckholz, Cynthia  
194. Hazard, Zachary

195. Turney, Jason

Preparation for WASC Year - Dana Hills HS

Not to exceed 66 hours total non-instructional pay @ \$30.00 per hour  
08/22/2017-06/07/2018

196. Coghill, Molly

After School Chemistry - San Clemente HS

Not to exceed 3 hours each non-instructional pay @ \$30.00 per hour  
10/11/2017-10/31/2017

197. Nguyen, Dang  
198. Proodian, David

199. Riem, Michelle  
200. Young, Greg

Proctor After School Detention - Tesoro HS

Not to exceed 10 hours total instructional pay @ \$35.00 per hour  
08/22/2017-12/21/2017

201. DiLeo, Tim

Proctor Saturday School - Tesoro HS

Not to exceed 8 hours total instructional pay @ \$35.00 per hour  
08/22/2017-12/21/2017

202. DiLeo, Tim

Professional Development for Curriculum Specialists - Education Services

Not to exceed 32 hours total non-instructional pay @ \$30.00 per hour  
09/13/2017-06/07/2018

203. Chamberlain, David  
204. Friedland, Rebecca

205. Glassen, Nina  
206. Reischl, Virginia

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**APPROVE ADDITIONAL ASSIGNMENTS (Cont.)**

Attend Meetings - Education Services

Not to exceed 48 hours total non-instructional pay @ \$30.00 per hour  
09/26/2017-12/29/2017

- |                           |                     |
|---------------------------|---------------------|
| 207. Cahill, Steve        | 211. Olsen, Brenda  |
| 208. Ciccomascolo, Lauren | 212. Reid, Becky    |
| 209. Famalette, Dwyann    | 213. Wilson, Duncan |
| 210. Marsing, Deborah     | 214. Young, Greg    |

Program Meetings and Trainings for Candidate Teacher - Induction

Not to exceed 40 hours non-instructional pay @ \$30.00 per hour  
07/01/2017-06/30/2018

215. Skaff, Don

Professional Learning Instructor - Professional Learning

Not to exceed 10.5 hours total non-instructional pay @ \$30.00 per hour  
07/28/2017-07/31/2017

216. Henchel, Jennifer

Provide Translation Support - Services for English Learners

Not to exceed 250 hours total non-instructional pay @ \$30.00 per hour  
08/22/2017-06/09/2018

- |                      |                      |
|----------------------|----------------------|
| 217. Manzotti, Maria | 218. Sweeney, Lorena |
|----------------------|----------------------|

Provide Support to EL Students at Lobo Elem -Services for English Learners

Not to exceed 32 hours total non-instructional pay @ \$30.00 per hour  
08/22/2017-06/09/2018

219. O'Husky, Carrie

Provide SLP Services - Special Education

Not to exceed 2 hours total instructional pay @ \$35.00 per hour  
07/01/2017-08/22/2017

220. Hall, Shelley

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**APPROVE ADDITIONAL ASSIGNMENTS (Cont.)**

Provide Home Instruction - Student Support Services

Not to exceed 147 hours total instructional pay @ \$35.00 per hour  
10/06/2017-06/07/2018

221. Dubel, Margaret

SST Coordinator - Student Support Services

Not to exceed 10 hours total non-instructional pay @ \$30.00 per hour  
08/22/2017-06/07/2018

222. Greene, Kathryn

**APPROVE ASSIGNMENTS ON SUBJECT MATTER WAIVER**

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Ed Code Provision</u>	<u>Effective Date</u>
223. Abe, Stan	Newhart MS	Video Production	44258.2	2017/2018
224. Amon, Todd	Serra HS	Concept Physics	44865	2017/2018
225. Banuelos, Chrystiann	Serra HS	Child Development	44865	2017/2018
226. Buckman, Andrea	San Clemente HS	ASL	44263	2017/2018
227. Gonzales, Jennifer	Marco Forester MS	Physical Science	44258.2	2017/2018
228. Keene, Gary	Newhart MS	Social Science	44258.2	2017/2018
229. Morales, Thomas	Shorecliffs MS	English	44256(b)	2017/2018
230. Pino, David	Serra HS	Health	44865	2017/2018
231. Pulido, Pedro	Tesoro HS	French	44263	2017/2018
232. Reynard, Heather	Serra HS	PE	44865	2017/2018
233. Sheridan, Matthew	Serra HS	PE	44865	2017/2018

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**APPROVE CO-CURRICULAR ASSIGNMENTS**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
234. Barnett, Keith	Basketball, Boys' Varsity (Head)	Aliso Niguel HS	\$ 3,735.00	11/20/2017- 02/09/2018
235. Bartlett, Stephanie	ASB, Elem-50%	Truman Benedict Elem	\$ 700.50	08/22/2017- 06/07/2018
236. Beneventi, Jennifer	ASB, Elem	Chaparral Elem	\$ 1,401.00	08/22/2017- 06/30/2018
237. Bordner, Richard	Wrestling, Boys' Varsity (Head)	Capistrano Valley HS	\$ 3,501.00	11/20/2017- 01/30/2018
238. Brown, Robynne	Outdoor Ed, Elem	RH Dana Elem	\$ 117.00 per night	11/30/2017- 12/01/2017
239. Brunton, Michelle	Block Music Team Facilitator Music, Elem	Music	\$ 467.00  \$ 2,334.00	08/22/2017- 06/08/2018
240. Buff, Penni	Music, Elem Block Music Team Facilitator-50%	Music	\$ 2,334.00  \$ 233.50	08/22/2017- 06/08/2018
241. Calentino, Mark	Wrestling, Varsity (Head)	San Clemente HS	\$ 3,501.00	11/06/2017- 01/27/2018
242. Cameron, Bonnie	Outdoor Ed, Elem	Chaparral Elem	\$ 117.00 per night	10/10/2017- 10/13/2017
243. Choi, Eun	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
244. Colwell, Greg	Wrestling, Boys' Varsity (Head)	Aliso Niguel HS	\$ 3,501.00	11/20/2017- 02/09/2018
245. Cornejo, Eduardo	Outdoor Ed, Elem	Las Palmas Elem	\$ 117.00 per night	11/29/2017- 12/01/2017
246. Cowan, Matthew	Drama	Aliso Viejo MS	\$ 3,268.00	10/10/2017- 06/08/2018

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**APPROVE CO-CURRICULAR ASSIGNMENTS (Cont.)**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
247. Cox, William	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
248. Crandall, Lori	ASB, Elem-50%	Truman Benedict Elem	\$ 700.50	08/22/2017- 12/31/2017
249. Cuevas, Kristine	ASB, Elem-50%	Laguna Niguel Elem	\$ 700.50	08/22/2017- 06/07/2018
250. Cunningham, Chad	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
251. Curran, Laureen	Outdoor Ed, Elem	Moulton Elem	\$ 117.00 per night	12/04/2017- 12/05/2017
252. Diaz, Monica	Outdoor Ed, Elem ASB, Elem-50%	San Juan Elem	\$ 117.00 per night \$ 700.50	12/12/2017- 12/15/2017 08/18/2017- 06/08/2018
253. Donnelly, John	Football, Varsity (Asst)	Dana Hills HS	\$ 3,735.00	08/21/2017- 11/03/2017
254. Efsthathiou, Jason	Basketball, Boys' Varsity (Head)	San Juan Hills HS	\$ 3,735.00	11/02/2017- 02/09/2018
255. Ellis, Shawna	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
256. Emery, Melinda	Outdoor Ed, Elem	Ladera Ranch Elem	\$ 117.00 per night	11/14/2017- 11/17/2017
257. Enriquez, Nancy	Choral, MS	Ladera Ranch MS	\$ 1,867.00	08/22/2017- 06/07/2018
258. Fernald, Lidia	ASB, Elem-50% Outdoor Ed, Elem	Viejo Elem	\$ 700.50  \$ 117.00 per night	08/22/2017- 06/30/2018 11/29/2017- 12/01/2017
259. Fredrick, Krickette	ASB, Elem	Marblehead Elem	\$ 1,401.00	08/22/2017- 06/07/2018

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**APPROVE CO-CURRICULAR ASSIGNMENTS (Cont.)**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
260. Garritson, Melanie	ASB, Elem-50%	Concordia Elem	\$ 700.50	08/18/2017- 06/08/2018
261. Globus, Cindy	Outdoor Ed, Elem	Ladera Ranch Elem	\$ 117.00 per night	11/14/2017- 11/17/2017
262. Gonzalez, Joann	ASB, Elem-50%	San Juan Elem	\$ 700.50	08/18/2017- 06/08/2018
	Outdoor Ed, Elem		\$ 117.00 per night	12/12/2017- 12/15/2017
263. Gray, Lisa	Music, Elem Block Music Team Facilitator	Music	\$ 2,334.00  \$ 467.00	08/22/2017- 06/08/2018
264. Hale, Mike	Department Chair, MS, Science	Ladera Ranch MS	\$ 3,268.00	08/22/2017- 06/07/2018
265. Hambrick, Kelly	Basketball, Boys' Varsity (Asst)	San Juan Hills HS	\$ 3,268.00	11/20/2017- 02/09/2018
266. Harvey, Lauren	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
267. Hatcher, Amanda	Department Chair, MS, Science	Ladera Ranch MS	\$ 3,268.00	08/22/2017- 06/07/2018
268. Haverlock, Sandra	Department Chair, MS, Sp Ed	Ladera Ranch MS	\$ 3,268.00	08/22/2017- 06/07/2018
269. Healy, Jerome	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
270. Hernandez, Juan	Football, Varsity (Asst)	San Juan Hills HS	\$ 3,735.00	08/21/2017- 11/03/2017
271. Higginson, Patrick	Water Polo, Girls' Varsity (Head)	Capistrano Valley HS	\$ 3,501.00	11/20/2017- 02/08/2018
272. Hogancamp, Yesenia	Outdoor Ed, Elem	Las Palmas Elem	\$ 117.00 per night	11/29/2017- 12/01/2017



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**APPROVE CO-CURRICULAR ASSIGNMENTS (Cont.)**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
273. Homma, Kevin	Instrumental Music A-34%	Las Flores Elem	\$ 634.78	08/22/2017- 06/08/2018
274. Howard, Andrea	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
275. Hunker, William	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
276. Johnson, David	Department Chair, MS, Physical Ed	Ladera Ranch MS	\$ 3,268.00	08/22/2017- 06/07/2018
277. Jones, Karyn	Outdoor Ed, Elem	Bergeson Elem	\$ 117.00 per night	10/03/2017- 10/06/2017
278. Kauo III, Joe	Football, Varsity (Asst)	Dana Hills HS	\$ 3,735.00	08/21/2017- 11/03/2017
279. Komine, Charlotte	Outdoor Ed, Elem	Bergeson Elem	\$ 117.00 per night	10/03/2017- 10/06/2017
280. Lee, Lindsey	Pep Squard, HS	Dana Hills HS	\$ 3,268.00	10/09/2017- 06/07/2018
281. Luciani Jr., David	Wrestling, Varsity (Asst)	San Clemente HS	\$ 2,801.00	11/06/2017- 01/27/2018
282. Lynch, Erick	Water Polo, Girls' Varsity (Head)	Aliso Niguel HS	\$ 3,501.00	11/20/2017- 02/09/2018
283. Maass, Deanna	Outdoor Ed, Elem	Ladera Ranch Elem	\$ 117.00 per night	11/14/2017- 11/17/2017
284. Marcus, Bruce	Music, Elem Block Music Team Facilitator	Music	\$ 2,334.00  \$ 467.00	08/22/2017- 06/08/2018
285. Martinez Ramirez, Saul	Outdoor Ed, Elem	San Juan Elem	\$ 117.00 per night	12/12/2017- 12/15/2017
286. Mazzaro Lefever, Jill	ASB, Elem-50%	Vista del Mar MS	\$ 700.50	08/22/2017- 06/08/2018

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**APPROVE CO-CURRICULAR ASSIGNMENTS (Cont.)**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
287. McCullough, Stephen	Football, Varsity (Asst)	Dana Hills HS	\$ 3,735.00	08/21/2017- 11/03/2017
288. McSweeney, Heidi	ASB, Elem-50%	Arroyo Vista Elem	\$ 700.50	08/22/2017- 06/07/2018
289. Mendoza, Wendy	Outdoor Ed, Elem	Las Palmas Elem	\$ 117.00 per night	11/29/2017- 12/01/2017
290. Meyers, Colleen	Outdoor Ed, Elem	Moulton Elem	\$ 117.00 per night	12/05/2017- 12/06/2017
291. Millatt, Carrie	Outdoor Ed, Elem	Chaparral Elem	\$ 117.00 per night	10/10/2017- 10/13/2017
292. Montecinos, Oscar	Basketball, Boys' Varsity (Asst)	San Clemente HS	\$ 3,268.00	11/06/2017- 02/09/2018
293. Montgomery, Lori	ASB, Elem	Canyon Vista Elem	\$ 1,401.00	08/22/2007- 06/07/2018
294. Moore, Farrel	Soccer, Girls' Varsity (Head)	San Juan Hills HS	\$ 3,501.00	11/20/2017- 02/09/2018
295. Morgan, Diana	ASB, Elem-50%	Tijeras Creek Elem	\$ 700.50	08/22/2017- 06/07/2018
296. Morris, Joe	Football, Varsity (Asst)	Tesoro HS	\$ 3,735.00	08/07/2017- 11/03/2017
297. Mulligan, Brian	Basketball, Boys' Varsity (Head)	Capistrano Valley HS	\$ 3,735.00	11/20/2017- 02/09/2018
298. Napoli, Kim	Outdoor Ed, Elem	Bergeson Elem	\$ 117.00 per night	10/03/2017- 10/06/2017
299. Nason, Kim	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
300. Neeve, Heidi	Outdoor Ed, Elem	Moulton Elem	\$ 117.00 per night	12/05/2017- 12/06/2017
301. Neumann, Richard	ASB, Elem-50%	Wood Canyon Elem	\$ 700.50	08/22/2017- 06/07/2018

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**APPROVE CO-CURRICULAR ASSIGNMENTS (Cont.)**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
302. Nufer, Colleen	ASB, Elem-50%	Concordia Elem	\$ 700.50	08/18/2017- 06/08/2018
303. Ordonez, Lourdes	Outdoor Ed, Elem	RH Dana Elem	\$ 117.00	11/30/2017- per night 12/01/2017
304. Paschall, Susan	ASB, Elem-50%	Arroyo Vista Elem	\$ 700.50	08/22/2017- 06/07/2018
305. Perry, Johnny	Outdoor Ed, Elem	Chaparral Elem	\$ 117.00	10/10/2017- per night 10/13/2017
306. Peterson, Debra	Music, Elem	Music	\$ 2,334.00	08/22/2017- 06/08/2018
307. Pitkin, Bonnie	ASB, Elem	Palisades Elem	\$ 1,401.00	09/01/2017- 06/07/2018
308. Platt, Caroline	Outdoor Ed, Elem	Ladera Ranch Elem	\$ 117.00	11/14/2017- per night 11/17/2017
309. Polk, Rich	Volleyball, Girls' Varsity (Head)	Tesoro HS	\$ 3,501.00	08/07/2017- 10/24/2017
310. Popovich, Marc	Basketball, Boys' Varsity (Head)	San Clemente HS	\$ 3,735.00	11/06/2017- 02/09/2018
311. Pronier, Mike	Soccer, Boys' Varsity (Head)	San Clemente HS	\$ 3,501.00	11/06/2017- 02/08/2018
312. Puffer, Jon	Water Polo, Girls' Varsity (Asst)	Aliso Niguel HS	\$ 2,801.00	11/20/2017- 02/09/2018
313. Ray, Keri	Annual, MS	Ladera Ranch MS	\$ 3,268.00	08/22/2017- 06/07/2018
314. Resnick, Joshua	Wrestling, Girls' Varsity (Asst)	Capistrano Valley HS	\$ 2,801.00	11/20/2017- 01/30/2018
315. Riscica, Nicole	Basketball, Girls' Varsity (Head)	San Juan Hills HS	\$ 3,735.00	11/20/2017- 02/09/2018
316. Rodda, Roselee	ASB, Elem	Kinoshita Elem	\$ 1,401.00	08/22/2017- 06/07/2018

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**APPROVE CO-CURRICULAR ASSIGNMENTS (Cont.)**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
317. Rothchild, Denise	Department Chair, MS, Math-50%	Ladera Ranch MS	\$ 1,634.00	08/22/2017- 12/22/2017
318. Schuh, Patricia	Outdoor Ed, Elem	Ladera Ranch Elem	\$ 117.00 per night	11/14/2017- 11/17/2017
319. Skidmore, Michelle	Director, Student Act, MS	Ladera Ranch MS	\$ 3,735.00	08/22/2017- 06/07/2018
320. Smolinski, Lesli	Department Chair, MS, English Peer Assistance Leadership	Ladera Ranch MS	\$ 3,268.00  \$ 1,401.00	08/22/2017- 06/07/2018
321. Sorrell, Jason	Soccer, Boys' Varsity (Head)	Capistrano Valley HS	\$ 3,501.00	11/20/2017- 02/08/2018
322. Tinker, James	Golf, Girls' Varsity (Head)	San Juan Hills HS	\$ 3,501.00	08/21/2017- 11/03/2017
323. Vigus, David	Instrumental Music A, MS Instrumental Music B, MS	Ladera Ranch MS	\$ 1,867.00  \$ 1,867.00	08/22/2017- 06/07/2018
324. Wilson, Keith	Outdoor Ed, Elem	Ladera Ranch Elem	\$ 117.00 per night	11/14/2017- 11/17/2017
325. Workman, Kenneth	Wrestling, (Asst)	Dana Hills HS	\$ 2,801.00	11/06/2017- 01/30/2018

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**APPROVE CIF CO-CURRICULAR ASSIGNMENTS**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
326. Forster, Glenn	Golf, Girls' (Head)	Dana Hills HS	\$ 350.10	10/23/2017
327. Hamro, Jonathan	Football, Varsity (Asst)	San Clemente HS	\$ 373.50	11/04/2017
328. Ortiz, Jaime	Football, Varsity (Head)	San Clemente HS	\$ 420.20	11/04/2017
329. Poston, Matthew	Football, Varsity (Head)	Tesoro HS	\$ 420.20	11/06/2017
330. Skaff, Donald	Golf, Girls' Varsity (Head)	Tesoro HS	\$ 350.10	10/23/2017
			\$ 175.05	
331. Stephens, John	Tennis, Girls' Varsity (Head)	San Clemente HS	\$ 350.10	10/28/2017
332. Wood, Howard	Football, Varsity (Asst)	San Clemente HS	\$ 373.50	11/04/2017

**APPROVE ASB FUNDED ASSIGNMENTS @ \$10.00 PER UNIT**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
333. Brown, David	Football	Dana Hills HS	\$ 575.00	07/01/2017- 07/31/2017
334. Calahan, Michael	Baseball, Varsity (Asst)	Aliso Niguel HS	\$ 3,000.00	10/01/2017- 12/01/2017
335. Calentino, Mark	Wrestling, Boys' (Head)	San Clemente HS	\$ 3,500.00	09/19/2017- 11/03/2017
336. Cosenza, Brandon	Softball	Dana Hills HS	\$ 1,000.00	08/21/2017- 11/03/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

Human Resource Services Activity List Board of Trustees Regular Meeting of December 6, 2017  
Certificated Employees

**APPROVE ASB FUNDED ASSIGNMENTS @ \$10.00 PER UNIT (Cont.)**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
337. Desiano, Tom	Baseball	Dana Hills HS	\$ 3,500.00	08/21/2017- 11/01/2017
338. Donnelly, John	Football, (Asst)	Dana Hills HS	\$ 575.00	07/01/2017- 07/31/2017
			\$ 1,480.00	08/21/2017- 11/03/2017
339. Faris, Tom	Baseball	Dana Hills HS	\$ 6,000.00	09/05/2017- 02/03/2018
340. Herbold, Keith	Basketball, Boys' Freshmen (Head)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018
341. Hernandez, Juan	Basketball, Boys' Varsity (Asst)	San Juan Hills HS	\$ 2,800.00	11/20/2017- 02/09/2018
342. O'Toner, Eric	Basketball, Boys' (Asst)	San Clemente HS	\$ 2,500.00	11/06/2017- 02/09/2018
343. Park, Rebecca	Tennis, Girls'	Tesoro HS	\$ 2,500.00	10/27/2017- 12/01/2017
344. Pierce, Carrie	Water Polo, Girls'	Dana Hills HS	\$ 1,300.00	08/21/2017- 11/03/2017
345. Romm, Eric	Wrestling, (Asst)	Dana Hills HS	\$ 3,300.00	11/06/2017- 01/30/2018
346. Schefter, Christopher	Basketball, Boys' (Asst)	San Clemente HS	\$ 2,500.00	11/06/2017- 02/09/2018
347. Simmons, Oscar	Volleyball, Boys'	Dana Hills HS	\$ 3,500.00	11/20/2017- 02/09/2018
348. Summers, Robert	Track, Boys' (Head) Cross Country Girls' (Asst)	San Juan Hills HS	\$ 2,500.00	11/06/2017- 02/09/2018
349. Talafus, Ryan	Volleyball, Girls' (Asst)	San Clemente HS	\$ 2,500.00	08/07/2017- 10/19/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

Human Resource Services Activity List Board of Trustees Regular Meeting of December 6, 2017  
Certificated Employees

**APPROVE ASB FUNDED ASSIGNMENTS @ \$10.00 PER UNIT**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
350. Trout, Jeff	Football, (Asst)	Tesoro HS	\$ 1,400.00	09/28/2017- 11/03/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
October 11, 2017  
EDUCATION CENTER – BOARD ROOM

President McNicholas called the meeting to order at 4:09 p.m.

**Call to Order/  
Adjourn to Closed  
Session**

The following speakers addressed the Board:

- Dawn Urbanek spoke regarding the Toll Road litigation and Conference with Real Property Negotiators.
- Amie Austin spoke regarding the Toll Road litigation.

At 4:14 p.m. the Board recessed to Closed Session to discuss: Conference with Legal Counsel – Anticipated Litigation; Conference with Legal Counsel – Existing Litigation; Liability Claim; Student Expulsions; Public Employee Employment/Appointment; Conference with Labor Negotiators; Conference with Real Property Negotiators and Public Employment and Evaluation of Performance.

The regular meeting of the Board reconvened to open session and was called to order by President McNicholas at 7:21 p.m.

**ROLL CALL:**

Present: Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas, Pritchard and Reardon

Absent: Student Advisor Max Eunice

The Pledge of Allegiance was led by Gila Jones, Trustee.

**Pledge of  
Allegiance**

**A CD of the Board meeting discussion related to each of the items on the public agenda is on file in the Superintendent's office as a matter of the permanent record. An audio recording of the meeting is available on the District website: [www.capousd.org](http://www.capousd.org)**

**Permanent Record**

It was moved by Trustee Reardon, seconded by Trustee Pritchard and motion carried by a 7-0 vote to adopt the Board agenda.

**Adoption of the  
Board Agenda**

AYES:	Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas, Pritchard and Reardon
NOES:	None
ABSENT:	None

Student Advisor Eunice voted Aye to adopt the Board agenda.

President McNicholas reported the following action taken during closed session:

**President's Report  
from Closed  
Session Meeting**

**Agenda Item 3A-1 through A-5 – Conference with Legal Counsel – Anticipated Litigation**

Trustees voted 7-0 to approve IDR Case Numbers 20170529, 20170616, 20170626, 20170821 and 20170823.

**Agenda Item 3A-6 – Conference with Legal Counsel – Anticipated Litigation**

No Reportable Action.



**Agenda Item 3A-7 – Conference with Legal Counsel – Anticipated Litigation**

In Closed Session, the Board of Trustees voted 6-0-1 to intervene in the City of San Clemente and reserve lawsuits, challenging the TCA, County, and Caltrans Cooperative, Protective, freeway and settlement agreements.

**Agenda Item 3B-1, B-2, B-4 and B-5 – Conference with Legal Counsel – Existing Litigation**

Trustees voted 7-0 to approve OAH Case Numbers 2017050710, 2017060893, 2017080454 and 20170080947.

**Agenda Item 3B-3 – Conference with Legal Counsel – Existing Litigation**

Trustees voted 6-0-1 to approve OAH Case Number 2017080136.

Trustee Reardon recused himself from item B-3.

**Agenda Item 3B-6 – Conference with Legal Counsel – Existing Litigation**

Trustees gave direction to staff.

**Agenda Item 3C – Liability Claim**

Trustees voted 7-0 to reject Government Claim No. LBI 1703953.

**Agenda Item 3D-1 – Student Expulsions**

Trustees voted 7-0 to sustain the staff recommendation for Case Number 2018-002.

**Agenda Item 3D-2 and D-3 – Student Expulsions**

Trustees voted 7-0 to approve the expulsion of Case Numbers 2018-003 and 2018-005.

**Agenda Item 3E – Public Employee Employment/Appointment**

Trustees voted 7-0 to approve the reclassification of Ryan Carter to the position of Executive Director, Construction, Maintenance and Operations effective October 12, 2017.

**Agenda Item 3F – Conference with Labor Negotiators**

Trustees gave direction to staff.

**Agenda Item 3G – Conference with Real Property Negotiators**

No reportable action.

**Agenda Item 3F – Public Employment and Evaluation of Performance**

No reportable action.

**Associated Student Body**

Serra High School

Meg Ervais, Principal

Becky Tran, ASB Advisor

Todd Amon, STAP II

ASB Leadership Team; Yamilet Saldivar, Kaitlyn Bray-Sanchez, Luisa Mejia, Justin West, Brooke Zielke, Amber Steen and Chris Fajard

**Special  
Recognitions**

**Learning in Capo Spotlight**

The District's mission is to prepare students to meet the challenges of a rapidly changing world. Part of this lies in the commitment to teach our students how to behave, interact, solve problems and create in a digital environment. This commitment is show cased in how the District has sought and earned recognition from a nation-wide group of educators known as Common Sense Education. During the 2016-2017 school year, the District was the 2<sup>nd</sup> largest district in the nation honored as a CommonSense.org Certified School District. Common Sense certification highlights the District's commitment to 21<sup>st</sup> century learning and empowering students to think critically, behave safely, and participate responsibly in our digital world. Earning recognition as a Common Sense District shows that the District's dedication to redefining the way students interact online and harness the full power of technology for learning.

Presented by: John Morgan, Director of Educational Technology

Superintendent Vital reported on activities of the past month. She spoke regarding six complaints filed with the District Attorney's office. For clarification, she shared that four complaints were fully investigated and have been resolved with three out of those four being concluded because there was no bias to proceed. The other complaint was resolved because the District voluntarily agreed to reagendaize a complaint regarding a previous donation spreadsheet and the District Attorney closed the case; the Brown Act was never violated.

**Board and  
Superintendent  
Comments**

Superintendent Vital acknowledged the teachers present at the meeting and expressed her appreciation for the extraordinary work of the teachers and certificated staff. She looks forward to the next mediation scheduled for October 17, 2017.

The following speakers addressed the Board:

- Sally White spoke regarding CUEA President.
- Sue Lederman spoke regarding CUEA negotiations.
- Michele Ploessel-Campbell spoke regarding a PTA update.
- Paul Simonds spoke regarding South Orange County Economic Coalition.

**Oral  
Communications**

**PUBLIC HEARING**

The Board will conduct a public hearing on adopting Resolution No. 1718-19, Approving Energy Services Contract with Schneider Electric Buildings Americas, Inc. for Approved Plan No. 3 (Application No. 2085) for the District's Energy Conservation Program for 14 School Sites pursuant to Government Code § 4217.12. Supporting documentation is located in Exhibit 20.

President McNicholas announced the public hearing open at 7:55 p.m.

The following speaker addressed the Board:

**Public Hearing:  
Resolution No.  
1718-19,  
Approving Energy  
Services Contract  
With Schneider  
Electric Buildings  
Americas, Inc. for  
Approved Plan  
No. 3 (Application**

- Dawn Urbanek spoke regarding Public Hearing – Solar Project.

Following the public speaker, President McNicholas announced the public hearing closed at 8:04 p.m.

**No. 2085) for the District's Energy Conservation Program for 14 School Sites  
Agenda Item 1**

The Board will conduct a public hearing on Resolution No. 1718-18, Statement of Assurance for Instructional Materials Realignment Fund, Fiscal Year 2017-2018.

President McNicholas announced the public hearing open at 8:04 p.m.

With no public speakers, President McNicholas announced the public hearing closed at 8:04 p.m.

**Public Hearing:  
Resolution No. 1718-18,  
Statement of Assurance for Instructional Materials Realignment Fund, Fiscal Year 2017-2018  
Agenda item 2**

### **CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff or the public request specific items to be discussed and/or removed from the Consent Calendar. The Superintendent and the staff recommend approval of all Consent Calendar items.

**Items Pulled from the Consent Calendar**

The following speakers addressed the Board:

- Dawn Urbanek spoke regarding Donations and Purchase Orders.
- Michele Ploessel-Campbell spoke regarding staffing.

President McNicholas asked Trustees for items they wished to pull from the Consent Calendar.

With no items pulled, it was moved by Trustee Jones, seconded by Trustee Holloway and motion carried by a 7-0 Roll Call vote to approve the following Consent Calendar.

AYES:	Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas, Pritchard and Reardon
NOES:	None
ABSENT:	None

Student Advisor Eunice voted Aye to approve the Consent Calendar.

Approval of donations of funds and equipment.

**Donation of Funds and Equipment  
Agenda Item 3**

Approval of purchase orders (Attachment 1) and commercial warrants (Attachment 2).

**Purchase Orders, Commercial**

**Warrants and  
Previously Board-  
Approved Bids  
and Contracts  
Agenda Item 4**

Approval of the District standardized Independent Contractor, Professional Services, Master Contract and Field Service agreements.

**Independent  
Contractor,  
Professional  
Services, Field  
Service, and  
Master Contract  
Agreements  
Agenda Item 5**

Approval of Extension No. 1 of the License Agreement with YMCA of Orange County (YMCA) at Crown Valley Elementary School dated June 22, 2016.

**Extension No. 1 of  
the License  
Agreement with  
YMCA of Orange  
County at Crown  
Valley Elementary  
School  
Agenda Item 6**

Approval of the Proposal for Services agreement with Harris School Solutions for quarterly migration services and support of all Quintessential School Systems (QSS) data.

**Proposal for  
Services For  
QSS/OASIS  
Version L  
Migration  
Support-Harris  
School Solutions  
Agenda Item 7**

Approval of the Local Control Accountability Plan (LCAP) Parent Advisory Committee (PAC) members.

**Local Control  
Accountability  
Plan Parent  
Advisory  
Committee for  
2017-2018  
Agenda Item 8**

Approval of Agreement No. 44145 for Quality Rating and Improvement System (QRIS) of Early Education Preschool Programs with the Orange County Superintendent of Schools, and Early Quality Systems (EQS).

**Agreement No.  
44145 For Quality  
Rating and  
Improvement  
System of Early  
Education  
Programs with the  
Orange County  
Superintendent of**

**Schools and Early  
Quality Systems,  
LLC.  
Agenda Item 9**

Approval of an Addendum to the original Agreement for Participation with the Orange County Department of Education's (OCDE) Inside the Outdoors school program for public schools.

**Addendum  
Agreement for  
Additional School  
Participating in  
Inside the  
Outdoors School  
Programs  
Agreement  
Number: #10004  
Agenda Item 10**

Approval of the Addendum to the Memorandum of Understanding (MOU) with Mission Hospital Medical Center (Hospital). In 2013, the District entered into an MOU with the Hospital to provide educational support and programs to District students with a focus on childhood obesity and asthma.

**Addendum to the  
Memorandum of  
Understanding  
with Mission  
Hospital Medical  
Center  
Agenda Item 11**

Approval of the ratification of Addendum No. 2 to the Memorandum of Understanding (MOU) with Wellness and Prevention Center (WPC). In August 2017, the District entered into an MOU with WPC to provide youth counseling and wellness programs at San Clemente High School, Bernice Ayers Middle School, Shorecliffs Middle School and Vista del Mar Middle School.

**Addendum to the  
Memorandum of  
Understanding  
with Wellness and  
Prevention Center  
Agenda Item 12**

Approval of teachers who are credentialed in subjects other than Physical Education (PE) to provide PE credit to students in that respective sport.

**Authorization of  
Coaches to  
Provide First  
Semester Physical  
Education Credit  
Agenda Item 13**

Approval of the renewal of the Subscription, Services and Hosting Agreement with Performance Matters, LLC.

**Subscription,  
Services and  
Hosting  
Agreement -  
Performance  
Matters, LLC  
Agenda Item 14**

Approval of the activity list for employment, separation and additional assignments of classified employees.

**Resignations/  
Retirements/  
Employment -  
Classified**

**Employees  
Agenda Item 15**

Approval of the activity list for employment, separation and additional assignments of certificated employees.

**Resignations/  
Retirements/  
Employment -  
Certificated  
Employees  
Agenda Item 16**

Approval of the August 23, 2017 Regular Board Meeting minutes.

**School Board  
Minutes  
Agenda Item 17**

Approval of the September 13, 2017 Regular Board Meeting minutes.

**School Board  
Minutes  
Agenda Item 18**

**DISCUSSION/ACTION ITEMS**

A Trustee requested that staff provide an estimate of expenditures and resources used to defend false accusations against the District to the District Attorney and the Fair Political Practices Commission.

**Trustee Request  
Agenda Item 19**

The following speakers addressed the Board:

- Dawn Urbanek spoke regarding Conflict of Interest.
- Michele Ploessel-Campbell spoke regarding funding for arts, music and science.

This items was an information item only and no Board action was necessary.

This agenda item pertains to the adoption of Resolution No. 1718-19, Approving Energy Services Contract with Schneider Electric Buildings Americas, Inc. for Approved Plan No. 3 (Application No. 2085) for the District's Energy Conservation Program for 14 School Sites.

**Resolution No.  
1718-19,  
Approving Energy  
Services Contract  
with Schneider  
Electric Buildings  
Americas, Inc. for  
Approved Plan  
No. 3 (Application  
No. 2085) for the  
District's Energy  
Conservation  
Program for 14  
School Sites  
Agenda Item 20**

Following discussion, it was moved by Trustee Reardon, seconded by Trustee Holloway and motion carried by a 7-0 Roll Call vote to adopt Resolution No. 1718-19, Approving Energy Services Contract with Schneider Electric Buildings Americas, Inc. for Approved Plan No. 3 (Application No 2085) for the District's Energy Conservation Program for 14 School Sites.

AYES:	Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas, Pritchard and Reardon
NOES:	None
ABSENT:	None

Student Advisor Eunice voted Aye to approve Agenda Item 20.

Education Code § 60119 specifies a public hearing shall be held in order to receive funding for the Pupil Textbook and/or Instructional Materials Realignment Program and

**Resolution No.  
1718-18,**

encourages participation by parents, teachers, members of the community and bargaining unit leaders. Education Code § 60252 specifies all purchases of instructional materials made from State Instructional Materials Fund shall conform to the law and applicable rules and regulations.

Following discussion, it was moved by Trustee Jones, seconded by Trustee Holloway and motion carried by a 7-0 Roll Call vote to adopt Resolution No. 1718-18, Statement of Assurance for Instructional Materials Realignment Fund, Fiscal Year 2017-2018.

**Statement of  
Assurance for  
Instructional  
Materials  
Realignment  
Fund, Fiscal Year  
2017-2018  
Agenda Item 21**

AYES: Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas,  
Pritchard and Reardon  
NOES: None  
ABSENT: None

Student Advisor Eunice voted Aye to approve Agenda Item 21.

The proposed revision to Board Policy 6145.5, *Student Organizations and Equal Access*, provides recommended language to grant middle school campuses the opportunity to offer a limited open forum for non-academic clubs.

**First Reading -  
Board Policy  
6145.5, Student  
Organizations  
And Equal Access  
Agenda Item 22**

The following speakers addressed the Board:

- Paula Stephan spoke regarding Board Policy 6145.5.
- Terry Stephan spoke regarding Board Policy 6145.5.
- Scott Zucker spoke regarding repeal of 6145.5.
- Shayla Razabi spoke regarding Board Policy 6145.5.
- Shaz Quigley spoke regarding Board Policy 6145.5.
- Lisa Richardson spoke regarding middle school clubs.
- Emma Martin spoke regarding Board Policy 6145.5.
- Kevin Draper spoke regarding Board Policy 6145.5.
- Leah Fahim spoke regarding Board Policy 6145.5.
- Anisa Salazar spoke regarding GSA Club.
- Justin McCoy spoke regarding Board Policy 6145.5.
- Sara Yates spoke regarding student organizations/equal access.
- Brian Percy-Schofield spoke regarding Board Policy 6145.5.
- Maryse Mijalski spoke regarding Board Policy 6145.5.
- Christe Draper spoke regarding middle school clubs.
- Dylan Draper spoke regarding Board Policy 6145.5.
- Laura Kanter spoke regarding Board Policy 6145.5.
- Peg Corley spoke regarding Board Policy 6145.5.
- Melanie Michel spoke regarding BP 6145.5 – GSA formation.
- Tony Orton spoke regarding Board Policy 6145.5.
- Stephanie Camacho-Van Dyke spoke regarding BP 6145.5 – GSA formation
- Anthony Mercadante spoke regarding GSA agenda club “that has been meeting illegally since 2013”.
- Jessica Corson spoke regarding BP 6145.5.
- Tommi Finn spoke regarding Board Policy 6145.5.
- Luciana Benzan spoke regarding Board Policy 6145.5.
- Christopher Montella spoke regarding LGBTQ.
- Josh Vecchione spoke regarding LGBTQ.

- Joyce Swaving spoke regarding LGBTQ.
- Cathy Chu spoke regarding Board Policy 6145.5.
- Yvette Cervantes spoke regarding GSA/clubs.
- Brandy Ferner spoke regarding clubs.
- Kim Amadore spoke regarding Board Policy 6145.5.
- Michele Ploessel-Campbell spoke regarding student organizations.
- Carl Jordan spoke regarding Board Policy 6145.5.
- Tammy Orrill spoke regarding Board Policy 6145.5.
- Noemi Santillan spoke regarding middle school clubs.
- Emma Jenson spoke regarding Board Policy 6145.5.
- Jeffrey W. Shields spoke regarding Board Policy 6145.5.
- Chris Drummond spoke regarding Board Policy 6145.5.
- Chase Wolfe spoke regarding Board Policy 6145.5.
- Sandra Cosio spoke regarding LGBTQ club.
- Alison Edwards spoke regarding non-curricular clubs in middle schools.
- Victoria Thymian spoke regarding Board Policy 6145.5.
- Joanna Weiss spoke regarding Board Policy 6145.5.
- Audrey Weiss spoke regarding Board Policy 6145.5.
- Mindy Fosto-Swank spoke regarding Board Policy 6145.5.
- Joshua Fosto-Swank spoke regarding Board Policy 6145.5.
- Janessa James-Duane spoke regarding clubs.
- Devyn June spoke regarding clubs (GSA).
- Anne Cameron spoke regarding GSA.
- Justin Massey spoke regarding GSA.
- Denise Penn spoke regarding GSA.
- Ann Truxaw Ramirez spoke regarding Board Policy 6145.5.
- Tricia Eunice spoke regarding student organizations.
- Doug Wade spoke regarding Board Policy 6145.5.
- Siddharth Piravi spoke regarding Board Policy 6145.5.
- Rose spoke regarding Board Policy 6145.5.

Following discussion, it was moved by Trustee Pritchard, seconded by Trustee Reardon and motion carried by a 7-0 vote to approve Board Policy 6145.5 with sections three and seven removed.

AYES:	Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas, Pritchard and Reardon
NOES:	None
ABSENT:	None

Student Advisor Eunice voted Aye to approve Agenda Item 22.

The proposed revisions to Board Policy 5142, *Dress and Grooming*, provides recommended language based on committee feedback.

The following speakers addressed the Board:

- Michele Ploessel-Campbell spoke regarding Board Policy 5142.
- Mackenzie Eyres spoke regarding dress code.

**First Reading –  
Board Policy 5142,  
Dress and  
Grooming  
Agenda Item 23**



- Reagan Bailey spoke regarding dress code.
- Megan Lee spoke regarding dress code.
- Martina Lee spoke regarding dress code.
- Christine Eyres spoke regarding dress code.
- Josh Fosto-Swank spoke regarding dress code.
- Jordyn Okonski spoke regarding dress code.
- Piper Reed spoke regarding dress code.
- John Hellewell spoke regarding dress code.
- Kristen Hellewell spoke regarding dress code.
- Maddie Boger spoke regarding dress code.
- Jacob Hansen spoke regarding dress code.
- Connor Galmeister spoke regarding dress code.
- Joshua Swank spoke regarding dress code.
- Karen Walsh spoke regarding Board Policy 5142.
- Matt Boyer spoke regarding dress code.

Following discussion and Trustee feedback, this item moved to a Second Reading.

At 10:35p.m., it was moved by Trustee Jones, seconded by Trustee Reardon and motion carried by a 7-0 vote to extend the meeting time past the eleven o'clock hour to 11:30p.m.

**Motion to Extend  
Past the Eleven  
O'clock Hour**

AYES: Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas,  
Pritchard and Reardon  
NOES: None  
ABSENT: None

Student Advisor Eunice voted Aye to extend the meeting.

District staff has aligned all District plans, management evaluations, and site and department work plans to our Wildly Important Goals (WIGs). Tonight staff will present the goals for the 2017-2018 school year.

**Presentation  
regarding  
Upcoming Goals  
For 2017-2018  
School Year  
Agenda Item 24**

This item was moved to the October 25, 2017 Special Meeting.

The Board will receive an information presentation from Government Financial Strategies, the District's financial advisor, on financing solar energy projects with Clean Renewable Energy Bonds.

**Financing Solar  
Energy Projects  
Agenda Item 25**

This items was an information item only and no Board action was necessary.

At 11:24p.m., it was moved by Trustee Reardon, seconded by Trustee Pritchard and motion carried by a 7-0 vote to extend the meeting time past the eleven o'clock hour to 11:40p.m.

**Motion to Extend  
Past the Eleven  
O'clock Hour**

AYES: Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas,  
Pritchard and Reardon  
NOES: None  
ABSENT: None

Student Advisor Eunice voted Aye to extend the meeting.

During the Spring of 2017, over 25,000 District students in grades 3 through 8 and 11 participated in the Smarter Balanced Assessment (SBA) computerized test as part of the California Assessment of Student Performance and Progress (CAASPP).

**Smarter Balanced  
Assessment  
Results  
Agenda Item 26**

This item was moved to the October 25, 2017 Special Meeting.

Efforts are underway statewide to expand opportunities to support a greater number of students in being able to access college programs.

**Board Presentation  
– College Promise  
Agenda Item 27**

This item was moved to the October 25, 2017 Special Meeting.

The Services for English Learners Department provides support and services to ensure the District is in compliance with the legal obligations to serve English learners (EL).

**Board Update on  
Progress of  
English Learners  
and Services  
Provided  
Agenda Item 28**

This item was moved to the October 25, 2017 Special Meeting.

Staff will present to the Board an update on the pending movement of spent nuclear fuel at the San Onofre Nuclear Generating Station from temporary wet storage to more permanent dry storage container.

**Board  
Presentation on  
San Onofre  
Nuclear  
Generating  
Station  
Agenda Item 29**

This items was an information item only and no Board action was necessary.

At 11:38p.m., it was moved by Trustee Holloway, seconded by Trustee Reardon and motion carried by a 7-0 vote to extend the meeting time past the eleven o'clock hour to 11:55p.m.

**Motion to Extend  
Past the Eleven  
O'clock Hour**

AYES:	Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas, Pritchard and Reardon
NOES:	None
ABSENT:	None

Student Advisor Eunice voted Aye to extend the meeting.

At 11:53p.m., it was moved by Trustee Reardon, seconded by Trustee Hanacek and motion carried by a 6-0-1 vote to extend the meeting time past the midnight hour.

**Motion to Extend  
Past the Midnight  
Hour**

AYES:	Trustees Bullockus, Hanacek, Holloway, McNicholas, Pritchard and Reardon
NOES:	None
ABSENT:	Jones

Student Advisor Eunice voted Aye to extend the meeting.

With the construction of Esencia K-8 School now in progress and scheduled to open for the 2018-2019 school year, the official boundaries will be established for the school and existing boundaries impacted by the new boundary adjustment.

This item was moved to the October 25, 2017 Special Meeting.

**Establishing  
Esencia K-8  
School Boundary  
and Associated  
Boundary  
Adjustments  
Agenda Item 30**

The purpose of this agenda item is to seek approval of the Tentative Agreement between the District and Teamsters, Local 952.

Following discussion, it was moved by Trustee Reardon, seconded by Trustee Hanacek and motion carried by a 6-0-1 vote to approve the Recommendation of Tentative Agreement with Teamsters, for July 1, 2016 – June 30, 2018.

**Recommendation  
of Tentative  
Agreement with  
Teamsters, for  
July 1, 2016 –  
June 30, 2018  
Agenda Item 31**

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas,  
Pritchard and Reardon  
NOES: None  
ABSENT: Jones

Student Advisor Eunice voted Aye to approve Agenda Item 31.

The proposed revisions to Board Policy 6158, *Independent Study*, have been necessitated based on compliance concerns raised in May 2017 during the District's most recent audit.

This item was moved to a Second Reading.

**First Reading –  
Board Policy 6158,  
Independent  
Study  
Agenda Item 32**

The District English Learners Services Department is requesting the adoption of *In the U.S.A.* for elementary English Language Development, grade 4-5: National Geographic Learning/Cengage ©2011

Following discussion, it was moved by Trustee Holloway, seconded by Trustee Reardon and motion carried by a 6-0-1 vote to approve Instructional Materials Recommend for Adoption: Elementary English Language Development, Grade 4-5.

**Instructional  
Materials  
Recommended for  
Adoption:  
Elementary  
English Language  
Development,  
Grade 4-5  
Agenda Item 33**

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas,  
Pritchard and Reardon  
NOES: None  
ABSENT: Jones

Student Advisor Eunice voted Aye to approve Agenda Item 33.

The Board is asked to consider adoption of a debt policy in accordance with new law effective this year, Government Code § 8855.

This item was pulled by staff.

**First Reading -  
Board Policy 3461,  
Debt Management  
Policy  
Agenda Item 34**

It was moved by Trustee Holloway, seconded by Trustee Reardon and motion carried by a 6-0-1 vote to adjourn the meeting.

**Adjournment**

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas,  
Pritchard and Reardon  
NOES: None  
ABSENT: Jones

Student Advisor Eunice voted Aye to adjourn the meeting.

President McNicholas announced the meeting adjourned at 11:56 p.m.

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Board Clerk

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Secretary, Board of Trustees

*Minutes submitted by Nicole Berkman, Executive Secretary, Board Operations*

President McNicholas called the meeting to order at 4:12 p.m.

**Call to Order/  
Adjourn to Closed  
Session**

At 4:13 p.m., the Board recessed to Closed Session to discuss: Conference with Legal Counsel – Anticipated Litigation; Conference with Labor Negotiators.

The special meeting of the Board reconvened to open session and was called to order by President Martha McNicholas at 6:02 p.m.

## **ROLL CALL**

PRESENT: Trustees Bullockus, Hanacek, Jones, McNicholas, Pritchard and Reardon

ABSENT: Trustee Holloway

The Pledge of Allegiance was led by Student Advisor Max Eunice.

**Pledge of  
Allegiance**

**A CD of the Board meeting discussion related to each of the items on the public agenda is on file in the Superintendent's office as a matter of the permanent record. An audio recording of the meeting is available on the District website: [www.capousd.org](http://www.capousd.org)**

**Permanent Record**

It was moved by Trustee Jones and seconded by Trustee Pritchard and motion carried by a 6-0-1 vote to adopt the Special Meeting Board agenda.

**Adoption of the  
Board Agenda**

Student Advisor Max Eunice voted Aye to adopt the Board agenda.

President McNicholas reported the following action taken during closed session:

**President's Report  
from Closed  
Session Meeting**

### **Agenda Item 3A Conference With Legal Counsel – Anticipated Litigation**

No reportable action.

### **Agenda Item 3B Conference With Labor Negotiators**

No reportable action.

### **Agenda Item 3C Public Employment And Evaluation Of Performance**

No reportable action.

Superintendent Vital thanked everyone for attending the meeting. She commented on the successful Teacher of the Year event and acknowledged three CUSD teachers who were recognized - Rob Harris, Dana Hills High School; Susan Royal, Aliso Viejo Middle School, and Julie Fong, Bergeson Elementary.

**Board and  
Superintendent  
Comments**

Superintendent Vital clarified information presented at the October 11, 2017 Board Meeting regarding the costs incurred by the District in relation to complaints made to the District Attorney and the FPPC about an alleged conflict of interest. She reported that \$28,530.60 was incurred by the District for analysis and conflict of interest investigations by the District Attorney and FPPC; \$11,797.50 was spent on legal representation for the Superintendent and Assistant Superintendent Holliday, and \$16,500 was spent on legal

representation for Trustee Lynn Hatton-Hodson. In total, the District spent over \$56,800 on this one particular issue. At the last Board meeting these numbers presented to President McNicholas included a cost of \$12,700 to fill Trustee Hatton-Hodson's seat which was unrelated to the conflict of interest allegations.

Board members had no comments.

The following speakers addressed the Board:

- Sally White spoke regarding CUEA negotiations.

**Oral  
Communications**

### **DISCUSSION/ACTION ITEMS**

President McNicholas recognized Kirsten Vital, Superintendent and the Executive Cabinet to present information on this item and answer any questions Trustees may have.

This is an information item only and no Board action was necessary.

**Presentation  
Regarding  
Upcoming Goals  
for 2017-2018  
School Year  
Agenda Item 1**

During the Spring of 2017, over 25,000 District students in grades 3 through 8 and grade 11 participated in the Smarter Balanced Assessment (SBA) computerized test as part of the California Assessment of Student Performance and Progress (CAASPP).

This item was an information item only and no Board action was necessary.

**Smarter Balanced  
Assessment Results  
Agenda Item 2**

Efforts are underway statewide to expand opportunities to support a greater number of students in being able to access college programs.

This item was an information item only and no Board action was necessary.

**Board Presentation  
– College Promise  
Agenda Item 3**

The Services for English Learners Department provides support and services to ensure the District is in compliance with the legal obligations to serve English learners (EL).

This item was an information item only and no Board action was necessary.

**Board Update on  
Progress of English  
Learners and  
Services Provided  
Agenda Item 4**

With the construction of Esencia K-8 School now in progress and scheduled to open for the 2018-2019 school year, the official boundaries will be established for the school and existing boundaries impacted by the new boundary adjustment.

Following discussion, it was moved by Trustee Reardon, seconded by Trustee Bullockus and motion carried by a 6-0-1 vote to approve the Esencia K-8 school boundary and associated boundary adjustments.

**Establishing  
Esencia K-8 School  
Boundary and  
Associated  
Boundary  
Adjustments  
Agenda Item 5**

AYES: Trustee Bullockus, Hanacek, Jones, McNicholas, Pritchard, and Reardon  
NOES: None  
ABSENT: Holloway

Student Advisor Max Eunice voted Aye to approve the Esencia K-8 school boundary

and associated boundary adjustments.

The Board is asked to consider adoption of a debt management policy in accordance with new law effective this year, Government Code § 8855.

**First Reading -  
Board Policy 3461,  
Debt Management  
Policy  
Agenda Item 6**

Following discussion, it was moved by Trustee Jones, seconded by Trustee Reardon and motion carried 6-0-1 to approve Board Policy 3461, Debt Management Policy, waive the second reading, and bring the policy back to Board for ratification on the consent calendar at the November 8, 2017, regular meeting.

AYES: Trustee Bullockus, Hanacek, Jones, McNicholas, Pritchard,  
and Reardon  
NOES: None  
ABSENT: Holloway

Student Advisor Max Eunice voted to Aye to approve Board Policy 3461, Debt Management Policy.

At 8:46 p.m. the Board reconvened in Closed Session to discuss Item C – Public Employment and Evaluation of Performance.

At 9:45 p.m. the Board reconvened in Open Session.

President McNicholas reported out of Closed Session no reportable action was taken.

It was moved by Trustee Reardon, seconded by Trustee Hanacek and motion carried by a 6-0-1 to adjourn the meeting. **Adjournment**

AYES: Trustee Bullockus, Hanacek, Jones, McNicholas, Pritchard,  
and Reardon  
NOES: None  
ABSENT: Holloway

Student Advisor Max Eunice voted Aye to adjourn the meeting.

President McNicholas announced the meeting adjourned at 9:51 p.m.

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Board Clerk

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Secretary, Board of Trustees

*Minutes submitted by Colleen Hayes, Manager II, Superintendent's Office*

CAPISTRANO UNIFIED SCHOOL DISTRICT  
**BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent Education Services  
Prepared by: Mike Beekman, Executive Director, Safety and Student Services

Date: December 6, 2017

Board Item: Third Reading – Board Policy 5142, Dress and Grooming

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**HISTORY**

Education Code § 35183 outlines parameters regarding reasonable dress code standards that must not present a health or safety hazard or a distraction which would interfere with the educational process. Board Policy 5142, *Dress and Grooming*, aligns with this education code.

**BACKGROUND INFORMATION**

Last Spring 2017, the Board received public feedback from students regarding the District's dress code policy and its relevancy. Due to the feedback, a committee was established to review the dress code policy and make recommendations for revisions.

**CURRENT CONSIDERATIONS**

Last Spring 2017 staff began work on the dress code through the discipline handbooks for each level. In August 2017, a separate committee was established specifically to look at Board Policy 5142, *Dress and Grooming*. The committee is comprised of District and site administrators, as well as teachers, parents and student representatives.

As requested, the committee worked towards a gender neutral dress code which could be applied consistently throughout the District. Staff researched Board policies on dress code and found a model gender neutral policy; The Oregon NOW, National Organization for Women, Model Dress Code. On September 11, 2017 the committee met, reviewed the model policy and began to develop agreed upon revisions to the current policy. In spite of it being a diverse group with liberal and conservative perspectives, the group came to consensus that the model template was the direction the District should pursue. The committee then went through the model board policy and the current District policy, combining them and coming to consensus on refined language and edits. Recommended revisions include, gender equality, concealing certain body parts, what items of clothing students can and cannot wear and how the policy is implemented.

On September 20, 2017 the committee met again to merge the current policy with the proposed revised policy. Legal counsel has reviewed the proposed revised policy and additional changes were made. Language was added to reflect updated Education Code for uniforms, aligned language to case law as well as recommended removal of language that was overbroad in nature.

At the direction of the Board during the November 8, 2017 meeting, staff prepared two sample revised Board policies. The first Board policy draft is an updated version from the November 8,



2017 Board meeting. Staff included recommendations shared by Trustees as well as removed language that was repetitive and proposes that the language removed be placed in an Administrative Regulation. The second Board policy draft is the California School Board Association version with added language on gender neutrality, safety and inclusion.

### **FINANCIAL IMPLICATIONS**

None.

### **STAFF RECOMMENDATION**

It is recommended the Board President recognize Susan Holliday, Associate Superintendent, Education Services, to present information on this item and answer any questions Trustees may have.

Following discussion, it is recommended the Board of Trustees approve Board Policy 5142, *Dress and Grooming*.

**PREPARED BY:** Mike Beekman, Executive Director, Safety and Student Services

**APPROVED BY:** Susan Holliday, Associate Superintendent Education Services

**DRESS AND GROOMING**

~~The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students have the right to make individual choices from a wide range of clothing and grooming but they must not present a health or safety hazard or a distraction which would interfere with the educational process.~~

~~Furthermore, the Governing Board believes that sun protective clothing is paramount to the health and safety of children. As such, sun protective measures are permitted under the following guidelines:~~

~~1. Clothing~~

- ~~a. Each school site shall allow for outdoor use during the school day articles of sun protective clothing including, but not limited to, District approved hats.~~
- ~~b. Each school site may set a policy related to the type of sun protective clothing including, but not limited to District approved hats, that pupils will be allowed to use outdoors pursuant to "a."~~
- ~~c. Specific clothing and hats determined by the school district or school site to be gang related or inappropriate apparel may be prohibited under this policy.~~

~~2. Sunscreen~~

- ~~a. Each school site shall allow pupils the use of sunscreen during the school day without a physician's note or prescription.~~
- ~~b. Each school site may set a policy related to the use of sunscreen by pupils during the school day.~~
- ~~c. For purposes of this subdivision, sunscreen is not an over the counter medication.~~
- ~~d. Nothing in this subdivision requires school personnel to assist pupils in applying sunscreen.~~

~~(cf. 4119.22 Dress and Grooming (staff))~~

~~(cf. 5184 Freedom of Speech/Expression)~~

~~Because gangs constitute a danger to students, the Superintendent or designee shall restrict student dress and grooming as necessary to comply with Board policy related to gang activity.~~

~~(cf. 5144 Gangs)~~

**DRESS AND GROOMING** (continued)

~~Students and parents/guardians shall be informed about the school dress code at the beginning of the year and when revised. A student who violates the dress code shall be subject to appropriate disciplinary action.~~

~~(cf. 5150—Discipline)~~

~~Local schools are granted the authority to establish school-based dress and grooming standards consistent with this Board Policy. Principals will consult school site discipline committees in the establishment of any such local standards.~~

~~(cf. 0420—School-Based Management/Site Councils)~~

**Dress Standards**

~~In cooperation with teachers, students and parents/ guardians, the principal or designee shall regularly review the District regulations outlined below and may establish additional school rules governing dress and grooming.~~

~~Students shall not wear any clothing/apparel which:~~

- ~~1. Is considered unsafe, dangerous or a health hazard.~~
- ~~2. Contains offensive or obscene symbols, signs, slogans, or words degrading any person's race, color, religion, ancestry, national origin, disability, gender, or sexual orientation~~
- ~~3. Contains language or symbols oriented toward violence, sex, drugs, alcohol, tobacco or vandalism.~~
- ~~4. Is disruptive to the instruction process including but is not limited to:~~
  - ~~a. Bare midriffs.~~
  - ~~b. Halter tops.~~
  - ~~c. Short shorts.~~
  - ~~d. Tight or revealing clothing.~~
  - ~~e. Clothing which allows underwear to be exposed.~~

**DRESS AND GROOMING** (continued)

5. \_\_\_\_\_ gang-related, including, but is not limited to:
- a. \_\_\_\_\_ Hats or headgear during the day. (Student athletes participating in sports requiring a hat may wear the school's athletic hat as part of their sport activity.)  
\_\_\_\_\_
  - b. \_\_\_\_\_ b. \_\_\_\_\_ Chains.  
\_\_\_\_\_
  - c. \_\_\_\_\_ c. \_\_\_\_\_ Hairnets.  
\_\_\_\_\_
  - d. \_\_\_\_\_ d. \_\_\_\_\_ Monikers or other gang markings.  
\_\_\_\_\_
  - e. \_\_\_\_\_ e. \_\_\_\_\_ Bandannas which signify gang membership.  
\_\_\_\_\_
  - f. \_\_\_\_\_ f. \_\_\_\_\_ Jewelry with gang symbols or which signify gang membership.  
g. \_\_\_\_\_
  - h. \_\_\_\_\_ g. \_\_\_\_\_ Khakis worn with Pendleton-type shirts.  
\_\_\_\_\_
  - i. \_\_\_\_\_ h. \_\_\_\_\_ Overalls (gang-related).  
\_\_\_\_\_
  - j. \_\_\_\_\_ i. \_\_\_\_\_ Web, untied, or dangling belts (gang-related).  
\_\_\_\_\_
  - k. \_\_\_\_\_ j. \_\_\_\_\_ Combat-type boots, and flight jackets worn concurrently with combat boots.  
\_\_\_\_\_
  - \_\_\_\_\_ k. Any combination of clothing which law enforcement agencies currently consider gang related. (These may change.)

**Dress Code Philosophy**

The Board of Trustees believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Student dress choices should respect the District's intent to sustain a community that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). The school District is responsible for ensuring that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization, shaming, or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, or religion. The District believes that promoting a nurturing and respectful environment so that students will thrive socially and achieve academically.

**DRESS AND GROOMING** (continued)

The Board of Trustees believes that appropriate dress and grooming contribute to a productive learning environment. The District's student dress code supports equitable educational access and is written in a manner that does not reinforce stereotypes. To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently and in a manner that does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, or religion, cultural observance, household income or body type/size.

Our values are:

- All students should be able to dress comfortably for school and engage in the educational environment without fear of or actual unnecessary discipline or body shaming.
- All students and staff should understand that they are responsible for managing their own personal “distraction” without regulating individual students’ clothing/self-expression.
- Student dress code enforcement should not result in unnecessary barriers to school attendance.
- School Administrative staff should be trained and able to use student/body positive language to explain the code and to address code violations.
- Reasons for conflict and inconsistent and/or inequitable discipline should be minimized whenever possible.

Our student dress code is designed to accomplish several goals:

- Maintain a safe learning environment in classes where protective or supportive clothing is needed, such as chemistry/biology (eye or body protection), dance (bare feet, tights/leotards), or PE/athletic events (athletic attire/shoes).
- Allow students to wear reasonable clothing of their choice that is comfortable.
- Allow student to wear clothing that expresses their self-identified gender.
- Allow students, who practice the religion consistently, to wear religious attire without fear or of discipline or discrimination.
- Prevent students from wearing clothing or accessories with offensive images or language, including profanity, hate speech, and pornography that are lewd, vulgar, profane, or sexually suggestive.

**DRESS AND GROOMING** (continued)

- ~~— Prevent students from wearing clothing or accessories that denote, suggest, display or reference alcohol, drugs or related paraphernalia or other illegal conduct or activities bear drug, alcohol, or tobacco company advertising, promotions and likenesses.~~
- ~~• Prevent students from wearing clothing or accessories that will interfere with the operations of the school, disrupt the educational process, invade the rights of others, or create a reasonably foreseeable risk of such interference or invasion of rights.~~
- ~~• Prevent students from wearing clothing or accessories that reasonably can be construed as being or including content that is racist, lewd, vulgar or obscene, or that reasonably can be construed as containing fighting words, speech that incites others to imminent lawless action, unlawful acts or to violate school rules, or defamatory speech, or threats to others advocate racial, ethnic, or religious prejudice.~~
- ~~— Ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, or religion, cultural observance, household income or body type/size.~~

**Dress Code**

~~The District expects that all students will dress in a way that is appropriate for the school day or for any school sponsored event. Student dress choices should respect the District's intent to sustain a community that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). The school District is responsible for seeing ensuring that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, or religion, cultural observance, household income, or body type/size. Any restrictions to the way a student dresses must be necessary to support the overall educational goals of the school and must be explained within this dress code.~~

**1. Basic Principle:** Certain body parts must be covered for all students at all times.

Clothes must be worn in a way such that genitals, buttocks, breasts, and stomach, and nipples are fully covered with opaque fabric. All items listed in the "must wear" and "may wear" categories below must meet this basic principle.

**2. Students Must Wear\***, while following the basic principal of Section 1 above:

**DRESS AND GROOMING** (continued)

- A Shirt (with fabric in the front, back, and on the sides immediately under the ~~arms~~armpits), AND
- Pants/jeans or the equivalent (for example, ~~a skirt~~, sweatpants, opaque leggings, ~~a dress~~ or shorts), ~~),~~ AND/OR
- A dress or skirt, AND
- Shoes (as appropriate for the environment and activity).

*\*Courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress, but should not focus on covering bodies in a particular way or promoting culturally-specific attire. Activity-specific attire requirements are permitted for extracurricular activities and PE.*

**3. Students May Wear**, as long as these items do not violate Section 1 above:

- Sun-protective clothing, such as hats and hoods or wear body or hair protection as necessary as long as face is not obstructed straight forward or straight backward, are is allowed outdoors, during the school day. The student's face must be visible to staff, and headwear must not interfere with the line of sight of any student or staff.
- Religious headwear and attire.
- Students, who practice a religion consistently, may wear religious attire without fear of discipline or discrimination.
- Fitted pants, including opaque leggings, yoga pants, and “skinny jeans”.
- Ripped jeans, as long as underwear and or buttocks are not significantly exposed, and the jeans do not present a health or safety issue for the student.
- Tank tops, including spaghetti straps; halter tops.
- Athletic attire, as necessary for athletic activities.

**4. Students Cannot Wear:**

- ~~Profanity~~ Clothing or accessories displaying ~~P~~rofanity, pornography, and violent language or images.
- Clothing or accessories considered unsafe, dangerous or a health hazard.
- Images or language depicting drugs, tobacco or alcohol (or any illegal item or activity).
- ~~Hate speech, images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups~~ Items that advocate racial, ethnic, or religious prejudice.
- Any clothing that significantly reveals visible undergarments. ~~(visible bra straps are allowed).~~

**DRESS AND GROOMING** (continued)

- Swimsuits (except as required in class or athletic practice).
- ~~Accessories that could be considered dangerous or could be used as a weapon.~~
- Any item that obscures the face ~~or ears~~ (except as a religious observance).

The California legislature has determined that gang apparel is hazardous to the health and safety of the school environment and therefore, the wearing of such apparel may be restricted.

**5. Dress Code Enforcement**

The Board desires to provide an orderly and caring learning environment in which students work diligently on their studies, share responsibility for maintaining a positive school climate, and take pride in their school and their achievements. District staff, per Board Policy 5140 *Positive School Climate*, shall encourage positive student conduct. Staff and students shall encourage attitudes and behaviors that promote mutual respect and harmonious relations. To ensure effective and equitable enforcement of this dress code, school staff shall be properly trained to enforce the dress code consistently using the requirements below. School administration and staff shall not have discretion to vary the requirements in ways that lead to discriminatory enforcement. Sites will follow progressive discipline as outlined in the discipline handbook.

- Student dress code enforcement should not result in unnecessary barriers to school attendance.
- Inconsistent and/or inequitable discipline should be minimized whenever possible.
- Students will ~~only~~ be removed from spaces, hallways, or classrooms as a result of a dress code violation as outlined in Sections 1 and 4 above. Students in violation of Section 1 and/or 4 will be provided three ~~(3)~~ options to dress more appropriately ~~to code~~ during the school day:
  - Students will be asked to turn their garment inside out (if feasible) or put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the day.
  - Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
  - If necessary, parents may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.
- No student should be singled out for ~~affected by~~ dress code enforcement because of racial identity, ~~sex assigned at birth~~, gender identity or expression, sexual orientation, ethnicity, cultural or religious identity, ~~household income, body size/type, or body maturity~~.
- Students should not be ~~shamed or~~ required to display their body in front of others (students, parents, or staff) in school. ~~“Shaming” includes, but is not~~, including but not limited to the below actions:



**DRESS AND GROOMING** (continued)

- Kneeling or bending over to check attire fit;
- Measuring straps or skirt length;
- Asking students to account for their attire in the classroom or in hallways in front of others;
- Calling out students in spaces, in hallways, or in classrooms about perceived dress code violations in front of others; ~~in particular, directing students to correct sagged pants that do not expose the entire undergarment, or confronting students about visible bra straps; or~~
- Accusing students of “distracting” others students with their clothing.

These dress code guidelines shall apply to regular school days and summer school days, as well as any athletic events, ~~and performances, and any school-related events and activities, such as graduation ceremonies, dances, and proms.~~

Students who feel they have been subject to discriminatory enforcement of the dress code should contact the site administrator.

**School Uniforms**

~~The students and staff of CUSD the District have the right to be safe and secure at school. Many public schools are forced to focus on the threat of violence and the messages of violence contained in many aspects of our society, particularly those reflected in gang regalia that disrupts the learning environment. Instructing staff on the subtleties of identifying constantly changing gang regalia and gang affiliations takes an increasing amount of time away from student instruction.~~

~~The Governing ~~b~~BoardBoard recognizes that there is ample evidence that school dress significantly influences pupil behavior. The adoption of a schoolwide policy regarding school uniforms is a reasonable way to provide some protection for students. Required school uniforms may protect students from being associated with any particular gang. Moreover by requiring students to dress to conform to a specific wardrobe, staff members may not need to occupy as much of their time learning the subtleties of gang regalia and enforcing their ban.~~

~~There is also growing evidence that schools that have adopted school uniforms, experience a "coming together feeling," greater school pride, and better school behavior. The resulting improvement in school climate helps students to positively identify with their school and creates a sense of belonging to a positive group.~~

**DRESS AND GROOMING** (continued)

The Board ~~of Trustees~~ supports school site adoption of voluntary or mandatory requirements for school uniforms in order to promote a healthy, safe, and positive school environment.

If a school's plan to require uniforms is adopted, the Superintendent or designee shall establish procedures whereby parents/guardians may choose to have their children exempted from the school uniform policy. Students shall not be penalized academically, otherwise discriminated against or denied attendance to school if their parents/guardians so decide. (Education Code 35183)

The Superintendent or designee shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms.

**~~Adoption of School Site Voluntary School Uniform Programs~~**

~~Schools may adopt voluntary school uniform programs upon a decision of the principal in consultation with parent leaders, school faculty, and student representatives.~~

~~If a school elects to institute a voluntary program of school uniforms, the specific wardrobe garments shall be determined by the principal, staff, with reasonable input from the students, and parents/guardians of the individual school. The standardized wardrobe shall include a selection of clothing appropriate for the students' age, expected weather conditions, and anticipated school activities. Students may choose from this selection on a day-to-day basis.~~

~~All school athletic or other cocurricular uniforms shall be considered part of the school uniform.~~

~~Each school shall communicate to parents specific information regarding the voluntary school uniform.~~

- ~~1. ——— Types and colors of school wardrobe.~~
- ~~2. ——— Requirements for jackets/outer garments.~~
- ~~3. ——— Optional articles of attire.~~
- ~~4. ——— Methods to recycle clothes within the school community.~~
- ~~——— 5. ——— Notice of clothes sales and lists of competitive prices from vendors of standardized wardrobe articles.~~

**~~Adoption of Elementary School Site Mandatory School Uniform Programs~~**

**DRESS AND GROOMING** (continued)

~~The Elementary School Site Council (SSC) or school discipline committee of each elementary school shall be responsible for initiating the process of considering a mandatory school uniform program. If the SSC supports the development of a mandatory school uniform program, and if the principal agrees, a parent election to decide whether or not to adopt such a requirement shall be conducted by the SSC in cooperation with the school parent group.~~

~~It is the responsibility of the principal to adequately communicate information to parents related to the consideration of a school uniform requirement, including:~~

- ~~1. 1. Reason for consideration of a school uniform requirement.~~
- ~~2. 2. Projected implementation time lines.~~
- ~~3. Compliance measures to be employed.~~
- ~~4. Types of sample standardized wardrobes under consideration.~~
- ~~5. Estimated clothing costs.~~

~~The means by which all information related to school uniforms is communicated to parents shall be in the form of a letter from the principal. In addition to providing general information about school uniforms, this letter will invite parents to one or more parent forums on the subject. These Communications ~~Communications to parents~~ vehicles may also be made and/or augmented by any of the following:~~

- ~~Mail, email or text broadcasts.~~
- ~~1. 1. School newsletters.~~
  - ~~2. 2. Parent or Parent Teacher Association or group meetings and newsletters.~~
  - ~~3. 3. Television, radio, and/or newspaper announcement.~~
  - ~~4. 4. Posters displayed at school and in the community.~~
  - ~~5. 5. Information sheets in school registration packets.~~

~~The parent election to decide whether to adopt a mandatory school uniform program shall take place over a two-day period, one of which shall be a Saturday. Elections may also be held in conjunction with parent conference weeks. Polls shall be available located on the school campus and/or the District Education Center, and/ or made electronically on the internet and supervised by objective~~

**DRESS AND GROOMING** (continued)

~~persons selected by the Superintendent or his designee. Provisions for absentee and/or mail-in balloting may be considered.~~

~~As an alternative to having parents vote at the school site or District office, an alternate proposal to allow mail-in ballots could be considered, subject to the submission of a plan to the Superintendent and the approval of the Superintendent or his/her designee.~~

~~Each family is afforded one vote per student enrolled in the school. The student's parents/guardians will be eligible to vote for each family.~~

~~Families of children who will matriculate out of the school considering the mandatory school uniform program will not be involved in the voting. Families of children not yet enrolled in the school will also not be involved in the voting.~~

~~Families representing 75% of the students in a school must vote in the parent election, and a 75% affirmative vote of votes cast must be achieved prior to implementing a mandatory elementary school uniform program.~~

**~~Implementation of Elementary Mandatory School Uniform Programs~~**

~~An elementary mandatory uniform requirement for school uniforms shall not be implemented without at least six months written notice to parents.~~

~~Information regarding the specific school uniforms shall be communicated to parents consistent with this Board Policy's requirements for parent information on voluntary school uniform programs, and shall include procedures/standards for seeking financial assistance.~~

~~Each school shall designate a staff member or school volunteer to help families in need of assistance in complying with school uniform requirements.~~

~~Each school shall follow the California Eligibility Scale for Free Meals in determining families in need of financial assistance.~~

~~Each school will work with staff, parents, community and business partners to identify resources for assisting needy families with the requirements. General Fund monies will not be expended to purchase uniforms.~~

**~~Compliance with Mandatory School Uniform Programs~~**

~~Students whose parents choose not to have them comply with mandatory school uniform requirements where the community has indicated seventy five percent or greater approval of the~~

**DRESS AND GROOMING** (continued)

~~program will have the opportunity to transfer their children to another school within the CUSDistrict where school uniform requirements have not been adopted. The District will not be obligated, but will use good faith efforts, to accommodate such transfer requests.~~

~~(cf. 5118—Intradistrict and Interdistrict Transfer Agreement)~~

~~Each participating school shall communicate with parents so the rationale, expectations, and benefits of the requirement will be fully understood by students and parents.~~

~~Each participating school shall develop compliance measures for implementing school uniform requirements, including incentives and positive reinforcement measures to encourage compliance with the school uniform requirements.~~

~~No student will be considered noncompliant with school uniform requirements when the student wears the uniform of a nationally recognized youth organization, such as the Boy Scouts or the Girl Scouts on regular meeting days, or wears the uniform of a school-sponsored team or recognized school-sponsored group on days where such uniforms are appropriately worn.~~

~~If necessary, disciplinary action may be taken to encourage compliance with the school uniform requirements. However, each school should strive to achieve full compliance through use of incentives and positive reinforcement measures, and should resort to negative sanctions only after all positive measures fail to ensure compliance.~~

~~Prior to initiating any disciplinary action against a student not complying with school uniform requirements, a conference with the parents/guardians and a school administrator must be held to determine the reason for noncompliance and to solicit parental support and cooperation.~~

~~Disciplinary action shall be initiated only after all other means to secure support and cooperation have failed. A "progressive discipline" approach is to be employed by school staff so as to encourage full and consistent compliance. In the event positive incentives and disciplinary actions fail to bring about compliance with the mandatory school uniform requirement, an involuntary transfer to another CUSDistrict school where such a requirement has not been adopted may be implemented.~~

~~(cf. 5152—Involuntary Transfer)~~

**Evaluation of Mandatory Standardized School Attire Requirements**

~~Any school which adopts a mandatory school uniform requirement shall evaluate the program at the end of each school year for the first three years. Thereafter, the evaluation of the uniform program may be included in the school's regular review process.~~

**DRESS AND GROOMING** (continued)

*Legal Reference:*

**EDUCATION CODE**

48907 *Student exercise of free expression*

49066 *Grades; effect of physical education class apparel*

35183 *Mandatory School Uniforms*

35183.5 *Sun-Protective Clothing*

**CODE OF REGULATIONS, TITLE 5**

302 *Pupils to be neat and clean on entering school*

**CASES**

*Hartzell v. Connell* (1984) 35 Cal. 3d 899

*Arcadia Unified School District v. State Department of Education,*

*Pinard v. Clatskanie Sch. Dist.* 6J (9th Cir. 2006) 467 F.3d 755.

*92 Daily Journal, D.A.R.* 3578

Policy

adopted: February 27, 1995

revised: September 8, 2004

revised: January 10, 2005

**CAPISTRANO UNIFIED SCHOOL DISTRICT**

San Juan Capistrano, California

**DRESS AND GROOMING**

The Board of Trustees believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Student dress choices should respect the District's intent to sustain a community that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). The school District is responsible for ensuring that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization, shaming, or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, or religion.

Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised. A student who violates these standards may be subject to appropriate disciplinary action.

**Gang-Related Apparel**

The principal, staff and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a dress code may be included as part of the school discipline plan.

**Uniforms**

In order to promote student safety and discourage theft, peer rivalry and/or gang activity, the principal, staff and parents/guardians at a school may establish a reasonable dress code requiring students to wear uniforms. Such a dress code may be included as part of the school discipline plan.

If a school's plan to require uniforms is adopted, the Superintendent or designee shall establish procedures whereby parents/guardians may choose to have their children exempted from the school uniform policy. Students shall not be penalized academically, otherwise discriminated against or denied attendance to school if their parents/guardians so decide.

The Superintendent or designee shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms.

*Legal Reference:***EDUCATION CODE**

35183 School dress codes; uniforms

32281 School safety plans

**Students**

BP 5142(b)

**DRESS AND GROOMING**

48907 Student exercise of free expression

49066 Grades; effect of physical education class apparel

CODE OF REGULATIONS, TITLE 5

302 Pupils to be neat and clean on entering school

Hartzell v. Connell (1984) 35 Cal. 3d 899

Arcadia Unified School District v. California Department of Education, (1992) 2 Cal. 4th 251

Marvin H. Jeglin et al v. San Jacinto Unified School District et al 827 F.Supp. 1459 (C.D. Cal. 1993)

Policy

adopted: February 27, 1995

revised: September 8, 2004

revised: January 10, 2005

**CAPISTRANO UNIFIED SCHOOL DISTRICT**

San Juan Capistrano, California



**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Joshua Hill, Assistant Superintendent, Curriculum and Instruction Secondary Education

Date: December 6, 2017

Board Item: Biotechnology College and Career Access Pathways Partnership Agreement with South Orange County Community College District

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**HISTORY**

In February 2012 the Board of Trustees approved the Biotechnology course which had been piloted at Dana Hills High School (DHHS), and since that time, DHHS students have benefitted from the course. Following the passage of Assembly Bill (AB) 288, *Holden. Public schools: College and Career Access Pathways partnerships*, DHHS students were able to receive college credit for taking Biotechnology. A College and Career Access Pathways agreement to implement biotechnology study at DHHS was drafted in Spring 2016 and approved by the District and South Orange County Community College District (SOCCCD) boards in Summer 2016. Recent data indicates that during Fall 2016, 46 DHHS students enrolled in BIOT 70. In Spring 2017, 44 students enrolled in BIOT 70L. In Summer 2017, 15 students enrolled in BIOT 273. Two DHHS students have earned the Biotechnology Lab Assistant Certificate of Achievement and 5 have applied to earn the certificate. Their applications are currently under evaluation by the college.

**BACKGROUND INFORMATION**

On January 1, 2016 AB 288 (*Holden*) was enacted, defining “dual enrollment” for the first time and allowing College and Career Access Pathways partnerships to form. The SOCCCD’s partnership with the District’s College and Career Access Pathways partnership arose out of the Orange County Curriculum Alignment Team for Biotechnology, a joint effort of the Senate Bill 1070, *Steinberg. Career Technical Education Pathways Program*, and Orange County Pathways grants through the Orange County Department of Education. During Fall 2015 Professor Emalee Mackenzie, Irvine Valley College and instructor Kristine Clarke, DHHS, were among the Orange County educators participating in the Biotechnology alignment sessions, a collaboration that gave birth to the partnership between our school districts. During mandatory state reporting on College and Career Access Pathways agreements, Irvine Valley College discovered that there had been no mandatory first reading of the College and Career Access Pathways by the District Board prior to approval. Therefore, a cure and correct is requested in the form of a public hearing followed by a second reading and re-approval/vote on the current College and Career Access Pathways partnership agreement. Trustees are being asked to provide a public hearing and reapprove the agreement with SOCCCD that was approved during the 2016-2017 school

year without any changes being made to it. This will address the technicality of not having a public hearing during the 2016-2017 school year prior to approving the agreement during the 2016-2017 school year. Please note that some information such as the names of employees involved in creating and implementing the agreement and the dates when certain aspects of the agreement were completed in the agreement may be currently outdated due to staff leaving the District or the agreement being approved at the May 25, 2016 Board meeting. These discrepancies do not need to be changed or altered to complete this technical cure and correct step.

### **CURRENT CONSIDERATIONS**

Approval of the Biotechnology College and Career Access Pathways Partnership Agreement with SOCCCD will enable DHHS students who take Biotechnology to receive college credit for the course and qualify to apply to receive the Biotechnology Lab Assistant Certificate of Achievement at Irvine Valley College.

The Board held a public hearing on this item on November 8, 2017.

### **FINANCIAL IMPLICATIONS**

None

### **STAFF RECOMMENDATION**

It is recommended the Board President recognize Susan Holliday, Associate Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the Biotechnology College and Career Access Pathways Partnership Agreement with the South Orange County Community College District, 2016-2018.

**PREPARED BY:** Joshua Hill, Assistant Superintendent, Curriculum and Instruction, Secondary Education

**APPROVED BY:** Susan Holliday, Associate Superintendent, Education Services

**DUAL ENROLLMENT  
BIOTECHNOLOGY COLLEGE & CAREER ACCESS PATHWAYS  
PARTNERSHIP AGREEMENT  
2016-2018**

This is a Biotechnology College and Career Access Pathways Partnership Agreement (CCAP) hereinafter known as "Agreement" between South Orange County Community College District (SOCCCD) and Capistrano Unified School District (CUSD)

For clarity this document recites in italicized font, the verbatim language from Education Code Section 76004.

*76004. Notwithstanding Section 76001 or any other law:*

*(a) The governing board of a community college district may enter into a College and Career Access Pathways (CCAP) partnership with the governing board of a school district for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.*

*(b) A participating community college district may enter into a CCAP partnership with a school district partner that is governed by a CCAP partnership agreement approved by the governing boards of both districts. As a condition of, and before adopting, a CCAP partnership agreement, the governing board of each district, at an open public meeting of that board, shall present the dual enrollment partnership agreement as an informational item. The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement.*

**SOCCCD District Board Meetings:**

- (a) Information Board Meeting Date: June 27, 2016
- (b) Public Comment/Approval Board Meeting Date: July 18, 2016

**CUSD Board Meetings:**

- (a) Information Board Meeting Date: June 22, 2016
- (b) Public Comment/Approval Board Meeting Date: July 20, 2016

*(c)(1) The CCAP partnership agreement shall outline the terms of the CCAP partnership and shall include, but not necessarily be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP partnership agreement shall also establish protocols for information sharing, in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses.*

- (a) Total number of high school students to be served: 40-80 per semester per course.
- (b) Total number of FTES projected to be claimed under this Agreement: 9-12 per semester (based on 40 students).
- (c) Scope, nature, time, location and listing of community college courses to be offered (including student learning support courses) will be appended to this document each semester during the term of this Agreement and shall be known as Appendix A. Appendix A shall accompany the original submission of this document to the Chancellor's Office and shall subsequently be submitted per Chancellor's Office instructions.

*(c)(2) The CCAP partnership agreement shall identify a point of contact for the participating community college district and school district partner.*

**SOCCCD (Irvine Valley College) Point of Contact:**

**Name: Traci Fahimi, Dean, Social and Behavioral Sciences, Academic Programs, tfahimi@ivc.edu. (949) 451-5204.**

**CUSD/Dana Hills High School Point of Contact:**

**Name: Marc B. Patterson, Executive Director of Secondary Curriculum & Instruction, (949) 234-9261, MBPATTERSON@capousd.org.**

*(c)(3) A copy of the CCAP partnership agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department before the start of the CCAP partnership. The chancellor may void any CCAP partnership agreement it determines has not complied with the intent of the requirements of this section.*

**Date of CCAP submission to the Chancellor's Office: August 15, 2016.**

**By Whom: Traci Fahimi, Dean, Social and Behavioral Sciences, Academic Programs, Irvine Valley College**

*(d) A community college district participating in a CCAP partnership shall not provide physical education course opportunities to high school pupils pursuant to this section or any other course opportunities that do not assist in the attainment of at least one of the goals listed in subdivision (a).*

*(e) A community college district shall not enter into a CCAP partnership with a school district within the service area of another community college district, except where an agreement exists, or is established, between those community college districts authorizing that CCAP partnership.*

*(f) A high school pupil enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011.*

**SOCCCD (Irvine Valley College) agrees to abide by sections (d), (e), and (f) above.**

*(g) A community college district participating in a CCAP partnership may assign priority for enrollment and course registration to a pupil seeking to enroll in a community college course that is required for the pupil's CCAP partnership program that is equivalent to the priority assigned to a pupil attending a middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001.*

*(h) The CCAP partnership agreement shall certify that any community college instructor teaching a course on a high school campus has not been convicted of any sex offense as defined in Section 87010, or any controlled substance offense as defined in Section 87011.*

Under the terms of this Agreement, any community college instructor teaching at a high school campus must submit to a live scan fingerprint analysis which will be kept on file at the South Orange County Community College Community College District and the Capistrano Unified School District.

*(i) The CCAP partnership agreement shall certify that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus.*

SOCCCD (Irvine Valley College) and CUSD/Dana Hills High School hereby certify that no existing high school teachers will be displaced or terminated as a result of CCAP partnership courses being taught on the high school campus.

*(j) The CCAP partnership agreement shall certify that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus.*

SOCCCD (Irvine Valley College) and CUSD/Dana Hills High School hereby certify that no Irvine Valley College faculty members have been displaced or terminated as a result of CCAP partnership courses being taught on the high school campus.

*(k) The CCAP partnership agreement shall include a certification by the participating community college district of all of the following:*

*(k)(1) A community college course offered for college credit at the partnering high school campus does not reduce access to the same course offered at the partnering community college campus.*

SOCCCD (Irvine Valley College) hereby certifies that the courses listed in Appendix A of this Agreement do not reduce access to the same courses offered at Irvine Valley College.

*(k)(2) A community college course that is oversubscribed or has a waiting list shall not be offered in the CCAP partnership.*

SOCCCD (Irvine Valley College) hereby certifies that college departments offering the

courses listed in Appendix A of this Agreement do not have oversubscribed sections prior to commencement of the semester.

*(k)(3) Participation in a CCAP partnership is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP partnership will not lead to enrollment displacement of otherwise eligible adults in the community college.*

SOCCCD (Irvine Valley College) hereby certifies that pupils participating in this Agreement will not lead to enrollment displacement of otherwise eligible students at Irvine Valley College.

*(l) The CCAP partnership agreement shall certify that both the school district and community college district partners comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP partnership course offered for high school credit.*

CUSD/Dana Hills High School and SOCCCD (Irvine Valley College) hereby certify that this Agreement complies with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching courses listed in Appendix A of this document.

Further, SOCCCD (Irvine Valley College) hereby certifies that all instructors teaching courses listed in Appendix A of this Agreement have met Minimum Qualifications prescribed according to the document "Minimum Qualifications for Faculty and Administrators in California Community Colleges" dated January 2012.

*(m) The CCAP partnership agreement shall specify both of the following:  
(m)(1) Which participating district will be the employer of record for purposes of assignment monitoring and reporting to the county office of education.*

Capistrano Unified School District will be the employer of record for all teachers paid by CUSD participating in this Agreement.

SOCCCD will be the employer of record for all faculty paid by SOCCCD teaching at the high schools listed in this Agreement.

*(m)(2) Which participating district will assume reporting responsibilities pursuant to applicable federal teacher quality mandates.*

Capistrano Unified School District will assume reporting responsibilities pursuant to applicable federal teacher quality mandates.

SOCCCD (Irvine Valley College) will direct the respective college departments to conduct evaluation of all faculty teaching under this Agreement according to the regular college faculty evaluation guidelines and timelines.

*(n) The CCAP partnership agreement shall certify that any remedial course taught by community college faculty at a partnering high school campus shall be*

*offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering school district, and shall involve a collaborative effort between high school and community college faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation.*

CUSD/Dana Hills High School and SOCCCD (Irvine Valley College) hereby certify that none of the courses taught under this agreement are remedial.

*(o)(1) A community college district may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP partnership agreement.*

*(o)(2) For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus pursuant to paragraph (1) of subdivision (p) shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils.*

SOCCCD (Irvine Valley College) hereby agrees to the conditions specified above in subsections (o)(1) and (o)(2).

*(p) A community college district may allow a special part-time student participating in a CCAP partnership agreement established pursuant to this article to enroll in up to a maximum of 15 units per term if all of the following circumstances are satisfied:*

*(1) The units constitute no more than four community college courses per term.*

*(2) The units are part of an academic program that is part of a CCAP partnership agreement established pursuant to this article.*

*(3) The units are part of an academic program that is designed to award students both a high school diploma and an associate degree or a certificate or credential.*

SOCCCD (Irvine Valley College) hereby agrees to the conditions specified above in subsections (p), (1), (2), and (3). SOCCCD (Irvine Valley College) agrees to restrict college course enrollment to pupils affected pursuant to this Agreement to no more than two college courses during the regular high school day. Pursuant to subsection (p) above, pupils under this Agreement could take up to 15 units or a maximum of four college courses per term, but the other two community college courses must occur either in zero period, after school, at the community college campus, or online.

*(q) The governing board of a community college district participating in a CCAP partnership agreement established pursuant to this article shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.*

SOCCCD (Irvine Valley College) hereby agrees to the conditions specified above in subsections (q).

*(r) A district shall not receive a state allowance or apportionment for an*



*instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment.*

CUSD/Dana Hills High School and SOCCCD (Irvine Valley College) agree that the District shall claim full Average Daily Attendance (ADA) per pupil for at least 240 minutes of non-college instruction.

*(s) The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity.*

*(t) (1) For each CCAP partnership agreement entered into pursuant to this section, the affected community college district and school district shall report annually to the office of the Chancellor of the California Community Colleges all of the following information:*

*(A) The total number of high school pupils by school site enrolled in each CCAP partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws.*

*(B) The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants.*

*(C) The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants.*

*(D) The total number of full-time equivalent students generated by CCAP partnership community college district participants.*

SOCCCD (Irvine Valley College) and CUSD/Dana Hills High School agree to annually report to the office of Chancellor of the California Community College sections A through D above.

*(2) On or before January 1, 2021, the chancellor shall prepare a summary report that includes an evaluation of the CCAP partnerships, an assessment of trends in the growth of special admits system wide and by campus, and, based upon the data collected pursuant to this section, recommendations for program improvements, including, but not necessarily limited to, both of the following:*

*(A) Any recommended changes to the statewide cap on special admit full-time equivalent students to ensure that adults are not being displaced.*

*(B) Any recommendation concerning the need for additional student assistance or academic resources to ensure the overall success of the CCAP partnerships.*

*(3) The chancellor shall ensure that the number of full-time equivalent students generated by CCAP partnerships is reported pursuant to the reporting requirements in Section 76002.*

*(u) The annual report required by subdivision (t) shall also be transmitted to all of the following:*

*(1) The Legislature, in compliance with Section 9795 of the Government Code.*

*(2) The Director of Finance.*

*(3) The Superintendent.*

*(v) A community college district that violates this article, including, but not necessarily limited to, any restriction imposed by the board of governors pursuant*



*to this article, shall be subject to the same penalty as may be imposed pursuant to subdivision (d) of Section 78032.*

*(w) The statewide number of full-time equivalent students claimed as special admits shall not exceed 10 percent of the total number of full-time equivalent students claimed statewide.*

*(x) Nothing in this section is intended to affect a dual enrollment partnership agreement existing on the effective date of this section under which an early college high school, a middle college high school, or California Career Pathways Trust existing on the effective date of this section is operated. An early college high school, middle college high school, or California Career Pathways Trust partnership agreement existing on the effective date of this section shall not operate as a CCAP partnership unless it complies with the provisions of this section.*

*(y) This section shall remain in effect only until January 1, 2022, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2022, deletes or extends that date.*

In compliance of AB 288, assessment of the DHHS students' benefit from the courses taken as part of the Biotechnology CCAP will be based on, in part, high school completion rate, job placement or certificate completion and continuance of college courses beyond CCAP.

#### EXIT CLAUSE

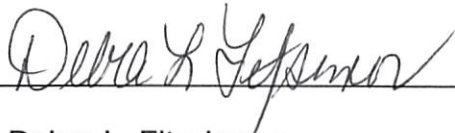
For purposes of allowances and apportionments from Section B of the State School Fund, Irvine Valley College reserves the right to cancel this program or convert a CCAP pathway into a fee-based contract education program if the South Orange County Community College District experiences a workload reduction, a significant budget reduction, a regulatory change disallowing apportionment for special admissions (high school) students, or elimination of basic aid funding of the South Orange County Community College District. Irvine Valley College will communicate to CUSD any necessary change in writing within 5 working days. A change to fee-based instruction would be effective for the following semester.

CUSD reserves the right to cancel this program or work with Irvine Valley College to move it to another site if CUSD experiences a significant budget reduction, staffing issues, facilities issues, low enrollment or other unforeseen difficulties. CUSD will communicate any necessary change to Irvine Valley College in writing within 5 working days prior to the cancellation going into effect.

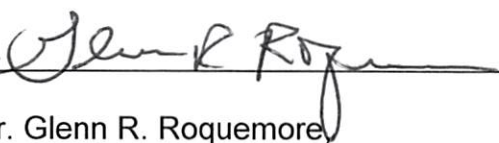
#### HOLD HARMLESS CLAUSE

SOCCCD agrees to defend, indemnify, and hold harmless CUSD, and CUSD's trustees, employees, and agents, for any liability, loss, damage, or expense in any way connected with this Agreement which is caused by the negligence or other wrongdoing of SOCCCD or its trustees, employees, or agents. CUSD agrees to defend, indemnify, and hold harmless SOCCCD, and SOCCCD's trustees, employees, and agents, for any liability, loss, damage, or expense in any way connected with this Agreement which is caused by the negligence or other wrongdoing of CUSD or its trustees, employees, or agents.


In witness thereof, the Chancellor of the South Orange County Community College District, the President of Irvine Valley College, and the Superintendent of the Capistrano Unified School District are the signatories of this Memorandum of Understanding.


  
\_\_\_\_\_  
Dr. Debra L. Fitzsimons,  
Acting Chancellor  
South Orange County Community College District

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Dr. Glenn R. Roquemore,  
President,  
Irvine Valley College

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Kirsten Vital  
Superintendent,  
Capistrano Unified School

  
\_\_\_\_\_  
Date

## APPENDIX A

Scope, nature, time, location and listing of community college courses to be offered:

### SCOPE:

Approximately 100 hours of classroom lecture and laboratory college-level instruction in biotechnology.

### NATURE OF THE COURSES:

Career Technical Education and College and Career Access Pathways partnership courses in biotechnology offered by Irvine Valley College. Offerings are open to students of Dana Hills High School exclusively and are in full compliance with AB 288.

### TIME AND LOCATION:

Scheduling for BIOT 70 (Fall 2016) and BIOT 70L (Spring 2017) on the Dana Hills High School Campus will be during the regular bell schedule. (NOTE: BIOT 273 has been requested to be offered in Summer 2017.)

- First section meets 3 times a week. On Mondays it meets for one hour and then on Tuesday and Thursday it meets for 1 hour and 40 minutes.
- Second section meets 4 times a week for 65 minutes.
- Supplemental Instruction support course (TU 301) meets as needed.

### COURSE DESCRIPTIONS (LISTING):

#### BIOT 70: Catalog Description:

Biotechnology is the use of microorganisms or biological substances, such as enzymes, to solve problems, develop or make useful products, perform specific industrial or manufacturing processes such as the bio-conversion of organic waste and the use of genetically altered bacteria in the cleanup of oil spills. This course is an introduction to the field of biotechnology including a history of its origin and development, a survey of modern industrial applications and accomplishments, ethical considerations, and career paths. Industry practices and ethics will be emphasized. Field trips may be required.

#### BIOT 70L: Catalog Description:

This laboratory course addresses basic skills and techniques common to the biotechnology industry. Topics include measurement of activity and quantity of proteins, growth and manipulation of bacteria, genetic engineering and antibody methods. This course is intended for students majoring in applied biotechnology and is the recommended course to accompany BIOT 70.

This course is being offered by Irvine Valley College at the request of the Capistrano Unified School District. Email memoranda from CUSD Superintendent Kristen and M. Vital Mark B. Patterson, Executive Director of Secondary Curriculum & Instruction, Capistrano Unified School District, confirms the nature of the requested career pathways dual enrollment curriculum:

**From:** Patterson, Marc B. [mailto:MBPATTERSON@capousd.org]  
**Sent:** Wednesday, April 20, 2016 1:23 PM  
**To:** Craig Justice <cjustice@ivc.edu>; Allemann, Jason J. <JJAllemann@capousd.org>; Sabol, Amy M. <AMSABOL@capousd.org>  
**Subject:** Re: Bio Tech

Hello-

I just wanted to formally acknowledge that CUSD and Dana Hills would love to continue the work to build the biotech pathway with IVC. Dr. Allemann will be in contact.

Thank you for being so patient as we worked through this process.

Marc

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**From:** Vital, Kirsten M.  
**Sent:** Monday, March 28, 2016 5:35 PM  
**To:** Patterson, Marc B.  
**Cc:** Holliday, Susan E.; Allemann, Jason J.; Sabol, Amy M.; Romo, Patricia J.  
**Subject:** RE: Saddleback

Done. Please make the MOU with IVC.

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services

Date: December 6, 2017

Board Item: Bond Measure Consideration

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**HISTORY**

The District received significant community feedback during the Measure M process, which was a bond measure in November 2016 that did not receive voter approval. Previously, the District received voter approval in 1999 for a School Facility Improvement District (SFID) bond measure.

**BACKGROUND INFORMATION**

In response to community feedback, the District prepared Facilities Condition Assessments that evaluate just the current needs at existing school sites. This allows the District to address the most important needs first and can phase in additional needs over time.

**CURRENT CONSIDERATIONS**

A bond measure would help provide funding to address the needs reported in the Facilities Condition Assessments. In response to community feedback, the District may consider a smaller, more modest bond measure around a smaller, more focused community area. This would allow more local control and oversight and additional community areas can be phased in over time.

**FINANCIAL IMPLICATIONS**

There is no financial implication at this time. If the Board decides to move forward with a bond measure, it will generate funds for school facilities.

**DATA**

The Facilities Condition Assessments estimated the total cost of facilities needs across all schools to be \$382 million.

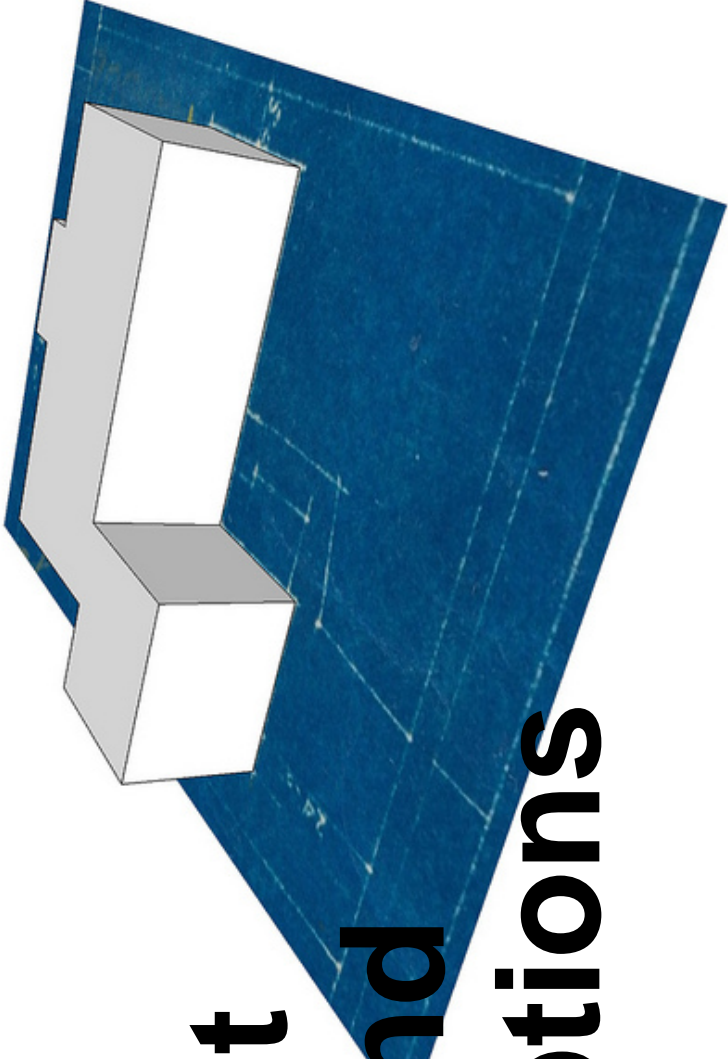
**STAFF RECOMMENDATION**

District staff recommends the Board of Trustees receive the information presentation. This is an information item only and no Board action is necessary.

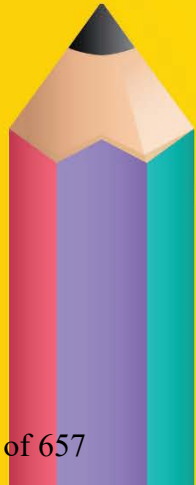
**PREPARED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services



# Facilities Conditions Assessment Overview and Funding Options



**Facilities and Funding Review  
December 6, 2017**





# Topics For Discussion

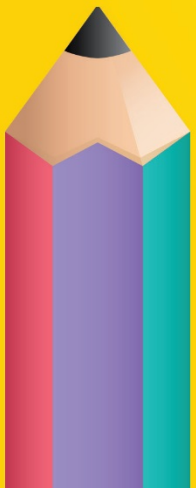
1. Facility Conditions Assessment
2. Facilities Conditions Assessment  
versus Master Plan
3. Funding Challenges
4. Funding Options





# What is a Facilities Conditions Assessment?





# Purpose & Outcome

## DEFINITION

A multi-disciplinary review of the various building systems of a facility or a group of facilities.

## PURPOSE

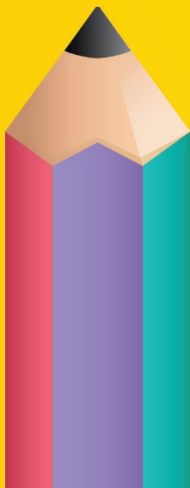
Provide a benchmark of the performance of the building and prioritize projects for maintenance, repair or renewal.

## OUTCOME

Enable the District to make informed decisions regarding risks and future investment in the asset.



The **facility condition index (FCI)** is used in **facilities** management to provide a benchmark to compare the relative **condition** of a group of **facilities**. The FCI is primarily used to support asset management initiatives.



# Facility Condition Index (FCI)

## FACILITY CONDITION INDEX GRADE & IMPACT TO COMPONENT FAILURE RISK, RESIDENTS & STAFF

### Common Implications of FCI to Asset Portfolios

FCI Grade	Impact to Facilities & Components	Examples of Component Issues	User Complaints & Morale	Maintenance Personnel Impact
<b>Grade A: Good</b> (FCI 0 to 0.04)	Facilities will look clean and functional. Limited and manageable component and equipment failure may occur.	Repairs and replacement are more of an aesthetic or general nature, such as wall painting, carpet replacement, roof repair, window caulking.	User complaints will be low and manageable. User morale will be positive and evident.	Facilities personnel time will be devoted to regular scheduled maintenance.
<b>Grade B: Fair</b> (FCI 0.05 to 0.10)	Facilities are beginning to show signs of wear. More frequent component and equipment failure will occur.	Repairs and replacement of specific systems, i.e. boiler, window replacements, interior renovations.	User complaints will occur with higher level of frequency. User morale may be affected.	Facilities personnel time may at times be diverted from regular scheduled maintenance.
<b>Grade C: Poor</b> (FCI 0.11 to 0.30)	Facilities will look worn with apparent and increasing deterioration. Frequent component and equipment failure may occur. Occasional building shut down will occur.	Replacement of specific major systems required, such as heating and plumbing systems, complete interior renovations, building envelope restoration. Shut down may affect users (i.e. roof or pipe leakage)	User complaints will be high with increased level of frequency. Concern about negative user morale will be raised and become evident.	Facilities personnel time will likely be diverted from regular scheduled maintenance and forced to “reactive” mode.
<b>Grade D: Critical</b> (FCI Over 0.31)	Facilities will look worn with obvious deterioration. Equipment failure occurring frequently. Occasional building shut down will likely occur. Management risk is high. Health and safety issue figure prominently.	Replacement of multiple systems required (i.e. mechanical, electrical, architectural and structural). Building heating system failure. Evacuation of upper floor due to unaddressed roof leakage. Structural issues including envelope replacement.	User complaints will be very high with an unmanageable level of frequency. Lack of maintenance will affect user attitudes and morale.	Facilities personnel will not be able to provide regular scheduled maintenance due to high levels of “reactive” calls.

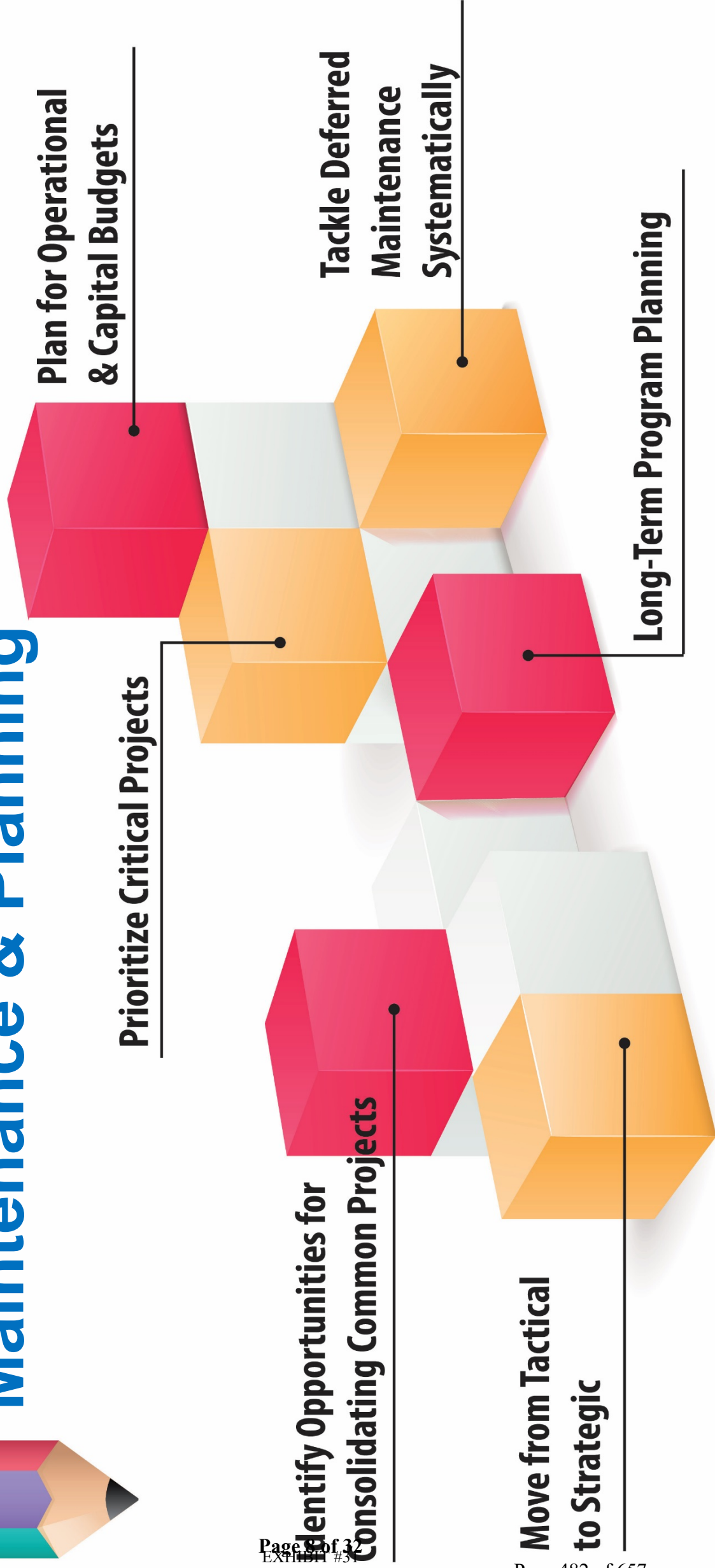




# Why Perform a Facilities Conditions Assessment?

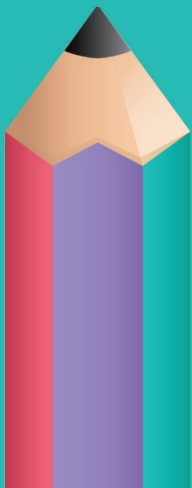


# Building Blocks of Facilities Maintenance & Planning









# Assessment Priority Definitions

Priority	Description	Explanation
1	Currently Critical	Conditions in this category require immediate action to: a) correct a cited safety hazard, b) stop accelerated deterioration, and/or c) return a facility to operation. The Escalation Factor in this category is 5%. Deficiencies in this category should be addressed in Year 1.
2	Potentially Critical	Conditions in this category, if not corrected expeditiously, will become critical within a year. Situations within this category include: a) intermittent operations, b) rapid deterioration, and c) potential life safety hazards. The Escalation Factor in this category is 10%. Deficiencies in this category should be addressed in Year 2.
3	Necessary - Not yet Critical	Conditions in this category require appropriate attention to preclude predictable deterioration or potential downtime and the associated damage or higher costs if deferred further. Deficiencies in this category should be addressed in Year 3. The Escalation Factor in this category is 16%.
4	Recommended	Conditions in this category include items that represent a sensible improvement to existing conditions. These are not required for the most basic function of the facility. The Escalation Factor in this category is 25%. Deficiencies in this category should be addressed in Years 4 and 5.
5	Deferred	Conditions in this category include finishes that have deteriorated and are required to maintain the required aesthetic standards. Deficiencies in this category should be addressed after Year 5.

**Priority 6:** New facility needs including systems (HVAC, technology, etc) and new buildings per CDE Standards, replace portables, 21<sup>st</sup> century learning facilities, etc. theaters and sports facilities



# Facilities Conditions Assessment versus Master Plan



Facilities  
Conditions  
Assessment



Education  
Master Plan



Facilities  
Master Plan

A **comprehensive inventory of all the facilities** in the District. Conducting a facility condition assessment provides detailed information about all the current building deficiencies.

The plan **guides institutional and program development.** The goals established in the education master plan assist the District in advancing student achievement, transforming infrastructure, and providing innovation opportunities for all.

A **Facilities Master Plan** is an ongoing process that results in the creation of an evolving document **incorporating both** the existing building and infrastructure needs in the **Facilities Conditions Assessment** along with the academic needs outlined in the **Education Master Plan.**

Existing Facility  
Needs



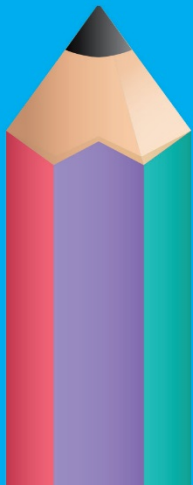
New Buildings  
or Systems



Total Needs

# Facility Assessment versus Master Plan - San Clemente High School Example





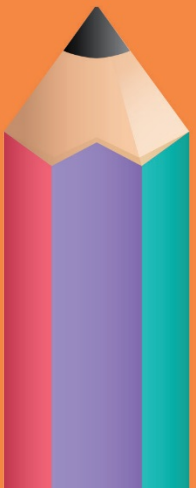
# Overview of Assessment

## Master Plan Items

San Clemente High School				
Capital Renewal Costs by Priority				
Priority 1 5% Escalation	Priority 2 10% Escalation	Priority 3 16% Escalation	Priority 4 25% Escalation	Priority 5
				Total
\$9,492,700	\$6,211,100	\$2,698,300	\$3,729,600	\$24,331,000
39.01%	25.53%	11.09%	15.33%	100.00%
<b>Capital Renewal Cost:</b>		<b>\$22,198,000</b>		FCI: <b>0.108</b>
Replacement Cost:		<b>\$205,273,000</b>		Condition Score: <b>B</b>
Replacement Cost/SF:		<b>\$820</b>		Condition Rating: <b>FAIR</b>

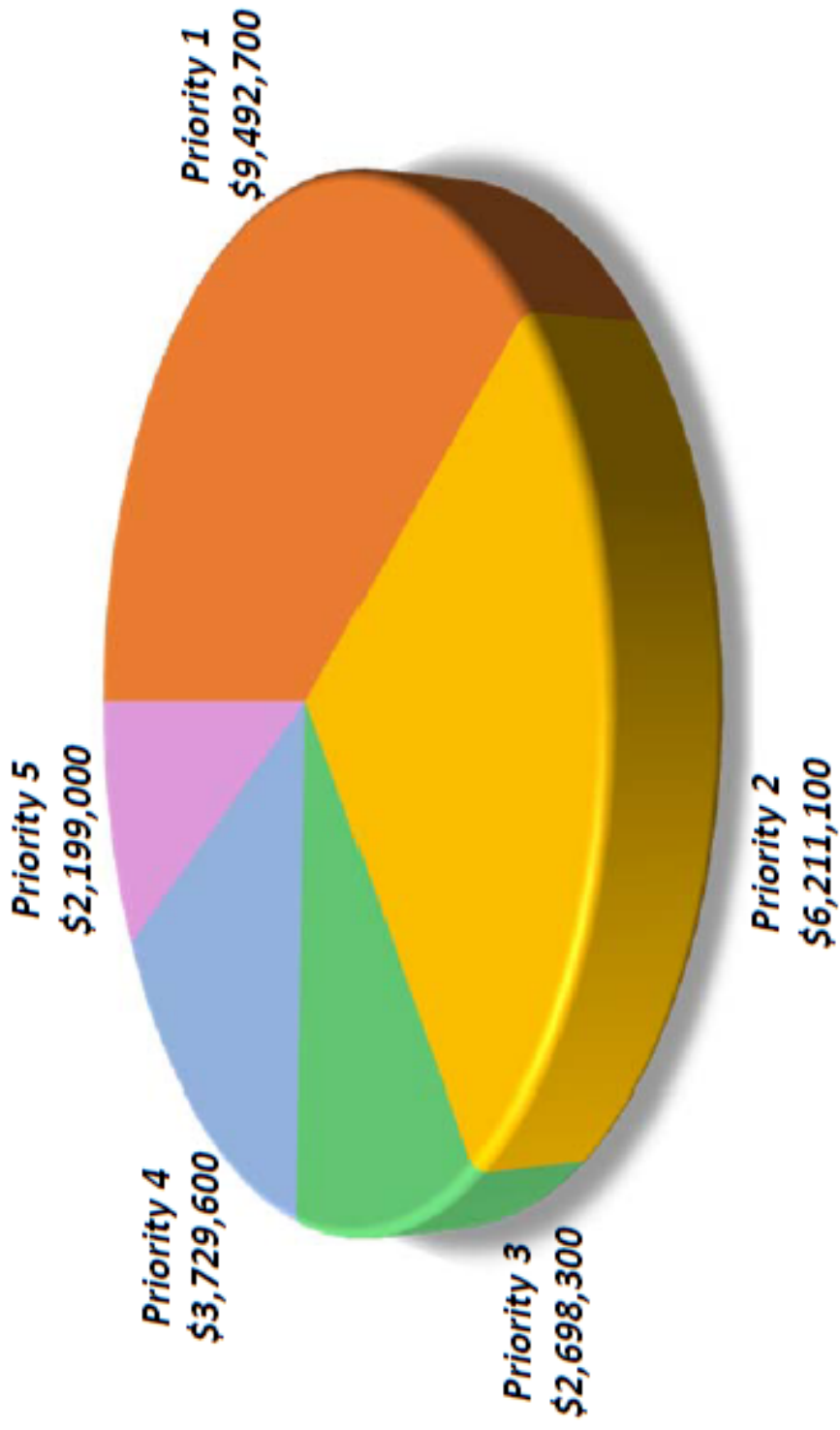
**Priority 6**  
New facility needs, CDE Standards, replace portables, 21<sup>st</sup> century learning facilities, theaters, sports facilities.

Estimated up to **\$77 million**

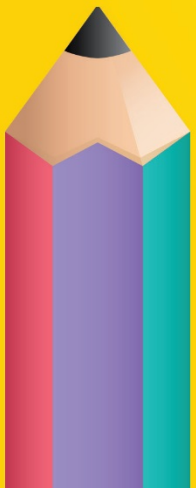


# Overview of Assessment

**CAPITAL RENEWAL COSTS BY PRIORITY CHART**





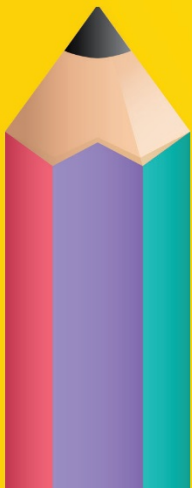


# Assessment Key Findings



- Architectural Elements
  - Heaving Pavement – Tripping Hazards
  - Wood Rot at Canopies
  - Pool Equipment & Systems – Past End of Useful Life
  - Exterior Doors in Poor Condition -
- Mechanical Systems
  - Past End of Useful Life - Require replacement within 5 Years
- Electrical Systems
  - Switchboards – Past End of Useful Life
- Plumbing Systems
  - Piping – Requires replacement within 5 years
  - Equipment – Past End of Useful Life
- Fire Alarm System
  - Past End of Useful Life

# Facility Condition Assessment versus Facility Master Plan



Category 6 Items	~\$77 million	Estimated Cost
Modernize all classrooms		\$20 million
New Library/Media/Resource Center		\$7 million
New Student Services building		\$6 million
New/Expanded parking		\$1.75 million
Modernize Triton Center		\$2 million
New Performing Arts Center		\$17 million
New 50M pool, building, bleachers		\$5 million
New restrooms		\$350 thousand
Locker Room remodel/expansion		\$6 million
Modernize gymnasium		\$3 million
ADA upgrades		\$2 million
Kitchen expansion		\$1 million
Autoshop remodel/expansion		\$2 million
Digital Photo Lab/Dance room remodel		\$1 million
New main field bleachers/expansion		\$1.5 million
Fire truck access		\$350 thousand
New Team Room/Practice Fields/drainage		\$1.35 million



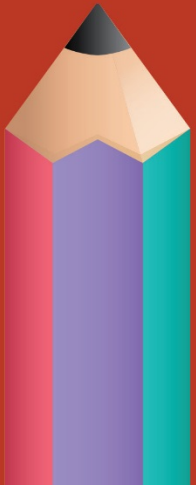
**Priority 6:** New facility needs including systems (HVAC, technology, etc), new buildings per CDE Standards, replacing portables, 21<sup>st</sup> century learning facilities, theater, sports facilities, etc.

1. New Student Services Building 500K
2. Expand Parking Lot 500K
3. New Restroom Facility 7 millions
4. Triton Center Modernization 17 millions
5. Staff Lounge Remodel 500K
6. Kitchen Expansion 2 millions
7. Auto Shop Remodel (Bays) 4 millions
8. Auto Shop Remodel (Classroom) 1 million
9. D 1 million
10. D 1 million
11. N 1 million
12. N 1 million
13. N 1 million
14. L 1 million
15. L 1 million
16. G 3 millions



# Facilities Funding Challenges

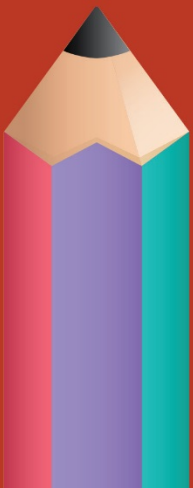
# Funding and Funding Opportunities



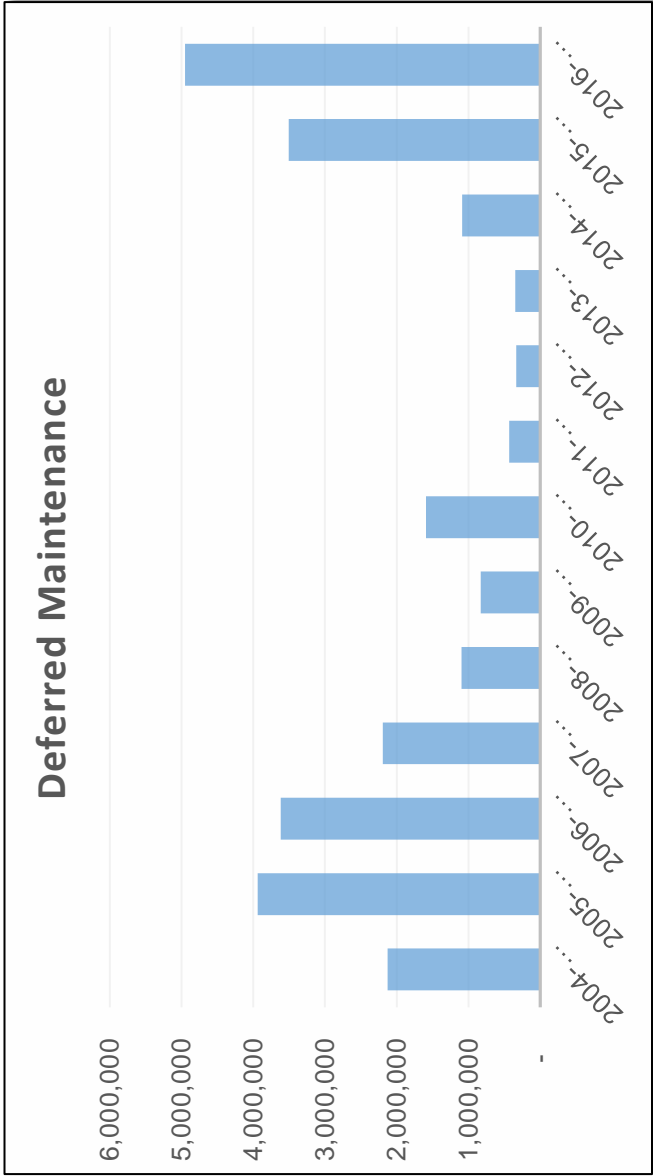
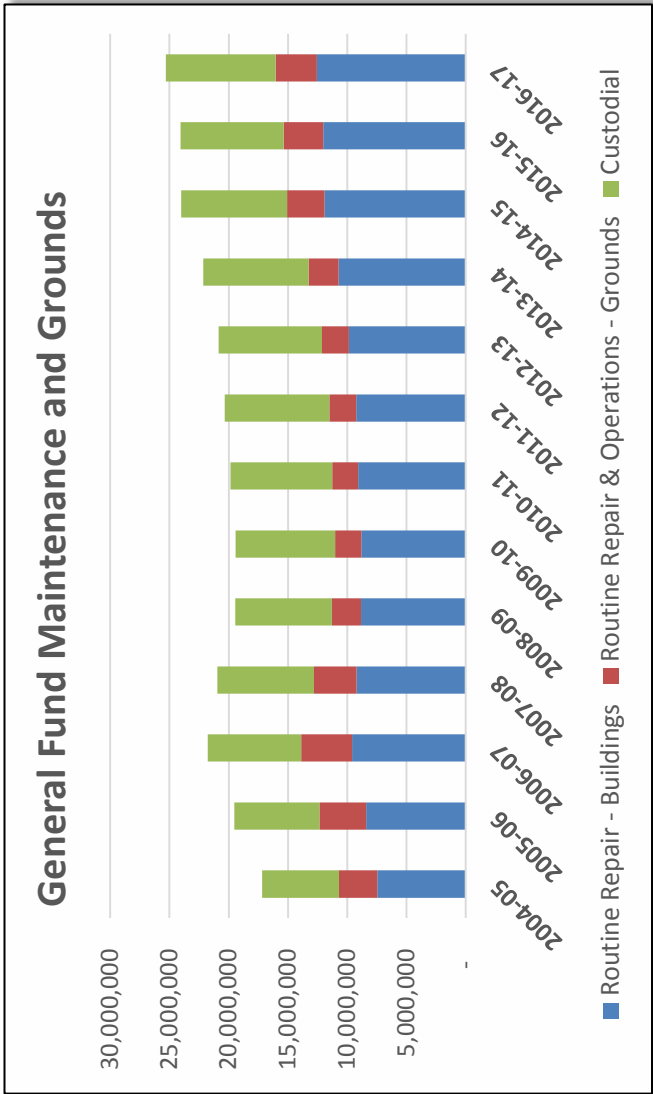
- How school districts fund significant facilities projects is often misunderstood
  - Yearly revenue is meant to provide for year-over-year operating expenses which includes a required 3%+ contribution to routine maintenance for all facilities.
  - The yearly revenue is also used to provide for Deferred Maintenance but as buildings age, their deferred maintenance needs begin to far exceed a district's ability keep up.



# School District Operating Funds



- Since the Great Recession, General and Deferred Maintenance now receive much higher contributions. However, aging buildings are increasingly more difficult to keep up with given our limited funding levels.



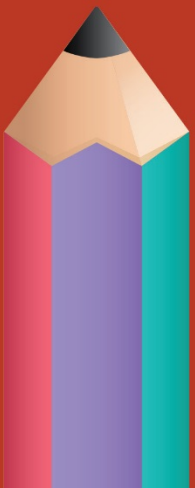
# Orange County Districts and LCFF

- With the Implementation of LCFF, Districts like CUSD have received far less funding.

Unified School Districts:	Unduplicated Pupil Percentage (UPP)	2016-2017 Funding Per ADA
Laguna Beach Unified School District	10.70%	\$ 16,836
Newport-Mesa Unified School District	45.67%	\$ 11,587
Santa Ana Unified School District	93.61%	\$ 10,350
Garden Grove Unified School District	74.95%	\$ 9,658
Orange Unified School District	49.09%	\$ 8,548
Tustin Unified School District	44.16%	\$ 8,331
Placentia-Yorba Linda Unified School District	37.12%	\$ 8,279
Saddleback Valley Unified School District	29.90%	\$ 8,260
Brea Olinda Unified School District	30.19%	\$ 8,251
Capistrano Unified School District	23.37%	\$ 8,087
Irvine Unified School District <sup>[1]</sup>	28.81%	\$ 8,045
Los Alamitos Unified School District <sup>[2]</sup>	15.34%	\$ 7,955

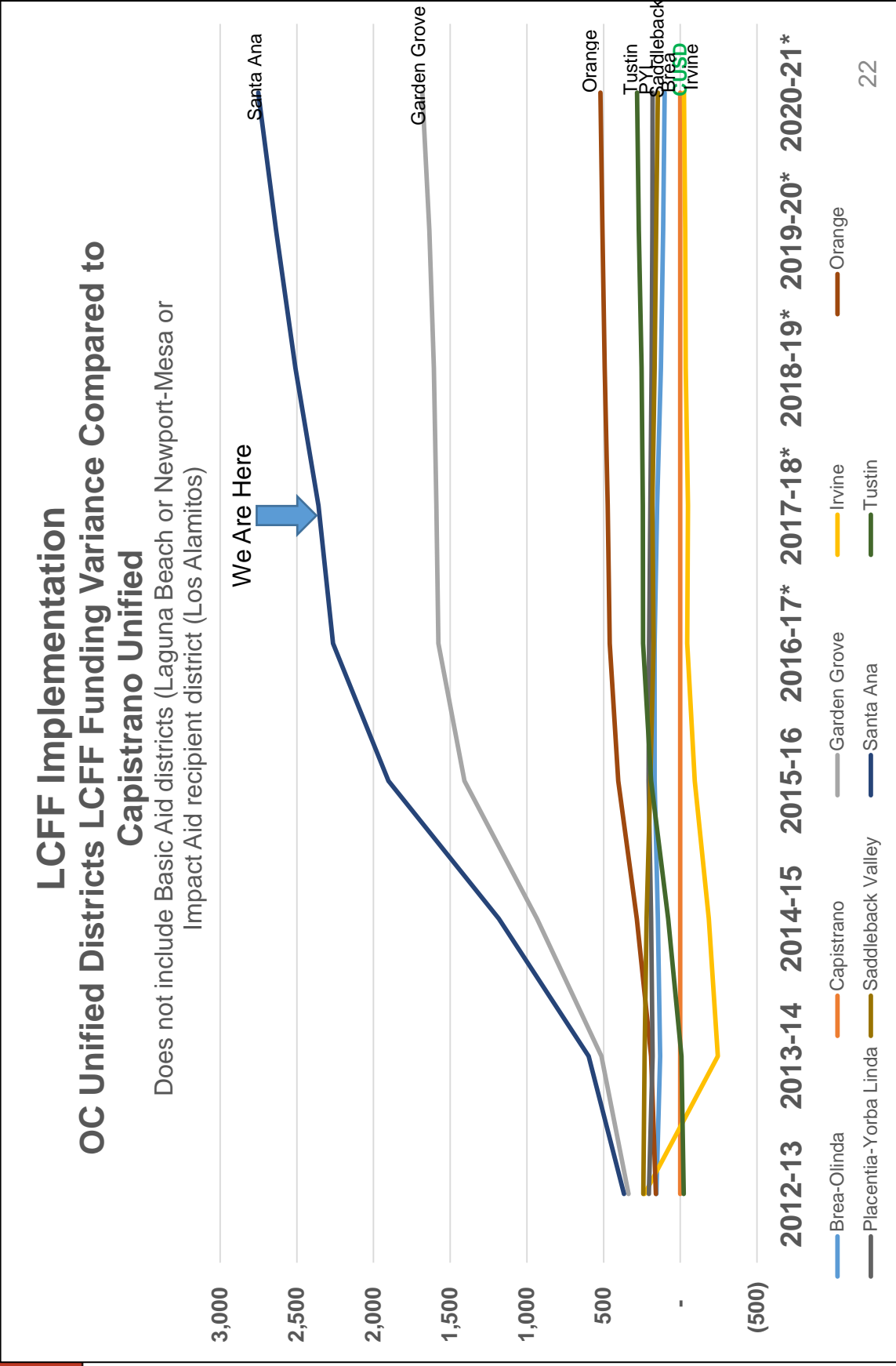
[1] Enrollment growing

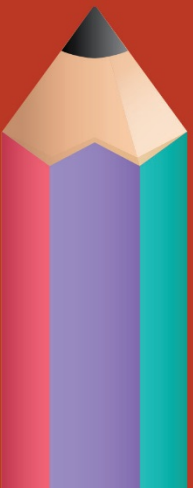
[2] Receives Federal Impact Aid



# LCFF Implementation

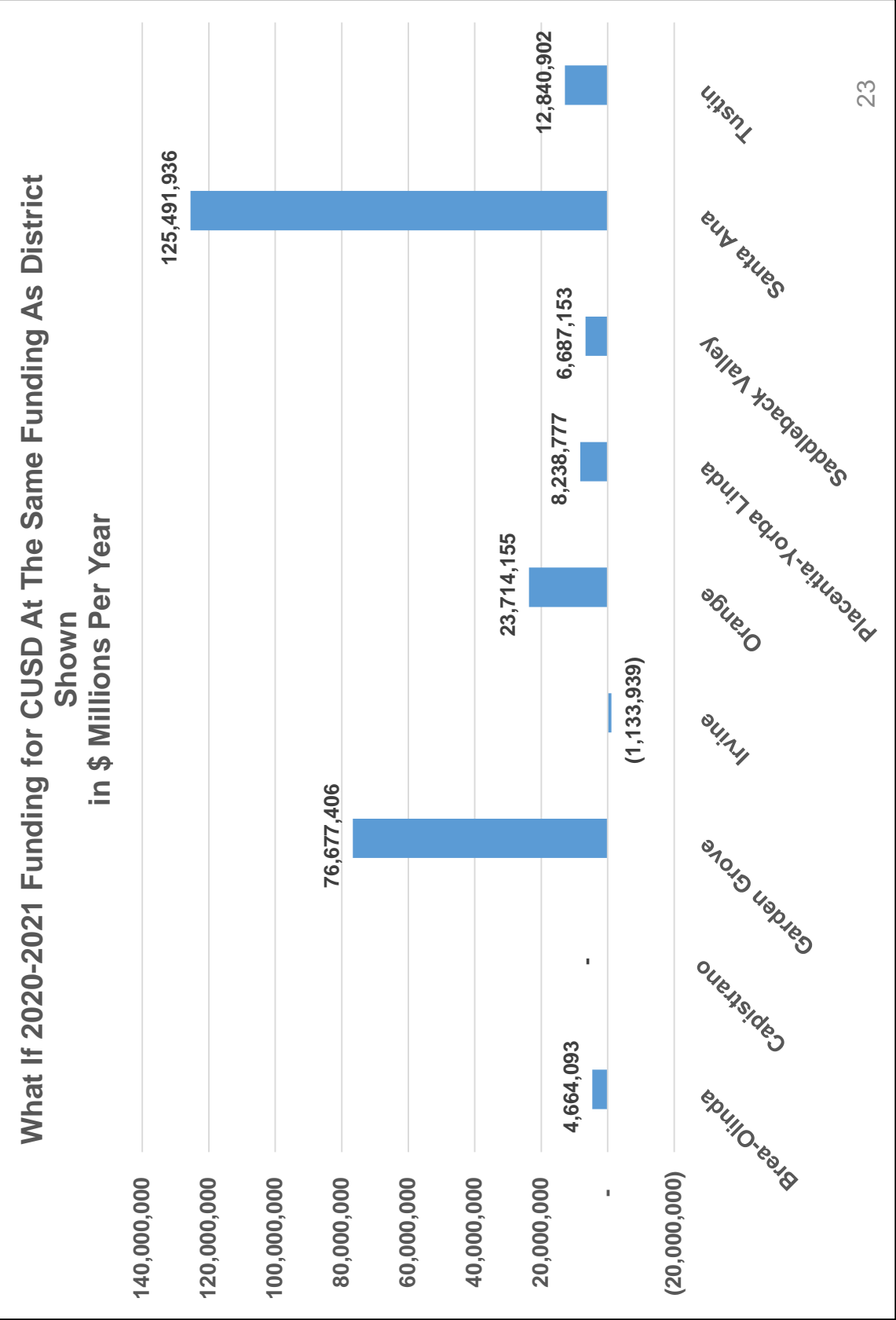
- With the Implementation of LCFF, Districts like CUSD have received far less funding and the funding gap grows to 20-21

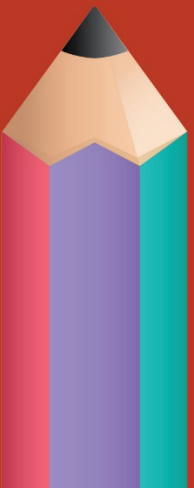




# Funding Variances

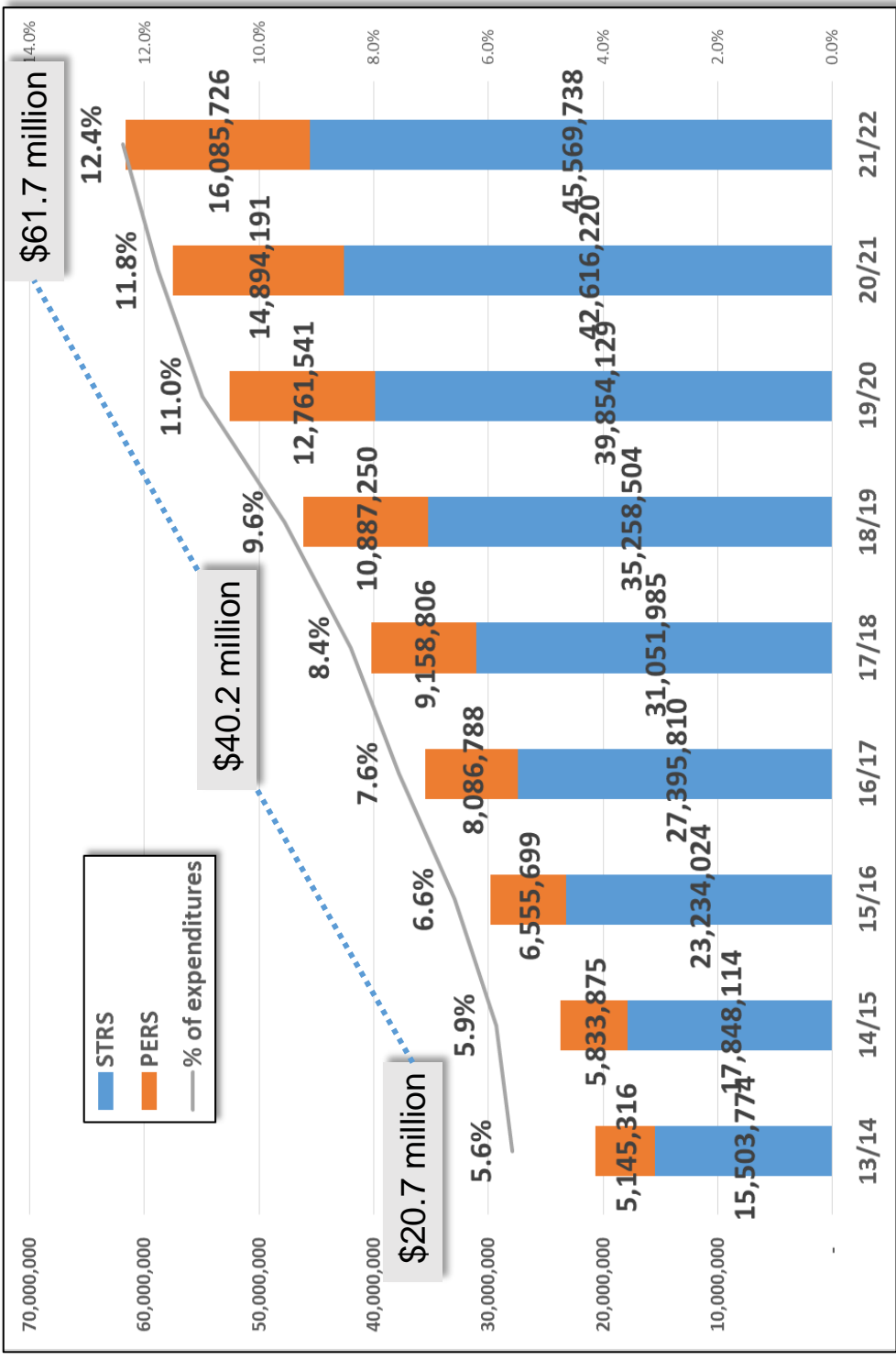
- What if CUSD received the same per student funding as other Orange County districts?





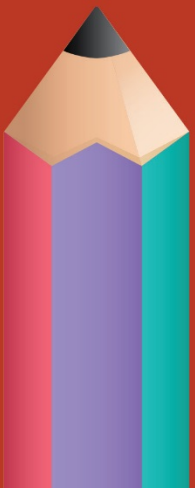
# Retirement Cost Escalation

- Although with the implementation of LCFF the Governor promised 2007-2008 purchasing power in 2020-2021, he later added a significant amount of expense to schools that means that goal will not be met by 2020-2021





# Facilities Funding Options



# Tax Levy Comparison

- Combined tax levy for outstanding bond measures for Orange County school districts.

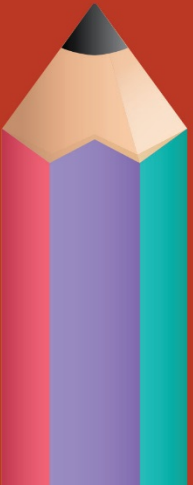
CUSD  
\$8 per \$100,000  
of assessed  
value



	FY 2017-18	Est. New	Combined Bond
<u>School District</u>	<u>Tax Levy</u>	<u>Tax Levy*</u>	<u>Tax Levy</u>
Garden Grove USD	\$74.54		\$74.54
Anaheim ESD	\$45.02	\$24.00	\$69.02
Tustin USD	\$68.73		\$68.73
Santa Ana USD	\$63.27		\$63.27
Savanna ESD	\$61.15		\$61.15
Placentia-Yorba Linda USD	\$55.29		\$55.29
Los Alamitos USD	\$46.97		\$46.97
Centralia ESD	\$46.51		\$46.51
Westminster SD	\$44.83		\$44.83
Huntington Beach City ESD	\$44.22		\$44.22
Buena Park ESD	\$34.55		\$34.55
Cypress ESD	\$30.82		\$30.82
La Habra City ESD	\$30.58		\$30.58
Fullerton JHSD	\$29.94		\$29.94
Fountain Valley SD	\$29.16		\$29.16
Orange USD	\$0.00	\$29.00	\$29.00
Magnolia SD	\$28.49		\$28.49
Irvine USD	\$27.14		\$27.14
Ocean View SD	\$27.03		\$27.03
Huntington Beach UHSD	\$24.03		\$24.03
Saddleback Valley USD	\$23.65		\$23.65
Brea Olinda USD	\$23.25		\$23.25
Fullerton ESD	\$22.43		\$22.43
Anaheim UHSD	\$22.11		\$22.11
Newport Mesa USD	\$19.20		\$19.20
Laguna Beach USD	\$12.87		\$12.87
Capistrano USD	\$8.00		\$8.00
Lowell Joint SD	\$0.00		\$0.00

\* November 2016 successful election but no bonds yet issued for 2017-18 tax roll.

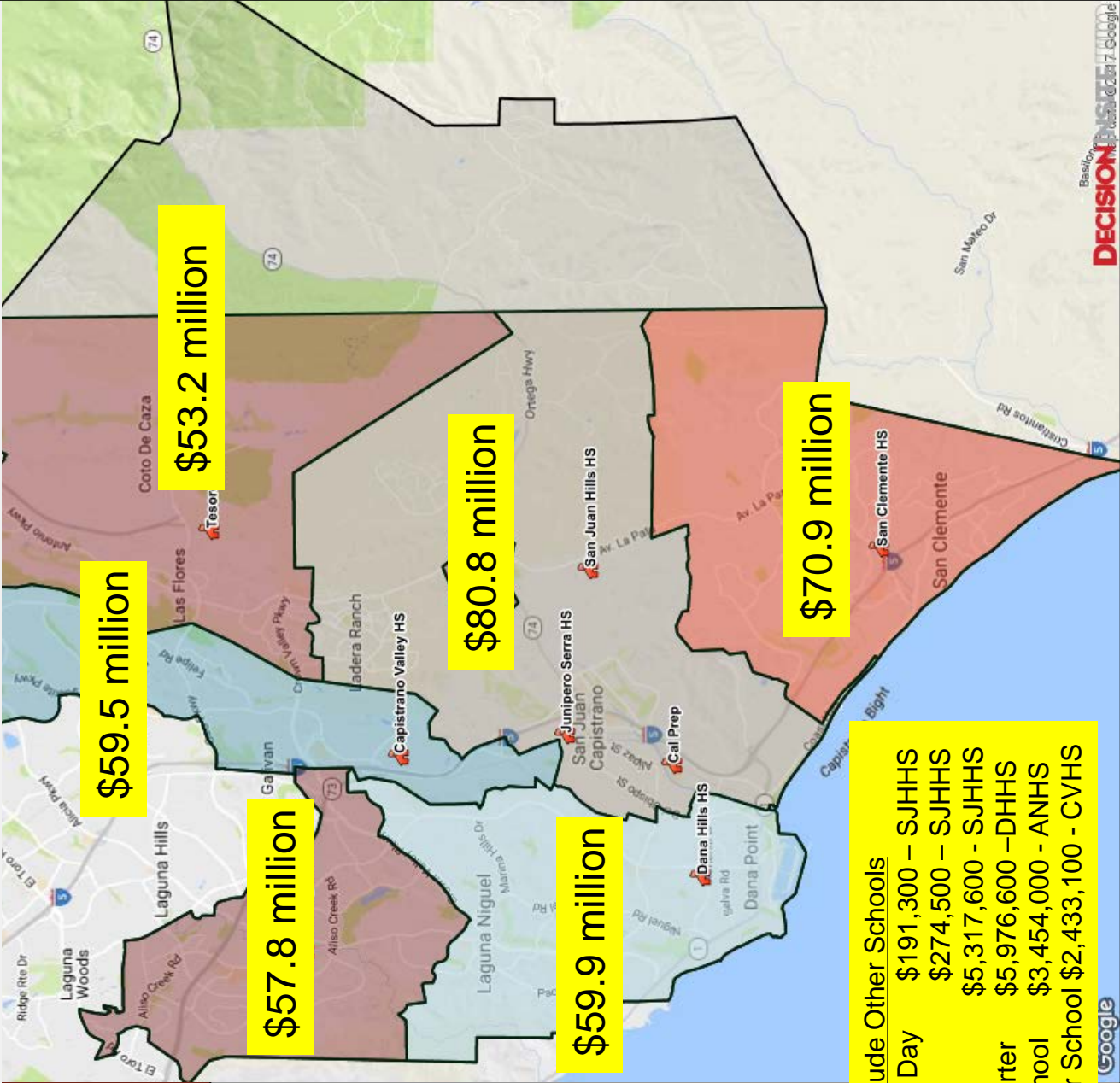




# Facility Funding

- Options for funding facility needs
- Facility Assessment by High School Boundary
- Total: \$382 million

## Facility Needs Assessment All Sites by HS Boundary

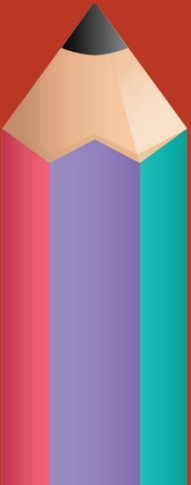


Amounts Above Include Other Schools	
Bridges Community Day	\$191,300 – SJHHS
CTE	\$274,500 – SJHHS
Serra High School	\$5,317,600 - SJHHS
CRA & OCASA Charter	\$5,976,600 –DHHS
Journey Charter School	\$3,454,000 - ANHS
Oxford Prep Charter School	\$2,433,100 - CVHS



# Bond Measure Options

## amounts are for facility assessment needs only

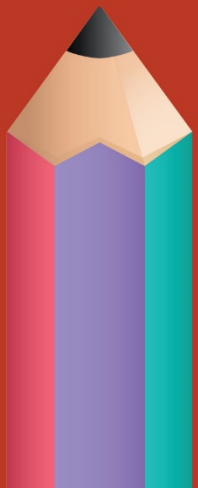


<u>Family of Schools</u>	<u>Potential Bond Measure Amount</u>	<u>Estimated Funds Received</u>	<u>Estimated Funds Needed</u>	<u>Estimated Timeframe</u>	<u>Estimated Tax Levy</u>
Aliso Niguel HS	\$60 Million	\$58.3 Million	\$57.8 Million	1 Year	\$22
Capistrano Valley HS	\$62 Million	\$59.9 Million	\$59.5 Million	5 Years	\$32
Dana Hills HS	\$62 Million	\$60.2 Million	\$59.9 Million	1 Year	\$17
San Clemente HS	\$74 Million	\$71.5 Million	\$70.9 Million	5 Years	\$20
San Juan Hills HS	\$84 Million	\$81.3 Million	\$80.8 Million	5 Years	\$31
Tesoro HS	\$56 Million	\$54.0 Million	\$53.2 Million	5 Years	\$25

Notes:

Potential bond measure amount and estimated funds received prepared by Government Financial Strategies.  
Estimated funds received is the estimate of funds generated from the bond measure after all upfront costs, including underwriter's discount, bond insurance, and costs of issuance including legal counsel, financial advisor, rating agency, etc.  
Estimated funds needed based on Facilities Condition Assessment prepared by Kitchell dated November 2017.  
Estimated timeframe is the estimate time to complete the issuance of all the bonds.  
Estimated tax levy is per \$100,000 of assessed value. Assumes assessed value growth of 3% annually and interest rates adjusted for credit rating and timing volatility.

# SCHS – Facilities Considerations

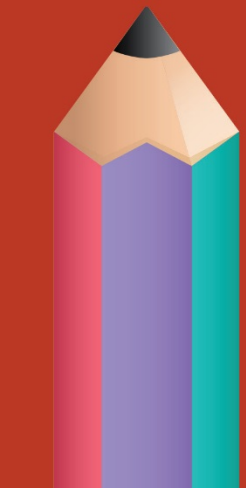


EXAMPLE

## San Clemente HS Area Facilities Considerations

<u>Facilities</u>	<u>Potential Bond Measure Amount</u>	<u>Estimated Funds Received</u>	<u>Estimated Funds Needed</u>	<u>Estimated Timeframe</u>	<u>Estimated Tax Levy</u>
Facilities Condition Assessment	\$74 Million	\$71.5 Million	\$70.9 Million	5 Years	\$20
Add Priority 6 at SCHS	\$153 Million	\$148.3 Million	\$147.9 Million	7 Years	\$39
Add Funds for Add'l Schools	\$200 Million	\$193.7 Million	?	9 Years	\$47

Notes:  
Facilities Condition Assessment and Priority 6 Facilities at San Clemente HS prepared by Kitchell dated November 2017.  
Potential bond measure amount and estimated funds received prepared by Government Financial Strategies.  
Estimated funds received is the estimate of funds generated from the bond measure after all upfront costs, including underwriter's discount, bond insurance, and costs of issuance including legal counsel, financial advisor, rating agency, etc.  
Estimated funds needed based on Facilities Condition Assessment prepared by Kitchell dated November 2017.  
Estimated timeframe is the estimated time to complete the issuance of all the bonds authorized by the measure.  
Estimated tax levy is per \$100,000 of assessed value. Assumes assessed value growth of 3% annually and interest rates adjusted for credit rating and timing based on historical volatility.



# SCHS – Boundary Considerations

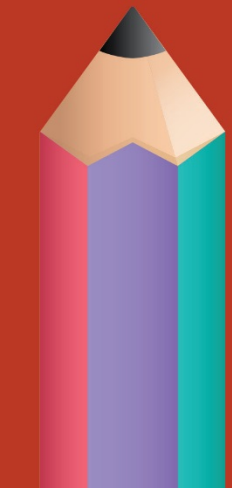
EXAMPLE

San Clemente HS Area Boundary Variations

<u>Boundary Adjustment</u>	<u>School Adjustment</u>	<u>Potential Bond Measure Amount</u>	<u>Estimated Funds Received</u>	<u>Estimated Funds Needed</u>	<u>Estimated Timeframe</u>	<u>Estimated Tax Levy</u>
San Clemente HS	None	\$74 Million	\$71.5 Million	\$70.9 Million	5 Years	\$20
Excludes Talega	Excludes Vista Del Mar ES/MS	\$66 Million	\$63.7 Million	\$63.5 Million	5 Years	\$22
Adds Capistrano Beach	Adds Palisades ES	\$87 Million	\$84.2 Million	\$83.6 Million	5 Years	\$23
Excludes Talega and Adds Capistrano Beach	Excludes Vista Del Mar ES/MS Adds Palisades ES	\$79 Million	\$76.4 Million	\$76.3 Million	5 Years	\$26

Notes:

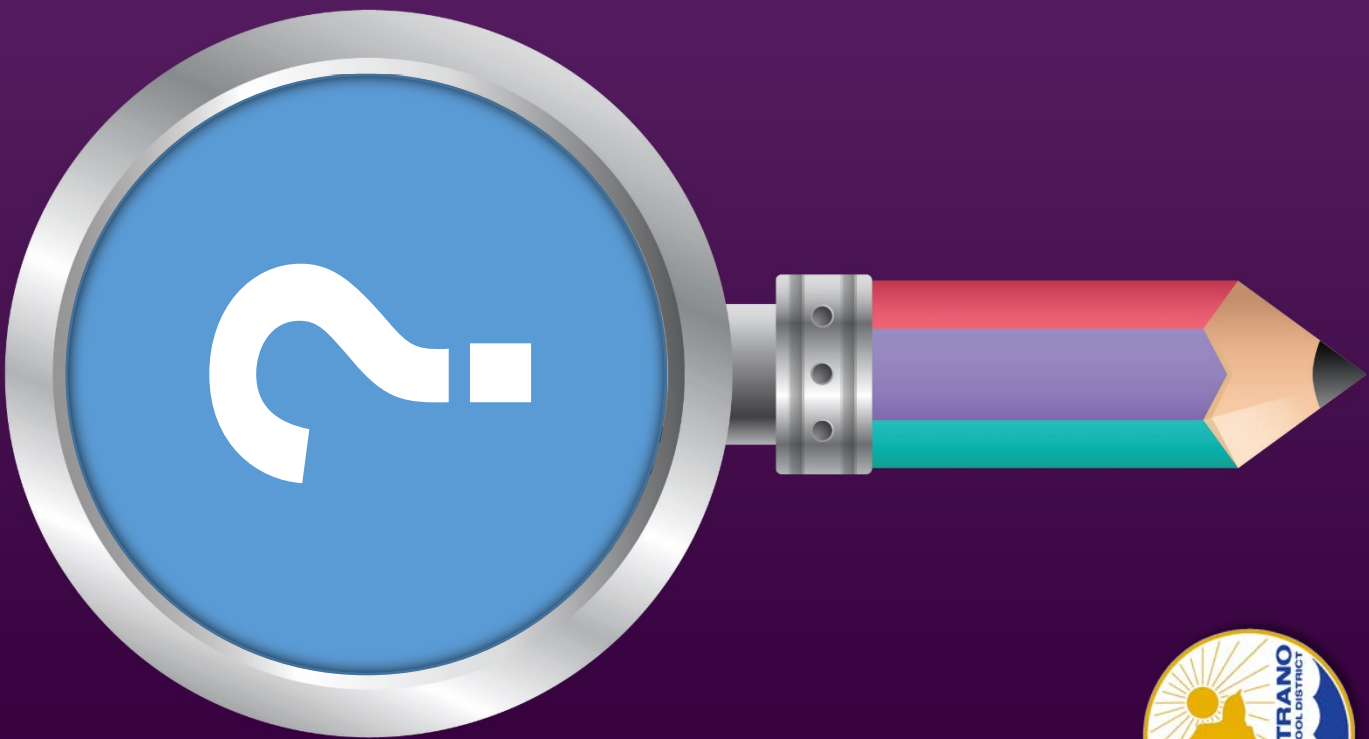
Potential bond measure amount and estimated funds received prepared by Government Financial Strategies.  
Estimated funds received is the estimate of funds generated from the bond measure after all upfront costs, including underwriter's discount, bond insurance, and costs of issuance including legal counsel, financial advisor, rating agency, etc.  
Estimated funds needed based on Facilities Condition Assessment prepared by Kitchell dated November 2017.  
Estimated timeframe is the estimated time to complete the issuance of all the bonds authorized by the measure.  
Estimated tax levy is per \$100,000 of assessed value. Assumes assessed value growth of 3% annually and interest rates adjusted for credit rating and timing based on historical volatility.



# Next Bond Opportunity Timeline

<u>Task</u>	<i>Possible</i>	<i>Possible</i>
	<i>June 2018</i> <u>Election</u>	<i>November 2018</i> <u>Election</u>
Board meeting:		
▶ Detailed information presentation on specific measure		20th (or earlier)
	February 28th	

# Questions & Answers



**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services  
Ryan Carter, Executive Director, Construction, Maintenance and Operations

Date: December 6, 2017

Board Item: Resolution No. 1718-27, Resolution of The Capistrano Unified School District to Authorize Conveyance of an Easement to the Santa Margarita Water District for Purposes of Providing Necessary Water Services to Esencia K-8 School

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**HISTORY**

The District awarded Bid No. 1617-18 to Straub Construction on March 22, 2017 for the new Esencia K-8 School (Esencia) and is currently in the process of construction.

In order for the District to install and connect the necessary water services for the new school site, the Santa Margarita Water District (SMWD) requires an easement. Certain water facilities constructed and installed on the site are owned, operated and maintained by SMWD. Specifically, SMWD requires an easement to access and maintain the connection to three water lines, each including a backflow and one including a meter assembly.

**BACKGROUND INFORMATION**

Pursuant to Education § 17556 et. seq., the Board, at its November 8, 2017 meeting, adopted Resolution No. 1718-21 indicating its intention to convey the SMWD Easement and calling a noticed “Public Hearing” to address the issue of whether the District should convey the SMWD Easement (Resolution of Intent). The Resolution of Intent established that the Public Hearing would be held during the Board’s December 6, 2017 meeting and directed the Superintendent, or Superintendent’s designee, to provide notice of the Public Hearing as required by Education Code § 17558. The District complied with the notice requirements by posting three copies of the Resolution of Intent, signed by the Secretary of the Board on behalf of a majority of the Board members, in three public places by November 26, 2017 (ten days before the Public Hearing), and by publishing notice of the Public Hearing in the Orange County Register by December 1, 2017 (five days before the Public Hearing). The Board will now hold the Public Hearing.

The Board, having both adopted its Resolution of Intent, as required by Education Code § 17557, and held a public hearing on whether to convey the SMWD Easement as required by Education Code § 17558, may then consider whether to convey the SMWD Easement to SMWD, unless the Board receives a petition signed by at least ten percent of the qualified voters within the District (Protest Petition) objecting to the proposed conveyance. Absent receipt of a Protest Petition, the Board may consider the adoption of Resolution No. 1718-27, authorizing the conveyance of the SMWD Easement to SMWD, pursuant to Education Code § 17559.

If a Protest Petition is received, then the Board must postpone any decision on whether to convey the SMWD Easement and first submit the question of whether to convey the Easement to the Orange County Superintendent of Schools (Superintendent of Schools). If the Superintendent of Schools approves of the Easement, then the Board may consider approval of the conveyance. If the Superintendent of Schools disapproves of the Easement, its decision is final and the District may not convey the Easement.

### **CURRENT CONSIDERATIONS**

The Santa Margarita Water District requires an easement in order to install and connect necessary water services, including fire protection services, to the new construction of Esencia K-8 School.

This Resolution to Convey the SMWD Easement must be adopted by a vote of at least two-thirds of all the members of the Board.

### **FINANCIAL IMPLICATIONS**

There is no financial implication.

### **STAFF RECOMMENDATION**

It is recommended the Board of Trustees adopt Resolution No. 1718-27, Resolution of the Capistrano Unified School District to Authorize Conveyance of an Easement to the Santa Margarita Water District for Purposes of Providing Necessary Water Services to Esencia K-8 School.

**PREPARED BY:** Ryan Carter, Executive Director, Construction, Maintenance and Operations

**APPROVED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

**RESOLUTION NO. 1718-27**

**RESOLUTION OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT TO  
AUTHORIZE CONVEYANCE OF AN EASEMENT TO THE SANTA MARGARITA  
WATER DISTRICT FOR THE PURPOSES OF PROVIDING NECESSARY WATER  
SERVICES TO ESENCIA K-8 SCHOOL**

*WHEREAS*, the Santa Margarita Water District (SMWD) requires an easement from the Capistrano Unified School District (District) for purposes of new connecting water and claimed water (Water Facilities) to existing water lines maintained by SMWD; and

*WHEREAS*, the Water Facilities will provide necessary water services, including fire protection services, to Esencia K-8 School (Esencia), located at or about the cross streets Aprender Street and Andaza Street in the unincorporated area of Orange County, California, generally known as “Rancho Mission Viejo,” identified as Orange County Assessor Parcel No. 753-301-37 (District Property); and

*WHEREAS*, SMWD requires an easement from the District to permit the installation and connection of three water lines, each including a backflow and one including a meter assembly, which will provide fire protection services to Esencia;

*WHEREAS*, the easement sought by SMWD is attached hereto as Exhibit 1, and is incorporated herein by this reference (SMWD Easement); and

*WHEREAS*, the specific location of the SMWD Easement is described in Exhibit A and depicted in Exhibit B to Exhibit 1; and

*WHEREAS*, the SMWD Easement is located in an area that will not interfere with the District’s operation of its transportation facilities on the District Property, or otherwise negatively impact school operation; and

*WHEREAS*, Education Code § 17556 *et seq.* provides the authority for the District to convey easements after first adopting a resolution declaring such an intent and holding a public hearing to consider such a conveyance; and

*WHEREAS*, pursuant to Education Code § 17557, the District’s Board of Trustees (Board) adopted Resolution No. 1718-21 (“Resolution of Intent”) on November 8, 2017, declaring its intention to consider the conveyance of the SMWD Easement to SMWD, and establishing December 6, 2017, at 7:00 p.m., or as soon thereafter as reasonably possible, as the time for the Board to conduct a public hearing at its regular meeting to be held at the District Board Room, located at 33122 Valle Road, San Juan Capistrano, California 92675, to receive public comments with respect to the proposed conveyance of the SMWD Easement to SMWD; and



*WHEREAS*, the District provided notice of the public hearing, as required by Education Code § 17558, by posting a copy of the Resolution of Intent in three public places within the District no later than November 26, 2017, and publishing notice of the hearing in the *Orange County Register* no later than December 1, 2017; and

*WHEREAS*, the Board conducted a public hearing on December 6, 2017, and considered all comments received, if any; and

*WHEREAS*, as authorized by Education Code § 17559, the Board may now consider and adopt a resolution to authorize the conveyance of the proposed SMWD Easement to SMWD, unless the Board receives a written protest signed by at least 10 percent of the qualified electors within the District; and

*WHEREAS*, the Board has not received a petition, signed by any qualified electors objecting to the conveyance of the SMWD Easement; and

*WHEREAS*, the Board desires to convey the SMWD Easement to SMWD in a manner substantially similar to that set forth in Exhibit 1, subject to the terms and conditions set forth therein.

*NOW, THEREFORE, THE BOARD DOES HEREBY DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:*

**Section 1.** The above recitals are true and correct.

**Section 2.** At the public hearing held in accordance with Education Code § 17557 and 17559, the Board provided an opportunity for public comment on the question of whether the District should convey the SMWD Easement, and the Board has considered any and all comments made or received at such time.

**Section 3.** The Board hereby authorizes the conveyance of the SMWD Easement to SMWD, in the manner and form set forth in Exhibit 1. The Board hereby authorizes the President of the Board or the Superintendent to execute and deliver the SMWD Easement to SMWD.

**Section 4.** The Board hereby authorizes the Superintendent, or the Superintendent's designee, to take such additional action or execute such additional documentation as may be reasonably required to effectuate the intent of this Resolution, including, but not limited to, the delivery of the executed deeds to the appropriate entities.

PASSED AND ADOPTED by the Board of Trustees of the Capistrano Unified School District on December 6, 2017, by the following vote:

AYES	( )
NOES	( )
ABSTAIN	( )
ABSENT	( )

I, Kirsten M. Vital, Secretary of the Capistrano Unified School District Board of Trustees, hereby certify that the above and foregoing Resolution was duly and regularly adopted by the said Board at the meeting on December 6, 2017, by a roll call vote.

---

Patricia Holloway  
Clerk of the Board of Trustees

---

Kirsten M. Vital  
Superintendent  
Secretary of the Board of Trustees

**EXHIBIT 1**  
**SMWD EASEMENT**

RECORDING REQUESTED BY:  
Capistrano Unified School District

WHEN RECORDED MAIL TO:  
Santa Margarita Water District  
P.O. Box 7005  
Mission Viejo, CA 92690-0279

---

[Space Above This line Is For Recorder's Use Only]

Mail Tax Statements to:  
Santa Margarita Water District  
P.O. Box 7005  
Mission Viejo, CA 92690

This document is recorded for the benefit of SANTA MARGARITA WATER DISTRICT. The recording fee is exempt under *Section 6103* of the Government Code. NO CONSIDERATION

---

(Signature)

GRANT OF EASEMENT  
TO  
SANTA MARGARITA WATER DISTRICT

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, **CAPISTRANO UNIFIED SCHOOL DISTRICT**, ("Grantors"), hereby grants and conveys to **SANTA MARGARITA WATER DISTRICT**, a California water district formed and existing pursuant to *Section 34000, et. seq.*, of the Water Code of the State of California ("Grantee"), a perpetual non-exclusive easement and right-of-way for water and sewer pipelines, together with incidental appurtenances, connections and structures in, over, under, upon, along, through and across the respective portions of the real property described in Exhibit "A" attached hereto and diagrammed in Exhibit "B" attached hereto (the "Easement Area"). The easement and right-of- way granted herein are in gross.

The easement and right-of-way granted herein include the incidental rights to enter upon and pass and repass over and along the Easement Area for the construction (including, without limitation, grading, excavation and compaction of the Easement Area), reconstruction, enlargement, improvement, repair, operation and maintenance of the facilities to be constructed by Grantee and for ingress and egress to Grantee's property. After completion of any work performed by Grantee or its agents, contractors or employee which disturbs the surface of Grantors' property, Grantee shall restore the surface of such area as close as reasonable to its original character.

The easement and right-of-way acquired herein are acquired subject to the right of Grantor, its successors and assigns, to use the surface and subsurface of the land within the Easement Area to the extent that such use is compatible with the full and free exercise of the easement and right-of-way by Grantee; provided, however, that no fences, block walls, or other structures or other improvements shall be constructed upon, over and along the Easement Area without the prior written consent of Grantee, which consent shall not be unreasonable withheld or delayed.

No fill or paving of any nature shall be placed or maintained on the surface of the ground within the Easement Area, nor shall any earth be removed from the cover of the pipeline after construction, without prior written consent of Grantee, which consent shall not be unreasonably withheld or delayed.

Grantee shall have the right to use gates in all of Grantors' fences which presently or hereafter cross the Easement Area, and to remove, trim, cut and clear away any trees and brush whenever in Grantee's reasonable judgment the same shall be necessary for the convenient and safe exercise of the rights granted hereby.

IN WITNESS WHEREOF, this Grant of Easement has been executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
Grantor

By \_\_\_\_\_  
Clark Hampton, Deputy Superintendent,  
Business and Support Services

**PLEASE NOTARIZE ALL SIGNATURES**

STATE OF CALIFORNIA )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

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**Exhibit A**  
**Water Line Easement**  
**Esencia K-8 School**

Those portions of Lot 65 of Tract No. 17561, in the unincorporated territory of the County of Orange, State of California, as shown on the map recorded in Book 932, Pages 1 through 38, inclusive, of Miscellaneous Maps in the Office of the County Recorder of said County as amended by Certificate of Correction recorded January 6, 2015 as Inst. No. 2015000003799 and Certificate of Correction recorded September 14, 2015 as Inst. No. 2015000471543, both of Official Records of said County, described as follows:

**Parcel A**

Commencing at the southeasterly corner of said Lot 65, being also a point on the westerly line of Aprender Street, 64 feet wide as shown on said map of Tract No. 17561, being also the beginning of a curve to the left, concave northwesterly, having a radius of 767.50 feet, a radial line to said beginning of curve bears S50°09'03"E;

Thence, along said westerly line of Aprender Street, and northeasterly along said curve, through a central angle of 04°10'05", a distance of 55.83 feet to the beginning of a compound curve to the left, concave northwesterly, having a radius of 3902.50 feet;

Thence, continuing along said westerly line of Aprender Street, and northwesterly along said curve, through a central angle of 03°30'19", a distance of 238.74 feet to the True Point of Beginning;

Thence 1<sup>st</sup>, continuing along said westerly line of Aprender Street, and northwesterly along said curve, through a central angle of 00°17'37", a distance of 20.00 feet;

Thence 2<sup>nd</sup>, leaving said westerly line, N57°58'15"W, a distance of 11.00 feet;

Thence 3<sup>rd</sup>, S32°01'45"W, a distance of 20.00 feet;

Thence 4<sup>th</sup>, S57°58'15"E, a distance of 11.00 feet to the True Point of Beginning,

Containing 220 square feet, more or less.

**Parcel B**

Commencing at the southeasterly corner of said Lot 65, being also a point on the westerly line of Aprender Street, 64 feet wide as shown on said map of Tract No. 17561, being also the beginning of a curve to the left, concave northwesterly, having a radius of 767.50 feet, a radial line to said beginning of curve bears S50°09'03"E;

Thence, along said westerly line of Aprender Street, and northeasterly along said curve, through a central angle of 04°10'05", a distance of 55.83 feet to the beginning of a compound curve to the left, concave northwesterly, having a radius of 3902.50 feet;

Thence, continuing along said westerly line of Aprender Street, and northeasterly along said curve, through a central angle of 10°24'29", a distance of 708.91 feet to the beginning of a compound curve to the left, concave westerly, having a radius of 1767.50;

Thence, continuing along said westerly line of Aprender Street, and northerly along said curve, through a central angle of 01°11'13", a distance of 36.61 feet to the True Point of Beginning;

**Exhibit A**  
**Water Line Easement**  
**Esencia K-8 School**

Thence 1<sup>st</sup>, continuing along said westerly line of Aprender Street, and northerly along said curve, through a central angle of 00°38'54", a distance of 20.00 feet;

Thence 2<sup>nd</sup>, leaving said westerly line, N66°14'17"W, a distance of 11.00 feet;

Thence 3<sup>rd</sup>, S23°45'43"W, a distance of 20.00 feet;

Thence 4<sup>th</sup>, S66°14'17"E, a distance of 11.00 feet to the True Point of Beginning,

Containing 220 square feet, more or less.

**Parcel C**

Commencing at a point on the westerly line of Aprender Street, 64 feet wide as shown on said map of Tract No. 17561, near the northeasterly corner of said Lot 65, being the northerly terminus of that certain course shown as "N13°02'10"E 103.97" on said map of Tract No. 17561;

Thence, along said westerly line of Aprender Street, and along said course, S13°02'10"W, a distance of 103.97 feet to the beginning of a tangent curve to the right, concave westerly, having a radius of 3517.50 feet;

Thence, continuing along said westerly line of Aprender Street, and southerly along said curve, through a central angle of 00°21'32", a distance of 22.03 feet to the True Point of Beginning;

Thence 1<sup>st</sup>, continuing along said westerly line of Aprender Street, and southerly along said curve, through a central angle of 00°19'33", a distance of 20.00 feet;

Thence 2<sup>nd</sup>, leaving said westerly line, N76°26'32"W, a distance of 13.00 feet;


Thence 3<sup>rd</sup>, N13°33'28"E, a distance of 20.00 feet;

Thence 4<sup>th</sup>, S76°26'32"E, a distance of 13.00 feet to the True Point of Beginning,

Containing 260 square feet, more or less.

All as more particularly shown on Exhibit B, attached hereto and made a part hereof.

This document has been prepared by me, or under my direction, in conformance with the Professional Land Surveyor's Act.

  
Ralph W. Guida, IV, PLS 7076

10/2/17  
Date



Job No. 0116-01864  
0116-01864L1.docx

Page 2 of 2 Pages





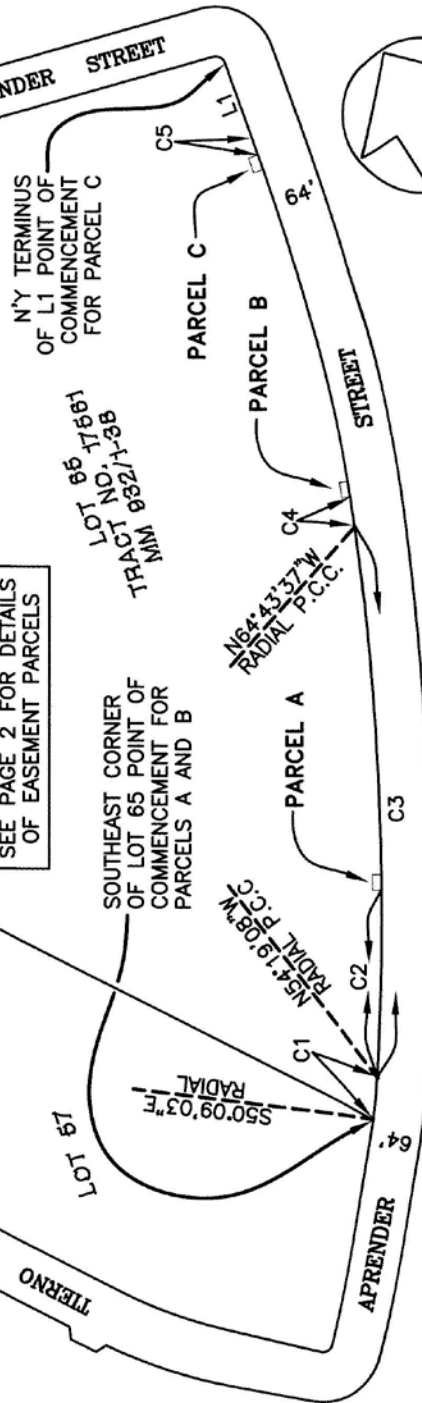
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 C1 R=767.50 D=04°10'05" L=55.83  
 C2 R=3902.50 D=03°30'19" L=238.74

TIES FOR PARCEL B  
 C1 R=767.50 D=04°10'05" L=55.83  
 C3 R=3902.50 D=10°24'29" L=708.91  
 C4 R=1767.50 D=01°11'13" L=36.61

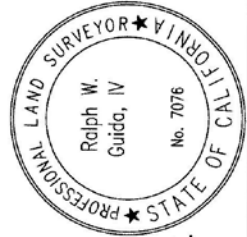
TIES FOR PARCEL C  
 L1 S13°02'10"W 103.97  
 C5 R=3517.50 D=00°21'32" L=22.03

SEE PAGE 2 FOR DETAILS  
 OF EASEMENT PARCELS

SOUTHEAST CORNER  
 OF LOT 65 POINT OF  
 COMMENCEMENT FOR  
 PARCELS A AND B



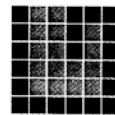
SCALE: 1" = 200'



PREPARED BY ME OR UNDER MY  
 DIRECTION:

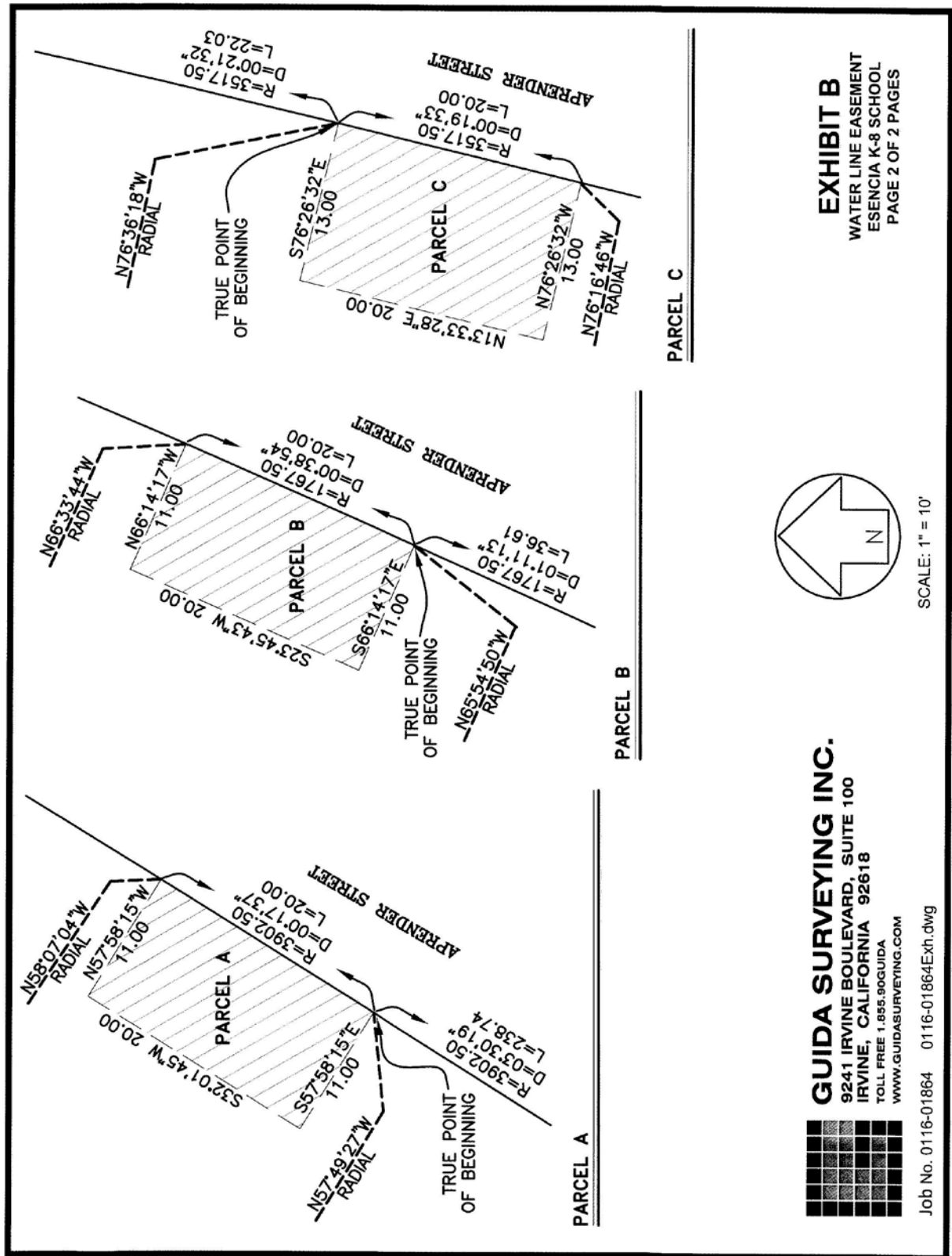
DATE 10/02/2017  
 RALPH W. GUIDA, IV  
 PLS 7076

**GUIDA SURVEYING INC.**  
 9241 IRVINE BOULEVARD, SUITE 100  
 IRVINE, CALIFORNIA 92618  
 TOLL FREE 1-855-90GUIDA  
 WWW.GUIDASURVEYING.COM



Job No. 0116-01864 0116-01864Exh.dwg

**EXHIBIT B**  
 WATER LINE EASEMENT  
 ESENCIA K-8 SCHOOL  
 PAGE 1 OF 2 PAGES



**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services

Date: December 6, 2017

Board Item: Update on Solar Energy Projects and Request for Proposals Results

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**HISTORY**

Following the implementation of energy efficiency projects, District staff began consideration of solar energy generation projects. ARC Alternatives, an independent energy advisor, prepared a feasibility study considering solar installation at the six comprehensive high schools plus the District office.

**BACKGROUND INFORMATION**

On July 26, 2017 the Board of Trustees received an information presentation from ARC Alternatives on the results of the solar feasibility study. On October 11, 2017 the Board of Trustees received an information presentation from Government Financial Strategies, the District's financial advisor, on CREBs and the financing process. On November 8, 2017 the Board of Trustees received an information presentation from ARC Alternatives on the status of the RFP to solar vendors, preliminary results, and the proposed process and timeline leading up to Board consideration of a solar vendor.

**CURRENT CONSIDERATIONS**

ARC Alternatives will present information on the results of the Request for Proposals to solar vendors, a recommendation for award, and an updated financial plan and savings analysis.

**FINANCIAL IMPLICATIONS**

If the Board decides to move forward with the solar projects, it is estimated the District will achieve savings from the reduction in energy cost.

**DATA**

The solar feasibility study in July 2017 estimated net project cash flow benefits of approximately \$100,000 to \$200,000 per year, totaling nearly \$3.7 million over 25 years. The project budget was \$23.4 million. The District received 13 proposals from solar vendors, and all 13 proposed project costs below the budget.

**STAFF RECOMMENDATION**

District staff recommends the Board of Trustees receive the information presentation. This is an information item only and no Board action is necessary.

**PREPARED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services



# SOLAR PROCUREMENT UPDATE

Prepared for:  
**Capistrano Unified School District**  
**Board of Education**

Prepared by:  
**ARC Alternatives**  
December 6, 2017  
San Francisco, CA



# Table of Contents

1. Methodology
2. Summary of Proposals
3. Technical Evaluation
4. Economic Evaluation
5. Recommendation
6. Project Cash Flow
7. Next Steps

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EXHIBIT #33

# Evaluation Methodology

The evaluation process is shown in the flow chart below:



In the case of this procurement, we interviewed a shortlist of five vendors. The evaluation criteria, as listed in the RFP, are as follows:

Evaluation Criteria	Weighting (pts)
Qualifications & Experience	30
Approach	20
Economics	40
Financial Strength	10
Total	100

Regarding the economic scores, we evaluated the benefits of each proposal accounting for construction costs, system production, and the value of energy savings produced by the system.

# Proposals Received

The District received thirteen proposals in response to the RFP from the following vendors:

- Baker Electric
- Borrego Solar
- Cenergy Power
- ForeFront Power
- Namaste Solar
- NEXtera Energy
- OpTerra
- PFMG
- REC Solar
- Stronghold Engineering
- SunPower
- Sunworks
- Tesla

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EXHIBIT #33

The proposal evaluation committee, consisting of District staff and consultants, evaluated each of the proposal and developed a shortlist for interviews. Firms shortlisted were:

- Baker Electric
- Borrego Solar
- PFMG
- REC Solar
- SunPower

Interviews were conducted on November 8, 2017 and proposal scoring was finalized using information from both the written proposals and interviews.



# Technical (non-economic) Scores

The following scores are for shortlisted proposers only.

Evaluation Criteria	Possible Points	Baker	Borrego	PFMG	REC Solar	SunPower
Qualifications & Experience	30	14.9	24.6	22.9	24.5	22.3
Approach	20	13.2	15.9	16.1	15.3	16.2
Financial Strength	10	9.0	10.0	6.0	8.0	7.0
Total	60	37.1	50.5	45.0	47.8	45.5

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EXHIBIT #33

Borrego scored highest in Qualifications & Experience based on their track record developing carport systems for school districts in California, as well as the specific project team proposed for this project. However, most of the other proposers scored well on these criteria, demonstrating the excellent qualifications of all shortlisted proposers.

All teams provided sound technical and implementation approaches, which is not surprising given the relatively straightforward nature of this project. All proposed carport systems are of similar size and come very close to meeting the production target asked for in the RFP. SunPower scored highest on approach due to the detailed layouts included in their proposal.

The highest financial strength score was awarded to Borrego, based on a review of net income, net equity, and financial backing.

Considering the non-financial aspects of the project, Borrego achieved the highest score with 50.5 points out of a total possible 60, with REC Solar a close second with 47.8.

# Economic Summary and Scores

Comparing the proposals, REC Solar has the greatest net economic benefit over the 25-year analysis period. In addition to looking at the net benefit, it is also helpful to consider the portion of the costs that would need to be financed, as it is economically beneficial to limit the amount of debt.

Considering both these factors, REC Solar provides the most benefit with the lowest upfront cost. This is an important outcome because should the system size change (either up or down) as a result of contract negotiations or detailed design, we are confident the end result will be consistent with this analysis. In other words, reasonable changes to system sizes should not effect the relative benefits of the different proposals.

Shortlisted Proposer	Total Capital Costs	Total Perf Gurantee Costs	Total O&M Costs	Total Purchase Costs
Baker	\$ (19,895,903)	\$ (71,400)	\$ (1,283,478)	\$ (21,250,780)
Borrego	\$ (19,683,654)	\$ -	\$ (1,708,594)	\$ (21,392,249)
PFMG	\$ (21,359,139)	\$ -	\$ (2,114,973)	\$ (23,474,112)
REC	\$ (17,563,660)	\$ (95,184)	\$ (713,788)	\$ (18,372,631)
SunPower	\$ (21,455,629)	\$ (405,923)	\$ (1,027,042)	\$ (22,888,594)

# Contract Award

Combining the technical and economic points discussed in the prior sections of this report results in the scores shown in the table below:

Criteria	Points Available	PFMG	SunPower	Borrego	REC	Baker
Qualifications and Experience	30	22.9	22.3	24.6	24.5	14.9
Approach	20	16.1	16.2	15.9	15.3	13.2
Economics	40	34.7	37.1	36.3	40.0	36.2
Financial Strength	10	6.0	7.0	10.0	8.0	9.0
<b>Total Score</b>	<b>100</b>	<b>79.7</b>	<b>82.6</b>	<b>86.8</b>	<b>87.8</b>	<b>73.3</b>

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EXHIBIT #33

All Proposers scored well, indicative of the strength of all proposals received. All five companies have the experience, staff, and pricing to deliver a successful project for the District. Our evaluation process results in REC Solar receiving the highest score for several reasons, including:

- Relevant prior projects at K-12 schools and other educational institutions;
- A comprehensive understanding of DSA requirements;
- A thoughtful and thorough approach to implementation and project phasing;
- Willingness to be a flexible partner to the District;
- Solid corporate financial performance with significant backing from a large parent corporation;
- Proposed pricing that results in the best economic value; and
- A comprehensive response to the RFP, with proposed system sizes and proposal alternates that are compliant with District requirements.

Based on the results of the evaluation process, the District's evaluation committee recommends entering into contract(s) with REC Solar for the design, construction, operations and maintenance of solar systems at District sites.

# Annual Costs and Revenues

The following table lists project-related costs included in the proposed CREB financing:

## Capistrano Unified Solar Cost Estimate Breakdown (excludes O&M)

System Size	
Total Capacity (kW)	6,793.74

Solar Cost Information	
Capital Cost (\$)	\$17,563,660
Performance Guarantee Costs (10 years)	\$95,184
SOLAR COST TOTAL	
\$17,658,843	

Soft Costs	
DSA Plan/Field Review Fees	\$224,000
DSA IOR	\$228,328
Testing and Special Inspections	\$333,710
Consultants	\$280,000
Contingency (5%)	\$878,183
Module trade case contingency (\$0.15/W)	\$1,019,061
SOFT COST TOTAL	
\$2,963,281	
GRAND TOTAL	
\$20,622,124	

The “module trade case contingency” is a reserve to account for additional costs, if any, related to the Federal Section 201 solar trade case currently pending a final decision by the Administration. Any unspent funds will be used to pay down the outstanding bond balance, as required by law.

# Review of Estimated Savings

## 6. PROJECT CASH FLOW

Project Year	Fiscal Year	Est. Annual Savings
0	2017 - 18	\$0
1	2018 - 19	\$99,015
2	2019 - 20	\$551,477
3	2020 - 21	\$763,928
4	2021 - 22	\$826,162
5	2022 - 23	\$828,356
6	2023 - 24	\$834,413
7	2024 - 25	\$839,526
8	2025 - 26	\$842,261
9	2026 - 27	\$847,668
10	2027 - 28	\$850,579
11	2028 - 29	\$840,689
12	2029 - 30	\$843,499
13	2030 - 31	\$848,749
14	2031 - 32	\$851,551
15	2032 - 33	\$857,023
16	2033 - 34	\$861,344
17	2034 - 35	\$864,777
18	2035 - 36	\$871,471
19	2036 - 37	\$876,563
20	2037 - 38	\$879,851
21	2038 - 39	\$886,763
22	2039 - 40	\$892,845
23	2040 - 41	\$898,023
24	2041 - 42	\$907,454
25	2042 - 43	\$911,360
26	2043 - 44	\$856,516
		<b>\$21,231,863</b>

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EXHIBIT #53

**Est. Avg. Annual Savings: \$849,275**

### Cash Flow Improvements:

- Solar System Cost – significantly reduced
- SCE and SDG&E Rate Structure – grandfathered into current rates for 10 years

### Variables Estimated:

- Annual Escalation in Rates – assumed 3.00%
- Financing Cost – to be bid on Dec. 7th
- CREB Subsidy – to be locked on day of bid

#### Notes:

- \* Energy, rate, savings, and O&M figures as per ARC Alternatives.
- \* Project cost based on REC proposal.
- \* Project assumed to be phased in over 2 years.
- \* Based on interest rates as of November 16, 2017.
- \* Includes estimated upfront financing costs.

## Going Forward

- Complete financing as detailed by Government Financial Strategies; they will present the results of the CREB financing to the Board on January 24, 2018
- Prepare and submit interconnection applications to secure TOU grandfathering
- Begin design process
- Conduct site outreach to engage local communities and stakeholders

**CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD REPORT**

To: Board of Trustees

From: Clark Hampton, Deputy Superintendent, Business and Support Services

Date: December 6, 2017

Board Item: Resolution No. 1718-28, Resolution to Enter into Energy Service Contract

---

**HISTORY**

Following the implementation of energy efficiency projects, District staff began consideration of solar energy generation projects. ARC Alternatives, an independent energy advisor, prepared a feasibility study considering solar installation at the six comprehensive high schools plus the District office.

**BACKGROUND INFORMATION**

On July 26, 2017, the Board of Trustees received an information presentation from ARC Alternatives on the results of the solar feasibility study. On October 11, 2017 the Board of Trustees received an information presentation from Government Financial Strategies, the District's financial advisor, on CREBs and the financing process. On November 8, 2017 the Board of Trustees received an information presentation from ARC Alternatives on the status of the RFP to solar vendors, preliminary results, and the proposed process and timeline leading up to Board consideration of a solar vendor.

**CURRENT CONSIDERATIONS**

The Resolution authorizes awarding an energy service contract to REC Solar. The contract amount is a total purchase cost of \$18,372,631 including capital cost, performance guarantee, and operation and maintenance.

**FINANCIAL IMPLICATIONS**

The contract will be funded with the issuance of Clean Renewable Energy Bonds (CREBs). If the Board decides to move forward with the solar projects, it is estimated the District will achieve savings from the reduction in energy cost.

**DATA**

The solar feasibility study in July 2017 estimated the project budget at \$23.4 million. The District received 13 proposals from solar vendors and all 13 proposed project costs below the budget.

**STAFF RECOMMENDATION**

District staff recommends the Board of Trustees receive the information presentation. This is an information item only and no Board action is necessary.

**PREPARED BY:** Clark Hampton, Deputy Superintendent, Business and Support Services



**CAPISTRANO UNIFIED SCHOOL DISTRICT  
SAN JUAN CAPISTRANO, CALIFORNIA**

**RESOLUTION NO. 1718-28  
RESOLUTION TO ENTER INTO ENERGY SERVICE CONTRACT**

**WHEREAS**, Government Code § 4217.12(a)(1) authorizes a public agency to enter into an energy service contract with respect to an energy conservation facility on terms that the public agency's governing board determines are in the best interests of the public agency and if the governing board finds that the anticipated cost to the public agency for the energy provided by the energy conservation facility will be less than the anticipated marginal cost to the District of thermal, electrical or other energy that would have been consumed by the District in the absence of those purchases; and

**WHEREAS**, the District requested proposals from qualified contractors to design and construct solar systems at various District sites and, based on the overall proposed project cost and cost-savings, among other factors, selected REC Solar Commercial Corporation (REC Solar) to design, construct, and operate the photovoltaic (PV) systems under a Design-Build Agreement (Agreement); and

**WHEREAS**, REC Solar has completed an assessment of the District's current energy usage and projected energy usage with and without the installation of PV systems and recommends the installation of (1) a 1,099 kWdc photovoltaic system at Aliso Niguel, located at 28000 Wolverine Way, Aliso Viejo, CA 92656; (2) a 975 kWdc photovoltaic system at Capistrano Valley, located at 26301 Via Escolar, Mission Viejo, CA 92692; (3) a 1,081 kWdc photovoltaic system at Dana Hills High School, located at 33333 Golden Lantern, Dana Point, CA 92629; (4) a 745 kWdc photovoltaic system at San Clemente High School, located at 700 Avenida Pico, San Clemente, CA 92673; (5) a 894 kWdc photovoltaic system at San Juan Hills High School, located at 29211 Stallion Ridge, San Juan Capistrano, CA 92675; (6) a 1,167 kWdc photovoltaic system at Tesoro High School, located at 1 Tesoro Creek Rd, Rancho Santa Margarita, CA 92688; (7) a 832 kWdc photovoltaic system at District Office, located at 33122 Valle Rd, San Juan Capistrano, CA 92675 (the Systems); and

**WHEREAS**, REC Solar has analyzed the energy needs of the Sites and has represented that provision of the Systems on the school sites will result in a reduction in consumption of or demand for nonrenewable energy that will result in net cost savings to the District (Cost Savings); and

**WHEREAS**, based upon the information provided by REC Solar, the District's energy consultant, ARC Alternatives, has prepared an energy cost analysis, a copy of which is attached hereto as Exhibit A and incorporated herein; and

**WHEREAS**, the District desires to proceed with the construction of the Systems at the seven sites (Solar Projects) in order to generate energy cost savings and meet the sustainability goals of the District; and

**WHEREAS**, in accordance with Government Code § 4217.10 *et seq.*, on November 16, 2017, the District posted a notice of a public hearing at which the District Board of Trustees would consider these energy service contracts; and

**WHEREAS**, on December 6, 2017, pursuant to Government Code § 4217.10 *et seq.*, the Board held a public hearing at a regularly scheduled Board meeting, with respect to the District entering into energy service contracts; and

**WHEREAS**, based upon the reports and analysis presented, the anticipated cost to the District for solar energy that is generated by the Systems will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Systems; and

**WHEREAS**, the District desires to enter into the Agreement, through which REC Solar would provide, design and install the Systems pursuant to the terms and conditions of the Agreement.

**NOW, THEREFORE, BE IT RESOLVED** that it is found, determined and resolved by the Board of Trustees of the District as follows:

1. The above recitals are true and correct;
2. The District held a public hearing at a regularly scheduled meeting of the Board for which notice was given not less than two weeks in advance;
3. Based upon all available information reviewed by the Board in connection herewith, and pursuant to Government Code § 4217.12, the Board hereby determines that the anticipated cost to the District contemplated by the Agreement with REC Solar will be less than the anticipated marginal cost to District of electrical or other energy that would have been consumed by District in the absence of such purchases of solar energy generated by the Systems;
4. Based upon all available information reviewed by the Board in connection herewith, and pursuant to Government Code § 4217.12, the Board hereby determines that it is in the best interests of the District to enter into the Agreement with REC Solar;
5. The District's Superintendent and designees are authorized to enter into the Agreement with REC Solar, and related agreements and documents, including but not limited to Interconnection and Net Metering Agreements with Southern California Edison and San Diego Gas and Electric, and to take all steps and perform all actions necessary to enter into the Agreement with REC Solar, and to take any actions deemed necessary to protect the interests of the District;
6. The Energy Services Contract, including the Performance Guarantee shall be for the following amounts: (Capital costs \$17,563,660) + (O&M \$713,788) + (Performance Guarantee \$95,184) = (Total Purchase Costs \$18,372,631).

PASSED AND ADOPTED by the Board of Trustees of the Capistrano Unified School District at a regular meeting held on December 6, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: December 6, 2017

SIGNED:

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Martha McNicholas  
President, Board of Trustees

I, Gila Jones, Vice President of the Board of Trustees, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Trustees of the Capistrano Unified School District at the regular meeting on December 6, 2017, which resolution is on file in the office of said Board.

DATED: December 6, 2017

SIGNED:

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Gila Jones  
Vice President, Board of Trustees

**EXHIBIT A**  
**Energy Cost Analysis**

Analysis of the proposed seven solar projects at the Capistrano Unified School District shows that the projects will decrease the cost of energy to the District. Without the proposed projects, the District is forecast to spend \$115,301,640 for electricity over the 25-year analysis period. With the proposed projects, the District is expected to spend \$94,069,778 for the same amount of electricity. The total savings expected from these projects is estimated to be \$21,231,863. It is our opinion that the proposed solar project complies with the energy savings requirements of § 4217.12.

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

December 6, 2017

**CERTIFICATION OF THE 2017-2018 FIRST INTERIM REPORT AND ADOPTION  
OF RESOLUTION NO. 1718-26, 2017-2018 REVENUE AND EXPENDITURE  
INCREASES/DECREASES**

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**BACKGROUND INFORMATION**

In accordance with Education Code § 42130, school districts are required to submit interim financial reports to the governing board prior to submitting these reports to the State and County Office of Education. Resolution No. 1718-26 adjusts the various fund budgets to reflect the First Interim Report.

The Board of Trustees is required to certify the interim report to indicate that they have been informed of the financial stability of the District. The Superintendent is also required to certify that an interim report review has been conducted using the state-adopted Criteria and Standards. The District's first interim reporting period is based upon activity from July 1, 2017 through October 31, 2017.

Additionally, AB 1200 mandates that school districts demonstrate multi-year fiscal solvency through their interim reporting and annual budget. District financial reporting is certified as positive, qualified, or negative for the reporting period. The certification is an evaluation of the District's ability to maintain fiscal solvency in the current and two subsequent fiscal years.

**CURRENT CONSIDERATIONS**

This agenda item presents a positive certification of the First Interim Report for 2017-2018, indicating the District will meet its financial obligations for the current, and the two subsequent fiscal years. The multi-year projections for 2018-2019 and 2019-2020 are currently projected using 80 percent of the Department of Finance's projected gap closure percentage.

***2017-2018 Financial Information***

The First Interim Report (Attachment 1) is supported by the General Fund Income and Expenditure Summary (Restricted and Unrestricted), Average Daily Attendance Report, Actual and Projected Monthly Cash Flow, Criteria and Standards, Certification and Checklist, and Multi-Year Projection. Also included are Income and Expenditure Summaries for other District funds. Resolution No. 1718-26 (Attachment 2) incorporates revenue and expenditures increases and decreases in the current fiscal year.

***Multi-Year Projection***

Revenue – The multi-year projection incorporates the assumptions prescribed by the Orange County Department of Education and School Services of California.

Salary Projections – Negotiations have not been settled for all bargaining units for the current or prior year. For the 2018-2019 and 2019-2020 fiscal years, step and column, PERS and STRS, and appropriate health, welfare, and statutory benefit costs have been included in the projection.

Reserve for Economic Uncertainties – As shown in the multi-year projection, the Reserve for Economic Uncertainties and Unassigned Reserves are projected to be 9.64 percent in 2017-2018; 9.67 percent in 2018-2019; and 8.64 percent in 2019-2020.

**FINANCIAL IMPLICATIONS**

The financial implications related to this agenda item are detailed in Attachment 1.

**STAFF RECOMMENDATION**

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the Certification of the 2017-2018 First Interim Report.

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129 and 42130)

Signed: \_\_\_\_\_

District Superintendent or Designee

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

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: December 06, 2017

Signed: \_\_\_\_\_

President of the Governing Board

#### CERTIFICATION OF FINANCIAL CONDITION

X  POSITIVE CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

\_\_\_\_ QUALIFIED CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

\_\_\_\_ NEGATIVE CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Matthew Krause

Telephone: 949-234-9317

Title: Executive Director, Fiscal Services

E-mail: mkrause@capousd.org

### Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.	X	
4	Local Control Funding Formula (LCFF) Revenue	Projected LCFF revenue for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.	X	
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since budget adoption meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.	X	
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since budget adoption that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?	X	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed since budget adoption by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?	X	



SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2016-17) annual payment?	X	
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, have there been changes since budget adoption in OPEB liabilities?	X	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?		X
		• If yes, have there been changes since budget adoption in self-insurance liabilities?	X	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)		X
		• Classified? (Section S8B, Line 1b)		X
S8	Labor Agreement Budget Revisions	• Management/supervisor/confidential? (Section S8C, Line 1b)		X
		For negotiations settled since budget adoption, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)	n/a	
S8	Labor Agreement Budget Revisions	• Classified? (Section S8B, Line 3)	X	
		Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?		X
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior or current fiscal year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?	X	

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	384,920,586.00	385,131,884.00	31,740,955.13	386,614,466.00	1,482,582.00	0.4%
2) Federal Revenue		8100-8299	28,450.00	28,450.00	233,780.46	227,077.00	198,627.00	698.2%
3) Other State Revenue		8300-8599	8,545,460.47	8,545,460.47	2,507,787.02	15,635,707.47	7,090,247.00	83.0%
4) Other Local Revenue		8600-8799	4,209,829.05	4,213,747.05	2,425,616.41	5,556,343.05	1,342,596.00	31.9%
5) TOTAL, REVENUES			397,704,325.52	397,919,541.52	36,908,139.02	408,033,593.52		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	178,632,783.00	178,632,783.00	48,147,090.42	178,856,676.00	(223,893.00)	-0.1%
2) Classified Salaries		2000-2999	41,367,914.00	41,367,914.00	9,097,964.60	41,680,244.00	(312,330.00)	-0.8%
3) Employee Benefits		3000-3999	73,114,676.00	73,114,676.00	19,971,176.92	73,876,062.00	(761,386.00)	-1.0%
4) Books and Supplies		4000-4999	8,694,823.00	9,447,371.52	3,683,383.67	11,893,722.00	(2,446,350.48)	-25.9%
5) Services and Other Operating Expenditures		5000-5999	28,087,333.00	27,918,464.00	9,337,330.47	29,338,757.00	(1,420,293.00)	-5.1%
6) Capital Outlay		6000-6999	3,239,479.00	3,239,479.00	129,031.97	3,114,479.00	125,000.00	3.9%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	6,567,319.00	6,612,014.00	1,961,538.82	6,612,014.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(3,845,616.00)	(3,845,616.00)	0.00	(3,678,283.00)	(167,333.00)	4.4%
9) TOTAL, EXPENDITURES			335,858,711.00	336,487,085.52	92,327,516.87	341,693,671.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			61,845,614.52	61,432,456.00	(55,419,377.85)	66,339,922.52		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(65,716,747.00)	(66,716,747.00)	0.00	(66,924,816.00)	(208,069.00)	0.3%
4) TOTAL, OTHER FINANCING SOURCES/USES			(65,716,747.00)	(66,716,747.00)	0.00	(66,924,816.00)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(3,871,132.48)	(5,284,291.00)	(55,419,377.85)	(584,893.48)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	60,891,325.48	61,418,707.00		61,418,707.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			60,891,325.48	61,418,707.00		61,418,707.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			60,891,325.48	61,418,707.00		61,418,707.00		
2) Ending Balance, June 30 (E + F1e)			57,020,193.00	56,134,416.00		60,833,813.52		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	175,000.00	175,000.00		175,000.00		
Stores		9712	150,000.00	150,000.00		150,000.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	10,176,000.00	9,432,133.00		13,041,070.00		
Recovery List One-time Carryover	0000	9780	4,376,000.00					
Chromebook Refresh	0000	9780	3,000,000.00					
Ed Division Carryover	0000	9780	800,000.00					
Gift Carryover for sites	0000	9780	2,000,000.00					
One-Time Revenues (0501)	0000	9780		4,615,631.00				
Chromebook Refresh	0000	9780		2,016,502.00				
Ed Division Carryover	0000	9780		800,000.00				
Gift Carryover for Sites	0000	9780		2,000,000.00				
Recovery list one-time	0000	9780				9,574,955.00		
Chromebook Refresh	0000	9780				2,016,502.00		
College Readiness Grant	0000	9780				211,985.00		
Ed Division	0000	9780				1,237,628.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	16,800,000.00	16,800,000.00		16,800,000.00		
Unassigned/Unappropriated Amount		9790	29,719,193.00	29,577,283.00		30,667,743.52		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	100,737,847.00	100,949,145.00	28,540,105.08	101,337,663.00	388,518.00	0.4%
Education Protection Account State Aid - Current Year		8012	9,367,838.00	9,367,838.00	2,382,756.00	9,367,838.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	1,094,064.00	1,094,064.00	New
Tax Relief Subventions								
Homeowners' Exemptions		8021	1,827,484.00	1,827,484.00	0.00	1,827,484.00	0.00	0.0%
Timber Yield Tax		8022	37.00	37.00	0.00	37.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	287,613,265.00	287,613,265.00	0.00	287,613,265.00	0.00	0.0%
Unsecured Roll Taxes		8042	9,142,362.00	9,142,362.00	6,996,210.51	9,142,362.00	0.00	0.0%
Prior Years' Taxes		8043	3,210,524.00	3,210,524.00	3,457,632.66	3,210,524.00	0.00	0.0%
Supplemental Taxes		8044	5,670,704.00	5,670,704.00	2,481,524.38	5,670,704.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	6,283,533.00	6,283,533.00	380,424.50	6,283,533.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	1,500,259.00	1,500,259.00	0.00	1,500,259.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			425,353,853.00	425,565,151.00	44,238,653.13	427,047,733.00	1,482,582.00	0.3%
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091	(3,500,000.00)	(3,500,000.00)	0.00	(3,500,000.00)	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(36,933,267.00)	(36,933,267.00)	(12,497,698.00)	(36,933,267.00)	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>384,920,586.00</b>	<b>385,131,884.00</b>	<b>31,740,955.13</b>	<b>386,614,466.00</b>	<b>1,482,582.00</b>	<b>0.4%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00		
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00		
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00		
Donated Food Commodities		8221	0.00	0.00	0.00	0.00		
Forest Reserve Funds		8260	2,500.00	2,500.00	1,642.73	2,500.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00		
Title I, Part A, Basic	3010	8290						
Title I, Part D, Local Delinquent Programs	3025	8290						
Title II, Part A, Educator Quality	4035	8290						

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Education Program	4201	8290						
Title III, Part A, English Learner Program	4203	8290						
Title V, Part B, Public Charter Schools Grant Program (PCSGP) (NCLB)	4610	8290						
Other NCLB / Every Student Succeeds Act	3012-3020, 3030-3199, 4036-4126, 5510	8290						
Career and Technical Education	3500-3599	8290						
All Other Federal Revenue	All Other	8290	25,950.00	25,950.00	232,137.73	224,577.00	198,627.00	765.4%
TOTAL, FEDERAL REVENUE			28,450.00	28,450.00	233,780.46	227,077.00	198,627.00	698.2%
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319						
Special Education Master Plan Current Year	6500	8311						
Prior Years	6500	8319						
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	2,206,261.89	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00		
Mandated Costs Reimbursements		8550	1,750,713.47	1,750,713.47	0.00	8,690,960.47	6,940,247.00	396.4%
Lottery - Unrestricted and Instructional Materials		8560	6,794,747.00	6,794,747.00	157,555.65	6,794,747.00	0.00	0.0%
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00		
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590						
Charter School Facility Grant	6030	8590						
Career Technical Education Incentive Grant Program	6387	8590						
Drug/Alcohol/Tobacco Funds	6650, 6690	8590						
California Clean Energy Jobs Act	6230	8590						
Specialized Secondary	7370	8590						
American Indian Early Childhood Education	7210	8590						
Quality Education Investment Act	7400	8590						
Common Core State Standards Implementation	7405	8590						
All Other State Revenue	All Other	8590	0.00	0.00	143,969.48	150,000.00	150,000.00	New
TOTAL, OTHER STATE REVENUE			8,545,460.47	8,545,460.47	2,507,787.02	15,635,707.47	7,090,247.00	83.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00		
Unsecured Roll		8616	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00		
Supplemental Taxes		8618	0.00	0.00	0.00	0.00		
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00		
Sales								
Sale of Equipment/Supplies		8631	10,000.00	10,000.00	338.30	10,000.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	2,075,143.05	2,075,143.05	161,197.60	2,075,143.05	0.00	0.0%
Interest		8660	590,000.00	590,000.00	163,647.79	590,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	485,000.00	485,000.00	187,977.50	485,000.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00		
All Other Local Revenue		8699	1,049,686.00	1,053,604.00	1,912,455.22	2,396,200.00	1,342,596.00	127.4%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791						
From County Offices	6500	8792						
From JPAs	6500	8793						
ROC/P Transfers								
From Districts or Charter Schools	6360	8791						
From County Offices	6360	8792						
From JPAs	6360	8793						
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>4,209,829.05</b>	<b>4,213,747.05</b>	<b>2,425,616.41</b>	<b>5,556,343.05</b>	<b>1,342,596.00</b>	<b>31.9%</b>
<b>TOTAL, REVENUES</b>			<b>397,704,325.52</b>	<b>397,919,541.52</b>	<b>36,908,139.02</b>	<b>408,033,593.52</b>	<b>10,114,052.00</b>	<b>2.5%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Certificated Teachers' Salaries		1100	154,015,290.00	154,015,290.00	41,353,411.92	153,493,908.00	521,382.00	0.3%
Certificated Pupil Support Salaries		1200	6,318,132.00	6,318,132.00	1,708,875.32	6,380,164.00	(62,032.00)	-1.0%
Certificated Supervisors' and Administrators' Salaries		1300	15,685,405.00	15,685,405.00	4,545,143.43	16,505,564.00	(820,159.00)	-5.2%
Other Certificated Salaries		1900	2,613,956.00	2,613,956.00	539,659.75	2,477,040.00	136,916.00	5.2%
TOTAL, CERTIFICATED SALARIES			178,632,783.00	178,632,783.00	48,147,090.42	178,856,676.00	(223,893.00)	-0.1%
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	597,304.00	597,304.00	500,771.81	1,153,801.00	(556,497.00)	-93.2%
Classified Support Salaries		2200	19,369,098.00	19,369,098.00	4,189,285.16	19,663,396.00	(294,298.00)	-1.5%
Classified Supervisors' and Administrators' Salaries		2300	3,022,453.00	3,022,453.00	827,715.00	2,970,298.00	52,155.00	1.7%
Clerical, Technical and Office Salaries		2400	14,887,397.00	14,887,397.00	3,186,574.82	14,291,623.00	595,774.00	4.0%
Other Classified Salaries		2900	3,491,662.00	3,491,662.00	393,617.81	3,601,126.00	(109,464.00)	-3.1%
TOTAL, CLASSIFIED SALARIES			41,367,914.00	41,367,914.00	9,097,964.60	41,680,244.00	(312,330.00)	-0.8%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	25,727,562.00	25,727,562.00	12,588,862.88	25,308,066.00	419,496.00	1.6%
PERS		3201-3202	5,783,582.00	5,783,582.00	3,367,409.21	6,147,194.00	(363,612.00)	-6.3%
OASDI/Medicare/Alternative		3301-3302	5,490,139.00	5,490,139.00	1,290,814.65	5,640,898.00	(150,759.00)	-2.7%
Health and Welfare Benefits		3401-3402	30,451,183.00	30,451,183.00	1,980,991.01	31,051,318.00	(600,135.00)	-2.0%
Unemployment Insurance		3501-3502	108,848.00	108,848.00	25,027.46	110,323.00	(1,475.00)	-1.4%
Workers' Compensation		3601-3602	3,156,204.00	3,156,204.00	831,159.64	3,192,990.00	(36,786.00)	-1.2%
OPEB, Allocated		3701-3702	585,075.00	585,075.00	(403,797.46)	594,537.00	(9,462.00)	-1.6%
OPEB, Active Employees		3751-3752	1,686,746.00	1,686,746.00	287,959.24	1,758,161.00	(71,415.00)	-4.2%
Other Employee Benefits		3901-3902	125,337.00	125,337.00	2,750.29	72,575.00	52,762.00	42.1%
TOTAL, EMPLOYEE BENEFITS			73,114,676.00	73,114,676.00	19,971,176.92	73,876,062.00	(761,386.00)	-1.0%
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	0.00	1,041,480.00	2,479,404.59	2,638,406.00	(1,596,926.00)	-153.3%
Books and Other Reference Materials		4200	2,500.00	2,500.00	10,141.76	8,678.00	(6,178.00)	-247.1%
Materials and Supplies		4300	6,828,602.00	6,463,803.52	1,117,449.43	7,220,230.00	(756,426.48)	-11.7%
Noncapitalized Equipment		4400	1,863,721.00	1,939,588.00	76,387.89	2,026,408.00	(86,820.00)	-4.5%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			8,694,823.00	9,447,371.52	3,683,383.67	11,893,722.00	(2,446,350.48)	-25.9%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	160,000.00	160,000.00	17,544.88	410,000.00	(250,000.00)	-156.3%
Travel and Conferences		5200	369,824.00	369,824.00	98,935.47	432,546.00	(62,722.00)	-17.0%
Dues and Memberships		5300	44,333.00	44,333.00	41,673.40	54,558.00	(10,225.00)	-23.1%
Insurance		5400-5450	2,885,000.00	2,885,000.00	2,000,000.00	2,885,000.00	0.00	0.0%
Operations and Housekeeping Services		5500	12,700,000.00	12,700,000.00	4,388,432.24	12,700,000.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	3,627,852.00	3,627,852.00	770,051.54	3,657,041.00	(29,189.00)	-0.8%
Transfers of Direct Costs		5710	(297,314.00)	(305,314.00)	(356,804.75)	(331,839.00)	26,525.00	-8.7%
Transfers of Direct Costs - Interfund		5750	(127,379.00)	(127,379.00)	(10,181.07)	(127,379.00)	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	7,855,667.00	7,694,798.00	2,194,034.89	8,789,480.00	(1,094,682.00)	-14.2%
Communications		5900	869,350.00	869,350.00	193,643.87	869,350.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			28,087,333.00	27,918,464.00	9,337,330.47	29,338,757.00	(1,420,293.00)	-5.1%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	40,000.00	(40,000.00)	New
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	3,239,479.00	3,239,479.00	129,031.97	3,074,479.00	165,000.00	5.1%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			3,239,479.00	3,239,479.00	129,031.97	3,114,479.00	125,000.00	3.9%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	4,188,806.00	4,233,501.00	1,147,285.32	4,233,501.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221						
To County Offices	6500	7222						
To JPAs	6500	7223						
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221						
To County Offices	6360	7222						
To JPAs	6360	7223						
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	1,590,000.00	1,590,000.00	636,000.00	1,590,000.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	22,946.00	22,946.00	15,897.96	22,946.00	0.00	0.0%
Other Debt Service - Principal		7439	765,567.00	765,567.00	162,355.54	765,567.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			6,567,319.00	6,612,014.00	1,961,538.82	6,612,014.00	0.00	0.0%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	(3,306,793.00)	(3,306,793.00)	0.00	(3,142,819.00)	(163,974.00)	5.0%
Transfers of Indirect Costs - Interfund		7350	(538,823.00)	(538,823.00)	0.00	(535,464.00)	(3,359.00)	0.6%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(3,845,616.00)	(3,845,616.00)	0.00	(3,678,283.00)	(167,333.00)	4.4%
TOTAL, EXPENDITURES			335,858,711.00	336,487,085.52	92,327,516.87	341,693,671.00	(5,206,585.48)	-1.5%



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	(65,716,747.00)	(66,716,747.00)	0.00	(66,924,816.00)	(208,069.00)	0.3%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(65,716,747.00)	(66,716,747.00)	0.00	(66,924,816.00)	(208,069.00)	0.3%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			(65,716,747.00)	(66,716,747.00)	0.00	(66,924,816.00)	(208,069.00)	0.3%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	16,871,206.00	16,737,254.00	1,693,728.06	18,512,396.00	1,775,142.00	10.6%
3) Other State Revenue		8300-8599	52,189,719.00	55,181,428.00	10,682,133.24	53,978,027.00	(1,203,401.00)	-2.2%
4) Other Local Revenue		8600-8799	650,000.00	747,116.00	647,216.19	764,504.00	17,388.00	2.3%
5) TOTAL, REVENUES			69,710,925.00	72,665,798.00	13,023,077.49	73,254,927.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	35,866,012.00	35,866,012.00	10,031,769.77	36,195,427.00	(329,415.00)	-0.9%
2) Classified Salaries		2000-2999	25,806,198.00	26,806,198.00	5,303,654.01	27,131,147.00	(324,949.00)	-1.2%
3) Employee Benefits		3000-3999	41,774,726.00	41,774,726.00	4,932,190.25	41,784,528.00	(9,802.00)	0.0%
4) Books and Supplies		4000-4999	10,148,273.00	11,986,736.00	4,969,618.48	12,405,094.00	(418,358.00)	-3.5%
5) Services and Other Operating Expenditures		5000-5999	15,657,868.26	17,118,566.26	3,180,827.78	19,682,297.00	(2,563,730.74)	-15.0%
6) Capital Outlay		6000-6999	3,030,016.00	5,530,016.00	591,403.02	3,129,933.00	2,400,083.00	43.4%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	7,631,219.00	7,631,219.00	1,896,332.03	7,346,219.00	285,000.00	3.7%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	3,306,792.74	3,306,792.74	0.00	3,142,819.00	163,973.74	5.0%
9) TOTAL, EXPENDITURES			143,221,105.00	150,020,266.00	30,905,795.34	150,817,464.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			(73,510,180.00)	(77,354,468.00)	(17,882,717.85)	(77,562,537.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	65,716,747.00	66,716,747.00	0.00	66,924,816.00	208,069.00	0.3%
4) TOTAL, OTHER FINANCING SOURCES/USES			65,716,747.00	66,716,747.00	0.00	66,924,816.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(7,793,433.00)	(10,637,721.00)	(17,882,717.85)	(10,637,721.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	10,248,568.00	13,322,148.00		13,322,148.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			10,248,568.00	13,322,148.00		13,322,148.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			10,248,568.00	13,322,148.00		13,322,148.00		
2) Ending Balance, June 30 (E + F1e)			2,455,135.00	2,684,427.00		2,684,427.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	2,455,135.00	2,684,427.00		2,684,427.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	0.00	0.00	0.00	0.00		
Education Protection Account State Aid - Current Year		8012	0.00	0.00	0.00	0.00		
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00		
Tax Relief Subventions								
Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00		
Timber Yield Tax		8022	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00		
County & District Taxes								
Secured Roll Taxes		8041	0.00	0.00	0.00	0.00		
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00		
Supplemental Taxes		8044	0.00	0.00	0.00	0.00		
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00		
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00		
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00		
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00		
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00		
Subtotal, LCFF Sources			0.00	0.00	0.00	0.00		
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091						
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00		
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	7,977,651.00	7,972,723.00	74,572.28	7,972,723.00	0.00	0.0%
Special Education Discretionary Grants		8182	1,645,106.00	1,645,106.00	0.00	1,643,501.00	(1,605.00)	-0.1%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00		
Flood Control Funds		8270	0.00	0.00	0.00	0.00		
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00		
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	4,406,428.00	4,406,428.00	960,261.94	6,129,014.00	1,722,586.00	39.1%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Educator Quality	4035	8290	860,000.00	860,000.00	183,384.25	920,030.00	60,030.00	7.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Education Program	4201	8290	70,880.00	70,880.00	5,676.01	110,672.00	39,792.00	56.1%
Title III, Part A, English Learner Program	4203	8290	640,000.00	510,976.00	127,159.48	510,976.00	0.00	0.0%
Title V, Part B, Public Charter Schools Grant Program (PCSGP) (NCLB)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3012-3020, 3030-3199, 4036-4126, 5510	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	269,819.00	269,819.00	0.00	224,158.00	(45,661.00)	-16.9%
All Other Federal Revenue	All Other	8290	1,001,322.00	1,001,322.00	342,674.10	1,001,322.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>16,871,206.00</b>	<b>16,737,254.00</b>	<b>1,693,728.06</b>	<b>18,512,396.00</b>	<b>1,775,142.00</b>	<b>10.6%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311	24,156,828.00	24,156,828.00	4,616,913.93	24,156,828.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	211,180.00	211,180.00	40,750.06	211,180.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00		
Lottery - Unrestricted and Instructional Materials		8560	1,989,893.00	1,989,893.00	239,077.37	2,229,893.00	240,000.00	12.1%
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	562,500.00	562,500.00	0.00	614,250.00	51,750.00	9.2%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	2,805,083.00	5,761,361.00	2,956,278.33	2,956,278.00	(2,805,083.00)	-48.7%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	1,309,662.00	1,309,662.00	1,309,662.00	New
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Common Core State Standards Implementation	7405	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	22,464,235.00	22,499,666.00	1,519,451.55	22,499,936.00	270.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>52,189,719.00</b>	<b>55,181,428.00</b>	<b>10,682,133.24</b>	<b>53,978,027.00</b>	<b>(1,203,401.00)</b>	<b>-2.2%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00		
Non-Resident Students		8672	0.00	0.00	0.00	0.00		
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	100,000.00	100,000.00	100.10	117,388.00	17,388.00	17.4%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustm		8691	0.00	0.00	0.00	0.00		
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	550,000.00	647,116.00	647,116.09	647,116.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>650,000.00</b>	<b>747,116.00</b>	<b>647,216.19</b>	<b>764,504.00</b>	<b>17,388.00</b>	<b>2.3%</b>
<b>TOTAL, REVENUES</b>			<b>69,710,925.00</b>	<b>72,665,798.00</b>	<b>13,023,077.49</b>	<b>73,254,927.00</b>	<b>589,129.00</b>	<b>0.8%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	25,912,836.00	25,912,836.00	7,450,747.27	27,267,532.00	(1,354,696.00)	-5.2%
Certificated Pupil Support Salaries		1200	5,554,396.00	5,554,396.00	1,425,092.45	5,361,771.00	192,625.00	3.5%
Certificated Supervisors' and Administrators' Salaries		1300	2,504,385.00	2,504,385.00	762,294.67	2,387,394.00	116,991.00	4.7%
Other Certificated Salaries		1900	1,894,395.00	1,894,395.00	393,635.38	1,178,730.00	715,665.00	37.8%
TOTAL, CERTIFICATED SALARIES			35,866,012.00	35,866,012.00	10,031,769.77	36,195,427.00	(329,415.00)	-0.9%
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	14,445,176.00	15,445,176.00	2,466,979.95	15,739,117.00	(293,941.00)	-1.9%
Classified Support Salaries		2200	8,277,592.00	8,277,592.00	2,045,298.84	8,175,488.00	102,104.00	1.2%
Classified Supervisors' and Administrators' Salaries		2300	1,221,076.00	1,221,076.00	336,032.10	1,353,422.00	(132,346.00)	-10.8%
Clerical, Technical and Office Salaries		2400	1,075,803.00	1,075,803.00	262,669.79	1,045,184.00	30,619.00	2.8%
Other Classified Salaries		2900	786,551.00	786,551.00	192,673.33	817,936.00	(31,385.00)	-4.0%
TOTAL, CLASSIFIED SALARIES			25,806,198.00	26,806,198.00	5,303,654.01	27,131,147.00	(324,949.00)	-1.2%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	24,149,024.00	24,149,024.00	1,440,761.49	24,210,927.00	(61,903.00)	-0.3%
PERS		3201-3202	3,526,094.00	3,526,094.00	723,405.94	3,568,285.00	(42,191.00)	-1.2%
OASDI/Medicare/Alternative		3301-3302	2,211,208.00	2,211,208.00	511,461.41	2,456,563.00	(245,355.00)	-11.1%
Health and Welfare Benefits		3401-3402	10,261,620.00	10,261,620.00	1,904,871.25	9,849,058.00	412,562.00	4.0%
Unemployment Insurance		3501-3502	30,814.00	30,814.00	7,484.25	32,181.00	(1,367.00)	-4.4%
Workers' Compensation		3601-3602	894,677.00	894,677.00	222,795.40	932,742.00	(38,065.00)	-4.3%
OPEB, Allocated		3701-3702	164,184.00	164,184.00	41,480.64	173,675.00	(9,491.00)	-5.8%
OPEB, Active Employees		3751-3752	479,446.00	479,446.00	70,816.14	514,603.00	(35,157.00)	-7.3%
Other Employee Benefits		3901-3902	57,659.00	57,659.00	9,113.73	46,494.00	11,165.00	19.4%
TOTAL, EMPLOYEE BENEFITS			41,774,726.00	41,774,726.00	4,932,190.25	41,784,528.00	(9,802.00)	0.0%
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	4,625,893.00	5,477,227.00	3,262,210.30	5,477,227.00	0.00	0.0%
Books and Other Reference Materials		4200	5,500.00	5,500.00	62,052.42	8,000.00	(2,500.00)	-45.5%
Materials and Supplies		4300	4,875,546.00	5,485,038.00	1,545,655.60	6,426,389.00	(941,351.00)	-17.2%
Noncapitalized Equipment		4400	641,334.00	1,018,971.00	99,700.16	493,478.00	525,493.00	51.6%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			10,148,273.00	11,986,736.00	4,969,618.48	12,405,094.00	(418,358.00)	-3.5%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	3,649,456.00	4,549,554.00	487,655.82	5,895,284.00	(1,345,730.00)	-29.6%
Travel and Conferences		5200	376,595.00	379,195.00	149,858.69	507,158.00	(127,963.00)	-33.7%
Dues and Memberships		5300	3,500.00	3,500.00	3,050.00	3,500.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	3,365,300.00	3,365,300.00	663,395.63	3,369,550.00	(4,250.00)	-0.1%
Transfers of Direct Costs		5710	297,314.00	305,314.00	357,328.17	331,839.00	(26,525.00)	-8.7%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	7,962,803.26	8,512,803.26	1,519,539.47	9,572,966.00	(1,060,162.74)	-12.5%
Communications		5900	2,900.00	2,900.00	0.00	2,000.00	900.00	31.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			15,657,868.26	17,118,566.26	3,180,827.78	19,682,297.00	(2,563,730.74)	-15.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	1,910,016.00	3,210,016.00	20,454.59	2,710,016.00	500,000.00	15.6%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	1,120,000.00	2,320,000.00	570,948.43	419,917.00	1,900,083.00	81.9%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			3,030,016.00	5,530,016.00	591,403.02	3,129,933.00	2,400,083.00	43.4%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	22,000.00	22,000.00	0.00	22,000.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	395,000.00	395,000.00	0.00	395,000.00	0.00	0.0%
Payments to County Offices		7142	5,690,000.00	5,690,000.00	896,332.03	5,690,000.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	239,219.00	239,219.00	0.00	239,219.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	1,285,000.00	1,285,000.00	1,000,000.00	1,000,000.00	285,000.00	22.2%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			7,631,219.00	7,631,219.00	1,896,332.03	7,346,219.00	285,000.00	3.7%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	3,306,792.74	3,306,792.74	0.00	3,142,819.00	163,973.74	5.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			3,306,792.74	3,306,792.74	0.00	3,142,819.00	163,973.74	5.0%
TOTAL, EXPENDITURES			143,221,105.00	150,020,266.00	30,905,795.34	150,817,464.00	(797,198.00)	-0.5%



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00		
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00		
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	65,716,747.00	66,716,747.00	0.00	66,924,816.00	208,069.00	0.3%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			65,716,747.00	66,716,747.00	0.00	66,924,816.00	208,069.00	0.3%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			65,716,747.00	66,716,747.00	0.00	66,924,816.00	(208,069.00)	0.3%

2017-18 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	384,920,586.00	385,131,884.00	31,740,955.13	386,614,466.00	1,482,582.00	0.4%
2) Federal Revenue		8100-8299	16,899,656.00	16,765,704.00	1,927,508.52	18,739,473.00	1,973,769.00	11.8%
3) Other State Revenue		8300-8599	60,735,179.47	63,726,888.47	13,189,920.26	69,613,734.47	5,886,846.00	9.2%
4) Other Local Revenue		8600-8799	4,859,829.05	4,960,863.05	3,072,832.60	6,320,847.05	1,359,984.00	27.4%
5) TOTAL, REVENUES			467,415,250.52	470,585,339.52	49,931,216.51	481,288,520.52		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	214,498,795.00	214,498,795.00	58,178,860.19	215,052,103.00	(553,308.00)	-0.3%
2) Classified Salaries		2000-2999	67,174,112.00	68,174,112.00	14,401,618.61	68,811,391.00	(637,279.00)	-0.9%
3) Employee Benefits		3000-3999	114,889,402.00	114,889,402.00	24,903,367.17	115,660,590.00	(771,188.00)	-0.7%
4) Books and Supplies		4000-4999	18,843,096.00	21,434,107.52	8,653,002.15	24,298,816.00	(2,864,708.48)	-13.4%
5) Services and Other Operating Expenditures		5000-5999	43,745,201.26	45,037,030.26	12,518,158.25	49,021,054.00	(3,984,023.74)	-8.8%
6) Capital Outlay		6000-6999	6,269,495.00	8,769,495.00	720,434.99	6,244,412.00	2,525,083.00	28.8%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	14,198,538.00	14,243,233.00	3,857,870.85	13,958,233.00	285,000.00	2.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(538,823.26)	(538,823.26)	0.00	(535,464.00)	(3,359.26)	0.6%
9) TOTAL, EXPENDITURES			479,079,816.00	486,507,351.52	123,233,312.21	492,511,135.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			(11,664,565.48)	(15,922,012.00)	(73,302,095.70)	(11,222,614.48)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

2017-18 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(11,664,565.48)	(15,922,012.00)	(73,302,095.70)	(11,222,614.48)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	71,139,893.48	74,740,855.00		74,740,855.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			71,139,893.48	74,740,855.00		74,740,855.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			71,139,893.48	74,740,855.00		74,740,855.00		
2) Ending Balance, June 30 (E + F1e)			59,475,328.00	58,818,843.00		63,518,240.52		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	175,000.00	175,000.00		175,000.00		
Stores		9712	150,000.00	150,000.00		150,000.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	2,455,135.00	2,684,427.00		2,684,427.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	10,176,000.00	9,432,133.00		13,041,070.00		
Recovery List One-time Carryover	0000	9780	4,376,000.00					
Chromebook Refresh	0000	9780	3,000,000.00					
Ed Division Carryover	0000	9780	800,000.00					
Gift Carryover for sites	0000	9780	2,000,000.00					
One-Time Revenues (0501)	0000	9780		4,615,631.00				
Chromebook Refresh	0000	9780		2,016,502.00				
Ed Division Carryover	0000	9780		800,000.00				
Gift Carryover for Sites	0000	9780		2,000,000.00				
Recovery list one-time	0000	9780				9,574,955.00		
Chromebook Refresh	0000	9780				2,016,502.00		
College Readiness Grant	0000	9780				211,985.00		
Ed Division	0000	9780				1,237,628.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	16,800,000.00	16,800,000.00		16,800,000.00		
Unassigned/Unappropriated Amount		9790	29,719,193.00	29,577,283.00		30,667,743.52		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	100,737,847.00	100,949,145.00	28,540,105.08	101,337,663.00	388,518.00	0.4%
Education Protection Account State Aid - Current Year		8012	9,367,838.00	9,367,838.00	2,382,756.00	9,367,838.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	1,094,064.00	1,094,064.00	New
Tax Relief Subventions								
Homeowners' Exemptions		8021	1,827,484.00	1,827,484.00	0.00	1,827,484.00	0.00	0.0%
Timber Yield Tax		8022	37.00	37.00	0.00	37.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	287,613,265.00	287,613,265.00	0.00	287,613,265.00	0.00	0.0%
Unsecured Roll Taxes		8042	9,142,362.00	9,142,362.00	6,996,210.51	9,142,362.00	0.00	0.0%
Prior Years' Taxes		8043	3,210,524.00	3,210,524.00	3,457,632.66	3,210,524.00	0.00	0.0%
Supplemental Taxes		8044	5,670,704.00	5,670,704.00	2,481,524.38	5,670,704.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	6,283,533.00	6,283,533.00	380,424.50	6,283,533.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	1,500,259.00	1,500,259.00	0.00	1,500,259.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			425,353,853.00	425,565,151.00	44,238,653.13	427,047,733.00	1,482,582.00	0.3%
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091	(3,500,000.00)	(3,500,000.00)	0.00	(3,500,000.00)	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(36,933,267.00)	(36,933,267.00)	(12,497,698.00)	(36,933,267.00)	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			384,920,586.00	385,131,884.00	31,740,955.13	386,614,466.00	1,482,582.00	0.4%
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	7,977,651.00	7,972,723.00	74,572.28	7,972,723.00	0.00	0.0%
Special Education Discretionary Grants		8182	1,645,106.00	1,645,106.00	0.00	1,643,501.00	(1,605.00)	-0.1%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	2,500.00	2,500.00	1,642.73	2,500.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	4,406,428.00	4,406,428.00	960,261.94	6,129,014.00	1,722,586.00	39.1%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Educator Quality	4035	8290	860,000.00	860,000.00	183,384.25	920,030.00	60,030.00	7.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Education Program	4201	8290	70,880.00	70,880.00	5,676.01	110,672.00	39,792.00	56.1%
Title III, Part A, English Learner Program	4203	8290	640,000.00	510,976.00	127,159.48	510,976.00	0.00	0.0%
Title V, Part B, Public Charter Schools Grant Program (PCSGP) (NCLB)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3012-3020, 3030-3199, 4036-4126, 5510	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	269,819.00	269,819.00	0.00	224,158.00	(45,661.00)	-16.9%
All Other Federal Revenue	All Other	8290	1,027,272.00	1,027,272.00	574,811.83	1,225,899.00	198,627.00	19.3%
<b>TOTAL, FEDERAL REVENUE</b>			<b>16,899,656.00</b>	<b>16,765,704.00</b>	<b>1,927,508.52</b>	<b>18,739,473.00</b>	<b>1,973,769.00</b>	<b>11.8%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	24,156,828.00	24,156,828.00	4,616,913.93	24,156,828.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	211,180.00	211,180.00	2,247,011.95	211,180.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	1,750,713.47	1,750,713.47	0.00	8,690,960.47	6,940,247.00	396.4%
Lottery - Unrestricted and Instructional Materials		8560	8,784,640.00	8,784,640.00	396,633.02	9,024,640.00	240,000.00	2.7%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	562,500.00	562,500.00	0.00	614,250.00	51,750.00	9.2%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	2,805,083.00	5,761,361.00	2,956,278.33	2,956,278.00	(2,805,083.00)	-48.7%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	1,309,662.00	1,309,662.00	1,309,662.00	New
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Common Core State Standards Implementation	7405	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	22,464,235.00	22,499,666.00	1,663,421.03	22,649,936.00	150,270.00	0.7%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>60,735,179.47</b>	<b>63,726,888.47</b>	<b>13,189,920.26</b>	<b>69,613,734.47</b>	<b>5,886,846.00</b>	<b>9.2%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	10,000.00	10,000.00	338.30	10,000.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	2,075,143.05	2,075,143.05	161,197.60	2,075,143.05	0.00	0.0%
Interest		8660	590,000.00	590,000.00	163,647.79	590,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	485,000.00	485,000.00	187,977.50	485,000.00	0.00	0.0%
Interagency Services		8677	100,000.00	100,000.00	100.10	117,388.00	17,388.00	17.4%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	1,599,686.00	1,700,720.00	2,559,571.31	3,043,316.00	1,342,596.00	78.9%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			4,859,829.05	4,960,863.05	3,072,832.60	6,320,847.05	1,359,984.00	27.4%
TOTAL, REVENUES			467,415,250.52	470,585,339.52	49,931,216.51	481,288,520.52	10,703,181.00	2.3%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	179,928,126.00	179,928,126.00	48,804,159.19	180,761,440.00	(833,314.00)	-0.5%
Certificated Pupil Support Salaries		1200	11,872,528.00	11,872,528.00	3,133,967.77	11,741,935.00	130,593.00	1.1%
Certificated Supervisors' and Administrators' Salaries		1300	18,189,790.00	18,189,790.00	5,307,438.10	18,892,958.00	(703,168.00)	-3.9%
Other Certificated Salaries		1900	4,508,351.00	4,508,351.00	933,295.13	3,655,770.00	852,581.00	18.9%
TOTAL, CERTIFICATED SALARIES			214,498,795.00	214,498,795.00	58,178,860.19	215,052,103.00	(553,308.00)	-0.3%
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	15,042,480.00	16,042,480.00	2,967,751.76	16,892,918.00	(850,438.00)	-5.3%
Classified Support Salaries		2200	27,646,690.00	27,646,690.00	6,234,584.00	27,838,884.00	(192,194.00)	-0.7%
Classified Supervisors' and Administrators' Salaries		2300	4,243,529.00	4,243,529.00	1,163,747.10	4,323,720.00	(80,191.00)	-1.9%
Clerical, Technical and Office Salaries		2400	15,963,200.00	15,963,200.00	3,449,244.61	15,336,807.00	626,393.00	3.9%
Other Classified Salaries		2900	4,278,213.00	4,278,213.00	586,291.14	4,419,062.00	(140,849.00)	-3.3%
TOTAL, CLASSIFIED SALARIES			67,174,112.00	68,174,112.00	14,401,618.61	68,811,391.00	(637,279.00)	-0.9%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	49,876,586.00	49,876,586.00	14,029,624.37	49,518,993.00	357,593.00	0.7%
PERS		3201-3202	9,309,676.00	9,309,676.00	4,090,815.15	9,715,479.00	(405,803.00)	-4.4%
OASDI/Medicare/Alternative		3301-3302	7,701,347.00	7,701,347.00	1,802,276.06	8,097,461.00	(396,114.00)	-5.1%
Health and Welfare Benefits		3401-3402	40,712,803.00	40,712,803.00	3,885,862.26	40,900,376.00	(187,573.00)	-0.5%
Unemployment Insurance		3501-3502	139,662.00	139,662.00	32,511.71	142,504.00	(2,842.00)	-2.0%
Workers' Compensation		3601-3602	4,050,881.00	4,050,881.00	1,053,955.04	4,125,732.00	(74,851.00)	-1.8%
OPEB, Allocated		3701-3702	749,259.00	749,259.00	(362,316.82)	768,212.00	(18,953.00)	-2.5%
OPEB, Active Employees		3751-3752	2,166,192.00	2,166,192.00	358,775.38	2,272,764.00	(106,572.00)	-4.9%
Other Employee Benefits		3901-3902	182,996.00	182,996.00	11,864.02	119,069.00	63,927.00	34.9%
TOTAL, EMPLOYEE BENEFITS			114,889,402.00	114,889,402.00	24,903,367.17	115,660,590.00	(771,188.00)	-0.7%
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	4,625,893.00	6,518,707.00	5,741,614.89	8,115,633.00	(1,596,926.00)	-24.5%
Books and Other Reference Materials		4200	8,000.00	8,000.00	72,194.18	16,678.00	(8,678.00)	-108.5%
Materials and Supplies		4300	11,704,148.00	11,948,841.52	2,663,105.03	13,646,619.00	(1,697,777.48)	-14.2%
Noncapitalized Equipment		4400	2,505,055.00	2,958,559.00	176,088.05	2,519,886.00	438,673.00	14.8%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			18,843,096.00	21,434,107.52	8,653,002.15	24,298,816.00	(2,864,708.48)	-13.4%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	3,809,456.00	4,709,554.00	505,200.70	6,305,284.00	(1,595,730.00)	-33.9%
Travel and Conferences		5200	746,419.00	749,019.00	248,794.16	939,704.00	(190,685.00)	-25.5%
Dues and Memberships		5300	47,833.00	47,833.00	44,723.40	58,058.00	(10,225.00)	-21.4%
Insurance		5400-5450	2,885,000.00	2,885,000.00	2,000,000.00	2,885,000.00	0.00	0.0%
Operations and Housekeeping Services		5500	12,700,000.00	12,700,000.00	4,388,432.24	12,700,000.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	6,993,152.00	6,993,152.00	1,433,447.17	7,026,591.00	(33,439.00)	-0.5%
Transfers of Direct Costs		5710	0.00	0.00	523.42	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(127,379.00)	(127,379.00)	(10,181.07)	(127,379.00)	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	15,818,470.26	16,207,601.26	3,713,574.36	18,362,446.00	(2,154,844.74)	-13.3%
Communications		5900	872,250.00	872,250.00	193,643.87	871,350.00	900.00	0.1%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			43,745,201.26	45,037,030.26	12,518,158.25	49,021,054.00	(3,984,023.74)	-8.8%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	40,000.00	(40,000.00)	New
Buildings and Improvements of Buildings		6200	1,910,016.00	3,210,016.00	20,454.59	2,710,016.00	500,000.00	15.6%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	4,359,479.00	5,559,479.00	699,980.40	3,494,396.00	2,065,083.00	37.1%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			6,269,495.00	8,769,495.00	720,434.99	6,244,412.00	2,525,083.00	28.8%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	22,000.00	22,000.00	0.00	22,000.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	395,000.00	395,000.00	0.00	395,000.00	0.00	0.0%
Payments to County Offices		7142	9,878,806.00	9,923,501.00	2,043,617.35	9,923,501.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	239,219.00	239,219.00	0.00	239,219.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	2,875,000.00	2,875,000.00	1,636,000.00	2,590,000.00	285,000.00	9.9%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	22,946.00	22,946.00	15,897.96	22,946.00	0.00	0.0%
Other Debt Service - Principal		7439	765,567.00	765,567.00	162,355.54	765,567.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			14,198,538.00	14,243,233.00	3,857,870.85	13,958,233.00	285,000.00	2.0%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	(0.26)	(0.26)	0.00	0.00		
Transfers of Indirect Costs - Interfund		7350	(538,823.00)	(538,823.00)	0.00	(535,464.00)	(3,359.00)	0.6%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(538,823.26)	(538,823.26)	0.00	(535,464.00)	(3,359.26)	0.6%
TOTAL, EXPENDITURES			479,079,816.00	486,507,351.52	123,233,312.21	492,511,135.00	(6,003,783.48)	-1.2%



2017-18 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00		
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00		
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			0.00	0.00	0.00	0.00	0.00	0.0%

Resource	Description	2017-18
		Projected Year Totals
5640	Medi-Cal Billing Option	273,289.00
6230	California Clean Energy Jobs Act	729,292.00
9010	Other Restricted Local	1,681,846.00
Total, Restricted Balance		2,684,427.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	83,333.00	83,333.00	0.00	0.00	(83,333.00)	-100.0%
3) Other State Revenue		8300-8599	2,471,020.00	2,622,679.00	1,235,265.00	2,622,679.00	0.00	0.0%
4) Other Local Revenue		8600-8799	2,095,100.00	2,095,100.00	707,480.09	2,095,100.00	0.00	0.0%
5) TOTAL, REVENUES			4,649,453.00	4,801,112.00	1,942,745.09	4,717,779.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	1,697,742.00	1,697,742.00	420,231.23	1,529,292.00	168,450.00	9.9%
2) Classified Salaries		2000-2999	1,515,780.00	1,515,780.00	231,248.37	1,452,993.00	62,787.00	4.1%
3) Employee Benefits		3000-3999	1,056,603.00	1,056,603.00	175,102.74	1,246,827.00	(190,224.00)	-18.0%
4) Books and Supplies		4000-4999	123,333.00	199,992.00	11,388.00	155,615.00	44,377.00	22.2%
5) Services and Other Operating Expenditures		5000-5999	140,564.00	140,564.00	24,525.55	145,980.00	(5,416.00)	-3.9%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	190,431.00	190,431.00	0.00	187,072.00	3,359.00	1.8%
9) TOTAL, EXPENDITURES			4,724,453.00	4,801,112.00	862,495.89	4,717,779.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(75,000.00)	0.00	1,080,249.20	0.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(75,000.00)	0.00	1,080,249.20	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	192,144.00	372,954.00		372,954.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			192,144.00	372,954.00		372,954.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			192,144.00	372,954.00		372,954.00		
2) Ending Balance, June 30 (E + F1e)			117,144.00	372,954.00		372,954.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	117,144.00	372,954.00		372,954.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	83,333.00	83,333.00	0.00	0.00	(83,333.00)	-100.0%
<b>TOTAL, FEDERAL REVENUE</b>			83,333.00	83,333.00	0.00	0.00	(83,333.00)	-100.0%
<b>OTHER STATE REVENUE</b>								
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Child Development Apportionments		8530	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
State Preschool	6105	8590	2,471,020.00	2,471,020.00	1,158,606.00	2,471,020.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	151,659.00	76,659.00	151,659.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			2,471,020.00	2,622,679.00	1,235,265.00	2,622,679.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	601.53	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	1,600,000.00	1,600,000.00	612,585.42	1,600,000.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	495,100.00	495,100.00	94,293.14	495,100.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			2,095,100.00	2,095,100.00	707,480.09	2,095,100.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			4,649,453.00	4,801,112.00	1,942,745.09	4,717,779.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	1,385,427.00	1,385,427.00	345,953.33	1,229,781.00	155,646.00	11.2%
Certificated Pupil Support Salaries		1200	182,485.00	182,485.00	45,152.83	167,208.00	15,277.00	8.4%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	129,830.00	129,830.00	29,125.07	132,303.00	(2,473.00)	-1.9%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>1,697,742.00</b>	<b>1,697,742.00</b>	<b>420,231.23</b>	<b>1,529,292.00</b>	<b>168,450.00</b>	<b>9.9%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	925,821.00	925,821.00	73,184.37	908,223.00	17,598.00	1.9%
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	325,318.00	325,318.00	86,527.33	287,535.00	37,783.00	11.6%
Clerical, Technical and Office Salaries		2400	238,841.00	238,841.00	67,168.06	241,435.00	(2,594.00)	-1.1%
Other Classified Salaries		2900	25,800.00	25,800.00	4,368.61	15,800.00	10,000.00	38.8%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>1,515,780.00</b>	<b>1,515,780.00</b>	<b>231,248.37</b>	<b>1,452,993.00</b>	<b>62,787.00</b>	<b>4.1%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	247,081.00	247,081.00	49,956.34	203,161.00	43,920.00	17.8%
PERS		3201-3202	122,310.00	122,310.00	38,971.40	182,490.00	(60,180.00)	-49.2%
OASDI/Medicare/Alternative		3301-3302	105,064.00	105,064.00	22,797.29	122,325.00	(17,261.00)	-16.4%
Health and Welfare Benefits		3401-3402	497,627.00	497,627.00	53,370.35	662,928.00	(165,301.00)	-33.2%
Unemployment Insurance		3501-3502	1,586.00	1,586.00	316.78	1,500.00	86.00	5.4%
Workers' Compensation		3601-3602	46,059.00	46,059.00	9,446.56	42,633.00	3,426.00	7.4%
OPEB, Allocated		3701-3702	8,577.00	8,577.00	(3,254.46)	8,108.00	469.00	5.5%
OPEB, Active Employees		3751-3752	23,345.00	23,345.00	3,077.21	19,469.00	3,876.00	16.6%
Other Employee Benefits		3901-3902	4,954.00	4,954.00	421.27	4,213.00	741.00	15.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>1,056,603.00</b>	<b>1,056,603.00</b>	<b>175,102.74</b>	<b>1,246,827.00</b>	<b>(190,224.00)</b>	<b>-18.0%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	123,333.00	199,992.00	6,121.75	155,615.00	44,377.00	22.2%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	0.00	0.00	5,266.25	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>123,333.00</b>	<b>199,992.00</b>	<b>11,388.00</b>	<b>155,615.00</b>	<b>44,377.00</b>	<b>22.2%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	2,000.00	2,000.00	637.56	2,000.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	368.89	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	120,000.00	120,000.00	657.30	120,000.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	18,564.00	18,564.00	22,861.80	23,980.00	(5,416.00)	-29.2%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>140,564.00</b>	<b>140,564.00</b>	<b>24,525.55</b>	<b>145,980.00</b>	<b>(5,416.00)</b>	<b>-3.9%</b>
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	190,431.00	190,431.00	0.00	187,072.00	3,359.00	1.8%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>190,431.00</b>	<b>190,431.00</b>	<b>0.00</b>	<b>187,072.00</b>	<b>3,359.00</b>	<b>1.8%</b>
<b>TOTAL, EXPENDITURES</b>			<b>4,724,453.00</b>	<b>4,801,112.00</b>	<b>862,495.89</b>	<b>4,717,779.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund		8911	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		



Resource	Description	2017/18
		Projected Year Totals
9010	Other Restricted Local	372,954.00
Total, Restricted Balance		372,954.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	5,066,132.00	5,066,132.00	826,672.39	5,066,132.00	0.00	0.0%
3) Other State Revenue		8300-8599	378,659.00	378,659.00	66,976.57	378,659.00	0.00	0.0%
4) Other Local Revenue		8600-8799	5,054,022.00	5,054,022.00	695,544.30	5,054,022.00	0.00	0.0%
5) TOTAL, REVENUES			10,498,813.00	10,498,813.00	1,589,193.26	10,498,813.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	4,313,604.00	4,313,604.00	601,033.29	4,313,604.00	0.00	0.0%
3) Employee Benefits		3000-3999	1,375,129.00	1,375,129.00	189,851.29	1,375,129.00	0.00	0.0%
4) Books and Supplies		4000-4999	4,061,939.00	4,061,939.00	1,512,343.35	4,061,939.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	271,980.00	271,980.00	106,632.58	271,980.00	0.00	0.0%
6) Capital Outlay		6000-6999	840,000.00	840,000.00	10,731.50	840,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	348,392.00	348,392.00	0.00	348,392.00	0.00	0.0%
9) TOTAL, EXPENDITURES			11,211,044.00	11,211,044.00	2,420,592.01	11,211,044.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(712,231.00)	(712,231.00)	(831,398.75)	(712,231.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(712,231.00)	(712,231.00)	(831,398.75)	(712,231.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	4,210,259.00	4,701,035.00		4,701,035.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			4,210,259.00	4,701,035.00		4,701,035.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			4,210,259.00	4,701,035.00		4,701,035.00		
2) Ending Balance, June 30 (E + F1e)			3,498,028.00	3,988,804.00		3,988,804.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	3,498,028.00	3,988,804.00		3,988,804.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
Child Nutrition Programs		8220	5,066,132.00	5,066,132.00	826,672.39	5,066,132.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			5,066,132.00	5,066,132.00	826,672.39	5,066,132.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
Child Nutrition Programs		8520	378,659.00	378,659.00	66,976.57	378,659.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			378,659.00	378,659.00	66,976.57	378,659.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	1,000.00	0.00	0.00	0.0%
Food Service Sales		8634	5,022,174.00	5,022,174.00	681,580.64	5,022,174.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	31,448.00	31,448.00	12,884.91	31,448.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	400.00	400.00	78.75	400.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			5,054,022.00	5,054,022.00	695,544.30	5,054,022.00	0.00	0.0%
TOTAL, REVENUES			10,498,813.00	10,498,813.00	1,589,193.26	10,498,813.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	3,546,509.00	3,546,509.00	443,435.08	3,546,509.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	466,861.00	466,861.00	103,931.61	466,861.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	300,234.00	300,234.00	53,666.60	300,234.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			4,313,604.00	4,313,604.00	601,033.29	4,313,604.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	367,644.00	367,644.00	76,505.22	367,644.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	237,636.00	237,636.00	38,029.53	237,636.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	658,736.00	658,736.00	65,999.60	658,736.00	0.00	0.0%
Unemployment Insurance		3501-3502	1,999.00	1,999.00	291.43	1,999.00	0.00	0.0%
Workers' Compensation		3601-3602	60,412.00	60,412.00	8,714.97	60,412.00	0.00	0.0%
OPEB, Allocated		3701-3702	11,411.00	11,411.00	(3,242.92)	11,411.00	0.00	0.0%
OPEB, Active Employees		3751-3752	31,634.00	31,634.00	2,892.66	31,634.00	0.00	0.0%
Other Employee Benefits		3901-3902	5,657.00	5,657.00	660.80	5,657.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			1,375,129.00	1,375,129.00	189,851.29	1,375,129.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	51,219.00	51,219.00	25,533.62	51,219.00	0.00	0.0%
Noncapitalized Equipment		4400	114,705.00	114,705.00	83,119.30	114,705.00	0.00	0.0%
Food		4700	3,896,015.00	3,896,015.00	1,403,690.43	3,896,015.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			4,061,939.00	4,061,939.00	1,512,343.35	4,061,939.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	7,038.00	7,038.00	642.92	7,038.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	140,917.00	140,917.00	37,366.90	140,917.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	2,379.00	2,379.00	8,133.28	2,379.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	121,396.00	121,396.00	60,439.90	121,396.00	0.00	0.0%
Communications		5900	250.00	250.00	49.58	250.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			271,980.00	271,980.00	106,632.58	271,980.00	0.00	0.0%
<b>CAPITAL OUTLAY</b>								
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	840,000.00	840,000.00	10,731.50	840,000.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			840,000.00	840,000.00	10,731.50	840,000.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	348,392.00	348,392.00	0.00	348,392.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			348,392.00	348,392.00	0.00	348,392.00	0.00	0.0%
TOTAL, EXPENDITURES			11,211,044.00	11,211,044.00	2,420,592.01	11,211,044.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund		8916	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2017/18
		Projected Year Totals
5310	Child Nutrition: School Programs (e.g., School Lunch, School	3,988,804.00
Total, Restricted Balance		3,988,804.00



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	3,500,000.00	3,500,000.00	0.00	3,500,000.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	12,000.00	12,000.00	6,867.86	12,000.00	0.00	0.0%
5) TOTAL, REVENUES			3,512,000.00	3,512,000.00	6,867.86	3,512,000.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	15,000.00	15,000.00	58,033.08	15,000.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	100,000.00	100,000.00	30,596.27	100,000.00	0.00	0.0%
6) Capital Outlay		6000-6999	3,397,000.00	3,397,000.00	624,234.51	3,397,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			3,512,000.00	3,512,000.00	712,863.86	3,512,000.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	0.00	(705,996.00)	0.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	(705,996.00)	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,700,000.00	1,809,648.00		1,809,648.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,700,000.00	1,809,648.00		1,809,648.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,700,000.00	1,809,648.00		1,809,648.00		
2) Ending Balance, June 30 (E + F1e)			1,700,000.00	1,809,648.00		1,809,648.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	1,700,000.00	1,809,648.00		1,809,648.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>LCFF SOURCES</b>								
LCFF Transfers								
LCFF Transfers - Current Year		8091	3,500,000.00	3,500,000.00	0.00	3,500,000.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			3,500,000.00	3,500,000.00	0.00	3,500,000.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	12,000.00	12,000.00	6,867.86	12,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			12,000.00	12,000.00	6,867.86	12,000.00	0.00	0.0%
TOTAL, REVENUES			3,512,000.00	3,512,000.00	6,867.86	3,512,000.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	10,000.00	10,000.00	16,527.77	10,000.00	0.00	0.0%
Noncapitalized Equipment		4400	5,000.00	5,000.00	41,505.31	5,000.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			15,000.00	15,000.00	58,033.08	15,000.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	50,000.00	50,000.00	28,976.27	50,000.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	50,000.00	50,000.00	1,620.00	50,000.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			100,000.00	100,000.00	30,596.27	100,000.00	0.00	0.0%
<b>CAPITAL OUTLAY</b>								
Land Improvements		6170	400,000.00	400,000.00	0.00	400,000.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	2,063,000.00	2,063,000.00	562,979.80	2,063,000.00	0.00	0.0%
Equipment		6400	934,000.00	934,000.00	61,254.71	934,000.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			3,397,000.00	3,397,000.00	624,234.51	3,397,000.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			3,512,000.00	3,512,000.00	712,863.86	3,512,000.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2017/18
		Projected Year Totals
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	800.00	800.00	210.41	800.00	0.00	0.0%
5) TOTAL, REVENUES			800.00	800.00	210.41	800.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			800.00	800.00	210.41	800.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			800.00	800.00	210.41	800.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	79,966.00	79,958.00		79,958.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			79,966.00	79,958.00		79,958.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			79,966.00	79,958.00		79,958.00		
2) Ending Balance, June 30 (E + F1e)			80,766.00	80,758.00		80,758.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	80,766.00	80,758.00		80,758.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>OTHER LOCAL REVENUE</b>								
Interest		8660	800.00	800.00	210.41	800.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			800.00	800.00	210.41	800.00	0.00	0.0%
TOTAL, REVENUES			800.00	800.00	210.41	800.00		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund/CSSF		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: General Fund/CSSF		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

		2017/18
Resource	Description	Projected Year Totals

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	3,000.00	3,000.00	1,357.98	3,000.00	0.00	0.0%
5) TOTAL, REVENUES			3,000.00	3,000.00	1,357.98	3,000.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	177,340.00	519,429.00	16,880.00	519,429.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			177,340.00	519,429.00	16,880.00	519,429.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(174,340.00)	(516,429.00)	(15,522.02)	(516,429.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(174,340.00)	(516,429.00)	(15,522.02)	(516,429.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	174,340.00	516,429.00		516,429.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			174,340.00	516,429.00		516,429.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			174,340.00	516,429.00		516,429.00		
2) Ending Balance, June 30 (E + F1e)			0.00	0.00		0.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
County and District Taxes								
Other Restricted Levies Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	3,000.00	3,000.00	1,357.98	3,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			3,000.00	3,000.00	1,357.98	3,000.00	0.00	0.0%
TOTAL, REVENUES			3,000.00	3,000.00	1,357.98	3,000.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.00	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	177,340.00	519,429.00	16,880.00	519,429.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			177,340.00	519,429.00	16,880.00	519,429.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			177,340.00	519,429.00	16,880.00	519,429.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds								
Proceeds from Sale of Bonds		8951	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
County School Building Aid		8961	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.00	0.00		



Resource	Description	2017/18
		Projected Year Totals
9010	Other Restricted Local	0.00
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	2,670,000.00	2,670,000.00	772,793.69	2,815,000.00	145,000.00	5.4%
5) TOTAL, REVENUES			2,670,000.00	2,670,000.00	772,793.69	2,815,000.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	223,461.00	223,461.00	105,772.26	324,001.00	(100,540.00)	-45.0%
3) Employee Benefits		3000-3999	95,163.00	95,163.00	23,847.85	107,111.00	(11,948.00)	-12.6%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	93,150.00	93,150.00	123,957.57	223,150.00	(130,000.00)	-139.6%
6) Capital Outlay		6000-6999	8,663,639.00	12,601,886.00	7,202,332.73	13,482,391.00	(880,505.00)	-7.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			9,075,413.00	13,013,660.00	7,455,910.41	14,136,653.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(6,405,413.00)	(10,343,660.00)	(6,683,116.72)	(11,321,653.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	3,943.84	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	3,943.84	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(6,405,413.00)	(10,343,660.00)	(6,679,172.88)	(11,321,653.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	7,383,406.00	11,321,653.00		11,321,653.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,383,406.00	11,321,653.00		11,321,653.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			7,383,406.00	11,321,653.00		11,321,653.00		
2) Ending Balance, June 30 (E + F1e)			977,993.00	977,993.00		0.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	977,993.00	977,993.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>OTHER STATE REVENUE</b>								
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
County and District Taxes								
Other Restricted Levies Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	170,000.00	170,000.00	29,536.55	170,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts Mitigation/Developer Fees		8681	2,500,000.00	2,500,000.00	743,257.14	2,645,000.00	145,000.00	5.8%
Other Local Revenue All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			2,670,000.00	2,670,000.00	772,793.69	2,815,000.00	145,000.00	5.4%
<b>TOTAL, REVENUES</b>			2,670,000.00	2,670,000.00	772,793.69	2,815,000.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	45,770.67	90,000.00	(90,000.00)	New
Classified Supervisors' and Administrators' Salaries		2300	73,485.00	73,485.00	22,887.63	85,231.00	(11,746.00)	-16.0%
Clerical, Technical and Office Salaries		2400	149,976.00	149,976.00	37,113.96	148,770.00	1,206.00	0.8%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			223,461.00	223,461.00	105,772.26	324,001.00	(100,540.00)	-45.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	35,307.00	35,307.00	9,320.11	36,343.00	(1,036.00)	-2.9%
OASDI/Medicare/Alternative		3301-3302	16,459.00	16,459.00	8,061.91	18,141.00	(1,682.00)	-10.2%
Health and Welfare Benefits		3401-3402	37,061.00	37,061.00	4,840.33	46,307.00	(9,246.00)	-24.9%
Unemployment Insurance		3501-3502	114.00	114.00	52.67	118.00	(4.00)	-3.5%
Workers' Compensation		3601-3602	3,286.00	3,286.00	1,545.10	3,438.00	(152.00)	-4.6%
OPEB, Allocated		3701-3702	612.00	612.00	(394.86)	640.00	(28.00)	-4.6%
OPEB, Active Employees		3751-3752	1,788.00	1,788.00	394.86	1,897.00	(109.00)	-6.1%
Other Employee Benefits		3901-3902	536.00	536.00	27.73	227.00	309.00	57.6%
TOTAL, EMPLOYEE BENEFITS			95,163.00	95,163.00	23,847.85	107,111.00	(11,948.00)	-12.6%
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	3,150.00	3,150.00	787.50	3,150.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	50,000.00	(50,000.00)	New
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	90,000.00	90,000.00	123,170.07	170,000.00	(80,000.00)	-88.9%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			93,150.00	93,150.00	123,957.57	223,150.00	(130,000.00)	-139.6%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	26,580.50	180,000.00	(180,000.00)	New
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	8,663,639.00	12,601,886.00	7,169,411.77	13,076,391.00	(474,505.00)	-3.8%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	6,340.46	226,000.00	(226,000.00)	New
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			8,663,639.00	12,601,886.00	7,202,332.73	13,482,391.00	(880,505.00)	-7.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL EXPENDITURES			9,075,413.00	13,013,660.00	7,455,910.41	14,136,653.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	3,943.84	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	3,943.84	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)								
			0.00	0.00	3,943.84	0.00		

Resource	Description	2017/18
		Projected Year Totals
9010	Other Restricted Local	0.00
Total, Restricted Balance		0.00



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	3,702,306.00	3,702,306.00	114,923.46	3,702,306.00	0.00	0.0%
5) TOTAL, REVENUES			3,702,306.00	3,702,306.00	114,923.46	3,702,306.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	10,000.00	10,000.00	4,904.53	61,000.00	(51,000.00)	-510.0%
6) Capital Outlay		6000-6999	4,999,627.00	4,999,627.00	408,849.64	7,857,243.00	(2,857,616.00)	-57.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	1,355,000.00	1,355,000.00	0.00	1,355,000.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			6,364,627.00	6,364,627.00	413,754.17	9,273,243.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(2,662,321.00)	(2,662,321.00)	(298,830.71)	(5,570,937.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	1,972,675.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	1,972,675.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(2,662,321.00)	(2,662,321.00)	1,673,844.29	(5,570,937.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	16,051,720.00	28,105,118.00		28,105,118.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			16,051,720.00	28,105,118.00		28,105,118.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			16,051,720.00	28,105,118.00		28,105,118.00		
2) Ending Balance, June 30 (E + F1e)			13,389,399.00	25,442,797.00		22,534,181.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	13,099,286.00	25,134,345.00		22,225,729.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	290,113.00	308,452.00		308,452.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	3,458,306.00	3,458,306.00	0.00	3,458,306.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	124,000.00	124,000.00	40,912.86	124,000.00	0.00	0.0%
Interest		8660	120,000.00	120,000.00	74,010.60	120,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			3,702,306.00	3,702,306.00	114,923.46	3,702,306.00	0.00	0.0%
TOTAL, REVENUES			3,702,306.00	3,702,306.00	114,923.46	3,702,306.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	10,000.00	10,000.00	4,904.53	61,000.00	(51,000.00)	-510.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			10,000.00	10,000.00	4,904.53	61,000.00	(51,000.00)	-510.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	4,999,627.00	4,999,627.00	310,485.72	7,758,243.00	(2,758,616.00)	-55.2%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	98,363.92	99,000.00	(99,000.00)	New
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			4,999,627.00	4,999,627.00	408,849.64	7,857,243.00	(2,857,616.00)	-57.2%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	1,355,000.00	1,355,000.00	0.00	1,355,000.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,355,000.00	1,355,000.00	0.00	1,355,000.00	0.00	0.0%
TOTAL, EXPENDITURES			6,364,627.00	6,364,627.00	413,754.17	9,273,243.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund/CSSF		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: General Fund/CSSF		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	1,972,675.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	1,972,675.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	1,972,675.00	0.00		

Resource	Description	2017/18
		Projected Year Totals
9010	Other Restricted Local	22,225,729.00
Total, Restricted Balance		22,225,729.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	59,734,000.00	59,734,000.00	7,017,484.86	59,734,000.00	0.00	0.0%
5) TOTAL, REVENUES			59,734,000.00	59,734,000.00	7,017,484.86	59,734,000.00		
<b>B. EXPENSES</b>								
1) Certificated Salaries		1000-1999	62,354.00	62,354.00	20,784.52	62,354.00	0.00	0.0%
2) Classified Salaries		2000-2999	381,219.00	381,219.00	82,193.34	401,664.00	(20,445.00)	-5.4%
3) Employee Benefits		3000-3999	171,808.00	171,808.00	23,649.50	176,555.00	(4,747.00)	-2.8%
4) Books and Supplies		4000-4999	18,000.00	18,000.00	1,081.09	18,000.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	58,897,160.00	58,897,160.00	23,122,838.15	58,907,160.00	(10,000.00)	0.0%
6) Depreciation		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			59,530,541.00	59,530,541.00	23,250,546.60	59,565,733.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			203,459.00	203,459.00	(16,233,061.74)	168,267.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			203,459.00	203,459.00	(16,233,061.74)	168,267.00		
<b>F. NET POSITION</b>								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	6,480,814.00	7,079,086.00		7,079,086.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			6,480,814.00	7,079,086.00		7,079,086.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			6,480,814.00	7,079,086.00		7,079,086.00		
2) Ending Net Position, June 30 (E + F1e)			6,684,273.00	7,282,545.00		7,247,353.00		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	0.00	0.00		0.00		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position		9790	6,684,273.00	7,282,545.00		7,247,353.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>OTHER STATE REVENUE</b>								
STRS On-Behalf Pension Contributions	7690	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	149,000.00	149,000.00	50,074.53	149,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
In-District Premiums/Contributions		8674	59,535,000.00	59,535,000.00	6,965,719.69	59,535,000.00	0.00	0.0%
All Other Fees and Contracts		8689	50,000.00	50,000.00	1,685.98	50,000.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	4.66	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			59,734,000.00	59,734,000.00	7,017,484.86	59,734,000.00	0.00	0.0%
TOTAL, REVENUES			59,734,000.00	59,734,000.00	7,017,484.86	59,734,000.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	62,354.00	62,354.00	20,784.52	62,354.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			62,354.00	62,354.00	20,784.52	62,354.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	131,791.00	131,791.00	30,289.74	211,109.00	(79,318.00)	-60.2%
Clerical, Technical and Office Salaries		2400	249,428.00	249,428.00	51,903.60	190,555.00	58,873.00	23.6%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			381,219.00	381,219.00	82,193.34	401,664.00	(20,445.00)	-5.4%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	28,154.00	28,154.00	2,999.24	8,997.00	19,157.00	68.0%
PERS		3201-3202	39,410.00	39,410.00	10,354.61	60,719.00	(21,309.00)	-54.1%
OASDI/Medicare/Alternative		3301-3302	21,909.00	21,909.00	5,588.12	30,980.00	(9,071.00)	-41.4%
Health and Welfare Benefits		3401-3402	69,855.00	69,855.00	3,137.69	63,506.00	6,349.00	9.1%
Unemployment Insurance		3501-3502	223.00	223.00	49.01	233.00	(10.00)	-4.5%
Workers' Compensation		3601-3602	6,445.00	6,445.00	1,496.72	6,742.00	(297.00)	-4.6%
OPEB, Allocated		3701-3702	1,200.00	1,200.00	(78.65)	1,255.00	(55.00)	-4.6%
OPEB, Active Employees		3751-3752	3,549.00	3,549.00	78.65	3,720.00	(171.00)	-4.8%
Other Employee Benefits		3901-3902	1,063.00	1,063.00	24.11	403.00	660.00	62.1%
TOTAL, EMPLOYEE BENEFITS			171,808.00	171,808.00	23,649.50	176,555.00	(4,747.00)	-2.8%
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	18,000.00	18,000.00	1,081.09	18,000.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			18,000.00	18,000.00	1,081.09	18,000.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENSES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	2,160.00	2,160.00	338.06	2,160.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	2,150,000.00	2,150,000.00	(3,400.00)	2,150,000.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	5,000.00	5,000.00	1,500.00	5,000.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	5,000.00	5,000.00	1,071.50	5,000.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	56,735,000.00	56,735,000.00	23,123,328.59	56,745,000.00	(10,000.00)	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			58,897,160.00	58,897,160.00	23,122,838.15	58,907,160.00	(10,000.00)	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>DEPRECIATION</b>								
Depreciation Expense		6900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, DEPRECIATION			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			59,530,541.00	59,530,541.00	23,250,546.60	59,565,733.00		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2017/18
		Projected Year Totals
Total, Restricted Net Position		0.00

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
<b>A. DISTRICT</b>						
<b>1. Total District Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	46,360.92	46,378.14	45,830.40	46,377.94	(0.20)	0%
<b>2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
<b>3. Total Basic Aid Open Enrollment Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
<b>4. Total, District Regular ADA (Sum of Lines A1 through A3)</b>	46,360.92	46,378.14	45,830.40	46,377.94	(0.20)	0%
<b>5. District Funded County Program ADA</b>						
a. County Community Schools	400.28	406.39	405.88	405.88	(0.51)	0%
b. Special Education-Special Day Class	70.37	68.58	68.58	68.58	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	7.62	6.98	6.98	6.98	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0%
<b>g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)</b>	478.27	481.95	481.44	481.44	(0.51)	0%
<b>6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)</b>	46,839.19	46,860.09	46,311.84	46,859.38	(0.71)	0%
<b>7. Adults in Correctional Facilities</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)</b>						

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):										
October										
A. BEGINNING CASH			82,529,485.00	70,110,585.00	41,141,695.00	27,731,471.00	61,305,516.00	85,085,197.00	182,572,066.00	77,341,316.00
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		5,090,902.00	5,090,902.00	11,577,434.00	9,163,623.00	9,163,623.00	11,505,583.00	9,163,623.00	10,114,454.00
Property Taxes	8020-8079		5,080,928.00	180,580.00	7,175,984.00	878,301.00	58,471,378.00	97,762,755.00	10,939,048.00	135,869.00
Miscellaneous Funds	8080-8099		(2,377,611.00)	(2,424,102.00)	(4,643,192.00)	(3,052,793.00)	(1,111,012.00)	(4,205,010.00)	(2,991,352.00)	(1,990,163.00)
Federal Revenue	8100-8299		190,937.00	502,866.00	1,233,655.00	51.00	52.00	1,869,373.00	117,061.00	4,164.00
Other State Revenue	8300-8599		1,225,701.00	5,557,072.00	3,687,508.00	2,719,640.00	3,899,367.00	5,889,921.00	6,961,118.00	2,202,932.00
Other Local Revenue	8600-8799		51,970.00	1,203,994.00	313,837.00	1,503,031.00	677,354.00	581,819.00	118,030.00	422,740.00
Interfund Transfers In	8910-8929		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Sources	8930-8979		0.00	0.00	0.00	0.00	1,561.00	71,979.00	505,129.00	(578,026.00)
TOTAL RECEIPTS			9,262,827.00	10,111,312.00	19,345,226.00	11,211,853.00	71,102,323.00	113,476,420.00	24,812,657.00	10,311,970.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		801,750.00	18,541,031.00	19,238,998.00	19,597,081.00	21,345,614.00	(9,885.00)	42,216,221.00	21,206,976.00
Classified Salaries	2000-2999		27,423.00	3,535,126.00	4,635,458.00	6,203,612.00	6,411,961.00	7,021,480.00	5,864,603.00	6,040,991.00
Employee Benefits	3000-3999		10,677.00	1,185,908.00	3,996,671.00	8,328,668.00	9,231,177.00	2,709,112.00	15,686,379.00	9,264,215.00
Books and Supplies	4000-4999		3,080,045.00	2,049,515.00	2,175,175.00	1,348,268.00	1,019,456.00	986,509.00	1,170,340.00	1,298,373.00
Services	5000-5999		606,057.00	4,615,889.00	3,029,058.00	4,267,155.00	3,303,532.00	3,912,250.00	3,705,537.00	2,193,913.00
Capital Outlay	6000-6599		255,524.00	60,393.00	204,411.00	200,107.00	1,784,931.00	336,823.00	187,483.00	1,201,088.00
Other Outgo	7000-7499		333,310.00	1,572,688.00	527,770.00	1,424,102.00	470,380.00	479,591.00	1,127,655.00	1,298,498.00
Interfund Transfers Out	7600-7629		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Uses	7630-7699		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISBURSEMENTS			5,114,786.00	31,560,550.00	33,807,541.00	41,368,993.00	43,567,051.00	15,435,880.00	69,958,218.00	42,504,054.00
D. BALANCE SHEET ITEMS										
<u>Assets and Deferred Outflows</u>										
Cash Not In Treasury	9111-9199		0.00	0.00	(2,000.00)	0.00	0.00	0.00	0.00	0.00
Accounts Receivable	9200-9299		2,715,287.00	1,793,301.00	3,603,059.00	3,918,654.00	572,387.00	(280,000.00)	(53,647.00)	0.00
Due From Other Funds	9310		(8,000,000.00)	(3,000,000.00)	2,406,341.00	200,000.00	(4,340,082.00)	(38,058.00)	0.00	7,378,305.00
Stores	9320		2,221.00	(120,581.00)	(56,314.00)	30,593.00	24,859.00	1,891.00	(13,784.00)	6,737.00
Prepaid Expenditures	9330		(3,586.00)	(57,027.00)	(61,233.00)	(1,002.00)	0.00	0.00	0.00	(425.00)
Other Current Assets	9340		0.00	0.00	0.00	0.00	4,806.00	(6,917.00)	334.00	(627.00)
Deferred Outflows of Resources	9490		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL			0.00	(5,286,078.00)	(1,384,307.00)	5,889,853.00	4,148,245.00	(3,738,030.00)	(323,084.00)	7,383,990.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599		11,280,863.00	2,327,054.00	1,053,675.00	417,060.00	17,561.00	230,587.00	18,092.00	47,539.00
Due To Other Funds	9610		0.00	0.00	3,784,087.00	0.00	0.00	0.00	0.00	0.00
Current Loans	9640		0.00	0.00	0.00	(60,000,000.00)	0.00	0.00	60,000,000.00	0.00
Unearned Revenues	9650		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deferred Inflows of Resources	9690		0.00	3,808,291.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL			0.00	11,280,863.00	6,135,345.00	4,837,762.00	(59,582,940.00)	17,561.00	230,587.00	47,539.00
<u>Nonoperating</u>										
Suspense Clearing	9910		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL BALANCE SHEET ITEMS			0.00	(16,566,941.00)	(7,519,652.00)	1,052,091.00	63,731,185.00	(3,755,591.00)	(553,671.00)	7,336,451.00
E. NET INCREASE/DECREASE (B - C + D)			(12,418,900.00)	(28,968,890.00)	(13,410,224.00)	33,574,045.00	23,779,681.00	97,486,869.00	(105,230,750.00)	(24,855,633.00)
F. ENDING CASH (A + E)			70,110,585.00	41,141,695.00	27,731,471.00	61,305,516.00	85,085,197.00	182,572,066.00	77,341,316.00	52,485,683.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name):	October								
A. BEGINNING CASH		52,485,683.00	38,635,868.00	107,412,121.00	78,373,281.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	11,421,552.00	9,120,390.00	9,120,390.00	11,267,090.00	(1.00)		111,799,565.00	111,799,565.00
Property Taxes	8020-8079	19,001,026.00	100,001,814.00	8,295,190.00	7,325,294.00	1.00		315,248,168.00	315,248,168.00
Miscellaneous Funds	8080-8099	(5,934,809.00)	(2,680,162.00)	(2,680,162.00)	(4,680,162.00)	(1,662,737.00)		(40,433,267.00)	(40,433,267.00)
Federal Revenue	8100-8299	1,724,277.00	164,405.00	162,206.00	7,817,987.00	4,952,439.00		18,739,473.00	18,739,473.00
Other State Revenue	8300-8599	3,194,690.00	5,720,575.00	2,197,970.00	21,218,270.00	5,138,970.00		69,613,734.00	69,613,734.47
Other Local Revenue	8600-8799	293,659.00	418,672.00	161,157.00	138,992.00	435,592.00		6,320,847.00	6,320,847.05
Interfund Transfers In	8910-8929	0.00	0.00	0.00	0.00	0.00		0.00	0.00
All Other Financing Sources	8930-8979	287,767.00	288,155.00	(576,375.00)	(176,833.00)	176,643.00		0.00	0.00
TOTAL RECEIPTS		29,988,162.00	113,033,849.00	16,680,376.00	42,910,638.00	9,040,907.00	0.00	481,288,520.00	481,288,520.52
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	21,439,350.00	21,439,929.00	21,636,417.00	5,324,096.00	2,274,525.00		215,052,103.00	215,052,103.00
Classified Salaries	2000-2999	6,184,010.00	6,552,670.00	6,068,097.00	5,315,490.00	4,950,470.00		68,811,391.00	68,811,391.00
Employee Benefits	3000-3999	9,270,321.00	9,340,630.00	9,314,643.00	26,349,742.00	10,972,447.00		115,660,590.00	115,660,590.00
Books and Supplies	4000-4999	456,885.00	605,942.00	1,875,087.00	345,924.00	7,887,297.00		24,298,816.00	24,298,816.00
Services	5000-5999	3,193,484.00	4,708,793.00	4,039,212.00	4,819,237.00	6,626,937.00		49,021,054.00	49,021,054.00
Capital Outlay	6000-6599	(2,242.00)	38,700.00	1,390,303.00	59,672.00	527,219.00		6,244,412.00	6,244,412.00
Other Outgo	7000-7499	2,517,856.00	1,511,578.00	884,180.00	27,424.00	1,247,737.00		13,422,769.00	13,422,769.00
Interfund Transfers Out	7600-7629	0.00	0.00	0.00	0.00	0.00		0.00	0.00
All Other Financing Uses	7630-7699	0.00	0.00	0.00	0.00	0.00		0.00	0.00
TOTAL DISBURSEMENTS		43,059,664.00	44,198,242.00	45,207,939.00	42,241,585.00	34,486,632.00	0.00	492,511,135.00	492,511,135.00
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury	9111-9199	0.00	0.00	0.00	0.00	2,000.00		0.00	
Accounts Receivable	9200-9299	0.00	0.00	0.00	0.00	2,810,352.00		15,079,393.00	
Due From Other Funds	9310	0.00	0.00	0.00	8,000,000.00	0.00		2,606,506.00	
Stores	9320	45,102.00	(27,731.00)	(26,351.00)	(11,682.00)	0.00		(145,040.00)	
Prepaid Expenditures	9330	(63.00)	(223.00)	(2,222.00)	(1,270.00)			(127,051.00)	
Other Current Assets	9340	687.00	4,152.00	2,227.00	2,000.00	0.00		6,662.00	
Deferred Outflows of Resources	9490	0.00	0.00	0.00	0.00	0.00		0.00	
SUBTOTAL		45,726.00	(23,802.00)	(26,346.00)	7,989,048.00	2,812,352.00	0.00	17,420,470.00	
<u>Liabilities and Deferred Inflows</u>									
Accounts Payable	9500-9599	824,039.00	35,552.00	484,931.00	117,779.00	1,547,123.00		18,401,855.00	
Due To Other Funds	9610	0.00	0.00	0.00	0.00	(1,169,904.00)		2,614,183.00	
Current Loans	9640	0.00	0.00	0.00	0.00	0.00		0.00	
Unearned Revenues	9650	0.00	0.00	0.00	0.00	0.00		0.00	
Deferred Inflows of Resources	9690	0.00	0.00	0.00	0.00	0.00		3,808,291.00	
SUBTOTAL		824,039.00	35,552.00	484,931.00	117,779.00	377,219.00	0.00	24,824,329.00	
<u>Nonoperating</u>									
Suspense Clearing	9910	0.00	0.00	0.00	0.00			0.00	
TOTAL BALANCE SHEET ITEMS		(778,313.00)	(59,354.00)	(511,277.00)	7,871,269.00	2,435,133.00	0.00	(7,403,859.00)	
E. NET INCREASE/DECREASE (B - C + D)		(13,849,815.00)	68,776,253.00	(29,038,840.00)	8,540,322.00	(23,010,592.00)	0.00	(18,626,474.00)	(11,222,614.48)
F. ENDING CASH (A + E)		38,635,868.00	107,412,121.00	78,373,281.00	86,913,603.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								63,903,011.00	



Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	386,614,466.00	1.25%	391,446,715.00	0.86%	394,822,401.00
2. Federal Revenues	8100-8299	227,077.00	1.98%	231,569.00	1.98%	236,150.00
3. Other State Revenues	8300-8599	15,635,707.47	-43.78%	8,789,827.00	0.00%	8,789,827.00
4. Other Local Revenues	8600-8799	5,556,343.05	0.41%	5,579,367.00	1.32%	5,652,993.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	(66,924,816.00)	5.09%	(70,330,068.00)	4.82%	(73,720,731.00)
6. Total (Sum lines A1 thru A5c)		341,108,777.52	-1.58%	335,717,410.00	0.02%	335,780,640.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				178,856,676.00		179,520,121.00
b. Step & Column Adjustment				2,963,445.00		2,812,038.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(2,300,000.00)		(2,600,000.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	178,856,676.00	0.37%	179,520,121.00	0.12%	179,732,159.00
2. Classified Salaries						
a. Base Salaries				41,680,244.00		42,799,492.00
b. Step & Column Adjustment				869,248.00		862,121.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				250,000.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	41,680,244.00	2.69%	42,799,492.00	2.01%	43,661,613.00
3. Employee Benefits	3000-3999	73,876,062.00	6.31%	78,535,009.00	6.88%	83,941,579.00
4. Books and Supplies	4000-4999	11,893,722.00	-33.46%	7,913,977.00	-41.63%	4,619,741.00
5. Services and Other Operating Expenditures	5000-5999	29,338,757.00	-3.34%	28,358,858.00	-8.47%	25,957,683.00
6. Capital Outlay	6000-6999	3,114,479.00	-32.11%	2,114,479.00	-94.59%	114,479.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	6,612,014.00	1.68%	6,723,146.00	2.01%	6,858,225.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(3,678,283.00)	0.00%	(3,678,283.00)	0.00%	(3,678,283.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		341,693,671.00	0.17%	342,286,799.00	-0.32%	341,207,196.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		(584,893.48)		(6,569,389.00)		(5,426,556.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		61,418,707.00		60,833,813.52		54,264,424.52
2. Ending Fund Balance (Sum lines C and D1)		60,833,813.52		54,264,424.52		48,837,868.52
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	325,000.00		325,000.00		325,000.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	13,041,070.00		6,737,628.00		6,737,628.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	16,800,000.00		18,600,000.00		19,900,000.00
2. Unassigned/Unappropriated	9790	30,667,743.52		28,601,796.52		21,875,240.52
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		60,833,813.52		54,264,424.52		48,837,868.52

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	16,800,000.00		18,600,000.00		19,900,000.00
c. Unassigned/Unappropriated	9790	30,667,743.52		28,601,796.52		21,875,240.52
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves (Sum lines E1a thru E2c)		47,467,743.52		47,201,796.52		41,775,240.52
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
Certificated Other Adjustments - Declining enrollment; Classified Other Adjustments - Opening new school						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%	0.00	0.00%	0.00
2. Federal Revenues	8100-8299	18,512,396.00	0.96%	18,690,319.00	0.97%	18,871,801.00
3. Other State Revenues	8300-8599	53,978,027.00	-0.74%	53,577,633.00	-8.57%	48,985,786.00
4. Other Local Revenues	8600-8799	764,504.00	1.69%	777,446.00	1.70%	790,647.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	66,924,816.00	5.09%	70,330,068.00	4.82%	73,720,731.00
6. Total (Sum lines A1 thru A5c)		140,179,743.00	2.28%	143,375,466.00	-0.70%	142,368,965.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				36,195,427.00		35,654,389.00
b. Step & Column Adjustment				542,931.00		548,776.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(1,083,969.00)		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	36,195,427.00	-1.49%	35,654,389.00	1.54%	36,203,165.00
2. Classified Salaries						
a. Base Salaries				27,131,147.00		27,687,110.00
b. Step & Column Adjustment				555,963.00		556,039.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	27,131,147.00	2.05%	27,687,110.00	2.01%	28,243,149.00
3. Employee Benefits	3000-3999	41,784,528.00	3.74%	43,349,185.00	3.79%	44,994,171.00
4. Books and Supplies	4000-4999	12,405,094.00	-37.39%	7,767,323.00	-36.02%	4,969,273.00
5. Services and Other Operating Expenditures	5000-5999	19,682,297.00	-8.63%	17,982,914.00	-0.79%	17,840,236.00
6. Capital Outlay	6000-6999	3,129,933.00	0.00%	3,129,933.00	-79.87%	629,933.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	7,346,219.00	0.00%	7,346,220.00	-13.61%	6,346,219.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	3,142,819.00	0.00%	3,142,819.00	0.00%	3,142,819.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		150,817,464.00	-3.15%	146,059,893.00	-2.53%	142,368,965.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		(10,637,721.00)		(2,684,427.00)		0.00
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		13,322,148.00		2,684,427.00		0.00
2. Ending Fund Balance (Sum lines C and D1)		2,684,427.00		0.00		0.00
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00		0.00		
b. Restricted	9740	2,684,427.00				
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		2,684,427.00		0.00		0.00

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated Amount	9790					
(Enter current year reserve projections in Column A, and other reserve projections in Columns C and E for subsequent years 1 and 2)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
Grant ending						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	386,614,466.00	1.25%	391,446,715.00	0.86%	394,822,401.00
2. Federal Revenues	8100-8299	18,739,473.00	0.97%	18,921,888.00	0.98%	19,107,951.00
3. Other State Revenues	8300-8599	69,613,734.47	-10.41%	62,367,460.00	-7.36%	57,775,613.00
4. Other Local Revenues	8600-8799	6,320,847.05	0.57%	6,356,813.00	1.37%	6,443,640.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		481,288,520.52	-0.46%	479,092,876.00	-0.20%	478,149,605.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				215,052,103.00		215,174,510.00
b. Step & Column Adjustment				3,506,376.00		3,360,814.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(3,383,969.00)		(2,600,000.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	215,052,103.00	0.06%	215,174,510.00	0.35%	215,935,324.00
2. Classified Salaries						
a. Base Salaries				68,811,391.00		70,486,602.00
b. Step & Column Adjustment				1,425,211.00		1,418,160.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				250,000.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	68,811,391.00	2.43%	70,486,602.00	2.01%	71,904,762.00
3. Employee Benefits	3000-3999	115,660,590.00	5.38%	121,884,194.00	5.79%	128,935,750.00
4. Books and Supplies	4000-4999	24,298,816.00	-35.46%	15,681,300.00	-38.85%	9,589,014.00
5. Services and Other Operating Expenditures	5000-5999	49,021,054.00	-5.47%	46,341,772.00	-5.49%	43,797,919.00
6. Capital Outlay	6000-6999	6,244,412.00	-16.01%	5,244,412.00	-85.81%	744,412.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	13,958,233.00	0.80%	14,069,366.00	-6.15%	13,204,444.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(535,464.00)	0.00%	(535,464.00)	0.00%	(535,464.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		492,511,135.00	-0.85%	488,346,692.00	-0.98%	483,576,161.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		(11,222,614.48)		(9,253,816.00)		(5,426,556.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		74,740,855.00		63,518,240.52		54,264,424.52
2. Ending Fund Balance (Sum lines C and D1)		63,518,240.52		54,264,424.52		48,837,868.52
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	325,000.00		325,000.00		325,000.00
b. Restricted	9740	2,684,427.00		0.00		0.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	13,041,070.00		6,737,628.00		6,737,628.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	16,800,000.00		18,600,000.00		19,900,000.00
2. Unassigned/Unappropriated	9790	30,667,743.52		28,601,796.52		21,875,240.52
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		63,518,240.52		54,264,424.52		48,837,868.52

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
<b>E. AVAILABLE RESERVES (Unrestricted except as noted)</b>						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	16,800,000.00		18,600,000.00		19,900,000.00
c. Unassigned/Unappropriated	9790	30,667,743.52		28,601,796.52		21,875,240.52
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)		47,467,743.52		47,201,796.52		41,775,240.52
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		9.64%		9.67%		8.64%
<b>F. RECOMMENDED RESERVES</b>						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	No					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)		0.00		0.00		0.00
2. District ADA						
Used to determine the reserve standard percentage level on line F3d (Col. A: Form AI, Estimated P-2 ADA column, Lines A4 and C4; enter projections)		45,830.40		45,099.90		44,442.22
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		492,511,135.00		488,346,692.00		483,576,161.00
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		492,511,135.00		488,346,692.00		483,576,161.00
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		2%		2%		2%
e. Reserve Standard - By Percent (Line F3c times F3d)		9,850,222.70		9,766,933.84		9,671,523.22
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		0.00		0.00		0.00
g. Reserve Standard (Greater of Line F3e or F3f)		9,850,222.70		9,766,933.84		9,671,523.22
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the interim certification.

## CRITERIA AND STANDARDS

### 1. CRITERION: Average Daily Attendance

STANDARD: Funded average daily attendance (ADA) for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's ADA Standard Percentage Range: **-2.0% to +2.0%**

#### 1A. Calculating the District's ADA Variances

DATA ENTRY: Budget Adoption data that exist for the current year will be extracted; otherwise, enter data into the first column for all fiscal years. First Interim Projected Year Totals data that exist for the current year will be extracted; otherwise, enter data for all fiscal years. Enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for all fiscal years.

##### Estimated Funded ADA

Fiscal Year	Budget Adoption Budget (Form 01CS, Item 1A)	First Interim Projected Year Totals (Form AI, Lines A4 and C4)	Percent Change	Status
Current Year (2017-18)				
District Regular	46,378.14	46,377.94		
Charter School		0.00		
<b>Total ADA</b>	<b>46,378.14</b>	<b>46,377.94</b>	<b>0.0%</b>	<b>Met</b>
1st Subsequent Year (2018-19)				
District Regular	45,565.00	45,806.75		
Charter School				
<b>Total ADA</b>	<b>45,565.00</b>	<b>45,806.75</b>	<b>0.5%</b>	<b>Met</b>
2nd Subsequent Year (2019-20)				
District Regular	44,750.11	44,999.90		
Charter School				
<b>Total ADA</b>	<b>44,750.11</b>	<b>44,999.90</b>	<b>0.6%</b>	<b>Met</b>

#### 1B. Comparison of District ADA to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Funded ADA has not changed since budget adoption by more than two percent in any of the current year or two subsequent fiscal years.

##### Explanation:

(required if NOT met)

## 2. CRITERION: Enrollment

STANDARD: Projected enrollment for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's Enrollment Standard Percentage Range: **-2.0% to +2.0%**

### 2A. Calculating the District's Enrollment Variances

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column for all fiscal years. Enter data in the second column for all fiscal years. Enter district regular enrollment and charter school enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	Enrollment		Percent Change	Status
	Budget Adoption (Form 01CS, Item 3B)	First Interim CBEDS/Projected		
Current Year (2017-18)				
District Regular	47,475	47,740		
Charter School				
<b>Total Enrollment</b>	<b>47,475</b>	<b>47,740</b>	<b>0.6%</b>	<b>Met</b>
1st Subsequent Year (2018-19)				
District Regular	46,627	46,892		
Charter School				
<b>Total Enrollment</b>	<b>46,627</b>	<b>46,892</b>	<b>0.6%</b>	<b>Met</b>
2nd Subsequent Year (2019-20)				
District Regular	46,024	46,209		
Charter School				
<b>Total Enrollment</b>	<b>46,024</b>	<b>46,209</b>	<b>0.4%</b>	<b>Met</b>

### 2B. Comparison of District Enrollment to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Enrollment projections have not changed since budget adoption by more than two percent for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)



### 3. CRITERION: ADA to Enrollment

STANDARD: Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the current fiscal year or two subsequent fiscal years has not increased from the historical average ratio from the three prior fiscal years by more than one half of one percent (0.5%).

#### 3A. Calculating the District's ADA to Enrollment Standard

DATA ENTRY: Unaudited Actuals data that exist will be extracted into the P-2 ADA column for the First Prior Year; otherwise, enter First Prior Year data. P-2 ADA for the second and third prior years are preloaded. Budget Adoption data that exist will be extracted into the Enrollment column; otherwise, enter Enrollment data for all fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	P-2 ADA Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CBEDS Actual (Form 01CS, Item 2A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2014-15)			
District Regular	47,933	49,838	
Charter School			
<b>Total ADA/Enrollment</b>	<b>47,933</b>	<b>49,838</b>	<b>96.2%</b>
Second Prior Year (2015-16)			
District Regular	47,235	49,117	
Charter School			
<b>Total ADA/Enrollment</b>	<b>47,235</b>	<b>49,117</b>	<b>96.2%</b>
First Prior Year (2016-17)			
District Regular	46,477	48,256	
Charter School	0		
<b>Total ADA/Enrollment</b>	<b>46,477</b>	<b>48,256</b>	<b>96.3%</b>
Historical Average Ratio:			96.2%
District's ADA to Enrollment Standard (historical average ratio plus 0.5%):			<b>96.7%</b>

#### 3B. Calculating the District's Projected Ratio of ADA to Enrollment

DATA ENTRY: Estimated P-2 ADA will be extracted into the first column for the Current Year; enter data in the first column for the subsequent fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years. All other data are extracted.

Fiscal Year	Estimated P-2 ADA (Form AI, Lines A4 and C4)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2017-18)				
District Regular	45,830	47,740		
Charter School	0			
<b>Total ADA/Enrollment</b>	<b>45,830</b>	<b>47,740</b>	<b>96.0%</b>	<b>Met</b>
1st Subsequent Year (2018-19)				
District Regular	45,024	46,892		
Charter School				
<b>Total ADA/Enrollment</b>	<b>45,024</b>	<b>46,892</b>	<b>96.0%</b>	<b>Met</b>
2nd Subsequent Year (2019-20)				
District Regular	44,366	46,209		
Charter School				
<b>Total ADA/Enrollment</b>	<b>44,366</b>	<b>46,209</b>	<b>96.0%</b>	<b>Met</b>

#### 3C. Comparison of District ADA to Enrollment Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Projected P-2 ADA to enrollment ratio has not exceeded the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

#### 4. CRITERION: LCFF Revenue

STANDARD: Projected LCFF revenue for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's LCFF Revenue Standard Percentage Range: -2.0% to +2.0%

##### 4A. Calculating the District's Projected Change in LCFF Revenue

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. In the First Interim column, Current Year data are extracted; enter data for the two subsequent years.

LCFF Revenue				
(Fund 01, Objects 8011, 8012, 8020-8089)				
Budget Adoption		First Interim		
Fiscal Year	(Form 01CS, Item 4B)	Projected Year Totals	Percent Change	Status
Current Year (2017-18)	425,353,853.00	425,953,669.00	0.1%	Met
1st Subsequent Year (2018-19)	430,654,277.00	432,379,982.00	0.4%	Met
2nd Subsequent Year (2019-20)	434,428,632.00	435,755,668.00	0.3%	Met

##### 4B. Comparison of District LCFF Revenue to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - LCFF revenue has not changed since budget adoption by more than two percent for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

## 5. CRITERION: Salaries and Benefits

STANDARD: Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures for any of the current fiscal year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the district's required reserves percentage.

### 5A. Calculating the District's Historical Average Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2014-15)	263,435,182.31	297,564,843.64	88.5%
Second Prior Year (2015-16)	289,812,869.65	329,027,202.48	88.1%
First Prior Year (2016-17)	289,462,870.24	331,227,063.56	87.4%
	Historical Average Ratio:		88.0%

District's Reserve Standard Percentage (Criterion 10B, Line 4) District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
	2.0%	2.0%	2.0%
	85.0% to 91.0%	85.0% to 91.0%	85.0% to 91.0%

### 5B. Calculating the District's Projected Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2017-18)	294,412,982.00	341,693,671.00	86.2%	Met
1st Subsequent Year (2018-19)	300,854,622.00	342,286,799.00	87.9%	Met
2nd Subsequent Year (2019-20)	307,335,351.00	341,207,196.00	90.1%	Met

### 5C. Comparison of District Salaries and Benefits Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Ratio of total unrestricted salaries and benefits to total unrestricted expenditures has met the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

## 6. CRITERION: Other Revenues and Expenditures

**STANDARD:** Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating), for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since budget adoption.

Changes that exceed five percent in any major object category must be explained.

District's Other Revenues and Expenditures Standard Percentage Range:	-5.0% to +5.0%
District's Other Revenues and Expenditures Explanation Percentage Range:	-5.0% to +5.0%

### 6A. Calculating the District's Change by Major Object Category and Comparison to the Explanation Percentage Range

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. First Interim data for the Current Year are extracted. If First Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column.

Explanations must be entered for each category if the percent change for any year exceeds the district's explanation percentage range.

Object Range / Fiscal Year	Budget Adoption Budget (Form 01CS, Item 6B)	First Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)</b>				
Current Year (2017-18)	16,899,656.00	18,739,473.00	10.9%	Yes
1st Subsequent Year (2018-19)	17,045,144.00	18,921,888.00	11.0%	Yes
2nd Subsequent Year (2019-20)	17,193,541.00	19,107,951.00	11.1%	Yes

**Explanation:**  
(required if Yes)

Increase in Title I revenue

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)</b>				
Current Year (2017-18)	60,735,179.00	69,613,734.47	14.6%	Yes
1st Subsequent Year (2018-19)	60,247,819.00	62,367,460.00	3.5%	No
2nd Subsequent Year (2019-20)	56,965,123.00	57,775,613.00	1.4%	No

**Explanation:**  
(required if Yes)

One-time mandate money

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)</b>				
Current Year (2017-18)	4,859,829.05	6,320,847.05	30.1%	Yes
1st Subsequent Year (2018-19)	4,904,624.00	6,356,813.00	29.6%	Yes
2nd Subsequent Year (2019-20)	4,950,785.00	6,443,640.00	30.2%	Yes

**Explanation:**  
(required if Yes)

Gift revenue is budgeted when received

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)</b>				
Current Year (2017-18)	18,843,096.00	24,298,816.00	29.0%	Yes
1st Subsequent Year (2018-19)	17,321,042.00	15,681,300.00	-9.5%	Yes
2nd Subsequent Year (2019-20)	4,950,785.00	9,589,014.00	93.7%	Yes

**Explanation:**  
(required if Yes)

One-time money used to purchase textbooks, technology, and other supplies and lowered in out years

<b>Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)</b>				
Current Year (2017-18)	43,745,201.00	49,021,054.00	12.1%	Yes
1st Subsequent Year (2018-19)	44,676,280.00	46,341,772.00	3.7%	No
2nd Subsequent Year (2019-20)	40,472,245.00	43,797,919.00	8.2%	Yes

**Explanation:**  
(required if Yes)

Increased expenditures for services

## 6B. Calculating the District's Change in Total Operating Revenues and Expenditures

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Budget Adoption Budget	First Interim Projected Year Totals	Percent Change	Status
<b>Total Federal, Other State, and Other Local Revenue (Section 6A)</b>				
Current Year (2017-18)	82,494,664.05	94,674,054.52	14.8%	Not Met
1st Subsequent Year (2018-19)	82,197,587.00	87,646,161.00	6.6%	Not Met
2nd Subsequent Year (2019-20)	79,109,449.00	83,327,204.00	5.3%	Not Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)</b>				
Current Year (2017-18)	62,588,297.00	73,319,870.00	17.1%	Not Met
1st Subsequent Year (2018-19)	61,997,322.00	62,023,072.00	0.0%	Met
2nd Subsequent Year (2019-20)	45,423,030.00	53,386,933.00	17.5%	Not Met

## 6C. Comparison of District Total Operating Revenues and Expenditures to the Standard Percentage Range

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is Not Met; no entry is allowed below.

- 1a. STANDARD NOT MET - One or more projected operating revenue have changed since budget adoption by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

**Explanation:**

Federal Revenue  
(linked from 6A  
if NOT met)

Increase in Title I revenue

**Explanation:**

Other State Revenue  
(linked from 6A  
if NOT met)

One-time mandate money

**Explanation:**

Other Local Revenue  
(linked from 6A  
if NOT met)

Gift revenue is budgeted when received

- 1b. STANDARD NOT MET - One or more total operating expenditures have changed since budget adoption by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

**Explanation:**

Books and Supplies  
(linked from 6A  
if NOT met)

One-time money used to purchase textbooks, technology, and other supplies and lowered in out years

**Explanation:**

Services and Other Exps  
(linked from 6A  
if NOT met)

Increased expenditures for services

## 7. CRITERION: Facilities Maintenance

**STANDARD:** Identify changes that have occurred since budget adoption in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the district is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

### **Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75, as amended by AB 104 (Chapter 13, Statutes of 2015), effective 2017-18 to 2019-20 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)**

**NOTE:** AB 104 (Chapter 13, Statutes of 2015) requires the district to deposit into the account, for the 2017-18 to 2019-20 fiscal years, a minimum amount that is the greater of the following amounts:

- The lesser of three percent of the total general fund expenditures and other financing uses for that fiscal year or the amount that the district deposited into the account for the 2014-15 fiscal year; or
- Two percent of the total general fund expenditures and other financing uses for that fiscal year.

**DATA ENTRY:** Enter the Required Minimum Contribution if Budget data does not exist. If EC 17070.75(e)(1) and (e)(2) apply, input 3%. Budget data that exist will be extracted; otherwise, enter budget data into lines 1 and 2. All other data are extracted.

	Required Minimum Contribution	First Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	13,760,364.46	14,951,878.00	Met
2. Budget Adoption Contribution (information only) (Form 01CS, Criterion 7, Line 2e)		14,876,849.00	

If status is not met, enter an X in the box that best describes why the minimum required contribution was not made:

<input type="checkbox"/>	Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
<input type="checkbox"/>	Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
<input type="checkbox"/>	Other (explanation must be provided)

**Explanation:**  
(required if NOT met  
and Other is marked)

## 8. CRITERION: Deficit Spending

STANDARD: Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves<sup>1</sup> as a percentage of total expenditures and other financing uses<sup>2</sup> in any of the current fiscal year or two subsequent fiscal years.

<sup>1</sup>Available reserves are the unrestricted amounts in the Reserve for Economic Uncertainties and the Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup>A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

### 8A. Calculating the District's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
District's Available Reserve Percentages (Criterion 10C, Line 9)	9.6%	9.7%	8.6%
<b>District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):</b>	<b>3.2%</b>	<b>3.2%</b>	<b>2.9%</b>

### 8B. Calculating the District's Deficit Spending Percentages

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

Fiscal Year	Projected Year Totals		Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)		
Current Year (2017-18)	(584,893.48)	341,693,671.00	0.2%	Met
1st Subsequent Year (2018-19)	(6,569,389.00)	342,286,799.00	1.9%	Met
2nd Subsequent Year (2019-20)	(5,426,556.00)	341,207,196.00	1.6%	Met

### 8C. Comparison of District Deficit Spending to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Unrestricted deficit spending, if any, has not exceeded the standard percentage level in any of the current year or two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

## 9. CRITERION: Fund and Cash Balances

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

### 9A-1. Determining if the District's General Fund Ending Balance is Positive

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

Ending Fund Balance General Fund Projected Year Totals		
Fiscal Year	(Form 01I, Line F2 ) (Form MYPI, Line D2)	Status
Current Year (2017-18)	63,518,240.52	Met
1st Subsequent Year (2018-19)	54,264,424.52	Met
2nd Subsequent Year (2019-20)	48,837,868.52	Met

### 9A-2. Comparison of the District's Ending Fund Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

### 9B-1. Determining if the District's Ending Cash Balance is Positive

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Ending Cash Balance General Fund		
Fiscal Year	(Form CASH, Line F, June Column)	Status
Current Year (2017-18)	86,913,603.00	Met

### 9B-2. Comparison of the District's Ending Cash Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

**Explanation:**  
(required if NOT met)



## 10. CRITERION: Reserves

**STANDARD:** Available reserves<sup>1</sup> for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts<sup>2</sup> as applied to total expenditures and other financing uses<sup>3</sup>:

**DATA ENTRY:** Current Year data are extracted. If Form MYPI exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA	
5% or \$66,000 (greater of)	0	to 300
4% or \$66,000 (greater of)	301	to 1,000
3%	1,001	to 30,000
2%	30,001	to 400,000
1%	400,001	and over

<sup>1</sup> Available reserves are the unrestricted amounts in the Reserve for Economic Uncertainties and the Unassigned/Unappropriated accounts in the General Fund and Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup> Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

<sup>3</sup> A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
District Estimated P-2 ADA (Current Year, Form AI, Lines A4 and C4. Subsequent Years, Form MYPI, Line F2, if available.)	45,830	45,100	44,442
<b>District's Reserve Standard Percentage Level:</b>	<b>2%</b>	<b>2%</b>	<b>2%</b>

### 10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)

**DATA ENTRY:** For SELPA AUs, if Form MYPI exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Current Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYPI, Lines F1a, F1b1, and F1b2):

- Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?
- If you are the SELPA AU and are excluding special education pass-through funds:
  - Enter the name(s) of the SELPA(s):

No

	Current Year Projected Year Totals (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)	0.00	0.00	0.00

### 10B. Calculating the District's Reserve Standard

**DATA ENTRY:** If Form MYPI exists, all data will be extracted or calculated. If not, enter data for line 1 for the two subsequent years; Current Year data are extracted.

	Current Year Projected Year Totals (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	492,511,135.00	488,346,692.00	483,576,161.00
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)	0.00	0.00	0.00
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	492,511,135.00	488,346,692.00	483,576,161.00
4. Reserve Standard Percentage Level 2%	2%	2%	2%
5. Reserve Standard - by Percent (Line B3 times Line B4)	9,850,222.70	9,766,933.84	9,671,523.22
6. Reserve Standard - by Amount (\$66,000 for districts with less than 1,001 ADA, else 0)	0.00	0.00	0.00
7. <b>District's Reserve Standard (Greater of Line B5 or Line B6)</b>	<b>9,850,222.70</b>	<b>9,766,933.84</b>	<b>9,671,523.22</b>

## 10C. Calculating the District's Available Reserve Amount

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years.

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4)	Current Year Projected Year Totals (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	16,800,000.00	18,600,000.00	19,900,000.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	30,667,743.52	28,601,796.52	21,875,240.52
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00	0.00	0.00
8. District's Available Reserve Amount (Lines C1 thru C7)	47,467,743.52	47,201,796.52	41,775,240.52
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	9.64%	9.67%	8.64%
<b>District's Reserve Standard (Section 10B, Line 7):</b>	<b>9,850,222.70</b>	<b>9,766,933.84</b>	<b>9,671,523.22</b>
Status:	Met	Met	Met

## 10D. Comparison of District Reserve Amount to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Available reserves have met the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

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## SUPPLEMENTAL INFORMATION

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DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

### S1. Contingent Liabilities

- 1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since budget adoption that may impact the budget?

No

- 1b. If Yes, identify the liabilities and how they may impact the budget:

### S2. Use of One-time Revenues for Ongoing Expenditures

- 1a. Does your district have ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?

No

- 1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

### S3. Temporary Interfund Borrowings

- 1a. Does your district have projected temporary borrowings between funds?  
(Refer to Education Code Section 42603)

No

- 1b. If Yes, identify the interfund borrowings:

### S4. Contingent Revenues

- 1a. Does your district have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

No

- 1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

## S5. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since budget adoption.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if transfers have changed by more than \$20,000 and more than five percent since budget adoption.

Identify capital project cost overruns that have occurred since budget adoption that may impact the general fund budget.

District's Contributions and Transfers Standard: -5.0% to +5.0%  
or -\$20,000 to +\$20,000

### S5A. Identification of the District's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. For Contributions, the First Interim's Current Year data will be extracted. Enter First Interim Contributions for the 1st and 2nd Subsequent Years. For Transfers In and Transfers Out, if Form MYP exists, the data will be extracted into the First Interim column for the Current Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Current Year, and 1st and 2nd Subsequent Years. Click on the appropriate button for Item 1d; all other data will be calculated.

Description / Fiscal Year	Budget Adoption (Form 01CS, Item S5A)	First Interim Projected Year Totals	Percent Change	Amount of Change	Status
<b>1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)</b>					
Current Year (2017-18)	(65,716,747.00)	(66,924,816.00)	1.8%	1,208,069.00	Met
1st Subsequent Year (2018-19)	(69,409,197.00)	(70,330,068.00)	1.3%	920,871.00	Met
2nd Subsequent Year (2019-20)	(72,827,896.00)	(74,509,244.00)	2.3%	1,681,348.00	Met
<b>1b. Transfers In, General Fund *</b>					
Current Year (2017-18)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2018-19)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2019-20)	0.00	0.00	0.0%	0.00	Met
<b>1c. Transfers Out, General Fund *</b>					
Current Year (2017-18)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2018-19)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2019-20)	0.00	0.00	0.0%	0.00	Met

#### 1d. Capital Project Cost Overruns

Have capital project cost overruns occurred since budget adoption that may impact the general fund operational budget?

No

\* Include transfers used to cover operating deficits in either the general fund or any other fund.

### S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1a-1c or if Yes for Item 1d.

1a. MET - Projected contributions have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

1b. MET - Projected transfers in have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

1c. MET - Projected transfers out have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

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1d. NO - There have been no capital project cost overruns occurring since budget adoption that may impact the general fund operational budget.

**Project Information:**  
(required if YES)


<sup>1</sup> Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

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**S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment**

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DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent fiscal years.

**Explanation:**  
(Required if Yes  
to increase in total  
annual payments)

---

**S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments**

---

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment.

**Explanation:**  
(Required if Yes)

## S7. Unfunded Liabilities

Identify any changes in estimates for unfunded liabilities since budget adoption, and indicate whether the changes are the result of a new actuarial valuation.

### S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7A) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1. a. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

Yes

- b. If Yes to Item 1a, have there been changes since budget adoption in OPEB liabilities?

No

- c. If Yes to Item 1a, have there been changes since budget adoption in OPEB contributions?

No

2. OPEB Liabilities

- a. OPEB actuarial accrued liability (AAL)  
b. OPEB unfunded actuarial accrued liability (UAAL)  
c. Are AAL and UAAL based on the district's estimate or an actuarial valuation?  
d. If based on an actuarial valuation, indicate the date of the OPEB valuation.

Budget Adoption (Form 01CS, Item S7A)	First Interim
52,818,201.00	52,818,201.00
52,818,201.00	52,818,201.00
Actuarial	Actuarial
Oct 01, 2016	Oct 01, 2016

3. OPEB Contributions

- a. OPEB annual required contribution (ARC) per actuarial valuation or Alternative Measurement Method  
Current Year (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)

Budget Adoption (Form 01CS, Item S7A)	First Interim
6,192,662.00	6,192,662.00
6,192,662.00	6,192,662.00
6,192,662.00	6,192,662.00

- b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund)  
(Funds 01-70, objects 3701-3752)  
Current Year (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)

2,997,567.00	3,119,110.00
3,042,531.00	3,165,897.00
3,088,169.00	3,213,385.00

- c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)  
Current Year (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)

2,997,567.00	3,119,110.00
3,042,531.00	3,165,897.00
3,088,169.00	3,213,385.00

- d. Number of retirees receiving OPEB benefits  
Current Year (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)

389	389
389	389
389	389

4. Comments:



## S7B. Identification of the District's Unfunded Liability for Self-insurance Programs

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7B) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1. a. Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB; which is covered in Section S7A) (If No, skip items 1b-4)

Yes

- b. If Yes to item 1a, have there been changes since budget adoption in self-insurance liabilities?

No

- c. If Yes to item 1a, have there been changes since budget adoption in self-insurance contributions?

No

2. Self-Insurance Liabilities

- a. Accrued liability for self-insurance programs  
b. Unfunded liability for self-insurance programs

Budget Adoption

(Form 01CS, Item S7B)

First Interim

12,539,253.00	12,539,253.00
0.00	0.00

3. Self-Insurance Contributions

- a. Required contribution (funding) for self-insurance programs  
Current Year (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)

Budget Adoption

(Form 01CS, Item S7B)

First Interim

7,869,883.00	7,869,883.00
8,027,280.00	8,027,280.00
8,187,826.00	8,187,826.00

- b. Amount contributed (funded) for self-insurance programs  
Current Year (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)

7,869,883.00	7,869,883.00
8,027,280.00	8,027,280.00
8,187,826.00	8,187,826.00

4. Comments:

## S8. Status of Labor Agreements

Analyze the status of employee labor agreements. Identify new labor agreements that have been ratified since budget adoption, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

**If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:**

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the district governing board and superintendent.

### S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

#### Status of Certificated Labor Agreements as of the Previous Reporting Period

Were all certificated labor negotiations settled as of budget adoption?

No

If Yes, complete number of FTEs, then skip to section S8B.

If No, continue with section S8A.

#### Certificated (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2016-17)	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of certificated (non-management) full-time-equivalent (FTE) positions	2,171.8	2,178.2	2,152.2	2,133.2

1a. Have any salary and benefit negotiations been settled since budget adoption?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

Yes

If Yes, complete questions 6 and 7.

#### Negotiations Settled Since Budget Adoption

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

n/a

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

#### One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

#### Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year  
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

**Negotiations Not Settled**

6. Cost of a one percent increase in salary and statutory benefits

2,193,000

7. Amount included for any tentative salary schedule increases

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
0	0	0

**Certificated (Non-management) Health and Welfare (H&W) Benefits**

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
25,738,000	25,738,000	25,738,000
88.0%	88.0%	88.0%
0.0%	0.0%	0.0%

**Certificated (Non-management) Prior Year Settlements Negotiated Since Budget Adoption**

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs

If Yes, explain the nature of the new costs:

No		
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**Certificated (Non-management) Step and Column Adjustments**

- Are step & column adjustments included in the interim and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
3,289,500	3,338,840	3,388,925
1.5%	1.5%	1.5%

**Certificated (Non-management) Attrition (layoffs and retirements)**

- Are savings from attrition included in the budget and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
Yes	Yes	Yes

**Certificated (Non-management) - Other**

List other significant contract changes that have occurred since budget adoption and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):


## S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

### Status of Classified Labor Agreements as of the Previous Reporting Period

Were all classified labor negotiations settled as of budget adoption?

If Yes, complete number of FTEs, then skip to section S8C.

If No, continue with section S8B.

No

### Classified (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2016-17)	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of classified (non-management) FTE positions	1,483.0	1,459.9	1,459.9	1,459.9

1a. Have any salary and benefit negotiations been settled since budget adoption?

Yes

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

Yes

If Yes, complete questions 6 and 7.

### Negotiations Settled Since Budget Adoption

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

Oct 11, 2017

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

Yes

If Yes, date of Superintendent and CBO certification:

Oct 11, 2017

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

Yes

If Yes, date of budget revision board adoption:

Oct 11, 2017

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

#### One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year  
or

#### Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year  
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

### Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

725,000

7. Amount included for any tentative salary schedule increases

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

0

0

0

**Classified (Non-management) Health and Welfare (H&W) Benefits**

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
12,634,253	12,634,253	12,634,253
88.0%	88.0%	88.0%
0.0%	0.0%	0.0%

**Classified (Non-management) Prior Year Settlements Negotiated Since Budget Adoption**

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs  
If Yes, explain the nature of the new costs:

Yes		
287,555	(157,514)	(27,472)

Teamsters settled for a 1.5% ongoing retro back to 7/1/2016 and a two year health and welfare cap increase.

**Classified (Non-management) Step and Column Adjustments**

- Are step & column adjustments included in the interim and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
1,450,000	1,479,000	1,508,580
2.0%	2.0%	2.0%

**Classified (Non-management) Attrition (layoffs and retirements)**

- Are savings from attrition included in the interim and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
Yes	Yes	Yes

**Classified (Non-management) - Other**

List other significant contract changes that have occurred since budget adoption and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

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### S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

#### Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period

Were all managerial/confidential labor negotiations settled as of budget adoption?

If Yes or n/a, complete number of FTEs, then skip to S9.

If No, continue with section S8C.

#### Management/Supervisor/Confidential Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2016-17)	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of management, supervisor, and confidential FTE positions	212.7	212.1	212.1	212.1

1a. Have any salary and benefit negotiations been settled since budget adoption?

If Yes, complete question 2.

If No, complete questions 3 and 4.

No

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 3 and 4.

Yes

#### Negotiations Settled Since Budget Adoption

2. Salary settlement:

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Total cost of salary settlement

Change in salary schedule from prior year  
(may enter text, such as "Reopener")

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
No	No	No

#### Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

259,000

4. Amount included for any tentative salary schedule increases

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
0	0	0

#### Management/Supervisor/Confidential Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
2,429,000	2,429,000	2,429,000
88.0%	88.0%	88.0%
0.0%	0.0%	0.0%

#### Management/Supervisor/Confidential Step and Column Adjustments

- Are step & column adjustments included in the budget and MYPs?
- Cost of step & column adjustments
- Percent change in step and column over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
404,800	417,753	426,944
2.2%	2.2%	2.2%

#### Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)

- Are costs of other benefits included in the interim and MYPs?
- Total cost of other benefits
- Percent change in cost of other benefits over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
202,000	202,000	202,000
0.0%	0.0%	0.0%

## S9. Status of Other Funds

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

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### S9A. Identification of Other Funds with Negative Ending Fund Balances

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DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

No

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

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## ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9; Item A1 is automatically completed based on data from Criterion 9.

**A1.** Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)

No

**A2.** Is the system of personnel position control independent from the payroll system?

Yes

**A3.** Is enrollment decreasing in both the prior and current fiscal years?

Yes

**A4.** Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?

No

**A5.** Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?

No

**A6.** Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?

No

**A7.** Is the district's financial system independent of the county office system?

No

**A8.** Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)

No

**A9.** Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

No

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

**Comments:**  
(optional)

## End of School District First Interim Criteria and Standards Review



**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
**San Juan Capistrano, California**

**RESOLUTION NO. 1718-26**

**REVENUE AND EXPENDITURE INCREASES / DECREASES**

*WHEREAS*, the District has determined that estimated increases in income of **\$10,764,848** are required for the current year (2017-2018) from sources listed in Education Code § 42602, and

*WHEREAS*, the District can show just cause for the estimated increase in expenditures of **\$9,987,251** for the current fiscal year (2017-2018).

*BE IT FURTHER RESOLVED* the Board of Trustees authorizes that pursuant to Education Code § 42602 such estimated increase in funds of **\$777,597** are to be appropriated according to the following schedule:

<b>District &amp; Fund No.</b>	<b>Code</b>	<b>Account Description</b>	<b>Amount</b>
<b>GENERAL FUND</b>			
<b>068-01</b>		<b>Income Source</b>	
	8011	Local Control Funding Formula (LCFF)	\$ 388,518
	8019	LCFF Prior Year Adjustment	1,094,064
	8290	Federal Revenue	1,973,769
	8590	State Revenue	5,886,846
	8699	Local Revenue	1,359,984
		<b>Total Income</b>	<b>\$ 10,703,181</b>
<b>068-01</b>		<b>Expenditure Appropriation</b>	
	1100	Certificated Teachers' Salaries	\$ 553,308
	2200	Classified Support Salaries	637,279
	3101	STRS: Certificated	771,188
	4300	Materials & Supplies	2,864,708
	5600	Rentals, Leases, Repairs and Noncapitalized	3,984,024
	6400	Furniture & Equipment	(2,525,083)
	7141	Other Tuition	(285,000)
	7350	Indirect Cost	3,359
	9780	Other Assignments	3,396,952
	9790	Unassigned / Unappropriated	1,302,446
		<b>Total Expenditure Appropriation</b>	<b>\$ 10,703,181</b>

068-12	<b>Child Development Fund</b>		
	<b>Income Source</b>		
	8290	Federal Revenue	(83,333)
		<b>Total Income</b>	<b>\$ (83,333)</b>
068-12	<b>Expenditure Appropriation</b>		
	1100	Certificated Teachers' Salaries	\$ (168,450)
	2100	Classified Instructional Salaries	(62,787)
	3101	STRS: Certificated	190,224
	4300	Materials & Supplies	(44,377)
	5800	Consulting Services	5,416
	7350	Indirect Cost	(3,359)
		<b>Total Expenditure Appropriation</b>	<b>\$ (83,333)</b>
068-25	<b>Capital Facilities</b>		
	<b>Income Source</b>		
	8681	Developer Fees	145,000
		<b>Total Income</b>	<b>\$ 145,000</b>
068-25	<b>Expenditure Appropriation</b>		
	2200	Classified Support Salaries	100,540
	3101	STRS: Certificated	11,948
	5600	Rentals, Leases, Repairs and Noncapitalized	130,000
	6400	Furniture & Equipment	880,505
	9740	Legally Restricted Balance	(977,993)
		<b>Total Expenditure Appropriation</b>	<b>\$ 145,000</b>
068-40	<b>Reserve for Capital Outlay</b>		
	<b>Expenditure Appropriation</b>		
	5600	Rentals, Leases, Repairs and Noncapitalized	51,000
	6400	Furniture & Equipment	2,857,616
	9740	Legally Restricted Balance	(2,908,616)
		<b>Total Expenditure Appropriation</b>	<b>\$ -</b>
068-67	<b>Insurance Funds</b>		
	<b>Expenditure Appropriation</b>		
	2200	Classified Support Salaries	20,445
	3101	STRS: Certificated	4,747
	5800	Services & Operating Expenditures	10,000
	9790	Unassigned/Unappropriated EFB	(35,192)
			<b>\$ -</b>

AYES: ( )

NOES: ( )

ABSENT: ( )

ABSTAIN: ( )

I, Kirsten M. Vital, Secretary of the Capistrano Unified School District Board of Trustees, hereby certify that the above and foregoing Resolution was duly and regularly adopted by the said Board at the meeting thereof on the 6th day of December, 2017, by a roll call vote of said Board.

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Patricia Holloway  
Clerk of the Board of Trustees

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Kirsten M. Vital  
Superintendent  
Secretary of the Board of Trustees

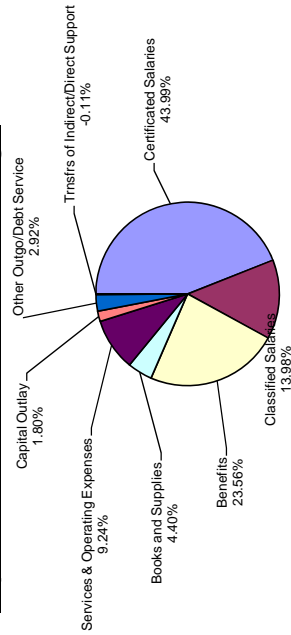
**Capistrano Unified School District**

**2017-2018 First Interim Report  
Combined Unrestricted & Restricted General Fund**

	2017-18 Revised Budget	2017-18 1st Interim	Change from Revised to 1st Interim	Comments
<b>Revenue</b>				
LCFF Sources	\$385,131,884	\$386,614,466	\$1,482,582	\$1.1 class size penalty waiver plus final 16-17 ADA revisions
Federal Revenue	\$16,765,704	\$18,739,473	\$1,973,769	Increase in Title I funds; MAA - MediCal Administrative Activities grant
State Revenue	\$63,726,888	\$69,613,734	\$5,886,846	Final One Time Mandate funds
Local Revenue	\$4,960,863	\$6,320,847	\$1,359,984	Gifts budgeted as received.
<b>Total Revenue</b>	<b>\$470,585,339</b>	<b>\$481,288,520</b>	<b>\$10,703,181</b>	
<b>Expenditures</b>				
Certificated Salaries	\$214,498,795	\$215,052,103	\$553,308	Adjustments for site budgets and new revenues
Classified Salaries	\$68,174,112	\$68,811,391	\$637,279	Additional special education staff plus other adjustments
Benefits	\$114,889,402	\$115,660,590	\$771,188	Adjustments per salary lines
Books and Supplies	\$21,434,108	\$24,298,816	\$2,864,708	Textbooks from new one time mandate monies
Services & Operating Expenses	\$45,037,030	\$49,021,054	\$3,984,024	Gift budgets plus other adjustments
Capital Outlay	\$8,769,494	\$6,244,411	(\$2,525,083)	Moved to other object line items
Other Outgo/Debt Service	\$14,243,233	\$13,958,233	(\$285,000)	Reduction in transfer of CTEIG grant to ROP - prior year versus current
Trnsfrs of Indirect/Direct Support	(\$538,823)	(\$535,464)	\$3,359	
Unidentified Budget Cuts			\$0	
<b>Total Expenditures</b>	<b>\$486,507,351</b>	<b>\$492,511,134</b>	<b>\$6,003,783</b>	
<b>Other Sources and Uses</b>				
Other Funding Sources	\$0	\$0	\$0	
Interfund Transfers Out	\$0	\$0	\$0	
<b>Total Sources and Uses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Beginning Fund Balance</b>	<b>\$74,740,855</b>	<b>\$74,740,855</b>	<b>\$0</b>	
<b>Audit Adjustments</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Net Incr (Decr) in Fund Balance</b>	<b>(\$15,922,012)</b>	<b>(\$11,222,614)</b>	<b>\$4,699,398</b>	
<b>Ending Fund Balance</b>	<b>\$58,818,843</b>	<b>\$63,518,241</b>	<b>\$4,699,398</b>	

<b>Components of Ending Fund Balance</b>				
Revolving Cash, Stores, Prepaid	\$325,000	\$325,000	\$0	
Legally Restricted	\$2,684,427	\$2,684,427	\$0	
Economic Uncertainties (2% Reserve)	\$16,800,000	\$16,800,000	\$0	
Other Designations/Assignments			\$0	
- College Readiness Grant	\$211,985	\$211,985	\$0	
- One time mandate money	\$4,615,631	\$9,574,955	\$4,959,324	New One Time Mandate money
- Education Division Budget	\$800,000	\$1,237,628	\$437,628	Adjustments per Education Division plan
- Technology Enhancement	\$2,016,502	\$2,016,502	\$0	
- Site Carryover including Gifts	\$2,000,000	\$0	(\$2,000,000)	
Undesignated	\$29,365,298	\$30,667,744	\$1,302,446	Budgeted in expenditures above
<b>Total Ending Fund Balance</b>	<b>\$58,818,843</b>	<b>\$63,518,241</b>	<b>\$4,699,398</b>	

**Expenditures at 2017-2018 Revised Budget**



**Expenditures at 2017-2018 First Interim Budget**

