

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

REVISED

January 24, 2018

Closed Session 4:30 p.m.
Open Session 7:00 p.m.

AGENDA

CLOSED SESSION AT 4:30 P.M.

- 1. CALL TO ORDER**
- 2. CLOSED SESSION COMMENTS**
- 3. CLOSED SESSION** (as authorized by law)

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Gregory Merwin/Sara Young
Attorney - Ernest Bell
Significant Exposure to Litigation – Two Cases
IDR Case Number 20171120
IDR Case Number 20171201
(Pursuant to Government Code § 54956.9(d)(2))

EXHIBIT A-1
EXHIBIT A-2

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Kirsten M. Vital/Clark Hampton/Susan Holliday
Attorney – Marley Fox
Significant Exposure to Litigation – One Case
(Pursuant to Government Code § 54956.9(d)(2)(3))

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Gregory Merwin/Sara Young
Attorney - Ernest Bell
Significant Exposure to Litigation – Five Cases
OAH Case Number 2017051159
OAH Case Number 2017060142
OAH Case Number 2017090988
OAH Case Number 2017100130
OAH Case Number 2017100569
(Pursuant to Government Code § 54956.9(d)(1))

EXHIBIT B-1
EXHIBIT B-2
EXHIBIT B-3
EXHIBIT B-4
EXHIBIT B-5

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Capistrano Unified School District v. County of Orange (OCSC #: 30-2017-00963064-CU-TT-CXC)
(Pursuant to Government Code § 54956.9(a))

C. CONFERENCE WITH LABOR NEGOTIATORS

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

EXHIBIT C-1

4) Capistrano Unified Management Association (CUMA)
(Pursuant to Government Code § 54957.6)
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

D. STUDENT EXPULSIONS

Mike Beekman
Six Cases
Case # 2018-013
Case # 2018-014
Case # 2018-015
Case # 2018-016
Case # 2018-018
Case # 2018-019

EXHIBIT D-1
EXHIBIT D-2
EXHIBIT D-3
EXHIBIT D-4
EXHIBIT D-5
EXHIBIT D-6

E. STUDENT READMISSIONS

Mike Beekman
Two Cases
Case # 2017-024
Case # 2017-050

EXHIBIT E-1
EXHIBIT E-2

F. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Gordon Amerson
Two Cases
(Pursuant to Government Code § 54957)

EXHIBIT F-1
EXHIBIT F-2

G. PUBLIC EMPLOYMENT AND EVALUATION OF PERFORMANCE

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

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

SPECIAL RECOGNITIONS

Associated Student Body

San Juan Hills High School
Jennifer Smalley, *Principal*
Brooke Valderrama, *Activities Director*
Brianna Rodriguez, *ASB President*

Learning In Capo Spotlight

Mandarin Immersion Program

Jennifer Pang will be presenting "Mandarin Immersion Program, (MIP), Transition to Middle School". Discussion on the K-12 MIP Program highlighting a recent trip by students to China, where a relationship with our new sister school in Xi'an, China was established.

BOARD AND SUPERINTENDENT COMMENTS

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.

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

1. DONATION OF FUNDS AND EQUIPMENT:

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$524,021.10 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

Page 1

EXHIBIT 1

2. PURCHASE ORDERS, COMMERCIAL WARRANTS AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:

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 \$25,352,702.58 and the commercial warrants total \$28,187,842.99. 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

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EXHIBIT 2

3. INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE AND MASTER CONTRACT AGREEMENTS:

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 25 new agreements totaling \$2,089,576.58 and 7 amendments to existing agreements totaling \$54,700. 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

Page 159

EXHIBIT 3

4. ALISO VIEJO COMMUNITY ASSOCIATION LIMITED USE AND MAINTENANCE AGREEMENT FOR WINTER 2018:

Approval of the ratification of the Aliso Viejo Community Association Limited Use

Page 368

EXHIBIT 4

and Maintenance Agreement (LUMA) for Winter 2018. The Aliso Viejo Community Association (AVCA) owns and maintains Foxborough Park, adjacent to Aliso Niguel High School (ANHS). The Winter 2018 LUMA allows the District to use Foxborough Park, fields 1 and 2, from February 15, 2018 through April 30, 2018 for a fee of \$750 paid by ANHS site funds, as detailed in the LUMA.

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

5. **STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 4-17-72-0057B, GENERAL SERVICES ADMINISTRATION SCHEDULE NO. GS-03F-102GA, PURCHASE, WARRANTY AND INSTALLATION OF FLOOR COVERING AND RELATED PRODUCTS – KYA SERVICES, LLC:** Approval to utilize the State of California Multiple Award Schedule Contract No. 4-17-72-0057B, General Services Administration Schedule No. GS-03F-102GA, and any subsequent revisions, amendments and extensions awarded to KYA Services, LLC, for the purchase, warranty and installation of floor covering materials and related services, as needed by the District. The District can utilize such contracts pursuant to California Public Contract Code §§ 10298, 10299, and 12100 et. seq. without going to bid. The prices offered by the contractor have been assessed to be fair, reasonable and competitive. Staff determined it is in the best interest of the District to utilize the state contract for the purchase, warranty and installation of various floor covering materials and incidental services. The estimated annual expenditure for the contract is \$750,000 funded by the general fund and deferred maintenance. Due to the size, the contract and award documentation is posted online on the District Board Agendas and Supporting Documentation page.
- Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
- Page 388
EXHIBIT 5

CURRICULUM AND INSTRUCTION

6. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, A CAPELLA B:** Approval of Broadening the Course of Study: New Secondary Course, A Capella B. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: A Capella B. This course will be available to students in grades 9 through 12 and satisfies the “f” requirement of the University of California a-g requirements. Upon approval, the course will be offered in the 2018-2019 school year. Expenditures for sheet music are estimated to cost \$1,500 paid with site supply funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- Page 390
EXHIBIT 6
7. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, ADVANCED PLACEMENT RESEARCH:** Approval of Broadening the Course of Study: New Secondary Course, Advanced Placement (AP) Research. AP Research is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*. The course will target grade 11 and 12 students who are interested in earning a Capstone Diploma. The course is traditionally viewed, by schools and College Board, as the culminating course for the AP Capstone Program. The AP Seminar course is a required prerequisite for the AP Research course. AP Research will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will satisfy the “g” requirement of the University of California a-g requirements. Expenditures for licenses to research databases are estimated at \$1,500 to be paid with site supply funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- Page 394
EXHIBIT 7

8. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, ADVANCED PLACEMENT SEMINAR:** Page 423
EXHIBIT 8
Approval of Broadening the Course of Study: New Secondary Course, Advanced Placement (AP) Seminar. AP Seminar is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*. The course will target grade 10 and 11 students who are interested in earning a Capstone Diploma. The course is traditionally viewed, by schools and College Board, as the first-year course for the AP Capstone Program and does not require a prerequisite. AP Seminar will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will satisfy the “g” requirement of the University of California a-g requirements. Expenditures for licenses to research databases are estimated at \$1,500 paid for by site supply funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
9. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, ALGEBRA II WITH FINANCIAL APPLICATIONS:** Page 448
EXHIBIT 9
Approval of Broadening the Course of Study: New Secondary Course, Algebra II with Financial Applications. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: Algebra II with Financial Applications. It is anticipated that this course will be offered at all six comprehensive high schools beginning in the 2018-2019 school year. This course will satisfy the “c” requirement of the UC a-g requirements. Expenditures for textbooks are estimated to be \$30,000-\$60,000 paid with lottery funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
10. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, AVIATION CAREERS:** Page 452
EXHIBIT 10
Approval of Broadening the Course of Study: New Secondary Course, Aviation Careers. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: Aviation Careers. This course is a Career Technical Education elective for students in grades 9 through 12. Aviation Careers will be offered at San Juan Hills and Tesoro High Schools beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will meet the “g” requirement of the University of California a-g requirements. Expenditures for textbooks and two flight simulators are estimated at \$30,000 paid for with Career Technical Education Incentive Grant funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
11. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, CHAMBER ORCHESTRA:** Page 462
EXHIBIT 11
Approval of Broadening the Course of Study: New Secondary Course, Chamber Orchestra. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: Chamber Orchestra. Students must audition as a prerequisite for this course. Chamber Orchestra will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will meet the “f” requirement of the University of California a-g requirements. Expenditures for sheet music are estimated to be \$2,000 paid for with site supply funds.
Contact: Susan Holliday, Associate Superintendent, Education Services

12. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, INTERNATIONAL BACCALAUREATE MARINE SCIENCE STANDARD LEVEL HONORS:** Page 467
EXHIBIT 12
Approval of Broadening the Course of Study: New Secondary Course, International Baccalaureate (IB) Marine Science Standard Level Honors. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: IB Marine Science Standard Level Honors. Prerequisites for this course include a C or better in Biology and Chemistry or Physics. Students may enroll in this course even if they are not enrolled in the IB program. This course will meet the “d” requirement for University of California a-g requirements. IB Marine Science will be offered at Capistrano Valley High School beginning in the 2018-2019 school year and be available at San Clemente High School should it choose to offer this course. Expenditures for textbooks are estimated to be \$10,000 paid for with site supply funds and Library Abatement funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
13. **AGREEMENT FOR PARTICIPATION WITH THE ART MASTERS LEGACY PROGRAM AT MULTIPLE ELEMENTARY SCHOOL SITES IN 2017-2018:** Page 474
EXHIBIT 13
Approval of Agreement for Participation with the Art Masters Legacy Program at Truman Benedict Elementary, Don Juan Avila Elementary, and Bergeson Elementary School sites in 2017-2018. Art Masters Legacy provides services that include art assemblies and hands-on studio art activities for students. Art Masters Legacy teachers-lecturers conduct and present multimedia presentation assemblies using art visuals, images and engrossing stories covering each artist and/or art subject. Later, students get an opportunity to engage in art activities to create their own individual works of art in the manner of the master artist or art subject, using the same styles, techniques, media and disciplines. The total expenditure for these agreements is \$22,591 paid by site and/or gift funds from each participating school site.
Contact: Susan Holliday, Associate Superintendent, Education Services
14. **AGREEMENT FOR PARTICIPATION WITH CODECAMPUS, LLC TO PROVIDE SERVICES TO DEL OBISPO ELEMENTARY IN 2017-2018:** Page 485
EXHIBIT 14
Approval of Agreement for Participation with CodeCampus, LLC to provide services to Del Obispo Elementary School (ES) in 2017-2018. CodeCampus will provide one instructor to deliver weekly, in-classroom computer coding instruction for all students at the site in grades K-5. Classroom sessions will involve 30-45 minute instructional periods provided once a week. Sessions will begin in December of 2017 and continue to through June 2018. Del Obispo ES teachers will be present during these sessions and will begin to develop their own capacity to deliver support for students in computer coding. The estimated expenditure under this contract for the year is \$11,250 paid by site Title I funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
15. **AGREEMENT FOR ADDITIONAL SCHOOL PARTICIPATING IN INSIDE THE OUTDOORS’ SCHOOL PROGRAMS AGREEMENT NUMBERS: #10004-5, #10004-6, #10004-7, #10024-2:** Page 492
EXHIBIT 15
Approval of Agreement for Additional School Participating in Inside the Outdoors’ School Programs Agreement Numbers: #10004-5, #10004-6, #10004-7, #10024-2. 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. Don Juan Avila Elementary School, Laguna Niguel Elementary School, Dana Hills High School, R.H. Dana Elementary School, Malcom Elementary School, Palisades Elementary School, Vista Del Mar Elementary School, Wagon Wheel Elementary School and Wood Canyon Elementary 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 \$8592.80 paid by gift or site funds.

Contact: Susan Holliday, Associate Superintendent, Education Services

- 16. MEMORANDUM OF UNDERSTANDING WITH K TO COLLEGE 2017-2022:** Page 527
EXHIBIT 16
Approval of Memorandum of Understanding (MOU) with K to College (K2C), also doing business as Supplybank.org for 2017-2022. This MOU outlines conditions to be met by the District as they relate to receiving and distributing materials and supplies for students identified as homeless as defined by the McKinney-Vento Homeless Assistance Act. Materials and supplies include but are not limited to school supply, dental and hygiene kits. The materials and supplies are provided free of charge to the District; there is no financial impact.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 17. AGREEMENT FOR PARTICIPATION WITH THE YMCA OF ORANGE COUNTY LAGUNA NIGUEL, TO PROVIDE A PHYSICAL EDUCATION PROGRAM FOR STUDENTS AT CARL HANKEY, CASTILLE AND HIDDEN HILLS ELEMENTARY SCHOOLS 2017-2018:** Page 530
EXHIBIT 17
Approval of Agreement for Participation with the YMCA of Orange County Laguna Niguel, to provide Physical Education (P.E.) Programs for Students at Carl Hankey, Castille and Hidden Hills Elementary Schools 2017-2018. The YMCA will provide P.E. lessons in grades 1-5 that are modeled after the Physical Education Content Standards for California Public Schools. This program will help sites meet the required 200 minutes of P.E. instruction each 10 days that students must receive per Education Code as well as providing them with rich, engaging and challenging P.E. instruction. Since 2014-2015, several District schools have successfully partnered with the YMCA to provide P.E. instruction to students. Carl Hankey, Castille and Hidden Hills Elementary Schools will utilize this program for its students in 2017-2018. The classroom teacher of record will be present during all instructional time. The estimated expenditure under these contracts is \$42,300 paid by Title I or gift funds from each participating school site.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 18. RATIFICATION OF AGREEMENT FOR PARTICIPATION WITH THE YMCA OF ORANGE COUNTY LAGUNA NIGUEL, TO PROVIDE A PHYSICAL EDUCATION NOONTIME SPORTS PROGRAM FOR STUDENTS AT GEORGE WHITE AND WOOD CANYON ELEMENTARY SCHOOLS 2017-2018:** Page 548
EXHIBIT 18
Approval of Ratification of Agreement for Participation with the YMCA of Orange County Laguna Niguel, to provide a Physical Education Noontime Sports Programs for Students at George White and Wood Canyon Elementary Schools 2017-2018. This program would provide students with organized sports during lunch/recess time two or three times per week, for approximately two hours per day. Other District schools have successfully partnered with the YMCA to provide lunchtime P.E. instruction to students. George White and Wood Canyon Elementary Schools would like to utilize this program for its students. The estimated expenditure under this contract is \$6450 paid by site and/or gift funds from each participating school site.
Contact: Susan Holliday, Associate Superintendent, Education Services

STUDENT SUPPORT SERVICES

19. MEMORANDUM OF UNDERSTANDING WITH LAGUNA BEACH UNIFIED SCHOOL DISTRICT:

Page 565
EXHIBIT 19

Approval of the ratification of the Memorandum of Understanding with Laguna Beach Unified School District (LBUSD) for the purpose of implementing special education services and programs. The Agreement allows the District to provide all direct services, including access to local community supports and independent living, for a LBUSD student that would be placed in the District's Adult Transition Program (ATP) during the 2017-2018 school year. LBUSD does not have an ATP within their district. The District will provide services to LBUSD student per the MOU. LBUSD will reimburse the District for all services provided. The District will provide oversight of the program and collaborate in decisions related to educational services. There is no financial impact to the District.

Contact: Greg Merwin, Associate Superintendent, Student Support Services

HUMAN RESOURCE SERVICES

20. SECOND QUARTER REPORT – WILLIAMS SETTLEMENT LEGISLATION UNIFORM COMPLAINT:

Page 572
EXHIBIT 20

Acceptance of Williams Settlement Legislation Uniform Complaint Second Quarter Report. Board Policy 1312.4, *Williams Uniform Complaint Procedures*, 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. During the second quarter, the District received six facility complaints, they have been resolved.

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

21. ANNUAL REPORT – EMPLOYMENT OF RELATIVES:

Page 575
EXHIBIT 21

Acceptance of Employment of Relatives Annual Report. Board Policy 4112.8, 4212.8, 4312.8, *Employment of Relatives*, requires the Board of Trustees be provided the names, positions and work locations of close relatives employed within the same department or work location. The purpose of this policy is to ensure that assignments do not interfere with the orderly supervision, security or morale of the school, department or work location. For purposes of this policy, relative includes the individual's spouse, domestic partner, parents, grandparents, great-grandparents, children, stepchildren, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse or domestic partner. District department administrators and principals were asked to provide information regarding the names and positions of close relatives employed within their work location. The information provided confirms that the assignment of close relatives at the identified work locations is not interfering with the orderly supervision, security or morale of those work locations.

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

22. SUPERVISED FIELDWORK AGREEMENT WITH BRANDMAN UNIVERSITY:

Page 579
EXHIBIT 22

Approval of Supervised Fieldwork Agreement with Brandman University, for Counseling, effective January 8, 2018 and expiring January 7, 2021. During the school year, Pupil Personnel Services (PPS) credential candidates will work with District counselors to fulfill practicum/fieldwork requirements to earn their PPS credential.

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

23. **SUPERVISED INTERNSHIP AGREEMENT WITH BRANDMAN UNIVERSITY:** Page 589
EXHIBIT 23
Approval of Supervised Internship Agreement with Brandman University, for School Psychology, Administration, and School Counseling, effective January 8, 2018 and expiring January 7, 2021. During the school year, credential candidates will work with District teachers to fulfill practicum/fieldwork requirements to earn their credential.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
24. **MASTER CLINICAL FIELD EXPERIENCE AGREEMENT WITH CALIFORNIA BAPTIST UNIVERSITY:** Page 597
EXHIBIT 24
Approval of Master Clinical Field Experience Agreement with California Baptist University, effective January 24, 2018. During the school year, speech-language pathology services credential candidates will work with District speech-language pathologists to fulfill field experience requirements to earn their credential.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
25. **PARTICIPANTS IN LEARNING, LEADING AND SERVING AGREEMENT WITH GRAND CANYON UNIVERSITY:** Page 602
EXHIBIT 25
Approval of Participants in Learning, Leading and Serving (PLLS) Agreement with Grand Canyon University (GCU), effective January 25, 2018. This agreement provides benefits at no cost, or at a discounted rate, to students, employees, Board members and family members of the District. Benefits include, but are not limited to, program scholarships, discounts to academic and athletic camps, access to GCU Online Job Board, and access to GCU staff to make presentations to parents and teachers regarding GCU degree programs.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
26. **CHAPMAN UNIVERSITY SPEECH AND LANGUAGE CLINICAL INSTRUCTOR PAYMENT:** Page 610
EXHIBIT 26
Approval of payment to District Speech and Language Pathologists who were Clinical Instructors and supported Chapman University students during the 2017 Fall semester. The agreement with Chapman University states that the University will reimburse the District for these payments.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
27. **STUDENT TEACHING AGREEMENT WITH HOPE INTERNATIONAL UNIVERSITY:** Page 613
EXHIBIT 27
Approval of Student Teaching Agreement with Hope International University, effective January 24, 2018 and expiring June 30, 2020. During the school year, credential candidates will work with District teachers to fulfill practicum/fieldwork requirements to earn their credential.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
28. **PARTNERSHIP MEMORANDUM OF UNDERSTANDING AGREEMENT WITH STUDENT RESOURCE USA:** Page 618
EXHIBIT 28
Approval of partnership Memorandum of Understanding (MOU) with Student Resource USA (SR USA), effective January 25, 2018 and expiring January 25, 2021. SR USA will identify graduate degree programs offered by Partnership Universities that will award grants and/or scholarships to qualified District employees that qualify and apply for admission. The offer is available to District educators, nurses, administrators, staff, and employees. Current Partnering Universities include Concordia University Nebraska, New York, and Portland, St. Thomas University, and Wilkes University. Grants and scholarships range between \$1,944 and \$10,000.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

29. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED** Page 622
EMPLOYEES: **EXHIBIT 29**
 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
30. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED** Page 648
EMPLOYEES: **EXHIBIT 30**
 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

31. **2018 - 2019 BOARD MEETING SCHEDULE:** Page 665
 Approval of the Board Meeting Schedule for the 2018-2019 school year. **EXHIBIT 31**
Contact: Pauline Colvin, Executive Secretary, Board Operations
32. **SCHOOL BOARD MINUTES:** Page 666
 Approval of the November 8, 2017 Regular Board Meeting minutes. **EXHIBIT 32**
Contact: Pauline Colvin, Executive Secretary, Board Operations
33. **SCHOOL BOARD MINUTES:** Page 680
 Approval of the December 6, 2017 Regular Board Meeting minutes. **EXHIBIT 33**
Contact: Pauline Colvin, Executive Secretary, Board Operations

DISCUSSION/ACTION ITEMS

34. **PRESENTATION FROM THE SCHOOL FACILITIES AND FINANCE INFORMATION/**
ADVISORY COMMITTEE: **DISCUSSION**
 In the Fall of 2017, the District invited all stakeholders to apply to serve on the School Facilities and Finance Advisory Committee. The School Facilities and Finance Advisory Committee was established to provide input, advice, and recommendations on topics pertaining to school facilities and finance, including the implementation of the general obligation bond program. The committee was designed to include regional representation from high school attendance boundaries throughout the District. Page 697
EXHIBIT 34
- The Advisory Committee has been meeting since January 2017. The Committee independently established its own governing structure, meeting agendas and subjects of interest to examine and research. District staff attends the meeting to provide information and presentations and to follow up on requests from the Committee.
CUSD WIG 2: Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.
Contact: Ryan Burris, Chief Communications Officer

Staff Recommendation

It is recommended the Board President recognize Ryan Burris, Chief Communications Officer to introduce this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

- 35. FIRST READING AND PRESENTATION - BOARD POLICY 6146.1, HIGH SCHOOL GRADUATION REQUIREMENTS:** DISCUSSION/
ACTION
Page 703
EXHIBIT 35
- During the past three years, several components of Board Policy 6146.1, *High School Graduation Requirements*, have undergone review in light of issues that had arisen related to past policy decisions. Prior to this most current series of revisions, the policy had not been updated since February 9, 2009. It has subsequently been revised on May 18, 2016, January 25, 2017, and May 24, 2017. The purpose of this presentation is to recap the changes that were made in the three revisions that occurred since February 9, 2009. In addition, staff will report on work that has been accomplished to address both College and Career Planning (CCP) and Health, including data and staff recommendations.
- 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 6146.1, *High School Graduation Requirements*.
- Motion by _____ Seconded by _____
- 36. FIRST READING – BOARD POLICY 5124, GRADUATION CEREMONIES AND ACTIVITIES:** DISCUSSION/
ACTION
Page 744
EXHIBIT 36
- The proposed revisions to Board Policy 5124, *Graduation Ceremonies and Activities*, are being recommended to ensure the accuracy of student records prior to planning to recognize students for their distinctive academic accomplishments during graduation ceremonies and other awards recognition events.
- 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 5124, *Graduation Ceremonies, and Activities*.
- Motion by _____ Seconded by _____
- 37. PRESENTATION AND RECEIPT OF THE DISTRICT AND COMMUNITY FACILITIES DISTRICTS ANNUAL FINANCIAL REPORTS FOR THE FISCAL YEAR ENDING JUNE 30, 2017:** DISCUSSION/
ACTION
Page 748
EXHIBIT 37
- State law requires each school district in California have an annual audit conducted by a state-certified independent auditor. The audit is conducted according to generally accepted auditing standards, specific guidelines and procedures set by the State Controller's office. Under state law, annual fiscal audits are neither accepted nor rejected by a board, but merely received by the district. For record keeping purposes, the Board of Trustees has annually adopted a motion indicating recognition of receipt of the District annual audit report. Additionally, the Board requested staff to provide

an audit on the Community Facilities Districts (CFDs). This audit will be conducted annually for all CFDs. This agenda item pertains to the presentation of the 2016-2017 fiscal year Annual Financial Reports to the Board of Trustees. The Annual Financial Reports for the fiscal year ending June 30, 2017 were completed by the firm Nigro and Nigro, PC, Certified Public Accountants.

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, who will introduce a partner from the audit firm Nigro and Nigro, PC to present a summary of the audit reports for the year ending June 30, 2017.

Following discussion, it is recommended the Board of Trustees receive the District and Community Facilities Districts Annual Financial Reports for the fiscal year ending June 30, 2017.

Motion by _____ Seconded by _____

38. FINANCING RESULTS OF CLEAN RENEWABLE ENERGY BONDS FOR SOLAR ENERGY PROJECTS:

The Board will receive an information presentation from Government Financial Strategies, the District's financial advisor, with the results of the Clean Renewable Energy Bonds (CREBs) to finance the solar energy projects, along with an updated savings analysis.

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.

39. RESOLUTION NO. 1718-31, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT AUTHORIZING THE ACCEPTANCE AND RECORDATION OF A QUITCLAIM DEED RELATIVE TO ORANGE COUNTY ASSESSOR PARCEL NO. 125-096-82:

The District recently identified a discrepancy in recorded public records relative to certain real property owned by the District adjacent to Tesoro High School, identified as Orange County Assessor Parcel No. 125-096-82 (Parcel 82). Parcel 82 is a largely unused open-space parcel, though it does include certain drainage and road improvements constructed as part of the high school project. Parcel 82 is situated between Tesoro High School and the area in which Los Patrones Parkway is currently under construction, though Parcel 82 itself is not affected by the Los Patrones Parkway construction.

Rancho Mission Viejo (RMV) and the District have prepared a Quitclaim deed, which would transfer any and all interest and claim RMV had in Parcel 82, if any, to the District. While the District has always owned Parcel 82, this Quitclaim Deed would formally correct the title record, as the Orange County Recorder's Office currently

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EXHIBIT 38

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EXHIBIT 39

reflects title to Parcel 82 to be in the name of RMV Middle Chiquita, LLC. The corrected title record will reflect the District as owner of Parcel 82.

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. 1718-31, Resolution of the Board of Trustees of the Capistrano Unified School District Authorizing the Acceptance and Recordation of a Quitclaim Deed Relative to Orange County Assessor Parcel No. 125-096-82.

Motion by _____ Seconded by _____

40. GOVERNOR’S JANUARY BUDGET PROPOSAL FOR FISCAL YEAR 2018-2019:

On January 17, 2018, staff attended the School Services of California Governor’s Budget Workshop. Trustees will be provided with a brief presentation due to the short time between the School Services workshop on January 17, 2018 and the Board meeting on January 24, 2018.

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 information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

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EXHIBIT 40

41. RESOLUTION NO. 1718-32, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT SUPPORTING FULL AND FAIR FUNDING OF PUBLIC EDUCATION IN CALIFORNIA:

This item was placed on the agenda at the request of Trustee McNicholas and Trustee Jones for the Board’s review and consideration. The proposed Resolution urges the State Legislature to pass legislation requiring the State to: provide funds for every new K-12 compliance measure that becomes law; provide funds to ease the unfair financial burden brought about by CalPERS and CalSTRS, and fund California public schools at the national average or higher by the year 2020, and at a level equal to or above the average of the top 10 states nationally by 2025, and maintain, at a minimum, this level of funding otherwise decreed.

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

Contact: Trustee McNicholas and Trustee Jones

Staff Recommendation

It is recommended the Board recognize President McNicholas and Trustee Jones to present this item.

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EXHIBIT 41

Following discussion, it is recommended that the Board adopt Resolution No. 1718-32 Resolution of the Board of Trustees of the Capistrano Unified School District

Supporting Full and Fair Funding of Public Education in California, and authorize the Superintendent to forward a copy of the Resolution to the District's State legislative representatives.

Motion by _____ Seconded by _____

42. LETTER IN SUPPORT OF ASSEMBLY BILL 1743 (AB-1743) CALIFORNIA CAREER TECHNICAL EDUCATION INCENTIVE GRANT PROGRAM:

This item was placed on the agenda at the request of Trustee McNicholas and Trustee Jones for the Board's review and consideration. AB-1743 is co-authored by Assembly Members Arambula, Berman, Grayson, Mayes, and Waldron. If enacted, AB-1743 would extend the provisions of the K-12 CTE Incentive Grant (CTEIG) program for three more years and provide \$500 million annually for that purpose.

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

Contact: Trustee McNicholas and Trustee Jones

Staff Recommendation

It is recommended the Board recognize President McNicholas and Trustee Jones to present this item.

Following discussion, it is recommended that the Board authorize the Superintendent to send a letter to the District's State legislative representatives urging their support of AB-1743.

Motion by _____ Seconded by _____

43. CONSIDERATION TO REQUEST AMENDMENT OF THE FORSTER CANYON COMMUNITY DEVELOPMENT PLAN FROM THE CITY OF SAN JUAN CAPISTRANO:

The Board is asked to consider requesting the San Juan Capistrano City Council to initiate an amendment to the Forster Canyon Planned Community District Comprehensive Development Plan (CDP 81-01) to add a "Residential Overlay" to permit up to 47 dwelling units on the 7.29 acre Camino Las Ramblas site that currently has an existing designation of "Public Institutional". This revised plan is the result of two Community Forums held by the District on October 26, 2017 and November 28, 2017 to discuss the project and solicit input on the density and type of development for this site. The final configuration of the lots for the single-family homes would be determined after the selection of the homebuilder.

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 approve the request to the City of San Juan Capistrano to amend the Forster Canyon Planned Community District Comprehensive Development Plan.

Motion by _____ Seconded by _____

DISCUSSION/
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EXHIBIT 42

DISCUSSION/
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EXHIBIT 43

44. **CONSIDERATION OF AN ORDINANCE AUTHORIZING THE LEVY OF SPECIAL TAXES IN CFD 98-1B (PACIFICA SAN JUAN):** INFORMATION/
DISCUSSION
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EXHIBIT 44

The Board is asked to consider an ordinance authorizing the levy of special taxes in CFD 98-1B (Pacifica San Juan). The ordinance will allow the Board later this year to consider adoption of a resolution that sets the special tax levy for fiscal year 2018-2019.
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 the Ordinance Authorizing the Levying of Special Taxes within Community Facilities District 98-1B (Pacifica San Juan).

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, FEBRUARY 14, 2018, 6:00 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

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.

**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: January 24, 2018

Board Item: Donation of Funds

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

DONATED BY	AMOUNT	PURPOSE	SCHOOL
College Board	\$1,500.00	AP Coordinator Stipend	Aliso Niguel High School
City of Laguna Niguel	\$8,000.00	Drug Testing Grant	Aliso Niguel High School
The Benevity Community Impact Fund	\$1,342.50	Technology	Aliso Niguel High School
Nermeen Baky	\$250.00	Technology	Aliso Viejo Middle School
Aliso Viejo Middle School PTSA	\$3,300.00	Technology	Aliso Viejo Middle School
Ambuehl Elementary School PTA	\$4,294.76	Accelerated Reader Program	Ambuehl Elementary School
Chipotle Mexican Grill	\$885.53	Music Program	Arroyo Vista Middle School
Bathgate Elementary School Foundation	\$24,000.00	Primary Music Program	Bathgate Elementary School
Bernice Ayer Middle School PTSA	\$11,332.96	Chromebooks and Carts	Bernice Ayer Middle School
Canyon Vista Elementary School PTA	\$1,180.00	5th Grade Presentation	Canyon Vista Elementary School
Castille Elementary School Booster Club	\$20,000.00	5th Grade Science Camp	Castille Elementary School
Castille Elementary School Booster Club	\$702.00	Movie License Agreement	Castille Elementary School
Olsen Orthodontics	\$80.00	Non-Instructional Supplies	Clarence Lobo Elementary School
Clarence Lobo Elementary PTA	\$665.00	Field Trip Presentation	Clarence Lobo Elementary School
Vending Plus, Inc.	\$6.85	Non-Instructional Supplies	Clarence Lobo Elementary School
Vending Plus, Inc.	\$6.85	School Supplies and Materials	Concordia Elementary School
Concordia Elementary School PTA	\$1,050.00	Field Trip	Concordia Elementary School
Concordia Elementary School PTA	\$15,030.00	5th Grade Science Camp	Concordia Elementary School
Parents of Dana Hills High School	\$25.00	School Use as Needed	Dana Hills High School
The Irvine Museum	\$330.00	School Use as Needed	Del Obispo Elementary School
Don Juan Avila Elementary School PTA	\$31,000.00	Computers and Projectors	Don Juan Avila Elementary School

DONATED BY	AMOUNT	PURPOSE	SCHOOL
Barona Band of Mission Indians	\$5,000.00	Indian Artifacts for Lobo Lodge	Education Services
George White Elementary School PTA	\$13,650.00	School Programs	George White Elementary School
Vending Plus, Inc.	\$9.50	School Use as Needed	Hidden Hills Elementary School
Vending Plus, Inc.	\$17.89	School Use as Needed	John S. Malcolm Elementary School
John S. Malcolm Elementary School PTA	\$10,000.00	5th Grade Science Camp	John S. Malcolm Elementary School
Olsen Orthodontics	\$82.00	School Use as Needed	John S. Malcolm Elementary School
Truist	\$28.00	School Use as Needed	John S. Malcolm Elementary School
Kroger	\$11.13	School Use as Needed	Ladera Ranch Elementary School
Juice it Up	\$312.00	School Use as Needed	Ladera Ranch Elementary School
Ladera Ranch Elementary School PTA	\$2,578.97	Meet the Masters Art Program	Ladera Ranch Elementary School
Ladera Ranch Elementary School PTA	\$35,320.00	5th Grade Science Camp	Ladera Ranch Elementary School
Selma's Chicago Pizzeria, Inc.	\$340.93	School Use as Needed	Ladera Ranch Elementary School
Ladera Ranch Elementary School PTA	\$1,000.00	STEAM Lab	Ladera Ranch Elementary School
Ladera Ranch Elementary School PTA	\$563.19	STEM Program	Ladera Ranch Elementary School
Ladera Ranch Elementary School PTA	\$272.61	School Supplies and Materials	Ladera Ranch Elementary School
Ladera Ranch Elementary School PTA	\$1,031.17	School Supplies and Materials	Ladera Ranch Elementary School
Assistance League of Capistrano Valley	\$3,000.00	School Use as Needed	Ladera Ranch Middle School
Ladera Ranch Middle School PTA	\$10,521.13	Chromebook Carts	Ladera Ranch Middle School
Laguna Niguel Elementary School PTA	\$12,000.00	Primary Music Program	Laguna Niguel Elementary School
Scoutit, Inc.	\$56.78	Instructional Materials and Supplies	Laguna Niguel Elementary School
Las Flores Elementary School PTA	\$500.00	WATCH D.O.G.S. Program	Las Flores Elementary School
Vending Plus, Inc.	\$107.82	School Use as Needed	Las Flores Middle School

DONATED BY	AMOUNT	PURPOSE	SCHOOL
Las Palmas Elementary School PTA	\$80.00	School Supplies and Materials	Las Palmas Elementary School
Vending Plus, Inc.	\$14.13	School Supplies and Materials	Las Palmas Elementary School
Aloha Education Foundation	\$1,401.00	PAL Advisor Stipend	Marblehead Elementary School
Rotary Club of San Juan Capistrano	\$500.00	Robotics Program	Marco Forster Middle School
Olsen Orthodontics	\$68.00	School Use as Needed	Marco Forster Middle School
Max Etienne	\$13.39	School Use as Needed	Marian Bergeson Elementary School
Bergeson Foundation	\$1,917.00	Field Trips	Marian Bergeson Elementary School
Moulton Elementary School PTA	\$1,080.00	5th Grade Field Trip	Moulton Elementary School
Moulton Elementary School PTA	\$15,405.00	Instructional Assistant's Salary	Moulton Elementary School
Vending Plus, Inc.	\$20.98	School Use as Needed	Moulton Elementary School
Moulton Elementary School PTA	\$78.30	School Supplies and Materials	Moulton Elementary School
Moulton Elementary School PTA	\$13,150.00	Field Trip	Moulton Elementary School
Moulton Elementary School PTA	\$1,209.35	Field Trip	Moulton Elementary School
Oso Grande Elementary School PTA	\$7,578.00	Chromebooks	Oso Grande Elementary School
Oso Grande Elementary School PTA	\$4,611.00	Field Trips	Oso Grande Elementary School
Oso Grande Elementary School PTA	\$4,360.00	5th Grade Presentation	Oso Grande Elementary School
Vending Plus, Inc.	\$23.62	School Use as Needed	Oso Grande Elementary School
Oso Grande Elementary School PTA	\$3,733.46	STEAM Lab Supplies and Computers	Oso Grande Elementary School
Ladera Ranch Education Foundation, Inc.	\$3,302.06	Laptop and Projector	Oso Grande Elementary School
Ladera Ranch Education Foundation, Inc.	\$936.60	Technology	Oso Grande Elementary School
Ladera Ranch Education Foundation, Inc.	\$843.85	School Supplies and Materials	Oso Grande Elementary School
Palisades Elementary School PTA	\$3,792.80	Computers	Palisades Elementary School

DONATED BY	AMOUNT	PURPOSE	SCHOOL
Palisades Elementary School PTA	\$9,102.72	Computers	Palisades Elementary School
Palisades Elementary School PTA	\$755.00	Movie License Agreement	Palisades Elementary School
Vending Plus, Inc.	\$8.17	School Use as Needed	Palisades Elementary School
RH Dana Elementary School Booster Club	\$2,000.00	School Supplies and Materials	RH Dana Elementary School
RH Dana Elementary School PTA	\$1,119.60	Meet the Masters Art Program	RH Dana Elementary School
RH Dana Elementary School PTA	\$362.00	Movie License Agreement	RH Dana Elementary School
Vending Plus, Inc.	\$246.37	School Use as Needed	San Clemente High School
Edison International	\$300.00	Computers	San Clemente High School
Shorecliffs Middle School Educational Foundation	\$41,057.17	Technology	Shorecliffs Middle School
Tesoro Titan Foundation, Inc.	\$700.00	School Use as Needed	Tesoro High School
Education for the Children	\$10,638.95	School Use as Needed	Tesoro High School
Tijeras Creek Elementary School PTA	\$2,276.50	Meet the Masters Art Program	Tijeras Creek Elementary School
Bright Work Inc.	\$108.60	Instructional Assistant's Salary	Tijeras Creek Elementary School
CR&R Inc.	\$1,057.58	Instructional Assistant's Salary	Tijeras Creek Elementary School
Truist	\$83.33	Instructional Assistant's Salary	Tijeras Creek Elementary School
Tijeras Creek Elementary School PTA	\$1,000.00	Meet the Masters Art Program	Tijeras Creek Elementary School
Vending Plus, Inc.	\$21.20	Instructional Assistant's Salary	Tijeras Creek Elementary School
Selma's Chicago Pizzeria, Inc.	\$156.98	Instructional Assistant's Salary	Tijeras Creek Elementary School
Forster Ranch Education Foundation	\$1,500.00	5th Grade Science Camp	Truman Benedict Elementary School
Justin and Sandra Hill	\$1,000.00	School Use as Needed	Truman Benedict Elementary School
Justin and Sandra Hill	\$4,000.00	Maker Space/Creative Lab	Truman Benedict Elementary School
San Clemente Junior Woman's Club	\$750.00	School Use as Needed	Truman Benedict Elementary School

DONATED BY	AMOUNT	PURPOSE	SCHOOL
Forster Ranch Education Foundation	\$19,739.50	5th Grade Science Camp	Truman Benedict Elementary School
Forster Ranch Education Foundation	\$21,495.50	5th Grade Science Camp	Truman Benedict Elementary School
Truman Benedict Elementary School PTA	\$2,037.01	Computers	Truman Benedict Elementary School
Viejo Elementary School PTA	\$165.00	School Use as Needed	Viejo Elementary School
Tanaka Farms, LLC	\$28.10	School Use as Needed	Viejo Elementary School
Vending Plus, Inc.	\$22.96	School Use as Needed	Viejo Elementary School
Vista del Mar Elementary School PTA	\$43,600.00	5th Grade Science Camp	Vista del Mar Elementary School
Vista del Mar Elementary School PTA	\$15,765.00	Field Trips and Transportation	Vista del Mar Elementary School
MAKO Foundation	\$1,539.98	Laptops and Robotics Program	Vista del Mar Elementary School
MAKO Foundation	\$25,918.93	Chromebooks and Carts	Vista del Mar Elementary School
MAKO Foundation	\$14,176.00	Librarian Salary	Vista del Mar Elementary School
MAKO Foundation	\$3,250.00	School Use as Needed	Vista del Mar Elementary School
Skybridge Americas, Inc.	\$26.12	Non-Instructional Supplies	Vista del Mar Middle School
Vending Plus, Inc.	\$34.00	Non-Instructional Supplies	Vista del Mar Middle School
Vista del Mar Middle School PTA	\$2,135.71	School Supplies and Materials	Vista del Mar Middle School
Wagon Wheel Elementary School PTA	\$2,057.86	School Use as Needed	Wagon Wheel Elementary School
Wagon Wheel Elementary School PTA	\$923.88	School Supplies and Materials	Wagon Wheel Elementary School
Education for the Children	\$5,554.70	School Use as Needed	Wagon Wheel Elementary School
Wood Canyon Elementary School PTA	\$1,496.56	Meet the Masters Art Program	Wood Canyon Elementary School
Wood Canyon Elementary School PTA	\$289.12	School Supplies and Materials	Wood Canyon Elementary School
Vending Plus, Inc.	\$17.89	School Supplies and Materials	Wood Canyon Elementary School
	\$524,021.10		

**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: January 24, 2018

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

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 01/24/2018

FROM 11/09/2017 TO 01/03/2018

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L68A0135	SASCO	27,584.00	13,000.00	0100020063 4405	General-SiteAllo-Sch Adm / Non-Capitalized Equip: Non-Ins
L68A0137	KYA SERVICES LLC	12,016.80	6,008.40	0163870036 5800	General-CTEIG-Instrctn / Services & Operating Expend
L68A0166	KYA SERVICES LLC	38,167.96	6,008.40	0181500036 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68A0167	ILLUMINATE EDUCATION INC.	235,000.00	38,167.96	0181500230 6200	General-RR&Maint-Fac Acq / Building & Building Improvement
L68A0246	APPLE LEARNING COMPANY	67,200.00	235,000.00	0100000258 5800	General-Undes-PuplTest / Services & Operating Expend
L68A0247	PERRY PASSARO PH.D.	15,000.00	42,201.00	0130100075 5100	General-Title I-Instrctn / Subagreement for Services
L68A0249	HATCH & CESARIO ATTY S AT LAW	9,060.84	24,999.00	0130100075 5810	General-Title I-Instrctn / Consulting Services
L68A0250	HARBOTTLE LAW GROUP A	10,000.00	15,000.00	0165000029 5815	General-Spec Ed-PsychSer / Consulting Services: Non-Instr
L68A0251	ATKINSON ANDELSON LOYA	10,000.00	9,060.84	0165000009 5820	General-Spec Ed-SupvAdmn / Legal Services
L68A0252	THOMASKELLY SOFTWARE ASSOCIATE	3,500.00	10,000.00	0105040002 5820	General-504/StSr-SupvAdmn / Legal Services
L68A0253	OLSON HAGEL & FISHBURN LLP	220.00	10,000.00	0105040002 5820	General-504/StSr-SupvAdmn / Legal Services
L68A0254	STAFFREHAB	45,000.00	3,500.00	0130100075 5800	General-Title I-Instrctn / Services & Operating Expend
L68A0255	CENTER FOR APPLIED LINGUISTICS	3,594.00	220.00	0100000262 5820	General-Undes-Board / Legal Services
L68A0256	OCEANVIEW SCHOOL	720.00	22,500.00	0165000095 5101	General-Spec Ed-NPA / Subagreement NPA
L68A0257	PORT VIEW PREPARATORY SCHOOL	92,482.50	22,500.00	0165000257 5101	General-Spec Ed-NPA / Subagreement NPA
L68A0258	PORT VIEW PREPARATORY SCHOOL	97,340.00	1,500.00	0130100096 5800	General-Title I-Instrctn / Services & Operating Expend
L68A0261	MARY FUNAOKA DBA EDUCATION TOO	17,292.00	594.00	0130100098 5800	General-Title I-Instrctn / Services & Operating Expend
L68A0263	DENNIS PATRICK HANNA	9,235.00	1,500.00	0130100100 5800	General-Title I-Instrctn / Services & Operating Expend
L68A0265	GAYLE M PARIDE	1,037.00	720.00	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0267	STAFFREHAB	10,000.00	92,482.50	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0268	WHITNEY, MERIT	15,000.00	97,340.00	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0269	BESTGEN, MARY	9,500.00	17,292.00	0162640027 5800	General-EducEffic-StDev In / Services & Operating Expend
L68A0270	TRIVINITY CONSULTING	8,000.00	9,235.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68A0272	DANNIS WOLIVER KELLEY	25,000.00	9,235.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68A0273			1,037.00	0100100004 5815	General-EdBudget-SupvAdmn / Consulting Services: Non-Instr
L68A0274			8,501.00	0165000086 5101	General-Spec Ed-Aid:Inst / Subagreement NPA
L68A0275			1,499.00	0165000086 5801	General-Spec Ed-Aid:Inst / Non-Public Agency
L68A0276			4,500.00	0172300008 5800	General-H-S Trns-PuplTran / Services & Operating Expend
L68A0277			10,500.00	0172400005 5800	General-SpEdTran-PuplTran / Services & Operating Expend
L68A0278			9,500.00	0172400005 5800	General-Gifts-Instrctn / Consulting Services
L68A0279			4,000.00	0104000354 5810	General-Gifts-Instrctn / Consulting Services
L68A0280			4,000.00	0165000095 5801	General-Spec Ed-NPA / Non-Public Agency
L68A0281			4,000.00	0165000095 5801	General-Spec Ed-NPA / Non-Public Agency
L68A0282			25,000.00	0109000002 5820	General-Mello Rs-M-R Reim / Legal Services

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L68A0273	SPECTRUM CENTER ROSSIER PARK	39,018.18	25,794.38	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			13,223.80	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0274	SOLIANT HEALTH INC	45,000.00	22,500.00	0165000095 5101	General-Spec Ed-NPA / Subagreement NPA
			22,500.00	0165000257 5101	General-Spec Ed-NPA / Subagreement NPA
L68A0275	WERTHEIMER-GALE & ASSOCIATES	5,460.00	5,460.00	0165000130 5801	General-Spec Ed-NPA Hlth / Non-Public Agency
L68A0276	MICHIGAN BRAILLE TRANSCRIBING	4,000.00	4,000.00	0165000086 5810	General-Spec Ed-Aid:Inst / Consulting Services
L68A0277	REACH PROFESSIONAL IN-HOME	49,000.00	24,001.00	0130100075 5100	General-Title I-Instrctn / Subagreement for Services
			24,999.00	0130100075 5810	General-Title I-Instrctn / Consulting Services
L68A0278	BRAIN BUILDERS STEM EDUCATION	25,142.00	25,142.00	0104000312 5810	General-Gifts-Instrctn / Consulting Services
L68A0279	CODECAMPUS LLC	12,121.88	12,121.88	0130100091 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68A0280	WERTHEIMER-GALE & ASSOCIATES	2,418.00	2,418.00	0165000130 5801	General-Spec Ed-NPA Hlth / Non-Public Agency
L68A0281	LOGAN RIVER ACADEMY	11,051.92	2,864.40	0165000092 5803	General-Spec Ed-NPS / Residential Treatment Center
			5,216.00	0165120028 5104	General-SEMTLHL-NPS / Subagreement Mental Health B&C
			2,971.52	0165120038 5104	General-SEMTLHL-PsychSer / Subagreement Mental Health B&C
L68A0282	SOLIANT HEALTH INC	55,000.00	30,001.00	0165000257 5101	General-Spec Ed-NPA / Subagreement NPA
			24,999.00	0165000257 5801	General-Spec Ed-NPA / Non-Public Agency
L68A0283	PORT VIEW PREPARATORY SCHOOL	29,285.00	17,746.00	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			11,539.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0284	SYNTEX GLOBAL	10,775.00	10,775.00	0107900169 5800	General-LCFFSupp-Instrctn / Services & Operating Expend
L68A0285	PROFESSIONAL TUTORS OF AMERICA	60,000.00	60,000.00	0142010005 5800	General-TIIImmng-Instrctn / Services & Operating Expend
L68A0286	PROFESSIONAL TUTORS OF AMERICA	112,000.00	87,001.00	0130100075 5100	General-Title I-Instrctn / Subagreement for Services
			24,999.00	0130100075 5810	General-Title I-Instrctn / Consulting Services
L68A0287	TRIVINITY CONSULTING	2,850.00	2,850.00	0165000131 5815	General-Spec Ed-Spch Aud / Consulting Services: Non-Instr
L68A0288	HALL, YVETTE	165.00	165.00	0100020611 5810	General-SiteAllo-Instrctn / Consulting Services
L68A0289	CONTEMPORARY SERVICES CORP.	4,000.00	4,000.00	0100100168 5800	General-EdBudget-Sch Adm / Services & Operating Expend
L68A0290	CONTEMPORARY SERVICES CORP.	822.00	822.00	0100100033 5800	General-EdBudget-GuidCnsl / Services & Operating Expend
L68A0291	PORT VIEW PREPARATORY SCHOOL	103,110.00	103,110.00	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0292	COPPER HILLS YOUTH CENTER	91,601.50	7,131.00	0165000092 5103	General-Spec Ed-NPS / Subagreement RTC
			14,199.00	0165000092 5803	General-Spec Ed-NPS / Residential Treatment Center
			38,285.00	0165120028 5104	General-SEMTLHL-NPS / Subagreement Mental Health B&C
			31,986.50	0165120038 5104	General-SEMTLHL-PsychSer / Subagreement Mental Health B&C
L68A0293	BLIND CHILDREN S LEARNING	61,299.00	48,633.45	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			12,665.55	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools

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L68A0294	OCEANVIEW SCHOOL	33,102.00	21,255.00	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0295	OCEANVIEW SCHOOL	51,728.15	11,847.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
L68A0296	LOGAN RIVER ACADEMY	74,993.60	39,317.16	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
			12,410.99	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			17,425.10	0165000092 5803	General-Spec Ed-NPS / Residential Treatment Center
			36,675.00	0165120028 5104	General-SEMNTLHL-NPS / Subagreement Mental Health B&C
L68A0297	ALPINE ACADEMY	106,670.00	20,893.50	0165120038 5104	General-SEMNTLHL-PsychSer / Subagreement Mental Health B&C
			5,526.00	0165000092 5103	General-Spec Ed-NPS / Subagreement RTC
			18,399.00	0165000092 5803	General-Spec Ed-NPS / Residential Treatment Center
			50,635.00	0165120028 5104	General-SEMNTLHL-NPS / Subagreement Mental Health B&C
L68A0299	AVID CENTER	5,280.00	32,110.00	0165120038 5104	General-SEMNTLHL-PsychSer / Subagreement Mental Health B&C
L68A0300	CINNAMON HILLS YOUTH CRISIS CE	95,897.52	5,280.00	0130100107 5800	General-Title I-Instrctrn / Services & Operating Expend
			19,652.80	0165000092 5803	General-Spec Ed-NPS / Residential Treatment Center
			62,306.76	0165120028 5104	General-SEMNTLHL-NPS / Subagreement Mental Health B&C
L68A0301	OCEANVIEW SCHOOL	31,968.00	13,937.96	0165120038 5104	General-SEMNTLHL-PsychSer / Subagreement Mental Health B&C
			16,959.00	0165000092 5102	General-Spec Ed-NPS / Subagreement NPS
L68A0302	SUNBELT STAFFING LLC	50,000.00	15,009.00	0165000092 5802	General-Spec Ed-NPS / Non-Public Schools
			25,000.00	0165000095 5101	General-Spec Ed-NPA / Subagreement NPA
L68A0303	OAK GROVE INSTITUTE	16,244.15	25,000.00	0165000257 5101	General-Spec Ed-NPA / Subagreement NPA
			3,300.50	0165000092 5803	General-Spec Ed-NPS / Residential Treatment Center
L68A0304	YMCA OF ORANGE COUNTY	10,000.00	6,471.82	0165120028 5104	General-SEMNTLHL-NPS / Subagreement Mental Health B&C
L68A0305	DISCOVERING SCIENCE COMPANY	12,600.00	6,471.83	0165120038 5104	General-SEMNTLHL-PsychSer / Subagreement Mental Health B&C
L68A0306	SUMMITVIEW CHILD & FAMILY SERV	42,619.28	10,000.00	0160100049 5100	General-AftSchLr-Instrctrn / Subagreement for Services
			12,600.00	0104000336 5800	General-Gifts-Instrctrn / Services & Operating Expend
			13,638.20	0165000093 5103	General-Spec Ed-NPS / Subagreement RTC
L68A0307	THINKING MAPS INC	1,701.48	6,818.72	0165120039 5104	General-SEMNTLHL-PsychSer / Subagreement Mental Health B&C
L68A0308	YMCA OF ORANGE COUNTY	7,357.20	22,162.36	0165120054 5104	Room & Board Mediation / Subagreement Mental Health B&C
L68A0309	YMCA OF ORANGE COUNTY	9,809.60	1,701.48	0104000341 5800	General-Gifts-Instrctrn / Services & Operating Expend
L68A0310	YMCA OF ORANGE COUNTY	1,226.20	7,357.20	0130100075 5810	General-Title I-Instrctrn / Consulting Services
L68A0312	ALBUM CREATIVE STUDIOS INC	2,625.00	9,809.60	0130100075 5810	General-Title I-Instrctrn / Consulting Services
L68A0313	NATASHA IRENE ADAMO	7,500.00	1,226.20	0130100075 5810	General-Title I-Instrctrn / Consulting Services
			2,625.00	0100020019 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
			7,500.00	0165000029 5815	General-Spec Ed-PsychSer / Consulting Services: Non-Instr

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L68P0092	BJ BINDERY	12,000.00	12,000.00	0100000314 5800	General-Undes-Grph Art / Services & Operating Expend
L68P0251	RUFF SAW SERVICE	300.00	300.00	0100000314 5600	General-Undes-Grph Art / Rentals, Leases & Repairs
L68P0545	BEE MAN, THE	10,000.00	10,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P1090	ADVANCED CHEMICAL TECHNOLOGY I	10,000.00	10,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P1127	Q FENCE AND FABRICATION	49,340.00	49,340.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P1190	JEFF ALEXANDER INC. dba	15,000.00	7,500.00	0172300008 5605	General-H-S Trms-PuplTran / Rental, Leases & Repairs:Other
			7,500.00	0172400005 5605	General-SpEdTran-PuplTran / Rental, Leases & Repairs:Other
L68P1292	RED WING BUSINESS ADVANTAGE AC	3,300.00	3,300.00	0172300008 4500	General-H-S Trms-PuplTran / Other Supplies : Non-Instructl
L68P1314	AT&T	1,500.00	1,500.00	0181500009 5800	General-RR&Maint-RR-Bldgs / Services & Operating Expend
L68P1327	HOT DOGGER TOURS INC.	10,000.00	10,000.00	0100000333 5838	General-Undes-DW Undst / Charter Transportation Service
L68P1342	DALE HECTOR PAINTING	5,200.00	5,200.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2217	iZOTOPE INC	4,744.08	4,744.08	0135550007 4300	General-VEA-Instrctn / Instruct Materials & Supplies
L68P2399	BRINKS INC.	3,000.00	3,000.00	0100000285 5800	General-Undes-Bus/Fisc / Services & Operating Expend
L68P2408	SAMUEL FRENCH INC	740.38	729.66	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
			10.72	0104000435 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2469	PERMA-BOUND	19,769.11	19,769.11	0130100089 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2501	ATDLE	4,095.00	-90.68	0130100040 5216	General-Title I-Sch Adm / Conference : Non-Instructional
			-226.69	0130100096 5215	General-Title I-Instrctn / Conference : Instructional
L68P2503	NCS PEARSON INC.	5,300.42	2,120.17	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			3,180.25	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2505	EAI EDUCATION	106.56	106.56	0100020630 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2506	ACADEMIC THERAPY PUBL	471.00	471.00	0165000036 4500	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P2507	PRO-ED INC	131.88	131.88	0165000036 4500	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P2508	PRO-ED INC	246.98	246.98	0165000036 4500	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P2509	PRO-ED INC	138.95	55.58	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			83.37	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2510	NCS PEARSON INC.	632.85	253.14	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			379.71	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2512	SANTILLANA PUBL CO	48.43	48.43	0130100040 4500	General-Title I-Sch Adm / Other Supplies : Non-Instructl
L68P2518	NCS PEARSON INC.	794.82	317.93	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			476.89	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2520	CENGAGE LEARNING	13,680.75	13,680.75	0142030022 4300	General-TIII LEP-Instrctn / Instruct Materials & Supplies
L68P2521	HOUGHTON MIFFLIN HARCOURT	323.25	323.25	0100020315 4200	General-SiteAllo-Instrctn / Books & Reference Materials

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L68P2522	HAWTHORNE EDUCATIONAL SERV	2,036.48	2,036.48	0133110004 4500	General-PrivISP-SupvAdmn / Other Supplies : Non-Instructl
L68P2523	PSYCHOLOGICAL ASSESSMENT RES	388.58	155.43	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			233.15	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2525	GOLDEN RULE BINDERY	977.16	977.16	0163000018 4150	General-Lott:IM-Instrctn / 9-12 Textbooks
L68P2528	MHS INC	382.69	153.08	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			229.61	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2529	NCS PEARSON INC.	969.65	969.65	0165000036 4500	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P2530	FUN AND FUNCTION	271.87	271.87	0100020255 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2532	LRP PUBLICATIONS	2,315.55	2,315.55	0133110004 4500	General-PrivISP-SupvAdmn / Other Supplies : Non-Instructl
L68P2533	W W NORTON & CO INC	1,605.48	1,605.48	0104000435 4200	General-Gifts-Instrctn / Books & Reference Materials
L68P2537	ATTAINMENT COMPANY	337.12	337.12	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2538	R J COOPER & ASSOC INC	84.65	84.65	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2540	SOUTHWEST SCHOOL SUPPLY	473.24	473.24	0100020290 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2543	LAKESHORE LEARNING MATERIALS	641.67	641.67	0100020290 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2544	LAKESHORE LEARNING MATERIALS	413.60	413.60	0100020286 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2545	HOUGHTON MIFFLIN HARCOURT	5,747.92	2,299.16	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			3,448.76	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2552	CALIFORNIA SCHOOL EMPLOYEES AS	109.00	109.00	0100000291 5216	General-Undes-Prsnl:HR / Conference : Non-Instructional
L68P2554	ADAPTIVEMALL.COM	549.39	549.39	0165000120 4405	General-Spec Ed-HlthServ / Non-Capitalized Equip: Non-Ins
L68P2555	NCS PEARSON INC.	1,434.69	573.87	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			860.82	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2556	PITSCO INC.	75.14	75.14	0100020315 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2557	FOLLETT SCHOOL SOLUTIONS INC	141.58	141.58	0130100073 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2559	GOLDEN RULE BINDERY	3,156.28	3,156.28	0163000018 4150	General-Lott:IM-Instrctn / 9-12 Textbooks
L68P2561	S & S WORLDWIDE	988.73	988.73	0104000303 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2562	OFFICE DEPOT	94.75	94.75	0133110004 4500	General-PrivISP-SupvAdmn / Other Supplies : Non-Instructl
L68P2563	ATTAINMENT COMPANY	224.37	224.37	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2564	NATIONAL PROFESSIONAL RESOURCE	4,921.43	4,921.43	0133110004 4500	General-PrivISP-SupvAdmn / Other Supplies : Non-Instructl
L68P2566	LAKESHORE LEARNING MATERIALS	92.04	92.04	0100020290 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2568	NASCO MODESTO A DIVISION OF	615.89	615.89	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2569	MICROSCOPE WORLD	1,098.36	1,098.36	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2570	SOCCER.COM	3,834.69	3,834.69	0111000161 4300	General-CoCurric-CurAthlt / Instruct Materials & Supplies
L68P2571	FLINN SCIENTIFIC INC	4,473.24	4,473.24	0100020442 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies

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L68P2572	SAMPSON, AMY	569.17	569.17	0104000466 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2574	ASCD	89.00	89.00	0104040004 5300	General-TeachDev-SupvAdmn / Dues and Memberships
L68P2575	TAYLOR GRAPHICS INC	620.00	620.00	0100000342 4500	General-Undes-TIS / Other Supplies : Non-Instructl
L68P2576	HITT MARKING DEVICE	33.23	33.23	0100020036 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2579	CIRO DESIGN	200.00	200.00	0100100033 5800	General-EdBudget-GuidCnsl / Services & Operating Expend
L68P2582	GOPHER ATHLETIC	56.07	56.07	0130100091 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2583	COSTCO S.J.C.	507.50	507.50	0100020276 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2584	JOSTENS	6,961.19	6,961.19	0100100172 5600	General-EdBudget-Sch Adm / Rentals, Leases & Repairs
L68P2585	BRANDU	516.26	516.26	0100020276 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2586	DOOR MITTS LLC	75.42	75.42	0100020053 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2587	COMPLETE OFFICE OF CA	160.31	160.31	0100000336 4500	General-Undes-FacPlann / Other Supplies : Non-Instructl
L68P2588	HELFAND, ROBERT F	495.00	495.00	0105040002 5800	General-504/StSr-SupvAdmn / Services & Operating Expend
L68P2589	PERFECT IMPRESSION, THE	975.14	975.14	0104000479 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2590	NATIONAL PEN COMPANY	90.05	90.05	0104000118 4500	General-Gifts-Sch Adm / Other Supplies : Non-Instructl
L68P2591	SOUTHWEST SCHOOL SUPPLY	534.26	534.26	0111000176 4500	General-CoCurric-CurAthlt / Other Supplies : Non-Instructl
L68P2592	VOYAGER SOPRIS LEARNING INC	373.35	373.35	0163000010 4300	General-Lott:IM-Instrctn / Instruct Materials & Supplies
L68P2593	NSTA	350.00	350.00	0100020428 5215	General-SiteAllo-Instrctn / Conference : Instructional
L68P2594	ORANGE COUNTY REGISTER	84.18	84.18	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2595	PERMA-BOUND	232.19	232.19	0130100091 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2596	LIBERTY PAPER	21,930.57	21,930.57	01 9321	General-Undes / Stores Receipts
L68P2597	UCI WRITING PROJECT	4,420.00	520.00	0162640002 5216	General-EducEffe-SupvAdmn / Conference : Non-Instructional
			3,900.00	0162640019 5215	General-EducEffe-Instrctn / Conference : Instructional
L68P2598	THE LGBT CENTER OC	300.00	300.00	0104000072 4500	General-Gifts-Sch Adm / Other Supplies : Non-Instructl
L68P2599	BIG UNIVERSE INC	1,999.00	1,999.00	0130100108 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2600	AVID CENTER	3,080.00	3,080.00	0130100091 5800	General-Title I-Instrctn / Services & Operating Expend
L68P2601	DISCOVERY CUBE - OCEAN QUEST	1,080.00	1,080.00	0104000312 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2602	SPARKLETT'S	71.11	71.11	0100020009 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2603	BAYSCAN	241.12	241.12	0163000018 4150	General-Lott:IM-Instrctn / 9-12 Textbooks
L68P2604	TRABUCO CANYON FIELD STUDIES	1,500.00	1,500.00	0104000312 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2605	SMART & FINAL **SCHOOL SITES**	750.00	750.00	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2606	PALI INSTITUTE INC	21,495.50	21,495.50	0104000329 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2607	THINKING MAPS INC	1,800.00	1,800.00	0104000312 5810	General-Gifts-Instrctn / Consulting Services
L68P2608	GRAD AWARDS	5,500.00	5,500.00	0100100019 4500	General-EdBudget-Sch Adm / Other Supplies : Non-Instructl

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L68P2610	GOPHER ATHLETIC	250.30	250.30	0100020422 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2611	FOLLETT SCHOOL SOLUTIONS INC	452.55	452.55	0100020343 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2612	FOLLETT EDUCATIONAL SERVICES	59.00	59.00	0100040083 4200	General-Lib Abte-Libr&Med / Books & Reference Materials
L68P2613	FOLLETT SCHOOL SOLUTIONS INC	620.00	620.00	0100040113 4200	General-Lib Abte-Libr&Med / Books & Reference Materials
L68P2614	PERMA-BOUND	4,679.25	4,679.25	0100040006 4114	General-Lib Abte-Instrctn / Textbooks; K-12
L68P2615	REHABMART LLC	2,094.38	2,094.38	0165000120 4405	General-Spec Ed-HlthServ / Non-Capitalized Equip: Non-Ins
L68P2616	ADVANTAGE WEST GOVERNMENT PROD	166.80	166.80	0172200017 4300	General-PrtmrAcad-Instrctn / Instruct Materials & Supplies
L68P2617	CDWG Inc	1,291.17	1,291.17	0165000106 4400	General-Spec Ed-SE0thIns / Non-Capitalized Equipment
L68P2618	NEWS 2 YOU	2,363.15	2,363.15	0133150020 4300	General-Fed Prsc-SE0thIns / Instruct Materials & Supplies
L68P2619	FLIBS	1,850.00	1,850.00	0100100118 5215	General-EdBudget-Instrctn / Conference : Instructional
L68P2620	PAXTON/PATTERSON	2,412.95	2,412.95	0172200017 4300	General-PrtmrAcad-Instrctn / Instruct Materials & Supplies
L68P2621	CDWG Inc	9,628.84	7,826.28	0130100091 4300	General-Title I-Instrctn / Instruct Materials & Supplies
			1,050.56	0130100091 4400	General-Title I-Instrctn / Non-Capitalized Equipment
			752.00	0130100091 5800	General-Title I-Instrctn / Services & Operating Expend
L68P2623	PERMA-BOUND	800.37	800.37	0100040007 4114	General-Lib Abte-Instrctn / Textbooks; K-12
L68P2625	NASCO MODESTO A DIVISION OF	584.54	584.54	0104000303 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2627	SOUTHWEST SCHOOL SUPPLY	2,680.26	2,680.26	0100020508 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2630	REHABMART LLC	2,295.51	2,295.51	0165000120 4405	General-Spec Ed-HlthServ / Non-Capitalized Equip: Non-Ins
L68P2631	REHABMART LLC	2,909.72	2,909.72	0133200042 4405	Home Hospital non-inst matl / Non-Capitalized Equip: Non-Ins
L68P2632	BERTRAND MUSIC ENTERPRISES INC	1,186.00	1,186.00	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2633	CALIFORNIA WEEKLY EXPLORER INC	1,180.00	1,180.00	0104000383 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2634	LAKESHORE LEARNING MATERIALS	85.32	85.32	0100020343 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2635	SOUTHWEST SCHOOL SUPPLY	969.75	969.75	0100020298 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2636	VOYAGER SOPRIS LEARNING INC	10,800.00	10,800.00	0163000010 5800	General-Lott:IM-Instrctn / Services & Operating Expend
L68P2637	CALIFORNIA WEEKLY EXPLORER INC	960.00	960.00	0104000383 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2638	WAL MART S.C.	1,000.00	1,000.00	0100020728 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2639	SMART & FINAL **SCHOOL SITES**	1,000.00	1,000.00	0100020728 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2640	LEARNING A-Z LLC	259.85	259.85	0130100089 5800	General-Title I-Instrctn / Services & Operating Expend
L68P2641	JUNIOR LIBRARY GUILD	782.91	782.91	0100040007 4114	General-Lib Abte-Instrctn / Textbooks; K-12
L68P2642	FOLLETT SCHOOL SOLUTIONS INC	497.27	497.27	0100040010 4114	General-Lib Abte-Instrctn / Textbooks; K-12
L68P2643	WOODARD, BRENT AND/OR SUSAN	16,200.00	16,200.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2644	VIRGINIA CROWE	37,500.00	37,500.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2645	LEARNING A-Z	791.59	791.59	0104000341 4300	General-Gifts-Instrctn / Instruct Materials & Supplies

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L68P2648	PHONAK LLC	107.75	107.75	0165000274	General-Spec Ed-HlthServ / Rentals, Leases & Repairs
L68P2651	KOSMAN, DOMINIK AND MELINDA	5,500.00	5,500.00	0165000273	General-Spec Ed-PsychSer / Services & Operating Expend
L68P2652	REHABMART LLC	278.21	278.21	0165000274	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P2654	SMART & FINAL **SCHOOL SITES**	500.00	500.00	0100000277	General-Undes-Pub Info / Other Supplies : Non-Instructl
L68P2655	REHABMART LLC	2,652.81	2,652.81	0165000274	General-Spec Ed-HlthServ / Non-Capitalized Equip: Non-Ins
L68P2656	COLLINS BUSINESS EQUIPMENT	300.00	300.00	0165000250	General-Spec Ed-Aid:Inst / Rentals, Leases & Repairs
L68P2657	CALPERS FISCAL SERVICES DIV.	9,919.68	9,919.68	0107900233	General-LCFFSupp-Instrctn / PERS : Classified
L68P2658	BELK, MAUREEN	3,005.28	3,005.28	0165000094	General-Spec Ed-NPS / Non-Public Schools
L68P2659	STAPLES BUSINESS ADVANTAGE	1,551.54	1,551.54	0165000009	General-Spec Ed-SupvAdmn / Other Supplies : Non-Instructl
L68P2660	LAW OFFICES OF KATHLEEN LOYER	9,000.00	9,000.00	0165000112	General-Spec Ed-SupvAdmn / Legal Services
L68P2661	HARTL, KATHY	80,365.00	75,365.00	0165000107	General-Spec Ed-SEOTHIns / Services & Operating Expend
L68P2662	TIMOTHY ADAMS & ASSOCIATES	10,000.00	5,000.00	0165000135	General-Spec Ed-PupITran / Services & Operating Expend
L68P2663	JEWELL, LAW OFFICE OF MICHAEL	2,000.00	10,000.00	0165000265	General-Spec Ed-SEOTHIns / Legal Services
L68P2664	B & H PHOTOGRAPHY	601.62	2,000.00	0165000112	General-Spec Ed-SupvAdmn / Legal Services
L68P2665	ZERRER, ANTHONY AND JENNIFER	32,370.29	601.62	0107550071	Technology Refresh / Instruct Materials & Supplies
L68P2666	SHMUKLER, IRINA AND BORIS	450.00	27,700.00	0165000107	General-Spec Ed-SEOTHIns / Services & Operating Expend
L68P2667	B & H PHOTOGRAPHY	13,358.88	4,670.29	0165000134	General-Spec Ed-Spch Aud / Services & Operating Expend
L68P2668	WAL MART L.N.	350.00	450.00	0105040005	General-504/StSr-Instrctn / Consulting Services
L68P2669	MOBILITY PROFESSIONALS INC	5,869.91	13,358.88	0135550004	General-VEA-Instrctn / Non-Capitalized Equipment
L68P2671	LUX INKS	469.75	350.00	0165000099	General-Spec Ed-SEOTHIns / Instruct Materials & Supplies
L68P2672	HAWTHORNE EDUCATIONAL SERV	522.58	5,869.91	0133200036	General-Loc Prsc-HlthServ / Non-Capitalized Equip: Non-Ins
L68P2673	TIMOTHY ADAMS & ASSOCIATES	9,000.00	469.75	0104000085	General-Gifts-Sch Adm / Other Supplies : Non-Instructl
L68P2674	MOBILITY PROFESSIONALS INC	6,338.49	209.04	0100000193	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2675	JEWELL, LAW OFFICE OF MICHAEL	3,000.00	313.54	0165000029	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2676	LRP PUBLICATIONS	4,352.03	9,000.00	0165000112	General-Spec Ed-SupvAdmn / Legal Services
L68P2677	RUDERMAN & KNOX LLP	5,000.00	6,338.49	0165000120	General-Spec Ed-HlthServ / Non-Capitalized Equip: Non-Ins
L68P2678	MOORE LAW FOR CHILDREN A PROFE	4,000.00	3,000.00	0165000112	General-Spec Ed-SupvAdmn / Legal Services
L68P2679	MOBILITY PROFESSIONALS INC	5,925.19	4,352.03	0133110004	General-PrivISP-SupvAdmn / Other Supplies : Non-Instructl
L68P2680	VIRGINIA CROWE	5,000.00	5,000.00	0165000112	General-Spec Ed-SupvAdmn / Legal Services
			4,000.00	0165000112	General-Spec Ed-SupvAdmn / Legal Services
			5,925.19	0165000120	General-Spec Ed-HlthServ / Non-Capitalized Equip: Non-Ins
			2,500.00	0165000126	General-Spec Ed-HlthServ / Services & Operating Expend
			2,500.00	0165000134	General-Spec Ed-Spch Aud / Services & Operating Expend

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L68P2681	R82 INC	289.30	289.30	0165000274 4500	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P2682	SUMIDA, SYLVIA AND MARK	6,120.00	6,120.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2683	VILLA, CASSIE	4,000.00	4,000.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2684	SILVER KITE	83.35	83.35	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2685	MODERN SIGNS PRESS INC	139.00	139.00	0165000099 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2686	REFRIGERATION CONTROL COMPANY	40,000.00	40,000.00	0181500009 5605	General-RR&Maint-RR:Bldgs / Rental, Leases & Repairs:Other
L68P2688	CULVER-NEWLIN INC	2,679.10	2,679.10	0181500050 4500	General-RR&Maint-RR:Bldgs / Other Supplies : Non-Instructl
L68P2690	IPEVO INC	202.68	202.68	0100020271 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2691	HOUGHTON MIFFLIN HARCOURT	1,785.96	1,785.96	0130100096 5800	General-Title I-Instrctn / Services & Operating Expend
L68P2693	EMERALD COVE OUTDOOR SCIENCE	46,115.49	46,115.49	0104000341 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2694	SCOTT, LANCE AND STACY	20,000.00	20,000.00	0165000265 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2695	NCS PEARSON INC.	680.34	272.13	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2696	WELCH ALLYN PRODUCT SERVICE	266.28	408.21	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2697	MHS INC	376.19	266.28	0100000197 5800	General-Undes-HlthServ / Services & Operating Expend
L68P2698	PRO-ED INC	294.38	150.48	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2699	PSYCHOLOGICAL ASSESSMENT RES	254.35	225.71	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2701	PERMA-BOUND	3,000.00	117.75	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2702	CALIFORNIA WEEKLY EXPLORER INC	665.00	176.63	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2703	EMERALD COVE OUTDOOR SCIENCE	26,134.50	101.74	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2704	CONVERGEONE INC	260.00	152.61	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2705	DEMCO INC	77.28	3,000.00	0104000336 4200	General-Gifts-Instrctn / Books & Reference Materials
L68P2706	CALIFORNIA CHARTER AUTHORIZING	250.00	665.00	0104000346 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2707	DM COLOR EXPRESS	500.00	26,134.50	0104000303 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2708	SOUTHWEST SCHOOL SUPPLY	2,500.00	260.00	0130100091 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2709	FLINN SCIENTIFIC INC	348.48	77.28	0100020071 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2710	SOUTHWEST SCHOOL SUPPLY	1,000.00	250.00	0100000039 5300	General-Undes-SupvAdmn / Dues and Memberships
L68P2711	VEX ROBOTICS INC	431.63	500.00	0100020563 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2712	FLINN SCIENTIFIC INC	732.56	2,500.00	0100020674 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2713	ACORN NATURALISTS	664.11	348.48	0100020458 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
			1,000.00	0100020699 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
			431.63	0100020574 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
			732.56	0104000439 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
			664.11	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies

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L68P2714	ENVIRONMENTAL NATURE CENTER	200.00	200.00	0104000341	5800 General-Gifts-Instrctn / Services & Operating Expend
L68P2715	DON JUAN AVILA MS ASB	200.00	200.00	0130100078	4300 General-Title I-Instrctn / Instruct Materials & Supplies
L68P2716	STAPLES BUSINESS ADVANTAGE	506.69	506.69	0100020428	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2717	LIFETRENDS GROUP	334.47	334.47	0100020036	4500 General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2718	ENVIRONMENTAL NATURE CENTER	490.00	490.00	0104000346	5840 General-Gifts-Instrctn / Services;Field Trip: Fee Based
L68P2719	CALIFORNIA WEEKLY EXPLORER INC	1,430.00	1,430.00	0104000333	5840 General-Gifts-Instrctn / Services;Field Trip: Fee Based
L68P2720	INTERNATIONAL BACCALAUREATE	744.00	744.00	0100100118	5215 General-EdBudget-Instrctn / Conference : Instructional
L68P2721	DUDS BY DUDES	320.67	320.67	0100020068	4500 General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2722	CALIFORNIA WEEKLY EXPLORER INC	2,070.00	2,070.00	0104000377	5840 General-Gifts-Instrctn / Services;Field Trip: Fee Based
L68P2723	OTICON	411.29	411.29	0165000099	4300 General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2724	CDWG Inc	11.81	11.81	0100020574	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2728	BATTERIES PLUS BULBS	5,000.00	5,000.00	0181500009	4500 General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2729	GOPHER ATHLETIC	459.28	459.28	0100020364	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2731	AUGUSTIN EGELSEE LLP	15,000.00	15,000.00	0165000112	5820 General-Spec Ed-SupvAdmn / Legal Services
L68P2732	CDE SPECIAL DEPOSIT FD50703830	5,279.76	5,279.76	0142030049	5216 General-THII LEP-SupvAdmn / Conference : Non-Instructional
L68P2733	STAPLES BUSINESS ADVANTAGE	83.03	83.03	0100020483	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2734	DENAULT'S HARDWARE	500.00	500.00	0100020428	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2736	SWEETMAN SYSTEMS	2,301.59	2,301.59	0165000259	4400 General-Spec Ed-SE0thIns / Non-Capitalized Equipment
L68P2737	J W PEPPER-LOS ANGELES	1,100.00	1,100.00	0100020643	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2738	OPEN GOV INC.	23,250.00	23,250.00	0100000285	5800 General-Undes-Bus/Fisc / Services & Operating Expend
L68P2740	SOUTHWEST SCHOOL SUPPLY	2,500.00	2,500.00	0100020241	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2741	TOBII DYNAVOK LLC	253.22	253.22	0165000106	4300 General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2743	OTICON	160.00	160.00	0165000099	4500 General-Spec Ed-SE0thIns / Other Supplies : Non-Instructl
L68P2744	ATDLE	2,340.00	2,340.00	0130100100	5215 General-Title I-Instrctn / Conference : Instructional
L68P2745	FOLLETT SCHOOL SOLUTIONS INC	223.00	223.00	0100040109	4200 General-Lib Abte-Libr&Med / Books & Reference Materials
L68P2746	BREAKOUT EDU	484.88	484.88	0104000351	4300 General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2747	MIND RESEARCH INSTITUTE	3,000.00	3,000.00	0130100091	5800 General-Title I-Instrctn / Services & Operating Expend
L68P2748	NASCO MODESTO A DIVISION OF	2,127.60	2,127.60	0100020663	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2749	LAGUNA NIGUEL CHAMBER OF	135.00	135.00	0100000277	5800 General-Undes-Pub Info / Services & Operating Expend
L68P2750	CDWG Inc	1,291.17	1,291.17	0165000106	4400 General-Spec Ed-SE0thIns / Non-Capitalized Equipment
L68P2751	GOLDEN OPENINGS	623.88	623.88	0100000277	4500 General-Undes-Pub Info / Other Supplies : Non-Instructl
L68P2752	BESTTRACK PINEWOOD DERBY TRACK	2,161.71	2,161.71	0172200017	4300 General-PrtmrAcid-Instrctn / Instruct Materials & Supplies
L68P2753	CDWG Inc	320.02	320.02	0100020508	4300 General-SiteAllo-Instrctn / Instruct Materials & Supplies

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L68P2754	YMCA OF ORANGE COUNTY	10,000.00	10,000.00	0160100047 5100	General-AftSchLr-Instrctn / Subagreement for Services
L68P2755	YMCA OF ORANGE COUNTY	10,000.00	10,000.00	0160100048 5100	General-AftSchLr-Instrctn / Subagreement for Services
L68P2756	YMCA OF ORANGE COUNTY	10,000.00	10,000.00	0160100042 5100	General-AftSchLr-Instrctn / Subagreement for Services
L68P2757	GASKET PRO	445.00	445.00	0135550006 4300	General-VEA-Instrctn / Instruct Materials & Supplies
L68P2758	CDWG Inc	2,309.97	2,309.97	0107550084 4400	Technology Refresh / Non-Capitalized Equipment
L68P2759	CDWG Inc	150.63	150.63	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2760	CDWG Inc	785.82	785.82	0172400005 4500	General-SpEdTran-PuplTran / Other Supplies : Non-Instructl
L68P2761	CDWG Inc	16,939.78	16,939.78	0104000329 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2762	CDWG Inc	769.99	769.99	0165000106 4400	General-Spec Ed-SEOthIns / Non-Capitalized Equipment
L68P2763	DIGITAL NETWORKS GROUP INC	9,999.08	1,002.53	0107550034 4400	Technology Refresh / Non-Capitalized Equipment
L68P2764	OCTA	12,007.00	8,996.55	0130100089 4400	General-Title I-Instrctn / Non-Capitalized Equipment
L68P2765	ACORN NATURALISTS	301.04	12,007.00	0130100189 5800	General-Title I-PuplTran / Services & Operating Expend
L68P2766	CDWG Inc	27,055.44	301.04	0100020294 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2767	2NDGEAR LLC	393.29	19,540.04	0104000487 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2768	WESTERN GRAPHIX	3,000.00	7,515.40	0107550033 4400	Technology Refresh / Non-Capitalized Equipment
L68P2769	CDWG Inc	48,914.27	393.29	0100020611 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2770	CDWG Inc	5,252.81	3,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2771	CDWG Inc	4,700.00	48,914.27	0104000431 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2772	CONVERGEONE INC	1,200.00	5,252.81	0104000431 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2773	DENNIS PATRICK HANNA	8,000.00	4,700.00	0104000431 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2774	APPLE INC	1,023.63	1,200.00	0104000431 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2775	CDWG Inc	244.57	8,000.00	0181500009 5800	General-RR&Maint-RR-Bldgs / Services & Operating Expend
L68P2776	CDWG Inc	23.50	1,023.63	0165000106 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P2777	B & H PHOTOGRAPHY	9,339.64	5.00	0165000106 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P2778	KYA SERVICES LLC	12,784.98	239.57	0165000264 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P2779	CDWG Inc	244.57	9,339.64	0135550003 4400	General-VEA-Instrctn / Non-Capitalized Equipment
L68P2780	CDWG Inc	23.50	12,784.98	0181500024 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2781	KYA SERVICES LLC	3,908.80	244.57	0165000106 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P2782	GILBERT & STEARNS INC	6,662.70	23.50	0165000264 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P2783			9,339.64	0135550003 4400	General-VEA-Instrctn / Non-Capitalized Equipment
L68P2784			12,784.98	0181500024 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2785			244.57	0165000106 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P2786			23.50	0165000264 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P2787			1,553.21	0181500040 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2788			2,355.59	0181500040 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2789			6,662.70	0163870009 5800	General-CTEIG-Instrctn / Services & Operating Expend

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L68P2783	DISCOUNT MAGAZINES LLC	285.57	285.57	0104000435 4200	General-Gifts-Instrctn / Books & Reference Materials
L68P2784	CDWG Inc	341.01	341.01	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2785	CDWG Inc	23.50	23.50	0165000264 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2786	CDWG Inc	341.01	341.01	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2787	CDWG Inc	23.50	23.50	0165000264 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2788	CDWG Inc	341.01	341.01	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2789	CDWG Inc	23.50	23.50	0165000264 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2790	CDWG Inc	2,933.76	2,933.76	0104000383 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2791	CDWG Inc	1,562.98	1,562.98	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2792	CORSAVA	105.00	105.00	0173380006 4500	General-Colgreed-GuidCnsl / Other Supplies : Non-Instructl
L68P2793	CDWG Inc	2,004.51	2,004.51	0104000329 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2794	PROSURFACE	3,950.00	3,950.00	0181500018 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2795	DM COLOR EXPRESS	10,000.00	10,000.00	0100000518 4500	General-Undes-Op:Gmnds / Other Supplies : Non-Instructl
L68P2796	VISION MARKING DEVICES	81.04	81.04	0100000285 4500	General-Undes-Bus/Fisc / Other Supplies : Non-Instructl
L68P2797	ADVANTAGE WEST GOVERNMENT PROD	15,000.00	4,950.00	0172300019 4600	General-H-S Trms-PuplTran / Pupil Transportation
			5,100.00	0172400017 4600	General-SpEdTran-PuplTran / Pupil Transportation
L68P2798	NATIONAL CONTROLS INC	5,000.00	4,950.00	0181500208 4500	General-RR&Maint-Dist Veh / Other Supplies : Non-Instructl
L68P2799	ULINE	3,000.00	5,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2800	PARAGON SYSTEMS INC	1,505.00	3,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2801	KYA SERVICES LLC	12,619.89	1,505.00	0181500018 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
			949.39	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
			11,670.50	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2802	BRINKS INC.	2,500.00	2,500.00	0100000285 5800	General-Undes-Bus/Fisc / Services & Operating Expend
L68P2803	GOPHER ATHLETIC	265.28	265.28	0104000310 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2804	APPLE INC	327.17	327.17	0104000444 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2805	APPLE INC	1,106.90	1,106.90	0100000353 4500	General-Undes-M&OUUnrOH / Other Supplies : Non-Instructl
L68P2806	CDWG Inc	341.01	341.01	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2807	CDWG Inc	23.50	23.50	0165000264 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2808	OTC BRANDS INC	407.25	358.79	0100020343 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
			48.46	0100020343 4500	General-SiteAllo-Instrctn / Other Supplies : Non-Instructl
L68P2809	OFFICE DEPOT	10,000.00	10,000.00	0100020458 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2810	IMAGINE LEARNING INC	26,183.25	26,183.25	0142030022 5800	General-TIII LEP-Instrctn / Services & Operating Expend
L68P2812	2NDGEAR LLC	3,636.56	3,636.56	0107550035 4400	Technology Refresh / Non-Capitalized Equipment

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L68P2813	R J COOPER & ASSOC INC	100.12	100.12	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2814	AMERICAN PRINTING HOUSE FOR TH	176.42	176.42	0133150020 4300	General-Fed Prsc-SE0thIns / Instruct Materials & Supplies
L68P2815	SOUTHWEST SCHOOL SUPPLY	269.38	269.38	0165000099 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2816	SOUTHWEST SCHOOL SUPPLY	646.50	646.50	0165000099 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2817	SOUTHWEST SCHOOL SUPPLY	484.88	484.88	0100020306 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2818	MARBLESOFT LLC	83.03	83.03	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2819	MOBILITY PROFESSIONALS INC	4,299.41	4,299.41	0165000120 4405	General-Spec Ed-HlthServ / Non-Capitalized Equip: Non-Ins
L68P2820	LACOE - STEM UNIT ECW 3146	169.85	169.85	0165000034 4500	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P2821	CARTY WEB STRATEGIES INC DBA H	4,833.00	4,833.00	0100100044 4300	General-EdBudget-Instrctn / Instruct Materials & Supplies
L68P2822	GIBSON, CHANDRA AND MICHAEL	2,182.14	2,182.14	0165000094 5802	General-Spec Ed-NPS / Non-Public Schools
L68P2823	RIVERA-WEINTRAUB, VERONICA	3,500.00	3,500.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2825	CDWG Inc	60.17	60.17	0107550037 4300	Technology Refresh / Instruct Materials & Supplies
L68P2826	DELL COMPUTER	128.64	128.64	0107550019 4300	Technology Refresh / Instruct Materials & Supplies
L68P2827	IMAGE APPAREL FOR BUSINESS INC	1,500.00	450.00	0172300008 4500	General-H-S Trns-PuplTran / Other Supplies : Non-Instructl
			1,050.00	0172400005 4500	General-SpEdTran-PuplTran / Other Supplies : Non-Instructl
L68P2828	BRIAN'S MOBILE TIRE AND FLEET	40,000.00	13,600.00	0172300017 4600	General-H-S Trns-PuplTran / Pupil Transportation
			13,200.00	0172400015 4600	General-SpEdTran-PuplTran / Pupil Transportation
			13,200.00	0181500206 4500	General-RR&Maint-Dist Veh / Other Supplies : Non-Instructl
L68P2829	GEARY PACIFIC CORP	20,000.00	20,000.00	0181500009 4405	General-RR&Maint-RR-Bldgs / Non-Capitalized Equip: Non-In
L68P2830	HEATING & COOLING SUPPLY	30,000.00	30,000.00	0181500009 4405	General-RR&Maint-RR-Bldgs / Non-Capitalized Equip: Non-In
L68P2831	WESTERN ILLUMINATED PLASTIC	5,000.00	5,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2832	PURELAND SUPPLY LLC	10,000.00	10,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2833	PARTS EXPRESS	5,000.00	5,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2834	REFRIGERATION SUPPLIES	10,735.87	10,735.87	0181500009 4405	General-RR&Maint-RR-Bldgs / Non-Capitalized Equip: Non-In
L68P2835	AAA ELECTRIC MOTOR SALES	10,000.00	10,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2836	FAST DEER BUS CHARTER INC	50,000.00	50,000.00	0100000333 5838	General-Undes-DW Undst / Charter Transportation Service
L68P2837	YALE CHASE EQUIPMENT AND	20,000.00	20,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2840	PLANBOOKEDU LLC	737.01	737.01	0100020515 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2844	PHONAK LLC	235.96	235.96	0165000120 5600	General-Spec Ed-HlthServ / Rentals, Leases & Repairs
L68P2845	STAPLES BUSINESS ADVANTAGE	261.19	261.19	0100020630 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2846	OCEAN INSTITUTE	2,840.00	2,840.00	0104000363 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2847	CATAPULT LEARNING WEST LLC	9,600.00	9,600.00	0140350081 5800	General-Title II-Instrctn / Services & Operating Expend
L68P2848	THERAPRO	70.43	70.43	0165000120 4500	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl

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L68P2849	OCEAN INSTITUTE	860.00	860.00	0104000371	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2851	COLORADO TIME SYSTEMS	10,000.00	10,000.00	0181500009	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2852	COLORADO TIME SYSTEMS	8,000.00	8,000.00	0181500009	General-RR&Maint-RR-Bldgs / Non-Capitalized Equip: Non-Instr
L68P2853	FORECAST 5 ANALYTICS INC	11,000.00	11,000.00	0100000303	General-Undes-SuppSvcs / Services & Operating Expend
L68P2854	STAPLES BUSINESS ADVANTAGE	5,000.00	5,000.00	0181500009	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2855	MHS INC	382.69	153.08	0100000193	General-Undes-PsychSer / Other Supplies : Non-Instructl
			229.61	0165000029	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2856	PRO-ED INC	230.11	230.11	0165000036	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P2858	NCS PEARSON INC.	655.19	655.19	0165000036	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P2860	PRO-ED INC	74.35	74.35	0165000120	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P2861	NCS PEARSON INC.	43.10	43.10	0165000120	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P2862	CURRICULUM ASSOCIATES	632.91	632.91	0100000193	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P2863	MOBILITY PROFESSIONALS INC	8,476.70	8,476.70	0165000122	General-Spec Ed-HlthServ / Non-Capitalized Equip: Non-Ins
L68P2865	CDWG Inc	103.16	103.16	0100000285	General-Undes-Bus/Fisc / Other Supplies : Non-Instructl
L68P2867	CDWG Inc	25,198.93	25,198.93	0104000377	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2868	CONVERGEONE INC	720.00	720.00	0104000377	General-Gifts-Instrctn / Services & Operating Expend
L68P2870	MHS INC	1,840.37	736.15	0100000193	General-Undes-PsychSer / Other Supplies : Non-Instructl
			1,104.22	0165000029	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2871	MARBLESOFT LLC	61.14	61.14	0165000264	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P2872	GOLDEN RULE BINDERY	2,231.71	2,231.71	0163000018	General-Lott:IM-Instrctn / 9-12 Textbooks
L68P2873	GOLDEN RULE BINDERY	1,845.72	1,845.72	0163000018	General-Lott:IM-Instrctn / 9-12 Textbooks
L68P2874	GOLDEN RULE BINDERY	4,444.13	4,444.13	0163000018	General-Lott:IM-Instrctn / 9-12 Textbooks
L68P2875	GOLDEN RULE BINDERY	2,875.74	2,875.74	0163000018	General-Lott:IM-Instrctn / 9-12 Textbooks
L68P2876	GOLDEN RULE BINDERY	878.31	878.31	0163000010	General-Lott:IM-Instrctn / K-8 Textbooks
L68P2877	GOLDEN RULE BINDERY	212.49	212.49	0163000010	General-Lott:IM-Instrctn / K-8 Textbooks
L68P2878	UCI WRITING PROJECT	520.00	520.00	0130100089	General-Title I-Instrctn / Conference : Instructional
L68P2880	SOUTHWEST SCHOOL SUPPLY	1,500.00	750.00	0100020068	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
			750.00	0100020574	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2881	OFFICE DEPOT	2,000.00	1,000.00	0100020068	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
			1,000.00	0100020574	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2883	HERITAGE MUSEUM OF OC	1,209.35	1,209.35	0104000312	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2884	SAN DIEGO COUNTY OFFICE OF ED	300.00	300.00	0130100100	General-Title I-Instrctn / Conference : Instructional
L68P2885	SCIENCE @ OC	395.00	395.00	0130100089	General-Title I-Instrctn / Conference : Instructional

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L68P2886	WORTHINGTON DIRECT HOLDINGS LL	18,881.92	18,881.92	0104000303 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2887	HERITAGE MUSEUM OF OC	1,050.00	1,050.00	0100000747 5840	General-Undes-Instrctn / Services:Field Trip: Fee Based
L68P2889	SOUTHERN CALIFORNIA MATERIAL H	2,000.00	2,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2891	ENCORE PIANO & ORAN MOVING LLC	2,000.00	2,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2893	NCS PEARSON INC.	375.38	150.15	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			225.23	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P2894	WORTHINGTON DIRECT HOLDINGS LL	188.76	188.76	0100020225 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2895	UC REGENTS	520.00	520.00	0140350070 5800	General-Title II-Instrctn / Services & Operating Expend
L68P2897	HUGH O BRIAN YOUTH LEADERSHIP	395.00	395.00	0100021107 5840	General-SiteAllo-Instrctn / Services:Field Trip: Fee Based
L68P2898	POSITIVE PROMOTIONS	345.52	345.52	0100020286 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2899	HERITAGE MUSEUM OF OC	2,295.00	2,295.00	0104000303 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2900	BAKER PARTY RENTALS	867.00	867.00	0100100172 5600	General-EdBudget-Sch Adm / Rentals, Leases & Repairs
L68P2901	FUN AND FUNCTION	682.03	682.03	0104000303 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2902	RIFTON EQUIPMENT	133.34	133.34	0165000120 4500	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P2903	SMART & FINAL **SCHOOL SITES**	1,550.00	1,550.00	0104000813 4300	General-Gifts-ATP / Instruct Materials & Supplies
L68P2904	TRABUCO CANYON FIELD STUDIES	945.00	945.00	0104000363 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2905	ACADEMIC THERAPY PUBL	471.00	471.00	0165000036 4500	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P2906	CULVER-NEWLIN INC	378.03	378.03	0104000098 4500	General-Gifts-Sch Adm / Other Supplies : Non-Instructl
L68P2907	CDWG Inc	1,126.48	1,126.48	0165000106 4400	General-Spec Ed-SE0thIns / Non-Capitalized Equipment
L68P2908	NASCO MODESTO A DIVISION OF	500.00	500.00	0100020416 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2909	CULVER-NEWLIN INC	934.19	934.19	0100020028 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2910	POWERS GREWAL A PROFESSIONAL L	10,000.00	10,000.00	0165000112 5820	General-Spec Ed-SupvAdmn / Legal Services
L68P2912	CULVER-NEWLIN INC	353.42	353.42	0165000009 4500	General-Spec Ed-SupvAdmn / Other Supplies : Non-Instructl
L68P2913	COALITION FOR ADEQUATE SCHOOL	1,135.00	1,135.00	0100000336 5300	General-Undes-FacPlann / Dues and Memberships
L68P2914	DAVE BANG ASSOCIATES	10,282.28	10,282.28	0181500089 4405	General-RR&Maint-RR-Bldgs / Non-Capitalized Equip: Non-In
L68P2915	OCEAN INSTITUTE	200.00	200.00	0104000371 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2916	OCEAN INSTITUTE	1,220.00	1,220.00	0104000371 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2917	OCEAN INSTITUTE	215.50	215.50	0104000371 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2918	OCEAN INSTITUTE	1,420.00	1,420.00	0104000371 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2919	QUINTESENTIAL SCHOOL SYSTEMS	25,446.50	25,446.50	0100000342 5800	General-Undes-TIS / Services & Operating Expend
L68P2920	CALIFORNIA WEEKLY EXPLORER INC	690.00	690.00	0104000371 5810	General-Gifts-Instrctn / Consulting Services
L68P2921	CULVER-NEWLIN INC	311.40	311.40	0100020058 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P2922	CDWG Inc	3,857.10	1,195.70	0107550094 4300	Technology Refresh / Instruct Materials & Supplies

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L68P2922	*** CONTINUED ***				
L68P2923	WARDS MEDIA TECH	927.88	2,661.40	0130100094 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P2924	MIKE BROWN GRANDSTANDS INC.	7,500.00	927.88	0107550101 4300	Technology Refresh / Instruct Materials & Supplies
L68P2926	BAKER PARTY RENTALS	1,000.00	7,500.00	0100100168 5600	General-EdBudget-Sch Adm / Rentals, Leases & Repairs
L68P2927	CASBO	1,530.00	1,000.00	0100100168 5600	General-EdBudget-Sch Adm / Rentals, Leases & Repairs
L68P2928	PARADIGM HEALTH CARE SERVICES	43,560.00	1,530.00	0100000285 5216	General-Undes-Bus/Fisc / Conference : Non-Instructional
L68P2929	ORANGE CO. DEPT. OF EDUCATION	544.00	43,560.00	0104420004 5800	General-MAA-SupvAdmn / Services & Operating Expend
L68P2930	WARDS MEDIA TECH	1,551.52	544.00	0104000371 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2931	2NDGEAR LLC	213.35	260.67	0100020483 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2932	LARSON LIGHTING AND AUDIO	4,375.00	1,290.85	0100020483 4400	General-SiteAllo-Instrctn / Non-Capitalized Equipment
L68P2933	CDWG Inc	31,299.18	213.35	0134100008 4500	General-DRTPP-SupvAdmn / Other Supplies : Non-Instructl
L68P2934	CONVERGEONE INC	780.00	2,494.48	0100020019 5600	General-SiteAllo-Sch Adm / Rentals, Leases & Repairs
L68P2935	MARINE AIR INC	20,000.00	1,880.52	0100100168 5600	General-EdBudget-Sch Adm / Rentals, Leases & Repairs
L68P2936	AWARDS N MORE	124.45	28,306.68	0104000365 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2937	MOBILE COMMUNICATION REPAIR	210.12	525.00	0104000365 5800	General-Gifts-Instrctn / Services & Operating Expend
L68P2938	REHABMART LLC	314.61	2,467.50	0107550083 5800	Technology Refresh / Services & Operating Expend
L68P2939	ARMANDO AND REBEKA CASTRO	40,000.00	780.00	0104000365 5800	General-Gifts-Instrctn / Services & Operating Expend
L68P2940	CREATIVE COOKBOOK COMPANY	1,520.00	20,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2942	ENABLEMART	489.18	124.45	0100000262 4500	General-Undes-Board / Other Supplies : Non-Instruct
L68P2943	CDWG Inc	13.40	210.12	0104000139 4500	General-Gifts-Sch Adm / Other Supplies : Non-Instructl
L68P2944	FLINN SCIENTIFIC INC	1,981.04	314.61	0165000122 4500	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P2945	SPARKLETT'S	55.22	40,000.00	0165000107 5800	General-Spec Ed-SE0thIns / Services & Operating Expend
L68P2946	ACSA FOUNDATION FOR EDUCATION	2,555.00	1,520.00	0100020574 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2947	FULL COMPASS SYSTEMS LTD	597.37	489.18	0165000264 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2948	DICK BLICK WEST	319.28	13.40	0100000039 4500	General-Undes-SupvAdmn / Other Supplies : Non-Instructl
L68P2949	MOBILE COMMUNICATION REPAIR	244.22	1,981.04	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2950	ATTAINMENT COMPANY	100.90	55.22	0100000583 4500	General-Undes-Saf&Trng / Other Supplies : Non-Instructl
L68P2951	R J COOPER & ASSOC INC	95.45	2,555.00	0100000291 5216	General-Undes-Prsnl:HR / Conference : Non-Instructional
			597.37	0100020402 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
			319.28	0100020583 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
			244.22	0100000583 5600	General-Undes-Saf&Trng / Rentals, Leases & Repairs
			100.90	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
			95.45	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies

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L68P2952	R J COOPER & ASSOC INC	95.45	95.45	0165000099 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2953	GOLDEN RULE BINDERY	1,548.54	1,548.54	0163000018 4150	General-Lott:IM-Instrctn / 9-12 Textbooks
L68P2954	PERMA-BOUND	299.48	299.48	0100020225 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2955	B & H PHOTOGRAPHY	592.83	592.83	0135550003 4400	General-VEA-Instrctn / Non-Capitalized Equipment
L68P2956	DEWEYS HOME APPLIANCES	560.25	560.25	0100020542 4400	General-SiteAllo-Instrctn / Non-Capitalized Equipment
L68P2957	R J COOPER & ASSOC INC	84.68	84.68	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2958	BEYOND PLAY	80.65	80.65	0165100008 4300	General-SpEd:Inf-SE0thIns / Instruct Materials & Supplies
L68P2960	DEMCO INC	110.38	110.38	0100040069 4500	General-Lib Abte-Libr&Med / Other Supplies : Non-Instructl
L68P2961	BENS ASPHALT	42,194.00	42,194.00	0181500089 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2962	CDWG Inc	11,773.41	10,722.85	0100020458 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
			1,050.56	0100020458 4400	General-SiteAllo-Instrctn / Non-Capitalized Equipment
L68P2963	CONVERGEONE INC	240.00	240.00	0100020458 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2964	LAWSON PRODUCTS INC	1,000.00	1,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P2965	SENIOR WOOLY LLC	191.80	191.80	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2966	SPHERO INC	1,307.99	1,307.99	0104000379 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2968	B & H PHOTOGRAPHY	13,999.55	1,769.65	0135550008 4300	General-VEA-Instrctn / Instruct Materials & Supplies
			12,229.90	0135550008 4400	General-VEA-Instrctn / Non-Capitalized Equipment
L68P2969	AARDVARK CLAY	3,771.25	3,771.25	0100020364 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2971	STREAMLINE SYSTEMS DESIGNS	4,541.66	4,541.66	0100020757 4400	General-SiteAllo-CurAthlt / Non-Capitalized Equipment
L68P2972	FUN AND FUNCTION	41.50	41.50	0165000120 4500	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P2973	OCEAN INSTITUTE	1,290.00	1,290.00	0104000312 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P2974	CDWG Inc	79.53	79.53	0100000336 4500	General-Undes-FacPlann / Other Supplies : Non-Instructl
L68P2975	UC REGENTS	3,380.00	3,380.00	0104000466 5215	General-Gifts-Instrctn / Conference : Instructional
L68P2976	CDWG Inc	671.28	671.28	0100000291 4405	General-Undes-Prsnl:HR / Non-Capitalized Equip: Non-Ins
L68P2977	CDWG Inc	1,091.01	1,091.01	0104000383 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2978	CONTRACT PAPER GROUP INC.	3,017.00	3,017.00	01 9321	General-Undes / Stores Receipts
L68P2979	THE JOY FACTORY INC	100.28	100.28	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P2981	CULVER-NEWLIN INC	1,267.14	1,267.14	0100020704 4400	General-SiteAllo-Sch Adm / Non-Capitalized Equipment
L68P2985	OTC BRANDS INC	63.03	63.03	0100020271 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2987	BENS ASPHALT	250,000.00	250,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P2988	PACIFIC PLUMBING COMPANY OF	3,989.00	3,989.00	0104000349 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2989	AMERICAN TECHNOLOGIES	25,000.00	25,000.00	0181500009 5800	General-RR&Maint-RR-Bldgs / Services & Operating Expend
L68P2990	LEARNING A-Z	1,699.50	1,699.50	0104000379 5800	General-Gifts-Instrctn / Services & Operating Expend

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L68P2991	DICK BLICK WEST	1,822.05	1,822.05	0100020364 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P2992	WHYTRY LLC	915.88	915.88	0130100225 5215	General-Title I-Instrctn / Conference : Instructional
L68P2994	BRAIN POP LLC	1,695.00	1,695.00	0100020549 5800	General-SiteAllo-Instrctn / Services & Operating Expend
L68P2995	INTERNATIONAL BACCALAUREATE	8,721.29	8,721.29	0100100079 5800	General-EdBudget-Instrctn / Services & Operating Expend
L68P2996	ASCD	59.00	59.00	0100000262 5300	General-Undes-Board / Dues and Memberships
L68P2997	CDWG Inc	11,773.41	10,722.85	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
			1,050.56	0104000435 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P2998	CONVERGEONE INC	240.00	240.00	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P2999	ABLENET INC	712.39	712.39	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P3000	WARDS MEDIA TECH	1,302.85	1,302.85	0100020458 4400	General-SiteAllo-Instrctn / Non-Capitalized Equipment
L68P3001	BRODART CO	85.20	85.20	0100000992 4500	General-Undes-Libr&Med / Other Supplies : Non-Instructl
L68P3004	VERNIER SOFTWARE	1,295.06	1,295.06	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P3005	OCEAN INSTITUTE	100.00	100.00	0104000371 5840	General-Gifts-Instrctn / Services;Field Trip: Fee Based
L68P3006	HANDI RAMP	2,236.53	2,236.53	0100000342 4405	General-Undes-TIS / Non-Capitalized Equip: Non-Ins
L68P3007	ADTLE C/O MWH MANAGEMENT SERVI	3,782.03	3,782.03	0130100098 5215	General-Title I-Instrctn / Conference : Instructional
L68P3008	SCHOOL HEALTH CORPORATION	305.90	305.90	0100020364 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3009	AP BY THE SEA	808.13	808.13	0100020364 5215	General-SiteAllo-Instrctn / Conference : Instructional
L68P3010	SADDLEBACK VALLEY USD	1,500.00	1,500.00	0104000312 5840	General-Gifts-Instrctn / Services;Field Trip: Fee Based
L68P3011	OFFICE DEPOT	77.67	77.67	0165000048 4300	General-Spec Ed-SDCInstr / Instruct Materials & Supplies
L68P3012	DELL COMPUTER	150.84	150.84	0100020364 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3013	CDWG Inc	1,562.98	1,562.98	0107550082 4300	Technology Refresh / Instruct Materials & Supplies
L68P3014	CDWG Inc	2,344.47	781.49	0100040068 4400	General-Lib Abte-Libr&Med / Non-Capitalized Equipment
			1,562.98	0104000026 4400	General-Gifts-Libr&Med / Non-Capitalized Equipment
L68P3015	2NDGEAR LLC	404.06	404.06	0165000264 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P3016	SOUNDVIEW INC	299.00	299.00	0100000291 5300	General-Undes-Prsnl:HR / Dues and Memberships
L68P3017	ABLENET INC	447.45	447.45	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P3018	RIDDELL ALL AMERICAN	1,034.82	1,034.82	0111000171 4300	General-CoCurric-CurAthlt / Instruct Materials & Supplies
L68P3019	2NDGEAR LLC	846.92	846.92	0107550030 4300	Technology Refresh / Instruct Materials & Supplies
L68P3020	CAROLINA BIOLOGICAL SUPPLY CO.	282.98	282.98	0100021018 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3021	SOUTHERN COUNTIES LUBRICANTS	15,000.00	4,950.00	0172300016 4600	General-H-S Trns-PuplTran / Pupil Transportation
			5,100.00	0172400014 4600	General-SpEdTran-PuplTran / Pupil Transportation
			4,950.00	0181500205 4500	General-RR&Maint-Dist Veh / Other Supplies : Non-Instructl
L68P3022	DELL COMPUTER	128.64	128.64	0107550107 4500	Technology Refresh / Other Supplies : Non-Instructl

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L68P3023	2NDGEAR LLC	12,895.52	12,895.52	0104000300 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P3024	MISUSTIN, JOHN	554.36	554.36	0100020019 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P3026	POOL WATER RECYCLING	10,000.00	10,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3028	ART MASTERS LEGACY	7,453.00	7,453.00	0104000368 5810	General-Gifts-Instrctn / Consulting Services
L68P3029	ART MASTERS LEGACY	6,802.00	6,802.00	0104000333 5810	General-Gifts-Instrctn / Consulting Services
L68P3030	ART MASTERS LEGACY	8,036.00	8,036.00	0104000329 5800	General-Gifts-Instrctn / Services & Operating Expend
L68P3031	ART STUDIO EDUCATION	4,000.00	4,000.00	0104000324 5800	General-Gifts-Instrctn / Services & Operating Expend
L68P3032	CDWG Inc	1,050.56	1,050.56	0104000493 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P3033	CONVERGEONE INC	258.60	258.60	0107550037 5800	Technology Refresh / Services & Operating Expend
L68P3034	WESTONE LABORATORIES INC	94.50	94.50	0165000274 4500	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P3035	MOBILITY PROFESSIONALS INC	203.54	203.54	0165000122 4500	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P3036	NCS PEARSON INC	19,733.44	19,733.44	0100100037 5800	General-EdBudget-PuplTest / Services & Operating Expend
L68P3037	CDWG Inc	72.22	72.22	0104000341 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P3038	OTICON	824.51	824.51	0133150030 4500	General-Fed Prsc-Spch Aud / Other Supplies : Non-Instructl
L68P3039	PYRAMID WIRE & CABLE INC.	20,000.00	20,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P3040	CDWG Inc	3,143.28	3,143.28	0104000431 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68P3041	APPLE INC	327.17	327.17	0165000106 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P3042	THE JOY FACTORY INC	100.34	100.34	0165000264 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P3043	CDWG Inc	2,445.71	2,445.71	0107550078 4300	Technology Refresh / Instruct Materials & Supplies
L68P3044	CDWG Inc	235.00	235.00	0107550078 5800	Technology Refresh / Services & Operating Expend
L68P3046	PRETEND CITY CHILDREN S MUSEUM	814.00	814.00	0104000363 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P3047	MISSION SAN JUAN CAPISTRANO	1,152.00	1,152.00	0104000322 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P3048	CASTO CHAPTER 2	595.00	595.00	0172300008 5216	General-H-S Trns-PuplTran / Conference : Non-Instructional
L68P3049	THINKING MAPS INC	2,227.19	2,227.19	0104000312 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P3050	PERMA-BOUND	801.23	801.23	0100040008 4114	General-Lib Abte-Instrctn / Textbooks: K-12
L68P3051	SOCIAL THINKING PUBLISHING	2,501.15	2,501.15	0133110004 5216	General-PrivISP-SupvAdmn / Conference : Non-Instructional
L68P3052	PSYCHOLOGICAL ASSESSMENT RES	469.36	187.75	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P3053	NCS PEARSON INC.	477.75	281.61	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P3054	NCS PEARSON INC.	482.78	477.75	0165000036 4500	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P3055	SOCIAL THINKING PUBLISHING	2,000.92	193.11	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P3056	GANAHL LUMBER	33,200.00	289.67	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
			2,000.92	0133110008 5800	General-PrivISP-Sch Adm / Services & Operating Expend
			33,200.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl

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L68P3057	THERAPY SHOPPE	51.66	51.66	0165000264 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P3058	LARSON LIGHTING AND AUDIO	5,425.00	5,425.00	0100100172 5600	General-EdBudget-Sch Adm / Rentals, Leases & Repairs
L68P3059	NCS PEARSON INC.	477.47	190.99	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			286.48	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P3060	GILBERT & STEARNS INC	7,569.70	7,569.70	0163870008 5800	General-CTEIG-Instrctn / Services & Operating Expend
L68P3061	CDWG Inc	103.44	103.44	0100020087 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P3063	MOBILE COMMUNICATION REPAIR	7,000.00	7,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3064	ELITE SHEET METAL INC	20,000.00	20,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3066	EXECUTIVE ENVIRONMENTAL SVCS	25,000.00	25,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3067	JOSTENS	7,000.00	7,000.00	0100100168 4500	General-EdBudget-Sch Adm / Other Supplies : Non-Instructl
L68P3069	DEMCO INC	1,413.79	1,413.79	0100040072 4200	General-Lib Abte-Libr&Med / Books & Reference Materials
L68P3071	KNORR SYSTEMS INC	5,000.00	5,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3072	ORANGE COUNTY SCH BOARDS ASSN	125.00	125.00	0100000271 5300	General-Undes-Supt / Dues and Memberships
L68P3073	PSI	247.83	247.83	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P3074	MOBYMAX LLC	995.00	995.00	0100020611 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3075	CDWG Inc	1,935.19	1,935.19	0104000303 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P3076	IRVINE PARK RAILROAD	1,749.00	1,749.00	0104000341 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P3077	SOUTHWEST SCHOOL SUPPLY	3,500.00	3,500.00	0100020327 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3078	CAMCOR INC	243.72	243.72	0104000474 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P3079	RANESCO	1,102.11	1,102.11	0135550032 4400	General-VEA-Instrctn / Non-Capitalized Equipment
L68P3080	CDWG Inc	1,503.11	1,503.11	0100000336 4405	General-Undes-FacPlann / Non-Capitalized Equip: Non-Ins
L68P3081	CDWG Inc	31,328.68	31,328.68	0104000368 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P3082	CDWG Inc	781.49	781.49	0107550091 4400	Technology Refresh / Non-Capitalized Equipment
L68P3083	CALIFORNIA FACILITY	996.65	996.65	0100020757 4300	General-SiteAllo-CurAthlt / Instruct Materials & Supplies
L68P3084	MIND RESEARCH INSTITUTE	25,300.00	25,300.00	0130100096 5800	General-Title I-Instrctn / Services & Operating Expend
L68P3085	CDWG Inc	13,358.95	13,358.95	0107550017 4400	Technology Refresh / Non-Capitalized Equipment
L68P3086	B & H PHOTOGRAPHY	967.60	967.60	0135550005 4400	General-VEA-Instrctn / Non-Capitalized Equipment
L68P3087	CDWG Inc	1,367.62	1,367.62	0100020009 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P3088	FERGUSON ENTERPRISES INC	25,000.00	25,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P3089	IDEAL COMPUTER SOUTH INC	2,217.00	2,217.00	0100000342 5605	General-Undes-TIS / Rental, Leases & Repairs:Other
L68P3090	OTC BRANDS INC	17.75	17.75	0130100028 4500	General-Title I-PrntPart / Other Supplies : Non-Instructl
L68P3091	APPLE INC	327.17	327.17	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P3092	CDWG Inc	90.77	90.77	0100020028 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl

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L68P3093	PIKES PEAK INDUSTRIES	349.11	349.11	0100000518 4500	General-Undes-Op:Grnds / Other Supplies : Non-Instructl
L68P3094	CENGAGE LEARNING	300.00	300.00	0100040010 4200	General-Lib Abte-Instrctn / Books & Reference Materials
L68P3095	STAPLES BUSINESS ADVANTAGE	439.36	439.36	0165000009 4500	General-Spec Ed-SupvAdmn / Other Supplies : Non-Instructl
L68P3096	OFFICE DEPOT	10,000.00	10,000.00	0100020364 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3097	SANTILLANA PUBL CO	1,160.79	1,160.79	0130100096 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P3098	SPARTAN TOOL DIVISION	5,000.00	5,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P3099	INCLUSIVE TLC SPECIAL NEEDS	118.83	118.83	0165000106 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P3100	S&S WORLDWIDE INC	300.27	300.27	0104000317 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P3101	YARJANIAN & ASSOCIATES PROFES	5,000.00	5,000.00	0105040005 5820	General-504/StSr-Instrctn / Legal Services
L68P3102	PRO-ED INC	219.02	219.02	0165000036 4500	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P3103	CSM CONSULTING INC	41,000.00	41,000.00	0100000342 5815	General-Undes-TIS / Consulting Services: Non-Instr
L68P3104	PRO-ED INC	208.42	83.37	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
L68P3106	LENNOX INDUSTRIES INC	20,000.00	125.05	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P3107	LAND SOLUTION LLC, THE	11,521.67	20,000.00	0181500009 4405	General-RR&Maint-RR-Bldgs / Non-Capitalized Equip: Non-In
L68P3108	CROWN VALLEY TRANSMISSION	15,000.00	11,521.67	0100000521 5605	General-Undes-Op:Grnds / Rental, Leases & Repairs: Other
L68P3110	READ NATURALLY	743.48	15,000.00	0172400010 5605	General-SpEdTran-PuplTran / Rental, Leases & Repairs: Other
L68P3111	COSTCO S.J.C.	507.50	743.48	0130100094 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P3112	CDWG Inc	167.54	507.50	0105040004 4500	General-504/StSr-HlthServ / Other Supplies : Non-Instructl
L68P3113	DEMCO	109.84	167.54	0100020508 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3114	W W GRAINGER INC	304.92	109.84	0100040070 4200	General-Lib Abte-Libr&Med / Books & Reference Materials
			218.94	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
			69.61	0181500009 5400	General-RR&Maint-RR-Bldgs / INSURANCE
			16.37	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs: Other
L68P3117	CUSD - PARENT MILEAGE REIMBURS	2,333.00	2,333.00	0100100044 5800	General-EdBudget-Instrctn / Services & Operating Expend
L68P3118	MOBILE COMMUNICATION REPAIR	46.33	46.33	0100020058 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P3119	EMERALD COVE OUTDOOR SCIENCE	26,006.25	26,006.25	0104000296 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P3120	CALIFORNIA WEEKLY EXPLORER INC	690.00	690.00	0104000371 5810	General-Gifts-Instrctn / Consulting Services
L68P3121	DENAULT S HARDWARE	2,000.00	2,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P3122	LEADERSHIP ASSOCIATES LLC	6,500.00	6,500.00	0100000271 5300	General-Undes-Supt / Dues and Memberships
L68P3123	YMCA OF ORANGE COUNTY	2,100.00	2,100.00	0104000336 5800	General-Gifts-Instrctn / Services & Operating Expend
L68P3124	STAPLES BUSINESS ADVANTAGE	231.36	231.36	0165000274 4500	General-Spec Ed-HlthServ / Other Supplies : Non-Instructl
L68P3125	FUN AND FUNCTION	41.96	41.96	0165000099 4300	General-Spec Ed-SE0thIns / Instruct Materials & Supplies
L68P3126	COPPER HILLS YOUTH CENTER	421.38	421.38	0165000094 5803	General-Spec Ed-NPS / Residential Treatment Center

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L68P3127	NCS PEARSON INC.	429.07	429.07	0165000036 4500	General-Spec Ed-Spch Aud / Other Supplies : Non-Instructl
L68P3128	SADDLEBACK COLLEGE	1,722.00	1,722.00	0130100075 5800	General-Title I-Instrctn / Services & Operating Expend
L68P3129	SOUTHWEST SCHOOL SUPPLY	454.45	454.45	0104000383 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68P3130	SOUTHWEST SCHOOL SUPPLY	5,000.00	5,000.00	0100020508 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3131	DENAULT S HARDWARE	300.00	300.00	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3133	USA SHADE & FABRIC STRUCTURES	10,000.00	10,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3134	VISTA PAINT & WALLCOVERING	5,000.00	5,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3136	RANCHO LAS LOMAS WILDLIFE	900.00	900.00	0104000322 5840	General-Gifts-Instrctn / Services:Field Trip: Fee Based
L68P3137	SCHOOL SERVICES OF CALIFORNIA	215.00	215.00	0100100004 5216	General-EdBudget-SupvAdmn / Conference : Non-Instructional
L68P3138	A.C. LANDSCAPE INC.	5,000.00	5,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P3139	MOBILE COMMUNICATION REPAIR	1,198.18	1,198.18	0100020088 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P3141	EDGEWOOD PRESS INC	750.00	750.00	0100020483 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3142	INTERNATIONAL BACCALAUREATE	10,875.00	10,875.00	0100100118 5800	General-EdBudget-Instrctn / Services & Operating Expend
L68P3143	WARDS NATURAL SCIENCE	5,575.47	5,575.47	0100020483 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3144	MOBYMAX LLC	198.00	198.00	0100020574 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3145	CULVER-NEWLIN INC	1,767.10	1,767.10	0105010009 4500	General-15-16 1x-Prsnl:HR / Other Supplies : Non-Instructl
L68P3147	TOBII DYNAVOX LLC	301.71	301.71	0165000106 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P3148	HD SUPPLY FACILITIES	20,000.00	20,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P3149	CINTAS CORPORATION #640	20,000.00	20,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3150	CINTAS CORPORATION #640	2,000.00	2,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P3152	PRETEND CITY CHILDREN S MUSEUM	238.00	238.00	0100020767 5840	General-SiteAllo-SEOthIns / Services:Field Trip: Fee Based
L68P3156	SITSPOTS	75.57	75.57	0100020228 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3157	JUST MOUNTS	115.60	115.60	0165000264 4300	General-Spec Ed-SEOthIns / Instruct Materials & Supplies
L68P3159	EDGEENUITY	8,760.08	8,760.08	0130100225 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68P3161	WATERLINES TECHNOLOGIES INC	50,000.00	50,000.00	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies : Non-Instructl
L68P3162	OCDE	2,600.00	2,600.00	0107900003 5800	General-LCFFSupp-SupvAdmn / Services & Operating Expend
L68P3164	BEE MAN, THE	265.00	265.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3165	HARTL, KATHY	21,607.22	21,607.22	0165000093 5800	General-Spec Ed-NPS / Services & Operating Expend
L68P3166	CDWG Inc	490.26	490.26	0130100104 5800	General-Title I-Instrctn / Services & Operating Expend
L68P3169	NEW MANAGEMENT	60.72	60.72	0100020097 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68P3173	LEVL, PETER AND RUTH	25,000.00	25,000.00	0105040013 5800	General-504/StSr-Instrctn / Services & Operating Expend
L68P3174	5M CONTRACTING INC	7,500.00	7,500.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3175	CDWG Inc	423.04	423.04	0107550039 4300	Technology Refresh / Instruct Materials & Supplies

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L68P3177	AP EXAMS	300.00	300.00	0100020494 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68P3180	CJT ENTERPRISES INC.	217.50	217.50	0133200027 5800	General-Loc Prsc-SEOTHns / Services & Operating Expend
L68P3181	MHS INC	355.58	142.23	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			213.35	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68P3182	CAPISTRANO CRANE SERVICE	5,000.00	5,000.00	0181500009 5605	General-RR&Maint-RR-Bldgs / Rental, Leases & Repairs:Other
L68P3184	MHS INC	382.69	153.08	0100000193 4500	General-Undes-PsychSer / Other Supplies : Non-Instructl
			229.61	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies : Non-Instructl
L68R0148	SCHOOL HEALTH CORPORATION	56.60	56.60	0104000675 4500	General-Gifts-HlthServ / Other Supplies : Non-Instructl
L68R0149	CULVER-NEWLIN INC	5,073.39	5,073.39	0130100089 4400	General-Title I-Instrctn / Non-Capitalized Equipment
L68R0150	CULVER-NEWLIN INC	1,315.24	1,315.24	0100020574 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68R0151	PERFORMANCE AUTOMOTIVE GROUP	99,853.12	99,853.12	0190300003 6400	General-MicroVch-SupvAdmn / Furniture & Equipment:Instru
L68X0144	AMAZON	60.32	60.32	0100020063 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68X0163	AMAZON	161.46	-0.80	0100020977 4500	General-SiteAllo-SDCInstr / Other Supplies : Non-Instructl
L68X0164	AMAZON	29.00	29.00	0165000106 4300	General-Spec Ed-SEOTHns / Instruct Materials & Supplies
L68X0169	AMAZON	252.12	252.12	0163000018 4300	General-Lott:IM-Instrctn / Instruct Materials & Supplies
L68X0170	GENESIS DIGITAL LLC	479.00	479.00	0173380009 4300	General-Colgread-Instrctn / Instruct Materials & Supplies
L68X0171	24HOURWRISTBANDS	129.00	129.00	0100020123 4500	General-SiteAllo-Sch Adm / Other Supplies : Non-Instructl
L68X0172	HOME DEPOT	1,744.47	1,744.47	0104000098 4405	General-Gifts-Sch Adm / Non-Capitalized Equip: Non-Ins
L68X0173	AMAZON	137.81	137.81	0100020402 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0175	AMAZON	253.21	253.21	0104000322 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0176	QUIZLET INC	34.99	34.99	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0177	NEUEGG BUSINESS INC	232.64	232.64	0100020418 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0178	NATIONAL SCHOOL PUBLIC RELATIO	170.25	170.25	0100000277 4500	General-Undes-Pub Info / Other Supplies : Non-Instructl
L68X0179	LEARNING A-Z LLC	94.95	94.95	0134100007 4300	General-DRTPP-SEOTHns / Instruct Materials & Supplies
L68X0180	BARNES & NOBLE	171.55	171.55	0130100094 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68X0181	AMAZON	38.73	38.73	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0182	AMAZON	138.60	138.60	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0183	AMAZON	183.16	183.16	0133150020 4500	General-Fed Prsc-SEOTHns / Other Supplies : Non-Instructl
L68X0184	AMAZON	263.99	263.99	0165000264 4300	General-Spec Ed-SEOTHns / Instruct Materials & Supplies
L68X0185	AMAZON	86.19	86.19	0165000264 4300	General-Spec Ed-SEOTHns / Instruct Materials & Supplies
L68X0186	AMAZON	646.49	646.49	0104000435 4400	General-Gifts-Instrctn / Non-Capitalized Equipment
L68X0187	AMAZON	73.16	73.16	0100020515 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0188	AMAZON	171.18	171.18	0100020591 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies

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L68X0189	AMAZON	25.27	10.11	0100000193 4500	General-Undes-PsychSer / Other Supplies ; Non-Instructl
L68X0190	AMAZON	36.63	15.16	0165000029 4500	General-Spec Ed-PsychSer / Other Supplies ; Non-Instructl
L68X0191	AMAZON	178.21	36.63	0165000264 4300	General-Spec Ed-SEOrthIns / Instruct Materials & Supplies
L68X0192	AMAZON	62.94	178.21	0100040068 4300	General-Lib Abte-Libr&Med / Instruct Materials & Supplies
L68X0193	AMAZON	196.26	62.94	0100020549 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0195	CALENDLY LLC	288.00	196.26	0165000034 4500	General-Spec Ed-HlthServ / Other Supplies ; Non-Instructl
L68X0196	AMAZON	676.36	288.00	0107900003 5800	General-LCFFSupp-SupvAdmn / Services & Operating Expend
L68X0197	AMAZON	36.81	676.36	0104000435 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0198	AMAZON	229.87	36.81	0165000274 4500	General-Spec Ed-HlthServ / Other Supplies ; Non-Instructl
L68X0199	AMAZON	49.52	80.23	0100020083 4500	General-SiteAllo-Sch Adm / Other Supplies ; Non-Instructl
L68X0200	AMAZON	256.80	149.64	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0201	MARRIOTT MARQUIS SAN DIEGO MAR	431.00	49.52	0104000296 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0202	AMAZON	290.60	256.80	0165000034 4500	General-Spec Ed-HlthServ / Other Supplies ; Non-Instructl
L68X0203	HOME DEPOT	660.18	431.00	0100000262 5216	General-Undes-Board / Conference ; Non-Instructional
L68X0204	AMAZON	102.02	290.60	0104000383 4300	General-Gifts-Instrctn / Instruct Materials & Supplies
L68X0205	AMAZON	150.16	660.18	0100020053 4500	General-SiteAllo-Sch Adm / Other Supplies ; Non-Instructl
L68X0206	AMAZON	161.63	102.02	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0207	BARNES & NOBLE	3,422.14	150.16	0100020428 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0208	TARGET	312.14	161.63	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0209	W W GRAINGER INC	1,038.30	3,422.14	0130100089 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68X0210	VERIZON WIRELESS	188.51	312.14	0165000099 4300	General-Spec Ed-SEOrthIns / Instruct Materials & Supplies
L68X0211	AMAZON	16.62	1,038.30	0100020570 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0212	AMAZON	59.26	188.51	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies ; Non-Instructl
L68X0213	WILLIAMSON-DICKIE MANUFACTURIN	248.73	16.62	0100020643 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0214	AMAZON	221.95	59.26	0162640003 4200	General-EducEffic-SupvAdmn / Books & Reference Materials
L68X0215	AMAZON	19.47	248.73	0172200017 4300	General-PtrnrAcad-Instrctn / Instruct Materials & Supplies
L68X0216	PIKES PEAK INDUSTRIES	3,350.49	221.95	0130100096 4300	General-Title I-Instrctn / Instruct Materials & Supplies
L68X0217	AMAZON	123.80	19.47	0100020728 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0218	AMAZON	741.21	3,350.49	0181500009 4500	General-RR&Maint-RR-Bldgs / Other Supplies ; Non-Instructl
L68X0219	PENTAIR AQUATIC ECO-SYSTEMS IN	1,683.65	123.80	0100020343 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
L68X0220	AMAZON	92.11	741.21	0100020402 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies
			1,683.65	0135550007 4400	General-VEA-Instrctn / Non-Capitalized Equipment
			92.11	0100020343 4300	General-SiteAllo-Instrctn / Instruct Materials & Supplies

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L68X0221	ALLHEART.COM	31.23	31.23	0100020807 4500	General-SiteAllo-HlthServ / Other Supplies : Non-Instructl
L68X0224	APPLE COMPUTER	20.93	20.93	0107550097 4300	Technology Refresh / Instruct Materials & Supplies
L68X0225	AMAZON	388.29	388.29	0133150036 4500	General-Fed Prsc-Sch Adm / Other Supplies : Non-Instructl
Fund 01 Total:		5,051,495.50	5,032,336.87		

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L68A0148	RHYSA CONSULTING SERVICES	27,000.00	16,200.00	1261050031 5815	ChildDev-CDStPsch-HlthServ / Consulting Services: Non-Instr
			10,800.00	1291450043 5815	ChildDev-CD:Fees-HlthServ / Consulting Services: Non-Instr
L68A0262	CHRISTINE HORNAK-STEIN	18,564.00	18,564.00	1290950012 5815	ChildDev-Scl Rdns-HlthServ / Consulting Services: Non-Instr
L68P2581	ORANGE COUNTY ASSOCIATION OF	1,830.00	1,830.00	1261270004 5215	ChildDev-CDQRISBL-SupvAdmn / Conference : Instructional
L68P2628	TEACHSTONE TRAINING LLC	275.00	275.00	1261050028 5800	ChildDev-CDStPsch-SupvAdmn / Services & Operating Expen
L68P2882	WAL MART L.N.	500.00	500.00	1291400002 4300	ChildDev-CD:Gifts-Instrctn / Instruct Materials & Supplies
L68P3115	CDWG Inc	687.45	687.45	1291400004 4500	ChildDev-CD:Gifts-Sch Adm / Other Supplies : Non-Instructl
L68P3116	MOBILE COMMUNICATION REPAIR	149.77	149.77	1261050030 4500	ChildDev-CDStPsch-Sch Adm / Other Supplies : Non-Instructl
L68P3146	STAPLES BUSINESS ADVANTAGE	312.48	312.48	1261050030 4500	ChildDev-CDStPsch-Sch Adm / Other Supplies : Non-Instructl
	Fund 12 Total:	49,318.70	49,318.70		

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L68A0266	FOOD SAFETY SYSTEMS	59,000.00	59,000.00	1353100064 5874	Cafetera-Chld Nut-FoodServ / Contract Service:Food Service
L68P2488	ARROW RESTAURANT EQUIPMENT	11,381.55	11,381.55	1353100064 4473	Cafetera-Chld Nut-FoodServ / Large Equipment: Food Service
L68P2513	ARROW RESTAURANT EQUIPMENT	15,330.69	15,330.69	1353100068 4473	Cafetera-Chld Nut-FoodServ / Large Equipment: Food Service
L68P2514	ACTION SALES	59,747.38	59,747.38	1353100068 4473	Cafetera-Chld Nut-FoodServ / Large Equipment: Food Service
L68P2536	W W GRAINGER INC	2,000.00	2,000.00	1353100064 4472	Cafetera-Chld Nut-FoodServ / Small Equipment: Food Service
L68P2670	CDWG Inc	785.82	785.82	1353100064 4470	Cafetera-Chld Nut-FoodServ / Computer Equipment-Food Serv
L68P2687	REFRIGERATION CONTROL COMPANY	170,000.00	170,000.00	1353100064 5671	Cafetera-Chld Nut-FoodServ / Refrigeration Repair-Food Serv
L68P2700	OLIVER PRODUCTS	60,000.00	60,000.00	1353100064 4717	Cafetera-Chld Nut-FoodServ / Food Supplies
L68P3163	LOS ANGELES DISTRIBUTING COMPA	50,000.00	50,000.00	1353100064 4716	Cafetera-Chld Nut-FoodServ / Food Processed Commodity
Fund 13 Total:		428,245.44	428,245.44		

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PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L68A0135	SASCO	27,584.00	14,584.00	1462050082	6200 DefMaint-DefMntT3-Fac Acq / Building & Building Improvement
L68P2442	SIERRA SCHOOL EQUIPMENT CO	37,690.95	37,690.95	1462050024	4405 DefMaint-DefMntT3-RR:Bldgs / Non-Capitalized Equip:
L68P2609	SPORTS FACILITIES GROUP INC	1,091.73	1,091.73	1462050072	6200 DefMaint-DefMntT3-Fac Acq / Building & Building Improvement
L68P2838	DELTA T CORPORATION	57,721.88	57,721.88	1462050070	4500 DefMaint-DefMntT3-Fac Acq / Other Supplies : Non-Instruct
L68P2839	VERSATILE SYSTEMS INC.	5,123.75	5,123.75	1462050077	4405 DefMaint-DefMntT3-Fac Acq / Non-Capitalized Equip: Non-In
L68P2842	KNA CONSULTING ENGINEERS INC	3,000.00	3,000.00	1462050072	6200 DefMaint-DefMntT3-Fac Acq / Building & Building Improvement
L68P2843	KNA CONSULTING ENGINEERS INC	3,000.00	3,000.00	1462050073	6200 DefMaint-DefMntT3-Fac Acq / Building & Building Improvement
L68P2850	KYA SERVICES LLC	27,242.62	3,744.05	1462050002	5605 DefMaint-DefMntT3-RR:Bldgs / Rental, Leases & Repairs:Oth
			23,498.57	1462050070	5600 DefMaint-DefMntT3-Fac Acq / Rentals, Leases & Repairs
L68P2879	NEW DIMENSION GENERAL CONSTRUC	6,487.00	6,487.00	1462050070	6200 DefMaint-DefMntT3-Fac Acq / Building & Building Improvement
L68P2888	4WALL LOS ANGELES INC	9,653.46	9,653.46	1462050077	6200 DefMaint-DefMntT3-Fac Acq / Building & Building Improvement
L68P2892	CULVER-NEWLIN INC	1,549.88	1,549.88	1462050086	4405 DefMaint-DefMntT3-Fac Acq / Non-Capitalized Equip: Non-In
L68P2911	DAVE BANG ASSOCIATES	26,610.65	26,610.65	1462050091	6400 DefMaint-DefMntT3-Fac Acq / Furniture & Equipment:Instruc
L68P2982	CULVER-NEWLIN INC	11,748.11	11,748.11	1462050070	4405 DefMaint-DefMntT3-Fac Acq / Non-Capitalized Equip: Non-In
L68P3002	SPORTS FACILITIES GROUP INC	14,995.00	14,995.00	1462050074	6200 DefMaint-DefMntT3-Fac Acq / Building & Building Improvement
L68P3062	HERITAGE WINDOW COVERING	2,205.00	2,205.00	1462050021	5605 DefMaint-DefMntT3-RR:Bldgs / Rental, Leases & Repairs:Oth
L68P3070	SCHOOL HEALTH CORPORATION	685.29	685.29	1462050079	4405 DefMaint-DefMntT3-Fac Acq / Non-Capitalized Equip: Non-In
L68P3105	FACILITY INSPECTION SERVICES	20,940.00	20,940.00	1462050070	6200 DefMaint-DefMntT3-Fac Acq / Building & Building Improvement
L68P3109	GILBERT & STEARNS INC	8,731.00	8,731.00	1462050080	6200 DefMaint-DefMntT3-Fac Acq / Building & Building Improvement
L68P3151	TLS CHOICE LLC	12,016.80	12,016.80	1462050012	5605 DefMaint-DefMntT3-RR:Bldgs / Rental, Leases & Repairs:Oth
Fund 14 Total:		278,077.12	265,077.12		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68P3025	STANDARD INDUSTRIES	498,721.00	300,000.00	2398020007 6273	GO:Bnd C-SFID Bnd-Fac Acq / Building
Fund 23 Total:		498,721.00	300,000.00		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68P2841	R. JENSEN CO INC	51,068.92	51,068.92	2598030026 6200	Cap FacI-Dev Fees-Fac Acq / Building & Building Improvements
L68P2869	BRICKLEY ENVIRONMENTAL	7,500.00	7,500.00	2598030012 6270	Cap FacI-Dev Fees-Fac Acq / Building Impr : Construction
L68P2983	CULVER-NEWLIN INC	42,764.00	42,764.00	2598030013 6400	Cap FacI-Dev Fees-Fac Acq / Furniture & Equipment:Instruct
L68P2984	CULVER-NEWLIN INC	40,689.17	40,689.17	2598030010 6400	Cap FacI-Dev Fees-Fac Acq / Furniture & Equipment:Instruct
L68P2986	STRAUB CONSTRUCTION INC	17,569,000.00	17,569,000.00	2598060003 6200	Cap FacI-RMVC DEV-Fac Acq / Building & Building
Fund 25 Total:		17,711,022.09	17,711,022.09		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO</u> <u>NUMBER</u>	<u>VENDOR</u>	<u>PO</u> <u>TOTAL</u>	<u>ACCOUNT</u> <u>AMOUNT</u>	<u>ACCOUNT</u> <u>NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68P2626	US BANK NATIONAL ASSOCIATION	1,253,790.60	1,253,790.60	4098010003 7299	SpecResv-SJ Redev-Dbt Serv / Transfers Out to all Others
Fund 40 Total:		1,253,790.60	1,253,790.60		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68P3003	DEPT OF INDUSTRIAL RELATIONS	101,670.43	101,670.43	68000000003 5800	WrkrComp-Undes-Enterprs / Services & Operating Expend
L68P3155	PATHWAY COMMUNICATIONS LTD.	27.83	27.83	68000000003 4500	WrkrComp-Undes-Enterprs / Other Supplies : Non-Instructl
Fund 68 Total:		101,698.26	101,698.26		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0027	ORANGE COUNTY TREASURER TAX	6,917.50	1,581.93	8999810012 5800	CFD 90-2-2ndSries-Fac Acq / Services & Operating Expend
			935.43	8999860015 5800	CFD 90-2-I.A.2013-Fac Acq / Services & Operating Expend
L68P3025	STANDARD INDUSTRIES	498,721.00	198,721.00	8999810015 6273	CFD 90-2-2ndSries-Fac Acq / Building Improvement:Demilitio
Fund 89 Total:		505,638.50	201,238.36		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0027	ORANGE COUNTY TREASURER TAX	6,917.50	758.43	9299880014 5800	CFD 92-1-2013REF-Fac Acq / Services & Operating Expend
Fund 92 Total:		6,917.50	758.43		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0027	ORANGE COUNTY TREASURER TAX	6,917.50	76.43	9399750009 5800	CFD 2004-OrigBond-Fac Acq / Services & Operating Expend
Fund 93 Total:		6,917.50	76.43		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0027	ORANGE COUNTY TREASURER TAX	6,917.50	74.93	9599840014 5800	CFD98-1A-BndRfndg-Fac Acq / Services & Operating Expend
Fund 95 Total:		6,917.50	74.93		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0027	ORANGE COUNTY TREASURER TAX	6,917.50	85.92	9799870016 5800	CFD 2005-WhspHills-Fac Acq / Services & Operating Expend
L68C0031	US BANK	5,575.00	5,575.00	9799870016 5800	CFD 2005-WhspHills-Fac Acq / Services & Operating Expend
Fund 97 Total:		12,492.50	5,660.92		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L68C0027	ORANGE COUNTY TREASURER TAX	6,917.50	3,404.43	9899840023 5800	CFD 98-2-BndRfindg-Fac Acq / Services & Operating Expend
Fund 98 Total:		6,917.50	3,404.43		

CAPISTRANO USD

PURCHASE ORDER DETAIL REPORT BY FUND
BOARD OF TRUSTEES MEETING 01/24/2018

FROM 11/09/2017 TO 01/03/2018

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

25,352,702.58

CAPISTRANO USD
Consolidated Check Register w. Account
from 11/10/2017 to 1/4/2018

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00254028	V68001018	A Z BUS SALES INC	11/13/17		MW	0101-0730-0-4600-1110-3600-000-25000000	3,359.93
68 00254029	V68001596	ACADEMIC COMMUNICATION ASSOC	11/13/17		MW	0101-6500-0-4500-5001-3150-000-00000000	402.17
68 00254031	V68152532	ADVANTAGE WEST INVESTMENT	11/13/17		MW	0101-0000-0-4500-0000-8210-000-00000000	24,909.76
68 00254032	V68104979	AGUILERA, DANA	11/13/17		MW	0101-6264-0-5216-0000-2700-000-56900000	939.79
68 00254033	V68156478	AGUILERA, JENNIFER	11/13/17		MW	0101-0002-0-5215-1140-1000-006-00000000	220.00
68 00254034	V68145645	ALISO NIGUEL AUTO CARE	11/13/17		MW	0101-8150-0-5605-0000-8230-000-25000000	849.05
68 00254035	V68140622	ALPINE ACADEMY	11/13/17		MW	0101-6500-0-5803-5750-1180-000-00000000	3,630.00
68 00254035	V68140622	ALPINE ACADEMY	11/13/17		MW	0101-6512-0-5104-5750-1180-000-00000000	6,970.00
68 00254035	V68140622	ALPINE ACADEMY	11/13/17		MW	0101-6512-0-5104-5750-3120-000-00000000	4,420.00
68 00254036	V68149684	ALTERNATIVE COMMUNICATIONS	11/13/17		MW	0101-6500-0-5810-5750-1190-000-00000000	884.00
68 00254037	V68153811	ANDERSON CANIZALES, JULIE	11/13/17		MW	0101-0000-0-5213-0000-3140-000-00000000	62.06
68 00254038	V68153199	ARNAUD, CHELSEA	11/13/17		MW	0101-6500-0-5213-5750-3110-000-00000000	132.15
68 00254039	V68118249	AVAKIAN, LORI	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	129.47
68 00254040	V68143536	AVID CENTER	11/13/17		MW	0101-3010-0-5215-1110-1000-021-00000000	1,150.00
68 00254041	V68140535	AVILA, THERESE	11/13/17		MW	0101-6500-0-5213-5750-3110-000-00000000	128.40
68 00254042	V68106015	BALDWIN, JENNIFER	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	959.79
68 00254043	V68150006	BEACON DAY SCHOOL	11/13/17		MW	0101-6500-0-5102-5750-1180-000-00000000	14,044.44
68 00254043	V68150006	BEACON DAY SCHOOL	11/13/17		MW	0101-6500-0-5802-5750-1180-000-00000000	28,447.91
68 00254044	V68156469	BECKMAN SHEPPARD, EMILY	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	106.36
68 00254045	V68102963	BEEKMAN, MICHAEL	11/13/17		MW	0101-0000-0-5216-0000-8310-000-00000000	10.00
68 00254046	V68107989	BELSHE, RAQUEL	11/13/17		MW	0101-0404-0-5213-0000-2100-000-00000000	67.95
68 00254047	V68154923	BERBER, NANCY	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	76.18
68 00254048	V68146851	BERRY, SCOTT AND/OR JAIME	11/13/17		MW	0101-6500-0-5802-5750-1180-000-35800000	1,375.00
68 00254049	V68144684	BIOMETRICS4ALL INC	11/13/17		MW	0101-0000-0-5800-0000-7400-000-00000000	77.25
68 00254050	V68151555	BOGIATZIS, TOM	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	112.99
68 00254051	V68118350	BOLLA, BRENDA	11/13/17		MW	0101-0404-0-5213-0000-2100-000-00000000	57.25
68 00254052	V68116072	BOOTHE, LISA	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	812.79
68 00254053	V68144444	BOWDEN, JOANNA	11/13/17		MW	0101-0000-0-5213-0000-3120-000-00000000	19.26
68 00254053	V68144444	BOWDEN, JOANNA	11/13/17		MW	0101-3386-0-5213-5710-3120-000-00000000	4.82
68 00254053	V68144444	BOWDEN, JOANNA	11/13/17		MW	0101-6500-0-5213-5001-3120-000-00000000	24.07
68 00254054	V68150940	BRAIN LEARNING PSYCHOLOGICAL	11/13/17		MW	0101-6500-0-5815-5001-3120-000-00000000	450.00
68 00254055	V68154861	BRENNAN, COLLEEN (KELLI)	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	55.53
68 00254056	V68152809	BUNDY, JULIE	11/13/17		MW	0101-6500-0-5212-5750-3110-000-00000000	73.84

CAPISTRANO USD
Consolidated Check Register w. Account
from 11/10/2017 to 1/4/2018

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68	00254057	V68146284 BUSWEST	11/13/17		MW	0101-0730-0-4600-1110-3600-000-25000000	284.24
68	00254057	V68146284 BUSWEST	11/13/17		MW	0101-0724-0-4600-5001-3600-000-25000000	73.77
68	00254058	V68045260 CA CASE	11/13/17		MW	0101-6500-0-5216-5001-2100-000-00000000	50.00
68	00254059	V68156332 CABRERA, ALICIA	11/13/17		MW	0101-0790-0-5216-4760-2100-000-47000000	26.48
68	00254060	V68156357 CADIEUX, JAN	11/13/17		MW	0101-6500-0-5212-5750-1130-000-34000000	10.70
68	00254061	V68141660 CAL-STATE AUTO PARTS INC	11/13/17		MW	0101-0724-0-4600-5001-3600-000-25000000	2,312.83
68	00254062	V68153841 CALKINS, PATRICIA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	102.29
68	00254063	V68153164 CAMPBELL, SARA	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	919.93
68	00254064	V68152771 CARTER, RYAN	11/13/17		MW	0101-0000-0-5216-0000-7690-000-00000000	562.34
68	00254065	V68106764 CDWG Inc	11/13/17		MW	0101-0000-0-9510-0000-0000-000-00000000	299.82
68	00254065	V68106764 CDWG Inc	11/13/17		MW	0101-0000-0-4500-0000-7700-000-00000000	767.35
68	00254065	V68106764 CDWG Inc	11/13/17		MW	0101-0002-0-4500-0000-2700-002-00000000	181.16
68	00254065	V68106764 CDWG Inc	11/13/17		MW	0101-0400-0-4300-1130-1000-055-00000000	810.00
68	00254066	V68155276 CERVANTES-MANZANARES, JENNIFER	11/13/17		MW	0101-0790-0-5213-0000-3110-000-00000000	57.24
68	00254067	V68147431 CETPA	11/13/17		MW	0101-0000-0-5216-0000-7700-000-00000000	1,515.00
68	00254068	V68153840 CHAN, RACHEL	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	93.09
68	00254069	V68150267 CHICAS, CARLOS	11/13/17		MW	0101-0730-0-5213-1110-3600-000-00000000	579.79
68	00254070	V68108311 CINTAS CORPORATION	11/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	197.26
68	00254071	V68146234 CINTAS CORPORATION #640	11/13/17		MW	0101-0000-0-5605-0000-8210-000-00000000	58.80
68	00254071	V68146234 CINTAS CORPORATION #640	11/13/17		MW	0101-0000-0-5800-0000-8310-000-00000000	91.10
68	00254071	V68146234 CINTAS CORPORATION #640	11/13/17		MW	0101-0730-0-5800-1110-3600-000-00000000	202.19
68	00254072	V68018872 CITY OF SAN JUAN CAPISTRANO	11/13/17		MW	0101-0000-0-5500-0000-8200-000-21400000	8,258.44
68	00254073	V68156470 CLARK, DANIELE	11/13/17		MW	0101-6500-0-5216-5001-2100-000-00000000	64.84
68	00254074	V68141556 COALITION FOR ADEQUATE SCHOOL	11/13/17		MW	0101-0000-0-5216-0000-7520-000-00000000	1,049.00
68	00254074	V68141556 COALITION FOR ADEQUATE SCHOOL	11/13/17		MW	0101-8150-0-5216-0000-8105-000-00000000	1,049.00
68	00254075	V68147693 COMPLETE OFFICE OF CA	11/13/17		MW	0101-0000-0-4500-0000-2100-000-00000000	69.43
68	00254075	V68147693 COMPLETE OFFICE OF CA	11/13/17		MW	0101-0730-0-4500-1110-3600-000-00000000	66.65
68	00254075	V68147693 COMPLETE OFFICE OF CA	11/13/17		MW	0101-0724-0-4500-5001-3600-000-00000000	155.51
68	00254076	V68148595 CONTEMPORARY SERVICES CORP.	11/13/17		MW	0101-0986-0-5800-0000-6000-002-90100000	1,181.63
68	00254077	V68123426 CONTRACT PAPER GROUP INC.	11/13/17		MW	0101-0000-0-9321-0000-0000-000-00000000	12,878.25
68	00254078	V68153171 COOPER, PAMELA	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	815.41
68	00254079	V681119807 COPPER HILLS YOUTH CENTER	11/13/17		MW	0101-6500-0-5803-5750-1180-000-00000000	1,755.00
68	00254079	V681119807 COPPER HILLS YOUTH CENTER	11/13/17		MW	0101-6512-0-5104-5750-1180-000-00000000	4,805.00

Current Date: 01/04/2018
Current Time: 11:38:29

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User: MXROSA - Mercedes Rosales
Report: BK3006: Consolidated Check Register w. Account

CAPISTRANO USD
Consolidated Check Register w. Account
 from 11/10/2017 to 1/4/2018

Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68	00254079	V68119807 COPPER HILLS YOUTH CENTER	11/13/17		MW	0101-6512-0-5104-5750-3120-000-00000000	4,014.50
68	00254080	V68074369 CORTEZ, JENNIFER	11/13/17		MW	0101-3010-0-5215-1110-1000-082-00000000	205.29
68	00254081	V68079251 COUTS HEATING AND COOLING	11/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	8,449.83
68	00254082	V68108186 CROWLEY, HEIDI	11/13/17		MW	0101-0000-0-5213-0000-2100-000-00000000	64.20
68	00254083	V68024000 CULVER-NEULIN	11/13/17		MW	0101-6500-0-4500-5001-2100-000-00000000	706.84
68	00254084	V68024113 CURRICULUM ASSOCIATES	11/13/17		MW	0101-3320-0-4500-5730-3120-000-00000000	827.31
68	00254084	V68024113 CURRICULUM ASSOCIATES	11/13/17		MW	0101-6500-0-4500-5001-3120-000-00000000	2,481.93
68	00254085	V68024580 DAKTRONICS INC	11/13/17		MW	0101-0002-0-4300-1140-1000-022-00000000	300.00
68	00254086	V68151121 DANIELS, MARK & KATHRYN	11/13/17		MW	0101-6500-0-5800-5750-1180-000-35800000	687.50
68	00254087	V68156334 DELFOSSE, ANNE	11/13/17		MW	0101-6500-0-5216-5001-2100-000-00000000	526.10
68	00254088	V68026000 DENAULT S HARDWARE	11/13/17		MW	0101-0400-0-4300-1130-1000-055-00000000	547.79
68	00254089	V68026000 DENAULT S HARDWARE	11/13/17		MW	0101-0400-0-4300-1130-1000-055-00000000	79.92
68	00254090	V68026001 DENAULT S HARDWARE	11/13/17		MW	0101-0724-0-4600-5001-3600-000-25800000	141.46
68	00254090	V68026001 DENAULT S HARDWARE	11/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	20.45
68	00254091	V68154924 DESZCZ, JESSICA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	111.49
68	00254092	V68156070 DEWEES, JULIA	11/13/17		MW	0101-0404-0-5213-0000-2140-000-00000000	97.91
68	00254093	V68152680 DIAZ, LUIS OR ROSALINDA	11/13/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68	00254094	V68046440 DON JOHNSTON INC	11/13/17		MW	0101-6500-0-4300-5770-1190-000-00000000	1,293.41
68	00254095	V68149794 EBBING, CURTIS AND/OR MARYAM	11/13/17		MW	0101-6500-0-5802-5750-1180-000-35800000	821.80
68	00254096	V68114067 EDUPOINT EDUCATIONAL SYSTEMS	11/13/17		MW	0101-6500-0-5216-5001-2100-000-00000000	550.00
68	00254097	V68148516 ENGELSON, EMILY	11/13/17		MW	0101-3315-0-5212-5730-1110-000-00000000	92.83
68	00254097	V68148516 ENGELSON, EMILY	11/13/17		MW	0101-6500-0-5212-5750-1110-000-00000000	92.83
68	00254098	V68113985 ENRIQUEZ, MICHELLE L	11/13/17		MW	0101-3315-0-5212-5730-1110-000-00000000	105.52
68	00254098	V68113985 ENRIQUEZ, MICHELLE L	11/13/17		MW	0101-6500-0-5212-5750-1110-000-00000000	105.53
68	00254099	V68118205 FASTENAL	11/13/17		MW	0101-0730-0-4600-1110-3600-000-25800000	937.00
68	00254100	V68156472 FAUCHER, SAMANTHA	11/13/17		MW	0101-3010-0-5215-1110-1000-021-00000000	457.53
68	00254101	V68156471 FLORES, GEORGINA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	54.89
68	00254102	V68140393 FLYNN, MARGARET	11/13/17		MW	0101-3315-0-5212-5730-1110-000-00000000	79.45
68	00254102	V68140393 FLYNN, MARGARET	11/13/17		MW	0101-6500-0-5212-5750-1110-000-00000000	79.45
68	00254103	V68150202 FOLLETT SCHOOL SOLUTIONS INC	11/13/17		MW	0101-6300-0-4150-1140-1000-000-00000000	13,057.57
68	00254104	V68106883 FORD, DEON	11/13/17		MW	0101-6500-0-5213-5001-2100-000-00000000	142.85
68	00254105	V68123048 FORNEY, JOHN	11/13/17		MW	0101-0000-0-5216-0000-7690-000-00000000	507.56
68	00254106	V68156467 Foster, Sara-M	11/13/17		MW	0101-0000-0-8699-0000-0000-000-00000000	477.28

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68	00254107	V68154925 FREDRIKSZ, ANDREW	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	117.70
68	00254108	V68155270 FRIEDLAND, REBECCA	11/13/17		MW	0101-6264-0-5216-1110-2100-000-56900000	897.96
68	00254109	V68144964 FROMMHOLZ, ERIC	11/13/17		MW	0101-3010-0-5215-1110-1000-021-00000000	466.63
68	00254110	V68156358 GAUTHIER, KAREN	11/13/17		MW	0101-0000-0-5213-0000-2100-000-00000000	77.57
68	00254111	V68120038 GILL, ARVINDER	11/13/17		MW	0101-6500-0-5212-5750-1110-000-00000000	69.55
68	00254112	V68105417 GINSBERG-BROWN, CLAUDIA	11/13/17		MW	0101-6500-0-5213-5001-2100-000-00000000	54.57
68	00254113	V68151562 GODDARD, ALEXIS	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	129.26
68	00254114	V68151774 GONZALEZ, DOLORES	11/13/17		MW	0101-0000-0-5213-0000-7400-000-00000000	7.49
68	00254115	V68035735 GOPHER ATHLETIC	11/13/17		MW	0101-0002-0-4300-1140-1000-001-00000000	360.59
68	00254116	V68153680 GRANT, TRACY	11/13/17		MW	0101-6500-0-5216-5001-2100-000-00000000	63.13
68	00254116	V68153680 GRANT, TRACY	11/13/17		MW	0101-6512-0-5216-5750-3120-000-00000000	1,337.43
68	00254117	V68152316 GRAPHICSLAND INC	11/13/17		MW	0101-0400-0-4300-1130-1000-052-00000000	735.00
68	00254118	V68156468 GRIES, VERNON	11/13/17		MW	0101-3010-0-5215-1110-1000-021-00000000	466.63
68	00254119	V68154442 GROWING EDUCATORS INC	11/13/17		MW	0101-3010-0-5800-1110-1000-059-00000000	1,850.00
68	00254120	V68104461 HALL, SHEILA	11/13/17		MW	0101-6500-0-5212-5750-1130-000-00000000	225.76
68	00254121	V68151579 HAMMOND, DARCY	11/13/17		MW	0101-3315-0-5212-5730-1110-000-00000000	75.97
68	00254121	V68151579 HAMMOND, DARCY	11/13/17		MW	0101-6500-0-5212-5750-1110-000-00000000	75.98
68	00254122	V68152690 HATCHER, JOSH	11/13/17		MW	0101-6500-0-5213-5750-1130-000-00000000	239.68
68	00254122	V68152690 HATCHER, JOSH	11/13/17		MW	0101-6500-0-5213-5750-1130-000-34000000	0.00
68	00254123	V68100292 HEAR NOW	11/13/17		MW	0101-3320-0-5801-5730-3150-000-00000000	787.95
68	00254123	V68100292 HEAR NOW	11/13/17		MW	0101-3386-0-5801-5710-3150-000-00000000	1,400.80
68	00254123	V68100292 HEAR NOW	11/13/17		MW	0101-6500-0-5801-5750-3150-000-00000000	2,188.75
68	00254124	V68059154 HERITAGE SCHOOLS INC	11/13/17		MW	0101-6500-0-5803-5750-1180-000-35800000	270.40
68	00254125	V68106867 HILL, DAWN	11/13/17		MW	0101-6500-0-5212-5750-1110-000-00000000	160.51
68	00254126	V68149782 HLAVATY, BLAKA	11/13/17		MW	0101-6500-0-5800-5750-1180-000-35800000	165.38
68	00254127	V68153401 HUISENFELDT, KATHIE	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	69.02
68	00254128	V68151124 INFANTE, MARIA CECILIA	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	135.00
68	00254129	V68044032 INTERSTATE BATTERIES	11/13/17		MW	0101-0730-0-4600-1110-3600-000-25000000	385.92
68	00254130	V68069226 J W PEPPER-LOS ANGELES	11/13/17		MW	0101-0002-0-4300-1140-1000-028-53600000	178.05
68	00254131	V68155389 JARAMILLO, BARBARA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	118.77
68	00254132	V68144628 JFK TRANSPORTATION CO INC	11/13/17		MW	0101-3010-0-5838-1110-1000-021-00000000	669.50
68	00254133	V68154415 JIM AND LEE ANN ADDISON	11/13/17		MW	0101-0000-0-9510-0000-0000-000-00000000	875.00
68	00254134	V68155912 Jummami, Rakib and Speranta	11/13/17		MW	0101-0504-0-5800-1110-1000-000-00000000	1,054.00

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68	00254135	V68155715 Kathryn Beitz	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	596.79
68	00254136	V68079764 KENNEY, VALERIE	11/13/17		MW	0101-6500-0-5212-5750-1130-000-34000000	28.89
68	00254137	V68153845 KESSLER, KASEY	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	124.98
68	00254138	V68154864 KETELSLEGER, MARIE	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	73.19
68	00254139	V68047970 KNORR POOL SYSTEMS INC	11/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	13,836.00
68	00254140	V68068304 KOB, ROSALIA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	110.00
68	00254141	V68151318 KONOGERIS, KATHI	11/13/17		MW	0101-6500-0-5213-5770-3150-000-00000000	96.30
68	00254142	V68154865 KRIKORIAN, GINA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	97.80
68	00254143	V68156473 LARSEN, KRISTIN	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	54.89
68	00254144	V68155838 LAZATIN, BRIANNA	11/13/17		MW	0101-0002-0-5215-1140-1000-006-00000000	330.21
68	00254145	V68140602 LEARNING A-Z LLC	11/13/17		MW	0101-3010-0-5800-1110-1000-021-00000000	359.80
68	00254146	V68145376 LEONARD, MARYDALE	11/13/17		MW	0101-0002-0-4500-0000-2700-074-00000000	49.00
68	00254147	V68156466 Lindquist, Garry M	11/13/17		MW	0101-0000-0-8699-0000-0000-000-00000000	1,646.92
68	00254148	V68156474 LOHMEIER, JULIE	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	959.79
68	00254149	V68150084 LONERO, TIFFANY	11/13/17		MW	0101-3315-0-5212-5730-1110-000-00000000	69.02
68	00254149	V68150084 LONERO, TIFFANY	11/13/17		MW	0101-6500-0-5212-5750-1110-000-00000000	69.02
68	00254150	V68149773 MAACO COLLISION REPAIR & AUTO	11/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	613.18
68	00254151	V68056440 MARDAN SCHOOL	11/13/17		MW	0101-6500-0-5102-5750-1180-000-00000000	390.00
68	00254151	V68056440 MARDAN SCHOOL	11/13/17		MW	0101-6500-0-5802-5750-1180-000-00000000	41,707.20
68	00254152	V68156475 MASAITIS, LEANN	11/13/17		MW	0101-3010-0-5215-1110-1000-021-00000000	340.90
68	00254153	V68156094 MCELROY, JACQUELINE	11/13/17		MW	0101-3010-0-5800-1110-1000-000-00000000	280.13
68	00254154	V68154878 MCMICHAEL, ERIN	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	104.00
68	00254155	V68119208 MIKE DEBELLS	11/13/17		MW	0101-1102-0-5600-1160-1000-000-00000000	300.00
68	00254156	V68146993 MISSION AUTO SERVICE	11/13/17		MW	0101-0724-0-5605-5001-3600-000-25000000	1,061.28
68	00254156	V68146993 MISSION AUTO SERVICE	11/13/17		MW	0101-8150-0-5605-0000-8230-000-25000000	265.61
68	00254157	V68040147 MOBILE COMMUNICATION REPAIR	11/13/17		MW	0101-0002-0-4500-0000-2700-068-00000000	599.09
68	00254157	V68040147 MOBILE COMMUNICATION REPAIR	11/13/17		MW	0101-6010-0-4500-0000-2700-059-00000000	299.55
68	00254158	V68149776 MOORE, BETH	11/13/17		MW	0101-6500-0-5815-5001-3140-000-00000000	250.00
68	00254158	V68149776 MOORE, BETH	11/13/17		MW	0101-6500-0-5810-5750-1190-000-00000000	550.00
68	00254159	V68155485 MYERS, KERRY AND MATT	11/13/17		MW	0101-6500-0-5800-5750-1180-000-35800000	445.21
68	00254160	V68153846 NALBACH, CHRISTINA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	102.72
68	00254161	V68116926 NAPORA, NOELLE	11/13/17		MW	0101-3315-0-5212-5730-1110-000-00000000	90.69
68	00254161	V68116926 NAPORA, NOELLE	11/13/17		MW	0101-6500-0-5212-5750-1110-000-00000000	90.69

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68 00254162	V68153156	NELSON, SHARI	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	270.58
68 00254163	V68150654	NSI ACADEMY	11/13/17		MW	0101-6500-0-5803-5750-1180-000-35800000	305.30
68 00254164	V68101297	OAK GROVE INSTITUTE	11/13/17		MW	0101-6500-0-5803-5750-1180-000-00000000	2,904.44
68 00254164	V68101297	OAK GROVE INSTITUTE	11/13/17		MW	0101-6512-0-5104-5750-1180-000-00000000	4,591.00
68 00254164	V68101297	OAK GROVE INSTITUTE	11/13/17		MW	0101-6512-0-5104-5750-3120-000-00000000	4,591.00
68 00254165	V68154232	OCDE	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	55.00
68 00254166	V68068227	PARKHOUSE TIRE INC.	11/13/17		MW	0101-0724-0-4600-5001-3600-000-25500000	1,329.41
68 00254167	V68154927	PEARSON, KATHRYN	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	126.02
68 00254168	V68101536	PELTIER, ANDREA	11/13/17		MW	0101-6500-0-5800-5750-1180-000-35800000	727.52
68 00254169	V68152770	PELZER, KATHY	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	107.64
68 00254170	V68156352	PEREZ, LEDINA	11/13/17		MW	0101-0004-0-4200-1180-2420-082-00000000	12.00
68 00254171	V68151079	PERKINS SCHOOL FOR THE BLIND	11/13/17		MW	0101-6500-0-5103-5750-1180-000-00000000	8,835.00
68 00254171	V68151079	PERKINS SCHOOL FOR THE BLIND	11/13/17		MW	0101-6500-0-5803-5750-1180-000-00000000	3,006.90
68 00254171	V68151079	PERKINS SCHOOL FOR THE BLIND	11/13/17		MW	0101-6512-0-5104-5750-1180-000-00000000	8,881.32
68 00254171	V68151079	PERKINS SCHOOL FOR THE BLIND	11/13/17		MW	0101-6512-0-5104-5750-3120-000-00000000	8,881.32
68 00254172	V68141497	PIANTA, REBECCA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	122.41
68 00254173	V68153783	PITTMAN, TERRILL	11/13/17		MW	0101-0000-0-5212-1110-1000-099-34000000	3.21
68 00254174	V68152575	POTNIS, DIPALI	11/13/17		MW	0101-6264-0-5216-0000-2700-000-56900000	881.74
68 00254175	V68110955	PSYCHEMEDICS CORPORATION	11/13/17		MW	0101-0000-0-5800-0000-7400-000-00000000	156.36
68 00254176	V68146103	R&S SOIL PRODUCTS INC	11/13/17		MW	0101-0000-0-4500-0000-8220-000-00000000	6,556.46
68 00254177	V68155499	RENDON, SOPHIA	11/13/17		MW	0101-4510-0-4300-1110-1000-000-00000000	30.76
68 00254178	V68143972	RODRIGUEZ, MICHELLE	11/13/17		MW	0101-6500-0-5212-5750-1130-000-34000000	237.54
68 00254179	V68156353	ROGERS, CHRISTINE	11/13/17		MW	0101-0002-0-4500-0000-2700-067-00000000	39.99
68 00254180	V68108048	RUMPF, STACY GARABEDIAN-	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	812.79
68 00254181	V68155119	RUSSOMANNO, ANTHONY	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	97.91
68 00254182	V68154529	SANDY AND MAYNARD RAINS	11/13/17		MW	0101-6500-0-5800-5750-1180-000-35800000	944.12
68 00254183	V68079190	SANTA MARGARITA WATER	11/13/17		MW	0101-0000-0-5500-0000-8200-000-21400000	22,219.13
68 00254184	V68079860	SCHOOL SERVICES OF CALIFORNIA	11/13/17		MW	0101-0000-0-5800-0000-7300-000-00000000	1,032.50
68 00254185	V68152543	SENECA FAMILY OF AGENCIES	11/13/17		MW	0101-6512-0-5101-5750-3110-000-00000000	595.00
68 00254186	V68147427	SHACK-LAPPIN, CAROL	11/13/17		MW	0101-6512-0-5115-5750-3110-000-00000000	977.50
68 00254187	V68116057	SHAH, RANA	11/13/17		MW	0101-3315-0-5213-5730-3110-000-00000000	51.36
68 00254187	V68116057	SHAH, RANA	11/13/17		MW	0101-3386-0-5213-5710-3110-000-00000000	12.84
68 00254188	V68153639	SHAMROCK MUSIC	11/13/17		MW	0101-1102-0-5600-1160-1000-000-00000000	9,308.95

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68	00254189	V68156476 SHEA, BONNIE	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	135.00
68	00254190	V68152769 SHOLLY, LIZ	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	123.48
68	00254191	V68100573 SHUMATE, DAGMAR	11/13/17		MW	0101-6500-0-5212-5770-1190-000-00000000	293.17
68	00254192	V68154003 SIMIONESCU, JEANETTE	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	117.70
68	00254193	V68140518 SINGLETON-TADEMY, ANN	11/13/17		MW	0101-0010-0-5216-0000-3160-000-00000000	103.16
68	00254194	V68156048 SLEE, ELISA	11/13/17		MW	0101-6264-0-5216-1110-2100-000-56900000	419.53
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0002-0-4300-1140-1000-001-00000000	459.71
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0002-0-4300-1140-1000-003-00000000	373.34
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0002-0-4300-1140-1000-024-00000000	250.95
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0002-0-4300-1140-1000-025-00000000	304.91
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0002-0-4300-1140-1000-028-53000000	54.77
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0002-0-4300-1140-1000-029-00000000	283.44
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0002-0-4300-1140-1000-029-53000000	135.29
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0002-0-4300-1140-1000-030-00000000	153.34
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0002-0-4300-3300-1000-019-00000000	8.69
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0010-0-4500-0000-2140-000-00000000	1,878.03
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0400-0-4300-1130-1000-055-00000000	71.54
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-0400-0-4300-5750-1110-049-00000000	259.22
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-3010-0-4300-0000-2495-082-03500000	68.24
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-3010-0-4500-0000-2700-072-03500000	143.18
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-3010-0-4300-1110-1000-000-03500000	70.99
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-3555-0-4300-3800-1000-018-00000000	84.16
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-6300-0-4300-1110-1000-000-00000000	69.99
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-6500-0-4300-5750-1190-000-00000000	162.28
68	00254196	V68083350 SMART & FINAL **SCHOOL SITES**	11/13/17		MW	0101-6520-0-4300-5750-1190-000-00000000	210.72
68	00254197	V68155551 SOLACIUM NEW HAVEN LLC	11/13/17		MW	0101-6500-0-5803-5750-1180-000-00000000	11,466.00
68	00254197	V68155551 SOLACIUM NEW HAVEN LLC	11/13/17		MW	0101-6512-0-5104-5750-1180-000-00000000	4,697.00
68	00254197	V68155551 SOLACIUM NEW HAVEN LLC	11/13/17		MW	0101-6512-0-5104-5750-3120-000-00000000	18,422.00
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0000-0-9321-0000-0000-000-00000000	1,031.81
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0000-0-4500-0000-7150-000-00000000	16.38
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0000-0-4500-0000-7180-000-00000000	162.10
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0000-0-4500-0000-7400-000-00000000	100.46
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4500-0000-2700-006-00000000	394.61

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4500-0000-2700-025-00000000	127.43
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4500-0000-2700-027-00000000	193.96
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4500-0000-2700-073-00000000	-50.07
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4500-0000-2700-081-00000000	249.18
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-050-00000000	109.20
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-053-00000000	353.54
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-054-00000000	201.19
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-056-00000000	122.60
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-059-03000000	172.87
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-060-00000000	43.50
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-061-00000000	62.26
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-063-00000000	77.04
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-064-00000000	290.34
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-067-00000000	4.27
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-069-00000000	116.31
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-071-00000000	187.88
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-072-00000000	222.65
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-074-00000000	109.59
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-076-00000000	237.83
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-077-00000000	937.45
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-079-00000000	427.25
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-080-00000000	124.26
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-083-00000000	111.55
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-084-00000000	464.94
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-086-00000000	382.38
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1130-1000-088-00000000	271.64
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-002-00000000	958.46
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-003-00000000	13.86
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-003-50500000	128.08
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-005-00000000	910.88
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-006-00000000	394.62
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-021-00000000	3,230.66
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-023-00000000	95.74

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68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-024-00000000	432.44
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-025-00000000	127.43
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-026-00000000	186.47
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-027-00000000	199.65
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-028-00000000	238.41
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-029-00000000	-112.75
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-1140-1000-030-00000000	378.42
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-3200-1000-018-00000000	775.11
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4500-3300-2700-019-00000000	-11.38
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0002-0-4300-5750-1110-049-00000000	33.83
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0400-0-4300-1130-1000-055-00000000	40.87
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-0400-0-4300-1130-1000-087-00000000	329.11
68	00254199	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	0101-3410-0-4300-5750-1190-000-00000000	338.10
68	00254200	V68147835 SPECTRUM CENTER ROSSIER PARK	11/13/17		MW	0101-6500-0-5802-5750-1180-000-00000000	34,617.92
68	00254201	V68150071 SPECTRUM CENTER ROSSIER PARK	11/13/17		MW	0101-6500-0-5102-5750-1180-000-00000000	2,375.66
68	00254201	V68150071 SPECTRUM CENTER ROSSIER PARK	11/13/17		MW	0101-6500-0-5802-5750-1180-000-00000000	7,716.67
68	00254202	V68078634 SPEECH & LANGUAGE DEVEL	11/13/17		MW	0101-6500-0-5802-5750-1180-000-00000000	27,734.82
68	00254203	V68150055 STAFFREHAB	11/13/17		MW	0101-6500-0-5801-5750-1130-000-00000000	1,512.50
68	00254203	V68150055 STAFFREHAB	11/13/17		MW	0101-6500-0-5801-5750-1181-000-00000000	305.76
68	00254204	V68152492 STEPPING STONES THERAPY INC	11/13/17		MW	0101-0000-0-9510-0000-0000-00000000	150.00
68	00254204	V68152492 STEPPING STONES THERAPY INC	11/13/17		MW	0101-6500-0-5801-5750-3150-000-00000000	1,350.00
68	00254205	V68150986 STEVER, JANELLE	11/13/17		MW	0101-6500-0-5213-5001-2700-000-00000000	101.12
68	00254206	V68156356 SYKES, MARIE	11/13/17		MW	0101-0010-0-5213-0000-2100-000-00000000	113.96
68	00254207	V68152808 THE PEP BOYS-MANNY MOE JACK OF	11/13/17		MW	0101-0730-0-4600-1110-3600-000-25800000	40.90
68	00254208	V68117757 THINKING MAPS INC	11/13/17		MW	0101-0400-0-4300-1130-1000-056-00000000	3,600.00
68	00254209	V68152756 TICE, RUTH	11/13/17		MW	0101-6500-0-5212-5770-1190-000-00000000	21.94
68	00254210	V68154893 TODD, ALEXANDRA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	112.14
68	00254211	V68141127 TRIMBLE, DIANA	11/13/17		MW	0101-0000-0-8699-0000-0000-00000000	46.36
68	00254212	V68154964 TSIANOS, ANDRIA	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	167.99
68	00254213	V68147868 US BANK	11/13/17		MW	0101-0000-0-9517-0000-0000-00000000	14,355.57
68	00254214	V68156354 VAN ALPHEN, JACKIE	11/13/17		MW	0101-0004-0-4114-1180-1000-029-00000000	8.00
68	00254215	V68154918 VEGA, DARWIN	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	107.64
68	00254216	V68156465 Velasquez, Alejandro	11/13/17		MW	0101-0000-0-8699-0000-0000-00000000	820.19

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68	00254217	V68103282 VICTA, CLEO	11/13/17		MW	0101-0790-0-5216-0000-3110-000-00000000	101.65
68	00254218	V68156477 WARD, ROBIN	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	50.00
68	00254219	V68123255 WELLIKSON, JOSH	11/13/17		MW	0101-6264-0-5216-0000-2100-000-56900000	766.33
68	00254220	V68116337 WHALEN, ANDREA	11/13/17		MW	0101-6500-0-5212-5750-1130-000-00000000	100.59
68	00254221	V68155130 WHEELER, ANTOINETTE T	11/13/17		MW	0101-6500-0-5213-5001-2700-000-00000000	111.82
68	00254222	V68117408 WHITAKER, LESLIE	11/13/17		MW	0101-3010-0-5213-0000-2100-000-03700000	69.01
68	00254223	V68151631 WIANCKO, L MARIKA	11/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	919.93
68	00254224	V68142473 WILLEY, ELIZABETH	11/13/17		MW	0101-0002-0-5215-1140-1000-003-00000000	63.23
68	00254225	V68143731 WINGARD, RICHARD AND LORENA	11/13/17		MW	0101-6500-0-5800-5750-3140-000-34900000	1,000.00
68	00254226	V68104268 WOODRUFF SPRADLIN & SMART	11/13/17		MW	0101-0000-0-5820-0000-7400-000-00000000	202.50
68	00254227	V68147432 WOODWARD ACADEMY	11/13/17		MW	0101-6500-0-5803-5750-1180-000-00000000	5,125.00
68	00254227	V68147432 WOODWARD ACADEMY	11/13/17		MW	0101-6512-0-5104-5750-1180-000-00000000	6,085.46
68	00254227	V68147432 WOODWARD ACADEMY	11/13/17		MW	0101-6512-0-5104-5750-3120-000-00000000	7,302.54
68	00254245	V68155760 ARC Alternatives	11/14/17		MW	0101-6230-0-6200-0000-8500-000-00000000	7,747.50
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0000-0-4500-0000-3120-000-00000000	10.44
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0000-0-4500-0000-8220-000-00000000	488.26
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0000-0-4500-1180-2420-000-00000000	70.29
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4500-0000-2700-006-00000000	8.68
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4500-0000-2700-024-00000000	18.50
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4500-0000-2700-054-00000000	2.09
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1130-1000-061-00000000	4.65
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1130-1000-064-00000000	5.54
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1130-1000-085-00000000	127.87
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1140-1000-001-00000000	18.34
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1140-1000-002-51600000	30.92
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1140-1000-002-53700000	36.85
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1140-1000-005-00000000	17.94
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1140-1000-006-00000000	30.28
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1140-1000-025-00000000	7.67
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1140-1000-026-00000000	10.34
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1140-1000-027-00000000	4.50
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0002-0-4300-1140-1000-031-00000000	10.36
68	00254247	V68999999 STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0400-0-4500-0000-2700-079-00000000	8.53

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68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0400-0-4300-1130-1000-054-00000000	2.32
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0400-0-4300-1130-1000-087-00000000	18.60
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0400-0-4300-1140-1000-024-54300000	17.81
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0400-0-4300-1140-1000-026-00000000	5.73
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0790-0-4500-0000-2100-000-47000000	57.05
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-0790-0-4500-4760-2100-000-47000000	24.81
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-1100-0-4300-1140-4200-002-00000000	15.59
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-3010-0-4300-1110-1000-072-00000000	52.31
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-3311-0-4500-5001-2100-000-33000000	4.49
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-3320-0-4500-5730-2700-000-00000000	4.72
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-3555-0-4400-3800-1000-005-00000000	797.17
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-3555-0-4300-3800-1000-026-00000000	153.38
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-6300-0-4150-1140-1000-000-00000000	193.92
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-6300-0-4300-1140-1000-000-00000000	56.53
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-6500-0-4500-5001-2140-000-00000000	0.01
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-6500-0-4500-5001-3120-000-00000000	15.66
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-6500-0-4500-5750-3140-000-00000000	32.94
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-6500-0-4405-5750-3140-000-32900000	114.86
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-7220-0-4300-1140-1000-003-00000000	2.28
68 00254247	V6899999	STATE BOARD OF EQUALIZATION	11/14/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,064.53
68 00254257	V68155277	2NDGEAR LLC	11/15/17		MW	0101-0730-0-4600-1110-3600-000-26300000	162.17
68 00254257	V68155277	2NDGEAR LLC	11/15/17		MW	0101-0724-0-4600-5001-3600-000-26300000	69.50
68 00254258	V68154702	ALCALAY, TYLER	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	83.46
68 00254259	V68149415	APEX AUDIO	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	693.41
68 00254260	V68021170	ASSA ABLOY ENTRANCE SYSTEM INC	11/15/17		MW	0101-8150-0-5605-0000-8110-000-00000000	229.87
68 00254261	V68036590	B & H PHOTOGRAPHY	11/15/17		MW	0101-0400-0-4500-0000-2700-006-00000000	466.38
68 00254262	V68154640	BARTON, KEVIN	11/15/17		MW	0101-6500-0-5212-5770-1190-000-00000000	79.71
68 00254263	V68155781	BEAN, JEFFREY OR LINDSAY	11/15/17		MW	0101-0724-0-5800-5001-3600-000-35800000	113.74
68 00254264	V68156069	BLACKWELL, DIXIE	11/15/17		MW	0101-6500-0-5213-5001-3150-000-00000000	42.16
68 00254264	V68156069	BLACKWELL, DIXIE	11/15/17		MW	0101-6500-0-5212-5750-1190-000-00000000	16.87
68 00254264	V68156069	BLACKWELL, DIXIE	11/15/17		MW	0101-6500-0-5212-5770-1190-000-00000000	46.37
68 00254265	V68010434	BOYCE INDUSTRIES	11/15/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,127.42
68 00254266	V68151914	BRANNAM, ANDREA	11/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	38.52

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68	00254267	V68109351 BROWN, SUSAN	11/15/17		MW	0101-3315-0-5213-5730-3150-000-00000000	74.47
68	00254267	V68109351 BROWN, SUSAN	11/15/17		MW	0101-6510-0-5213-5710-3150-000-00000000	18.62
68	00254268	V68156486 BUCKHOLZ, CINDY	11/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	12.84
68	00254269	V68146061 BUCKMAN, JENNIFER	11/15/17		MW	0101-3385-0-5212-5710-1110-000-00000000	110.10
68	00254269	V68146061 BUCKMAN, JENNIFER	11/15/17		MW	0101-3386-0-5212-5710-1110-000-00000000	73.41
68	00254270	V68114809 BUTLER, SUSAN	11/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	26.21
68	00254270	V68114809 BUTLER, SUSAN	11/15/17		MW	0101-6500-0-5212-5750-1190-000-34000000	151.41
68	00254271	V68106764 CDWG Inc	11/15/17		MW	0101-0002-0-4300-1140-1000-029-00000000	483.80
68	00254271	V68106764 CDWG Inc	11/15/17		MW	0101-0400-0-4300-0000-2700-055-00000000	1,050.56
68	00254271	V68106764 CDWG Inc	11/15/17		MW	0101-0400-0-4400-1140-1000-026-00000000	1,050.56
68	00254271	V68106764 CDWG Inc	11/15/17		MW	0101-0755-0-4300-1140-1000-025-00000000	483.80
68	00254271	V68106764 CDWG Inc	11/15/17		MW	0101-0986-0-4400-0000-6000-050-90200000	1,050.56
68	00254272	V68150267 CHICAS, CARLOS	11/15/17		MW	0101-6500-0-4500-5001-2100-000-00000000	17.50
68	00254272	V68150267 CHICAS, CARLOS	11/15/17		MW	0101-0724-0-5900-5001-3600-000-00000000	17.50
68	00254273	V68146234 CINTAS CORPORATION #640	11/15/17		MW	0101-0000-0-5605-0000-8210-000-00000000	58.80
68	00254273	V68146234 CINTAS CORPORATION #640	11/15/17		MW	0101-8150-0-5605-0000-8110-000-00000000	586.63
68	00254274	V68018870 CITY OF SAN CLEMENTE	11/15/17		MW	0101-0000-0-5500-0000-8200-000-21400000	25,119.90
68	00254275	V68019025 CLARK SECURITY PRODUCTS	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	248.06
68	00254276	V68147693 COMPLETE OFFICE OF CA	11/15/17		MW	0101-0730-0-4500-1110-3600-000-00000000	12.60
68	00254276	V68147693 COMPLETE OFFICE OF CA	11/15/17		MW	0101-0724-0-4500-5001-3600-000-00000000	29.41
68	00254276	V68147693 COMPLETE OFFICE OF CA	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	59.18
68	00254277	V68154162 CONTINENTAL FLOORING COMPANY	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	26,353.75
68	00254278	V68123426 CONTRACT PAPER GROUP INC.	11/15/17		MW	0101-0000-0-9321-0000-0000-000-00000000	3,015.28
68	00254279	V68100085 CRISIS PREVENTION INSTITUTE	11/15/17		MW	0101-6500-0-4500-5750-3120-000-00000000	915.88
68	00254280	V68113980 CROSS, MELINDA	11/15/17		MW	0101-6510-0-5212-5710-1110-000-00000000	227.90
68	00254281	V68024000 CULVER-NEWLIN	11/15/17		MW	0101-0002-0-4500-0000-2700-001-00000000	5,223.18
68	00254281	V68024000 CULVER-NEWLIN	11/15/17		MW	0101-6387-0-5800-3800-1000-004-00000000	939.58
68	00254282	V68152689 CURIEL, MICHELE	11/15/17		MW	0101-6500-0-5213-5750-3110-000-00000000	200.63
68	00254283	V68145501 CURLEY, JULIE	11/15/17		MW	0101-6500-0-5212-5770-1190-000-00000000	71.16
68	00254284	V68063578 DAL TILE	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	256.48
68	00254285	V68147214 DANIELS TIRE SERVICE	11/15/17		MW	0101-0730-0-4600-1110-3600-000-25500000	1,099.24
68	00254286	V68025900 DEMCO INC	11/15/17		MW	0101-0000-0-4500-1180-2420-000-00000000	18.96
68	00254287	V68026001 DENAULT S HARDWARE	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	130.14

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68	00254288	V68156124 DORN, MICHELE	11/15/17		MW	0101-0002-0-4300-3550-1000-015-00000000	6.54
68	00254289	V68028500 DUNN-EDWARDS CORP	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	183.56
68	00254290	V68154409 EWING IRRIGATION PRODUCTS INC	11/15/17		MW	0101-0000-0-4500-0000-8220-000-00000000	627.78
68	00254291	V68141791 FACTORY MOTOR PARTS	11/15/17		MW	0101-0724-0-4600-5001-3600-000-25000000	28.39
68	00254292	V68032535 FEDERAL EXPRESS CORP	11/15/17		MW	0101-0000-0-5900-0000-7540-000-00000000	84.48
68	00254293	V68155629 Ferguson Enterprises Inc	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	684.60
68	00254294	V68121206 FISCHER, VALERY	11/15/17		MW	0101-6500-0-5212-5750-1130-000-34000000	21.40
68	00254295	V68150202 FOLLETT SCHOOL SOLUTIONS INC	11/15/17		MW	0101-0400-0-4300-1130-1000-086-00000000	235.48
68	00254296	V68148248 GALLEGO, MARINA	11/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	36.38
68	00254297	V68073437 GANAHL LUMBER	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,097.36
68	00254298	V68153514 GEBAUER, GILLIAN	11/15/17		MW	0101-0000-0-5212-1140-1000-025-00000000	19.26
68	00254298	V68153514 GEBAUER, GILLIAN	11/15/17		MW	0101-0000-0-5212-3300-1000-014-00000000	12.84
68	00254299	V68035232 GLOBAL INDUSTRIAL	11/15/17		MW	0101-7220-0-4300-1140-1000-003-00000000	222.77
68	00254300	V68035335 GOLDEN RULE BINDERY	11/15/17		MW	0101-6300-0-4150-1140-1000-000-00000000	4,133.44
68	00254301	V68121976 GONG, PHOEBE	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	123.05
68	00254302	V68152588 GRAY, MONTSE	11/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	196.88
68	00254303	V68152657 GUTHARY, MIRIAM	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	172.81
68	00254304	V68156485 HARE, CHRISTINA	11/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	31.03
68	00254305	V68147116 HD SUPPLY FACILITIES	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	4,768.64
68	00254306	V68151531 HD SUPPLY CONSTRUCTION AND	11/15/17		MW	0101-0000-0-4500-0000-8220-000-00000000	1,695.32
68	00254306	V68151531 HD SUPPLY CONSTRUCTION AND	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,661.13
68	00254307	V68059250 HIRSCH PIPE & SUPPLY	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	287.13
68	00254308	V68156484 HOFFMAN, TODD	11/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	3.21
68	00254309	V68114467 IMAGE 2000	11/15/17		MW	0101-8150-0-5605-0000-8110-000-00000000	156.27
68	00254310	V68120118 IMSLAND, TRACEY	11/15/17		MW	0101-0000-0-5213-0000-3120-000-00000000	38.09
68	00254310	V68120118 IMSLAND, TRACEY	11/15/17		MW	0101-3315-0-5213-5730-3120-000-00000000	38.09
68	00254310	V68120118 IMSLAND, TRACEY	11/15/17		MW	0101-6510-0-5213-5710-3120-000-00000000	19.05
68	00254311	V68046445 JOHNSTONE SUPPLY	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	218.99
68	00254312	V68100891 KERINS, TRACY	11/15/17		MW	0101-6500-0-5213-5001-3150-000-00000000	2.68
68	00254313	V68148739 KIMMELL, JULIE	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	145.52
68	00254314	V68150150 KULEK, JULIE	11/15/17		MW	0101-6500-0-5212-5750-1130-000-34000000	51.36
68	00254315	V68146751 LACHEMANN, DINA	11/15/17		MW	0101-6500-0-5212-5770-1190-000-00000000	81.32
68	00254316	V68052878 LAWNMOWERS ETC-	11/15/17		MW	0101-0000-0-4500-0000-8220-000-00000000	49.23

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68	00254316	V68052878 LAWNMOWERS ETC	11/15/17		MW	0101-0000-0-5605-0000-8220-000-00000000	1,810.18
68	00254317	V68050760 LENNOX INDUSTRIES INC	11/15/17		MW	0101-0000-0-9510-0000-0000-000-00000000	851.31
68	00254317	V68050760 LENNOX INDUSTRIES INC	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	-524.16
68	00254318	V68156487 LEON, EDITH ADRIANA	11/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	32.63
68	00254319	V68156250 LONN, JUDITH	11/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	4.81
68	00254320	V68103618 MCBRIDE, JILL	11/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	14.98
68	00254321	V68152579 MCCARTHY, JOHN	11/15/17		MW	0101-6500-0-5213-5750-2100-000-00000000	113.41
68	00254322	V68142582 MESA GOLF CARTS	11/15/17		MW	0101-0000-0-5605-0000-8210-000-00000000	1,742.61
68	00254323	V68101908 MITCHELL, KAREN	11/15/17		MW	0101-6500-0-5212-5750-1130-000-34000000	86.13
68	00254324	V68040147 MOBILE COMMUNICATION REPAIR	11/15/17		MW	0101-0002-0-4500-0000-2700-028-00000000	797.35
68	00254325	V68121385 MOBILE FLEET WASH	11/15/17		MW	0101-0730-0-5800-1110-3600-000-00000000	546.00
68	00254325	V68121385 MOBILE FLEET WASH	11/15/17		MW	0101-0724-0-5800-5001-3600-000-00000000	546.00
68	00254326	V68152859 MONICO, MARGARA	11/15/17		MW	0101-3010-0-5213-1110-2100-000-03600000	48.15
68	00254327	V68156492 MOORE, TAMMY	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	140.91
68	00254328	V68146862 MORRIS, LINDSEY	11/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	1.88
68	00254328	V68146862 MORRIS, LINDSEY	11/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	21.66
68	00254329	V68121862 NCS PEARSON INC.	11/15/17		MW	0101-0000-0-4500-0000-3120-000-00000000	2,098.56
68	00254329	V68121862 NCS PEARSON INC.	11/15/17		MW	0101-6500-0-4500-5001-3120-000-00000000	3,147.85
68	00254329	V68121862 NCS PEARSON INC.	11/15/17		MW	0101-6500-0-4500-5001-3150-000-00000000	202.48
68	00254330	V68153781 NELSON, ERIC	11/15/17		MW	0101-6300-0-4300-1140-1000-000-00000000	61.79
68	00254331	V68149897 O REILLY AUTO PARTS	11/15/17		MW	0101-7220-0-4300-1140-1000-003-00000000	177.04
68	00254332	V68066589 OCEAN INSTITUTE	11/15/17		MW	0101-3010-0-5810-1110-1000-079-00000000	1,070.00
68	00254333	V68066570 ORANGE COUNTY DEPT OF EDUC	11/15/17		MW	0101-0000-0-5500-0000-8200-000-21200000	7,613.47
68	00254334	V68116411 ORANGE COUNTY REGISTER	11/15/17		MW	0101-0000-0-5800-0000-7180-000-00000000	605.28
68	00254335	V68123679 PACIFIC PLUMBING COMPANY OF	11/15/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,452.94
68	00254336	V68152589 PAL, FERRIS	11/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	2.09
68	00254336	V68152589 PAL, FERRIS	11/15/17		MW	0101-3386-0-5213-5710-3140-000-00000000	2.63
68	00254336	V68152589 PAL, FERRIS	11/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	21.49
68	00254337	V68111194 PALMER, STRATTON	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	90.95
68	00254338	V68145389 PARKER, LAURA	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	148.20
68	00254339	V68141537 PATTERSON, DEBORAH	11/15/17		MW	0101-6500-0-5213-5770-3150-000-00000000	157.82
68	00254340	V68151125 PERFECT IMPRESSION, THE	11/15/17		MW	0101-0400-0-4300-1140-1000-028-00000000	974.87
68	00254341	V68069310 PERMA-BOUND	11/15/17		MW	0101-0004-0-4114-1180-1000-006-00000000	3,454.37

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68	00254342	V68065276 POSITIVE PROMOTIONS	11/15/17		MW	0101-0400-0-4300-1130-1000-055-00000000	571.86
68	00254343	V68152442 POSPICAL, WENDY	11/15/17		MW	0101-6500-0-4500-5001-2100-000-00000000	514.33
68	00254344	V68071608 PRUDENTIAL OVERALL SUPPLY	11/15/17		MW	0101-0000-0-5800-0000-7550-000-00000000	65.72
68	00254345	V68147115 PYRAMID WIRE & CABLE INC.	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,466.19
68	00254346	V68070185 REFRIGERATION SUPPLIES	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	551.79
68	00254347	V68114687 REISCHL, VIRGINIA	11/15/17		MW	0101-0790-0-5213-0000-2100-000-00000000	102.71
68	00254348	V68100301 RESOURCES FOR EDUCATORS	11/15/17		MW	0101-3010-0-4300-1110-1000-054-03500000	354.00
68	00254349	V68155221 RG TECH SERVICES	11/15/17		MW	0101-8150-0-5605-0000-8110-000-00000000	224.68
68	00254350	V68156197 RITNER, MEREDITH	11/15/17		MW	0101-0000-0-5213-0000-7700-000-00000000	96.30
68	00254351	V68152691 ROMAINE ELECTRIC CORP	11/15/17		MW	0101-0724-0-5605-5001-3600-000-25000000	1,309.38
68	00254352	V68145500 RUSSELL SIGLER INC.	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	263.13
68	00254353	V68059386 SCHOLASTIC INC	11/15/17		MW	0101-0002-0-4300-3300-1000-019-00000000	181.50
68	00254354	V68145390 SCHOOLER, DEBORAH	11/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	60.98
68	00254354	V68145390 SCHOOLER, DEBORAH	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	60.99
68	00254355	V68147036 SELECMA, LANA	11/15/17		MW	0101-6500-0-5213-5770-3150-000-00000000	64.20
68	00254356	V68145400 SELECT EQUIPMENT SALES INC	11/15/17		MW	0101-0000-0-5605-0000-8220-000-00000000	509.58
68	00254357	V68156483 SHEEHAN, MICHELLE	11/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	33.70
68	00254358	V68146945 SIELING, TARA	11/15/17		MW	0101-0000-0-5213-0000-3120-000-00000000	33.60
68	00254358	V68146945 SIELING, TARA	11/15/17		MW	0101-3315-0-5213-5730-3120-000-00000000	33.60
68	00254358	V68146945 SIELING, TARA	11/15/17		MW	0101-6510-0-5213-5710-3120-000-00000000	16.80
68	00254359	V68023172 SIGNS BY CREATIONS UNLIMITED	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	377.13
68	00254360	V68152674 SITEONE LANDSCAPE SUPPLY	11/15/17		MW	0101-0000-0-4500-0000-8220-000-00000000	437.15
68	00254361	V68156091 SLOBODNIK, JAMIE	11/15/17		MW	0101-6500-0-5212-5750-1130-000-34000000	64.20
68	00254362	V68112866 SMARDAN SUPPLY COMPANY	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	178.33
68	00254363	V68148172 SOUTHERN COUNTIES LUBRICANTS	11/15/17		MW	0101-8150-0-4500-0000-8230-000-25400000	2,317.91
68	00254364	V68084800 SPARKLETT'S	11/15/17		MW	0101-0002-0-4500-0000-2700-052-00000000	103.68
68	00254364	V68084800 SPARKLETT'S	11/15/17		MW	0101-0002-0-4300-1140-1000-005-00000000	16.40
68	00254364	V68084800 SPARKLETT'S	11/15/17		MW	0101-0002-0-4500-3200-2700-018-00000000	57.28
68	00254364	V68084800 SPARKLETT'S	11/15/17		MW	0101-0002-0-4500-3300-2700-019-00000000	59.66
68	00254364	V68084800 SPARKLETT'S	11/15/17		MW	0101-0400-0-4500-5750-2700-049-00000000	92.56
68	00254364	V68084800 SPARKLETT'S	11/15/17		MW	0101-3010-0-4500-3200-2700-000-04000000	57.28
68	00254364	V68084800 SPARKLETT'S	11/15/17		MW	0101-3320-0-4500-5730-2700-000-00000000	22.55
68	00254364	V68084800 SPARKLETT'S	11/15/17		MW	0101-6500-0-4500-5001-2700-000-00000000	209.15

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68	00254365	V68155064 STAYBERG, BRITTANY	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	166.92
68	00254366	V68152294 STRANDSTRA, CLAUDIA	11/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	4.81
68	00254367	V68149945 THE ALARM AND SPRINKLER CO INC	11/15/17		MW	0101-8150-0-5605-0000-8110-000-00000000	2,059.80
68	00254368	V68103847 TIFCO INDUSTRIES	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	343.43
68	00254369	V68154647 TRAN, NAOMI	11/15/17		MW	0101-0790-0-5213-0000-3110-000-00000000	80.78
68	00254370	V68147300 TUTTLE CLICK FORD LINCOLN	11/15/17		MW	0101-0724-0-4600-5001-3600-000-25000000	305.18
68	00254370	V68147300 TUTTLE CLICK FORD LINCOLN	11/15/17		MW	0101-8150-0-4500-0000-8230-000-25000000	2,357.62
68	00254371	V68093334 UNITED RENTALS	11/15/17		MW	0101-0000-0-5605-0000-8220-000-00000000	113.98
68	00254371	V68093334 UNITED RENTALS	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	66.81
68	00254372	V68118836 VARGAS, DAVID	11/15/17		MW	0101-6500-0-5212-5750-1130-000-00000000	261.10
68	00254373	V68019265 VISTA PAINT & WALLCOVERING	11/15/17		MW	0101-0000-0-4500-0000-8220-000-00000000	95.63
68	00254373	V68019265 VISTA PAINT & WALLCOVERING	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	265.07
68	00254374	V68122215 VS ATHLETICS INC	11/15/17		MW	0101-1100-0-4300-1140-4200-003-00000000	1,721.42
68	00254375	V68150658 WARDS MEDIA TECH	11/15/17		MW	0101-0002-0-4400-1140-1000-022-00000000	3,252.11
68	00254376	V68110273 WATERLINES TECHNOLOGIES INC	11/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,361.65
68	00254377	V68154670 WILLIAMS, JOHN	11/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	128.40
68	00254378	V68103853 WORKMAN, KEN	11/15/17		MW	0101-6500-0-5212-5750-1130-000-34000000	67.40
68	00254379	V68153812 YOUNT, CHRISTINE	11/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	3.56
68	00254379	V68153812 YOUNT, CHRISTINE	11/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	40.84
68	00254383	V68146310 BARBER & GONZALES CONSULTING	11/16/17		MW	0101-0000-0-5800-0000-7120-000-00000000	2,867.64
68	00254384	V68151905 BILL LANE & ASSOCIATES INC	11/16/17		MW	0101-6500-0-5803-5750-1180-000-35800000	3,277.28
68	00254385	V68140277 CASC CONFERENCE	11/16/17		MW	0101-0790-0-5216-0000-3110-000-00000000	8,723.00
68	00254386	V68017386 CERTIFIED TRANSPORTATION SERVI	11/16/17		MW	0101-0986-0-5838-0000-6000-005-90100000	1,635.00
68	00254386	V68017386 CERTIFIED TRANSPORTATION SERVI	11/16/17		MW	0101-0730-0-8699-0000-0000-000-00000000	3,671.25
68	00254387	V68027192 CONSOLIDATED ELECTRICAL DISTR	11/16/17		MW	0101-8150-0-4500-0000-8110-000-00000000	9,640.16
68	00254388	V68150288 DENNIS PATRICK HANNA	11/16/17		MW	0101-8150-0-5800-0000-8110-000-00000000	9,875.00
68	00254389	V68114771 EDUCATIONAL BASED SERVICES INC	11/16/17		MW	0101-3320-0-5801-5730-1181-000-00000000	1,500.00
68	00254389	V68114771 EDUCATIONAL BASED SERVICES INC	11/16/17		MW	0101-6500-0-5101-5750-1181-000-00000000	3,000.00
68	00254389	V68114771 EDUCATIONAL BASED SERVICES INC	11/16/17		MW	0101-6500-0-5801-5770-1181-000-00000000	1,500.00
68	00254390	V68051854 GILBERT & STEARNS INC	11/16/17		MW	0101-8150-0-5605-0000-8110-000-00000000	569.16
68	00254390	V68051854 GILBERT & STEARNS INC	11/16/17		MW	0101-8150-0-5605-0000-8110-006-00000000	5,801.71
68	00254391	V68148755 GOMPFF, JUDITH	11/16/17		MW	0101-6500-0-5800-5750-1190-000-34900000	3,854.91
68	00254392	V68147738 GOVERNMENT FINANCIAL	11/16/17		MW	0101-0000-0-5800-0000-7300-000-00000000	3,667.20

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68	00254392	V68147738 GOVERNMENT FINANCIAL	11/16/17		MW	0101-0900-0-5800-0000-6003-000-00000000	1,889.17
68	00254393	V68118455 IRMA R GARCIA MSW ASW	11/16/17		MW	0101-6512-0-5115-5750-3110-000-00000000	3,626.00
68	00254394	V68100369 OCEANVIEW SCHOOL	11/16/17		MW	0101-6500-0-5802-5750-1180-000-00000000	66,970.23
68	00254395	V68105372 ORANGE COUNTY THERAPY SERVICE	11/16/17		MW	0101-3320-0-5101-5750-3141-000-00000000	12,930.10
68	00254395	V68105372 ORANGE COUNTY THERAPY SERVICE	11/16/17		MW	0101-6500-0-5101-5750-3141-000-00000000	8,824.80
68	00254395	V68105372 ORANGE COUNTY THERAPY SERVICE	11/16/17		MW	0101-6500-0-5801-5750-3141-000-00000000	7,025.00
68	00254395	V68105372 ORANGE COUNTY THERAPY SERVICE	11/16/17		MW	0101-6500-0-5101-5770-3141-000-00000000	12,930.10
68	00254396	V68116957 PALI INSTITUTE INC	11/16/17		MW	0101-0400-0-5840-1130-1000-067-00000000	21,495.50
68	00254397	V68026328 RINCON TRUCK PARTS	11/16/17		MW	0101-0730-0-4600-1110-3600-000-25000000	4,823.36
68	00254397	V68026328 RINCON TRUCK PARTS	11/16/17		MW	0101-0724-0-4600-5001-3600-000-25000000	723.52
68	00254397	V68026328 RINCON TRUCK PARTS	11/16/17		MW	0101-8150-0-5605-0000-8230-000-25000000	2,310.48
68	00254398	V68140274 SALAMIRAD, ALI & JODY	11/16/17		MW	0101-6500-0-5800-5750-1190-000-34900000	3,028.38
68	00254399	V68101030 SAMLARC	11/16/17		MW	0101-8150-0-5800-0000-8120-000-20300000	13,900.00
68	00254400	V68083451 SNAP-ON TOOLS CORP	11/16/17		MW	0101-7220-0-4300-1140-1000-003-00000000	10,176.99
68	00254401	V68116925 SPORTS FACILITIES GROUP INC	11/16/17		MW	0101-8150-0-5605-0000-8110-000-00000000	21,490.00
68	00254402	V68075929 UCI REGENTS	11/16/17		MW	0101-6264-0-5800-1110-2100-000-56800000	4,200.00
68	00254403	V68146077 WEST COAST ARBORISTS INC.	11/16/17		MW	0101-0000-0-5605-0000-8220-000-00000000	7,112.00
68	00254411	V68001018 A Z BUS SALES INC	11/17/17		MW	0101-0730-0-4600-1110-3600-000-25000000	205.81
68	00254412	V68103551 AAA ELECTRIC MOTOR SALES	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	768.52
68	00254413	V68155761 ADVANCED CHEMICAL TECHNOLOGY I	11/17/17		MW	0101-8150-0-5605-0000-8110-000-00000000	103.10
68	00254415	V68152532 ADVANTAGE WEST GOVERNMENT PROD	11/17/17		MW	0101-0000-0-4500-0000-8210-000-00000000	38,061.26
68	00254416	V68145645 ALISO NIGUEL AUTO CARE	11/17/17		MW	0101-8150-0-5605-0000-8230-000-25000000	33.67
68	00254417	V68120139 AMERICAN LOGISTICS COMPANY LLC	11/17/17		MW	0101-0724-0-5800-5001-3600-000-26300000	57,860.00
68	00254418	V68076299 BEACH CITIES GLASS INC	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	120.08
68	00254419	V68104815 BIO CORPORATION	11/17/17		MW	0101-0002-0-4300-1140-1000-006-00000000	1,005.00
68	00254420	V68148544 BIOMEDICAL WASTE DISPOSAL	11/17/17		MW	0101-0000-0-5800-0000-8310-000-00000000	99.00
68	00254421	V68142256 BIRKINSHAW, SANDY	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	20.06
68	00254421	V68142256 BIRKINSHAW, SANDY	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	20.07
68	00254422	V68123273 BLAIRS TOWING INC	11/17/17		MW	0101-0730-0-5800-1110-3600-000-25000000	525.00
68	00254423	V68123700 BSN SPORTS	11/17/17		MW	0101-0002-0-4300-1140-1000-001-00000000	7,538.25
68	00254424	V68146284 BUSWEST	11/17/17		MW	0101-0724-0-4600-5001-3600-000-25000000	9,676.22
68	00254425	V68141660 CAL-STATE AUTO PARTS INC	11/17/17		MW	0101-0724-0-4600-5001-3600-000-25000000	571.81
68	00254426	V68145221 CALIFORNIA WEEKLY EXPLORER INC	11/17/17		MW	0101-0400-0-5800-1130-1000-055-00000000	1,625.00

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68 00254426	V68145221	CALIFORNIA WEEKLY EXPLORER INC	11/17/17		MW	0101-0400-0-5800-1130-1000-088-00000000	1,180.00
68 00254427	V68118161	CAPISTRANO CONNECTIONS ACADEMY	11/17/17		MW	0101-0000-0-8096-0000-0000-205-69000000	2,765,830.00
68 00254428	V68119470	CAPISTRANO CRANE SERVICE	11/17/17		MW	0101-8150-0-5605-0000-8110-000-00000000	780.00
68 00254429	V68120390	CARDIN, PATTI	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	72.49
68 00254429	V68120390	CARDIN, PATTI	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	72.49
68 00254430	V68106764	CDWG Inc	11/17/17		MW	0101-0400-0-4400-1130-1000-063-00000000	980.53
68 00254430	V68106764	CDWG Inc	11/17/17		MW	0101-0400-0-4300-1130-1000-071-00000000	2,690.28
68 00254430	V68106764	CDWG Inc	11/17/17		MW	0101-3010-0-4300-1110-1000-053-00000000	481.64
68 00254430	V68106764	CDWG Inc	11/17/17		MW	0101-6500-0-4300-5770-1190-000-00000000	1,293.91
68 00254431	V68106764	CDWG Inc	11/17/17		MW	0101-0400-0-4300-1130-1000-055-00000000	822.50
68 00254431	V68106764	CDWG Inc	11/17/17		MW	0101-0400-0-4400-1130-1000-071-00000000	258.50
68 00254431	V68106764	CDWG Inc	11/17/17		MW	0101-0400-0-5800-1130-1000-073-00000000	846.00
68 00254432	V68123912	CENGAGE LEARNING	11/17/17		MW	0101-6300-0-4140-1110-1000-000-00000000	5,660.00
68 00254433	V68146929	CENTRAL DRUG SYSTEM	11/17/17		MW	0101-0400-0-5800-1140-3900-004-00000000	950.00
68 00254434	V68150267	CHICAS, CARLOS	11/17/17		MW	0101-0730-0-5216-1110-3600-000-00000000	236.55
68 00254434	V68150267	CHICAS, CARLOS	11/17/17		MW	0101-0724-0-5216-5001-3600-000-00000000	551.96
68 00254435	V68108311	CINTAS CORPORATION	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	215.86
68 00254436	V68146234	CINTAS CORPORATION #640	11/17/17		MW	0101-0730-0-5800-1110-3600-000-00000000	880.86
68 00254436	V68146234	CINTAS CORPORATION #640	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	344.84
68 00254437	V68147693	COMPLETE OFFICE OF CA	11/17/17		MW	0101-6264-0-4500-1110-2100-000-56900000	520.94
68 00254438	V68150469	COMPREHENSIVE COLLEGE PREP INC	11/17/17		MW	0101-4510-0-5810-1110-1000-000-00000000	200.00
68 00254439	V68140610	COX, ASHLEIGH	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	61.26
68 00254439	V68140610	COX, ASHLEIGH	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	61.26
68 00254440	V68024000	CULVER-NEWLIN	11/17/17		MW	0101-0002-0-4500-0000-2700-002-00000000	1,581.34
68 00254440	V68024000	CULVER-NEWLIN	11/17/17		MW	0101-0002-0-4500-0000-2700-056-00000000	563.88
68 00254440	V68024000	CULVER-NEWLIN	11/17/17		MW	0101-0002-0-4405-1130-1000-076-00000000	2,701.73
68 00254441	V68147214	DANIELS TIRE SERVICE	11/17/17		MW	0101-0730-0-4600-1110-3600-000-25500000	2,224.20
68 00254442	V68026001	DENAULT S HARDWARE	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	115.08
68 00254443	V68026001	DENAULT S HARDWARE	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	27.99
68 00254444	V68153348	DINSMOOR, JOY	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	16.05
68 00254444	V68153348	DINSMOOR, JOY	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	16.05
68 00254445	V68156124	DORN, MICHELE	11/17/17		MW	0101-0002-0-4300-3550-1000-015-00000000	86.18
68 00254446	V68118205	EASTENALE	11/17/17		MW	0101-0730-0-4600-1110-3600-000-25800000	224.45

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68 00254447	V68146750	FEESER, JENNIFER	11/17/17		MW	0101-6500-0-4500-5001-3120-000-00000000	119.31
68 00254448	V68121206	FISCHER, VALERY	11/17/17		MW	0101-6500-0-5212-5750-1130-000-34000000	16.05
68 00254449	V68032964	FLINN SCIENTIFIC INC	11/17/17		MW	0101-6300-0-4300-1140-1000-000-00000000	302.95
68 00254450	V68150202	FOLLETT SCHOOL SOLUTIONS INC	11/17/17		MW	0101-0010-0-5800-0000-2420-000-00000000	74,694.16
68 00254450	V68150202	FOLLETT SCHOOL SOLUTIONS INC	11/17/17		MW	0101-0400-0-4300-1130-1000-086-00000000	37.12
68 00254451	V68123010	FRIEDLANDER, DOROTHY	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	124.12
68 00254451	V68123010	FRIEDLANDER, DOROTHY	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	124.11
68 00254452	V68073437	GANAHIL LUMBER	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,285.79
68 00254453	V68152883	GORM INC	11/17/17		MW	0101-0000-0-4500-0000-8210-000-00000000	723.39
68 00254454	V68038828	HEATING & COOLING SUPPLY	11/17/17		MW	0101-8150-0-5605-0000-8110-000-00000000	899.06
68 00254455	V68156258	Helfand, Robert F	11/17/17		MW	0101-0504-0-5800-0000-2100-000-00000000	495.00
68 00254456	V68153485	IPEVO INC	11/17/17		MW	0101-0400-0-4300-1130-1000-068-00000000	142.28
68 00254457	V68153009	J&J ENVIRONMENTAL CONSTRUCTION	11/17/17		MW	0101-8150-0-5605-0000-8110-000-00000000	3,425.00
68 00254458	V68046445	JOHNSTONE SUPPLY	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,011.65
68 00254459	V68062513	KELLY PAPER COMPANY	11/17/17		MW	0101-0000-0-4500-0000-7550-000-00000000	1,690.48
68 00254460	V68079764	KENNEY, VALERIE	11/17/17		MW	0101-6500-0-5212-5750-1130-000-34000000	48.15
68 00254461	V68144487	KLISTER, PAMELA	11/17/17		MW	0101-3410-0-5212-5750-1190-000-00000000	64.20
68 00254462	V68156501	KOPECKY, JOHN	11/17/17		MW	0101-0000-0-4500-0000-7700-000-00000000	32.31
68 00254463	V68119526	KOPELSON, KATHLEEN	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	47.62
68 00254463	V68119526	KOPELSON, KATHLEEN	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	47.61
68 00254464	V68111383	LAIDLEY, JOANIE	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	45.20
68 00254464	V68111383	LAIDLEY, JOANIE	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	45.21
68 00254465	V68052878	LAWN MOWERS ETC	11/17/17		MW	0101-0000-0-5605-0000-8220-000-00000000	696.30
68 00254466	V68104580	LAWSON PRODUCTS INC	11/17/17		MW	0101-0730-0-4600-1110-3600-000-25800000	44.97
68 00254467	V68115603	MALONE, JULEE	11/17/17		MW	0101-0000-0-5213-0000-3140-000-00000000	133.75
68 00254468	V68056480	MAR VAC ELECTRONICS	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	100.65
68 00254469	V68154268	MARINE AIR INC	11/17/17		MW	0101-8150-0-5605-0000-8110-000-00000000	4,203.21
68 00254470	V68112979	MISSION SAN JUAN CAPISTRANO	11/17/17		MW	0101-0400-0-5840-1130-1000-056-00000000	591.00
68 00254471	V68040147	MOBILE COMMUNICATION REPAIR	11/17/17		MW	0101-0724-0-5605-5001-3600-000-00000000	1,145.95
68 00254472	V68121385	MOBILE FLEET WASH	11/17/17		MW	0101-0730-0-5800-1110-3600-000-00000000	497.00
68 00254472	V68121385	MOBILE FLEET WASH	11/17/17		MW	0101-0724-0-5800-5001-3600-000-00000000	497.00
68 00254473	V68152859	MONICO, MARGARA	11/17/17		MW	0101-0000-0-5213-0000-3140-000-00000000	65.27
68 00254474	V68151148	MORGAN, JOHN	11/17/17		MW	0101-0000-0-4500-0000-7700-000-00000000	162.79

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68	00254475	V68119010 MURPHY, MARISSA	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	70.35
68	00254475	V68119010 MURPHY, MARISSA	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	70.36
68	00254476	V68149897 O REILLY AUTO PARTS	11/17/17		MW	0101-7220-0-4300-1140-1000-003-00000000	86.99
68	00254476	V68149897 O REILLY AUTO PARTS	11/17/17		MW	0101-8150-0-4500-0000-8230-000-25000000	130.66
68	00254477	V68155701 OC Auto Collision	11/17/17		MW	0101-8150-0-5605-0000-8230-000-25700000	3,594.25
68	00254478	V68156402 Olive Crest Academy	11/17/17		MW	0101-6500-0-5802-5750-1180-000-00000000	50,520.00
68	00254479	V68148042 ORGILL, JANELL	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	89.09
68	00254479	V68148042 ORGILL, JANELL	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	89.08
68	00254480	V68069310 PERMA-BOUND	11/17/17		MW	0101-0004-0-4114-1180-1000-004-00000000	1,000.45
68	00254481	V68145420 PITNEY BOWES/PRESORT SERVICES	11/17/17		MW	0101-0000-0-5900-0000-7540-000-00000000	530.53
68	00254482	V68152442 POSPICAL, WENDY	11/17/17		MW	0101-6500-0-4500-5001-2100-000-00000000	41.70
68	00254483	V68152157 PRIME GLASS	11/17/17		MW	0101-0730-0-5605-1110-3600-000-00000000	472.48
68	00254484	V68155704 Pureland Supply LLC	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	805.50
68	00254485	V68072652 RAM AIR ENGINEERING	11/17/17		MW	0101-8150-0-5605-0000-8110-001-00000000	1,300.00
68	00254486	V68118595 RASHDI, AKRAM KIM	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	87.74
68	00254486	V68118595 RASHDI, AKRAM KIM	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	87.74
68	00254487	V68155114 ROD AND COLETTE FOSTER	11/17/17		MW	0101-6500-0-5800-5770-3150-000-34900000	1,386.94
68	00254487	V68155114 ROD AND COLETTE FOSTER	11/17/17		MW	0101-6500-0-5800-5770-3600-000-34900000	136.94
68	00254488	V68081031 SCOTT FORESMAN	11/17/17		MW	0101-6300-0-4140-1110-1000-000-00000000	9,844.34
68	00254489	V68112866 SMARDAN SUPPLY COMPANY	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	4,837.19
68	00254490	V68145533 SMITH, ANNE	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	14.44
68	00254490	V68145533 SMITH, ANNE	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	14.45
68	00254491	V68083880 SO COAST DISTRIBUTING CO	11/17/17		MW	0101-0000-0-4500-0000-8210-000-00000000	268.62
68	00254492	V68116610 SOUTH COAST FAMILY MEDI CENTER	11/17/17		MW	0101-0730-0-5800-1110-3600-000-00000000	30.00
68	00254492	V68116610 SOUTH COAST FAMILY MEDI CENTER	11/17/17		MW	0101-0724-0-5800-5001-3600-000-00000000	70.00
68	00254493	V68122718 SOUTHERN CALIFORNIA EDISON	11/17/17		MW	0101-0000-0-5500-0000-8200-000-21200000	37,593.89
68	00254494	V68148172 SOUTHERN COUNTIES LUBRICANTS	11/17/17		MW	0101-8150-0-4500-0000-8230-000-25400000	507.29
68	00254495	V68115461 TALILI, MAILUMAI	11/17/17		MW	0101-3410-0-5212-5750-1190-000-00000000	176.54
68	00254496	V68152808 THE PEP BOYS-MANNY MOE JACK OF	11/17/17		MW	0101-0730-0-4600-1110-3600-000-25800000	848.62
68	00254497	V68103847 TIFCO INDUSTRIES	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	210.95
68	00254498	V68113201 UNITED TRANSMISSION EXCHANGE	11/17/17		MW	0101-0730-0-4600-1110-3600-000-25000000	3,442.61
68	00254499	V68019265 VISTA PAINT & WALLCOVERING	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	295.68
68	00254499	V68019265 VISTA-PAINT & WALLCOVERING	11/17/17		MW	0101-8150-0-5605-0000-8110-000-00000000	2,843.30

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68	00254500	V68103795 VORTEX	11/17/17		MW	0101-8150-0-5605-0000-8110-000-00000000	989.00
68	00254501	V68098018 WESTERN ILLUMINATED PLASTIC	11/17/17		MW	0101-8150-0-4500-0000-8110-000-00000000	582.56
68	00254502	V68148471 WOLFSON, MEGHAN	11/17/17		MW	0101-3315-0-5212-5730-1110-000-00000000	64.46
68	00254502	V68148471 WOLFSON, MEGHAN	11/17/17		MW	0101-6500-0-5212-5750-1110-000-00000000	64.47
68	00254513	V68152132 RYAN JACKSON	11/20/17		MW	0101-6500-0-5800-5750-1190-000-34900000	2,660.00
68	00254514	V68153411 VIRGINIA CROWE	11/20/17		MW	0101-6500-0-5800-5750-1190-000-34900000	10,781.88
68	00254517	V68122588 1ST JON	11/21/17		MW	0101-8150-0-5605-0000-8110-000-00000000	353.89
68	00254518	V68148751 ALZAMORA, FERNANDO OR LUCERO	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	362.52
68	00254519	V68153111 ALZUBAIDI, OMAR	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	77.26
68	00254520	V68156187 Amplified IT LLC	11/21/17		MW	0101-0000-0-5216-0000-7700-000-00000000	1,047.00
68	00254520	V68156187 Amplified IT LLC	11/21/17		MW	0101-0000-0-5800-0000-7700-000-00000000	349.00
68	00254521	V68149415 APEX AUDIO	11/21/17		MW	0101-8150-0-4500-0000-8110-000-00000000	242.72
68	00254522	V68111606 APPLE INC	11/21/17		MW	0101-0755-0-4300-1140-1000-004-00000000	771.49
68	00254523	V68148589 ARKEE, SHEILA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	316.72
68	00254524	V68154826 BACILY, RIAD	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	389.27
68	00254525	V68155377 BEBEREIA, DANIEL OR ERIN	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	390.77
68	00254526	V68154827 BECKER, ANDREW OR KRISTINA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	390.99
68	00254527	V68116589 BENCHMARK EDUCATION COMPANY	11/21/17		MW	0101-6300-0-4140-1110-1000-000-00000000	30,385.50
68	00254528	V68155695 BETT, BRANDON	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	267.50
68	00254529	V68148544 BIOMEDICAL WASTE DISPOSAL	11/21/17		MW	0101-0000-0-5800-0000-8310-000-00000000	99.00
68	00254530	V68010434 BOYCE INDUSTRIES	11/21/17		MW	0101-8150-0-5605-0000-8110-000-00000000	82.99
68	00254531	V68156331 BRANDT, MIKE	11/21/17		MW	0101-0002-0-5216-0000-2700-024-00000000	932.10
68	00254532	V68145318 BRINKS INC.	11/21/17		MW	0101-0000-0-5800-0000-7300-000-00000000	708.10
68	00254533	V68148967 CALPERS FISCAL SERVICES DIV.	11/21/17		MW	0101-0790-0-3202-4760-1000-075-47000000	9,919.68
68	00254534	V68143176 CAMCOR INC	11/21/17		MW	0101-0002-0-4300-1140-1000-025-00000000	72.95
68	00254535	V68154551 CAMPBELL, CASEY	11/21/17		MW	0101-6264-0-5215-1110-1000-000-56900000	1,058.59
68	00254536	V68155210 CHEN, EDWARD OR LYNN	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	181.48
68	00254537	V68146234 CINTAS CORPORATION #640	11/21/17		MW	0101-0000-0-5800-0000-8310-000-00000000	41.42
68	00254538	V68149566 CIPOLLONE, JOSEPH AND/OR DEBRA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	44.94
68	00254539	V68018872 CITY OF SAN JUAN CAPISTRANO	11/21/17		MW	0101-0000-0-5500-0000-8200-000-21400000	5,167.55
68	00254540	V68147693 COMPLETE OFFICE OF CA	11/21/17		MW	0101-0000-0-4500-0000-2100-000-00000000	737.00
68	00254540	V68147693 COMPLETE OFFICE OF CA	11/21/17		MW	0101-0000-0-4500-0000-7300-000-00000000	53.86
68	00254540	V68147693 COMPLETE OFFICE OF CA	11/21/17		MW	0101-0000-0-4500-0000-7340-000-00000000	53.88

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68 00254540	V68147693	COMPLETE OFFICE OF CA	11/21/17		MW	0101-0790-0-4500-4760-2100-000-47000000	1,226.95
68 00254540	V68147693	COMPLETE OFFICE OF CA	11/21/17		MW	0101-0730-0-4500-1110-3600-000-00000000	29.09
68 00254540	V68147693	COMPLETE OFFICE OF CA	11/21/17		MW	0101-0724-0-4500-5001-3600-000-00000000	67.87
68 00254541	V68141814	CONDIE, JOSHUA OR CAROL	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	33.71
68 00254542	V68149629	COON, MATTHEW/ERIKA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	227.70
68 00254543	V68024000	CULVER-NEWLIN	11/21/17		MW	0101-0002-0-4500-0000-2700-002-00000000	523.67
68 00254544	V68156334	DELFOSSSE, ANNE	11/21/17		MW	0101-6500-0-5216-5001-2100-000-00000000	456.57
68 00254545	V68026001	DENAULT S HARDWARE	11/21/17		MW	0101-3010-0-4300-1110-1000-054-00000000	33.91
68 00254546	V68148175	DESHAZER, ALEX OR DARCY	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	105.93
68 00254547	V68144430	DICK, CRAIG OR BILLIE	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	225.99
68 00254548	V68152282	ELE, APRIL OR ROGER	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	47.08
68 00254549	V68150905	EMERGENCY SERVICES RESTORATION	11/21/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,699.90
68 00254550	V68071639	EVERYTHING MEDICAL LLC	11/21/17		MW	0101-0000-0-9321-0000-0000-000-00000000	788.68
68 00254551	V68155629	Ferguson Enterprises Inc	11/21/17		MW	0101-8150-0-4500-0000-8110-000-00000000	322.82
68 00254552	V68142827	FERREN, MATHEW & KATIE	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	248.24
68 00254553	V68032964	FLINN SCIENTIFIC INC	11/21/17		MW	0101-6300-0-4300-1140-1000-000-00000000	633.97
68 00254554	V68150202	FOLLETT SCHOOL SOLUTIONS INC	11/21/17		MW	0101-0004-0-4200-1180-2420-083-00000000	26.72
68 00254555	V68073437	GANAHL LUMBER	11/21/17		MW	0101-0002-0-4300-1140-1000-029-00000000	125.66
68 00254556	V68148749	GARRINGER, RODNEY OR SARA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	44.94
68 00254557	V68156517	GEROW, KEVIN	11/21/17		MW	0101-6264-0-5215-1140-1000-000-56900000	40.66
68 00254558	V68151483	GUDDPATI, SRINIVAS	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	480.22
68 00254559	V68109014	HANAFORD, LAURA	11/21/17		MW	0101-6500-0-5216-5001-3150-000-00000000	40.00
68 00254560	V68154018	HARRINGTON, JARED OR CANDICE	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	250.38
68 00254561	V68152647	HIERONYMUS, PAUL OR DAYLENE	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	504.19
68 00254562	V68059250	HIRSCH PIPE & SUPPLY	11/21/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,200.93
68 00254563	V68152757	HORN, STEPHEN AND/OR LINH	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	698.50
68 00254564	V68144432	HYLTON, CHRIS AND/OR HERMINIA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	922.78
68 00254565	V68114467	IMAGE 2000	11/21/17		MW	0101-8150-0-5605-0000-8110-000-00000000	105.00
68 00254566	V68156526	JACKSON, JENN	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	915.50
68 00254567	V68118865	JONES, DANNY OR NANCY	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	303.88
68 00254568	V68156336	KARINGTON, GABRIELLE	11/21/17		MW	0101-0002-0-5216-1140-1000-024-00000000	857.20
68 00254569	V68156337	KLASNA, TARA	11/21/17		MW	0101-6264-0-5216-1110-1000-000-56900000	109.40
68 00254570	V68152590	KNILANS, JANET OR FRED	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	280.56

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68	00254571	V68148505 LAHAM, SAM	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	157.51
68	00254572	V68118980 LOCAL JANITORIAL & VACUUM	11/21/17		MW	0101-0000-0-4500-0000-8210-000-00000000	107.72
68	00254573	V68156518 LOPINTO, STEVEN	11/21/17		MW	0101-6264-0-5215-1110-1000-000-56900000	879.69
68	00254574	V68145493 LOUIE, DARRYL OR CATHERINE	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	338.12
68	00254575	V68121733 MACNAMARA, DANIEL OR ALICIA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	409.60
68	00254576	V68154696 MARDER, JEFF	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	329.56
68	00254577	V68146816 MARTINEZ, ROBERTO OR CHRISTINA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	157.29
68	00254578	V68156122 MASTON, LISA STUCKER OR BOBBY	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	585.51
68	00254579	V68149001 MATHIESEN, DAN OR TARA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	291.90
68	00254580	V68154949 MAZZINI, VICTOR OR YADIRA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	19.16
68	00254581	V68155408 MESSINA, DARIN OR STEPHANIE	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	423.30
68	00254582	V68149740 MOHEB, MEHRDAD	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	98.87
68	00254583	V68152645 MOLYNEUX, THOMAS OR CHRISTINA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	272.65
68	00254584	V68156288 MOODY, KAMERON OR CALEB	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	243.96
68	00254585	V68061270 MOULTON NIGUEL WATER	11/21/17		MW	0101-0000-0-5500-0000-8200-000-21400000	8,297.00
68	00254586	V68151138 MYERS, EDWIN OR BRENDA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	454.54
68	00254587	V68153095 NAKANISHI, KAZUYAKI OR LEANNE	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	359.52
68	00254588	V68156289 O'NEILL, JENNIFER OR KENNETH	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	355.03
68	00254589	V68153984 ORBAKER, KEVIN OR DANA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	121.34
68	00254590	V68154730 PATERNO, ROCCO	11/21/17		MW	0101-6264-0-5215-1110-1000-000-56900000	887.79
68	00254591	V68153793 QUACH, HOANG	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	165.64
68	00254592	V68145976 QUENGA, JOSEPH OR TRACY	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	51.47
68	00254593	V68152592 RAMIREZ, JOSE	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	353.10
68	00254594	V68152748 RAZEGHI, MAX OR MAHSA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	103.58
68	00254595	V68141300 REDING, CLAIRE AND/OR SHAD	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	183.62
68	00254596	V68155209 REILLE, WENDI	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	223.63
68	00254597	V68152686 RICHARDS, EDWARD OR ANITA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	315.44
68	00254598	V68154354 RIVERA, LISA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	530.30
68	00254599	V68118525 RODAS, PHILLIP OR CAROLYN	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	220.21
68	00254600	V68145726 ROLING, ROGER AND/OR MIKAIL	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	368.51
68	00254601	V68123530 ROTH, JAY OR KERI	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	258.94
68	00254602	V68078255 SAN DIEGO GAS & ELECTRIC	11/21/17		MW	0101-0000-0-5500-0000-8200-000-21200000	325,585.47
68	00254603	V68079190 SANTA MARGARITA WATER	11/21/17		MW	0101-0000-0-5500-0000-8200-000-21400000	8,071.15

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68	00254605	V68084100 SO CA GAS CO	11/21/17		MW	0101-0000-0-5500-0000-8200-000-21300000	2,011.26
68	00254606	V68143011 SOUTH COAST WATER DISTRICT	11/21/17		MW	0101-0000-0-5500-0000-8200-000-21400000	12,133.69
68	00254607	V68154554 STALKER, CLINT OR GINA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	386.06
68	00254608	V68118721 STEVENS WALSH, KAREN	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	218.28
68	00254609	V68149722 SUTHERLAND, GARY OR RACHEL	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	161.79
68	00254610	V68151273 TOWNSEND, DERIK & TAMARA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	224.70
68	00254611	V68154078 TRAGUS, WILLIAM AND MIA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	153.01
68	00254612	V68140547 TRITZ, RICHARD OR JULIE	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	58.43
68	00254613	V68154025 WARD, GREGG OR DARCY	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	477.60
68	00254614	V68156531 WATSON, MALISSA	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	1,364.12
68	00254615	V68142948 WILLIAMS, JAMES OR GINI	11/21/17		MW	0101-0724-0-5800-5001-3600-000-35800000	115.36
68	00254619	V68108277 ACSA FOUNDATION FOR EDUCATION	11/22/17		MW	0101-0000-0-5216-0000-7400-000-00000000	1,457.00
68	00254620	V68149684 ALTERNATIVE COMMUNICATIONS	11/22/17		MW	0101-6500-0-5810-5750-1190-000-00000000	728.00
68	00254621	V68119629 BEALES, THOMAS	11/22/17		MW	0101-0000-0-5216-0000-7700-000-00000000	200.27
68	00254622	V68154698 BELLEFAIRE JCB	11/22/17		MW	0101-6500-0-5803-5750-1180-000-00000000	18,549.72
68	00254622	V68154698 BELLEFAIRE JCB	11/22/17		MW	0101-6512-0-5104-5750-1180-000-00000000	15,652.82
68	00254622	V68154698 BELLEFAIRE JCB	11/22/17		MW	0101-6512-0-5104-5750-3120-000-00000000	15,652.84
68	00254623	V68145221 CALIFORNIA WEEKLY EXPLORER INC	11/22/17		MW	0101-0400-0-4300-1130-1000-087-00000000	2,140.00
68	00254624	V68106764 CDWG Inc	11/22/17		MW	0101-0002-0-4500-0000-2700-053-00000000	679.03
68	00254624	V68106764 CDWG Inc	11/22/17		MW	0101-0400-0-4300-1130-1000-074-00000000	16,141.71
68	00254624	V68106764 CDWG Inc	11/22/17		MW	0101-0400-0-4400-1130-1000-074-00000000	30,631.80
68	00254624	V68106764 CDWG Inc	11/22/17		MW	0101-0400-0-4300-1140-1000-026-00000000	17,853.71
68	00254624	V68106764 CDWG Inc	11/22/17		MW	0101-3010-0-4300-3200-2700-018-00000000	1,538.68
68	00254625	V68106764 CDWG Inc	11/22/17		MW	0101-0400-0-4300-1130-1000-063-00000000	775.50
68	00254626	V68017386 CERTIFIED TRANSPORTATION SERVI	11/22/17		MW	0101-0986-0-5838-0000-6000-005-90100000	3,172.50
68	00254626	V68017386 CERTIFIED TRANSPORTATION SERVI	11/22/17		MW	0101-1100-0-5838-1140-4200-006-00000000	2,161.96
68	00254626	V68017386 CERTIFIED TRANSPORTATION SERVI	11/22/17		MW	0101-0730-0-5800-1110-3600-000-26200000	925.49
68	00254627	V68150930 CMC - SOUTH	11/22/17		MW	0101-3010-0-5215-1110-1000-021-00000000	980.00
68	00254628	V68027192 CONSOLIDATED ELECTRICAL DISTR	11/22/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,567.01
68	00254629	V68155142 ECE4AUTISM	11/22/17		MW	0101-6500-0-5102-5750-1180-000-00000000	8,619.00
68	00254629	V68155142 ECE4AUTISM	11/22/17		MW	0101-6500-0-5802-5750-1180-000-00000000	1,393.50
68	00254630	V68155881 Franklin Covey Client Sales In	11/22/17		MW	0101-0501-0-5800-0000-7400-000-00000000	7,500.00

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68	00254631	V68112996 GOODWILL INDUSTRIES OF ORANGE	11/22/17		MW	0101-0000-0-5800-0000-2495-000-390000000	150.00
68	00254631	V68112996 GOODWILL INDUSTRIES OF ORANGE	11/22/17		MW	0101-6500-0-5810-5750-1130-000-000000000	468.75
68	00254632	V68151284 JEPSEN, CLINT AND/OR KATIE	11/22/17		MW	0101-6500-0-5802-5750-1180-000-358000000	302.86
68	00254633	V68144628 JFK TRANSPORTATION CO INC	11/22/17		MW	0101-1100-0-5838-1140-4100-003-000000000	414.75
68	00254633	V68144628 JFK TRANSPORTATION CO INC	11/22/17		MW	0101-1100-0-5838-1140-4200-001-000000000	908.50
68	00254633	V68144628 JFK TRANSPORTATION CO INC	11/22/17		MW	0101-1100-0-5838-1140-4200-003-000000000	1,027.00
68	00254633	V68144628 JFK TRANSPORTATION CO INC	11/22/17		MW	0101-0730-0-5800-1110-3600-000-262000000	5,648.00
68	00254634	V68042200 LAGUNA NIGUEL CHAMBER OF	11/22/17		MW	0101-0000-0-5800-0000-7180-000-000000000	135.00
68	00254635	V68141586 LANGUAGE NETWORK INC	11/22/17		MW	0101-6500-0-5815-5750-3150-000-000000000	280.00
68	00254636	V68140602 LEARNING A-Z LLC	11/22/17		MW	0101-6500-0-4300-5750-1190-000-000000000	1,814.37
68	00254637	V68147372 LEISURE CARE REFERRAL AGENCY	11/22/17		MW	0101-0000-0-5800-0000-3140-000-000000000	3,167.50
68	00254638	V68156094 MCELROY, JACQUELINE	11/22/17		MW	0101-3010-0-5800-1110-1000-000-000000000	340.15
68	00254639	V68110020 MEET THE MASTERS INC	11/22/17		MW	0101-0400-0-5810-1130-1000-083-000000000	3,276.50
68	00254640	V68151148 MORGAN, JOHN	11/22/17		MW	0101-0000-0-5216-0000-7700-000-000000000	890.15
68	00254641	V68148120 MORTENSEN, MICHAEL	11/22/17		MW	0101-0000-0-5216-0000-7700-000-000000000	770.88
68	00254642	V68021378 NEW HAVEN YOUTH & FAMILY	11/22/17		MW	0101-6500-0-5803-5750-1180-000-000000000	2,604.00
68	00254642	V68021378 NEW HAVEN YOUTH & FAMILY	11/22/17		MW	0101-6512-0-5104-5750-1180-000-000000000	4,767.50
68	00254642	V68021378 NEW HAVEN YOUTH & FAMILY	11/22/17		MW	0101-6512-0-5104-5750-3120-000-000000000	4,767.50
68	00254643	V68156257 Newlove, Timothy L	11/22/17		MW	0101-0504-0-5800-0000-2100-000-349000000	575.00
68	00254644	V68116957 PALI INSTITUTE INC	11/22/17		MW	0101-0400-0-5840-1130-1000-056-000000000	16,312.50
68	00254644	V68116957 PALI INSTITUTE INC	11/22/17		MW	0101-0400-0-5840-1130-1000-074-000000000	17,808.75
68	00254645	V68150715 PORT VIEW PREPARATORY SCHOOL	11/22/17		MW	0101-6500-0-5102-5750-1180-000-000000000	32,177.00
68	00254645	V68150715 PORT VIEW PREPARATORY SCHOOL	11/22/17		MW	0101-6500-0-5802-5750-1180-000-000000000	20,013.40
68	00254646	V68149719 Q FENCE AND FABRICATION	11/22/17		MW	0101-8150-0-5605-0000-8110-000-000000000	2,975.00
68	00254647	V68149569 RADZINS, JOHN & MEREDITH	11/22/17		MW	0101-6500-0-5802-5750-1180-000-358000000	436.56
68	00254648	V68149204 SOUTH COAST FIRE PROTECTION	11/22/17		MW	0101-0000-0-4500-0000-8210-000-000000000	700.38
68	00254649	V68116925 SPORTS FACILITIES GROUP INC	11/22/17		MW	0101-8150-0-4500-0000-8110-000-000000000	3,170.15
68	00254649	V68116925 SPORTS FACILITIES GROUP INC	11/22/17		MW	0101-8150-0-5605-0000-8110-000-000000000	5,870.00
68	00254650	V68150055 STAFFREHAB	11/22/17		MW	0101-6500-0-5801-5750-1130-000-000000000	1,250.00
68	00254650	V68150055 STAFFREHAB	11/22/17		MW	0101-6500-0-5801-5750-1181-000-000000000	111.54
68	00254651	V68063693 STEWART AND ASSOC INC	11/22/17		MW	0101-0000-0-5605-0000-8220-000-000000000	1,932.50
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0000-0-4500-0000-7150-000-000000000	15.03
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4500-0000-2700-022-000000000	322.54

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68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4500-0000-2700-024-00000000	153.06
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4500-0000-2700-025-00000000	61.56
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4500-1130-1000-054-00000000	236.51
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1130-1000-061-00000000	55.40
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1130-1000-068-00000000	239.33
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1130-1000-086-00000000	119.85
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1140-1000-002-00000000	63.76
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1140-1000-002-51600000	809.31
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1140-1000-004-00000000	37.74
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1140-1000-005-00000000	122.23
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4200-1140-1000-022-00000000	297.39
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1140-1000-024-00000000	29.63
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4200-1140-1000-025-00000000	29.99
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1140-1000-025-00000000	89.41
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4200-1140-1000-026-00000000	137.10
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0002-0-4300-1140-1000-027-00000000	29.76
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0010-0-4500-0000-2100-000-00000000	110.00
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0400-0-4500-0000-2700-052-00000000	66.74
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0400-0-4500-0000-2700-055-00000000	222.88
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0400-0-4500-0000-2700-079-00000000	592.89
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0400-0-4300-1130-1000-055-00000000	396.71
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0400-0-4300-1130-1000-086-00000000	1,076.85
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0400-0-4200-1140-1000-004-00000000	215.40
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0400-0-4300-1140-1000-024-54300000	131.60
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0404-0-5800-0000-2140-000-00000000	269.89
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0504-0-4300-1110-1000-000-00000000	19.99
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0790-0-4500-4760-2100-000-47000000	740.82
68	00254653	V68118382 US BANK	11/22/17		MW	0101-0986-0-4200-0000-6000-071-90200000	602.68
68	00254653	V68118382 US BANK	11/22/17		MW	0101-3010-0-4300-1110-1000-021-00000000	40.90
68	00254653	V68118382 US BANK	11/22/17		MW	0101-3010-0-4300-1110-1000-054-00000000	92.90
68	00254653	V68118382 US BANK	11/22/17		MW	0101-3010-0-4300-1110-1000-061-00000000	903.60
68	00254653	V68118382 US BANK	11/22/17		MW	0101-3010-0-4300-1130-1000-079-00000000	1,003.32
68	00254653	V68118382 US BANK	11/22/17		MW	0101-3320-0-4300-5730-1190-000-34800000	84.65

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68	00254653	V68118382 US BANK	11/22/17		MW	0101-3555-0-4300-3800-1000-026-00000000	109.87
68	00254653	V68118382 US BANK	11/22/17		MW	0101-3555-0-4400-3800-1000-026-00000000	1,999.00
68	00254653	V68118382 US BANK	11/22/17		MW	0101-6264-0-4500-0000-2100-000-56900000	41.08
68	00254653	V68118382 US BANK	11/22/17		MW	0101-6500-0-4300-5750-1190-000-00000000	32.43
68	00254653	V68118382 US BANK	11/22/17		MW	0101-6500-0-4200-5750-1190-000-34800000	121.78
68	00254653	V68118382 US BANK	11/22/17		MW	0101-6500-0-4300-5750-1190-000-34800000	1,499.80
68	00254653	V68118382 US BANK	11/22/17		MW	0101-6500-0-4500-5750-3140-000-00000000	91.56
68	00254653	V68118382 US BANK	11/22/17		MW	0101-6500-0-4300-5770-1190-000-34800000	53.82
68	00254653	V68118382 US BANK	11/22/17		MW	0101-6510-0-4300-5710-1110-049-00000000	153.15
68	00254654	V68146077 WEST COAST ARBORISTS INC.	11/22/17		MW	0101-0000-0-5605-0000-8220-000-00000000	832.00
68	00254655	V68099210 XEROX CORPORATION	11/22/17		MW	0101-0000-0-5600-0000-7550-000-00000000	25,336.52
68	00254655	V68099210 XEROX CORPORATION	11/22/17		MW	0101-0000-0-5600-1110-1000-099-44000000	51,336.41
68	00254664	V68156504 Ahmed, Saffie	11/27/17		MW	0101-0004-0-4114-1180-1000-006-00000000	13.00
68	00254665	V68052845 BERGMAN DACEY GOLDSMITH	11/27/17		MW	0101-0000-0-5820-0000-7690-000-00000000	4,779.20
68	00254666	V68101433 BEST BEST & KRIEGER LLP	11/27/17		MW	0101-6500-0-5820-5001-2100-000-00000000	10,706.98
68	00254667	V68156514 Borjal, Steve or Irina	11/27/17		MW	0101-0004-0-4114-1180-1000-005-00000000	69.00
68	00254668	V68141414 CDE SPECIAL DEPOSIT FD50703830	11/27/17		MW	0101-4203-0-5216-4760-2100-000-00000000	4,900.00
68	00254669	V68156506 Christopher, Danielle	11/27/17		MW	0101-0004-0-4114-1180-1000-003-00000000	100.00
68	00254670	V68156502 Delahooke, Craig or Karen	11/27/17		MW	0101-0004-0-4114-1180-1000-003-00000000	10.00
68	00254671	V68155878 Eric Hall & Associates LLC	11/27/17		MW	0101-0000-0-5800-0000-7530-000-00000000	19,583.13
68	00254672	V68051854 GILBERT & STEARNS INC	11/27/17		MW	0101-8150-0-5605-0000-8110-000-00000000	8,323.83
68	00254673	V68156312 Hartl, Kathy	11/27/17		MW	0101-6500-0-5800-5750-1190-000-34900000	73,132.92
68	00254674	V68109071 IRELAND, STEVEN H	11/27/17		MW	0101-0400-0-4300-1140-1000-024-51400000	13.60
68	00254675	V68122945 JEWELL, LAW OFFICE OF MICHAEL	11/27/17		MW	0101-6500-0-5820-5750-2100-000-34900000	5,000.00
68	00254676	V68123878 KHALAF, REEM	11/27/17		MW	0101-0400-0-4300-5750-1190-000-00000000	17.75
68	00254677	V68152347 KYA SERVICES LLC	11/27/17		MW	0101-8150-0-5605-0000-8110-002-00000000	5,176.25
68	00254677	V68152347 KYA SERVICES LLC	11/27/17		MW	0101-8150-0-5605-0000-8110-068-00000000	9,942.34
68	00254678	V68146666 LAW OFFICES OF KATHLEEN LOYER	11/27/17		MW	0101-6500-0-5820-5750-2100-000-34900000	9,000.00
68	00254679	V68150837 MOORE LAW FOR CHILDREN A	11/27/17		MW	0101-6500-0-5820-5750-2100-000-34900000	4,000.00
68	00254680	V68156510 Mottaghi, Naz	11/27/17		MW	0101-0004-0-4114-1180-1000-004-00000000	22.00
68	00254681	V68148968 NICOLE MILLER & ASSOC INC	11/27/17		MW	0101-0000-0-5820-0000-7400-000-00000000	17,432.80
68	00254682	V68156509 Nunez, Vincent	11/27/17		MW	0101-0004-0-4114-1180-1000-004-00000000	93.00
68	00254683	V68123679 PACIFIC-PLUMBING COMPANY-OF	11/27/17		MW	0101-8150-0-5605-0000-8110-000-00000000	28,325.50

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68 00254684	V68152049	PROJECT DIMENSIONS	11/27/17		MW	0101-0000-0-5605-0000-7690-000-00000000	11,430.00
68 00254684	V68152049	PROJECT DIMENSIONS	11/27/17		MW	0101-0000-0-5810-0000-7690-000-00000000	5,580.00
68 00254685	V68156508	Ramirez, Kevin	11/27/17		MW	0101-0004-0-4114-1180-1000-004-00000000	87.00
68 00254686	V68156512	Ramirez, Kevin	11/27/17		MW	0101-0004-0-4114-1180-1000-004-00000000	100.00
68 00254687	V68156511	Reagan, Todd	11/27/17		MW	0101-0004-0-4114-1180-1000-004-00000000	132.00
68 00254688	V68156267	Ruderman & Knox LLP	11/27/17		MW	0101-6500-0-5820-5750-2100-000-34900000	5,000.00
68 00254689	V68078255	SAN DIEGO GAS & ELECTRIC	11/27/17		MW	0101-0000-0-5500-0000-8200-000-21200000	177,010.67
68 00254690	V68156507	Sato, Tamao	11/27/17		MW	0101-0004-0-4114-1180-1000-004-00000000	15.00
68 00254691	V68151779	SCOTT, LANCE AND STACY	11/27/17		MW	0101-6500-0-5800-5770-1190-000-34900000	14,300.00
68 00254692	V68147036	SELECMAN, LANA	11/27/17		MW	0101-3410-0-4500-5750-2100-000-00000000	24.00
68 00254693	V68117671	SNOWDEN, MARYBETH (SAMMIE)	11/27/17		MW	0101-6520-0-4300-5750-1190-000-00000000	234.44
68 00254694	V68148019	SUNBELT STAFFING LLC	11/27/17		MW	0101-6500-0-5101-5750-1181-000-00000000	18,042.75
68 00254694	V68148019	SUNBELT STAFFING LLC	11/27/17		MW	0101-6500-0-5101-5770-1181-000-00000000	18,042.75
68 00254695	V68145547	TIMOTHY ADAMS & ASSOCIATES	11/27/17		MW	0101-6500-0-5820-5750-2100-000-34900000	9,000.00
68 00254695	V68145547	TIMOTHY ADAMS & ASSOCIATES	11/27/17		MW	0101-6500-0-5820-5770-1190-000-34900000	10,000.00
68 00254696	V68156505	Van Patten, Christopher	11/27/17		MW	0101-0004-0-4200-1180-2420-002-00000000	16.00
68 00254697	V68156503	Vasquez, Luz	11/27/17		MW	0101-0004-0-4114-1180-1000-006-00000000	15.00
68 00254698	V68156513	Vuong, Linda	11/27/17		MW	0101-0004-0-4114-1180-1000-005-00000000	15.00
68 00254699	V68155023	WELSH, MEGAN	11/27/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68 00254700	V68156266	Zerrer, Anthony and Jennifer	11/27/17		MW	0101-6500-0-5800-5750-1190-000-34900000	14,946.00
68 00254705	V68026640	DIGITAL NETWORKS GROUP INC	11/28/17		MW	0101-0755-0-4400-1140-1000-021-00000000	1,002.53
68 00254705	V68026640	DIGITAL NETWORKS GROUP INC	11/28/17		MW	0101-3010-0-4400-1110-1000-021-00000000	8,996.55
68 00254706	V68155684	HOPE Therapies	11/28/17		MW	0101-6500-0-5800-5750-1190-000-00000000	4,187.50
68 00254707	V68149684	ALTERNATIVE COMMUNICATIONS	11/29/17		MW	0101-6500-0-5810-5750-1190-000-00000000	676.00
68 00254708	V68009305	BLIND CHILDREN S LEARNING	11/29/17		MW	0101-6500-0-5810-5770-1190-000-00000000	4,008.60
68 00254709	V68149794	EBBING, CURTIS AND/OR MARYAM	11/29/17		MW	0101-6500-0-5802-5750-1180-000-35800000	821.80
68 00254710	V68146415	FARIBORZ AND/OR SURUR FAZELLI	11/29/17		MW	0101-6500-0-5802-5750-1180-000-00000000	368.08
68 00254711	V68151181	FLIBS	11/29/17		MW	0101-0010-0-5215-1140-1000-003-42200000	1,850.00
68 00254712	V68154140	JENNIFER RAO	11/29/17		MW	0101-6500-0-5802-5750-1180-000-35800000	1,309.29
68 00254713	V68147372	LEISURE CARE REFERRAL AGENCY	11/29/17		MW	0101-0000-0-5800-0000-3140-000-00000000	1,960.00
68 00254714	V68152061	S.T.A.R. ACADEMY	11/29/17		MW	0101-3010-0-5810-1110-1000-000-03600000	330.00
68 00254714	V68152061	S.T.A.R. ACADEMY	11/29/17		MW	0101-4510-0-5810-1110-1000-000-00000000	82.50
68 00254715	V68150071	SPECTRUM CENTER ROSSIER PARK	11/29/17		MW	0101-6500-0-5802-5750-1180-000-00000000	8,550.92

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68 00254716	V68100520	TOWNSEND, PHILIPPA	11/29/17		MW	0101-0000-0-5216-0000-7300-000-00000000	52.00
68 00254717	V68147432	WOODWARD ACADEMY	11/29/17		MW	0101-6500-0-5803-5750-1180-000-00000000	2,625.00
68 00254717	V68147432	WOODWARD ACADEMY	11/29/17		MW	0101-6512-0-5104-5750-1180-000-00000000	3,042.73
68 00254717	V68147432	WOODWARD ACADEMY	11/29/17		MW	0101-6512-0-5104-5750-3120-000-00000000	3,651.27
68 00254718	V68156216	California Charter Authorizing	11/29/17		MW	0101-0000-0-5300-0000-2100-000-69000000	250.00
68 00254719	V68145221	CALIFORNIA WEEKLY EXPLORER INC	11/29/17		MW	0101-0400-0-5840-1130-1000-085-00000000	2,070.00
68 00254720	V68106764	CDWG Inc	11/29/17		MW	0101-0400-0-5800-1140-1000-026-00000000	1,715.50
68 00254721	V68112804	HERITAGE MUSEUM OF OC	11/29/17		MW	0101-0400-0-5840-1130-1000-067-00000000	625.00
68 00254722	V68102193	OCTA	11/29/17		MW	0101-3010-0-5800-1110-3600-000-03600000	12,007.00
68 00254723	V68113142	RENAISSANCE LEARNING INC	11/29/17		MW	0101-0002-0-5800-1130-1000-078-00000000	1,245.50
68 00254724	V68156103	Rising Software Australia Pty	11/29/17		MW	0101-3555-0-4400-3800-1000-005-00000000	2,565.00
68 00254725	V68156384	BOSTON, NATHAN OR KRISTA	11/29/17		MW	0101-0724-0-5800-5001-3600-000-35800000	127.12
68 00254726	V68156551	GARCIA, MARIA	11/29/17		MW	0101-0724-0-5800-5001-3600-000-35800000	332.56
68 00254727	V68156552	JESRAI, ALICIA	11/29/17		MW	0101-0724-0-5800-5001-3600-000-35800000	128.40
68 00254728	V68156553	MARTINEZ, FELIX OR MARIA	11/29/17		MW	0101-0724-0-5800-5001-3600-000-35800000	481.50
68 00254729	V68113402	MICHEL, WALTER &/OR NANCY	11/29/17		MW	0101-0724-0-5800-5001-3600-000-35800000	509.12
68 00254730	V68144550	RETTBERG, HELEN	11/29/17		MW	0101-0724-0-5800-5001-3600-000-35800000	714.55
68 00254731	V68156557	RICHARDSON, ALISON	11/29/17		MW	0101-0004-0-4200-1180-2420-074-00000000	16.00
68 00254732	V68156558	ROSAS, VICTOR	11/29/17		MW	0101-0730-0-8675-0000-0000-000-00000000	300.00
68 00254733	V68040147	MOBILE COMMUNICATION REPAIR	11/29/17		MW	0101-0724-0-4500-5001-3600-000-25800000	1,283.63
68 00254733	V68040147	MOBILE COMMUNICATION REPAIR	11/29/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,644.31
68 00254734	V68154882	MODERN SIGNS PRESS INC	11/29/17		MW	0101-6500-0-4300-5750-1190-000-00000000	139.00
68 00254735	V68149897	O REILLY AUTO PARTS	11/29/17		MW	0101-7220-0-4300-1140-1000-003-00000000	138.48
68 00254735	V68149897	O REILLY AUTO PARTS	11/29/17		MW	0101-8150-0-4500-0000-8230-000-25000000	94.53
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	0101-0000-0-4500-0000-3900-000-00000000	468.77
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	0101-0000-0-4500-1140-2700-014-42000000	36.59
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	0101-0002-0-4500-0000-2700-025-00000000	170.02
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	0101-0002-0-4300-1140-1000-001-00000000	540.40
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	0101-0002-0-4400-1140-1000-004-00000000	2,508.24
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	0101-0002-0-4300-1140-1000-022-00000000	37.01
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	0101-0002-0-4300-1140-1000-025-00000000	170.04
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	0101-0790-0-4500-0000-2100-000-00000000	69.68
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	0101-6500-0-4500-5001-2100-000-00000000	464.75

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68	00254738	V68153802 PARAGON SYSTEMS INC	11/29/17		MW	0101-8150-0-5605-0000-8110-003-00000000	1,505.00
68	00254739	V68071227 PITSCO INC.	11/29/17		MW	0101-0002-0-4300-1130-1000-079-00000000	74.65
68	00254740	V68147095 PRINT & FINISHING SOLUTIONS	11/29/17		MW	0101-0000-0-4500-0000-7550-000-00000000	289.19
68	00254741	V68146267 PROGRESSIVE MANUFACTURING	11/29/17		MW	0101-0000-0-4500-0000-7550-000-00000000	484.88
68	00254742	V68071608 PRUDENTIAL OVERALL SUPPLY	11/29/17		MW	0101-0400-0-5800-5750-2700-049-00000000	81.69
68	00254743	V68071950 QUALITY TOWING	11/29/17		MW	0101-0724-0-5800-5001-3600-000-25000000	146.00
68	00254744	V68107662 R J COOPER & ASSOC INC	11/29/17		MW	0101-3320-0-4300-5730-1190-000-34800000	84.65
68	00254745	V68146103 R&S SOIL PRODUCTS INC	11/29/17		MW	0101-0000-0-4500-0000-8220-000-00000000	3,413.56
68	00254746	V68149751 REPAIRZOOM	11/29/17		MW	0101-6500-0-5600-5750-1190-000-00000000	37.39
68	00254746	V68149751 REPAIRZOOM	11/29/17		MW	0101-6500-0-5600-5770-1190-000-00000000	37.39
68	00254747	V68026328 RINCON TRUCK PARTS	11/29/17		MW	0101-0730-0-4600-1110-3600-000-25000000	1,391.15
68	00254747	V68026328 RINCON TRUCK PARTS	11/29/17		MW	0101-0730-0-5605-1110-3600-000-25000000	1,914.37
68	00254748	V68101222 SANTA MARGARITA FORD	11/29/17		MW	0101-0730-0-4600-1110-3600-000-25000000	176.56
68	00254749	V68153639 SHAMROCK MUSIC	11/29/17		MW	0101-1102-0-5600-1160-1000-000-00000000	108.00
68	00254750	V68156109 SIGNTRONIX	11/29/17		MW	0101-0400-0-4400-1130-1000-087-00000000	15,948.45
68	00254751	V68153530 SIMPSON IRVINE INC	11/29/17		MW	0101-0724-0-5605-5001-3600-000-25000000	3,159.44
68	00254752	V68152674 SITEONE LANDSCAPE SUPPLY	11/29/17		MW	0101-0000-0-4500-0000-8220-000-00000000	4,391.10
68	00254753	V68122583 SMOG EXPRESS	11/29/17		MW	0101-8150-0-5800-0000-8230-000-25000000	47.95
68	00254754	V68117716 SOUTH COAST ANSWERING SERVICE	11/29/17		MW	0101-8150-0-5800-0000-8110-000-00000000	182.07
68	00254755	V68116610 SOUTH COAST FAMILY MEDI CENTER	11/29/17		MW	0101-0000-0-5800-0000-7400-000-00000000	870.00
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0000-0-9321-0000-0000-000-00000000	219.81
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0000-0-4500-0000-7400-000-00000000	26.94
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0000-0-4500-0000-7530-000-00000000	6.11
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0000-0-4500-0000-7700-000-00000000	19.75
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4500-0000-2700-006-00000000	509.67
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4500-0000-2700-027-00000000	38.65
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4500-0000-2700-073-00000000	164.72
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4500-0000-2700-081-00000000	1,238.41
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-050-00000000	113.08
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-052-00000000	121.51
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-053-00000000	1,009.23
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-056-00000000	42.13
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-059-03000000	12.95

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68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-060-00000000	904.74
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-061-00000000	123.28
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-063-00000000	57.56
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-064-00000000	63.70
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-067-00000000	71.51
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-068-00000000	184.30
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-071-00000000	236.51
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-072-00000000	60.39
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-074-00000000	388.12
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-075-00000000	42.36
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-076-00000000	436.74
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-078-00000000	63.57
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-079-00000000	38.69
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-080-00000000	-18.31
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-082-00000000	215.75
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-083-00000000	90.19
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1130-1000-085-00000000	127.76
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-002-00000000	1,804.14
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-003-00000000	204.73
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-003-50500000	50.63
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-003-51600000	94.34
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-003-51800000	907.86
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-005-00000000	159.42
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-006-00000000	509.68
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-021-00000000	1,677.67
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-023-00000000	235.54
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-024-00000000	384.78
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-026-00000000	67.61
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-027-00000000	380.58
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-029-00000000	159.48
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-030-00000000	187.41
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-1140-1000-032-00000000	127.66
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4500-3300-2700-019-00000000	116.74

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68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0002-0-4300-5750-1110-049-00000000	39.78
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0400-0-4300-1130-1000-055-00000000	447.85
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-0400-0-4300-1130-1000-087-00000000	1,937.48
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-1100-0-4500-1140-4200-006-00000000	534.26
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	0101-3410-0-4300-5750-1190-000-00000000	13.18
68	00254758	V68050288 SPICERS PAPER CO	11/29/17		MW	0101-0000-0-9321-0000-0000-000-00000000	182.34
68	00254758	V68050288 SPICERS PAPER CO	11/29/17		MW	0101-0000-0-4500-0000-7550-000-00000000	1,033.30
68	00254759	V68156240 Sunshine Yoga	11/29/17		MW	0101-0400-0-4500-0000-2700-004-00000000	324.81
68	00254760	V68115245 SWEETMAN SYSTEMS	11/29/17		MW	0101-6500-0-4400-5770-1190-000-00000000	6,312.11
68	00254761	V68155782 T-GRAPHICS WEST INC	11/29/17		MW	0101-0400-0-4500-3200-2700-018-00000000	813.31
68	00254762	V68100636 ULINE	11/29/17		MW	0101-0002-0-4500-0000-2700-004-00000000	249.78
68	00254762	V68100636 ULINE	11/29/17		MW	0101-8150-0-4500-0000-8110-000-00000000	-17.76
68	00254763	V68149456 VERIZON WIRELESS	11/29/17		MW	0101-0000-0-5800-0000-7700-000-00000000	31.00
68	00254764	V68154853 ADAMS, ALISON	11/29/17		MW	0101-3315-0-5213-5730-3140-000-00000000	7.45
68	00254764	V68154853 ADAMS, ALISON	11/29/17		MW	0101-6500-0-5213-5750-3140-000-00000000	85.64
68	00254765	V68143967 ADAMSON, CORAL	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	83.46
68	00254765	V68143967 ADAMSON, CORAL	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	83.47
68	00254766	V68154702 ALCALAY, TYLER	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	121.98
68	00254767	V68153811 ANDERSON CANIZALES, JULIE	11/29/17		MW	0101-0000-0-5213-0000-3140-000-00000000	55.64
68	00254768	V68116293 AVERA, STEPHANIE	11/29/17		MW	0101-0000-0-5213-0000-7700-000-00000000	322.61
68	00254769	V68152912 BERREST, STACY	11/29/17		MW	0101-6500-0-5213-5001-2700-000-00000000	116.10
68	00254770	V68156069 BLACKWELL, DIXIE	11/29/17		MW	0101-6500-0-5213-5001-3150-000-00000000	39.80
68	00254770	V68156069 BLACKWELL, DIXIE	11/29/17		MW	0101-6500-0-5212-5750-1190-000-00000000	15.93
68	00254770	V68156069 BLACKWELL, DIXIE	11/29/17		MW	0101-6500-0-5212-5770-1190-000-00000000	43.78
68	00254771	V68080648 BLAND, LISA	11/29/17		MW	0101-3315-0-5213-5730-3150-000-00000000	88.81
68	00254772	V68144444 BOWDEN, JOANNA	11/29/17		MW	0101-0000-0-5213-0000-3120-000-00000000	20.11
68	00254772	V68144444 BOWDEN, JOANNA	11/29/17		MW	0101-3386-0-5213-5710-3120-000-00000000	5.04
68	00254772	V68144444 BOWDEN, JOANNA	11/29/17		MW	0101-6500-0-5213-5001-3120-000-00000000	25.14
68	00254773	V68149505 BRENNAN, JILL	11/29/17		MW	0101-3315-0-5213-5730-2700-000-00000000	63.94
68	00254773	V68149505 BRENNAN, JILL	11/29/17		MW	0101-6500-0-5213-5001-2700-000-00000000	63.93
68	00254774	V68103444 BROOKMAN, JOSEPH	11/29/17		MW	0101-0986-0-5212-0000-6000-000-90000000	102.18
68	00254774	V68103444 BROOKMAN, JOSEPH	11/29/17		MW	0101-6500-0-5212-5750-1190-000-00000000	203.84
68	00254775	V68115554 BROWN, NANCY	11/29/17		MW	0101-0790-0-5213-4760-2100-000-47000000	13.38

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68	00254776	V68109351 BROWN, SUSAN	11/29/17		MW	0101-3315-0-5213-5730-3150-000-00000000	71.48
68	00254776	V68109351 BROWN, SUSAN	11/29/17		MW	0101-6510-0-5213-5710-3150-000-00000000	17.87
68	00254777	V68112956 BRUNTON, MICHELLE	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	222.57
68	00254778	V68156486 BUCKHOLZ, CINDY	11/29/17		MW	0101-0000-0-5212-1110-1000-000-00000000	26.22
68	00254779	V68146061 BUCKMAN, JENNIFER	11/29/17		MW	0101-3385-0-5212-5710-1110-000-00000000	90.84
68	00254779	V68146061 BUCKMAN, JENNIFER	11/29/17		MW	0101-3386-0-5212-5710-1110-000-00000000	60.57
68	00254780	V68155692 BUTKUS, LINDA	11/29/17		MW	0101-3410-0-5212-5750-1190-000-00000000	77.04
68	00254781	V68156357 CADIEUX, JAN	11/29/17		MW	0101-6500-0-5212-5750-1130-000-34000000	34.24
68	00254782	V68156520 CASTILLO, YOLANDA	11/29/17		MW	0101-0790-0-5213-4760-2100-000-47000000	6.42
68	00254783	V68122838 CAUDILL, AMANDA	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	50.83
68	00254783	V68122838 CAUDILL, AMANDA	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	50.84
68	00254784	V68149493 CHOI, EUN YOUNG	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	198.49
68	00254785	V68153171 COOPER, PAMELA	11/29/17		MW	0101-0501-0-5213-0000-2100-000-00000000	92.56
68	00254785	V68153171 COOPER, PAMELA	11/29/17		MW	0101-4035-0-5213-0000-2100-000-00000000	111.29
68	00254787	V68154556 CORTEZ, ROXANNE	11/29/17		MW	0101-6500-0-5213-5001-2700-000-00000000	85.60
68	00254788	V68059931 COX, WILLIAM A	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	218.82
68	00254789	V68113980 CROSS, MELINDA	11/29/17		MW	0101-6510-0-5212-5710-1110-000-00000000	186.72
68	00254790	V68108186 CROWLEY, HEIDI	11/29/17		MW	0101-0000-0-5213-0000-2100-000-69000000	177.62
68	00254791	V68119525 CUNNINGHAM, CHADWICK	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	217.75
68	00254792	V68145501 CURLEY, JULIE	11/29/17		MW	0101-6500-0-5212-5770-1190-000-00000000	155.69
68	00254793	V68154984 EDMUNDS, DIANA	11/29/17		MW	0101-3315-0-5213-5730-3140-000-00000000	2.19
68	00254793	V68154984 EDMUNDS, DIANA	11/29/17		MW	0101-6500-0-5213-5750-3140-000-00000000	25.10
68	00254794	V68153366 EILER, CHRISTINE	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	74.37
68	00254794	V68153366 EILER, CHRISTINE	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	74.37
68	00254795	V68120623 ELKINS, KAREN	11/29/17		MW	0101-0000-0-5213-0000-3140-000-00000000	278.74
68	00254796	V68117295 ELLIS, SHAWNA	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	241.83
68	00254797	V68148516 ENGELSON, EMILY	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	86.14
68	00254797	V68148516 ENGELSON, EMILY	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	86.14
68	00254798	V68113985 ENRIQUEZ, MICHELLE L	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	88.81
68	00254798	V68113985 ENRIQUEZ, MICHELLE L	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	88.82
68	00254799	V68156130 ERSPAMER, KATIE	11/29/17		MW	0101-3315-0-5213-5730-3140-000-00000000	13.38
68	00254800	V68152560 EVANS, SHARON	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	46.55
68	00254801	V68121726 EXWORTHY, MARK	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	336.53

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68	00254802	V68142848 FARRAND, MONA	11/29/17		MW	0101-3386-0-5213-5710-3140-000-00000000	19.91
68	00254802	V68142848 FARRAND, MONA	11/29/17		MW	0101-6500-0-5213-5750-3140-000-00000000	112.78
68	00254803	V68140393 FLYNN, MARGARET	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	65.54
68	00254803	V68140393 FLYNN, MARGARET	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	65.54
68	00254804	V68140606 FREY, DEBORAH	11/29/17		MW	0101-0000-0-5213-0000-3140-000-00000000	80.79
68	00254805	V68156358 GAUTHIER, KAREN	11/29/17		MW	0101-0000-0-5213-0000-2100-000-00000000	82.93
68	00254806	V68153514 GEBAUER, GILLIAN	11/29/17		MW	0101-0000-0-5212-1140-1000-025-00000000	22.15
68	00254806	V68153514 GEBAUER, GILLIAN	11/29/17		MW	0101-0000-0-5212-3300-1000-014-00000000	14.77
68	00254807	V68118405 GOLDBECK, MELISSA	11/29/17		MW	0101-0000-0-5213-0000-3140-000-00000000	132.15
68	00254808	V68121976 GONG, PHOEBE	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	136.97
68	00254809	V68155115 GONZALES, KATHLEEN	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	93.90
68	00254809	V68155115 GONZALES, KATHLEEN	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	93.90
68	00254810	V68001370 GRAY, LISA	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	182.98
68	00254811	V68152588 GRAY, MONTSE	11/29/17		MW	0101-0790-0-5213-4760-2100-000-47000000	135.36
68	00254812	V68152657 GUTHARY, MIRIAM	11/29/17		MW	0101-0790-0-5212-4760-2100-000-47000000	0.00
68	00254812	V68152657 GUTHARY, MIRIAM	11/29/17		MW	0101-6500-0-5212-5750-1190-000-00000000	155.15
68	00254813	V68105696 HAACK, KATHI	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	64.74
68	00254814	V68151579 HAMMOND, DARCY	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	61.79
68	00254814	V68151579 HAMMOND, DARCY	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	61.80
68	00254815	V68109014 HANAFORD, LAURA	11/29/17		MW	0101-6500-0-5212-5001-3150-000-00000000	74.37
68	00254816	V68122306 HANRATTY-RAJA, JENNIPHER	11/29/17		MW	0101-3315-0-5213-5730-3140-000-00000000	7.71
68	00254816	V68122306 HANRATTY-RAJA, JENNIPHER	11/29/17		MW	0101-6500-0-5213-5750-3140-000-00000000	88.60
68	00254817	V68151255 HARDOS, BARBARA	11/29/17		MW	0101-0000-0-5213-0000-7700-000-00000000	269.65
68	00254818	V68156485 HARE, CHRISTINA	11/29/17		MW	0101-0790-0-5213-4760-2100-000-47000000	17.12
68	00254820	V68144735 HARVEY, LAUREN	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	203.84
68	00254821	V68000703 HERTZ, JANA	11/29/17		MW	0101-6500-0-5212-5770-1190-000-00000000	80.25
68	00254822	V68016279 HEUSER, RACHEL	11/29/17		MW	0101-6500-0-5212-5750-1190-000-00000000	314.58
68	00254823	V68106867 HILL, DAWN	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	141.24
68	00254824	V68156484 HOFFMAN, TODD	11/29/17		MW	0101-0000-0-5212-1110-1000-000-00000000	7.49
68	00254825	V68145399 HOOPER, GWYNETH	11/29/17		MW	0101-3315-0-5213-5730-3140-000-00000000	3.94
68	00254825	V68145399 HOOPER, GWYNETH	11/29/17		MW	0101-6500-0-5213-5750-3140-000-00000000	45.28
68	00254826	V68153416 HORTON, RACHAEL	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	174.42
68	00254827	V68145643 HOWARD, ANDREA	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	171.21

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68	00254828	V68152498 HUNKER, WILLIAM	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	318.33
68	00254829	V68122790 KELLMAN, KATHLEEN	11/29/17		MW	0101-0000-0-5213-0000-3140-000-00000000	82.98
68	00254830	V68100891 KERINS, TRACY	11/29/17		MW	0101-6500-0-5212-5750-1190-000-00000000	2.68
68	00254831	V68148739 KIMMELL, JULIE	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	136.43
68	00254832	V68156134 KO, CAROLINE	11/29/17		MW	0101-0790-0-5213-4760-2100-000-47000000	9.63
68	00254833	V68151318 KONOGERIS, KATHI	11/29/17		MW	0101-6500-0-5213-5770-3150-000-00000000	87.74
68	00254834	V68156072 LE, GRACE	11/29/17		MW	0101-6500-0-5212-5770-1190-000-00000000	156.22
68	00254835	V68156487 LEON, EDITH ADRIANA	11/29/17		MW	0101-0790-0-5213-4760-2100-000-47000000	52.97
68	00254836	V68108708 LEWIS, SHARON A.	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	58.58
68	00254836	V68108708 LEWIS, SHARON A.	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	58.59
68	00254837	V68150084 LONERO, TIFFANY	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	39.86
68	00254837	V68150084 LONERO, TIFFANY	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	39.86
68	00254838	V68156518 LOPINTO, STEVEN	11/29/17		MW	0101-0000-0-5213-0000-2100-000-00000000	136.43
68	00254839	V68152780 MALONE, ERICA	11/29/17		MW	0101-0000-0-5213-0000-3140-000-00000000	123.05
68	00254840	V68001743 MARCUS, BRUCE	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	140.71
68	00254841	V68118632 MATIENZO, NINA RIE	11/29/17		MW	0101-0000-0-5213-0000-3140-000-00000000	117.17
68	00254842	V68117593 MCKEE, DANISE	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	87.48
68	00254842	V68117593 MCKEE, DANISE	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	87.48
68	00254843	V68154583 MEDINA, ALISSA	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	234.33
68	00254844	V68148591 MEDINA-SABAD, KRISTEN	11/29/17		MW	0101-0000-0-5213-0000-2100-000-00000000	55.64
68	00254845	V68151062 MICKLE, JACQUELINE	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	65.00
68	00254845	V68151062 MICKLE, JACQUELINE	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	65.01
68	00254846	V68156492 MOORE, TAMMY	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	247.17
68	00254847	V68144381 MORAND, CARA	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	57.52
68	00254847	V68144381 MORAND, CARA	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	57.52
68	00254848	V68146862 MORRIS, LINDSEY	11/29/17		MW	0101-3315-0-5213-5730-3140-000-00000000	4.11
68	00254848	V68146862 MORRIS, LINDSEY	11/29/17		MW	0101-6500-0-5213-5750-3140-000-00000000	47.25
68	00254849	V68116926 NAPORA, NOELLE	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	87.21
68	00254849	V68116926 NAPORA, NOELLE	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	87.21
68	00254850	V68153156 NELSON, SHARI	11/29/17		MW	0101-6500-0-5213-5001-2700-000-00000000	33.71
68	00254851	V68117359 PANNING LABATE, TINA	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	33.71
68	00254851	V68117359 PANNING LABATE, TINA	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	33.71
68	00254852	V68153896 PARSI, HOUPAND	11/29/17		MW	0101-0790-0-5213-4760-2100-000-47000000	19.26

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68	00254853	V68103916 PETERSON, DEBRA	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	224.71
68	00254854	V68153783 PITTMAN, TERRILL	11/29/17		MW	0101-0000-0-5212-1110-1000-000-34000000	4.28
68	00254855	V68142260 PRIMICIAS, MELISSA	11/29/17		MW	0101-0000-0-5213-0000-3120-000-00000000	39.38
68	00254855	V68142260 PRIMICIAS, MELISSA	11/29/17		MW	0101-3315-0-5213-5730-3120-000-00000000	39.38
68	00254855	V68142260 PRIMICIAS, MELISSA	11/29/17		MW	0101-6510-0-5213-5710-3120-000-00000000	19.69
68	00254856	V68150985 RAE, MEGAN	11/29/17		MW	0101-6500-0-5213-5001-3120-000-00000000	4.28
68	00254857	V68156197 RITNER, MEREDITH	11/29/17		MW	0101-0000-0-5213-0000-7700-000-00000000	159.43
68	00254858	V68104074 ROCHE, ANN	11/29/17		MW	0101-0000-0-5213-0000-3140-000-00000000	251.99
68	00254859	V68154144 ROMBERG, STEPHANIE	11/29/17		MW	0101-6500-0-5213-5750-2100-000-00000000	179.77
68	00254860	V68151087 SANTOKE, MAHRIN	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	157.30
68	00254861	V68145390 SCHOOLER, DEBORAH	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	100.32
68	00254861	V68145390 SCHOOLER, DEBORAH	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	100.32
68	00254862	V68116057 SHAH, RANA	11/29/17		MW	0101-3315-0-5213-5730-3110-000-00000000	58.20
68	00254862	V68116057 SHAH, RANA	11/29/17		MW	0101-3386-0-5213-5710-3110-000-00000000	14.56
68	00254863	V68156522 SHARAR, COURTNEY	11/29/17		MW	0101-0000-0-5212-1110-1000-000-34000000	24.08
68	00254864	V68100573 SHUMATE, DAGMAR	11/29/17		MW	0101-6500-0-5212-5770-1190-000-00000000	299.07
68	00254865	V68155064 STAYBERG, BRITTANY	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	200.63
68	00254866	V68001792 STIRLING, ROBERT	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	216.15
68	00254867	V68156356 SYKES, MARIE	11/29/17		MW	0101-0501-0-5213-0000-2100-000-00000000	147.66
68	00254868	V68146754 TAYNE, JULIE	11/29/17		MW	0101-6500-0-5212-5750-1190-000-00000000	182.43
68	00254869	V68148632 TERPSTRA, TRACI	11/29/17		MW	0101-6500-0-5213-5770-3150-000-00000000	22.47
68	00254870	V68152756 TICE, RUTH	11/29/17		MW	0101-6500-0-5212-5770-1190-000-00000000	70.09
68	00254871	V68119630 TUNULLI, JESSICA	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	76.51
68	00254871	V68119630 TUNULLI, JESSICA	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	76.51
68	00254872	V68102669 VOSS, MICHELLE	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	288.90
68	00254874	V68148089 WEBSTER, ANNE	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	80.78
68	00254875	V68057505 WENTZEL, KORY	11/29/17		MW	0101-1102-0-5212-1160-1000-000-00000000	352.56
68	00254876	V68144672 WESTON, KELLY	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	108.07
68	00254876	V68144672 WESTON, KELLY	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	108.08
68	00254877	V68116337 WHALEN, ANDREA	11/29/17		MW	0101-6500-0-5212-5750-1130-000-00000000	120.38
68	00254878	V68155130 WHEELER, ANTOINETTE T	11/29/17		MW	0101-6500-0-5213-5001-2700-000-00000000	105.40
68	00254879	V68118596 WOLFSON, DONNA	11/29/17		MW	0101-3315-0-5212-5730-1110-000-00000000	53.50
68	00254879	V68118596 WOLFSON, DONNA	11/29/17		MW	0101-6500-0-5212-5750-1110-000-00000000	53.51

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68	00254880	V68156523 ZAMORA BALDERRAMA, SILVIA	11/29/17		MW	0101-0000-0-5212-1110-1000-000-34000000	34.77
68	00254881	V68152495 4WALL LOS ANGELES INC	11/29/17		MW	0101-8150-0-5605-0000-8110-000-00000000	862.00
68	00254882	V68152532 ADVANTAGE WEST GOVERNMENT PROD	11/29/17		MW	0101-0730-0-4600-1110-3600-000-25800000	1,320.95
68	00254882	V68152532 ADVANTAGE WEST GOVERNMENT PROD	11/29/17		MW	0101-0724-0-4600-5001-3600-000-25800000	215.19
68	00254882	V68152532 ADVANTAGE WEST GOVERNMENT PROD	11/29/17		MW	0101-8150-0-4500-0000-8230-000-25800000	5.94
68	00254883	V68036590 B & H PHOTOGRAPHY	11/29/17		MW	0101-0000-0-9510-0000-0000-000-00000000	51.89
68	00254884	V68032535 FEDERAL EXPRESS CORP	11/29/17		MW	0101-0000-0-5900-0000-7540-000-00000000	101.70
68	00254885	V68032964 FLINN SCIENTIFIC INC	11/29/17		MW	0101-0000-0-9510-0000-0000-000-00000000	3,754.94
68	00254885	V68032964 FLINN SCIENTIFIC INC	11/29/17		MW	0101-0002-0-4300-1140-1000-006-00000000	178.02
68	00254885	V68032964 FLINN SCIENTIFIC INC	11/29/17		MW	0101-6300-0-4300-1140-1000-000-00000000	117.24
68	00254886	V68143106 HOUGHTON MIFFLIN HARCOURT	11/29/17		MW	0101-0000-0-4500-0000-3120-000-00000000	421.48
68	00254886	V68143106 HOUGHTON MIFFLIN HARCOURT	11/29/17		MW	0101-6500-0-4500-5001-3120-000-00000000	632.21
68	00254887	V68062513 KELLY PAPER COMPANY	11/29/17		MW	0101-0000-0-4500-0000-7550-000-00000000	1,788.90
68	00254888	V68156189 Learning Without Tears	11/29/17		MW	0101-6300-0-4140-1110-1000-000-00000000	51,838.45
68	00254889	V68143562 LIBERTY PAPER	11/29/17		MW	0101-0000-0-9321-0000-0000-000-00000000	21,930.57
68	00254892	V68156548 Crane, Tamaran or Clifford	11/29/17		MW	0101-0730-0-8675-0000-0000-000-00000000	445.00
68	00254893	V68156549 Engel, Christopher	11/29/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68	00254894	V68156537 Furniss, Russell and Jennette	11/29/17		MW	0101-0004-0-4114-1180-1000-005-00000000	84.00
68	00254895	V68156546 Green, Sarah	11/29/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68	00254897	V68156545 Hutton, Marie	11/29/17		MW	0101-0730-0-8675-0000-0000-000-00000000	15.00
68	00254898	V68156547 Lane, Shannon	11/29/17		MW	0101-0730-0-8675-0000-0000-000-00000000	387.50
68	00254899	V68156538 Omar, Abdul and Sultana	11/29/17		MW	0101-0004-0-4114-1180-1000-005-00000000	15.00
68	00254900	V68156539 Pacific, Timothy and Christina	11/29/17		MW	0101-0004-0-4114-1180-1000-005-00000000	84.00
68	00254901	V68156558 ROSAS, VICTOR	11/29/17		MW	0101-0730-0-8675-0000-0000-000-00000000	300.00
68	00254904	V68154302 ALBUM CREATIVE STUDIOS INC	11/30/17		MW	0101-0501-0-5800-0000-7180-000-00000000	9,200.00
68	00254905	V68114771 EDUCATIONAL BASED SERVICES INC	11/30/17		MW	0101-3320-0-5801-5730-1181-000-00000000	1,500.00
68	00254905	V68114771 EDUCATIONAL BASED SERVICES INC	11/30/17		MW	0101-6500-0-5101-5750-1181-000-00000000	3,000.00
68	00254905	V68114771 EDUCATIONAL BASED SERVICES INC	11/30/17		MW	0101-6500-0-5801-5770-1181-000-00000000	1,500.00
68	00254906	V68155592 Ernest Proud	11/30/17		MW	0101-6512-0-5115-5750-3110-000-00000000	2,422.50
68	00254907	V68143239 HARBOTTLE LAW GROUP A	11/30/17		MW	0101-0504-0-5820-0000-2100-000-00000000	38.00
68	00254907	V68143239 HARBOTTLE LAW GROUP A	11/30/17		MW	0101-6500-0-5820-5001-2100-000-00000000	5,206.31
68	00254908	V68153247 LAURA S. PHILLIPS	11/30/17		MW	0101-6512-0-5115-5750-3110-000-00000000	3,260.00
68	00254909	V68021378 NEW HAVEN YOUTH & FAMILY	11/30/17		MW	0101-6500-0-5802-5750-1180-000-00000000	16,396.00

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68	00254910	V68156402 Olive Crest Academy	11/30/17		MW	0101-6500-0-5802-5750-1180-000-00000000	29,382.80
68	00254911	V68155593 Pamela Moldauer	11/30/17		MW	0101-6512-0-5115-5750-3110-000-00000000	3,517.50
68	00254912	V68155667 Summitview Child & Family Serv	11/30/17		MW	0101-6500-0-5803-5750-1180-000-34900000	5,562.94
68	00254912	V68155667 Summitview Child & Family Serv	11/30/17		MW	0101-6512-0-5104-5750-3120-000-34900000	2,781.47
68	00254912	V68155667 Summitview Child & Family Serv	11/30/17		MW	0101-6512-0-5104-5750-1180-000-34900000	9,039.77
68	00254913	V68144779 MAILFINANCE INC DBA	11/30/17		MW	0101-0000-0-5605-0000-7540-000-00000000	4,349.82
68	00254914	V68116957 PALI INSTITUTE INC	11/30/17		MW	0101-0400-0-5840-1130-1000-087-00000000	35,460.00
68	00254915	V68149684 ALTERNATIVE COMMUNICATIONS	12/01/17		MW	0101-6500-0-5810-5750-1190-000-00000000	780.00
68	00254916	V68120182 BLAKENEY, JUDITH	12/01/17		MW	0101-6264-0-5216-0000-2700-000-56900000	811.72
68	00254917	V68154415 JIM AND LEE ANN ADDISON	12/01/17		MW	0101-0000-0-9510-0000-0000-000-00000000	500.00
68	00254918	V68156340 MASRI, JALAL	12/01/17		MW	0101-0400-0-5215-1140-1000-027-00000000	793.29
68	00254919	V68110020 MEET THE MASTERS INC	12/01/17		MW	0101-0400-0-5810-1130-1000-054-00000000	1,119.00
68	00254920	V68106119 PROFESSIONAL TUTORS OF AMERICA	12/01/17		MW	0101-4510-0-5810-1110-1000-000-00000000	275.00
68	00254921	V68125543 SENECA FAMILY OF AGENCIES	12/01/17		MW	0101-6512-0-5101-5750-3110-000-00000000	1,150.00
68	00254922	V68150055 STAFFREHAB	12/01/17		MW	0101-6500-0-5801-5750-1130-000-00000000	1,050.00
68	00254923	V68155910 Sumida, Sylvia and Mark	12/01/17		MW	0101-6500-0-5800-5750-1190-000-34900000	1,490.50
68	00254924	V68156347 VANDERWAL, BRIANNA	12/01/17		MW	0101-0002-0-5216-0000-2700-024-00000000	226.90
68	00254925	V68154081 BIG UNIVERSE INC	12/01/17		MW	0101-3010-0-4300-1110-1000-082-03500000	1,999.00
68	00254926	V68149587 LEARNING A-Z	12/01/17		MW	0101-0400-0-4300-1130-1000-071-00000000	734.65
68	00254927	V68116957 PALI INSTITUTE INC	12/01/17		MW	0101-0400-0-5840-1130-1000-085-00000000	86,200.00
68	00254928	V68145813 SEGERSTROM CENTER FOR THE ARTS	12/01/17		MW	0101-0400-0-5840-1130-1000-055-00000000	775.00
68	00254929	V68152663 WE VIDEO INC	12/01/17		MW	0101-0002-0-5800-1140-1000-028-52000000	422.00
68	00254930	V68106070 AT&T	12/01/17		MW	0101-8150-0-5800-0000-8110-000-00000000	149.80
68	00254931	V68121231 MICROSCOPE WORLD	12/01/17		MW	0101-0002-0-4300-1140-1000-003-00000000	1,095.82
68	00254932	V68119208 MIKE DEBELLIS	12/01/17		MW	0101-1102-0-5600-1160-1000-000-00000000	135.00
68	00254933	V68040147 MOBILE COMMUNICATION REPAIR	12/01/17		MW	0101-0730-0-5605-1110-3600-000-00000000	331.14
68	00254934	V68121385 MOBILE FLEET WASH	12/01/17		MW	0101-0730-0-5800-1110-3600-000-00000000	507.50
68	00254934	V68121385 MOBILE FLEET WASH	12/01/17		MW	0101-0724-0-5800-5001-3600-000-00000000	507.50
68	00254935	V68117197 NATIONWIDE FIRE PROTECTION	12/01/17		MW	0101-0730-0-5800-1110-3600-000-00000000	147.74
68	00254936	V68121862 NCS PEARSON INC.	12/01/17		MW	0101-6500-0-4500-5001-3150-000-00000000	477.75
68	00254937	V68144226 NEW PIG	12/01/17		MW	0101-8150-0-4500-0000-8230-000-26600000	1,034.00
68	00254938	V68105525 ONE STOP BINDERY	12/01/17		MW	0101-0000-0-5800-0000-7550-000-00000000	1,550.00
68	00254939	V68030155 ORANGE COUNTY HEALTH AGENCY	12/01/17		MW	0101-8150-0-5800-0000-8110-000-00000000	50.00

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68 00254940	V68068227	PARKHOUSE TIRE INC.	12/01/17		MW	0101-0724-0-4600-5001-3600-000-25500000	3,157.04
68 00254941	V68068795	PAXTON/PATTERSON	12/01/17		MW	0101-7220-0-4300-1140-1000-003-00000000	366.57
68 00254942	V68105435	PEARSON EDUCATION INC	12/01/17		MW	0101-9280-0-4300-1110-1000-000-00000000	32,587.56
68 00254943	V68154724	PINNACLE PETROLEUM INC	12/01/17		MW	0101-0730-0-4600-1110-3600-000-25300000	11,742.90
68 00254943	V68154724	PINNACLE PETROLEUM INC	12/01/17		MW	0101-0724-0-4600-5001-3600-000-25300000	11,742.91
68 00254944	V68155704	PURELAND SUPPLY LLC	12/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	472.14
68 00254945	V68154306	QUALITY STREET SERVICE	12/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	5,055.00
68 00254946	V68155758	REFRIGERATION CONTROL COMPANY	12/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	5,251.16
68 00254947	V68026328	RINCON TRUCK PARTS	12/01/17		MW	0101-0730-0-5605-1110-3600-000-25000000	220.10
68 00254947	V68026328	RINCON TRUCK PARTS	12/01/17		MW	0101-0724-0-4600-5001-3600-000-25000000	4,078.64
68 00254948	V68123515	SAFETY KLEEN CORP	12/01/17		MW	0101-0730-0-5800-1110-3600-000-00000000	609.08
68 00254949	V68112866	SMARDAN SUPPLY COMPANY	12/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,159.39
68 00254950	V68122583	SMOG EXPRESS	12/01/17		MW	0101-0724-0-5800-5001-3600-000-25000000	85.95
68 00254951	V68118077	SOUTH COAST MEDICAL GROUP	12/01/17		MW	0101-0000-0-5800-0000-7400-000-14000000	457.00
68 00254952	V68148172	SOUTHERN COUNTIES LUBRICANTS	12/01/17		MW	0101-0724-0-4600-5001-3600-000-25400000	3,893.00
68 00254953	V68152808	THE PEP BOYS-MANNY MOE JACK OF	12/01/17		MW	0101-0730-0-4600-1110-3600-000-25800000	211.27
68 00254954	V68112012	TruParCo	12/01/17		MW	0101-0730-0-4600-1110-3600-000-25000000	163.17
68 00254955	V68147300	TUTTLE CLICK FORD LINCOLN	12/01/17		MW	0101-0724-0-4600-5001-3600-000-25000000	1,736.38
68 00254956	V68007452	US AIR CONDITIONING DIST.	12/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	96.68
68 00254957	V68067850	VERIZON WIRELESS	12/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	2,159.48
68 00254958	V68067850	VERIZON WIRELESS	12/01/17		MW	0101-0010-0-5900-0000-3110-000-00000000	76.02
68 00254959	V68151316	VERTICAL TRANSPORT INC	12/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	255.00
68 00254960	V68019265	VISTA PAINT & WALLCOVERING	12/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	292.24
68 00254961	V68103795	VORTEX	12/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,000.00
68 00254963	V68155250	BACOPULOS, DANA	12/01/17		MW	0101-3315-0-5212-5730-1110-000-00000000	69.82
68 00254963	V68155250	BACOPULOS, DANA	12/01/17		MW	0101-6500-0-5212-5750-1110-000-00000000	69.82
68 00254964	V68101617	BAILEY, REBECCA	12/01/17		MW	0101-6500-0-5213-5001-2700-000-00000000	325.80
68 00254965	V68154640	BARTON, KEVIN	12/01/17		MW	0101-6500-0-5212-5770-1190-000-00000000	78.11
68 00254966	V68107989	BELSHE, RAQUEL	12/01/17		MW	0101-0404-0-5213-0000-2140-000-00000000	111.81
68 00254968	V68120038	GILL, ARVINDER	12/01/17		MW	0101-3315-0-5213-5730-1110-000-00000000	118.78
68 00254969	V68107812	GILMORE, SHELLY	12/01/17		MW	0101-6500-0-5212-5750-1190-000-00000000	461.19
68 00254970	V68156566	JAMBUSARIA, SANGEETA	12/01/17		MW	0101-6500-0-5212-5750-1110-000-00000000	42.80
68 00254971	V68106534	KROGMAN, DEBRAH	12/01/17		MW	0101-3315-0-5213-5730-3140-000-00000000	1.58

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68	00254971	V68106534 KROGMAN, DEBRAH	12/01/17		MW	0101-6500-0-5213-5750-3140-000-00000000	18.22
68	00254972	V68146751 LACHEMANN, DINA	12/01/17		MW	0101-6500-0-5212-5770-1190-000-00000000	73.30
68	00254973	V68110299 LAUBACH, LYNELLE	12/01/17		MW	0101-6500-0-5213-5001-3150-000-00000000	16.59
68	00254974	V68152579 MCCARTHY, JOHN	12/01/17		MW	0101-3310-0-5213-5750-2100-000-00000000	96.84
68	00254975	V68104108 MORROW, ELYSE	12/01/17		MW	0101-3315-0-5212-5730-1110-000-00000000	14.42
68	00254975	V68104108 MORROW, ELYSE	12/01/17		MW	0101-6500-0-5212-5750-1110-000-00000000	273.95
68	00254976	V68061270 MOULTON NIGUEL WATER	12/01/17		MW	0101-0000-0-5500-0000-8200-000-21400000	18,270.38
68	00254977	V68150483 O LEARY, DARLA	12/01/17		MW	0101-4035-0-5213-0000-2100-000-00000000	240.76
68	00254978	V68111194 PALMER, STRATTON	12/01/17		MW	0101-6500-0-5212-5750-1110-000-00000000	107.00
68	00254979	V68145389 PARKER, LAURA	12/01/17		MW	0101-6500-0-5212-5750-1110-000-00000000	136.43
68	00254980	V68146381 PATTERSON, DEBBIE	12/01/17		MW	0101-6500-0-5213-5770-3150-000-00000000	184.04
68	00254981	V68148040 RUSINKOVICH, CHERYL	12/01/17		MW	0101-3315-0-5212-5730-1110-000-00000000	71.16
68	00254982	V68155119 RUSSOMANNO, ANTHONY	12/01/17		MW	0101-0790-0-5216-0000-3110-000-00000000	71.69
68	00254983	V68147036 SELECMA, LANA	12/01/17		MW	0101-6500-0-5213-5770-3150-000-00000000	98.44
68	00254984	V68156483 SHEEHAN, MICHELLE	12/01/17		MW	0101-0790-0-5213-4760-2100-000-47000000	41.20
68	00254985	V68143008 SHERRIE, LORRAINE	12/01/17		MW	0101-3315-0-5213-5730-3140-000-00000000	3.89
68	00254985	V68143008 SHERRIE, LORRAINE	12/01/17		MW	0101-6500-0-5213-5750-3140-000-00000000	44.80
68	00254986	V68156567 SKAFF, DONALD	12/01/17		MW	0101-0000-0-5212-1110-1000-000-34000000	23.54
68	00254987	V68156091 SLOBODNIK, JAMIE	12/01/17		MW	0101-6500-0-5212-5750-1130-000-34000000	64.20
68	00254988	V68155161 SOBOLESKI, AMANDA	12/01/17		MW	0101-3010-0-5213-0000-2100-000-00000000	162.64
68	00254989	V68118836 VARGAS, DAVID	12/01/17		MW	0101-6500-0-5212-5750-1130-000-00000000	248.77
68	00254990	V68153812 YOUNT, CHRISTINE	12/01/17		MW	0101-3315-0-5213-5730-3140-000-00000000	6.16
68	00254990	V68153812 YOUNT, CHRISTINE	12/01/17		MW	0101-6500-0-5213-5750-3140-000-00000000	70.87
68	00254991	V68103551 AAA ELECTRIC MOTOR SALES	12/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,427.55
68	00254992	V68156098 American School Counselor Asso	12/01/17		MW	0101-0790-0-4500-0000-2100-000-00000000	247.23
68	00254993	V68152959 ANYPROMO INC	12/01/17		MW	0101-0000-0-4500-0000-8310-000-00000000	555.88
68	00254993	V68152959 ANYPROMO INC	12/01/17		MW	0101-6264-0-4500-1110-2100-000-56900000	110.98
68	00254994	V68103018 APPLE COMPUTER	12/01/17		MW	0101-0400-0-4400-1130-1000-063-00000000	812.05
68	00254995	V68004526 ATTAINMENT COMPANY	12/01/17		MW	0101-6500-0-4300-5750-1190-000-34800000	337.13
68	00254996	V68146929 CENTRAL DRUG SYSTEM	12/01/17		MW	0101-0400-0-5800-1140-3900-004-00000000	1,000.00
68	00254997	V68147693 COMPLETE OFFICE OF CA	12/01/17		MW	0101-0000-0-4500-0000-2100-000-00000000	32.26
68	00254997	V68147693 COMPLETE OFFICE OF CA	12/01/17		MW	0101-0000-0-4500-0000-7300-000-00000000	3.76
68	00254997	V68147693 COMPLETE OFFICE OF CA	12/01/17		MW	0101-0000-0-4500-0000-7340-000-00000000	3.77

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68	00254997	V68147693 COMPLETE OFFICE OF CA	12/01/17		MW	0101-0730-0-4500-1110-3600-000-00000000	17.13
68	00254997	V68147693 COMPLETE OFFICE OF CA	12/01/17		MW	0101-0724-0-4500-5001-3600-000-00000000	39.97
68	00254998	V68156463 CORSAVA	12/01/17		MW	0101-0733-0-4500-0000-3110-000-00000000	105.00
68	00254999	V68155613 DALE HECTOR PAINTING	12/01/17		MW	0101-8150-0-5605-0000-8110-000-00000000	5,200.00
68	00255000	V68147187 DM COLOR EXPRESS	12/01/17		MW	0101-0000-0-4500-0000-8220-000-00000000	646.50
68	00255001	V68032905 FISHER SCIENTIFIC CO LLC	12/01/17		MW	0101-0002-0-4300-1140-1000-002-51600000	646.61
68	00255001	V68032905 FISHER SCIENTIFIC CO LLC	12/01/17		MW	0101-0002-0-4500-1140-1000-002-51600000	41.51
68	00255002	V68156045 Focused Fitness LLC	12/01/17		MW	0101-0002-0-4300-1140-1000-002-53700000	405.15
68	00255003	V68150202 FOLLETT SCHOOL SOLUTIONS INC	12/01/17		MW	0101-3010-0-4300-1110-1000-000-00000000	141.58
68	00255004	V68153326 FORENSIC ANALYTICAL CONSULTING	12/01/17		MW	0101-8150-0-5800-0000-8110-000-00000000	2,035.00
68	00255005	V68117493 GAMETIME	12/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,231.47
68	00255006	V68035251 GLEN PRODUCTS	12/01/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,476.46
68	00255007	V68156458 Golden Openings	12/01/17		MW	0101-0000-0-4500-0000-7180-000-00000000	631.17
68	00255008	V68035735 GOPHER ATHLETIC	12/01/17		MW	0101-0002-0-4300-1140-1000-002-53700000	250.29
68	00255008	V68035735 GOPHER ATHLETIC	12/01/17		MW	0101-0400-0-4500-1130-1000-061-00000000	842.57
68	00255008	V68035735 GOPHER ATHLETIC	12/01/17		MW	0101-3010-0-4300-1110-1000-053-00000000	56.67
68	00255009	V68116999 HITT MARKING DEVICE	12/01/17		MW	0101-0002-0-4500-0000-2700-004-00000000	33.23
68	00255010	V68114095 HUMANWARE	12/01/17		MW	0101-6500-0-5600-5770-1130-000-00000000	1,490.68
68	00255011	V68115173 IMAGE WORKS	12/01/17		MW	0101-0000-0-5600-1180-2420-000-00000000	900.00
68	00255013	V68151239 iZOTOPE INC	12/01/17		MW	0101-3555-0-4300-3800-1000-005-00000000	4,744.08
68	00255014	V68049480 LAKESHORE LEARNING MATERIALS	12/01/17		MW	0101-0002-0-4300-1130-1000-073-00000000	92.05
68	00255015	V68156189 Learning Without Tears	12/01/17		MW	0101-0000-0-4500-0000-7180-000-00000000	2,383.44
68	00255015	V68156189 Learning Without Tears	12/01/17		MW	0101-3010-0-4114-1110-1000-059-00000000	3,194.32
68	00255015	V68156189 Learning Without Tears	12/01/17		MW	0101-6300-0-4140-1110-1000-000-00000000	376.92
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0002-0-4405-0000-2700-004-00000000	1,400.75
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0002-0-4500-0000-2700-021-00000000	2,190.43
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0002-0-4400-1130-1000-085-00000000	1,358.06
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0002-0-4300-1140-1000-021-00000000	6,571.29
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0002-0-4400-1140-1000-024-00000000	2,429.45
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0002-0-4300-1140-1000-025-00000000	10.62
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0002-0-4300-1140-1000-029-00000000	3,239.26
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0400-0-4400-1130-1000-074-00000000	2,101.13
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0400-0-4300-1130-1000-086-00000000	-244.57

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68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0400-0-4300-1130-1000-087-00000000	3,216.86
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0400-0-4300-1140-1000-004-52000000	5.00
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0400-0-4400-1140-1000-026-00000000	2,101.13
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0755-0-4400-1130-1000-072-00000000	1,608.94
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0755-0-4400-1130-1000-086-00000000	1,619.63
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0755-0-4400-1130-1000-061-00000000	5,462.24
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0755-0-4400-1130-1000-075-00000000	1,619.63
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-0755-0-4405-0000-2700-028-00000000	3,196.47
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-3010-0-4500-0000-2700-055-00000000	1,400.75
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-3010-0-4400-1110-1000-061-00000000	1,619.63
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-3010-0-4400-1130-1000-061-00000000	1,000.16
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-6500-0-4300-5750-1190-000-34800000	244.57
68	00255016	V68106764 CDWG Inc	12/01/17		MW	0101-6500-0-4400-5770-1190-000-34800000	1,332.22
68	00255028	V68152415 Lappin, Richard	12/04/17		MW	0101-6512-0-5115-5750-3110-000-00000000	1,955.00
68	00255029	V68153510 YMCA OF ORANGE COUNTY	12/04/17		MW	0101-0400-0-5810-1130-1000-056-00000000	7,166.67
68	00255031	V68155011 BACOPULOS, AMANDA	12/04/17		MW	0101-0400-0-4300-5750-1190-012-00000000	61.96
68	00255032	V68100464 KUNZE-THIBEAU, LORI	12/04/17		MW	0101-0400-0-4300-5750-1190-012-00000000	24.37
68	00255033	V68154837 MIDDLETON, TRACY	12/04/17		MW	0101-0400-0-4300-1140-1000-004-00000000	161.61
68	00255034	V68156575 MOSS, JENNIFER	12/04/17		MW	0101-0000-0-3101-0000-7601-000-00000000	4.50
68	00255035	V68156305 Reimer, Nona	12/04/17		MW	0101-0400-0-4300-1130-1000-074-00000000	449.98
68	00255036	V68001018 A Z BUS SALES INC	12/06/17		MW	0101-0730-0-4600-1110-3600-000-25000000	2,554.42
68	00255037	V68001670 ACADEMIC THERAPY PUBL	12/06/17		MW	0101-6500-0-4500-5001-3150-000-00000000	474.10
68	00255038	V68151696 ACUITY SPECIALTY PRODUCTS INC	12/06/17		MW	0101-0730-0-4600-1110-3600-000-25800000	767.40
68	00255039	V68147167 ADAPTIVEMALL.COM	12/06/17		MW	0101-6500-0-4405-5750-3140-000-00000000	546.84
68	00255040	V68154302 ALBUM CREATIVE STUDIOS INC	12/06/17		MW	0101-0501-0-5800-0000-7180-000-00000000	3,150.00
68	00255041	V68145645 ALISO NIGUEL AUTO CARE	12/06/17		MW	0101-8150-0-5605-0000-8230-000-25000000	53.18
68	00255042	V68156530 ALIZADEH, LISA	12/06/17		MW	0101-0010-0-5215-1140-1000-003-42200000	200.00
68	00255043	V68109538 ALPHA SOUND AND LIGHTING	12/06/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,007.62
68	00255044	V68147757 ANIMAL PEST MANAGEMENT SERVICE	12/06/17		MW	0101-0000-0-5605-0000-8220-000-00000000	4,090.00
68	00255045	V68111606 APPLE INC	12/06/17		MW	0101-0000-0-4500-0000-8106-000-00000000	1,106.90
68	00255045	V68111606 APPLE INC	12/06/17		MW	0101-0501-0-4405-0000-7400-000-00000000	821.74
68	00255045	V68111606 APPLE INC	12/06/17		MW	0101-6500-0-4300-5750-1190-000-34800000	1,437.00
68	00255046	V68004448 ASSOCIATED BUSINESS PRODUCTS	12/06/17		MW	0101-8150-0-5605-0000-8110-000-00000000	94.93

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68 00255047	V68149912	AUGMENTATIVE COMMUNICATIONS	12/06/17		MW	0101-6500-0-5810-5750-1190-000-00000000	2,000.00
68 00255048	V68146310	BARBER & GONZALES CONSULTING	12/06/17		MW	0101-0000-0-5800-0000-7120-000-00000000	2,873.57
68 00255049	V68141858	BATTERIES PLUS BULBS	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,009.54
68 00255050	V68006981	BEE MAN, THE	12/06/17		MW	0101-8150-0-5605-0000-8110-000-00000000	3,371.00
68 00255051	V68154081	BIG UNIVERSE INC	12/06/17		MW	0101-3010-0-4300-1110-1000-059-00000000	1,999.00
68 00255052	V68123273	BLAIRS TOWING INC	12/06/17		MW	0101-0730-0-5800-1110-3600-000-25000000	2,100.00
68 00255053	V68118350	BOLLA, BRENDA	12/06/17		MW	0101-0404-0-5213-0000-2140-000-00000000	77.58
68 00255054	V68155690	Boris Mita and Dilma Luna	12/06/17		MW	0101-6500-0-5800-5750-1190-000-34900000	665.00
68 00255055	V68144444	BOWDEN, JOANNA	12/06/17		MW	0101-6500-0-5216-5001-3120-000-00000000	40.00
68 00255056	V68150940	BRAIN LEARNING PSYCHOLOGICAL	12/06/17		MW	0101-6500-0-5815-5001-3120-000-00000000	4,000.00
68 00255057	V68156595	BROSAMER, BRIAN	12/06/17		MW	0101-0400-0-4500-0000-2700-004-00000000	32.18
68 00255058	V68141660	CAL-STATE AUTO PARTS INC	12/06/17		MW	0101-0724-0-4600-5001-3600-000-25000000	1,658.04
68 00255059	V68118161	CAPISTRANO CONNECTIONS ACADEMY	12/06/17		MW	0101-0000-0-8096-0000-0000-205-69000000	1,843,887.00
68 00255060	V68106764	CDW/G Inc	12/06/17		MW	0101-0000-0-9510-0000-0000-000-00000000	955.05
68 00255060	V68106764	CDW/G Inc	12/06/17		MW	0101-0002-0-4300-1140-1000-025-00000000	126.11
68 00255060	V68106764	CDW/G Inc	12/06/17		MW	0101-0755-0-4300-1140-1000-031-00000000	809.82
68 00255060	V68106764	CDW/G Inc	12/06/17		MW	0101-0755-0-4300-1130-1000-063-00000000	809.82
68 00255060	V68106764	CDW/G Inc	12/06/17		MW	0101-3010-0-4500-0000-2700-059-00000000	1,598.24
68 00255060	V68106764	CDW/G Inc	12/06/17		MW	0101-3410-0-4500-5750-2100-000-00000000	249.49
68 00255060	V68106764	CDW/G Inc	12/06/17		MW	0101-6500-0-4300-5770-1190-000-34800000	259.82
68 00255060	V68106764	CDW/G Inc	12/06/17		MW	0101-6500-0-5800-5770-1190-000-34800000	23.50
68 00255061	V68153412	CHAFFIELD-CLARKE CO. INC	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	715.98
68 00255062	V68108311	CINTAS CORPORATION	12/06/17		MW	0101-0730-0-4500-1110-3600-000-00000000	36.37
68 00255062	V68108311	CINTAS CORPORATION	12/06/17		MW	0101-0724-0-4500-5001-3600-000-00000000	84.87
68 00255062	V68108311	CINTAS CORPORATION	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	720.67
68 00255063	V68146234	CINTAS CORPORATION #640	12/06/17		MW	0101-0000-0-5605-0000-8210-000-00000000	176.40
68 00255063	V68146234	CINTAS CORPORATION #640	12/06/17		MW	0101-0730-0-5800-1110-3600-000-00000000	545.80
68 00255063	V68146234	CINTAS CORPORATION #640	12/06/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,152.25
68 00255064	V68018872	CITY OF SAN JUAN CAPISTRANO	12/06/17		MW	0101-0000-0-5500-0000-8200-000-21400000	30,619.50
68 00255065	V68004622	CLANIN, SALLY	12/06/17		MW	0101-6264-0-5216-0000-2700-000-56900000	903.69
68 00255066	V68019025	CLARK SECURITY PRODUCTS	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,642.86
68 00255067	V68155556	CLEAN DIESEL SPECIALISTS SO	12/06/17		MW	0101-0730-0-5800-1110-3600-000-26600000	1,037.94
68 00255068	V68155541	COLLEGE AND CAREER ADVANTAGE	12/06/17		MW	0101-0000-0-7283-6000-9200-000-68000000	159,000.00

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68	00255069	V68148055 COLLINS, CLINT	12/06/17		MW	0101-3410-0-5216-5750-2100-000-00000000	67.41
68	00255069	V68148055 COLLINS, CLINT	12/06/17		MW	0101-6520-0-5216-5750-2100-000-00000000	14.00
68	00255070	V68118463 COMMERCIAL AQUATIC SERVICES	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	427.94
68	00255071	V68146265 COMMUNITY ROOTS ACADEMY	12/06/17		MW	0101-0000-0-8096-0000-0000-206-69000000	304,525.00
68	00255072	V68147693 COMPLETE OFFICE OF CA	12/06/17		MW	0101-0000-0-4500-0000-2100-000-00000000	26.13
68	00255072	V68147693 COMPLETE OFFICE OF CA	12/06/17		MW	0101-3010-0-4500-0000-2100-000-00000000	2.23
68	00255072	V68147693 COMPLETE OFFICE OF CA	12/06/17		MW	0101-0730-0-4500-1110-3600-000-00000000	109.18
68	00255072	V68147693 COMPLETE OFFICE OF CA	12/06/17		MW	0101-0724-0-4500-5001-3600-000-00000000	254.75
68	00255072	V68147693 COMPLETE OFFICE OF CA	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	48.38
68	00255073	V68116608 COMPREHENSIVE DRUG TESTING	12/06/17		MW	0101-0730-0-5800-1110-3600-000-14400000	162.39
68	00255073	V68116608 COMPREHENSIVE DRUG TESTING	12/06/17		MW	0101-0724-0-5800-5001-3600-000-14400000	378.91
68	00255074	V68148595 CONTEMPORARY SERVICES CORP.	12/06/17		MW	0101-0000-0-5800-0000-8300-000-00000000	192.00
68	00255075	V68145954 COPPAGE, CARRI	12/06/17		MW	0101-3410-0-5212-5750-1190-000-00000000	172.27
68	00255076	V68001404 COSTCO S.J.C.	12/06/17		MW	0101-3410-0-4300-5750-1190-000-00000000	280.50
68	00255077	V68022310 COUNTY OF ORANGE-WASTE MNGT	12/06/17		MW	0101-0000-0-5605-0000-8220-000-00000000	428.96
68	00255078	V68112600 COX COMMUNICATIONS	12/06/17		MW	0101-0000-0-5900-0000-7601-000-21100000	29,240.44
68	00255079	V68145405 CROWE, ROBERT AND VIRGINIA	12/06/17		MW	0101-0000-0-9510-0000-0000-000-00000000	11.00
68	00255080	V68023880 CROWN VALLEY TRANSMISSION	12/06/17		MW	0101-8150-0-5605-0000-8230-000-25000000	3,308.50
68	00255081	V68024000 CULVER-NEWLIN INC	12/06/17		MW	0101-0002-0-4300-1140-1000-005-00000000	956.82
68	00255081	V68024000 CULVER-NEWLIN INC	12/06/17		MW	0101-3311-0-4405-5001-2100-000-33000000	5,411.21
68	00255082	V68121065 DALLATORRE, KARLA	12/06/17		MW	0101-0000-0-4500-0000-7300-000-00000000	36.64
68	00255083	V68156135 DAVID, SARAH	12/06/17		MW	0101-0790-0-5213-4760-2100-000-47000000	45.48
68	00255084	V68147101 DAVIS, DANIELLE	12/06/17		MW	0101-6500-0-5212-5750-1110-000-00000000	96.84
68	00255085	V68026000 DENAULT S HARDWARE	12/06/17		MW	0101-0400-0-4300-1130-1000-055-00000000	96.89
68	00255086	V68026001 DENAULT S HARDWARE	12/06/17		MW	0101-0000-0-4500-0000-8220-000-00000000	55.98
68	00255086	V68026001 DENAULT S HARDWARE	12/06/17		MW	0101-0724-0-4600-5001-3600-000-25800000	223.15
68	00255086	V68026001 DENAULT S HARDWARE	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	131.25
68	00255087	V68026001 DENAULT S HARDWARE	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	170.15
68	00255088	V68150288 DENNIS PATRICK HANNA	12/06/17		MW	0101-8150-0-5800-0000-8110-000-00000000	550.00
68	00255089	V68156570 DENNIS, SARA	12/06/17		MW	0101-0790-0-5213-4760-2100-000-47000000	7.49
68	00255090	V68156070 DEWEES, JULIA	12/06/17		MW	0101-0404-0-5213-0000-2140-000-00000000	125.73
68	00255091	V68118320 DISCOVERY EDUCATION	12/06/17		MW	0101-0501-0-5800-0000-2100-000-00000000	22,500.00
68	00255092	V68148036 DOCUMENT TRACKING SERVICES	12/06/17		MW	0101-0790-0-5800-4760-2100-000-47000000	698.79

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68	00255093	V68155770 Duds by Dudes	12/06/17		MW	0101-0002-0-4500-0000-2700-025-00000000	316.82
68	00255094	V68028500 DUNN-EDWARDS CORP	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,075.05
68	00255095	V68121352 EAI EDUCATION	12/06/17		MW	0101-0002-0-4300-1140-1000-028-00000000	87.90
68	00255096	V68071639 EVERYTHING MEDICAL LLC	12/06/17		MW	0101-0000-0-9321-0000-0000-000-00000000	1,188.00
68	00255097	V68154409 EWING IRRIGATION PRODUCTS INC	12/06/17		MW	0101-0000-0-4500-0000-8220-000-00000000	480.03
68	00255098	V68141791 FACTORY MOTOR PARTS	12/06/17		MW	0101-0724-0-4600-5001-3600-000-25000000	56.27
68	00255099	V68120121 FALLMAN, MEGAN	12/06/17		MW	0101-6264-0-5215-1110-1000-000-56900000	827.72
68	00255100	V68118205 FASTENAL	12/06/17		MW	0101-0730-0-4600-1110-3600-000-25800000	140.70
68	00255101	V68032535 FEDERAL EXPRESS CORP	12/06/17		MW	0101-0000-0-5900-0000-7540-000-00000000	165.37
68	00255102	V68155629 Ferguson Enterprises Inc	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	161.44
68	00255103	V68155705 Folger Shakespeare Library	12/06/17		MW	0101-6264-0-5800-1110-2140-000-56800000	1,750.00
68	00255104	V68057042 FOLLETT EDUCATIONAL SERVICES	12/06/17		MW	0101-6500-0-4405-5750-3140-000-00000000	2,351.22
68	00255105	V68150202 FOLLETT SCHOOL SOLUTIONS INC	12/06/17		MW	0101-0004-0-4200-1180-2420-080-00000000	370.05
68	00255106	V68155881 Franklin Covey Client Sales In	12/06/17		MW	0101-0501-0-5800-0000-7400-000-00000000	735.96
68	00255107	V68000117 FREE SPIRIT PUBLISHING	12/06/17		MW	0101-3311-0-4500-5001-2140-000-33000000	3,598.50
68	00255108	V68144785 FREEMAN, DENENE	12/06/17		MW	0101-6264-0-5215-1110-1000-000-56900000	804.96
68	00255109	V68145727 FUN AND FUNCTION	12/06/17		MW	0101-0000-0-9510-0000-0000-000-00000000	27.19
68	00255109	V68145727 FUN AND FUNCTION	12/06/17		MW	0101-0002-0-4300-1130-1000-063-00000000	271.87
68	00255110	V68073437 GANAHL LUMBER	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,612.67
68	00255111	V68121143 GARCIA, ELISEO	12/06/17		MW	0101-0000-0-5213-0000-7700-000-00000000	37.45
68	00255112	V68156358 GAUTHIER, KAREN	12/06/17		MW	0101-6264-0-5216-0000-2100-000-56800000	373.94
68	00255113	V68152545 GAYLE M PARIDE	12/06/17		MW	0101-0010-0-5815-0000-2100-000-00000000	1,031.25
68	00255114	V68105417 GINSBERG-BROWN, CLAUDIA	12/06/17		MW	0101-6500-0-5213-5001-2100-000-00000000	36.38
68	00255115	V68111329 GLASSEN, NINA	12/06/17		MW	0101-0790-0-5213-0000-2100-000-00000000	36.38
68	00255116	V68112996 GOODWILL INDUSTRIES OF ORANGE	12/06/17		MW	0101-0000-0-5800-0000-2495-000-39000000	150.00
68	00255117	V68153680 GRANT, TRACY	12/06/17		MW	0101-6512-0-5216-5750-2100-000-00000000	11.98
68	00255117	V68153680 GRANT, TRACY	12/06/17		MW	0101-6512-0-5216-5750-3120-000-00000000	1,862.41
68	00255118	V68156574 GRIFFIN, MITZI	12/06/17		MW	0101-0730-0-5800-1110-3600-000-26500000	85.00
68	00255119	V68148654 HAMPTON, CLARK	12/06/17		MW	0101-0000-0-5216-0000-7520-000-00000000	515.04
68	00255120	V68147116 HD SUPPLY FACILITIES	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,378.67
68	00255121	V68151531 HD SUPPLY CONSTRUCTION AND	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	703.80
68	00255122	V68100292 HEAR NOW	12/06/17		MW	0101-3320-0-5801-5730-3150-000-00000000	631.13
68	00255122	V68100292 HEAR NOW	12/06/17		MW	0101-3386-0-5801-5710-3150-000-00000000	1,122.00

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68	00255122	V68100292 HEAR NOW	12/06/17		MW	0101-6500-0-5801-5750-3150-000-00000000	1,753.12
68	00255123	V68112804 HERITAGE MUSEUM OF OC	12/06/17		MW	0101-0400-0-5840-1130-1000-055-00000000	1,147.50
68	00255123	V68112804 HERITAGE MUSEUM OF OC	12/06/17		MW	0101-0400-0-5840-1130-1000-060-00000000	604.68
68	00255124	V68154276 HERITAGE WINDOW COVERING	12/06/17		MW	0101-8150-0-5605-0000-8110-000-00000000	2,780.00
68	00255125	V68151687 HILL, JOSHUA	12/06/17		MW	0101-0000-0-4500-0000-7150-000-00000000	119.28
68	00255126	V68156529 HUFFAKER, MELISSA	12/06/17		MW	0101-6264-0-5215-1110-1000-000-56900000	684.53
68	00255127	V68114467 IMAGE 2000	12/06/17		MW	0101-8150-0-5605-0000-8110-000-00000000	105.00
68	00255128	V68154526 IMAGE APPAREL FOR BUSINESS INC	12/06/17		MW	0101-0730-0-4500-1110-3600-000-00000000	436.31
68	00255128	V68154526 IMAGE APPAREL FOR BUSINESS INC	12/06/17		MW	0101-0724-0-4500-5001-3600-000-00000000	1,018.09
68	00255129	V68154767 JACQUELINE KAY LUGO	12/06/17		MW	0101-6512-0-5115-5750-3110-000-00000000	8,878.75
68	00255130	V68151284 JEPSEN, CLINT AND/OR KATIE	12/06/17		MW	0101-6500-0-5802-5750-1180-000-35800000	350.68
68	00255131	V68046445 JOHNSTONE SUPPLY	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,165.93
68	00255132	V68156093 JONES, DENISE	12/06/17		MW	0101-3410-0-5212-5750-1190-000-00000000	201.70
68	00255133	V68105873 JOURNEY CHARTER SCHOOL	12/06/17		MW	0101-0000-0-8096-0000-0000-201-69000000	212,756.00
68	00255134	V68155733 JULIE CHIAVERINI	12/06/17		MW	0101-4035-0-5800-7110-1000-103-69100000	4,000.00
68	00255135	V68115493 KAROLYS, ANDREA	12/06/17		MW	0101-0000-0-5213-0000-3140-000-00000000	262.15
68	00255136	V68152858 KATO, WENDI	12/06/17		MW	0101-3410-0-5212-5750-1190-000-00000000	138.03
68	00255136	V68152858 KATO, WENDI	12/06/17		MW	0101-6520-0-5216-5750-2100-000-00000000	43.96
68	00255137	V68062513 KELLY PAPER COMPANY	12/06/17		MW	0101-0000-0-4500-0000-7550-000-00000000	1,247.10
68	00255138	V68100337 KIMINAS, ANTHONY	12/06/17		MW	0101-3410-0-5212-5750-1190-000-00000000	184.58
68	00255139	V68148978 KISH, BETHANY	12/06/17		MW	0101-0004-0-4114-1180-1000-004-00000000	80.00
68	00255140	V68047970 KNORR POOL SYSTEMS INC	12/06/17		MW	0101-8150-0-5605-0000-8110-000-00000000	5,418.47
68	00255141	V68049480 LAKESHORE LEARNING MATERIALS	12/06/17		MW	0101-6500-0-4405-5750-3140-000-00000000	643.31
68	00255142	V68141586 LANGUAGE NETWORK INC	12/06/17		MW	0101-6500-0-5815-5750-3150-000-00000000	280.00
68	00255143	V68052878 LAWNMOWERS ETC	12/06/17		MW	0101-0000-0-5605-0000-8220-000-00000000	282.87
68	00255144	V68104580 LAWSON PRODUCTS INC	12/06/17		MW	0101-0730-0-4600-1110-3600-000-25800000	39.06
68	00255145	V68156189 Learning Without Tears	12/06/17		MW	0101-0000-0-9510-0000-0000-000-00000000	2,487.97
68	00255145	V68156189 Learning Without Tears	12/06/17		MW	0101-6500-0-4405-5750-3140-000-00000000	2,043.03
68	00255146	V68147372 LEISURE CARE REFERRAL AGENCY	12/06/17		MW	0101-0000-0-5800-0000-3140-000-00000000	5,127.50
68	00255147	V68122894 LIFETRENDS GROUP	12/06/17		MW	0101-0002-0-4500-0000-2700-004-00000000	334.47
68	00255148	V68118980 LOCAL JANITORIAL & VACUUM	12/06/17		MW	0101-0000-0-4500-0000-8210-000-00000000	1,024.97
68	00255149	V68007740 LRP PUBLICATIONS	12/06/17		MW	0101-0000-0-9510-0000-0000-000-00000000	104.50
68	00255149	V68007740 LRP PUBLICATIONS	12/06/17		MW	0101-3311-0-4500-5001-2100-000-33000000	2,149.00

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68	00255150	V68155882 MARY FUNAOKA dba EDUCATION TOO	12/06/17		MW	0101-6264-0-5800-1110-2140-000-56900000	5,121.34
68	00255151	V68156576 MCDONOUGH, MICHAEL OR NANNETTE	12/06/17		MW	0101-0004-0-4114-1180-1000-003-00000000	28.00
68	00255152	V68055550 MCGRAW-HILL SCHOOL EDUCATION	12/06/17		MW	0101-0790-0-4300-4760-1000-000-47000000	4,380.25
68	00255152	V68055550 MCGRAW-HILL SCHOOL EDUCATION	12/06/17		MW	0101-6300-0-4140-1110-1000-000-00000000	619.67
68	00255152	V68055550 MCGRAW-HILL SCHOOL EDUCATION	12/06/17		MW	0101-6500-0-4300-5770-1190-000-00000000	2,411.58
68	00255153	V68156571 MILLER, MARIE T.	12/06/17		MW	0101-3315-0-5212-5730-1110-000-00000000	10.16
68	00255153	V68156571 MILLER, MARIE T.	12/06/17		MW	0101-6500-0-5212-5750-1110-000-00000000	10.17
68	00255154	V68059125 MIRACLE RECREATION EQUIPMENT	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,686.68
68	00255155	V68148120 MORTENSEN, MICHAEL	12/06/17		MW	0101-0000-0-5216-0000-7700-000-00000000	30.50
68	00255156	V68061270 MOULTON NIGUEL WATER	12/06/17		MW	0101-0000-0-5500-0000-8200-000-21400000	13,140.35
68	00255157	V68156524 NANGLE, ROBIN	12/06/17		MW	0101-0730-0-5800-1110-3600-000-26500000	85.00
68	00255158	V68021378 NEW HAVEN YOUTH & FAMILY	12/06/17		MW	0101-6512-0-5101-5750-3110-000-00000000	25,832.26
68	00255159	V68066589 OCEAN INSTITUTE	12/06/17		MW	0101-0400-0-5840-1130-1000-079-00000000	400.00
68	00255159	V68066589 OCEAN INSTITUTE	12/06/17		MW	0101-0400-0-5840-1130-1000-083-00000000	100.00
68	00255160	V68100369 OCEANVIEW SCHOOL	12/06/17		MW	0101-6500-0-5102-5750-1180-000-00000000	720.00
68	00255161	V68028870 OFFICE DEPOT	12/06/17		MW	0101-0000-0-4500-0000-3900-000-00000000	-19.18
68	00255161	V68028870 OFFICE DEPOT	12/06/17		MW	0101-0000-0-4500-1110-2100-000-00000000	106.88
68	00255161	V68028870 OFFICE DEPOT	12/06/17		MW	0101-0002-0-4500-0000-2700-025-00000000	205.60
68	00255161	V68028870 OFFICE DEPOT	12/06/17		MW	0101-0002-0-4300-1140-1000-001-00000000	536.35
68	00255161	V68028870 OFFICE DEPOT	12/06/17		MW	0101-0002-0-4400-1140-1000-004-00000000	49.47
68	00255161	V68028870 OFFICE DEPOT	12/06/17		MW	0101-0002-0-4300-1140-1000-025-00000000	205.64
68	00255161	V68028870 OFFICE DEPOT	12/06/17		MW	0101-0404-0-4500-0000-2100-000-00000000	165.06
68	00255161	V68028870 OFFICE DEPOT	12/06/17		MW	0101-3311-0-4500-5001-2100-000-33000000	94.74
68	00255161	V68028870 OFFICE DEPOT	12/06/17		MW	0101-6500-0-4500-5001-2100-000-00000000	305.92
68	00255162	V68154722 OLSON HAGEL & FISHBURN LLP	12/06/17		MW	0101-0000-0-5820-0000-7110-000-00000000	220.00
68	00255163	V68142114 OLSON, STACEY	12/06/17		MW	0101-6264-0-5215-1110-1000-000-56900000	751.89
68	00255164	V68113144 OPPORTUNITY FOR LEARNING	12/06/17		MW	0101-0000-0-8096-0000-0000-203-69000000	74,961.00
68	00255165	V68153868 ORANGE COUNTY ACADEMY OF	12/06/17		MW	0101-0000-0-8096-0000-0000-202-69000000	148,220.00
68	00255166	V68103235 ORANGE COUNTY SHERIFF DEPT	12/06/17		MW	0101-0000-0-5800-0000-8300-000-00000000	1,689.45
68	00255167	V68156573 ORTEGA, BRANDON	12/06/17		MW	0101-1102-0-5212-1160-1000-000-00000000	157.82
68	00255168	V68146264 OXFORD ACADEMY	12/06/17		MW	0101-0000-0-8096-0000-0000-204-69000000	370,550.00
68	00255169	V68150715 PORT VIEW PREPARATORY SCHOOL	12/06/17		MW	0101-6500-0-5102-5750-1180-000-00000000	11,945.00
68	00255169	V68150715 PORT VIEW PREPARATORY SCHOOL	12/06/17		MW	0101-6500-0-5802-5750-1180-000-00000000	180.00

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68	00255170	V68151473 POWELL, BROOKE	12/06/17		MW	0101-0400-0-5215-1140-1000-027-00000000	226.27
68	00255171	V68151608 PRESCOTT, DON	12/06/17		MW	0101-0000-0-5216-0000-7700-000-00000000	30.50
68	00255172	V68106119 PROFESSIONAL TUTORS OF AMERICA	12/06/17		MW	0101-6500-0-5810-5770-1190-000-00000000	75.00
68	00255173	V68103295 PSYCHOLOGICAL ASSESSMENT RES	12/06/17		MW	0101-0000-0-4500-0000-3120-000-00000000	702.00
68	00255173	V68103295 PSYCHOLOGICAL ASSESSMENT RES	12/06/17		MW	0101-6500-0-4500-5001-3120-000-00000000	1,053.00
68	00255174	V68147115 PYRAMID WIRE & CABLE INC.	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,894.69
68	00255175	V68156528 RAMBO, MARY	12/06/17		MW	0101-6264-0-5212-1110-1000-000-56900000	70.00
68	00255176	V68070185 REFRIGERATION SUPPLIES	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	942.82
68	00255177	V68153363 ROYAL, SUE	12/06/17		MW	0101-6264-0-5215-1110-1000-000-56900000	684.54
68	00255178	V68156118 RUFF SAW SERVICE	12/06/17		MW	0101-0000-0-5600-0000-7550-000-00000000	54.00
68	00255179	V68156578 SAGE, SCOTT OR JANET	12/06/17		MW	0101-0004-0-4114-1180-1000-003-00000000	10.00
68	00255180	V68147422 SANTOS, CHRIS	12/06/17		MW	0101-0000-0-5216-0000-7700-000-00000000	30.50
68	00255181	V68063479 SCHOLASTIC	12/06/17		MW	0101-0002-0-4300-1140-1000-002-00000000	125.27
68	00255181	V68063479 SCHOLASTIC	12/06/17		MW	0101-0002-0-4300-1140-1000-002-50900000	87.89
68	00255181	V68063479 SCHOLASTIC	12/06/17		MW	0101-3010-0-4200-1110-1000-061-00000000	1,293.04
68	00255182	V68059386 SCHOLASTIC INC	12/06/17		MW	0101-3010-0-4300-1110-1000-072-00000000	60.50
68	00255183	V68116057 SHAH, RANA	12/06/17		MW	0101-3345-0-5216-5730-2100-000-00000000	73.83
68	00255184	V68156310 Silver Kite	12/06/17		MW	0101-6500-0-4300-5750-1190-000-34800000	83.35
68	00255185	V68082750 SIMPLER LIFE EMERGENCY	12/06/17		MW	0101-0002-0-4300-1140-1000-024-00000000	624.17
68	00255186	V68140518 SINGLETON-TADEMY, ANN	12/06/17		MW	0101-0000-0-5216-0000-3160-000-00000000	32.10
68	00255187	V68156572 SNAHEZ-OROZCO, MITZY SOFIA	12/06/17		MW	0101-0790-0-5213-4760-2100-000-47000000	25.68
68	00255188	V68084100 SO CA GAS CO	12/06/17		MW	0101-0000-0-5500-0000-8200-000-21300000	21,390.01
68	00255189	V68084100 SO CA GAS CO	12/06/17		MW	0101-0724-0-4600-5001-3600-000-24900000	3,692.68
68	00255190	V68155161 SOBOLESKI, AMANDA	12/06/17		MW	0101-0400-0-5216-0000-2700-027-00000000	546.21
68	00255191	V68143011 SOUTH COAST WATER DISTRICT	12/06/17		MW	0101-0000-0-5500-0000-8200-000-21400000	10,688.65
68	00255192	V68078634 SPEECH & LANGUAGE DEVEL	12/06/17		MW	0101-6500-0-5102-5750-1180-000-00000000	91.80
68	00255192	V68078634 SPEECH & LANGUAGE DEVEL	12/06/17		MW	0101-6500-0-5802-5750-1180-000-00000000	31,481.28
68	00255193	V68155448 STEVER, NICK R.	12/06/17		MW	0101-6264-0-5216-0000-2700-000-56900000	790.18
68	00255194	V68115461 TALILI, MAILUMAI	12/06/17		MW	0101-3410-0-5212-5750-1190-000-00000000	277.14
68	00255195	V68155622 Townsend Public Affairs Inc	12/06/17		MW	0101-0501-0-5800-0000-7180-000-00000000	8,000.00
68	00255196	V68100636 ULINE	12/06/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,534.20
68	00255197	V68093334 UNITED RENTALS	12/06/17		MW	0101-0000-0-5605-0000-8220-000-00000000	106.67
68	00255197	V68093334 UNITED RENTALS	12/06/17		MW	0101-8150-0-5605-0000-8110-000-00000000	899.18

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68 00255198	V68147868	US BANK	12/06/17		MW	0101-0000-0-9517-0000-0000-0000-00000000	19,664.47
68 00255199	V68153411	VIRGINIA CROWE	12/06/17		MW	0101-6500-0-5800-5750-3140-000-349000000	202.50
68 00255200	V68152746	VIVAS, MARGARITA	12/06/17		MW	0101-0790-0-5213-4760-2100-000-470000000	57.78
68 00255201	V68103795	VORTEX	12/06/17		MW	0101-8150-0-5605-0000-8110-000-000000000	2,180.00
68 00255202	V68101017	WAL MART L.N.	12/06/17		MW	0101-0002-0-4300-1140-1000-028-530000000	98.33
68 00255202	V68101017	WAL MART L.N.	12/06/17		MW	0101-0002-0-4300-1140-1000-029-530000000	29.18
68 00255202	V68101017	WAL MART L.N.	12/06/17		MW	0101-0002-0-4300-3300-1000-019-000000000	69.81
68 00255202	V68101017	WAL MART L.N.	12/06/17		MW	0101-0400-0-4300-1140-1000-025-000000000	38.59
68 00255203	V68106830	WAL MART S.C.	12/06/17		MW	0101-6500-0-4300-5750-1190-000-000000000	624.35
68 00255204	V68145723	WHITING, SUSAN	12/06/17		MW	0101-6500-0-5213-5750-1110-000-000000000	48.69
68 00255205	V68104710	YMCA OF ORANGE COUNTY	12/06/17		MW	0101-0000-0-8650-0000-0000-202-690000000	3,177.60
68 00255205	V68104710	YMCA OF ORANGE COUNTY	12/06/17		MW	0101-0000-0-8650-0000-0000-204-690000000	1,200.00
68 00255219	V68048603	ACORN NATURALISTS	12/08/17		MW	0101-0002-0-4300-1140-1000-003-000000000	597.70
68 00255220	V68152532	ADVANTAGE WEST GOVERNMENT PROD	12/08/17		MW	0101-0000-0-4500-0000-8210-000-000000000	34,949.80
68 00255221	V68044092	ANDERSON S	12/08/17		MW	0101-0400-0-4300-1130-1000-087-000000000	327.47
68 00255222	V68156609	ARAGON, CARLO OR RACHEL	12/08/17		MW	0101-0724-0-5800-5001-3600-000-358000000	83.89
68 00255223	V68156592	AUSTIN, JENNIFER L.	12/08/17		MW	0101-6264-0-5216-0000-2100-000-568000000	207.13
68 00255224	V68112155	BARCODES INC	12/08/17		MW	0101-0002-0-4300-1140-1000-005-000000000	223.44
68 00255225	V68147157	BAYSCAN	12/08/17		MW	0101-6300-0-4150-1140-1000-000-000000000	230.50
68 00255226	V68154698	BELLEFAIRE JCB	12/08/17		MW	0101-6500-0-5103-5750-1180-000-000000000	1,149.29
68 00255226	V68154698	BELLEFAIRE JCB	12/08/17		MW	0101-6500-0-5803-5750-1180-000-000000000	7,242.25
68 00255226	V68154698	BELLEFAIRE JCB	12/08/17		MW	0101-6512-0-5104-5750-1180-000-000000000	7,573.95
68 00255226	V68154698	BELLEFAIRE JCB	12/08/17		MW	0101-6512-0-5104-5750-3120-000-000000000	7,573.95
68 00255227	V68154661	BERTRAND MUSIC ENTERPRISES INC	12/08/17		MW	0101-0002-0-4300-1140-1000-003-000000000	1,185.99
68 00255228	V68145221	CALIFORNIA WEEKLY EXPLORER INC	12/08/17		MW	0101-0400-0-5840-1130-1000-073-000000000	665.00
68 00255229	V68141556	COALITION FOR ADEQUATE SCHOOL	12/08/17		MW	0101-0000-0-5300-0000-7690-000-000000000	1,135.00
68 00255230	V68027192	CONSOLIDATED ELECTRICAL DISTR	12/08/17		MW	0101-8150-0-4500-0000-8110-000-000000000	7,264.03
68 00255231	V68156605	COOK, MEREDITH	12/08/17		MW	0101-0004-0-4114-1180-1000-001-000000000	15.00
68 00255232	V68119807	COPPER HILLS YOUTH CENTER	12/08/17		MW	0101-6500-0-5803-5750-1180-000-000000000	2,025.00
68 00255233	V68079251	COUTS HEATING AND COOLING	12/08/17		MW	0101-8150-0-5605-0000-8110-000-000000000	7,237.29
68 00255234	V68146378	CR&R INCORPORATED	12/08/17		MW	0101-0000-0-5500-0000-8200-000-215000000	20,527.34
68 00255235	V68155458	DAIKIN APPLIED AMERICAS INC.	12/08/17		MW	0101-8150-0-5605-0000-8110-000-000000000	1,770.00
68 00255236	V68101664	DANNIS WOLIVER KELLEY	12/08/17		MW	0101-0000-0-5820-0000-7180-000-000000000	610.00

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68	00255236	V68101664 DANNIS WOLIVER KELLEY	12/08/17		MW	0101-0000-0-5820-0000-7400-000-00000000	3,433.00
68	00255236	V68101664 DANNIS WOLIVER KELLEY	12/08/17		MW	0101-0000-0-5820-0000-7400-000-06000000	16,874.00
68	00255236	V68101664 DANNIS WOLIVER KELLEY	12/08/17		MW	0101-0000-0-5820-0000-7520-000-00000000	6,359.98
68	00255236	V68101664 DANNIS WOLIVER KELLEY	12/08/17		MW	0101-0900-0-5820-0000-6003-000-00000000	4,464.00
68	00255237	V68105883 DAVE BANG ASSOCIATES	12/08/17		MW	0101-0400-0-4300-1130-1000-084-00000000	1,149.53
68	00255237	V68105883 DAVE BANG ASSOCIATES	12/08/17		MW	0101-8150-0-5605-0000-8110-000-00000000	2,100.52
68	00255237	V68105883 DAVE BANG ASSOCIATES	12/08/17		MW	0101-8150-0-5605-0000-8110-001-00000000	4,650.16
68	00255238	V68152616 DIXON, KAREN	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	47.08
68	00255239	V68009761 EBERHARD EQUIPMENT	12/08/17		MW	0101-0000-0-5605-0000-8220-000-00000000	6,050.16
68	00255240	V68155142 ECE4AUTISM	12/08/17		MW	0101-6500-0-5102-5750-1180-000-00000000	7,630.00
68	00255241	V68032964 FLINN SCIENTIFIC INC	12/08/17		MW	0101-0002-0-4300-1140-1000-003-51600000	4,470.05
68	00255242	V68151713 FLORIDA VIRTUAL SCHOOL	12/08/17		MW	0101-6300-0-4150-3300-1000-014-00000000	803.40
68	00255243	V68150202 FOLLETT SCHOOL SOLUTIONS INC	12/08/17		MW	0101-0002-0-4300-1130-1000-086-00000000	452.55
68	00255243	V68150202 FOLLETT SCHOOL SOLUTIONS INC	12/08/17		MW	0101-0004-0-4114-1180-1000-005-00000000	490.26
68	00255244	V68156235 Forecast 5 Analytics Inc	12/08/17		MW	0101-0000-0-5800-0000-7520-000-00000000	11,000.00
68	00255245	V68156610 FORMAN, ROBERT OR JENNIFER	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	558.55
68	00255246	V68156594 FURLONG, ADRIANA P.	12/08/17		MW	0101-0400-0-5216-0000-2700-027-00000000	529.35
68	00255247	V68156108 G & J NEON SIGNS INC	12/08/17		MW	0101-0400-0-5605-1130-1000-087-00000000	3,000.00
68	00255248	V68154474 GARCIA, DANIEL	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	111.28
68	00255249	V68148749 GARRINGER, RODNEY OR SARA	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	32.10
68	00255250	V68154940 GONZALEZ, VANESSA A.	12/08/17		MW	0101-0000-0-8699-0000-0000-000-00000000	96.97
68	00255251	V68035735 GOPHER ATHLETIC	12/08/17		MW	0101-0002-0-4300-1130-1000-053-00000000	208.00
68	00255252	V68152883 GORM INC	12/08/17		MW	0101-0000-0-4500-0000-8210-000-00000000	115.50
68	00255253	V68156008 HAIR, JOHNATHAN	12/08/17		MW	0101-0002-0-5216-0000-2700-024-00000000	115.00
68	00255254	V68119320 HARRELL, PAUL AND DEBBIE	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	241.18
68	00255255	V68112804 HERITAGE MUSEUM OF OC	12/08/17		MW	0101-0000-0-5840-1130-1000-056-00000000	525.00
68	00255256	V68156603 HERNANDEZ, SABRINA	12/08/17		MW	0101-0004-0-4114-1180-1000-001-00000000	15.00
68	00255257	V68059250 HIRSCH PIPE & SUPPLY	12/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	6,199.53
68	00255258	V68118976 HOGGATT, ROBERT OR VERONICA	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	164.36
68	00255259	V68155684 HOPE Therapies	12/08/17		MW	0101-6500-0-5800-5750-1190-000-00000000	3,968.75
68	00255260	V68107126 HOT DOGGER TOURS INC.	12/08/17		MW	0101-0986-0-5838-0000-6000-003-90100000	1,313.00
68	00255260	V68107126 HOT DOGGER TOURS INC.	12/08/17		MW	0101-0986-0-5838-0000-6000-006-90100000	1,313.00
68	00255260	V68107126 HOT DOGGER TOURS INC.	12/08/17		MW	0101-1100-0-5838-1140-4100-004-00000000	2,626.00

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68 00255260	V68107126	HOT DOGGER TOURS INC.	12/08/17		MW	0101-1100-0-5838-1140-4200-003-00000000	1,787.70
68 00255260	V68107126	HOT DOGGER TOURS INC.	12/08/17		MW	0101-1100-0-5838-1140-4200-005-00000000	3,095.66
68 00255261	V68156591	HRIBAR-KELLY, NATALIE	12/08/17		MW	0101-0002-0-5215-1140-1000-001-00000000	750.00
68 00255262	V68153380	HUGH O BRIAN YOUTH LEADERSHIP	12/08/17		MW	0101-0002-0-5840-1140-4000-002-00000000	395.00
68 00255263	V68153485	IPEVO INC	12/08/17		MW	0101-0002-0-4300-1130-1000-068-00000000	202.68
68 00255264	V68044070	ITO NURSERY	12/08/17		MW	0101-0002-0-4300-1140-1000-029-51700000	122.73
68 00255265	V68156604	JARA, KADEN	12/08/17		MW	0101-0004-0-4114-1180-1000-001-00000000	5.00
68 00255266	V68154056	JONES, JEFF	12/08/17		MW	0101-0002-0-5216-0000-2700-024-00000000	1,059.40
68 00255267	V68062513	KELLY PAPER COMPANY	12/08/17		MW	0101-0000-0-4500-0000-7550-000-00000000	440.19
68 00255268	V68049480	LAKESHORE LEARNING MATERIALS	12/08/17		MW	0101-0002-0-4300-1130-1000-086-00000000	438.91
68 00255269	V68152415	Lappin, Richard	12/08/17		MW	0101-6512-0-5115-5750-3110-000-00000000	1,147.50
68 00255270	V68050760	LENNOX INDUSTRIES INC	12/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	5,328.24
68 00255271	V68145376	LEONARD, MARYDALE	12/08/17		MW	0101-0002-0-4500-0000-2700-074-00000000	27.77
68 00255272	V68144737	LEVENDOSKI, RICHARD AND/OR LEA	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	770.40
68 00255273	V68154696	MARDER, JEFF	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	224.70
68 00255274	V68149001	MATHIESEN, DAN OR TARA	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	199.02
68 00255275	V68101736	MCMORRAN-MAUS, KRISTA	12/08/17		MW	0101-0000-0-8699-0000-0000-000-00000000	470.88
68 00255276	V68156601	MENDOZA, CAROLINA	12/08/17		MW	0101-0004-0-4114-1180-1000-001-00000000	42.00
68 00255277	V68144881	MERCURY DISPOSAL SYSTEM INC.	12/08/17		MW	0101-0000-0-5800-0000-8310-000-00000000	1,231.42
68 00255278	V68104419	MHS RESEARCH DEPARTMENT	12/08/17		MW	0101-0000-0-4500-0000-3120-000-00000000	530.74
68 00255278	V68104419	MHS RESEARCH DEPARTMENT	12/08/17		MW	0101-6500-0-4500-5001-3120-000-00000000	796.09
68 00255279	V68156249	MINCHINTON, LISA	12/08/17		MW	0101-0000-0-5216-0000-7300-000-00000000	53.50
68 00255280	V68146993	MISSION AUTO SERVICE	12/08/17		MW	0101-0724-0-5605-5001-3600-000-25000000	911.35
68 00255280	V68146993	MISSION AUTO SERVICE	12/08/17		MW	0101-8150-0-5605-0000-8230-000-25000000	1,043.60
68 00255281	V68153242	MISUSTIN, JOHN	12/08/17		MW	0101-0002-0-4500-0000-2700-002-00000000	681.07
68 00255282	V68121385	MOBILE FLEET WASH	12/08/17		MW	0101-0730-0-5800-1110-3600-000-00000000	514.50
68 00255282	V68121385	MOBILE FLEET WASH	12/08/17		MW	0101-0724-0-5800-5001-3600-000-00000000	514.50
68 00255283	V68149776	MOORE, BETH	12/08/17		MW	0101-6500-0-5815-5001-3140-000-00000000	925.00
68 00255283	V68149776	MOORE, BETH	12/08/17		MW	0101-6500-0-5810-5750-1190-000-00000000	800.00
68 00255284	V68151138	MYERS, EDWIN OR BRENDA	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	454.54
68 00255285	V68062160	NASCO MODESTO A DIVISION OF	12/08/17		MW	0101-0002-0-4300-1140-1000-002-51600000	350.06
68 00255285	V68062160	NASCO MODESTO A DIVISION OF	12/08/17		MW	0101-0002-0-4300-1140-1000-029-51700000	153.09
68 00255286	V68110165	NEWS 2 YOU	12/08/17		MW	0101-3315-0-4300-5730-1190-000-00000000	2,363.17

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68 00255287	V68156613	NOWAK, JOSHUA OR KIMBERLY	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	110.42
68 00255288	V68066589	OCEAN INSTITUTE	12/08/17		MW	0101-0400-0-5840-1130-1000-083-00000000	400.00
68 00255289	V68100369	OCEANVIEW SCHOOL	12/08/17		MW	0101-6500-0-5802-5750-1180-000-00000000	41,244.98
68 00255290	V68152554	ORBACH HUFF SUAREZ & HENDERSON	12/08/17		MW	0101-0000-0-5820-0000-2100-000-00000000	12,455.21
68 00255290	V68152554	ORBACH HUFF SUAREZ & HENDERSON	12/08/17		MW	0101-0000-0-5820-0000-7150-000-00000000	52,234.50
68 00255291	V68123679	PACIFIC PLUMBING COMPANY OF	12/08/17		MW	0101-8150-0-5605-0000-8110-000-00000000	22,128.00
68 00255292	V68156585	PARRY, JAY	12/08/17		MW	0101-6264-0-5215-1110-1000-000-56900000	887.70
68 00255293	V68146381	PATTERSON, DEBBIE	12/08/17		MW	0101-6500-0-5213-5770-3150-000-00000000	157.82
68 00255294	V68069310	PERMA-BOUND	12/08/17		MW	0101-0004-0-4114-1180-1000-002-00000000	800.36
68 00255295	V68154724	PINNACLE PETROLEUM INC	12/08/17		MW	0101-0724-0-4600-5001-3600-000-25200000	9,516.23
68 00255295	V68154724	PINNACLE PETROLEUM INC	12/08/17		MW	0101-8150-0-4500-0000-8230-000-25200000	9,516.24
68 00255296	V68071608	PRUDENTIAL OVERALL SUPPLY	12/08/17		MW	0101-0000-0-5800-0000-7550-000-00000000	65.72
68 00255296	V68071608	PRUDENTIAL OVERALL SUPPLY	12/08/17		MW	0101-0400-0-5800-5750-2700-049-00000000	54.46
68 00255297	V68103295	PSYCHOLOGICAL ASSESSMENT RES	12/08/17		MW	0101-0000-0-4500-0000-3120-000-00000000	142.56
68 00255297	V68103295	PSYCHOLOGICAL ASSESSMENT RES	12/08/17		MW	0101-6500-0-4500-5001-3120-000-00000000	213.84
68 00255298	V68071950	QUALITY TOWING	12/08/17		MW	0101-0724-0-5800-5001-3600-000-25000000	236.00
68 00255298	V68071950	QUALITY TOWING	12/08/17		MW	0101-8150-0-5800-0000-8230-000-25000000	106.00
68 00255299	V68145976	QUENGA, JOSEPH OR TRACY	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	619.53
68 00255300	V68107662	R J COOPER & ASSOC INC	12/08/17		MW	0101-6500-0-4300-5750-1190-000-34800000	84.65
68 00255301	V68156586	RAEL, MEGAN	12/08/17		MW	0101-6500-0-5216-5001-3120-000-00000000	65.68
68 00255302	V68152592	RAMIREZ, JOSE	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	224.70
68 00255303	V68064170	RANESCO	12/08/17		MW	0101-6387-0-4400-3800-1000-026-00000000	7,253.30
68 00255304	V68155221	RG TECH SERVICES	12/08/17		MW	0101-8150-0-5605-0000-8110-000-00000000	241.80
68 00255305	V68026328	RINCON TRUCK PARTS	12/08/17		MW	0101-0730-0-5605-1110-3600-000-25000000	-2,450.74
68 00255305	V68026328	RINCON TRUCK PARTS	12/08/17		MW	0101-8150-0-5605-0000-8230-000-25000000	5,946.17
68 00255306	V68156602	ROARK, THOMAS	12/08/17		MW	0101-0004-0-4114-1180-1000-001-00000000	15.00
68 00255307	V68156589	RUSINKOVICH, TODD S.	12/08/17		MW	0101-0400-0-5215-1140-1000-027-00000000	364.48
68 00255308	V68145500	RUSSELL SIGLER INC.	12/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,486.56
68 00255309	V68123515	SAFETY KLEEN CORP	12/08/17		MW	0101-0730-0-5800-1110-3600-000-00000000	65.00
68 00255311	V68078255	SAN DIEGO GAS & ELECTRIC	12/08/17		MW	0101-0000-0-5500-0000-8200-000-21200000	371,739.84
68 00255312	V68079550	SCHOOL HEALTH CORPORATION	12/08/17		MW	0101-0400-0-4500-0000-3140-068-00000000	56.60
68 00255313	V68149741	SEAL, SOMNATH & PUJA	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	775.97
68 00255314	V68147427	SHACK-LAPPIN, CAROL	12/08/17		MW	0101-6512-0-5115-5750-3110-000-00000000	170.00

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68	00255315	V68023172 SIGNS BY CREATIONS UNLIMITED	12/08/17		MW	0101-8150-0-4500-0000-8230-000-00000000	560.30
68	00255316	V68152674 SITEONE LANDSCAPE SUPPLY	12/08/17		MW	0101-0000-0-4500-0000-8220-000-00000000	1,192.00
68	00255317	V68112866 SMARDAN SUPPLY COMPANY	12/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,599.90
68	00255318	V68152565 SNAP ON INCORPORATED	12/08/17		MW	0101-0730-0-4600-1110-3600-000-25000000	613.12
68	00255319	V68156600 SNYDER, CHASE	12/08/17		MW	0101-0004-0-4114-1180-1000-001-00000000	15.00
68	00255320	V68155551 SOLACIUM NEW HAVEN LLC	12/08/17		MW	0101-6500-0-5103-5750-1180-000-00000000	1,167.00
68	00255320	V68155551 SOLACIUM NEW HAVEN LLC	12/08/17		MW	0101-6500-0-5803-5750-1180-000-00000000	3,537.00
68	00255320	V68155551 SOLACIUM NEW HAVEN LLC	12/08/17		MW	0101-6512-0-5104-5750-1180-000-00000000	2,310.00
68	00255320	V68155551 SOLACIUM NEW HAVEN LLC	12/08/17		MW	0101-6512-0-5104-5750-3120-000-00000000	9,060.00
68	00255321	V68149204 SOUTH COAST FIRE PROTECTION	12/08/17		MW	0101-0000-0-4500-0000-8210-000-00000000	1,701.34
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0000-0-9321-0000-0000-000-00000000	775.80
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0000-0-4500-0000-7150-000-00000000	36.02
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0000-0-4500-0000-7180-000-00000000	146.74
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0000-0-4500-0000-7400-000-00000000	1,175.72
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0000-0-4500-0000-7700-000-00000000	126.51
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0000-0-4500-1180-2420-000-00000000	544.87
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4500-0000-2700-006-00000000	338.89
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4500-0000-2700-023-00000000	50.71
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4500-0000-2700-025-00000000	373.75
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4500-0000-2700-027-00000000	45.87
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4500-0000-2700-081-00000000	690.69
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-050-00000000	36.31
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-052-00000000	189.03
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-053-00000000	4.40
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-054-00000000	54.93
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-056-00000000	58.30
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-059-03000000	664.61
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-060-00000000	264.19
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-061-00000000	321.35
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-063-00000000	165.63
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-067-00000000	170.15
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-069-00000000	69.36
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-071-00000000	343.26

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68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-072-00000000	270.32
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-074-00000000	293.06
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-075-00000000	98.97
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-076-00000000	165.79
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-077-00000000	-104.41
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-078-00000000	74.06
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-079-00000000	62.59
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-080-00000000	401.14
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-082-00000000	23.68
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-083-00000000	55.08
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-084-00000000	81.24
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-085-00000000	44.72
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1130-1000-086-00000000	92.29
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-002-00000000	1,345.80
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-003-00000000	277.83
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-003-50900000	524.41
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-005-00000000	699.79
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-006-00000000	338.90
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-021-00000000	440.18
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-024-00000000	458.12
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-025-00000000	373.75
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-026-00000000	434.94
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-027-00000000	118.49
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-028-00000000	120.35
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4300-1140-1000-030-00000000	87.21
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0002-0-4500-3300-2700-019-00000000	40.55
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0400-0-4300-1130-1000-055-00000000	63.30
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-0400-0-4300-1130-1000-087-00000000	848.68
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-3010-0-4300-1110-1000-053-00000000	1,039.40
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-3410-0-4300-5750-1190-000-00000000	270.17
68	00255323	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	0101-6300-0-4300-1140-1000-000-00000000	130.88
68	00255324	V68118721 STEVENS WALSH, KAREN	12/08/17		MW	0101-0724-0-5800-5001-3600-000-35800000	130.97
68	00255325	V68063693 STEWART AND ASSOC INC	12/08/17		MW	0101-0000-0-5605-0000-8220-000-00000000	16,370.25

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68	00255326	V68089320 TARGET SPECIALTY PROD	12/08/17		MW	0101-0000-0-4500-0000-8220-000-00000000	3,254.91
68	00255327	V68156597 THELANDER, MICHELLE	12/08/17		MW	0101-0004-0-4114-1180-1000-006-00000000	14.00
68	00255328	V68107590 THERAPY SHOPPE	12/08/17		MW	0101-6500-0-4500-5750-3140-000-00000000	47.95
68	00255329	V68156587 THOMPSON, CATHERINE	12/08/17		MW	0101-0400-0-5216-0000-2700-027-00000000	794.29
68	00255330	V68078014 TIME FOR KIDS	12/08/17		MW	0101-3010-0-4300-1110-1000-053-00000000	485.10
68	00255331	V68152631 TRANE	12/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,949.30
68	00255332	V68113201 UNITED TRANSMISSION EXCHANGE	12/08/17		MW	0101-0730-0-4600-1110-3600-000-25000000	1,934.11
68	00255333	V68156465 Velasquez, Alejandro	12/08/17		MW	0101-0000-0-8699-0000-0000-000-00000000	820.19
68	00255334	V68019265 VISTA PAINT & WALLCOVERING	12/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,424.83
68	00255335	V68149160 W W NORTON & CO INC	12/08/17		MW	0101-0400-0-4200-1140-1000-004-00000000	1,584.50
68	00255336	V68110273 WATERLINES TECHNOLOGIES INC	12/08/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,637.03
68	00255337	V68146077 WEST COAST ARBORISTS INC.	12/08/17		MW	0101-0000-0-5605-0000-8220-000-00000000	6,054.00
68	00255338	V68015090 WESTERN GRAPHIX	12/08/17		MW	0101-8150-0-5605-0000-8110-000-00000000	673.25
68	00255339	V68156588 WHITE, KATHLEEN M	12/08/17		MW	0101-0400-0-5216-0000-2700-027-00000000	424.08
68	00255340	V68109098 WON-DOOR CORPORATION	12/08/17		MW	0101-8150-0-5605-0000-8110-000-00000000	367.62
68	00255341	V68120448 WOODARD, BRENT AND/OR SUSAN	12/08/17		MW	0101-6500-0-5800-5750-1190-000-34900000	1,870.00
68	00255342	V68147432 WOODWARD ACADEMY	12/08/17		MW	0101-6500-0-5803-5750-1180-000-00000000	2,375.00
68	00255342	V68147432 WOODWARD ACADEMY	12/08/17		MW	0101-6512-0-5104-5750-1180-000-00000000	3,042.73
68	00255342	V68147432 WOODWARD ACADEMY	12/08/17		MW	0101-6512-0-5104-5750-3120-000-00000000	3,651.27
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-0400-0-4400-1130-1000-067-00000000	17,580.59
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-0400-0-5800-1130-1000-086-00000000	211.50
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-0400-0-4300-1140-1000-003-00000000	53,614.27
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-0400-0-4400-1140-1000-003-00000000	5,252.81
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-0400-0-4400-1140-1000-029-00000000	19,954.64
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-0755-0-4400-1140-1000-029-00000000	7,674.87
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-0755-0-4400-1130-1000-078-00000000	2,397.35
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-0986-0-4300-0000-6000-002-90100000	70.50
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-6500-0-4300-5750-1190-000-34800000	1,221.52
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-6500-0-4400-5750-1190-000-34800000	3,463.56
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-6500-0-4300-5770-1190-000-00000000	117.50
68	00255375	V68106764 CDWG Inc	12/11/17		MW	0101-6500-0-5800-5770-1190-000-34800000	94.00
68	00255376	V68051854 GILBERT & STEARNS INC	12/11/17		MW	0101-6387-0-5605-3800-8110-000-00000000	2,434.05
68	00255376	V68051854 GILBERT & STEARNS INC	12/11/17		MW	0101-6387-0-5800-3800-1000-027-00000000	14,161.31

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68	00255376	V68051854 GILBERT & STEARNS INC	12/11/17		MW	0101-6387-0-5800-3800-1000-025-00000000	16,850.79
68	00255376	V68051854 GILBERT & STEARNS INC	12/11/17		MW	0101-6387-0-5800-3800-1000-023-00000000	15,389.38
68	00255376	V68051854 GILBERT & STEARNS INC	12/11/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,549.45
68	00255377	V68146051 ILLUMINATE EDUCATION INC.	12/11/17		MW	0101-0000-0-5800-0000-3160-000-00000000	235,000.00
68	00255378	V68154819 OPEN GOV INC.	12/11/17		MW	0101-0000-0-5800-0000-7300-000-00000000	23,250.00
68	00255379	V68149719 Q FENCE AND FABRICATION	12/11/17		MW	0101-8150-0-5605-0000-8110-000-00000000	51,740.00
68	00255380	V68122718 SOUTHERN CALIFORNIA EDISON	12/11/17		MW	0101-0000-0-5500-0000-8200-000-21200000	41,004.38
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0000-0-9321-0000-0000-000-00000000	61.12
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0000-0-9510-0000-0000-000-00000000	4.02
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0000-0-4500-0000-7150-000-00000000	0.31
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4500-0000-2700-024-00000000	11.86
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4500-0000-2700-025-00000000	3.57
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4500-1130-1000-054-00000000	18.33
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-1130-1000-061-00000000	4.29
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-1130-1000-068-00000000	16.70
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-1130-1000-086-00000000	9.29
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-1140-1000-002-00000000	2.38
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-1140-1000-002-51600000	49.29
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-1140-1000-005-00000000	21.84
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-1140-1000-006-00000000	77.89
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-1140-1000-024-00000000	1.63
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4200-1140-1000-025-00000000	2.32
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-1140-1000-027-00000000	2.31
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0002-0-4300-3550-1000-015-00000000	0.51
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0010-0-4500-0000-2100-000-00000000	8.52
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4500-0000-2700-004-00000000	20.12
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4500-0000-2700-006-00000000	36.14
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4500-0000-2700-052-00000000	4.18
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4500-0000-2700-078-00000000	0.93
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4500-0000-2700-079-00000000	40.31
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4300-1130-1000-052-00000000	56.96
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4300-1130-1000-055-00000000	61.63
68	00255382	V68999999 STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4300-1130-1000-074-00000000	15.50

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68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4300-1130-1000-086-00000000	83.46
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4300-1130-1000-087-00000000	246.06
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0400-0-4300-1140-1000-024-54300000	10.20
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0790-0-4500-0000-2100-000-00000000	17.42
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0790-0-5216-0000-3110-000-00000000	-6.59
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0790-0-4500-4760-2100-000-47000000	2.63
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-1100-0-4300-1140-4200-003-00000000	6.95
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-3010-0-4300-1110-1000-054-00000000	7.20
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-3010-0-4300-1130-1000-079-00000000	4.62
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-3555-0-4400-3800-1000-026-00000000	154.92
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-6264-0-4500-0000-2100-000-56900000	0.23
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-6500-0-4500-5001-2100-000-00000000	3.23
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-6500-0-4300-5750-1190-000-34800000	1.16
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-6500-0-4500-5750-3140-000-00000000	2.80
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-6500-0-4500-5770-3140-000-00000000	62.82
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-6510-0-4300-5710-1110-049-00000000	9.49
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-0733-0-4500-0000-3110-000-00000000	6.98
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-8150-0-4500-0000-8110-000-00000000	308.94
68	00255382	STATE BOARD OF EQUALIZATION	12/11/17		MW	0101-8150-0-4500-0000-8230-000-26600000	80.14
68	00255383	VOYAGER SOPRIS LEARNING INC	12/11/17		MW	0101-6300-0-4300-1110-1000-000-00000000	370.92
68	00255383	VOYAGER SOPRIS LEARNING INC	12/11/17		MW	0101-6300-0-5800-1110-1000-000-00000000	10,800.00
68	00255392	AUGUSTIN EGELSEE LLP	12/12/17		MW	0101-6500-0-5820-5750-2100-000-34900000	15,000.00
68	00255393	CHAMBERLAIN, DAVID	12/12/17		MW	0101-6264-0-5216-0000-2100-000-56800000	848.70
68	00255394	ERLINGER, ALICIA	12/12/17		MW	0101-6264-0-5215-1110-1000-000-56900000	856.91
68	00255395	FALLMAN, KATHLEEN	12/12/17		MW	0101-6264-0-5215-1110-1000-000-56900000	827.72
68	00255396	HATCH & CESARIO ATTY S AT LAW	12/12/17		MW	0101-6500-0-5820-5001-2100-000-00000000	8,275.20
68	00255397	Kosman, Dominik and Melinda	12/12/17		MW	0101-6500-0-5800-5770-3120-000-34900000	5,250.00
68	00255398	KRANTZ, TRICIA	12/12/17		MW	0101-6512-0-5115-5750-3110-000-00000000	7,895.30
68	00255399	LEVERAGE LEARNING GROUP INC	12/12/17		MW	0101-6264-0-5800-0000-2100-000-56900000	8,800.00
68	00255400	LINCOLN, MARYL	12/12/17		MW	0101-6264-0-5216-1110-1000-000-56900000	862.75
68	00255401	LYNCH, KIM	12/12/17		MW	0101-6264-0-5215-1110-1000-000-56900000	747.47
68	00255402	MARDAN SCHOOL	12/12/17		MW	0101-6500-0-5102-5750-1180-000-00000000	270.00
68	00255402	MARDAN SCHOOL	12/12/17		MW	0101-6500-0-5802-5750-1180-000-00000000	33,184.62

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68	00255403	V68119940 PAGEL, VELDA	12/12/17		MW	0101-0002-0-5215-1140-1000-023-00000000	718.11
68	00255404	V68156404 Patti-Duran, Stephen and Josep	12/12/17		MW	0101-6500-0-5800-5750-1190-000-34900000	2,350.00
68	00255404	V68156404 Patti-Duran, Stephen and Josep	12/12/17		MW	0101-6500-0-5800-5750-3120-000-34900000	3,750.00
68	00255405	V68156643 PETERSON, SUSAN	12/12/17		MW	0101-6264-0-5215-1110-1000-000-56900000	810.22
68	00255406	V68156534 Powers Grewal A Professional L	12/12/17		MW	0101-6500-0-5820-5750-2100-000-34900000	10,000.00
68	00255407	V68064576 REECE, TIM	12/12/17		MW	0101-6264-0-5216-0000-2100-000-56900000	839.63
68	00255408	V68156343 SNEDEKER, MEAGHAN	12/12/17		MW	0101-0002-0-5216-0000-2700-023-00000000	701.31
68	00255409	V68156266 Zerrer, Anthony and Jennifer	12/12/17		MW	0101-6500-0-5800-5750-1190-000-34900000	2,175.00
68	00255412	V68122588 1ST JON	12/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	741.79
68	00255413	V68103551 AAA ELECTRIC MOTOR SALES	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	4,039.29
68	00255414	V68100985 ACCURATE AIR ENGINEERING	12/13/17		MW	0101-0730-0-5605-1110-3600-000-25800000	693.47
68	00255415	V68048603 ACORN NATURALISTS	12/13/17		MW	0101-0002-0-4300-1130-1000-074-00000000	298.85
68	00255416	V68111606 APPLE INC	12/13/17		MW	0101-0000-0-4500-0000-8106-000-00000000	1,106.90
68	00255416	V68111606 APPLE INC	12/13/17		MW	0101-0400-0-4300-1140-1000-022-00000000	327.17
68	00255417	V68047795 ART SUPPLY WAREHOUSE	12/13/17		MW	0101-0002-0-4300-1140-1000-004-00000000	134.32
68	00255418	V68038349 AWARDS N MORE	12/13/17		MW	0101-0000-0-4500-0000-7110-000-00000000	124.45
68	00255418	V68038349 AWARDS N MORE	12/13/17		MW	0101-0730-0-4500-1110-3600-000-00000000	105.06
68	00255418	V68038349 AWARDS N MORE	12/13/17		MW	0101-0724-0-4500-5001-3600-000-00000000	105.05
68	00255419	V68141858 BATTERIES PLUS BULBS	12/13/17		MW	0101-0730-0-4600-1110-3600-000-25000000	2,240.01
68	00255420	V68076299 BEACH CITIES GLASS INC	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	576.26
68	00255420	V68076299 BEACH CITIES GLASS INC	12/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	498.50
68	00255421	V68152912 BERREST, STACY	12/13/17		MW	0101-6500-0-5216-5001-2700-000-00000000	77.60
68	00255422	V68146851 BERRY, SCOTT AND/OR JAIME	12/13/17		MW	0101-6500-0-5802-5750-1180-000-35800000	1,047.68
68	00255423	V68156669 BERUBE, WENDY	12/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	1,154.14
68	00255424	V68156185 BOUNCY BANDS LLC	12/13/17		MW	0101-6500-0-4500-5750-3140-000-00000000	44.97
68	00255425	V68154936 BRITISH PERFORMANCE INC.	12/13/17		MW	0101-8150-0-5605-0000-8230-000-25000000	578.93
68	00255426	V68156673 BURRIS, HILLARY	12/13/17		MW	0101-0400-0-4300-1140-1000-027-00000000	60.90
68	00255427	V68146284 BUSWEST	12/13/17		MW	0101-0724-0-4600-5001-3600-000-25000000	3,821.14
68	00255428	V68141660 CAL-STATE AUTO PARTS INC	12/13/17		MW	0101-0724-0-4600-5001-3600-000-25000000	1,234.09
68	00255429	V68151718 CAMPBELL KELLER	12/13/17		MW	0101-0002-0-4500-0000-2700-003-00000000	781.19
68	00255430	V68119648 CAMPCO RECREATION	12/13/17		MW	0101-6010-0-5100-1130-1000-055-00000000	19,348.26
68	00255431	V68146234 CINTAS CORPORATION #640	12/13/17		MW	0101-0730-0-5800-1110-3600-000-00000000	404.38
68	00255432	V68018870 CITY OF SAN CLEMENTE	12/13/17		MW	0101-0000-0-5500-0000-8200-000-21400000	21,936.33

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68	00255433	V68019025 CLARK SECURITY PRODUCTS	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	18.58
68	00255434	V68156470 CLARK, DANIELLE	12/13/17		MW	0101-6512-0-5216-5750-2100-000-00000000	44.08
68	00255435	V68148055 COLLINS, CLINT	12/13/17		MW	0101-6520-0-4300-5750-1190-000-00000000	24.00
68	00255436	V68147693 COMPLETE OFFICE OF CA	12/13/17		MW	0101-0000-0-4500-0000-2100-000-00000000	7.53
68	00255436	V68147693 COMPLETE OFFICE OF CA	12/13/17		MW	0101-0000-0-4500-0000-7690-000-00000000	62.61
68	00255436	V68147693 COMPLETE OFFICE OF CA	12/13/17		MW	0101-0730-0-4500-1110-3600-000-00000000	10.93
68	00255436	V68147693 COMPLETE OFFICE OF CA	12/13/17		MW	0101-0724-0-4500-5001-3600-000-00000000	25.49
68	00255437	V68027192 CONSOLIDATED ELECTRICAL DISTR	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	4,146.48
68	00255438	V68140014 COPPES, PAUL	12/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	704.38
68	00255439	V68001404 COSTCO S.J.C.	12/13/17		MW	0101-0400-0-4300-1140-1000-001-00000000	41.15
68	00255440	V68023880 CROWN VALLEY TRANSMISSION	12/13/17		MW	0101-8150-0-5605-0000-8230-000-25000000	3,624.00
68	00255441	V68155740 Cummins Inc	12/13/17		MW	0101-0730-0-5605-1110-3600-000-25000000	228.40
68	00255442	V68105883 DAVE BANG ASSOCIATES	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	482.56
68	00255443	V68025900 DEMCO INC	12/13/17		MW	0101-0002-0-4500-0000-2700-026-00000000	77.95
68	00255444	V68026000 DENAULT S HARDWARE	12/13/17		MW	0101-0400-0-4300-1130-1000-055-00000000	113.53
68	00255445	V68026001 DENAULT S HARDWARE	12/13/17		MW	0101-0724-0-4600-5001-3600-000-25800000	117.86
68	00255446	V68144430 DICK, CRAIG OR BILLIE	12/13/17		MW	0101-0004-0-4114-1180-1000-005-00000000	69.00
68	00255447	V68147187 DM COLOR EXPRESS	12/13/17		MW	0101-0000-0-4500-0000-8220-000-00000000	4,432.41
68	00255448	V68149794 EBBING, CURTIS AND/OR MARY AM	12/13/17		MW	0101-6500-0-5802-5750-1180-000-35800000	657.44
68	00255449	V68114771 EDUCATIONAL BASED SERVICES INC	12/13/17		MW	0101-3320-0-5801-5730-1181-000-00000000	1,350.00
68	00255449	V68114771 EDUCATIONAL BASED SERVICES INC	12/13/17		MW	0101-6500-0-5101-5750-1181-000-00000000	2,700.00
68	00255449	V68114771 EDUCATIONAL BASED SERVICES INC	12/13/17		MW	0101-6500-0-5801-5770-1181-000-00000000	1,350.00
68	00255450	V68155592 Ernest Proud	12/13/17		MW	0101-6512-0-5115-5750-3110-000-00000000	2,358.75
68	00255451	V68154409 EWING IRRIGATION PRODUCTS INC	12/13/17		MW	0101-0000-0-4500-0000-8220-000-00000000	4,726.74
68	00255452	V68142848 FARRAND, MONA	12/13/17		MW	0101-3345-0-5216-5730-2100-000-00000000	19.74
68	00255453	V68152838 FASTECH	12/13/17		MW	0101-0730-0-5605-1110-3600-000-25000000	340.00
68	00255453	V68152838 FASTECH	12/13/17		MW	0101-0724-0-5605-5001-3600-000-25000000	1,214.43
68	00255454	V68118205 FASTENAL	12/13/17		MW	0101-0730-0-4600-1110-3600-000-25800000	102.31
68	00255455	V68156667 FISHMAN, EMILY	12/13/17		MW	0101-0400-0-5215-1140-1000-026-00000000	495.92
68	00255456	V68144785 FREEMAN, DENENE	12/13/17		MW	0101-6264-0-5215-1110-1000-000-56900000	55.34
68	00255457	V68117493 GAMETIME	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	764.19
68	00255458	V68073437 GANAHL LUMBER	12/13/17		MW	0101-0002-0-4300-1140-1000-029-00000000	5.37
68	00255459	V68067610 GEARY PACIFIC CORP	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,278.09

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68	00255460	V68156668 GERBOSI, ROB	12/13/17		MW	0101-0002-0-5216-0000-2700-024-00000000	115.00
68	00255461	V68035735 GOPHER ATHLETIC	12/13/17		MW	0101-0002-0-4300-1140-1000-021-00000000	911.64
68	00255461	V68035735 GOPHER ATHLETIC	12/13/17		MW	0101-0400-0-4300-1130-1000-055-00000000	1,083.66
68	00255461	V68035735 GOPHER ATHLETIC	12/13/17		MW	0101-3010-0-4300-1110-1000-021-00000000	501.89
68	00255462	V68153680 GRANT, TRACY	12/13/17		MW	0101-6264-0-5216-0000-2100-000-56800000	643.23
68	00255463	V68143239 HARBOTTLE LAW GROUP A	12/13/17		MW	0101-0504-0-5820-0000-2100-000-00000000	1,805.00
68	00255463	V68143239 HARBOTTLE LAW GROUP A	12/13/17		MW	0101-6500-0-5820-5001-2100-000-00000000	16,749.85
68	00255464	V68145512 INTERNATIONAL BACCALAUREATE	12/13/17		MW	0101-0010-0-5800-1140-1000-002-42200000	11,650.00
68	00255465	V68044032 INTERSTATE BATTERIES	12/13/17		MW	0101-0730-0-4600-1110-3600-000-25000000	644.61
68	00255466	V68069226 J W PEPPER-LOS ANGELES	12/13/17		MW	0101-0010-0-4300-1160-1000-000-00000000	307.76
68	00255467	V68153194 JOHN RIZUTO KILN SERVICE	12/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	150.00
68	00255468	V68062513 KELLY PAPER COMPANY	12/13/17		MW	0101-0000-0-4500-0000-7550-000-00000000	193.45
68	00255469	V68047970 KNORR POOL SYSTEMS INC	12/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	201.00
68	00255470	V68068304 KOB, ROSALIA	12/13/17		MW	0101-0400-0-4500-0000-3110-027-00000000	49.52
68	00255471	V68154584 KOHN, KATIE M	12/13/17		MW	0101-3010-0-5800-7110-1000-113-69100000	2,160.00
68	00255472	V68049480 LAKESHORE LEARNING MATERIALS	12/13/17		MW	0101-0002-0-4300-1130-1000-054-00000000	30.70
68	00255472	V68049480 LAKESHORE LEARNING MATERIALS	12/13/17		MW	0101-3010-0-4400-1110-1000-079-00000000	352.19
68	00255473	V68052878 LAWNMOWERS ETC	12/13/17		MW	0101-0000-0-4500-0000-8220-000-00000000	21.50
68	00255473	V68052878 LAWNMOWERS ETC	12/13/17		MW	0101-0000-0-5605-0000-8220-000-00000000	3,100.98
68	00255474	V68156671 LAWRENCE, ANDREA	12/13/17		MW	0101-0004-0-4200-1180-2420-079-00000000	29.00
68	00255475	V68104580 LAWSON PRODUCTS INC	12/13/17		MW	0101-0730-0-4600-1110-3600-000-25800000	374.98
68	00255476	V68140602 LEARNING A-Z LLC	12/13/17		MW	0101-0400-0-4300-1130-1000-055-00000000	6,076.80
68	00255477	V68112637 MIND RESEARCH INSTITUTE	12/13/17		MW	0101-3010-0-5800-1110-1000-053-00000000	2,500.00
68	00255478	V68040147 MOBILE COMMUNICATION REPAIR	12/13/17		MW	0101-0000-0-5600-0000-8310-000-00000000	244.22
68	00255478	V68040147 MOBILE COMMUNICATION REPAIR	12/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	349.46
68	00255479	V68061270 MOULTON NIGUEL WATER	12/13/17		MW	0101-0000-0-5500-0000-8200-000-21400000	7,126.16
68	00255480	V68121862 NCS PEARSON INC.	12/13/17		MW	0101-0000-0-4500-0000-3120-000-00000000	1,354.36
68	00255480	V68121862 NCS PEARSON INC.	12/13/17		MW	0101-3320-0-4500-5730-3150-000-00000000	902.00
68	00255480	V68121862 NCS PEARSON INC.	12/13/17		MW	0101-6500-0-4500-5001-3120-000-00000000	2,031.54
68	00255480	V68121862 NCS PEARSON INC.	12/13/17		MW	0101-6500-0-4500-5001-3150-000-00000000	2,701.59
68	00255480	V68121862 NCS PEARSON INC.	12/13/17		MW	0101-6500-0-4500-5750-3140-000-00000000	1,051.96
68	00255481	V68149897 O REILLY AUTO PARTS	12/13/17		MW	0101-8150-0-4500-0000-8230-000-25000000	159.43
68	00255482	V68066589 OCEAN INSTITUTE	12/13/17		MW	0101-0400-0-5840-1130-1000-060-00000000	150.00

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68	00255483	V68153868 ORANGE COUNTY ACADEMY OF	12/13/17		MW	0101-0000-0-8096-0000-0000-202-69000000	148,220.00
68	00255484	V68123749 ORANGE COUNTY FIRE AUTHORITY	12/13/17		MW	0101-8150-0-5800-0000-8110-000-00000000	350.00
68	00255485	V68123679 PACIFIC PLUMBING COMPANY OF	12/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	498.00
68	00255486	V68155593 Pamela Moldauer	12/13/17		MW	0101-6512-0-5115-5750-3110-000-00000000	2,922.50
68	00255487	V68068227 PARKHOUSE TIRE INC.	12/13/17		MW	0101-0724-0-4600-5001-3600-000-25500000	6,616.76
68	00255488	V68021466 PRO-ED	12/13/17		MW	0101-0000-0-4500-0000-3120-000-00000000	25.96
68	00255488	V68021466 PRO-ED	12/13/17		MW	0101-6500-0-4500-5001-3120-000-00000000	38.94
68	00255488	V68021466 PRO-ED	12/13/17		MW	0101-6500-0-4500-5001-3150-000-00000000	429.00
68	00255489	V68147115 PYRAMID WIRE & CABLE INC.	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	4,343.02
68	00255490	V68070185 REFRIGERATION SUPPLIES	12/13/17		MW	0101-8150-0-4405-0000-8110-000-00000000	10,735.86
68	00255490	V68070185 REFRIGERATION SUPPLIES	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,320.62
68	00255491	V68154322 S&K THEATRICAL DRAPERIES INC	12/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,199.98
68	00255492	V68123515 SAFETY KLEEN CORP	12/13/17		MW	0101-0000-0-5800-0000-8310-000-00000000	221.75
68	00255493	V68156674 SLATER, MARTIN	12/13/17		MW	0101-0730-0-5800-1110-3600-000-26500000	50.00
68	00255494	V68112866 SMARDAN SUPPLY COMPANY	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,258.74
68	00255495	V68122583 SMOG EXPRESS	12/13/17		MW	0101-8150-0-5800-0000-8230-000-25000000	272.70
68	00255496	V68084100 SO CA GAS CO	12/13/17		MW	0101-0000-0-5500-0000-8200-000-21300000	10,489.91
68	00255497	V68122718 SOUTHERN CALIFORNIA EDISON	12/13/17		MW	0101-0000-0-5500-0000-8200-000-21200000	40,710.88
68	00255498	V68150055 STAFFREHAB	12/13/17		MW	0101-6500-0-5801-5750-1130-000-00000000	950.00
68	00255498	V68150055 STAFFREHAB	12/13/17		MW	0101-6500-0-5101-5750-1181-000-00000000	6,765.09
68	00255498	V68150055 STAFFREHAB	12/13/17		MW	0101-6500-0-5801-5750-1181-000-00000000	156.00
68	00255498	V68150055 STAFFREHAB	12/13/17		MW	0101-6500-0-5101-5770-1181-000-00000000	6,765.09
68	00255499	V68065391 THE TOLL ROADS	12/13/17		MW	0101-0730-0-4500-1110-3600-000-00000000	300.00
68	00255499	V68065391 THE TOLL ROADS	12/13/17		MW	0101-0724-0-4500-5001-3600-000-00000000	700.00
68	00255500	V68151732 TOBII DYNAVVOX LLC	12/13/17		MW	0101-6500-0-4300-5750-1190-000-34800000	235.00
68	00255501	V68152631 TRANE	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	934.19
68	00255502	V68156672 TULK, STEVE OR YAFIT	12/13/17		MW	0101-0004-0-4114-1180-1000-005-00000000	15.00
68	00255503	V68147300 TUTTLE CLICK FORD LINCOLN	12/13/17		MW	0101-8150-0-5605-0000-8230-000-25000000	2,719.64
68	00255504	V68150018 VERSATILE SYSTEMS INC.	12/13/17		MW	0101-8150-0-5800-0000-8110-000-00000000	9,200.00
68	00255505	V68151316 VERTICAL TRANSPORT INC	12/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	974.00
68	00255506	V68110273 WATERLINES TECHNOLOGIES INC	12/13/17		MW	0101-8150-0-4500-0000-8110-000-00000000	7,207.71
68	00255507	V68098060 WESTERN PSYCHOLOGICAL SERVICES	12/13/17		MW	0101-6500-0-4500-5001-3150-000-00000000	148.16
68	00255507	V68098060 WESTERN PSYCHOLOGICAL SERVICES	12/13/17		MW	0101-6500-0-4500-5750-3140-000-00000000	2,177.90

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68	00255508	V68117408 WHITAKER, LESLIE	12/13/17		MW	0101-6512-0-5216-5750-3120-000-00000000	360.64
68	00255509	V68145998 YALE CHASE EQUIPMENT AND	12/13/17		MW	0101-8150-0-5605-0000-8110-000-00000000	4,146.56
68	00255510	V68104710 YMCA OF ORANGE COUNTY	12/13/17		MW	0101-6010-0-5100-1130-1000-054-00000000	23,584.24
68	00255510	V68104710 YMCA OF ORANGE COUNTY	12/13/17		MW	0101-6010-0-5810-1130-1000-054-00000000	824.60
68	00255510	V68104710 YMCA OF ORANGE COUNTY	12/13/17		MW	0101-6010-0-5100-1130-1000-059-00000000	20,888.99
68	00255510	V68104710 YMCA OF ORANGE COUNTY	12/13/17		MW	0101-6010-0-5810-1130-1000-059-00000000	1,522.70
68	00255510	V68104710 YMCA OF ORANGE COUNTY	12/13/17		MW	0101-6010-0-5100-1130-1000-061-00000000	20,397.10
68	00255510	V68104710 YMCA OF ORANGE COUNTY	12/13/17		MW	0101-6010-0-5810-1130-1000-061-00000000	1,524.55
68	00255510	V68104710 YMCA OF ORANGE COUNTY	12/13/17		MW	0101-6010-0-5100-1130-1000-082-00000000	21,697.81
68	00255510	V68104710 YMCA OF ORANGE COUNTY	12/13/17		MW	0101-6010-0-5810-1130-1000-082-00000000	1,475.72
68	00255538	V68155761 ADVANCED CHEMICAL TECHNOLOGY I	12/14/17		MW	0101-8150-0-5605-0000-8110-000-00000000	4,073.00
68	00255539	V68145645 ALISO NIGUEL AUTO CARE	12/14/17		MW	0101-0724-0-5605-5001-3600-000-25000000	749.48
68	00255539	V68145645 ALISO NIGUEL AUTO CARE	12/14/17		MW	0101-8150-0-5605-0000-8230-000-25000000	3,413.86
68	00255540	V68036590 B & H PHOTOGRAPHY	12/14/17		MW	0101-3010-0-4400-1110-1000-079-00000000	198.00
68	00255540	V68036590 B & H PHOTOGRAPHY	12/14/17		MW	0101-3555-0-4400-3800-1000-002-00000000	12,200.02
68	00255541	V68106764 CDWG Inc	12/14/17		MW	0101-0000-0-4500-0000-7700-000-00000000	313.66
68	00255541	V68106764 CDWG Inc	12/14/17		MW	0101-0755-0-4300-1140-1000-030-00000000	57.75
68	00255541	V68106764 CDWG Inc	12/14/17		MW	0101-3010-0-4300-1110-1000-053-00000000	7,826.28
68	00255541	V68106764 CDWG Inc	12/14/17		MW	0101-3010-0-5800-1110-1000-053-00000000	752.00
68	00255541	V68106764 CDWG Inc	12/14/17		MW	0101-3010-0-4400-1110-1000-079-00000000	11,759.81
68	00255541	V68106764 CDWG Inc	12/14/17		MW	0101-0724-0-4500-5001-3600-000-00000000	807.80
68	00255542	V68024000 CULVER-NEWLIN INC	12/14/17		MW	0101-0400-0-4500-0000-2700-003-00000000	5,529.19
68	00255543	V68155629 Ferguson Enterprises Inc	12/14/17		MW	0101-8150-0-4500-0000-8110-000-00000000	3,817.39
68	00255543	V68155629 Ferguson Enterprises Inc	12/14/17		MW	0101-8150-0-4500-0000-8110-004-00000000	8,944.97
68	00255544	V68051854 GILBERT & STEARNS INC	12/14/17		MW	0101-6387-0-5800-3800-1000-024-00000000	17,370.27
68	00255545	V68152049 PROJECT DIMENSIONS	12/14/17		MW	0101-0000-0-5605-0000-7690-000-00000000	9,045.00
68	00255545	V68152049 PROJECT DIMENSIONS	12/14/17		MW	0101-0000-0-5810-0000-7690-000-00000000	1,350.00
68	00255546	V68149719 Q FENCE AND FABRICATION	12/14/17		MW	0101-8150-0-5605-0000-8110-000-00000000	3,000.00
68	00255551	V68151551 A.C. LANDSCAPE INC.	12/15/17		MW	0101-0000-0-5605-0000-8220-000-00000000	26,915.53
68	00255552	V68154853 ADAMS, ALISON	12/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	6.21
68	00255552	V68154853 ADAMS, ALISON	12/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	71.36
68	00255553	V68143967 ADAMSON, CORAL	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	49.22
68	00255553	V68143967 ADAMSON, CORAL	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	49.21

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68 00255554	V68147122	AIS SPECIALTY PRODUCTS INC.	12/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	837.82
68 00255555	V68146853	ALLEN, MELISSA	12/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	4.28
68 00255556	V68149684	ALTERNATIVE COMMUNICATIONS SER	12/15/17		MW	0101-6500-0-5810-5750-1190-000-00000000	780.00
68 00255557	V68107160	ANTONIUS, LYNDIA	12/15/17		MW	0101-6500-0-5213-5770-3150-000-00000000	24.61
68 00255558	V68153199	ARNAUD, CHELSEA	12/15/17		MW	0101-6500-0-5213-5750-3110-000-00000000	168.53
68 00255559	V68147157	BAYSCAN	12/15/17		MW	0101-6300-0-4140-1110-1000-000-00000000	151.00
68 00255560	V68101433	BEST BEST & KRIEGER LLP	12/15/17		MW	0101-6500-0-5820-5001-2100-000-00000000	7,230.10
68 00255561	V68142256	BIRKINSHAW, SANDY	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	22.74
68 00255561	V68142256	BIRKINSHAW, SANDY	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	22.73
68 00255562	V68156069	BLACKWELL, DIXIE	12/15/17		MW	0101-6500-0-5213-5770-3150-000-00000000	98.44
68 00255563	V68141169	BLEY, ELIZABETH	12/15/17		MW	0101-0000-0-5213-0000-7340-000-00000000	106.36
68 00255564	V68010434	BOYCE INDUSTRIES	12/15/17		MW	0101-8150-0-5605-0000-8110-000-00000000	541.71
68 00255565	V68149505	BRENNAN, JILL	12/15/17		MW	0101-3315-0-5213-5730-2700-000-00000000	62.86
68 00255565	V68149505	BRENNAN, JILL	12/15/17		MW	0101-6500-0-5213-5001-2700-000-00000000	62.86
68 00255566	V68145318	BRINKS INC.	12/15/17		MW	0101-0000-0-5800-0000-7300-000-00000000	192.96
68 00255567	V68103444	BROOKMAN, JOSEPH	12/15/17		MW	0101-6500-0-5212-5750-1190-000-00000000	258.40
68 00255568	V68115554	BROWN, NANCY	12/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	18.72
68 00255569	V68156486	BUCKHOLZ, CINDY	12/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	33.17
68 00255570	V68152809	BUNDY, JULIE	12/15/17		MW	0101-6500-0-5213-5750-3110-000-00000000	121.98
68 00255571	V68156499	BURNS, MARITA	12/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	139.10
68 00255572	V68155692	BUTKUS, LINDA	12/15/17		MW	0101-3410-0-5212-5750-1190-000-00000000	68.48
68 00255573	V68114809	BUTLER, SUSAN	12/15/17		MW	0101-6500-0-5212-5750-1190-000-34800000	339.20
68 00255574	V68145221	CALIFORNIA WEEKLY EXPLORER INC	12/15/17		MW	0101-0400-0-5810-1130-1000-083-00000000	690.00
68 00255575	V68152287	CAPITOL ADVISORS GROUP LLC	12/15/17		MW	0101-0000-0-5815-0000-7150-000-00000000	4,000.00
68 00255576	V68120390	CARDIN, PATTI	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	48.15
68 00255576	V68120390	CARDIN, PATTI	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	48.14
68 00255577	V68122838	CAUDILL, AMANDA	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	47.61
68 00255577	V68122838	CAUDILL, AMANDA	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	47.61
68 00255578	V68146929	CENTRAL DRUG SYSTEM	12/15/17		MW	0101-0400-0-5800-1140-3900-004-00000000	850.00
68 00255579	V68155276	CERVANTES-MANZANARES, JENNIFER	12/15/17		MW	0101-0790-0-5213-0000-3110-000-00000000	63.13
68 00255580	V68153412	CHATFIELD-CLARKE CO. INC	12/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	622.38
68 00255581	V68147693	COMPLETE OFFICE OF CA	12/15/17		MW	0101-0000-0-4500-0000-2100-000-00000000	23.14
68 00255581	V68147693	COMPLETE OFFICE OF CA	12/15/17		MW	0101-0790-0-4500-4760-2100-000-47000000	28.69

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68	00255582	V68145954 COPPAGE, CARRI	12/15/17		MW	0101-3410-0-5212-5750-1190-000-00000000	125.19
68	00255583	V68154556 CORTEZ, ROXANNE	12/15/17		MW	0101-6500-0-5213-5001-2700-000-00000000	66.34
68	00255584	V68001404 COSTCO S.J.C.	12/15/17		MW	0101-0504-0-4500-0000-3140-000-00000000	393.11
68	00255584	V68001404 COSTCO S.J.C.	12/15/17		MW	0101-3010-0-4500-0000-2495-054-03500000	49.55
68	00255585	V68140610 COX, ASHLEIGH	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	43.07
68	00255585	V68140610 COX, ASHLEIGH	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	43.06
68	00255586	V68152689 CURIEL, MICHELE	12/15/17		MW	0101-6500-0-5213-5750-3110-000-00000000	262.15
68	00255587	V68151317 DEWALD, NICHOLAS	12/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	4.81
68	00255588	V68153348 DINSMOOR, JOY	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	12.84
68	00255588	V68153348 DINSMOOR, JOY	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	12.84
68	00255589	V68153366 EILER, CHRISTINE	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	47.35
68	00255589	V68153366 EILER, CHRISTINE	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	47.35
68	00255590	V68120820 ENDER, PAMELA	12/15/17		MW	0101-6500-0-5213-5001-3120-000-00000000	143.91
68	00255591	V68148516 ENGELSON, EMILY	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	51.09
68	00255591	V68148516 ENGELSON, EMILY	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	51.09
68	00255592	V68113985 ENRIQUEZ, MICHELLE L	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	71.56
68	00255592	V68113985 ENRIQUEZ, MICHELLE L	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	71.57
68	00255593	V68156130 ERSPAMER, KATIE	12/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	1.50
68	00255593	V68156130 ERSPAMER, KATIE	12/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	17.22
68	00255594	V68154409 EWING IRRIGATION PRODUCTS INC	12/15/17		MW	0101-0000-0-4500-0000-8220-000-00000000	432.65
68	00255595	V68121726 EXWORTHY, MARK	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	195.26
68	00255596	V68142848 FARRAND, MONA	12/15/17		MW	0101-3386-0-5213-5710-3140-000-00000000	12.76
68	00255596	V68142848 FARRAND, MONA	12/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	72.26
68	00255597	V68032535 FEDERAL EXPRESS CORP	12/15/17		MW	0101-0000-0-5900-0000-7540-000-00000000	240.05
68	00255598	V68140393 FLYNN, MARGARET	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	38.52
68	00255598	V68140393 FLYNN, MARGARET	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	38.52
68	00255599	V68106883 FORD, DEON	12/15/17		MW	0101-6500-0-5213-5001-2100-000-00000000	181.35
68	00255600	V68140606 FREY, DEBORAH	12/15/17		MW	0101-0000-0-5213-0000-3140-000-00000000	58.85
68	00255601	V68123010 FRIEDLANDER, DOROTHY	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	50.56
68	00255601	V68123010 FRIEDLANDER, DOROTHY	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	50.55
68	00255602	V68148248 GALLEGOS, MARINA	12/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	35.31
68	00255603	V68120038 GILL, ARVINDER	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	134.29
68	00255604	V68118405 GOLDBECK, MELISSA	12/15/17		MW	0101-0000-0-5213-0000-3140-000-00000000	109.67

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68	00255605	V68035335 GOLDEN RULE BINDERY	12/15/17		MW	0101-6300-0-4140-1110-1000-000-00000000	212.49
68	00255605	V68035335 GOLDEN RULE BINDERY	12/15/17		MW	0101-6300-0-4150-1140-1000-000-00000000	1,548.54
68	00255606	V68155115 GONZALES, KATHLEEN	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	39.33
68	00255606	V68155115 GONZALES, KATHLEEN	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	39.32
68	00255607	V68149825 GROSS, DEANNA	12/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	25.68
68	00255608	V68151579 HAMMOND, DARCY	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	59.12
68	00255608	V68151579 HAMMOND, DARCY	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	59.12
68	00255609	V68109014 HANAFORD, LAURA	12/15/17		MW	0101-6500-0-5213-5001-3150-000-00000000	78.11
68	00255610	V68156485 HARE, CHRISTINA	12/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	40.66
68	00255611	V68152690 HATCHER, JOSH	12/15/17		MW	0101-6500-0-5213-5750-3110-000-00000000	147.12
68	00255612	V68112804 HERITAGE MUSEUM OF OC	12/15/17		MW	0101-0400-0-5840-1130-1000-055-00000000	1,147.50
68	00255612	V68112804 HERITAGE MUSEUM OF OC	12/15/17		MW	0101-0400-0-5840-1130-1000-084-00000000	640.00
68	00255613	V68000703 HERTZ, JANA	12/15/17		MW	0101-6500-0-5212-5770-1190-000-00000000	34.24
68	00255614	V68016279 HEUSER, RACHEL	12/15/17		MW	0101-6500-0-5212-5750-1190-000-00000000	280.34
68	00255615	V68106867 HILL, DAWN	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	121.98
68	00255616	V68059250 HIRSCH PIPE & SUPPLY	12/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,948.45
68	00255617	V68145399 HOOPER, GWYNETH	12/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	40.12
68	00255618	V68153416 HORTON, RACHAEL	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	98.45
68	00255619	V68046445 JOHNSTONE SUPPLY	12/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,035.36
68	00255620	V68156093 JONES, DENISE	12/15/17		MW	0101-3410-0-5212-5750-1190-000-00000000	87.74
68	00255621	V68153496 JONES, KRISTIN	12/15/17		MW	0101-0790-0-5213-0000-3110-000-00000000	18.72
68	00255622	V68152858 KATO, WENDI	12/15/17		MW	0101-3410-0-5213-5750-2100-000-00000000	57.78
68	00255623	V68156678 KELSEY, PETAH	12/15/17		MW	0101-6500-0-5212-5770-1130-000-00000000	6.42
68	00255624	V68153741 KERBER, DANIELLE	12/15/17		MW	0101-0000-0-5213-0000-3120-000-00000000	6.42
68	00255624	V68153741 KERBER, DANIELLE	12/15/17		MW	0101-6500-0-5213-5001-3120-000-00000000	6.42
68	00255625	V68100337 KIMINAS, ANTHONY	12/15/17		MW	0101-3410-0-5212-5750-1190-000-00000000	202.24
68	00255626	V68144487 KLISTER, PAMELA	12/15/17		MW	0101-3410-0-5212-5750-1190-000-00000000	140.88
68	00255627	V68148488 KOLENIC, NICOLE	12/15/17		MW	0101-6500-0-5212-5770-1120-000-00000000	147.12
68	00255628	V68151318 KONOGIERIS, KATHI	12/15/17		MW	0101-6500-0-5213-5770-3150-000-00000000	131.61
68	00255629	V68119526 KOPELSON, KATHLEEN	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	28.36
68	00255629	V68119526 KOPELSON, KATHLEEN	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	28.35
68	00255630	V68106534 KROGMAN, DEBRAH	12/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	0.82
68	00255630	V68106534 KROGMAN, DEBRAH	12/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	9.34

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68 00255631	V68111383	LAIDLEY, JOANIE	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	38.52
68 00255631	V68111383	LAIDLEY, JOANIE	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	38.51
68 00255632	V68156072	LE, GRACE	12/15/17		MW	0101-6500-0-5212-5770-1190-000-00000000	110.74
68 00255633	V68147372	LEISURE CARE REFERRAL AGENCY	12/15/17		MW	0101-0000-0-5100-0000-3140-000-00000000	3,762.50
68 00255634	V68108708	LEWIS, SHARON A.	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	36.11
68 00255634	V68108708	LEWIS, SHARON A.	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	36.11
68 00255635	V68118980	LOCAL JANITORIAL & VACUUM	12/15/17		MW	0101-0000-0-4500-0000-8210-000-00000000	196.04
68 00255636	V68156256	Logan River Academy	12/15/17		MW	0101-6500-0-5803-5750-1180-000-00000000	2,864.40
68 00255636	V68156256	Logan River Academy	12/15/17		MW	0101-6512-0-5104-5750-1180-000-00000000	5,216.00
68 00255636	V68156256	Logan River Academy	12/15/17		MW	0101-6512-0-5104-5750-3120-000-00000000	2,971.52
68 00255637	V68056480	MAR VAC ELECTRONICS	12/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	49.24
68 00255638	V68156617	MARTINEZ, AMBER	12/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	21.39
68 00255639	V68118632	MATIENZO, NINA RIE	12/15/17		MW	0101-0000-0-5213-0000-3140-000-00000000	118.23
68 00255640	V68115957	MAXIM HEALTHCARE SERVICES INC	12/15/17		MW	0101-6500-0-5801-5750-3141-000-00000000	2,425.05
68 00255641	V68103618	MCBRIDE, JILL	12/15/17		MW	0101-0790-0-5213-4760-2100-000-00000000	18.19
68 00255642	V68154513	MCGOWEN, DANIELLE	12/15/17		MW	0101-0000-0-5213-0000-3140-000-00000000	45.47
68 00255643	V68117593	MCKEE, DANISE	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	53.23
68 00255643	V68117593	MCKEE, DANISE	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	53.23
68 00255644	V68120041	MEYERS, AMY	12/15/17		MW	0101-3315-0-5213-5730-2100-000-00000000	168.84
68 00255644	V68120041	MEYERS, AMY	12/15/17		MW	0101-6500-0-5213-5750-2100-000-00000000	253.26
68 00255645	V68151062	MICKLE, JACQUELINE	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	47.35
68 00255645	V68151062	MICKLE, JACQUELINE	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	47.35
68 00255646	V68152859	MONICO, MARGARA	12/15/17		MW	0101-0790-0-5213-0000-2100-000-47000000	33.17
68 00255647	V68149776	MOORE, BETH	12/15/17		MW	0101-6500-0-5815-5001-3140-000-00000000	150.00
68 00255647	V68149776	MOORE, BETH	12/15/17		MW	0101-6500-0-5810-5750-1190-000-00000000	200.00
68 00255648	V68144381	MORAND, CARA	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	45.74
68 00255648	V68144381	MORAND, CARA	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	45.75
68 00255649	V68146862	MORRIS, LINDSEY	12/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	2.44
68 00255649	V68146862	MORRIS, LINDSEY	12/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	28.05
68 00255650	V68116926	NAPORA, NOELLE	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	54.84
68 00255650	V68116926	NAPORA, NOELLE	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	54.84
68 00255651	V68153156	NELSON, SHARI	12/15/17		MW	0101-6500-0-5213-5001-2700-000-00000000	32.63
68 00255652	V68116411	ORANGE COUNTY REGISTER	12/15/17		MW	0101-0000-0-5800-0000-7180-000-00000000	276.00

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68	00255653	V68148042 ORGILL, JANELL	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	60.46
68	00255653	V68148042 ORGILL, JANELL	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	60.45
68	00255654	V68152589 PAL, FERRIS	12/15/17		MW	0101-6500-0-5213-5001-3140-000-00000000	48.16
68	00255655	V68117359 PANNING LABATE, TINA	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	23.00
68	00255655	V68117359 PANNING LABATE, TINA	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	23.00
68	00255656	V68153896 PARS, HOUPAND	12/15/17		MW	0101-0790-0-5213-4760-2100-000-47000000	14.45
68	00255657	V68149647 PHILLIPS, MELISSA	12/15/17		MW	0101-6500-0-5212-5770-1190-000-34000000	51.36
68	00255658	V68112544 PHONAK LLC	12/15/17		MW	0101-6500-0-5600-5750-3140-000-00000000	218.99
68	00255659	V68150715 PORT VIEW PREPARATORY SCHOOL	12/15/17		MW	0101-6500-0-5102-5750-1180-000-00000000	21,035.00
68	00255660	V68156586 RAE, MEGAN	12/15/17		MW	0101-6500-0-5213-5001-3120-000-00000000	9.63
68	00255661	V68118595 RASHIDI, AKRAM KIM	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	49.49
68	00255661	V68118595 RASHIDI, AKRAM KIM	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	49.49
68	00255662	V68116959 ROCHESTER 100/NICKY S FOLDERS	12/15/17		MW	0101-0002-0-4300-5750-1110-049-00000000	370.00
68	00255663	V68155114 ROD AND COLETTE FOSTER	12/15/17		MW	0101-6500-0-5800-5770-3150-000-34900000	500.00
68	00255663	V68155114 ROD AND COLETTE FOSTER	12/15/17		MW	0101-6500-0-5800-5770-3600-000-34900000	136.94
68	00255664	V68154144 ROMBERG, STEPHANIE	12/15/17		MW	0101-6500-0-5213-5750-2100-000-00000000	96.84
68	00255665	V68155119 RUSSOMANNO, ANTHONY	12/15/17		MW	0101-0790-0-5213-0000-3110-000-00000000	62.06
68	00255666	V68076410 SADDLEBACK VALLEY USD	12/15/17		MW	0101-0400-0-5840-1130-1000-060-00000000	1,500.00
68	00255667	V68145390 SCHOOLER, DEBORAH	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	58.05
68	00255667	V68145390 SCHOOLER, DEBORAH	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	58.05
68	00255668	V68156522 SHARAR, COURTNEY	12/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	16.05
68	00255669	V68143008 SHERRIE, LORRAINE	12/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	1.97
68	00255669	V68143008 SHERRIE, LORRAINE	12/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	22.64
68	00255670	V68104414 SHRED-IT USA LLC	12/15/17		MW	0101-0000-0-5800-0000-7540-000-00000000	392.10
68	00255670	V68104414 SHRED-IT USA LLC	12/15/17		MW	0101-0002-0-5800-5750-2700-049-00000000	46.20
68	00255671	V68100573 SHUMATE, DAGMAR	12/15/17		MW	0101-6500-0-5212-5770-1190-000-00000000	171.19
68	00255672	V68153530 SIMPSON IRVINE INC	12/15/17		MW	0101-0724-0-4600-5001-3600-000-25000000	2,177.48
68	00255673	V68156567 SKAFF, DONALD	12/15/17		MW	0101-0000-0-5212-1110-1000-000-34000000	36.38
68	00255674	V68156111 SkillPath Seminars	12/15/17		MW	0101-0002-0-5216-0000-2700-027-00000000	199.00
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0000-0-4500-0000-7150-000-00000000	97.48
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0002-0-4300-1140-1000-001-00000000	440.10
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0002-0-4300-1140-1000-024-00000000	244.05
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0002-0-4300-1140-1000-025-00000000	421.24

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68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0002-0-4300-1140-1000-028-53000000	196.22
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0002-0-4300-1140-1000-029-00000000	382.73
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0002-0-4300-1140-1000-030-00000000	136.29
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0002-0-4300-3550-1000-015-00000000	329.93
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0010-0-4500-0000-2140-000-00000000	85.16
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0400-0-4300-1130-1000-055-00000000	155.56
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-0400-0-4300-5750-1110-049-00000000	91.88
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-3010-0-4300-0000-2495-082-03500000	81.40
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-3010-0-4500-0000-2700-072-03500000	96.90
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-3010-0-4300-1110-1000-054-00000000	65.95
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-3555-0-4300-3800-1000-018-00000000	156.34
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-6300-0-4300-1110-1000-000-00000000	287.05
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-6500-0-4300-5750-1190-000-00000000	139.21
68	00255676	V68083350 SMART & FINAL **SCHOOL SITES**	12/15/17		MW	0101-6520-0-4300-5750-1190-000-00000000	106.84
68	00255677	V68145533 SMITH, ANNE	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	11.24
68	00255677	V68145533 SMITH, ANNE	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	11.23
68	00255678	V68100812 SOLTIS, PAMELA	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	101.66
68	00255678	V68100812 SOLTIS, PAMELA	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	101.65
68	00255679	V68147835 SPECTRUM CENTER ROSSIER PARK	12/15/17		MW	0101-6500-0-5802-5750-1180-000-00000000	21,553.80
68	00255680	V68050288 SPICERS PAPER CO	12/15/17		MW	0101-0000-0-9321-0000-0000-000-00000000	153.60
68	00255680	V68050288 SPICERS PAPER CO	12/15/17		MW	0101-0000-0-4500-0000-7550-000-00000000	870.42
68	00255681	V68145728 STARFALL EDUCATION	12/15/17		MW	0101-0400-0-4300-1130-1000-055-00000000	270.00
68	00255682	V68153503 STEPHENS, DARA	12/15/17		MW	0101-0790-0-5213-0000-2100-000-00000000	156.75
68	00255683	V68148019 SUNBELT STAFFING LLC	12/15/17		MW	0101-6500-0-5101-5750-1181-000-00000000	10,264.75
68	00255683	V68148019 SUNBELT STAFFING LLC	12/15/17		MW	0101-6500-0-5101-5770-1181-000-00000000	10,264.75
68	00255684	V68156356 SYKES, MARIE	12/15/17		MW	0101-0501-0-5213-0000-2100-000-00000000	22.47
68	00255685	V68115461 TALILI, MAILUMAI	12/15/17		MW	0101-3410-0-5212-5750-1190-000-00000000	142.30
68	00255686	V68146754 TAYNE, JULIE	12/15/17		MW	0101-6500-0-5212-5750-1190-000-00000000	137.49
68	00255687	V68152808 THE PEP BOYS-MANNY MOE JACK OF	12/15/17		MW	0101-0724-0-4600-5001-3600-000-25800000	177.79
68	00255688	V68103847 TIFCO INDUSTRIES	12/15/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,099.49
68	00255689	V68154647 TRAN, NAOMI	12/15/17		MW	0101-0790-0-5213-0000-3110-000-00000000	56.17
68	00255690	V68118836 VARGAS, DAVID	12/15/17		MW	0101-6500-0-5212-5750-1130-000-00000000	220.94
68	00255691	V68149218 VEX-ROBOTICS INC	12/15/17		MW	0101-0002-0-4300-1140-1000-025-00000000	402.50

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68	00255691	V68149218 VEX ROBOTICS INC	12/15/17		MW	0101-0400-0-4300-1130-1000-087-00000000	269.28
68	00255692	V68153411 VIRGINIA CROWE	12/15/17		MW	0101-6500-0-5800-5750-1190-000-34900000	1,045.00
68	00255693	V68113794 WERTHEIMER-GALE & ASSOCIATES	12/15/17		MW	0101-6500-0-5801-5750-3141-000-00000000	1,071.72
68	00255694	V68144672 WESTON, KELLY	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	68.22
68	00255694	V68144672 WESTON, KELLY	12/15/17		MW	0101-6500-0-5212-5750-1110-000-00000000	68.21
68	00255695	V68116337 WHALEN, ANDREA	12/15/17		MW	0101-6500-0-5212-5750-1130-000-00000000	75.97
68	00255696	V68117408 WHITAKER, LESLIE	12/15/17		MW	0101-3010-0-5213-0000-2100-000-03700000	48.15
68	00255697	V68102997 WIEDEMAN, LORI	12/15/17		MW	0101-3410-0-5212-5750-1190-000-00000000	245.02
68	00255698	V68154670 WILLIAMS, JOHN	12/15/17		MW	0101-6500-0-5212-5750-1190-000-00000000	176.55
68	00255699	V68143731 WINGARD, RICHARD AND LORENA	12/15/17		MW	0101-6500-0-5800-5750-3140-000-34900000	1,000.00
68	00255700	V68148471 WOLFSON, MEGHAN	12/15/17		MW	0101-3315-0-5212-5730-1110-000-00000000	57.25
68	00255700	V68148471 WOLFSON, MEGHAN	12/15/17		MW	0101-6500-0-5212-5750-1130-000-00000000	57.24
68	00255701	V68150730 YOUNG, JENNA	12/15/17		MW	0101-3315-0-5213-5730-3140-000-00000000	2.45
68	00255701	V68150730 YOUNG, JENNA	12/15/17		MW	0101-6500-0-5213-5750-3140-000-00000000	28.04
68	00255707	V68104979 AGUILERA, DANA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255708	V68152620 ALLAN, KRYSTAL	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255709	V68149595 ALLEN SAWYER, PAMELA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255710	V68153471 AMERSON, GORDON	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255711	V68058875 ATKINSON ANDELSON LOYA	12/18/17		MW	0101-6500-0-5820-5001-2100-000-00000000	28,701.89
68	00255712	V68144744 BAERST, MARGARET	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255713	V68145454 BAKER, BRAD	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255714	V68119629 BEALES, THOMAS	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255715	V68101526 BECERRA, JESUS	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255716	V68102963 BEEKMAN, MICHAEL	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255717	V68012252 BENHAM, MICHELLE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255718	V68102180 BERTINI, CARRIE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255719	V68100194 BOGLE, ANTHONY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255720	V68073650 BOGLE, JILL O CONNELL	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255721	V68149505 BRENNAN, JILL	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255722	V68104991 BROOKS, TIM	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255723	V68114813 BUCKINGHAM, DIANN	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255724	V68152833 BURRIS, RYAN K	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255725	V68057679 CAMPBELL, JACQUELINE L	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00

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68	00255726	V68106846 CARTER, CHRIS	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255727	V68152771 CARTER, RYAN	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255728	V68150267 CHICAS, CARLOS	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255729	V68106740 CHRISTENSEN, DENI	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255730	V68148055 COLLINS, CLINT	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255731	V68155439 CONDON, WILLIAM J.	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255732	V68154556 CORTEZ, ROXANNE	12/18/17		MW	0101-3311-0-4500-5001-2100-000-33000000	64.05
68	00255732	V68154556 CORTEZ, ROXANNE	12/18/17		MW	0101-3311-0-5216-5001-2100-000-33000000	1,446.43
68	00255733	V68153691 CORY, CRISTINA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255734	V68145288 DAGLEY, JEANA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255735	V68149737 DAVIS, JEREMY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255736	V68123529 DORE, JUDY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255737	V68072587 DOUGHERTY, JOLENE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255738	V68107323 DUARTE, GEORGE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255739	V68101452 ERVAIS, MEG	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255740	V68149300 FISHER, CLARK	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255741	V68155440 FLOR, JOANA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255742	V68123048 FORNEY, JOHN	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255743	V68149516 FOUCART, PAUL	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255744	V68053348 GARRETT, JENNIFER	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255745	V68155441 GRABOWSKI, JEAN	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255746	V68115911 HAUSER, GREG	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255747	V68156190 HECK, SUZANNE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255748	V68155231 HERNANDEZ, ALEX	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255749	V68151687 HILL, JOSHUA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255750	V68155442 HILLEMANN, KRISTIN L.	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255751	V68150259 HOFFACKER-HARVEY, HEIDI	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255752	V68121975 HOLLIDAY, SUSAN	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255753	V68149276 HUNT, TROY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255754	V68154056 JONES, JEFF	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255755	V68155000 KLINKENBERG, ANDREW	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255756	V68109904 KRAUSE, MATTHEW	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255757	V68106902 KURTZ, SHELLY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00

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68	00255758	V68142446 LYON, LAURA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255759	V68115698 MAHINDRAKAR, MANOJ	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255760	V68055970 MAHONEY, DONALD	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255761	V68122675 MALFAVON, ALEX	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255762	V68156191 MANJARREZ-MATA, GERARDO	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255763	V68100450 MARTIN, JAYNE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255764	V68154844 MCCLURE, TRAVIS	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255765	V68021162 MCGANN, JOE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255766	V68155444 MCKANE, ROB W.	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255767	V68155445 MCNAMARA, JAY J.	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255768	V68111933 MCNAMARA, SEAN P	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255769	V68155236 MENDOZA, ADAM	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255770	V68153144 MERWIN, GREG	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255771	V68152998 MILLER, ROBERT	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255772	V68103080 MILLER, SANDRA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255773	V68153242 MISUSTIN, JOHN	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255774	V68153341 MOCNIK, BILL	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255775	V68153148 MONTGOMERY, RICH	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255776	V68149531 MOORE, MICHELLE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255777	V68100217 MORRIS, FAITH	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255778	V68056614 NELSON, KRISTEN	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255779	V68153365 NORMAN, TED	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255780	V68155239 NOWAK, ALAN	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255781	V68112255 OKUMA, GARY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255782	V68141537 PATTERSON, DEBORAH	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255783	V68146477 PEDRAZA, JOSE LUIS	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255784	V68107725 PITZEN, SHARLA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255785	V68156192 PORTER, JOSHUA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255786	V68119580 PORTILLO, CHRISTINA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255787	V68152442 POSPICHAL, WENDY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255788	V68026245 PULE, SILVIA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255789	V68130146 QUALTIERE, DEBORAH	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255790	V68064576 REECE, TIM	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00

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68	00255791	V68155446 ROMO, PATRICIA J.	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255792	V68154678 RUST, LYNH N.	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255793	V68149841 SAMPSON, CHERYL	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255794	V68122796 SCHAEFER, MELISSA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255795	V68156193 SHEARER, BRADLEY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255796	V68155447 SMITH, KENT D.	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255797	V68153502 STEINERT, CYNDIE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255798	V68155448 STEVER, NICK R.	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255799	V68152573 STEWART, DAVID	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255800	V68155449 STILWAGNER, LISA C.	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255801	V68100520 TOWNSEND, PHILIPPA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255802	V68118407 VERNAZA, LARRY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255803	V68026732 VISCA, CURT	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255804	V68123255 WELLIKSON, JOSH	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255805	V68154455 WILLIAMS, VIVIENNE	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255806	V68112026 WISEMAN, HOLLY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255807	V68120395 YOGI, STACY	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255808	V68151132 YOUNG, SARA	12/18/17		MW	0101-0000-0-5900-0000-7601-099-21100000	105.00
68	00255809	V68001018 A Z BUS SALES INC	12/19/17		MW	0101-0730-0-4600-1110-3600-000-25000000	6,467.14
68	00255810	V68156682 ANAYA, FRANCISO	12/19/17		MW	0101-0004-0-4200-1180-2420-021-00000000	62.00
68	00255811	V68145454 BAKER, BRAD	12/19/17		MW	0101-0002-0-4300-1140-1000-022-00000000	379.00
68	00255812	V68018872 CITY OF SAN JUAN CAPISTRANO	12/19/17		MW	0101-0000-0-5500-0000-8200-000-21400000	4,503.85
68	00255813	V68156461 CODECAMPUS LLC	12/19/17		MW	0101-3010-0-4300-1110-1000-053-00000000	11,250.00
68	00255814	V68112600 COX COMMUNICATIONS	12/19/17		MW	0101-0000-0-5900-0000-7601-000-21100000	29,548.74
68	00255815	V68024000 CULVER-NEWLIN INC	12/19/17		MW	0101-0002-0-4300-1140-1000-025-00000000	1,315.24
68	00255815	V68024000 CULVER-NEWLIN INC	12/19/17		MW	0101-0400-0-4500-0000-2700-055-00000000	3,798.49
68	00255815	V68024000 CULVER-NEWLIN INC	12/19/17		MW	0101-0400-0-4300-1130-1000-055-00000000	378.03
68	00255815	V68024000 CULVER-NEWLIN INC	12/19/17		MW	0101-3010-0-4300-1110-1000-000-00000000	16,010.96
68	00255815	V68024000 CULVER-NEWLIN INC	12/19/17		MW	0101-3010-0-4400-1110-1000-021-00000000	5,073.40
68	00255816	V68156158 D'ARCY BUSH, AMY	12/19/17		MW	0101-0004-0-4200-1180-2420-021-00000000	16.00
68	00255817	V68123878 KHALAF, REEM	12/19/17		MW	0101-6520-0-4300-5750-1190-000-00000000	5.39
68	00255818	V68156683 LOCKWOOD, KIM	12/19/17		MW	0101-0004-0-4200-1180-2420-085-00000000	22.00
68	00255819	V68156681 MANNING, JOE OR KIRSTY	12/19/17		MW	0101-0004-0-4114-1180-1000-003-00000000	69.00

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68	00255820	V68142582 MESA GOLF CARTS	12/19/17		MW	0101-0000-0-5605-0000-8210-000-00000000	5,956.43
68	00255821	V68104419 MHS RESEARCH DEPARTMENT	12/19/17		MW	0101-0000-0-4500-0000-3120-000-00000000	151.28
68	00255821	V68104419 MHS RESEARCH DEPARTMENT	12/19/17		MW	0101-6500-0-4500-5001-3120-000-00000000	226.92
68	00255822	V68059125 MIRACLE RECREATION EQUIPMENT	12/19/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,808.86
68	00255823	V68040147 MOBILE COMMUNICATION REPAIR	12/19/17		MW	0101-0400-0-4500-0000-2700-087-00000000	210.11
68	00255823	V68040147 MOBILE COMMUNICATION REPAIR	12/19/17		MW	0101-0986-0-4500-0000-2700-071-90200000	725.16
68	00255824	V68155646 Mohawk Commercial Inc	12/19/17		MW	0101-6387-0-5800-3800-1000-000-00000000	45,399.53
68	00255825	V68149897 O REILLY AUTO PARTS	12/19/17		MW	0101-7220-0-4300-1140-1000-003-00000000	548.64
68	00255826	V68152768 OLIVIERI, REBEKAH	12/19/17		MW	0101-0400-0-5215-3300-1000-017-00000000	1,812.62
68	00255827	V68156643 PETERSON, SUSAN	12/19/17		MW	0101-0002-0-4500-0000-2700-023-00000000	67.77
68	00255828	V68156192 PORTER, JOSHUA	12/19/17		MW	0101-0002-0-4300-1140-1000-001-00000000	20.90
68	00255829	V68110955 PSYCHEMEDICS CORPORATION	12/19/17		MW	0101-0000-0-5800-0000-7400-000-00000000	310.50
68	00255830	V68156411 Sampson, Amy	12/19/17		MW	0101-0400-0-4300-1140-1000-026-00000000	569.17
68	00255831	V68078255 SAN DIEGO GAS & ELECTRIC	12/19/17		MW	0101-0000-0-5500-0000-8200-000-21200000	174,308.15
68	00255833	V68079190 SANTA MARGARITA WATER	12/19/17		MW	0101-0000-0-5500-0000-8200-000-21400000	28,302.13
68	00255834	V68153105 SIGNATURE FLOORING INC	12/19/17		MW	0101-8150-0-5605-0000-8110-000-00000000	3,998.20
68	00255835	V68084100 SO CA GAS CO	12/19/17		MW	0101-0000-0-5500-0000-8200-000-21300000	2,462.33
68	00255836	V68108107 SOLUTION TREE INC	12/19/17		MW	0101-6264-0-5810-1110-2140-000-56900000	2,720.00
68	00255837	V68116610 SOUTH COAST FAMILY MEDICAL CEN	12/19/17		MW	0101-0000-0-5800-0000-7400-000-00000000	715.00
68	00255837	V68116610 SOUTH COAST FAMILY MEDICAL CEN	12/19/17		MW	0101-0730-0-5800-1110-3600-000-00000000	125.00
68	00255837	V68116610 SOUTH COAST FAMILY MEDICAL CEN	12/19/17		MW	0101-0724-0-5800-5001-3600-000-00000000	125.00
68	00255838	V68143011 SOUTH COAST WATER DISTRICT	12/19/17		MW	0101-0000-0-5500-0000-8200-000-21400000	9,899.14
68	00255839	V68148172 SOUTHERN COUNTIES LUBRICANTS	12/19/17		MW	0101-0730-0-4600-1110-3600-000-25400000	4,415.26
68	00255839	V68148172 SOUTHERN COUNTIES LUBRICANTS	12/19/17		MW	0101-0724-0-4600-5001-3600-000-25400000	1,330.96
68	00255839	V68148172 SOUTHERN COUNTIES LUBRICANTS	12/19/17		MW	0101-8150-0-4500-0000-8230-000-25400000	761.76
68	00255840	V68063271 VERNIER SOFTWARE	12/19/17		MW	0101-6300-0-4300-1140-1000-000-00000000	368.80
68	00255841	V68116337 WHALEN, ANDREA	12/19/17		MW	0101-6500-0-4500-5750-2100-000-00000000	215.38
68	00255842	V68151580 WHITNEY, MERIT	12/19/17		MW	0101-0730-0-5800-1110-3600-000-00000000	4,500.00
68	00255842	V68151580 WHITNEY, MERIT	12/19/17		MW	0101-0724-0-5800-5001-3600-000-00000000	3,262.50
68	00255870	V68001470 AARDVARK CLAY	12/20/17		MW	0101-0000-0-9510-0000-0000-000-00000000	171.04
68	00255870	V68001470 AARDVARK CLAY	12/20/17		MW	0101-0002-0-4300-1140-1000-021-00000000	399.58
68	00255870	V68001470 AARDVARK CLAY	12/20/17		MW	0101-0002-0-4300-1140-1000-023-00000000	735.44
68	00255872	V68152532 ADVANTAGE WEST GOVERNMENT PROD	12/20/17		MW	0101-0000-0-4500-0000-8210-000-00000000	49,449.35

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68	00255873	V68153414 ALL FOUR STRINGS	12/20/17		MW	0101-1102-0-5600-1160-1000-000-00000000	485.06
68	00255874	V68153111 ALZUBAIDI, OMAR	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	52.86
68	00255875	V68156238 ANGELILLO, NICHOLAS OR SARA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	575.24
68	00255876	V68107160 ANTONIUS, LYNDIA	12/20/17		MW	0101-3315-0-5213-5730-3150-000-00000000	36.38
68	00255877	V68148589 ARKEE, SHEILA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	190.04
68	00255878	V68155598 Armando and Rebeka Castro	12/20/17		MW	0101-6500-0-5800-5750-1190-000-34900000	22,478.00
68	00255879	V68100622 ASCD	12/20/17		MW	0101-0000-0-5300-0000-7110-000-00000000	59.00
68	00255880	V68038349 AWARD N MORE	12/20/17		MW	0101-7220-0-4300-1140-1000-003-00000000	43.10
68	00255881	V68155781 BEAN, JEFFREY OR LINDSAY	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	331.92
68	00255882	V68154827 BECKER, ANDREW OR KRISTINA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	161.36
68	00255883	V68146382 BJ BINDERY	12/20/17		MW	0101-0000-0-5800-0000-7550-000-00000000	3,212.00
68	00255884	V68156384 BOSTON, NATHAN OR KRISTA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	80.90
68	00255885	V68155461 BRAVURA HOUSE STRINGS	12/20/17		MW	0101-0010-0-4300-1160-1000-000-00000000	4,000.49
68	00255886	V68156500 Breakout EDU	12/20/17		MW	0101-0400-0-4300-1130-1000-075-00000000	482.63
68	00255887	V68123912 CENGAGE LEARNING	12/20/17		MW	0101-4203-0-4300-4760-1000-000-00000000	13,680.75
68	00255888	V68108311 CINTAS CORPORATION	12/20/17		MW	0101-0730-0-4500-1110-3600-000-00000000	38.41
68	00255888	V68108311 CINTAS CORPORATION	12/20/17		MW	0101-0724-0-4500-5001-3600-000-00000000	89.63
68	00255888	V68108311 CINTAS CORPORATION	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	762.38
68	00255889	V68146234 CINTAS CORPORATION #640	12/20/17		MW	0101-0000-0-5605-0000-8210-000-00000000	117.60
68	00255889	V68146234 CINTAS CORPORATION #640	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	822.65
68	00255889	V68146234 CINTAS CORPORATION #640	12/20/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,115.25
68	00255890	V68149566 CIPOLLONE, JOSEPH AND/OR DEBRA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	23.54
68	00255891	V68156315 Ciro Design	12/20/17		MW	0101-0010-0-5800-0000-3110-000-00000000	200.00
68	00255892	V68141814 CONDIE, JOSHUA OR CAROL	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	24.08
68	00255893	V68027192 CONSOLIDATED ELECTRICAL DISTR	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,518.98
68	00255894	V68148595 CONTEMPORARY SERVICES CORP.	12/20/17		MW	0101-0000-0-5800-0000-8300-000-00000000	282.00
68	00255895	V68149629 COON, MATTHEW/ERIKA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	167.78
68	00255896	V68022310 COUNTY OF ORANGE-WASTE MNGT	12/20/17		MW	0101-0000-0-5605-0000-8220-000-00000000	165.60
68	00255897	V68108186 CROWLEY, HEIDI	12/20/17		MW	0101-0000-0-5213-0000-2100-000-00000000	193.14
68	00255898	V68024000 CULVER-NEWLIN INC	12/20/17		MW	0101-6387-0-6400-3800-1000-031-00000000	7,892.90
68	00255898	V68024000 CULVER-NEWLIN INC	12/20/17		MW	0101-6500-0-4500-5001-2100-000-00000000	353.42
68	00255899	V68148997 DAVIS, HENRY AND/OR ELISABETH	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	294.69
68	00255900	V68101114 DEPT OF JUSTICE	12/20/17		MW	0101-0000-0-5800-0000-7400-000-14100000	7,433.00

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68 00255901	V68144430	DICK, CRAIG OR BILLIE	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	174.63
68 00255902	V68150839	EMERALD COVE OUTDOOR SCIENCE	12/20/17		MW	0101-0400-0-5840-1130-1000-055-00000000	18,769.50
68 00255903	V68117895	ENABLEMART	12/20/17		MW	0101-6500-0-4300-5770-1190-000-34800000	488.79
68 00255904	V68036939	ENVIRONMENTAL NATURE CENTER	12/20/17		MW	0101-0400-0-5840-1130-1000-073-00000000	490.00
68 00255905	V68142827	FERREN, MATHEW & KATIE	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	397.19
68 00255906	V68156598	FRANGOPOL, CECILIA	12/20/17		MW	0101-0004-0-4200-1180-2420-067-00000000	14.00
68 00255907	V68155881	Franklin Covey Client Sales In	12/20/17		MW	0101-0501-0-5800-0000-7400-000-00000000	3,413.52
68 00255908	V68023390	FULL COMPASS SYSTEMS LTD	12/20/17		MW	0101-0002-0-4300-1140-1000-002-00000000	554.40
68 00255909	V68121876	GAU, MARY AND TERRY	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	285.06
68 00255910	V68153514	GEBAUER, GILLIAN	12/20/17		MW	0101-0000-0-5212-1140-1000-025-00000000	15.40
68 00255910	V68153514	GEBAUER, GILLIAN	12/20/17		MW	0101-0000-0-5212-3300-1000-014-00000000	10.28
68 00255911	V68035232	GLOBAL INDUSTRIAL	12/20/17		MW	0101-7220-0-4300-1140-1000-003-00000000	222.77
68 00255912	V68144604	HAMEED, SHAWN	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	467.18
68 00255913	V68154018	HARRINGTON, JARED OR CANDICE	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	96.30
68 00255914	V68112804	HERITAGE MUSEUM OF OC	12/20/17		MW	0101-0000-0-5840-1130-1000-056-00000000	525.00
68 00255915	V68152647	HIERONYMUS, PAUL OR DAYLENE	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	243.96
68 00255916	V68041995	HOUGHTON MIFFLIN CO	12/20/17		MW	0101-6300-0-4140-1110-1000-000-00000000	1,006.39
68 00255917	V68143106	HOUGHTON MIFFLIN HARCOURT	12/20/17		MW	0101-0000-0-9510-0000-0000-000-00000000	12,122.41
68 00255918	V68144432	HYLTON, CHRIS AND/OR HERMINIA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	205.01
68 00255919	V68156526	JACKSON, JENN	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	1,552.37
68 00255920	V68154767	JACQUELINE KAY LUGO	12/20/17		MW	0101-6512-0-5115-5750-3110-000-00000000	4,786.25
68 00255921	V68156552	JESRAI, ALICIA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	160.50
68 00255922	V68146878	KARPUS, DAVID AND MARY	12/20/17		MW	0101-6500-0-5802-5750-1180-000-35800000	2,224.81
68 00255923	V68062513	KELLY PAPER COMPANY	12/20/17		MW	0101-0000-0-4500-0000-7550-000-00000000	689.60
68 00255924	V68143325	KENNEY, ROBERT AND MARIE	12/20/17		MW	0101-6500-0-5800-5750-1130-000-34900000	4,780.00
68 00255925	V68111751	KERR, LISA	12/20/17		MW	0101-0002-0-5215-1140-1000-003-00000000	82.62
68 00255926	V68153247	LAURA S. PHILLIPS	12/20/17		MW	0101-6512-0-5115-5750-3110-000-00000000	1,840.00
68 00255927	V68145493	LOUIE, DARRYL OR CATHERINE	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	135.25
68 00255928	V68153791	LURATI, EDWARD AND ANGELICA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	377.50
68 00255929	V68121733	MACNAMARA, DANIEL OR ALICIA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	279.27
68 00255930	V68152837	MATTIL, MICHAEL AND OR KELLY	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	443.42
68 00255931	V68154076	MEHLING, MICHAEL OR HOLLY	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	164.36
68 00255932	V68149740	MOHEB, MEHRDAD	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	65.92

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68	00255933	V68152645 MOLYNEUX, THOMAS OR CHRISTINA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	83.46
68	00255934	V68151138 MYERS, EDWIN OR BRENDA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	101.01
68	00255935	V68021378 NEW HAVEN YOUTH & FAMILY	12/20/17		MW	0101-6512-0-5101-5750-3110-000-00000000	29,333.33
68	00255936	V68066589 OCEAN INSTITUTE	12/20/17		MW	0101-3010-0-5810-1110-1000-079-00000000	1,070.00
68	00255937	V68066605 ORANGE COUNTY SCH BOARDS ASSN	12/20/17		MW	0101-0000-0-5300-0000-7150-000-00000000	125.00
68	00255938	V68153984 ORBAKER, KEVIN or DANA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	75.12
68	00255939	V68123679 PACIFIC PLUMBING COMPANY OF	12/20/17		MW	0101-8150-0-5605-0000-8110-000-00000000	1,620.53
68	00255940	V68151079 PERKINS SCHOOL FOR THE BLIND	12/20/17		MW	0101-6500-0-5103-5750-1180-000-00000000	11,278.00
68	00255940	V68151079 PERKINS SCHOOL FOR THE BLIND	12/20/17		MW	0101-6512-0-5104-5750-1180-000-00000000	8,458.40
68	00255940	V68151079 PERKINS SCHOOL FOR THE BLIND	12/20/17		MW	0101-6512-0-5104-5750-3120-000-00000000	8,458.40
68	00255941	V68154724 PINNACLE PETROLEUM INC	12/20/17		MW	0101-0730-0-4600-1110-3600-000-25300000	19,306.27
68	00255941	V68154724 PINNACLE PETROLEUM INC	12/20/17		MW	0101-0724-0-4600-5001-3600-000-25300000	19,306.25
68	00255941	V68154724 PINNACLE PETROLEUM INC	12/20/17		MW	0101-8150-0-4500-0000-8230-000-25200000	15,220.76
68	00255942	V68145420 PITNEY BOWES/PRESORT SERVICES	12/20/17		MW	0101-0000-0-5900-0000-7540-000-00000000	288.78
68	00255943	V68155704 PURELAND SUPPLY LLC	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	783.09
68	00255944	V68147115 PYRAMID WIRE & CABLE INC.	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,506.47
68	00255945	V68154306 QUALITY STREET SERVICE	12/20/17		MW	0101-8150-0-5605-0000-8110-000-00000000	5,055.00
68	00255946	V68152748 RAZEGHI, MAX OR MAHSA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	70.62
68	00255947	V68155209 REILLE, WENDI	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	152.48
68	00255948	V68152686 RICHARDS, EDWARD OR ANITA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	215.00
68	00255949	V68154354 RIVERA, LISA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	138.89
68	00255950	V68155379 RODIN, LAUREL	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	926.41
68	00255951	V68140274 SALAMIRAD, ALI & JODY	12/20/17		MW	0101-6500-0-5800-5750-1190-000-34900000	3,206.52
68	00255952	V68156188 SEATING COMPONENT MANUFACTURIN	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	11,195.23
68	00255953	V68156268 Shmukler, Irina and Boris	12/20/17		MW	0101-0504-0-5810-1110-1000-000-00000000	450.00
68	00255954	V68152674 SITEONE LANDSCAPE SUPPLY	12/20/17		MW	0101-0000-0-4500-0000-8220-000-00000000	687.95
68	00255955	V68112866 SMARDAN SUPPLY COMPANY	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,664.55
68	00255956	V68156527 SNYDER, DAVID OR CLAUDIA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	166.92
68	00255957	V68084100 SO CA GAS CO	12/20/17		MW	0101-0724-0-4600-5001-3600-000-24900000	2,317.74
68	00255958	V68156186 Soundview Inc	12/20/17		MW	0101-0000-0-5300-0000-7400-000-00000000	299.00
68	00255959	V68083880 SOUTH COAST DISTRIBUTING CO	12/20/17		MW	0101-0000-0-4500-0000-8210-000-00000000	25.64
68	00255960	V68149204 SOUTH COAST FIRE PROTECTION	12/20/17		MW	0101-0000-0-4500-0000-8210-000-00000000	164.08
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0000-0-9321-0000-0000-000-00000000	1,880.11

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68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0000-0-4500-0000-7150-000-00000000	191.07
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0000-0-4500-0000-7400-000-00000000	0.00
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0000-0-4500-0000-7700-000-00000000	38.94
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4500-0000-2700-006-00000000	489.77
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4500-0000-2700-025-00000000	75.13
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4500-0000-2700-027-00000000	113.53
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4500-0000-2700-073-00000000	122.92
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-050-00000000	49.27
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-052-00000000	321.54
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-053-00000000	4.53
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-054-00000000	180.04
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-059-03000000	502.78
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-060-00000000	177.87
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-061-00000000	115.98
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-063-00000000	40.54
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-071-00000000	241.73
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-073-00000000	389.35
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-074-00000000	123.20
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-075-00000000	64.69
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-076-00000000	16.84
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-077-00000000	85.14
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-079-00000000	129.30
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-082-00000000	1,369.73
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-084-00000000	288.83
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-085-00000000	10.51
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1130-1000-086-00000000	108.88
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-002-00000000	856.25
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-005-00000000	52.75
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-006-00000000	489.78
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-021-00000000	1,302.11
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-023-00000000	236.41
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-024-00000000	302.20
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-025-00000000	75.12

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68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-026-00000000	128.79
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-027-00000000	202.99
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-029-00000000	65.22
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-1140-1000-030-00000000	32.92
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0002-0-4300-5750-1110-049-00000000	111.86
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0400-0-4300-1130-1000-055-00000000	53.87
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-0400-0-4300-1130-1000-087-00000000	265.53
68	00255962	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	0101-3410-0-4300-5750-1190-000-00000000	510.38
68	00255963	V68150055 STAFFREHAB	12/20/17		MW	0101-6500-0-5801-5750-1130-000-00000000	1,512.50
68	00255963	V68150055 STAFFREHAB	12/20/17		MW	0101-6500-0-5101-5750-1181-000-00000000	1,218.75
68	00255963	V68150055 STAFFREHAB	12/20/17		MW	0101-6500-0-5101-5770-1181-000-00000000	1,218.75
68	00255964	V68154554 STALKER, CLINT OR GINA	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	228.13
68	00255965	V68007162 STAPLES BUSINESS ADVANTAGE	12/20/17		MW	0101-0002-0-4300-1140-1000-003-00000000	506.69
68	00255965	V68007162 STAPLES BUSINESS ADVANTAGE	12/20/17		MW	0101-0002-0-4300-1140-1000-005-00000000	83.03
68	00255965	V68007162 STAPLES BUSINESS ADVANTAGE	12/20/17		MW	0101-6500-0-4500-5001-2100-000-00000000	1,551.54
68	00255965	V68007162 STAPLES BUSINESS ADVANTAGE	12/20/17		MW	0101-6500-0-4500-5001-2700-000-00000000	382.51
68	00255966	V68149722 SUTHERLAND, GARY OR RACHEL	12/20/17		MW	0101-0724-0-5800-5001-3600-000-35800000	92.45
68	00255967	V68156314 The LGBT Center OC	12/20/17		MW	0101-0400-0-4500-0000-2700-006-00000000	300.00
68	00255968	V68146594 THOMASKELLY SOFTWARE ASSOCIATE	12/20/17		MW	0101-3010-0-5800-1110-1000-000-03300000	3,500.00
68	00255969	V68007452 US AIR CONDITIONING DIST.	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	1,939.03
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0000-0-4500-0000-2100-000-69000000	35.98
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0000-0-4500-0000-3120-000-00000000	7.46
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0000-0-5216-0000-7110-000-00000000	292.15
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0000-0-5216-0000-7150-000-00000000	-139.19
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0000-0-4500-0000-7180-000-00000000	158.00
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0000-0-5300-0000-7400-000-00000000	1,336.10
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4500-0000-2700-004-00000000	29.90
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4500-0000-2700-006-00000000	590.22
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4500-0000-2700-024-00000000	60.46
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4500-0000-2700-069-00000000	119.36
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4500-0000-2700-079-00000000	244.50
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4300-1130-1000-059-00000000	30.19
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4300-1130-1000-068-00000000	13.77

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68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4300-1140-1000-002-00000000	135.78
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4300-1140-1000-002-51600000	975.20
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4300-1140-1000-002-52900000	231.57
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4300-1140-1000-021-00000000	108.36
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4300-1140-1000-022-00000000	197.51
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4300-1140-1000-024-00000000	308.49
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0002-0-4500-5750-1110-068-00000000	151.25
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0400-0-4500-0000-2700-079-00000000	-25.00
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0400-0-4300-1130-1000-055-00000000	155.94
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0400-0-4300-1130-1000-060-00000000	461.09
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0400-0-4300-1130-1000-063-00000000	235.00
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0400-0-4300-1130-1000-087-00000000	239.92
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0400-0-4300-1140-1000-004-00000000	441.65
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0400-0-4300-1140-1000-005-00000000	195.62
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0400-0-4300-5750-1110-049-00000000	37.98
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0501-0-6400-1110-1000-000-00000000	1,253.02
68	00255971	V68118382 US BANK	12/20/17		MW	0101-3010-0-5800-1110-1000-000-03600000	3,000.00
68	00255971	V68118382 US BANK	12/20/17		MW	0101-3010-0-4300-1110-1000-054-00000000	137.77
68	00255971	V68118382 US BANK	12/20/17		MW	0101-3010-0-5215-1110-1000-055-00000000	4,095.00
68	00255971	V68118382 US BANK	12/20/17		MW	0101-3311-0-4500-5001-2100-000-33000000	286.23
68	00255971	V68118382 US BANK	12/20/17		MW	0101-3410-0-4300-5750-1190-000-39200000	94.95
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6300-0-4150-1140-1000-000-00000000	20.80
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6300-0-4300-1140-1000-000-00000000	233.99
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6500-0-4500-5001-2100-000-00000000	64.60
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6500-0-4500-5001-3120-000-00000000	11.19
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6500-0-4300-5750-1190-000-00000000	89.99
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6500-0-4300-5750-1190-000-34800000	27.53
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6500-0-4300-5770-1190-000-00000000	52.20
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6500-0-5300-5770-1190-000-00000000	8.05
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6500-0-4300-5770-1190-000-34800000	395.12
68	00255971	V68118382 US BANK	12/20/17		MW	0101-6510-0-4300-5710-1190-000-00000000	50.95
68	00255971	V68118382 US BANK	12/20/17		MW	0101-0733-0-4300-1110-1000-000-00000000	0.00
68	00255971	V68118382 US BANK	12/20/17		MW	0101-9280-0-5216-3800-1000-000-00000000	2,045.00

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68	00255972	V68122491 VANTAGE LEARNING USA LLC	12/20/17		MW	0101-6300-0-4140-3300-1000-000-00000000	200.00
68	00255973	V68019265 VISTA PAINT & WALLCOVERING	12/20/17		MW	0101-0000-0-4500-0000-8220-000-00000000	401.91
68	00255973	V68019265 VISTA PAINT & WALLCOVERING	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	215.81
68	00255974	V68110273 WATERLINES TECHNOLOGIES INC	12/20/17		MW	0101-8150-0-4500-0000-8110-000-00000000	5,006.40
68	00255975	V68099210 XEROX CORPORATION	12/20/17		MW	0101-0000-0-5600-0000-7550-000-00000000	25,336.52
68	00255975	V68099210 XEROX CORPORATION	12/20/17		MW	0101-0000-0-5600-1110-1000-099-44000000	51,336.41
68	00255988	V68120139 AMERICAN LOGISTICS COMPANY LLC	12/21/17		MW	0101-0724-0-5800-5001-3600-000-26300000	43,297.50
68	00255989	V68153471 AMERSON, GORDON	12/21/17		MW	0101-0000-0-5216-0000-7400-000-00000000	301.15
68	00255990	V68140628 BAPTISTE, NATALIE	12/21/17		MW	0101-4203-0-5216-4760-2100-000-00000000	103.69
68	00255991	V68102180 BERTINI, CARRIE	12/21/17		MW	0101-3010-0-5215-1110-1000-021-00000000	382.23
68	00255992	V68010150 BOWIE ARNESON KADI WILES & GIA	12/21/17		MW	0101-0000-0-5820-0000-7690-000-00000000	7,115.00
68	00255993	V68154425 BRIGGS, CHARLIE	12/21/17		MW	0101-6264-0-5216-1110-1000-000-56900000	43.74
68	00255994	V68110792 BROTHERTON, JILL	12/21/17		MW	0101-6500-0-5216-5001-2700-000-00000000	50.44
68	00255995	V68149634 CARRILLO, DEBBIE	12/21/17		MW	0101-4203-0-5216-4760-2100-000-00000000	172.27
68	00255996	V68019307 CHAMBERLAIN, DAVID	12/21/17		MW	0101-4203-0-5216-4760-2100-000-00000000	240.97
68	00255997	V68119807 COPPER HILLS YOUTH CENTER	12/21/17		MW	0101-6500-0-5803-5750-1180-000-00000000	540.00
68	00255998	V68146378 CR&R INCORPORATED	12/21/17		MW	0101-0000-0-5500-0000-8200-000-21500000	30,158.52
68	00255999	V68105883 DAVE BANG ASSOCIATES	12/21/17		MW	0101-8150-0-5605-0000-8110-000-00000000	5,699.22
68	00256000	V68009761 EBERHARD EQUIPMENT	12/21/17		MW	0101-0000-0-5605-0000-8220-000-00000000	2,882.31
68	00256001	V68156593 ESSELN, RUTH	12/21/17		MW	0101-0000-0-5800-1140-1000-001-42000000	60.35
68	00256002	V68120121 FALLMAN, MEGAN	12/21/17		MW	0101-0400-0-5215-1140-1000-026-00000000	17.33
68	00256003	V68105417 GINSBERG-BROWN, CLAUDIA	12/21/17		MW	0101-9904-0-5216-0000-3110-000-00000000	32.10
68	00256004	V68156312 Hartl, Kathy	12/21/17		MW	0101-6500-0-5800-5750-1190-000-34900000	2,885.02
68	00256005	V68115698 MAHINDRAKAR, MANOJ	12/21/17		MW	0101-6264-0-5216-0000-2700-000-56900000	782.41
68	00256006	V68155087 MATTHEW AND CHRISTINE ESSEX	12/21/17		MW	0101-6500-0-5800-5750-1180-000-34900000	16,080.00
68	00256007	V68110020 MEET THE MASTERS INC	12/21/17		MW	0101-0400-0-5810-1130-1000-055-00000000	4,158.26
68	00256007	V68110020 MEET THE MASTERS INC	12/21/17		MW	0101-0400-0-5800-1130-1000-071-00000000	3,148.99
68	00256007	V68110020 MEET THE MASTERS INC	12/21/17		MW	0101-0400-0-4300-1130-1000-075-00000000	1,000.00
68	00256007	V68110020 MEET THE MASTERS INC	12/21/17		MW	0101-0400-0-4300-1130-1000-077-00000000	1,000.00
68	00256007	V68110020 MEET THE MASTERS INC	12/21/17		MW	0101-0400-0-5800-1130-1000-077-00000000	2,057.86
68	00256007	V68110020 MEET THE MASTERS INC	12/21/17		MW	0101-0400-0-5800-1130-1000-078-00000000	2,153.41
68	00256007	V68110020 MEET THE MASTERS INC	12/21/17		MW	0101-0400-0-5810-1130-1000-080-00000000	2,294.35
68	00256007	V68110020 MEET THE MASTERS INC	12/21/17		MW	0101-0400-0-5810-1130-1000-086-00000000	3,578.97

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68	00256007	V68110020 MEET THE MASTERS INC	12/21/17		MW	0101-0400-0-5800-1130-1000-087-00000000	3,428.63
68	00256008	V68156584 NANGIALAI, NEGIN	12/21/17		MW	0101-0986-0-5215-0000-6000-032-90500000	609.63
68	00256009	V68116727 OKURA, KRISTEN	12/21/17		MW	0101-6264-0-5212-1110-1000-000-56900000	1,212.98
68	00256010	V68141497 PIANTA, REBECCA	12/21/17		MW	0101-9904-0-5216-0000-3110-000-00000000	36.17
68	00256011	V68150715 PORT VIEW PREPARATORY SCHOOL	12/21/17		MW	0101-6500-0-5102-5750-1180-000-00000000	6,227.25
68	00256011	V68150715 PORT VIEW PREPARATORY SCHOOL	12/21/17		MW	0101-6500-0-5802-5750-1180-000-00000000	15,759.00
68	00256012	V68107662 R J COOPER & ASSOC INC	12/21/17		MW	0101-6500-0-4300-5750-1190-000-34800000	100.12
68	00256013	V68146103 R&S SOIL PRODUCTS INC	12/21/17		MW	0101-0000-0-4500-0000-8220-000-00000000	3,592.63
68	00256014	V68156311 RED WING BUSINESS ADVANTAGE AC	12/21/17		MW	0101-0730-0-4500-1110-3600-000-00000000	155.15
68	00256015	V68114687 REISCHL, VIRGINIA	12/21/17		MW	0101-4203-0-5216-4760-2100-000-00000000	243.59
68	00256016	V68151361 REM INC - REVEL ENVIRONMENTAL	12/21/17		MW	0101-8150-0-5605-0000-8110-000-00000000	2,323.00
68	00256017	V68149751 REPAIRZOOM	12/21/17		MW	0101-6500-0-5600-5750-1190-000-00000000	98.15
68	00256017	V68149751 REPAIRZOOM	12/21/17		MW	0101-6500-0-5600-5770-1190-000-00000000	98.15
68	00256018	V68154126 RODRIGUEZ, CATHY	12/21/17		MW	0101-3010-0-5215-1110-1000-021-00000000	472.23
68	00256019	V68145500 RUSSELL SIGLER INC.	12/21/17		MW	0101-8150-0-4500-0000-8110-000-00000000	511.62
68	00256020	V68153639 SHAMROCK MUSIC	12/21/17		MW	0101-1102-0-5600-1160-1000-000-00000000	40.00
68	00256021	V68156048 SLEE, ELISA	12/21/17		MW	0101-4203-0-5216-4760-2100-000-00000000	68.59
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0000-0-4500-0000-7150-000-00000000	149.21
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0000-0-4500-0000-7400-000-00000000	222.61
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0000-0-4500-0000-7700-000-00000000	321.03
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4500-0000-2700-025-00000000	-101.68
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4500-0000-2700-027-00000000	20.47
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4500-0000-2700-073-00000000	84.59
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4500-0000-2700-081-00000000	136.84
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-052-00000000	60.77
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-054-00000000	71.01
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-056-00000000	19.31
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-059-03000000	-117.31
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-060-00000000	53.33
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-061-00000000	53.84
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-064-00000000	20.71
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-073-00000000	83.88
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-074-00000000	401.96

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68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-078-00000000	20.73
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-083-00000000	71.21
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1130-1000-085-00000000	4.61
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1140-1000-002-00000000	130.54
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1140-1000-005-00000000	120.91
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1140-1000-021-00000000	2,860.79
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1140-1000-024-00000000	68.61
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1140-1000-025-00000000	-101.68
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1140-1000-029-00000000	340.05
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-1140-1000-030-00000000	42.45
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0002-0-4300-5750-1110-049-00000000	123.91
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-0400-0-4300-1130-1000-087-00000000	517.65
68	00256023	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	0101-3410-0-4300-5750-1190-000-00000000	-141.12
68	00256024	V68084800 SPARKLETTIS	12/21/17		MW	0101-0002-0-4300-1140-1000-005-00000000	8.20
68	00256024	V68084800 SPARKLETTIS	12/21/17		MW	0101-0400-0-4500-5750-2700-049-00000000	21.28
68	00256025	V68150071 SPECTRUM CENTER ROSSIER PARK	12/21/17		MW	0101-6500-0-5102-5750-1180-000-00000000	2,375.66
68	00256025	V68150071 SPECTRUM CENTER ROSSIER PARK	12/21/17		MW	0101-6500-0-5802-5750-1180-000-00000000	4,213.17
68	00256026	V68078634 SPEECH & LANGUAGE DEVEL	12/21/17		MW	0101-6500-0-5102-5750-1180-000-00000000	4,839.06
68	00256026	V68078634 SPEECH & LANGUAGE DEVEL	12/21/17		MW	0101-6500-0-5802-5750-1180-000-00000000	19,460.91
68	00256027	V68116925 SPORTS FACILITIES GROUP INC	12/21/17		MW	0101-8150-0-5605-0000-8110-000-00000000	595.00
68	00256028	V68063693 STEWART AND ASSOC INC	12/21/17		MW	0101-0000-0-5605-0000-8220-000-00000000	9,454.00
68	00256029	V68106864 TAKACH, ERIC	12/21/17		MW	0101-0000-0-9510-0000-0000-000-00000000	155.00
68	00256029	V68106864 TAKACH, ERIC	12/21/17		MW	0101-0010-0-5215-1140-1000-000-00000000	44.94
68	00256030	V68152411 VETTRAINO, REGI	12/21/17		MW	0101-3010-0-5215-1110-1000-021-00000000	512.23
68	00256031	V68146077 WEST COAST ARBORISTS INC.	12/21/17		MW	0101-0000-0-5605-0000-8220-000-00000000	18,518.00
68	00256032	V68099210 XEROX CORPORATION	12/21/17		MW	0101-0000-0-5600-1110-1000-099-44000000	568.00
68	00256033	V68156266 Zerrer, Anthony and Jennifer	12/21/17		MW	0101-6500-0-5800-5750-1190-000-34900000	2,175.00
68	00256041	V68151551 A.C. LANDSCAPE INC.	12/22/17		MW	0101-0000-0-4500-0000-8220-000-00000000	4,780.28
68	00256042	V68001470 AARDVARK CLAY	12/22/17		MW	0101-0002-0-4300-1140-1000-001-00000000	11.81
68	00256042	V68001470 AARDVARK CLAY	12/22/17		MW	0101-0002-0-4300-1140-1000-003-53200000	35.17
68	00256043	V68001581 ABLENET INC	12/22/17		MW	0101-6500-0-4300-5750-1190-000-00000000	230.06
68	00256043	V68001581 ABLENET INC	12/22/17		MW	0101-6500-0-4300-5750-1190-000-34800000	448.31
68	00256044	V68001670 ACADEMIC THERAPY PUBL	12/22/17		MW	0101-6500-0-4500-5001-3150-000-00000000	474.10

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68	00256045	V68155761 ADVANCED CHEMICAL TECHNOLOGY I	12/22/17		MW	0101-8150-0-5605-0000-8110-000-00000000	814.60
68	00256046	V68109538 ALPHA SOUND AND LIGHTING	12/22/17		MW	0101-8150-0-5605-0000-8110-000-00000000	2,329.33
68	00256047	V68152725 APPLE LEARNING COMPANY	12/22/17		MW	0101-3010-0-5810-1110-1000-000-03300000	1,790.00
68	00256048	V68100622 ASCD	12/22/17		MW	0101-0404-0-5300-0000-2100-000-00000000	89.00
68	00256049	V68006750 BARRETT-ROBINSON INC	12/22/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,089.01
68	00256050	V68141858 BATTERIES PLUS BULBS	12/22/17		MW	0101-8150-0-4500-0000-8110-000-00000000	482.29
68	00256051	V68009305 BLIND CHILDREN S LEARNING	12/22/17		MW	0101-6500-0-5802-5750-1180-000-00000000	6,904.30
68	00256052	V68011288 BRODART CO	12/22/17		MW	0101-0000-0-4500-1180-2420-000-00000000	85.21
68	00256053	V68145221 CALIFORNIA WEEKLY EXPLORER INC	12/22/17		MW	0101-0000-0-8699-0000-0000-000-00000000	1,360.00
68	00256054	V68035089 CASBO	12/22/17		MW	0101-0000-0-5216-0000-7300-000-00000000	765.00
68	00256055	V68146234 CINTAS CORPORATION #640	12/22/17		MW	0101-0000-0-5800-0000-8310-000-00000000	41.42
68	00256056	V68147693 COMPLETE OFFICE OF CA	12/22/17		MW	0101-0000-0-4500-0000-2100-000-00000000	23.68
68	00256056	V68147693 COMPLETE OFFICE OF CA	12/22/17		MW	0101-0000-0-4500-0000-7300-000-00000000	62.14
68	00256056	V68147693 COMPLETE OFFICE OF CA	12/22/17		MW	0101-0000-0-4500-0000-7340-000-00000000	62.14
68	00256056	V68147693 COMPLETE OFFICE OF CA	12/22/17		MW	0101-8150-0-4500-0000-8110-000-00000000	46.16
68	00256057	V68148595 CONTEMPORARY SERVICES CORP.	12/22/17		MW	0101-0010-0-5800-0000-3110-000-00000000	822.00
68	00256058	V68119807 COPPER HILLS YOUTH CENTER	12/22/17		MW	0101-6512-0-5104-5750-1180-000-00000000	1,085.00
68	00256058	V68119807 COPPER HILLS YOUTH CENTER	12/22/17		MW	0101-6512-0-5104-5750-3120-000-00000000	906.50
68	00256059	V68148164 CREATIVE COOKBOOK COMPANY	12/22/17		MW	0101-0002-0-4300-1140-1000-025-00000000	1,520.00
68	00256060	V68024113 CURRICULUM ASSOCIATES	12/22/17		MW	0101-0000-0-4500-0000-3120-000-00000000	644.44
68	00256061	V68064188 DELL COMPUTER	12/22/17		MW	0101-0002-0-4300-1140-1000-001-00000000	151.19
68	00256062	V68026000 DENAULT S HARDWARE	12/22/17		MW	0101-0400-0-4300-1130-1000-055-00000000	1,685.91
68	00256063	V68101073 DENAULT S TRUE VALUE HARDWARE	12/22/17		MW	0101-0002-0-4300-1140-1000-024-53000000	109.87
68	00256064	V68028500 DUNN-EDWARDS CORP	12/22/17		MW	0101-8150-0-4500-0000-8110-000-00000000	649.18
68	00256065	V68155142 ECE4AUTISM	12/22/17		MW	0101-6500-0-5102-5750-1180-000-00000000	5,150.00
68	00256066	V68071639 EVERYTHING MEDICAL LLC	12/22/17		MW	0101-0000-0-9321-0000-0000-000-00000000	500.44
68	00256067	V68154409 EWING IRRIGATION PRODUCTS INC	12/22/17		MW	0101-0000-0-4500-0000-8220-000-00000000	4,433.61
68	00256068	V68152838 FASTECH	12/22/17		MW	0101-0724-0-5605-5001-3600-000-25000000	510.00
68	00256069	V68118205 FASTENAL	12/22/17		MW	0101-8150-0-4500-0000-8110-000-00000000	338.12
68	00256070	V68032535 FEDERAL EXPRESS CORP	12/22/17		MW	0101-0000-0-5900-0000-7540-000-00000000	105.64
68	00256071	V68155629 Ferguson Enterprises Inc	12/22/17		MW	0101-8150-0-4500-0000-8110-000-00000000	148.24
68	00256072	V68032964 FLINN SCIENTIFIC INC	12/22/17		MW	0101-6300-0-4300-1140-1000-000-00000000	283.04
68	00256073	V68057042 FOLLETT EDUCATIONAL SERVICES	12/22/17		MW	0101-0004-0-4200-1180-2420-088-00000000	603.66

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68	00256074	V68150202 FOLLETT SCHOOL SOLUTIONS INC	12/22/17		MW	0101-0004-0-4200-1180-2420-081-00000000	222.40
68	00256075	V68073437 GANAHL LUMBER	12/22/17		MW	0101-8150-0-4500-0000-8110-000-00000000	2,494.08
68	00256076	V68067610 GEARY PACIFIC CORP	12/22/17		MW	0101-8150-0-4405-0000-8110-000-00000000	2,858.01
68	00256076	V68067610 GEARY PACIFIC CORP	12/22/17		MW	0101-8150-0-4500-0000-8110-000-00000000	659.92
68	00256077	V68140066 GREEN TECHNOLOGY	12/22/17		MW	0101-8150-0-5216-0000-8105-000-00000000	670.00
68	00256078	V68111429 HERTZ FURNITURE SYSTEMS	12/22/17		MW	0101-6500-0-4500-5750-3140-000-00000000	475.27
68	00256079	V68117362 IDEAL COMPUTER SOUTH INC	12/22/17		MW	0101-0000-0-5605-0000-7700-000-00000000	2,217.00
68	00256080	V68062513 KELLY PAPER COMPANY	12/22/17		MW	0101-0000-0-4500-0000-7550-000-00000000	1,542.94
68	00256081	V68110837 LAWBAUGH, CYNTHIA	12/22/17		MW	0101-3010-0-5215-1110-1000-021-00000000	394.04
68	00256082	V68147372 LEISURE CARE REFERRAL AGENCY	12/22/17		MW	0101-0000-0-5100-0000-3140-000-00000000	8,085.00
68	00256083	V68118980 LOCAL JANITORIAL & VACUUM	12/22/17		MW	0101-0000-0-4500-0000-8210-000-00000000	1,475.28
68	00256084	V68156256 Logan River Academy	12/22/17		MW	0101-6500-0-5803-5750-1180-000-00000000	716.10
68	00256084	V68156256 Logan River Academy	12/22/17		MW	0101-6512-0-5104-5750-1180-000-00000000	2,119.00
68	00256084	V68156256 Logan River Academy	12/22/17		MW	0101-6512-0-5104-5750-3120-000-00000000	1,207.18
68	00256085	V68156708 MCCOY, MATT	12/22/17		MW	0101-6264-0-5215-1110-1000-000-56900000	239.00
68	00256086	V68148591 MEDINA-SABAD, KRISTEN	12/22/17		MW	0101-0002-0-5215-1140-1000-022-00000000	197.50
68	00256086	V68148591 MEDINA-SABAD, KRISTEN	12/22/17		MW	0101-3010-0-5215-1110-1000-021-00000000	197.50
68	00256087	V68156707 NICOL, KATHERINE	12/22/17		MW	0101-6264-0-5215-1110-1000-000-56900000	767.90
68	00256088	V68101297 OAK GROVE INSTITUTE	12/22/17		MW	0101-6500-0-5803-5750-1180-000-00000000	2,112.32
68	00256088	V68101297 OAK GROVE INSTITUTE	12/22/17		MW	0101-6512-0-5104-5750-1180-000-00000000	4,591.00
68	00256088	V68101297 OAK GROVE INSTITUTE	12/22/17		MW	0101-6512-0-5104-5750-3120-000-00000000	4,591.00
68	00256089	V68100369 OCEANVIEW SCHOOL	12/22/17		MW	0101-6500-0-5802-5750-1180-000-00000000	5,066.92
68	00256090	V68150715 PORT VIEW PREPARATORY SCHOOL	12/22/17		MW	0101-6500-0-5102-5750-1180-000-00000000	22,935.00
68	00256091	V68156705 ROMERO, DEBRA	12/22/17		MW	0101-3010-0-5215-1110-1000-021-00000000	446.37
68	00256092	V68152061 S.T.A.R. ACADEMY	12/22/17		MW	0101-3010-0-5810-1110-1000-000-03600000	618.75
68	00256092	V68152061 S.T.A.R. ACADEMY	12/22/17		MW	0101-4510-0-5810-1110-1000-000-00000000	137.50
68	00256093	V68078255 SAN DIEGO GAS & ELECTRIC	12/22/17		MW	0101-0000-0-5500-0000-8200-000-21200000	99,833.91
68	00256094	V68156709 SOTO, KENNETH	12/22/17		MW	0101-3010-0-5215-1110-1000-021-00000000	368.40
68	00256095	V68156706 STOUGH, KATHLEEN	12/22/17		MW	0101-3010-0-5215-1110-1000-021-00000000	467.23
68	00256096	V68155910 Sumida, Sylvia and Mark	12/22/17		MW	0101-6500-0-5800-5750-1190-000-34900000	1,360.00
68	00256097	V68155667 Summitview Child & Family Serv	12/22/17		MW	0101-6500-0-5103-5750-1180-000-34900000	2,512.25
68	00256097	V68155667 Summitview Child & Family Serv	12/22/17		MW	0101-6500-0-5803-5750-1180-000-34900000	2,871.24
68	00256097	V68155667 Summitview Child & Family Serv	12/22/17		MW	0101-6512-0-5104-5750-3120-000-34900000	2,691.74

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68 00256097	V68155667	Summitview Child & Family Serv	12/22/17		MW	0101-6512-0-5104-5750-1180-000-349000000	8,748.17
68 00256098	V68147697	SYNTEX GLOBAL	12/22/17		MW	0101-0790-0-5800-4760-1000-000-470000000	1,806.25
68 00256099	V68153411	VIRGINIA CROWE	12/22/17		MW	0101-6500-0-5800-5750-1190-000-349000000	872.64
68 00256099	V68153411	VIRGINIA CROWE	12/22/17		MW	0101-6500-0-5800-5750-3140-000-349000000	126.00
68 00256105	V68102781	ALISO VIEJO COMMUNITY ASSN	12/27/17		MW	0101-8150-0-5605-0000-8110-000-000000000	2,331.99
68 00256106	V68147757	ANIMAL PEST MANAGEMENT SERVICE	12/27/17		MW	0101-0000-0-5605-0000-8220-000-000000000	4,090.00
68 00256107	V68036590	B & H PHOTOGRAPHY	12/27/17		MW	0101-3555-0-4400-3800-1000-001-000000000	7,775.88
68 00256108	V68049767	BENS ASPHALT	12/27/17		MW	0101-8150-0-5605-0000-8110-000-000000000	31,280.00
68 00256109	V68150846	BRAIN BUILDERS STEM EDUCATION	12/27/17		MW	0101-0400-0-5810-1130-1000-060-000000000	9,776.00
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-0002-0-4405-0000-2700-001-000000000	1,286.37
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-0002-0-4300-1140-1000-004-000000000	10,722.85
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-0002-0-4300-1140-1000-029-000000000	1,619.63
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-0400-0-4300-1130-1000-071-000000000	72.22
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-0400-0-4300-1130-1000-080-000000000	28,306.68
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-0400-0-5800-1130-1000-080-000000000	525.00
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-0400-0-4400-1130-1000-085-000000000	26,622.33
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-0755-0-5800-1130-1000-080-000000000	2,467.50
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-3010-0-4400-1110-1000-053-000000000	1,050.56
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-3010-0-4400-1110-1000-079-000000000	1,211.74
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-3311-0-4405-5001-2100-000-330000000	803.82
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-3311-0-4500-5001-2100-000-330000000	532.99
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-6500-0-4300-5750-1190-000-348000000	330.65
68 00256110	V68106764	CDWG Inc	12/27/17		MW	0101-6500-0-4300-5770-1190-000-348000000	286.57
68 00256111	V68123426	CONTRACT PAPER GROUP INC.	12/27/17		MW	0101-0000-0-9321-0000-0000-000-000000000	3,017.00
68 00256112	V68155458	DAIKIN APPLIED AMERICAS INC.	12/27/17		MW	0101-8150-0-5605-0000-8110-000-000000000	1,770.00
68 00256113	V68152906	ELITE SHEET METAL INC	12/27/17		MW	0101-8150-0-5605-0000-8110-000-000000000	6,238.00
68 00256114	V68149725	IMAGINE LEARNING INC	12/27/17		MW	0101-4203-0-5800-4760-1000-000-000000000	24,300.00
68 00256115	V68152347	KYA SERVICES LLC	12/27/17		MW	0101-8150-0-5605-0000-8110-052-000000000	34,449.76
68 00256116	V68152544	LEVERAGE LEARNING GROUP INC	12/27/17		MW	0101-6264-0-5800-0000-2100-000-569000000	2,200.00
68 00256117	V68116957	PALI INSTITUTE INC	12/27/17		MW	0101-0400-0-5840-1130-1000-083-000000000	11,280.00
68 00256118	V68155758	REFRIGERATION CONTROL COMPANY	12/27/17		MW	0101-8150-0-5605-0000-8110-000-000000000	1,014.30
68 00256119	V68149945	THE ALARM AND SPRINKLER CO INC	12/27/17		MW	0101-8150-0-5605-0000-8110-000-000000000	3,034.60
68 00256123	V68141916	BANNERMAN, CARY OR KELLY	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	469.95

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68	00256124	V68148030 BOUCLY, CHRISTOPHER & DAWNIEL	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	91.49
68	00256125	V68155210 CHEN, EDWARD OR LYNN	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	136.10
68	00256126	V68148997 DAVIS, HENRY AND/OR ELISABETH	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	198.59
68	00256127	V68148175 DESHAZER, ALEX OR DARCY	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	76.08
68	00256128	V68152282 ELE, APRIL OR ROGER	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	32.10
68	00256129	V68152643 GREEN, TRACY OR MELISSA	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	191.74
68	00256130	V68151483 GUDIPATI, SRINIVAS	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	327.42
68	00256131	V68156122 MASTON, LISA STUCKER OR BOBBY	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	943.31
68	00256132	V68154949 MAZZINI, VICTOR OR YADIRA	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	116.84
68	00256133	V68155698 MENDOZA, ALFREDO	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	479.36
68	00256134	V68152621 NUNEZ, GERARDO OR ELIZABETH	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	204.80
68	00256135	V68143655 O CONNOR, BRENDAN	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	1,287.86
68	00256136	V68156290 PATTERSON, JACQUELINE	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	456.89
68	00256137	V68153793 QUACH, HOANG	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	138.03
68	00256138	V68144550 RETTBERG, HELEN	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	918.71
68	00256139	V68118525 RODAS, PHILLIP OR CAROLYN	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	157.29
68	00256140	V68145726 ROLING, ROGER AND/OR MIKAIL	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	263.22
68	00256141	V68123530 ROTH, JAY OR KERI	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	176.55
68	00256142	V68150116 SPOTSWOOD, EVAN &/OR JENNIFER	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	298.32
68	00256143	V68154078 TRAGUS, WILLIAM AND MIA	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	778.96
68	00256144	V68156686 VOYTOVICH, JENNIFER OR BRIAN	01/02/18		MW	0101-0724-0-5800-5001-3600-000-358000000	110.85
68	00256145	V68140622 ALPINE ACADEMY	01/03/18		MW	0101-6500-0-5803-5750-1180-000-000000000	5,775.00
68	00256145	V68140622 ALPINE ACADEMY	01/03/18		MW	0101-6512-0-5104-5750-1180-000-000000000	12,505.00
68	00256145	V68140622 ALPINE ACADEMY	01/03/18		MW	0101-6512-0-5104-5750-3120-000-000000000	7,930.00
68	00256146	V68058875 ATKINSON ANDELSON LOYA	01/03/18		MW	0101-0000-0-5820-0000-2100-000-000000000	12,459.77
68	00256146	V68058875 ATKINSON ANDELSON LOYA	01/03/18		MW	0101-0000-0-5820-0000-7150-000-000000000	3,303.75
68	00256146	V68058875 ATKINSON ANDELSON LOYA	01/03/18		MW	0101-0000-0-5820-0000-7400-000-000000000	19,481.79
68	00256146	V68058875 ATKINSON ANDELSON LOYA	01/03/18		MW	0101-0000-0-5820-0000-7400-000-060000000	145.00
68	00256146	V68058875 ATKINSON ANDELSON LOYA	01/03/18		MW	0101-0000-0-5820-0000-7690-000-000000000	10,902.25
68	00256147	V68152287 CAPITOL ADVISORS GROUP LLC	01/03/18		MW	0101-0000-0-5815-0000-7150-000-000000000	4,000.00
68	00256148	V68155312 CSM CONSULTING INC	01/03/18		MW	0101-0000-0-5815-0000-7700-000-000000000	6,500.00
68	00256149	V68021378 NEW HAVEN YOUTH & FAMILY	01/03/18		MW	0101-6500-0-5802-5750-1180-000-000000000	13,636.00
68	00256149	V68021378 NEW HAVEN YOUTH & FAMILY	01/03/18		MW	0101-6500-0-5803-5750-1180-000-000000000	2,232.00

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68 00256149	V68021378	NEW HAVEN YOUTH & FAMILY	01/03/18		MW	0101-6512-0-5104-5750-1180-000-00000000	4,767.50
68 00256149	V68021378	NEW HAVEN YOUTH & FAMILY	01/03/18		MW	0101-6512-0-5104-5750-3120-000-00000000	4,767.50
68 00256150	V68148968	NICOLE MILLER & ASSOC INC	01/03/18		MW	0101-0000-0-5820-0000-7400-000-00000000	39,714.45
68 00256151	V68152554	ORBACH HUFF SUAREZ & HENDERSON	01/03/18		MW	0101-0000-0-5820-0000-2100-000-69000000	6,986.23
68 00256151	V68152554	ORBACH HUFF SUAREZ & HENDERSON	01/03/18		MW	0101-0000-0-5820-0000-7150-000-00000000	2,494.42
68 00256151	V68152554	ORBACH HUFF SUAREZ & HENDERSON	01/03/18		MW	0101-0000-0-5820-0000-7520-000-00000000	35,295.94
68 00256152	V68106119	PROFESSIONAL TUTORS OF AMERICA	01/03/18		MW	0101-3010-0-5810-1110-1000-000-03300000	4,962.50
68 00256153	V68148580	SOLIAANT HEALTH INC	01/03/18		MW	0101-6500-0-5801-5770-1181-000-00000000	7,650.00
68 00256154	V68150055	STAFFREHAB	01/03/18		MW	0101-6500-0-5801-5750-1130-000-00000000	1,412.50
68 00256154	V68150055	STAFFREHAB	01/03/18		MW	0101-6500-0-5101-5750-1181-000-00000000	1,275.00
68 00256154	V68150055	STAFFREHAB	01/03/18		MW	0101-6500-0-5801-5750-1181-000-00000000	754.26
68 00256154	V68150055	STAFFREHAB	01/03/18		MW	0101-6500-0-5101-5770-1181-000-00000000	1,275.00
68 00256155	V68156608	YARIJANIAN & ASSOCIATES PROFES	01/03/18		MW	0101-0504-0-5820-1110-1000-000-00000000	5,000.00
68 00256156	V68155638	PERFORMANCE AUTOMOTIVE GROUP	01/04/18		MW	0101-9030-0-6400-0000-2100-000-00000000	99,853.12
SUBFUND 0101 Total:							13,692,543.88

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68 00254656	V68113144	OPPORTUNITY FOR LEARNING	11/22/17		MW	0909-0000-0-8660-0000-0000-203-690000000	43.03
68 00255206	V68113144	OPPORTUNITY FOR LEARNING	12/06/17		MW	0909-0000-0-8011-0000-0000-203-690000000	62,101.35
68 00255206	V68113144	OPPORTUNITY FOR LEARNING	12/06/17		MW	0909-0000-0-8550-0000-0000-203-690000000	5,459.00
68 00256100	V68113144	OPPORTUNITY FOR LEARNING	12/22/17		MW	0909-0000-0-8660-0000-0000-203-690000000	32.42
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68	00254228	V68153501 NERO, ALISON	11/13/17		MW	1212-9145-0-8673-0000-0000-0000000000	215.12
68	00254229	V68084770 SOUTHWEST SCHOOL SUPPLY	11/13/17		MW	1212-6105-0-4300-0001-1000-000-0000000000	624.36
68	00254230	V68156355 YESILDAGLAR, GULAY	11/13/17		MW	1212-9145-0-8673-0000-0000-000-0000000000	404.48
68	00254380	V68151482 WATTERS, LIZ	11/15/17		MW	1212-6105-0-5213-0001-2700-000-0000000000	226.84
68	00254657	V68154232 OCDE	11/22/17		MW	1212-6127-0-5800-0001-2100-000-0000000000	80.00
68	00254757	V68084770 SOUTHWEST SCHOOL SUPPLY	11/29/17		MW	1212-9145-0-4300-0001-1000-000-0000000000	240.67
68	00254786	V68118653 COPE, MARY	11/29/17		MW	1212-6127-0-5213-0001-2700-000-0000000000	145.52
68	00254819	V68105766 HARMAN, NANCY	11/29/17		MW	1212-6127-0-5213-0001-2700-000-0000000000	130.54
68	00254873	V68151482 WATTERS, LIZ	11/29/17		MW	1212-6105-0-5213-0001-2700-000-0000000000	243.96
68	00254890	V68156544 Bondurant, Kimberly	11/29/17		MW	1212-9145-0-8673-0000-0000-000-0000000000	351.79
68	00254896	V68156542 Hartley, Dana	11/29/17		MW	1212-9145-0-8673-0000-0000-000-0000000000	1,984.16
68	00254902	V68156540 Shen, Hui Chuan	11/29/17		MW	1212-9145-0-8673-0000-0000-000-0000000000	298.86
68	00254903	V68156543 Zamora, Amber	11/29/17		MW	1212-9145-0-8673-0000-0000-000-0000000000	387.84
68	00254962	V68150266 AZPEITIA, ROSY	12/01/17		MW	1212-9145-0-5213-0001-2700-000-0000000000	9.63
68	00254967	V68149467 DAGARIN, JEAN-MARI	12/01/17		MW	1212-9145-0-5213-0001-2700-000-0000000000	166.91
68	00255207	V68156579 BALL, JAY	12/06/17		MW	1212-9145-0-8673-0000-0000-000-0000000000	15.00
68	00255208	V68114772 CHRISTINE HORNAK-STEIN	12/06/17		MW	1212-9095-0-5815-0001-3150-000-0000000000	4,560.00
68	00255209	V68123713 DEPARTMENT OF SOCIAL SERVICES	12/06/17		MW	1212-6105-0-5800-0001-2700-000-0000000000	363.00
68	00255210	V68156580 LE, PRESTON	12/06/17		MW	1212-9145-0-8673-0000-0000-000-0000000000	122.08
68	00255211	V68155754 RHYSA CONSULTING SERVICES	12/06/17		MW	1212-6105-0-5815-0001-3140-000-0000000000	4,852.50
68	00255212	V68101017 WAL MART L.N.	12/06/17		MW	1212-9140-0-4300-0001-1000-000-0000000000	167.45
68	00255343	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	1212-9140-0-4300-0001-1000-000-0000000000	35.30
68	00255343	V68084770 SOUTHWEST SCHOOL SUPPLY	12/08/17		MW	1212-9145-0-4300-0001-1000-000-0000000000	130.65
68	00255344	V68156599 WHELAN, TARA	12/08/17		MW	1212-9145-0-8673-0000-0000-000-0000000000	420.00
68	00255511	V68083350 SMART & FINAL **SCHOOL SITES**	12/13/17		MW	1212-6105-0-4300-0001-1000-000-0000000000	116.55
68	00255702	V68118653 COPE, MARY	12/15/17		MW	1212-6127-0-5213-0001-2700-000-0000000000	113.42
68	00255703	V68105766 HARMAN, NANCY	12/15/17		MW	1212-6127-0-5213-0001-2700-000-0000000000	98.97
68	00255976	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	1212-6105-0-4300-0001-1000-000-0000000000	47.80
68	00255976	V68084770 SOUTHWEST SCHOOL SUPPLY	12/20/17		MW	1212-9145-0-4300-0001-1000-000-0000000000	119.26
68	00255977	V68152842 TEACHSTONE TRAINING LLC	12/20/17		MW	1212-6105-0-5800-0001-2100-000-0000000000	275.00
68	00256034	V68084770 SOUTHWEST SCHOOL SUPPLY	12/21/17		MW	1212-6105-0-4300-0001-1000-000-0000000000	201.62
68	00256101	V68049480 LAKESHORE LEARNING MATERIALS	12/22/17		MW	1212-9145-0-4300-0001-1000-000-0000000000	49.98

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68 00254231	V68145318	BRINKS INC.	11/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	439.00
68 00254232	V68024000	CULVER-NEWLIN	11/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	302.04
68 00254233	V68156366	Dascoli, Krystie	11/13/17		MW	1313-9700-0-9652-0000-0000-021-00000000	48.00
68 00254234	V68146093	EKON-O-PAC INC.	11/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	267.52
68 00254235	V68130047	HOLLANDIA DAIRY INC.	11/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	59,741.80
68 00254236	V68156460	Hurtado, Victoria	11/13/17		MW	1313-9700-0-9653-0000-0000-005-00000000	13.10
68 00254237	V68130111	INDUSTRIAL ELECTRIC SERVICE	11/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	2,128.01
68 00254238	V68130063	OFFICE DEPOT	11/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	113.14
68 00254238	V68130063	OFFICE DEPOT	11/13/17		MW	1313-5310-0-4570-0000-3700-000-00000000	64.76
68 00254239	V68155758	REFRIGERATION CONTROL COMPANY	11/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	11,074.52
68 00254240	V68156459	Rogers, Danny	11/13/17		MW	1313-9700-0-9651-0000-0000-000-40000000	29.75
68 00254241	V68130073	SMART & FINAL	11/13/17		MW	1313-5310-0-5882-0000-3700-000-40000000	59.21
68 00254241	V68130073	SMART & FINAL	11/13/17		MW	1313-5310-0-4716-0000-3700-000-71700000	121.86
68 00254242	V68102018	SYSCO RIVERSIDE INC.	11/13/17		MW	1313-5310-0-4574-0000-3700-000-61500000	178.61
68 00254242	V68102018	SYSCO RIVERSIDE INC.	11/13/17		MW	1313-5310-0-4716-0000-3700-000-71700000	561.83
68 00254243	V68154720	VALLEY FRUIT AND PRODUCE CO.	11/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	17,294.68
68 00254248	V68999999	STATE BOARD OF EQUALIZATION	11/14/17		MW	1313-5310-0-4574-0000-3700-000-00000000	65.88
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-021-00000000	3,110.25
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-022-00000000	1,225.25
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-023-00000000	1,210.75
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-024-00000000	1,682.00
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-025-00000000	1,421.00
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-026-00000000	964.25
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-027-00000000	1,210.75
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-028-00000000	1,363.00
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-029-00000000	1,261.50
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-030-00000000	616.25
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-031-00000000	442.25
68 00254503	V68130403	DOMINO S PIZZA	11/17/17		MW	1313-5310-0-4711-0000-3700-032-00000000	609.00
68 00254505	V68114146	GOLD STAR FOODS INC	11/17/17		MW	1313-5310-0-9510-0000-0000-000-00000000	535,991.21
68 00254506	V68130111	INDUSTRIAL ELECTRIC SERVICE	11/17/17		MW	1313-5310-0-5672-0000-3700-021-00000000	819.71
68 00254507	V68156498	Kim-Whitehouse	11/17/17		MW	1313-9700-0-9651-0000-0000-000-40000000	160.50
68 00254508	V68156490	Mitchell, Bethany	11/17/17		MW	1313-9700-0-9651-0000-0000-000-40000000	8.00

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68	00254508	V68156490 Mitchell, Bethany	11/17/17		MW	1313-9700-0-9651-0000-0000-026-00000000	3.00
68	00254509	V68154565 Ortiz, Hilda	11/17/17		MW	1313-5310-0-5213-0000-3700-000-00000000	77.04
68	00254510	V68156489 Urena, Valerie	11/17/17		MW	1313-9700-0-9651-0000-0000-000-40000000	143.00
68	00254511	V68130474 ZAMARRIPA, LORENA	11/17/17		MW	1313-5310-0-5213-0000-3700-000-40000000	16.04
68	00254511	V68130474 ZAMARRIPA, LORENA	11/17/17		MW	1313-5310-0-5213-0000-3700-001-00000000	3.21
68	00254511	V68130474 ZAMARRIPA, LORENA	11/17/17		MW	1313-5310-0-5213-0000-3700-021-00000000	4.82
68	00254511	V68130474 ZAMARRIPA, LORENA	11/17/17		MW	1313-5310-0-5213-0000-3700-022-00000000	10.70
68	00254511	V68130474 ZAMARRIPA, LORENA	11/17/17		MW	1313-5310-0-5213-0000-3700-025-00000000	7.49
68	00254511	V68130474 ZAMARRIPA, LORENA	11/17/17		MW	1313-5310-0-5213-0000-3700-027-00000000	3.75
68	00254511	V68130474 ZAMARRIPA, LORENA	11/17/17		MW	1313-5310-0-5213-0000-3700-030-00000000	4.82
68	00254616	V68114146 GOLD STAR FOODS INC	11/21/17		MW	1313-5310-0-9510-0000-0000-000-00000000	291,654.25
68	00254617	V68155758 REFRIGERATION CONTROL COMPANY	11/21/17		MW	1313-5310-0-5671-0000-3700-000-40000000	1,258.48
68	00254617	V68155758 REFRIGERATION CONTROL COMPANY	11/21/17		MW	1313-5310-0-5671-0000-3700-026-00000000	170.00
68	00254618	V68130073 SMART & FINAL	11/21/17		MW	1313-5310-0-4716-0000-3700-000-71700000	33.23
68	00255017	V68153318 FOOD SAFETY SYSTEMS	12/01/17		MW	1313-5310-0-5216-0000-3700-006-00000000	150.00
68	00255017	V68153318 FOOD SAFETY SYSTEMS	12/01/17		MW	1313-5310-0-5216-0000-3700-028-00000000	75.00
68	00255018	V68130111 INDUSTRIAL ELECTRIC SERVICE	12/01/17		MW	1313-5310-0-5672-0000-3700-003-00000000	1,050.75
68	00255019	V68156498 Kim-Whitehouse, Helen	12/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	160.50
68	00255020	V68156561 Latif, Ban	12/01/17		MW	1313-9700-0-9653-0000-0000-001-00000000	250.00
68	00255021	V68156562 Lillywhite, Brenna	12/01/17		MW	1313-9700-0-9653-0000-0000-004-00000000	38.85
68	00255022	V68155758 REFRIGERATION CONTROL COMPANY	12/01/17		MW	1313-5310-0-5671-0000-3700-000-40000000	976.66
68	00255022	V68155758 REFRIGERATION CONTROL COMPANY	12/01/17		MW	1313-5310-0-5671-0000-3700-004-00000000	227.62
68	00255022	V68155758 REFRIGERATION CONTROL COMPANY	12/01/17		MW	1313-5310-0-5671-0000-3700-026-00000000	927.09
68	00255022	V68155758 REFRIGERATION CONTROL COMPANY	12/01/17		MW	1313-5310-0-5671-0000-3700-028-00000000	490.00
68	00255022	V68155758 REFRIGERATION CONTROL COMPANY	12/01/17		MW	1313-5310-0-5671-0000-3700-029-00000000	428.36
68	00255023	V68156560 Samoori, Rama	12/01/17		MW	1313-9700-0-9651-0000-0000-000-40000000	18.25
68	00255024	V68130073 SMART & FINAL	12/01/17		MW	1313-5310-0-4714-0000-3700-000-10500000	11.49
68	00255024	V68130073 SMART & FINAL	12/01/17		MW	1313-5310-0-4716-0000-3700-000-71700000	42.12
68	00255025	V68102018 SYSCO RIVERSIDE INC.	12/01/17		MW	1313-5310-0-4711-0000-3700-000-10500000	78.66
68	00255025	V68102018 SYSCO RIVERSIDE INC.	12/01/17		MW	1313-5310-0-4716-0000-3700-000-71700000	109.90
68	00255026	V68148264 VERIZON WIRELESS	12/01/17		MW	1313-5310-0-5900-0000-3700-000-00000000	11.84
68	00255027	V68036075 W W GRAINGER INC	12/01/17		MW	1313-5310-0-4472-0000-3700-000-10500000	287.37
68	00255027	V68056075 W W GRAINGER INC	12/01/17		MW	1313-5310-0-4472-0000-3700-000-61500000	489.25

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68	00255213	V68106764 CDWG Inc	12/06/17		MW	1313-5310-0-4470-0000-3700-000-00000000	147.35
68	00255345	V68141623 BARAJAS, DELIA	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	64.74
68	00255346	V68123067 CALIFORNIA DEPT. OF EDUCATION	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	1,167.40
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	16,406.75
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-021-00000000	290.00
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-022-00000000	166.75
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-023-00000000	152.25
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-024-00000000	195.75
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-025-00000000	181.25
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-026-00000000	130.50
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-027-00000000	145.00
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-028-00000000	152.25
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-029-00000000	166.75
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-030-00000000	108.75
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-031-00000000	50.75
68	00255347	V68130403 DOMINO S PIZZA	12/08/17		MW	1313-5310-0-4711-0000-3700-032-00000000	50.75
68	00255348	V68130040 ECOLAB PEST ELIMINATION	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	1,801.44
68	00255349	V68141930 GALASSO S BAKERY	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	5,201.45
68	00255350	V68156612 GOLDMAN, VANIA	12/08/17		MW	1313-9700-0-9651-0000-0000-000-40000000	12.25
68	00255351	V68130047 HOLLANDIA DAIRY INC.	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	43,474.76
68	00255352	V68130111 INDUSTRIAL ELECTRIC SERVICE	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	440.03
68	00255353	V68156611 LUNA, MARIE	12/08/17		MW	1313-9700-0-9653-0000-0000-003-00000000	13.25
68	00255354	V68130063 OFFICE DEPOT	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	125.08
68	00255355	V68155758 REFRIGERATION CONTROL COMPANY	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	319.50
68	00255356	V68130073 SMART & FINAL	12/08/17		MW	1313-5310-0-4716-0000-3700-000-71700000	139.62
68	00255357	V68102018 SYSCO RIVERSIDE INC.	12/08/17		MW	1313-5310-0-5882-0000-3700-000-00000000	144.88
68	00255357	V68102018 SYSCO RIVERSIDE INC.	12/08/17		MW	1313-5310-0-4713-0000-3700-000-10500000	314.64
68	00255358	V68154720 VALLEY FRUIT AND PRODUCE CO.	12/08/17		MW	1313-5310-0-9510-0000-0000-000-00000000	10,265.06
68	00255384	V68152352 ACTION SALES	12/11/17		MW	1313-5310-0-9510-0000-0000-000-00000000	15,990.12
68	00255384	V68152352 ACTION SALES	12/11/17		MW	1313-5310-0-4473-0000-3700-000-40000000	15,990.12
68	00255384	V68152352 ACTION SALES	12/11/17		MW	1313-5310-0-4473-0000-3700-027-00000000	11,992.58
68	00255385	V68116688 P & R PAPER SUPPLY CO INC	12/11/17		MW	1313-5310-0-9510-0000-0000-000-00000000	16,642.06
68	00255410	V68153318 FOOD SAFETY SYSTEMS	12/12/17		MW	1313-5310-0-9510-0000-0000-000-00000000	8,400.00

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68	00255512	V68156634 BANANATI, JULIO	12/13/17		MW	1313-9700-0-9653-0000-0000-004-00000000	55.25
68	00255513	V68156627 BERRY, LORI	12/13/17		MW	1313-9700-0-9652-0000-0000-026-00000000	10.10
68	00255514	V68145318 BRINKS INC.	12/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	344.27
68	00255515	V68156626 CHERKASKY, SARAH	12/13/17		MW	1313-9700-0-9651-0000-0000-000-40000000	21.00
68	00255516	V68156624 COCHREN, AMY	12/13/17		MW	1313-9700-0-9653-0000-0000-004-00000000	60.50
68	00255516	V68156624 COCHREN, AMY	12/13/17		MW	1313-9700-0-9653-0000-0000-018-00000000	2.75
68	00255517	V68156637 DOEGE, LAUREN	12/13/17		MW	1313-9700-0-9652-0000-0000-029-00000000	66.50
68	00255518	V68156239 E-Control Systems Inc	12/13/17		MW	1313-5310-0-4472-0000-3700-000-10500000	2,462.31
68	00255519	V68156638 ERICKSON, ANNE	12/13/17		MW	1313-9700-0-9653-0000-0000-001-00000000	100.00
68	00255520	V68156635 FIMIN, MICHAEL	12/13/17		MW	1313-9700-0-9651-0000-0000-000-40000000	50.00
68	00255521	V68155146 GALLAGHER, NADA	12/13/17		MW	1313-9700-0-9652-0000-0000-024-00000000	39.75
68	00255522	V68114146 GOLD STAR FOODS INC	12/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	138,300.14
68	00255523	V68156621 GREENE, AVRIEL	12/13/17		MW	1313-9700-0-9652-0000-0000-021-00000000	10.50
68	00255524	V68156631 HANSEN, LESLIE	12/13/17		MW	1313-9700-0-9653-0000-0000-003-00000000	37.86
68	00255525	V68156620 HORN, LANA	12/13/17		MW	1313-9700-0-9653-0000-0000-002-00000000	11.75
68	00255526	V68130111 INDUSTRIAL ELECTRIC SERVICE	12/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	397.00
68	00255527	V68156625 KUIPER, KATHY	12/13/17		MW	1313-9700-0-9651-0000-0000-000-40000000	99.15
68	00255528	V68156622 LE, GORETTI	12/13/17		MW	1313-9700-0-9653-0000-0000-004-00000000	12.25
68	00255529	V68156629 LEAFSTEDT, PAUL	12/13/17		MW	1313-9700-0-9651-0000-0000-000-40000000	10.25
68	00255530	V68156623 MCKNIGHT, WAYNE	12/13/17		MW	1313-9700-0-9653-0000-0000-001-00000000	17.05
68	00255531	V68156630 PERRIN, CHRIS	12/13/17		MW	1313-9700-0-9651-0000-0000-000-40000000	10.75
68	00255532	V68155758 REFRIGERATION CONTROL COMPANY	12/13/17		MW	1313-5310-0-9510-0000-0000-000-00000000	521.47
68	00255532	V68155758 REFRIGERATION CONTROL COMPANY	12/13/17		MW	1313-5310-0-5671-0000-3700-000-40000000	1,630.02
68	00255533	V68130073 SMART & FINAL	12/13/17		MW	1313-5310-0-4716-0000-3700-000-71700000	233.41
68	00255534	V68156628 TAVOUR, MARLIN	12/13/17		MW	1313-9700-0-9652-0000-0000-025-00000000	53.90
68	00255535	V68156636 TUEY, VALINDA	12/13/17		MW	1313-9700-0-9652-0000-0000-029-00000000	15.25
68	00255536	V68156632 WEBB, ROBYN	12/13/17		MW	1313-9700-0-9653-0000-0000-004-00000000	14.75
68	00255537	V68156633 WILSON, KERI	12/13/17		MW	1313-9700-0-9651-0000-0000-000-40000000	11.95
68	00255843	V68152352 ACTION SALES	12/19/17		MW	1313-5310-0-4473-0000-3700-000-40000000	15,990.12
68	00255843	V68152352 ACTION SALES	12/19/17		MW	1313-5310-0-4473-0000-3700-027-00000000	-215.50
68	00255844	V68156665 DIMOVSKI, ALEKSANDRA	12/19/17		MW	1313-9700-0-9652-0000-0000-028-00000000	11.00
68	00255845	V68156660 ERLINGER, PEPPER	12/19/17		MW	1313-9700-0-9653-0000-0000-003-00000000	119.15
68	00255846	V68156662 GOULARTE, VICTOR	12/19/17		MW	1313-9700-0-9653-0000-0000-001-00000000	34.75

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68	00255847	V68156657 IMHOFF, CHRISTY	12/19/17		MW	1313-9700-0-9653-0000-0000-005-00000000	17.40
68	00255848	V68156659 JOHNSON, RANDY	12/19/17		MW	1313-9700-0-9653-0000-0000-005-00000000	16.75
68	00255849	V68156664 KITRELL, LAQUISHA	12/19/17		MW	1313-9700-0-9652-0000-0000-021-00000000	16.25
68	00255850	V68156658 KLEMINSKY, MICA	12/19/17		MW	1313-9700-0-9653-0000-0000-005-00000000	18.75
68	00255851	V68156676 LAGUNAS, YESENIA	12/19/17		MW	1313-9700-0-9651-0000-0000-000-40000000	40.50
68	00255852	V68153966 LEACH, JENNIFER	12/19/17		MW	1313-9700-0-9651-0000-0000-000-40000000	25.75
68	00255852	V68153966 LEACH, JENNIFER	12/19/17		MW	1313-9700-0-9653-0000-0000-006-00000000	86.25
68	00255853	V68156647 LIVINGS, NINA	12/19/17		MW	1313-9700-0-9651-0000-0000-000-40000000	11.50
68	00255854	V68156650 LLOYD, JAIME	12/19/17		MW	1313-9700-0-9651-0000-0000-000-40000000	12.75
68	00255855	V68156666 LOISELLE, KRISTI	12/19/17		MW	1313-9700-0-9652-0000-0000-031-00000000	13.90
68	00255856	V68156654 MILLER, KUMIKO	12/19/17		MW	1313-9700-0-9651-0000-0000-000-40000000	17.25
68	00255857	V68156652 MULSON, CARA	12/19/17		MW	1313-9700-0-9651-0000-0000-000-40000000	19.75
68	00255858	V68156655 NAGY, JOHN	12/19/17		MW	1313-9700-0-9653-0000-0000-005-00000000	100.00
68	00255859	V68156651 POWELL, SALLY	12/19/17		MW	1313-9700-0-9651-0000-0000-000-40000000	39.50
68	00255860	V68147704 PREMIER FOOD SAFETY	12/19/17		MW	1313-5310-0-5216-0000-3700-025-00000000	139.00
68	00255861	V68156656 QUINN, KEVIN	12/19/17		MW	1313-9700-0-9653-0000-0000-005-00000000	84.60
68	00255862	V68156648 ROYER, ALISON	12/19/17		MW	1313-9700-0-9651-0000-0000-000-40000000	29.75
68	00255863	V68156661 SAILSBERY, IRIS	12/19/17		MW	1313-9700-0-9653-0000-0000-003-00000000	46.50
68	00255864	V68156653 SHAVANSON, ERIN	12/19/17		MW	1313-9700-0-9651-0000-0000-000-40000000	26.35
68	00255865	V68130073 SMART & FINAL	12/19/17		MW	1313-5310-0-4716-0000-3700-000-71700000	38.37
68	00255866	V68010785 STEPHENS, JOHN	12/19/17		MW	1313-9700-0-9653-0000-0000-003-00000000	61.75
68	00255867	V68156663 WHEELER, SHANNON	12/19/17		MW	1313-9700-0-9653-0000-0000-001-00000000	36.25
68	00255978	V68156689 BARANOFF, ROBBIE	12/20/17		MW	1313-9700-0-9652-0000-0000-031-00000000	1.50
68	00255979	V68156687 BURTON, MEGAN	12/20/17		MW	1313-9700-0-9651-0000-0000-000-40000000	22.25
68	00255980	V68156688 GIBSON, JULIE	12/20/17		MW	1313-9700-0-9652-0000-0000-030-00000000	27.20
68	00255981	V68156690 MOLINA, VERONICA	12/20/17		MW	1313-9700-0-9651-0000-0000-000-40000000	16.60
68	00256035	V68130403 DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-021-00000000	3,625.00
68	00256035	V68130403 DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-022-00000000	1,421.00
68	00256035	V68130403 DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-023-00000000	1,515.25
68	00256035	V68130403 DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-024-00000000	2,001.00
68	00256035	V68130403 DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-025-00000000	1,747.25
68	00256035	V68130403 DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-026-00000000	1,167.25
68	00256035	V68130403 DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-027-00000000	1,529.75

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68 00256035	V68130403	DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-028-00000000	1,754.50
68 00256035	V68130403	DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-029-00000000	1,486.25
68 00256035	V68130403	DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-030-00000000	754.00
68 00256035	V68130403	DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-031-00000000	478.50
68 00256035	V68130403	DOMINO S PIZZA	12/21/17		MW	1313-5310-0-4711-0000-3700-032-00000000	507.50
68 00256036	V68153318	FOOD SAFETY SYSTEMS	12/21/17		MW	1313-5310-0-5874-0000-3700-000-00000000	8,400.00
68 00256037	V68130073	SMART & FINAL	12/21/17		MW	1313-5310-0-4716-0000-3700-000-71700000	26.94
68 00256038	V68148264	VERIZON WIRELESS	12/21/17		MW	1313-5310-0-5900-0000-3700-000-00000000	20.06
68 00256120	V68155758	REFRIGERATION CONTROL COMPANY	12/27/17		MW	1313-5310-0-5671-0000-3700-000-40000000	8,515.78
68 00256120	V68155758	REFRIGERATION CONTROL COMPANY	12/27/17		MW	1313-5310-0-5671-0000-3700-005-00000000	264.95
68 00256120	V68155758	REFRIGERATION CONTROL COMPANY	12/27/17		MW	1313-5310-0-5671-0000-3700-022-00000000	255.00
68 00256120	V68155758	REFRIGERATION CONTROL COMPANY	12/27/17		MW	1313-5310-0-5671-0000-3700-028-00000000	3,637.15
SUBFUND 1313 Total:							1,295,269.70

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68 00254658	V68109931	ARC	11/22/17		MW	1414-6205-0-6200-0000-8500-000-000000000	44.30
68 00255214	V68116925	SPORTS FACILITIES GROUP INC	12/06/17		MW	1414-6205-0-6200-0000-8500-001-000000000	1,091.73
68 00255359	V68153899	KNA CONSULTING ENGINEERS INC	12/08/17		MW	1414-6205-0-6200-0000-8500-001-000000000	2,600.00
68 00255359	V68153899	KNA CONSULTING ENGINEERS INC	12/08/17		MW	1414-6205-0-6200-0000-8500-002-000000000	300.00
68 00255868	V68154276	HERITAGE WINDOW COVERING	12/19/17		MW	1414-6205-0-5605-0000-8500-018-000000000	13,820.00
68 00255982	V68024000	CULVER-NEUWLIN INC	12/20/17		MW	1414-6205-0-4405-0000-8500-028-000000000	1,549.88
68 00256039	V68152495	4WALL LOS ANGELES INC	12/21/17		MW	1414-6205-0-6200-0000-8500-006-000000000	9,648.42
68 00256040	V68155176	KITCHELL CEM	12/21/17		MW	1414-6205-0-6200-0000-8500-000-000000000	119,954.95
68 00256121	V68152347	KYA SERVICES LLC	12/27/17		MW	1414-6205-0-6200-0000-8500-004-000000000	76,656.64
SUBFUND 1414 Total:							225,665.92

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68 00254249	V68156182	PATRIOT ENVIRONMENTAL LABORATO	11/14/17		MW	2123-9802-0-6290-0000-8500-003-000000000	5,897.00
68 00254404	V68141584	WLC ARCHITECTS INC	11/16/17		MW	2123-9802-0-6210-0000-8500-000-000000000	2,170.00
68 00255360	V68141584	WLC ARCHITECTS INC	12/08/17		MW	2123-9802-0-6210-0000-8500-000-000000000	4,231.76
SUBFUND 2123 Total:							12,298.76

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68	00254250	V68155213 AW INDUSTRIES	11/14/17		MW	2525-9803-0-6290-0000-8500-005-00000000	1,040.40
68	00254250	V68155213 AW INDUSTRIES	11/14/17		MW	2525-9806-0-6200-0000-8500-033-00000000	28,160.00
68	00254250	V68155213 AW INDUSTRIES	11/14/17		MW	2525-9901-0-6290-0000-8500-005-00000000	265.20
68	00254251	V68153470 KOURY ENGINEERING & TESTING	11/14/17		MW	2525-9806-0-6200-0000-8500-033-00000000	34,068.60
68	00254252	V68145940 NINYO & MOORE GEOTECHNICAL &	11/14/17		MW	2525-9803-0-6290-0000-8500-005-00000000	8,073.00
68	00254253	V68142564 PAUL C MILLER CONSTRUCTION CO	11/14/17		MW	2525-9803-0-6270-0000-8500-005-00000000	104,266.30
68	00254253	V68142564 PAUL C MILLER CONSTRUCTION CO	11/14/17		MW	2525-9901-0-6270-0000-8500-005-00000000	26,577.69
68	00254254	V68150282 SILVER CREEK INDUSTRIES INC	11/14/17		MW	2525-9803-0-6200-0000-8500-202-69000000	5,440.20
68	00254381	V68116411 ORANGE COUNTY REGISTER	11/15/17		MW	2525-9803-0-5800-0000-8500-000-00000000	1,041.00
68	00254405	V68051854 GILBERT & STEARNS INC	11/16/17		MW	2525-9803-0-6200-0000-8500-202-69000000	688.85
68	00254406	V68122820 HMC	11/16/17		MW	2525-9803-0-6210-0000-8500-033-00000000	20,307.00
68	00254407	V68066514 NMG GEOTECHNICAL INC	11/16/17		MW	2525-9806-0-6150-0000-8500-033-00000000	3,297.20
68	00254407	V68066514 NMG GEOTECHNICAL INC	11/16/17		MW	2525-9901-0-6270-0000-8500-005-00000000	5,148.20
68	00254408	V68141584 WLC ARCHITECTS INC	11/16/17		MW	2525-9803-0-6200-0000-8500-202-69000000	3,000.00
68	00254515	V68145888 GUIDA SURVEYING INC.	11/20/17		MW	2525-9806-0-6280-0000-8500-033-00000000	4,500.00
68	00254516	V68154769 SWCA INCORPORATED DBA	11/20/17		MW	2525-9803-0-6290-0000-8500-006-00000000	3,146.00
68	00254659	V68089350 DAVID TAUSSIG ASSOC INC	11/22/17		MW	2525-9901-0-5800-0000-8500-000-96400000	1,058.27
68	00254701	V68152548 CJK CONSTRUCTION MANAGEMENT	11/27/17		MW	2525-9901-0-6272-0000-8500-005-00000000	6,717.60
68	00254702	V68154347 COOPERATIVE STRATEGIES LLC	11/27/17		MW	2525-9803-0-5800-0000-8500-000-00000000	2,600.00
68	00254703	V68155613 DALE HECTOR PAINTING	11/27/17		MW	2525-9803-0-6200-0000-8500-202-69000000	6,800.00
68	00255215	V68079541 SCHOOL FACILITY CONSULTANTS	12/06/17		MW	2525-9803-0-5800-0000-8500-000-00000000	286.25
68	00255361	V68150191 BRICKLEY ENVIRONMENTAL	12/08/17		MW	2525-9803-0-6270-0000-8500-005-00000000	7,500.00
68	00255362	V68152548 CJK CONSTRUCTION MANAGEMENT	12/08/17		MW	2525-9806-0-6272-0000-8500-033-00000000	65,040.00
68	00255363	V68122820 HMC	12/08/17		MW	2525-9803-0-6210-0000-8500-033-00000000	20,285.70
68	00255364	V68153470 KOURY ENGINEERING & TESTING	12/08/17		MW	2525-9803-0-6290-0000-8500-006-00000000	1,326.50
68	00255364	V68153470 KOURY ENGINEERING & TESTING	12/08/17		MW	2525-9806-0-6200-0000-8500-033-00000000	31,061.39
68	00255365	V68145940 NINYO & MOORE GEOTECHNICAL &	12/08/17		MW	2525-9803-0-6290-0000-8500-005-00000000	8,033.00
68	00255366	V68066514 NMG GEOTECHNICAL INC	12/08/17		MW	2525-9806-0-6150-0000-8500-033-00000000	6,516.20
68	00255367	V68152554 ORBACH HUFF SUAREZ & HENDERSON	12/08/17		MW	2525-9806-0-5820-0000-8500-000-00000000	1,558.75
68	00255368	V68152847 P2S ENGINEERING INC	12/08/17		MW	2525-9806-0-6150-0000-8500-000-00000000	12,848.48
68	00255369	V68153379 R. JENSEN CO INC	12/08/17		MW	2525-9803-0-6200-0000-8500-202-69000000	48,515.48
68	00255386	V68155213 AW INDUSTRIES	12/11/17		MW	2525-9803-0-6290-0000-8500-005-00000000	520.20
68	00255386	V68155213 AW INDUSTRIES	12/11/17		MW	2525-9806-0-6200-0000-8500-033-00000000	25,600.00

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User: MXROSA - Mercedes Rosales
 Report: BK3006: Consolidated Check Register w. Account

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00255386	V68155213	AW INDUSTRIES	12/11/17		MW	2525-9901-0-6290-0000-8500-005-00000000	132.60
68 00255387	V68148640	DECISIONINSITE LLC	12/11/17		MW	2525-9803-0-5800-0000-8500-000-00000000	19,200.00
68 00255388	V68142564	PAUL C MILLER CONSTRUCTION CO	12/11/17		MW	2525-9803-0-6270-0000-8500-005-00000000	52,571.01
68 00255388	V68142564	PAUL C MILLER CONSTRUCTION CO	12/11/17		MW	2525-9901-0-6270-0000-8500-005-00000000	13,400.45
68 00255411	V68156615	ARTHUR, CONSTANCE	12/12/17		MW	2525-9803-0-8681-0000-0000-000-00000000	5,477.52
68 00255547	V68152548	CJK CONSTRUCTION MANAGEMENT	12/14/17		MW	2525-9806-0-6272-0000-8500-033-00000000	82,750.00
68 00255547	V68152548	CJK CONSTRUCTION MANAGEMENT	12/14/17		MW	2525-9901-0-6272-0000-8500-005-00000000	10,044.00
68 00255704	V68155599	American Business Bank	12/15/17		MW	2525-9806-0-6200-0000-8500-033-00000000	158,601.05
68 00255705	V68041137	STRAUB CONSTRUCTION INC	12/15/17		MW	2525-9806-0-6200-0000-8500-033-00000000	3,013,419.95
68 00255869	V68154347	COOPERATIVE STRATEGIES LLC	12/19/17		MW	2525-9803-0-5800-0000-8500-000-00000000	4,100.00
68 00255983	V68152554	ORBACH HUFF SUAREZ & HENDERSON	12/20/17		MW	2525-9806-0-5820-0000-8500-000-00000000	352.75
68 00256102	V68155599	AMERICAN BUSINESS BANK	12/22/17		MW	2525-9806-0-6200-0000-8500-033-00000000	127,316.50
68 00256103	V68041137	STRAUB CONSTRUCTION INC	12/22/17		MW	2525-9806-0-6200-0000-8500-033-00000000	2,419,013.50
SUBFUND 2525 Total:							6,401,666.79

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00254255	V68155213	AW INDUSTRIES	11/14/17		MW	4040-9441-0-6290-0000-8500-005-00000000	734.40
68 00254256	V68142564	PAUL C MILLER CONSTRUCTION CO	11/14/17		MW	4040-9441-0-6270-0000-8500-005-00000000	73,599.74
68 00254409	V68122820	HMC	11/16/17		MW	4040-9881-0-6210-0000-8500-005-00000000	13,550.00
68 00254410	V68115841	US BANK NATIONAL ASSOCIATION	11/16/17		MW	4040-9801-0-7299-0000-9100-000-00000000	1,253,790.60
68 00254704	V68152548	CJK CONSTRUCTION MANAGEMENT	11/27/17		MW	4040-9441-0-6272-0000-8500-005-00000000	18,162.40
68 00255216	V68130027	CAPISTRANO UNIFIED	12/06/17		MW	4040-9871-0-7299-0000-9200-000-00000000	2,574.00
68 00255370	V68122820	HMC	12/08/17		MW	4040-9881-0-6210-0000-8500-005-00000000	609.49
68 00255389	V68155213	AW INDUSTRIES	12/11/17		MW	4040-9441-0-6290-0000-8500-005-00000000	367.20
68 00255390	V68142564	PAUL C MILLER CONSTRUCTION CO	12/11/17		MW	4040-9441-0-6270-0000-8500-005-00000000	37,108.96
68 00255548	V68152548	CJK CONSTRUCTION MANAGEMENT	12/14/17		MW	4040-9441-0-6272-0000-8500-005-00000000	27,156.00
68 00255984	V68147396	PUBLIC ECONOMICS INC.	12/20/17		MW	4040-0000-0-5800-0000-8500-000-96400000	763.45
SUBFUND 4040 Total:							1,428,416.24

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00254660	V68122828	CORVEL ENTERPRISE COMP INC	11/22/17		MW	6768-0000-0-9516-0000-0000-0000-0000000000	128,924.53
68 00254660	V68122828	CORVEL ENTERPRISE COMP INC	11/22/17		MW	6768-0000-0-5800-0000-6000-000-1550000000	24,982.78
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	6768-0000-0-4500-0000-6000-000-0000000000	27.10
68 00255012	V68141709	IRON MOUNTAIN	12/01/17		MW	6768-0000-0-5800-0000-6000-000-0000000000	513.32
68 00255371	V68122828	CORVEL ENTERPRISE COMP INC	12/08/17		MW	6768-0000-0-9516-0000-0000-0000-0000000000	138,264.28
68 00255371	V68122828	CORVEL ENTERPRISE COMP INC	12/08/17		MW	6768-0000-0-5800-0000-6000-000-1550000000	24,357.77
68 00255549	V68142563	DEPT OF INDUSTRIAL RELATIONS	12/14/17		MW	6768-0000-0-5800-0000-6000-000-0000000000	101,670.43
68 00255985	V68007162	STAPLES BUSINESS ADVANTAGE	12/20/17		MW	6768-0000-0-4500-0000-6000-000-0000000000	1,517.63
68 00256104	V68141709	IRON MOUNTAIN	12/22/17		MW	6768-0000-0-5800-0000-6000-000-0000000000	256.66
68 00256122	V68122828	CORVEL ENTERPRISE COMP INC	12/27/17		MW	6768-0000-0-9516-0000-0000-0000-0000000000	79,739.72
68 00256122	V68122828	CORVEL ENTERPRISE COMP INC	12/27/17		MW	6768-0000-0-5800-0000-6000-000-1550000000	13,256.35
SUBFUND 6768 Total:							513,510.57

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00254244	V68059949	UNUM	11/13/17		MW	6769-0000-0-5800-0000-6000-000-15400000	13,265.56
68 00254382	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	11/15/17		MW	6769-0000-0-5800-0000-6000-000-15100000	54,962.02
68 00254512	V68153675	WILSON, DIANNA	11/17/17		MW	6769-0000-0-5213-0000-6000-000-00000000	5.89
68 00254661	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	11/22/17		MW	6769-0000-0-5800-0000-6000-000-15100000	53,704.34
68 00254662	V68150703	MEBA C/O	11/22/17		MW	6769-0000-0-5800-0000-6000-000-15000000	3,838,102.08
68 00254663	V68108171	STROUD, KEITH R	11/22/17		MW	6769-0000-0-5800-0000-6000-000-15000000	301.00
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	6769-0000-0-4500-0000-6000-000-00000000	26.31
68 00254891	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	11/29/17		MW	6769-0000-0-5800-0000-6000-000-15100000	57,770.53
68 00255030	V68114366	SCAROLA, DENICE	12/04/17		MW	6769-0000-0-5213-0000-6000-000-00000000	47.30
68 00255217	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	12/06/17		MW	6769-0000-0-5800-0000-6000-000-15100000	53,056.77
68 00255218	V68116630	TRAVIS SOFTWARE	12/06/17		MW	6769-0000-0-5800-0000-6000-000-00000000	300.00
68 00255372	V68043026	CIGNA	12/08/17		MW	6769-0000-0-5800-0000-6000-000-00300000	16,294.60
68 00255372	V68043026	CIGNA	12/08/17		MW	6769-0000-0-5800-0000-6000-000-15100000	26,221.96
68 00255373	V68059949	UNUM	12/08/17		MW	6769-0000-0-5800-0000-6000-000-15400000	13,306.86
68 00255391	V68114366	SCAROLA, DENICE	12/11/17		MW	6769-0000-0-5213-0000-6000-000-00000000	47.30
68 00255550	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	12/14/17		MW	6769-0000-0-8660-0000-0000-000-00000000	10.78
68 00255550	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	12/14/17		MW	6769-0000-0-5800-0000-6000-000-15100000	70,608.50
68 00255706	V68114366	SCAROLA, DENICE	12/15/17		MW	6769-0000-0-5213-0000-6000-000-00000000	47.30
68 00255986	V68120141	CAPISTRANO UNIFIED SCHOOL DIST	12/20/17		MW	6769-0000-0-5800-0000-6000-000-15100000	256,610.53
SUBFUND 6769 Total:							4,454,689.63

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Check	Payee ID	Payee Name	Check Date	Cancel Date	Type	Account	Check Amount
68 00254737	V68028870	OFFICE DEPOT	11/29/17		MW	6770-0000-0-4500-0000-6000-000-000000000	26,31
68 00255374	V68151411	CAPISTRANO USD	12/08/17		MW	6770-0000-0-9516-0000-0000-000-000000000	5,856.25
68 00255374	V68151411	CAPISTRANO USD	12/08/17		MW	6770-0000-0-5800-0000-6000-000-000000000	2,107.95
68 00255987	V68151411	CAPISTRANO USD	12/20/17		MW	6770-0000-0-9516-0000-0000-000-000000000	70,955.93
SUBFUND 6770 Total:							78,946.44
Grand Total:							28,187,842.99

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

VENDOR	TITLE	CUSD BOARD APPROVAL DATE
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**

VENDOR	TITLE	CUSD BOARD APPROVAL DATE
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**

VENDOR	TITLE	CUSD BOARD APPROVAL DATE
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 Technology 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**

VENDOR	TITLE	CUSD BOARD APPROVAL DATE
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
REC Solar PV Systems	RFP No. 5-1718, Solar PV Systems	12/6/2017
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

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

VENDOR	TITLE	CUSD BOARD APPROVAL DATE
Selma Nissan	State of California Contract #1-16-23-23 A-H, Fleet Vehicles - Vans & SUVs	8/17/2016
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

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

VENDOR	TITLE	CUSD BOARD APPROVAL DATE
WLC Architect	RFP No. 4-1617 - Architectural Services	4/19/2017
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 1/4/18**2017-18**

Vendor Name	Total Dollar Amount
ADVANTAGE WEST GOVERNMENT PRODUCT SOLUTIONS	344,250.38
AMERICAN BUSINESS BANK	625,225.65
AMERICAN LOGISTICS COMPANY LLC	254,621.75
ASCIP	2,163,682.00
ATKINSON ANDELSON LOYA	311,570.62
BENCHMARK EDUCATION COMPANY	588,872.17
CAPISTRANO CONNECTIONS ACADEMY	11,778,368.00
CAPISTRANO UNIFIED SCHOOL DIST	1,811,411.89
CAPISTRANO USD	330,446.17
CDWG Inc	787,904.03
CIGNA	252,843.67
CJK CONSTRUCTION MANAGEMENT	552,189.00
COLLEGE AND CAREER ADVANTAGE	2,084,000.00
COMMUNITY ROOTS ACADEMY	1,866,241.00
ConvergeOne Inc	300,600.23
CORVEL ENTERPRISE COMP INC	1,430,639.16
CULVER-NEWLIN INC	490,900.92
GOLD STAR FOODS INC	965,945.60
HOUGHTON MIFFLIN CO	2,392,077.93
JOURNEY CHARTER SCHOOL	1,304,051.00
KITCHELL CEM	569,786.01
MCGRAW-HILL SCHOOL EDUCATION	1,701,866.17
MEBA C/O	23,145,126.59
NEW HAVEN YOUTH & FAMILY	261,434.22
OCDE	346,043.00
OPPORTUNITY FOR LEARNING	1,153,064.50
ORANGE COUNTY ACADEMY OF	907,848.00
ORANGE COUNTY DEPT OF EDUC	2,700,771.32
ORBACH HUFF SUAREZ & HENDERSON LLP	309,741.08
OXFORD ACADEMY	2,310,646.00
PAUL C MILLER CONSTRUCTION CO	1,037,181.10
PDPLAY	843,500.00
PEARSON EDUCATION INC	670,169.12
PINNACLE PETROLEUM INC	309,623.70
PORT VIEW PREPARATORY SCHOOL	343,026.25
R. JENSEN CO INC	392,337.92
RANESCO	683,923.28
SAN DIEGO GAS & ELECTRIC	4,811,105.45
SIGMANET	1,031,901.56
SOUTHERN CALIFORNIA EDISON	944,664.49
STRAUB CONSTRUCTION INC	11,879,287.35
US BANK NATIONAL ASSOCIATION	1,253,790.60
XEROX CORPORATION	856,330.88

**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: January 24, 2018

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

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

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 and physical therapy Medi-Cal eligible services. Consult with staff or students with significant medical needs and make written recommendations for appropriate school setting placement	7-1-17 to 6-30-18	\$20,000.00
PSA	1718168	Mission Viejo RDA	Wolff Lang Christopher Architects, Incorporated dba WLC Architects, Incorporated	Provide architectural and engineering services for the Newhart Middle School STEM classroom addition project	7-1-17 to 6-30-21	\$772,118.00
ICA	1718169	General Fund	Mobile Ed Productions, Incorporated	Provide hands-on STEAM Museum assemblies	7-1-17 to 6-30-18	\$3,700.00
*MCA	1718170	Special Education	Premier Healthcare Services, LLC	Provide healthcare services to District students	7-1-17 to 6-30-18	\$35,000.00
ICA	1718171	General Fund	Environmental Nature Center	Provide field trips aligned with Next Generation Science Standards and on-site assemblies with the common core traveling naturalist programs focusing on observation, critical thinking, and designing the process	7-1-17 to 6-30-18	\$1,900.00
ICA	1718172	General Fund	Amy E. Jackson	Provide monthly classroom art lessons at Ambuehl Elementary School	7-1-17 to 6-30-18	\$4,000.00
PSA	1718173	CFD 87-1 Remaining Funds	Wolff Lang Christopher Architects, Incorporated dba WLC Architects, Incorporated	Provide architectural and engineering services for the Aliso Niguel High School STEM classroom addition project	7-1-17 to 6-30-21	\$811,813.00
ICA	1718174	General Fund	Syntex Global	Provide translation and interpretation services for District students	8-1-17 to 6-30-18	\$10,000.00
PSA	1718175	Special Education	Center for Learning and Behavioral Solutions, Incorporated	Provide psycho-educational assessments for District students	11-27-17 to 6-30-18	\$6,000.00
ICA	1718176	General Fund	Commercial Aquatics Services	Provide heater maintenance services twice annually on eight swimming pool heaters spread over six high schools Districtwide	9-17-17 to 6-30-18	\$24,981.26
PSA	1718177	Special Education	Susanne Smith Roley dba Susanne M. Smith, Incorporated	Provide occupational therapy assessments for District students	7-1-17 to 6-30-18	\$3,000.00
*MCA	1718178	Special Education	Devereux Foundation dba Devereux Florida	Provide general education programs and special education instruction, residential and mental health services	7-1-17 to 6-30-18	\$120,000.00
*MCA	1718179	Special Education	Villa Santa Maria, Incorporated	Provide general programs and special education instruction	11-1-17 to 6-30-18	\$25,000.00
FSA	1718180	General Fund	Knorr Pool Systems, Incorporated	Provide labor and materials for the installation of a new mechanical room control system, including the removal and disposal of existing chemical and filter controllers at Tesoro High School pool	12-8-17 to upon completion	\$17,895.57
PSA	1718181	Developer Fees	AW Industries	Provide inspection services in compliance with DSA approved drawings and contract documents regarding the off-site shop elevator fabrication for the Tesoro High School Building D project	7-1-17 to 6-30-18	\$39,200.00

New Agreements (continued)

TYPE	CONTRACT NO.	FUNDING SOURCE	VENDOR	SERVICES	CONTRACT TERM	ESTIMATED EXPENDITURES
ICA	1718182	General Fund	Discovering Science	Provide science specialist program at George White Elementary School	7-1-17 to 6-30-18	\$12,600.00
ICA	1718183	General Fund	Leadership Associates, LLC	Provide professional development training and support relating to team building and collaborative approaches for various departments	7-1-17 to 6-30-18	\$80,600.00
PSA	1718184	Special Education	Robert Gray Psychologist, APC dba Advanced Neurobehavioral Health of Southern California	Provide neuropsychological evaluation and assessments for District students	12-1-17 to 6-30-18	\$3,500.00
FSA	1718185	General Fund	Progressive Surface Solutions, LLC	Provide labor and materials to install flooring at Tesoro High School Choir room	1-2-18 to upon completion	\$16,968.75
ICA	1718186	General Fund	Fairbank, Maslin, Maulin, Metz & Associates	Provide public opinion research and strategy services	1-1-18 to 6-30-18	\$26,500.00
PSA	1718187	Deferred Maintenance	Wolff Lang Christopher Architects, Incorporated dba WLC Architects, Incorporated	Provide architectural and engineering services for the Dana Hills High School structural repair project	7-1-17 to 6-30-18	\$19,000.00
PSA	1718188	Deferred Maintenance	Wolff Lang Christopher Architects, Incorporated dba WLC Architects, Incorporated	Provide updated facility site maps and budgets for the Aliso Viejo family of schools	7-1-17 to 6-30-18	\$8,000.00
PSA	1718189	Deferred Maintenance	Wolff Lang Christopher Architects, Incorporated dba WLC Architects, Incorporated	Provide updated facility site maps and budgets for the San Clemente family of schools	7-1-17 to 6-30-18	\$8,000.00
PSA	1718190	Deferred Maintenance	Wolff Lang Christopher Architects, Incorporated dba WLC Architects, Incorporated	Provide updated facility site maps and budgets for San Juan Elementary School and Serra High School	7-1-17 to 6-30-18	\$8,000.00
ICA	1718191	General Fund	Performance Production Services	Produce four Superintendent "Message to District" films	7-1-17 to 6-30-18	\$11,800.00
Total						\$2,089,576.58

Amendments

TYPE	CONTRACT NO.	FUNDING SOURCE	VENDOR	SERVICES	JUSTIFICATION	ESTIMATED EXPENDITURES
PSA	1718136	Special Education	Stepping Stones Therapy, Incorporated	Provide speech language assessments for District students	Revise scope of practice to correct not to exceed amount	\$0.00
ICA	1718162	Title 1	REACH LLC, dba REACH Professional In-Home Tutoring	Provide one-on-one tutoring for District students	Increase contract amount from \$50,000 to \$54,600	\$4,600.00

Amendments (continued)

TYPE	CONTRACT NO.	FUNDING SOURCE	VENDOR	SERVICES	JUSTIFICATION	ESTIMATED EXPENDITURES
ICA	1617241	Developer Fees	SWCA Environmental Consultants	Provide paleontological monitoring services in support of classroom addition projects	Extend contract term through 12-31-2017	\$0.00
ICA	1718105	General Fund	Daniel J. Edelman, Incorporated dba Edelman	Provide community engagement and strategic communications services	Amend Exhibit A- Fee Scheduled to to include intern rates	\$0.00
ICA	1617256	Gift Funds	Yvette Hall	Provide instructional coaching services at Bernice Ayer Middle School	Increase contract amount from \$1,100 to \$1,200	\$100.00
ICA	1718060	Special Education	Sunbelt Staffing, LLC	Provide speech and language, occupational and physical services, sign language interpreters, brailist and vision itinerant services to District students	Increase contract amount from \$200,000 to \$250,000 and add additional services	\$50,000.00
MCA	1718017	Special Education	Ocean View School	Provide general education programs and special education instruction	Amend Exhibit A - Fee Schedule to include additional services	\$0.00

\$54,700.00

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.



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".

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, ON BEHALF OF THE UNIVERSITY OF SAN DIEGO,
SCHOOL OF MEDICINE, DEPARTMENT OF PEDIATRICS

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 appoint physician employee, Howard Taras, M.D., to 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. If Dr. Taras becomes unavailable to provide services, Consultant shall appoint a replacement physician subject to the approval by 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 **\$20,000.00** 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: January 24, 2018

CONSULTANT

Signature: _____
Name: Gene Hasegawa
Title: Chief Operating Officer, UC San Diego Health Sciences
Address: 9500 Gilman Dr., MC 0602
La Jolla, CA 92093-0602
Email Address: ghasegawa@ucsd.edu
FEIN _____

2017-2018 FEE SCHEDULE

The Regents of the University of California

University of California, San Diego, School of Medicine Department of
Pediatrics, Health Sciences

9500 Gilman Drive, M.C. 0602

La Jolla, Ca. 92093-0602

Fax: (858) 534-6573

Provide consulting services of Howard Taras, M.D. in the area of:

Authorizing CUSD speech and language protocol and providing
prescriptions for occupational and physical therapy Medi-Cal eligible
services. Consult with staff for students with significant medical needs
and make written recommendations for appropriate school setting
placement.

Rate of Pay & Expenses

\$280.00 per hour



PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of January 25, 2018 ("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".

WOLFF LANG CHRISTOPHER ARCHITECTS, INCORPORATED dba WLC ARCHITECTS, 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, 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 **\$772,118.00** 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, 2021**, 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: January 24, 2018

CONSULTANT

Signature: _____

Name: Robert J. Hensley

Title: Principal Architect

Address: 8163 Rochester Ave, Suite 100

Rancho Cucamonga, Ca. 91730

Email Address: rjh@wlcarchitects.com

FEIN _____

EXHIBIT A



CLIENT FOCUSED. PASSION DRIVEN.

August 3, 2017

Mr. John G. Forney
Chief Facilities Officer
Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675-4859

Re: Architectural / Engineering Fee Proposal
Newhart Middle School STEM Classroom Addition

Dear John:

WLC Architects is pleased to submit a proposal to provide architectural and engineering and extended construction administration services for the projects listed above.

Scope of Work:

WLC Architects will assist the District with the following:

1. Field verify existing conditions.
2. Prepare Construction Documents.
3. Obtain DSA approval.
4. Prepare Bid Documents.
5. Provide extended construction administration.

Excluded Services:

1. Fire Hydrant Flow Testing.
2. Geotechnical Investigations.
3. Hazardous Material Studies and Reports.
4. SWPPP and WQMD Studies.

Contract Format:

Extension of the District's Owner Architect Agreement.

Mr. John G. Forney
Architectural / Engineering Fee Proposal
Newhart Middle School STEM Classroom Addition
August 3, 2017
Page 2

Proposed Compensation:

Fee Proposal for Newhart Middle School STEM Classroom Addition

WLC proposes to provide the architectural services described above for the Newhart Middle School STEM Classroom Addition for a stipulated sum of **\$587,168.00**

Refer to the following attachments for cost estimates and roofing assessment:

- See attached Newhart Middle School STEM Classroom Addition Estimates
- See attached Newhart Middle School STEM Classroom Addition Scope Site Plan

Reimbursable Expenses:

Reimbursables will be limited to bid sets.

Project Schedule:

To be determined.

I hope this proposal meets with the District's needs at this time. If this proposal is acceptable, we would propose to invoice for this effort against the project listed above.

Sincerely,



BRUCE OU
Architect, AIA
LEED™ AP
Associate

Attachments: Newhart Middle School STEM Classroom Addition Estimates
Newhart Middle School STEM Classroom Addition Scope Site Plan

cc: Robert J. Hensley, Architect, AIA, LEED™ AP, Chairman, Principal, WLC Architects, Inc.
Haryadi Pranata, LEED™ AP, Project Manager, WLC Architects, Inc.
Nanette Piccini, Director, Accounting, Associate, WLC Architects, Inc.



NEWHART MIDDLE SCHOOL STEM BUILDING ADDITION



August 3, 2017

	Percent Factor	Percent Project	Budgeted Amount	Estimated OPSC Funding
A. ESTIMATED CONSTRUCTION (HARD) COSTS				
1 (4)Labs (Science/Art/Tech)			\$ 1,800,000	
2 (2)Prep Areas			\$ 180,000	
3 (8)Classrooms			\$ 2,304,000	
4 Chemical Storage Area			\$ 200,000	
5 Data			\$ 60,000	
6 Electrical			\$ 60,000	
7 Custodial			\$ 10,000	
8 Staff Restrooms			\$ 35,000	
9 Students Restrooms			\$ 175,000	
10 Circulation + Shared Learning Spaces			\$ 1,400,000	
11 Adjacent Sitework and Improvements			\$ 480,000	
12 DSA Contingency			\$ 100,000	
13				
14				
15				
16				State Grants
17 Subtotal:			\$ 6,804,000	\$ -
18			\$ -	\$ -
19			\$ -	\$ -
20			\$ -	\$ -
21			\$ -	\$ -
22 Subtotal:			\$ -	\$ -
23 Available for Construction (Prime Contractor Bids)		64.9%	\$ 6,804,000	\$ -
24 Construction Estimate Contingency	5.0%		\$ 396,736	
25 Subtotal:		68.7%	\$ 7,200,736	
26 GC's General Conditions Costs	7.0%		\$ 476,280	
27 Subtotal:		73.2%	\$ 7,677,016	
28 GC's Fees	6.0%		\$ 408,240	
29 BID CONTINGENCY (Escalation)	3.0%		\$ 242,558	
Subtotal:		79.4%	\$ 8,327,814	
30 TOTAL ESTIMATED CONSTRUCTION COST:		79.4%	\$ 8,327,814	
B. ESTIMATED PROJECT (SOFT) COSTS				
31 Site Surveys / Topos		lump sum	\$ 20,000	\$ -
32 Site Geotech / Soil Borings		lump sum	\$ 10,000	\$ -
33 Furniture, Fixtures, Equipment (FFE) Allowance	1.50%		\$ 124,917	\$ -
34 Architect/Engineer Fees		lump sum	\$ 587,168	
35 Construction Administration - CM		lump sum	\$ 272,000	
36 DSA Plancheck Fees	1.33%		\$ 111,081	
37 CDE Project Review Fees	0.07%		\$ 5,829	
38 DTSC/HAZMAT Environmental Consultant/Fees	0.35%		\$ -	\$ -
39 CEQA Consultant	1.00%		\$ 83,278	
40 Special Inspection + Materials Testing	0.50%		\$ 41,639	
41 DSA Inspector of Record	2.00%		\$ 166,556	
42 Labor Compliance Program Administration			\$ -	\$ -
43 Reimbursable	1.00%		\$ 68,040	
44 Subtotal:		14.2%	\$ 1,490,509	\$ -
45 PROJECT CONTINGENCY (District reserve added cost)	8.00%		\$ 666,225	
42 TOTAL ESTIMATED SOFT COST:		20.6%	\$ 2,156,734	
43				
44 TOTAL ESTIMATED PROJECT BUDGET:			\$ 10,484,548	
45 PROJECT ELIGIBILITY (OPSC APPROVED):			\$ -	
46 DISTRICT LOCAL FUNDING:			\$ 10,484,548	
47 TOTAL AVAILABLE FUNDING:			\$ 10,484,548	

PREPARED BY ARCHITECT:

APPROVED BY DISTRICT:

X

X

NEWHART MIDDLE SCHOOL

PROPOSED PROJECT SCOPE LIST

- New STEM Classroom Building
located at NE corner of campus
 - + Visibility from Veterans Way
 - + Security with building anchored as defensive perimeter
 - + Existing portables can remain if needed
- Associated site and landscape improvements
- DSA required improvements



25001 VETERANS WAY, MISSION VIEJO, CA 92692



STEM CLASSROOMS BUILDING ADDITION PROJECT



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of January 25, 2018 ("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".

MOBILE ED PRODUCTIONS, 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: **\$3,700.00** 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 : January 24, 2018

Contractor

Signature: _____
Name: Cindy Kruczynski
Title: Office Manager
Address: 26018 West Seven Mile Road
Redford, MI 48240
Email Address: cindyk@mobileedproductions.com
FEIN: _____

mobile ed
productions, inc.

"Education Through Entertainment"
CONTRACTED SERVICES AGREEMENT

26018 West Seven Mile Road
Redford, Michigan 48240
Toll Free (800) 433-7459
Office (313) 533-4455
Fax (313) 533-8445
www.mobileedproductions.com
Fed. ID #38-2463141

Contract # 123283

Program: STEAM MUSEUM

Date: MONDAY, APRIL 23, 2018

Time: 8:20 AM Start - 7 Assemblies

Final payment due by date of show.

Please do not pay the performer directly.

Billing Address:

Mary Haupt
Oso Grande Elementary School
30251 Sienna Parkway
Ladera Ranch CA 92694

Program to be held at:

Oso Grande Elementary School
30251 Sienna Parkway
Ladera Ranch CA 92694
Attention: Jayne Martin

Sign and Return this Contract Agreement and Deposit to our office by: Thursday, October 26, 2017

Include Contract # 123283 on your payment for it to be properly applied.

Program Cost: \$1,195.00

Add'l Session Fee: \$100.00

Grand Total: \$1,295.00

Deposit: \$647.50


Send money via PayPal to:
mobileedpr@aol.com

Payments Received

Amount	Date Received	Notes
Balance:	\$1,295.00	

School Contact Information: Please notify us of any corrections.

Client*: Jayne Martin

Title*: Principal

School Phone*: 949-234-5966

Email*: jmartin@capousd.org

Alternate*: Mary Haupt

Title*: 4th Grade

Alt. Phone*:

Email*: MEHaupt@capousd.org

District: Capistrano

*Required Field

Performance Requirements: Initial each of the following conditions and responsibilities:

- gm Performer will arrive 2 hours prior to the performance time to load-in.
- gm School will provide one custodian to assist with loading and unloading.
- gm An indoor 50' x 50' space (gym, multipurpose room) for the entire day. Performance area to be clear of clutter.
- gm Handicap accessibility to the building and performance space (no stairs). This program cannot be set up outside.
- gm Five to six adult volunteers to assist during the sessions all day. Please, no cell phone use during the programs.
- gm Recording of the performance is prohibited without prior written permission.
- gm 60 students per session with a maximum of six sessions. Sessions are 40 minutes in length with a five minute transition.
- gm Additional sessions will have an additional charge.
- gm Lunch and breaks required.
- gm Eight - 6' or 8' banquet tables to be set up the night before.
- gm Three electrical outlets.
- gm 90 minutes for performer and school custodian to tear-down and load-out.
- gm A minimum of ten exhibits will be available on the day of the show.

Special Performer Instructions:

Pull right up and unload at 6:30 am and then can park in lot.

- Mail checks payable to: Mobile Ed Productions - 26018 W. Seven Mile - Redford, MI 48240
- Cancellations 0-30 days prior to the performance date will have a cancellation fee of 50% of the performance cost.
- Accounts not paid within 30 days of the invoice are subject to a 2% monthly finance charge.

Cindy Kruczynski

Cindy Kruczynski

For Mobile Ed Productions, Inc.
cindyk@mobileedproductions.com

Sign and Return **X**

Jayne Martin

Jayne Martin

Authorized Representative for Oso Grande Elementary School
jmartin@capousd.org



"Education Through Entertainment"

Invoice

26018 West Seven Mile Road
Redford, Michigan 48240
(800) 433-7459 - Toll Free
(313) 533-4455 - Office
(313) 533-8445 - Fax

Invoice Date: 9/29/2017

Contract #: 123283

Purchase Order #:

Billing Address:

Payment Terms

Client Name Mary Haupt

Venue Oso Grande Elementary School

Address 30251 Sienna Parkway

City, State Zip Ladera Ranch CA 92694

Venue Phone 949-234-5966

A DEPOSIT OF \$647.50 IS DUE ON October 26, 2017

*Balances not paid within 30 days are subject to a late fee

See contract for more information

Do not pay the performer directly.

Contract Number	Program Title	Performance Date	Show Time	# of Sessions	Show Price
123283	STEAM Museum	4/23/2018	8:20 AM Start - 7 Assemblies	7	\$1,295.00

Special Notes and Instructions

Payment/Fee History

Amount

Date

Note

Show Price Total: \$1,295.00

Payments Rec'd:

Balance Due: \$1,295.00

Make all checks payable to:

Mobile Ed Productions, Inc.



Send money via PayPal to:

mobileedpr@aol.com

If you have any questions concerning this invoice, contact
Mobile Ed Productions, Inc. at 800-433-7459.

FEIN 38-2463141



Detach and return this slip with your payment.

mobile ed
productions, inc.

26018 West Seven Mile Road
Redford, Michigan 48240
Toll Free (800) 433-7459

Contract Number: 123283

Balance Due: \$1,295.00

Contract # 123284

Program: STEAM MUSEUM

Date: MONDAY, MAY 7, 2018

Time: 8:20 AM Start - 6 Assemblies

Final payment due by date of show.

Please do not pay the performer directly.

Billing Address:

Mary Haupt
Oso Grande Elementary School
30251 Sienna Parkway
Ladera Ranch CA 92694

Program to be held at:

Oso Grande Elementary School
30251 Sienna Parkway
Ladera Ranch CA 92694
Attention: Jayne Martin

Sign and Return this Contract Agreement and Deposit to our office by: **Thursday, October 26, 2017**

Include Contract # 123284 on your payment for it to be properly applied.

Program Cost: \$1,195.00

Add'l Session Fee:



Grand Total: \$1,195.00 Send money via PayPal to:

Deposit: \$597.50 mobileedpr@aol.com

Payments Received

Amount	Date Received	Notes
Balance:	\$1,195.00	

School Contact Information: Please notify us of any corrections.

Client*: Jayne Martin

Title*: Principal

School Phone*: 949-234-5966

Email*: jmartin@capousd.org

Alternate*: Mary Haupt

Title*: 4th Grade

Alt. Phone*:

Email*: MEHaupt@capousd.org

District: Capistrano

*Required Field

Performance Requirements: Initial each of the following conditions and responsibilities:

- ☒ Performer will arrive 2 hours prior to the performance time to load-in.
- ☒ School will provide one custodian to assist with loading and unloading.
- ☒ An indoor 50' x 50' space (gym, multipurpose room) for the entire day. Performance area to be clear of clutter.
- ☒ Handicap accessibility to the building and performance space (no stairs). This program cannot be set up outside.
- ☒ Five to six adult volunteers to assist during the sessions all day. Please, no cell phone use during the programs.
- ☒ Recording of the performance is prohibited without prior written permission.
- ☒ 60 students per session with a maximum of six sessions. Sessions are 40 minutes in length with a five minute transition.
- ☒ Additional sessions will have an additional charge.
- ☒ Lunch and breaks required.
- ☒ Eight - 6' or 8' banquet tables to be set up the night before.
- ☒ Three electrical outlets.
- ☒ 90 minutes for performer and school custodian to tear-down and load-out.
- ☒ A minimum of ten exhibits will be available on the day of the show.

Special Performer Instructions:

Pull right up and unload at 6:30 am and then can park in lot.

- Mail checks payable to: Mobile Ed Productions - 26018 W. Seven Mile - Redford, MI 48240
- Cancellations 0-30 days prior to the performance date will have a cancellation fee of 50% of the performance cost.
- Accounts not paid within 30 days of the invoice are subject to a 2% monthly finance charge.

Cindy Kruczynski

Cindy Kruczynski

For Mobile Ed Productions, Inc.

cindyk@mobileedproductions.com

Sign and
Return **X**

Jayne Martin

Jayne Martin

Authorized Representative for Oso Grande Elementary School

jmartin@capousd.org



"Education Through Entertainment"

Invoice

26018 West Seven Mile Road
Redford, Michigan 48240
(800) 433-7459 - Toll Free
(313) 533-4455 - Office
(313) 533-8445 - Fax

Billing Address:

Client Name Mary Haupt

Venue Oso Grande Elementary School

Address 30251 Sienna Parkway

City, State Zip Ladera Ranch CA 92694

Venue Phone 949-234-5966

Invoice Date: 9/29/2017

Contract #: 123284

Purchase Order #:

Payment Terms

A DEPOSIT OF \$597.50 IS DUE ON October 26, 2017

*Balances not paid within 30 days are subject to a late fee
See contract for more information

Do not pay the performer directly.

Contract Number	Program Title	Performance Date	Show Time	# of Sessions	Show Price
123284	STEAM Museum	5/7/2018	8:20 AM Start - 6 Assemblies	6	\$1,195.00

Special Notes and Instructions

Payment/Fee History

Amount

Date

Note

Show Price Total: \$1,195.00

Payments Rec'd:

Balance Due: \$1,195.00

Make all checks payable to:

Mobile Ed Productions, Inc.



Send money via PayPal to:
mobileedpr@aol.com

If you have any questions concerning this invoice, contact
Mobile Ed Productions, Inc. at 800-433-7459.

FEIN 38-2463141



Detach and return this slip with your payment.

mobile ed
productions, inc.

26018 West Seven Mile Road
Redford, Michigan 48240
Toll Free (800) 433-7459

Contract Number: 123284

Balance Due: \$1,195.00

Contract # 123285

Program: STEAM MUSEUM

Date: THURSDAY, MAY 10, 2018

Time: 8:20 AM Start - 6 Assemblies

Final payment due by date of show.

Please do not pay the performer directly.

Billing Address:

Mary Haupt
Oso Grande Elementary School
30251 Sienna Parkway
Ladera Ranch CA 92694

Program to be held at:

Oso Grande Elementary School
30251 Sienna Parkway
Ladera Ranch CA 92694
Attention: Jayne Martin

Sign and Return this Contract Agreement and Deposit to our office by: **Thursday, October 26, 2017**

Include Contract # 123285 on your payment for it to be properly applied.

Program Cost: \$1,195.00

Add'l Session Fee:



Grand Total: \$1,195.00 Send money via PayPal to:

Deposit: \$597.50 mobileedpr@aol.com

School Contact Information: Please notify us of any corrections.

Client*: Jayne Martin

Title*: Principal

School Phone*: 949-234-5966

Email*: jmartin@capousd.org

Alternate*: Mary Haupt

Title*: 4th Grade

Alt. Phone*:

Email*: MEHaupt@capousd.org

District: Capistrano

*Required Field

Payments Received

Amount	Date Received	Notes
Balance:	\$1,195.00	

Performance Requirements: Initial each of the following conditions and responsibilities:

- Jm Performer will arrive 2 hours prior to the performance time to load-in.
- Jm School will provide one custodian to assist with loading and unloading.
- Jm An indoor 50' x 50' space (gym, multipurpose room) for the entire day. Performance area to be clear of clutter.
- Jm Handicap accessibility to the building and performance space (no stairs). This program cannot be set up outside.
- Jm Five to six adult volunteers to assist during the sessions all day. Please, no cell phone use during the programs.
- Jm Recording of the performance is prohibited without prior written permission.
- Jm 60 students per session with a maximum of six sessions. Sessions are 40 minutes in length with a five minute transition.
- Jm Additional sessions will have an additional charge.
- Jm Lunch and breaks required.
- Jm Eight - 6' or 8' banquet tables to be set up the night before.
- Jm Three electrical outlets.
- Jm 90 minutes for performer and school custodian to tear-down and load-out.
- Jm A minimum of ten exhibits will be available on the day of the show.

Special Performer Instructions:

Pull right up and unload at 6:30 am and then can park in lot.

- Mail checks payable to: Mobile Ed Productions - 26018 W. Seven Mile - Redford, MI 48240
- Cancellations 0-30 days prior to the performance date will have a cancellation fee of 50% of the performance cost.
- Accounts not paid within 30 days of the invoice are subject to a 2% monthly finance charge.

Cindy Kruczynski

Cindy Kruczynski

For Mobile Ed Productions, Inc.

cindyk@mobileedproductions.com

Sign and
Return **X**

Jayne Martin

Jayne Martin

Authorized Representative for Oso Grande Elementary School

jmartin@capousd.org



"Education Through Entertainment"

Invoice

26018 West Seven Mile Road
Redford, Michigan 48240
(800) 433-7459 - Toll Free
(313) 533-4455 - Office
(313) 533-8445 - Fax

Billing Address:

Client Name Mary Haupt
Venue Oso Grande Elementary School
Address 30251 Sienna Parkway
City, State Zip Ladera Ranch CA 92694
Venue Phone 949-234-5966

Invoice Date: 9/29/2017

Contract #: 123285

Purchase Order #:

Payment Terms

A DEPOSIT OF \$597.50 IS DUE ON October 26, 2017
*Balances not paid within 30 days are subject to a late fee
See contract for more information

Do not pay the performer directly.

Contract Number	Program Title	Performance Date	Show Time	# of Sessions	Show Price
123285	STEAM Museum	5/10/2018	8:20 AM Start - 6 Assemblies	6	\$1,195.00

Special Notes and Instructions

Payment/Fee History

Amount	Date	Note
--------	------	------

Show Price Total: \$1,195.00

Payments Rec'd:

Balance Due: \$1,195.00

Make all checks payable to:
Mobile Ed Productions, Inc.



Send money via PayPal to:
mobileedpr@aol.com

If you have any questions concerning this invoice, contact
Mobile Ed Productions, Inc. at 800-433-7459.
FEIN 38-2463141



Detach and return this slip with your payment.

mobile ed
productions, inc.

26018 West Seven Mile Road
Redford, Michigan 48240
Toll Free (800) 433-7459

Contract Number: 123285

Balance Due: \$1,195.00



MASTER CONTRACT AGREEMENT

This MASTER CONTRACT AGREEMENT ("Agreement") is effective as of January 25, 2018 between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("LEA or District") and the contractor listed below ("Contractor")

PREMIER HEALTHCARE SERVICES, LLC

WHEREAS, District is authorized under California Education Code sections 56157, 56361, and 56365 et. seq. and Title 5 of the California Code of Regulations section 3000 et. seq. AB490 (Chapter 862, Statutes of 2003) to contract for the purpose of providing special education and/or related services to LEA students with exceptional needs;

WHEREAS, District is in need of such services, and in collaboration with Orange County Department of Education, selected Contractor to provide nonpublic, nonsectarian school/agency services;

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

Terms and Conditions. Contractor agrees to provide services as set forth in the Nonpublic, Nonsectarian School/Agency Services Master Contract and is fully incorporated in its entirety.

Fees and Expenses. In consideration for the services provided by the Contractor under this Agreement, District agrees to pay fees and expenses at the rates as set forth in Exhibit A. The total amount of services requested by District and provided by Contractor under this agreement shall be authorized by Purchase Order. This amount may be increased by mutual agreement of both parties by written agreement.

Term of Agreement. The term of this Agreement is for one year beginning July 1, 2017 through June 30, 2018.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents as designated below titled Nonpublic, Nonsectarian School/Agency Services Master Contract, 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 attached documents as if such additional terms were set forth in full herein.

[☒] Master Contract [☐] 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: Capistrano Unified School District
Name: Lynh N. Rust
Title: Executive Director, Contracts &
Purchasing
Board Approval Date: January 24, 2018

"CONTRACTOR"

By: _____
Name: Sam Velasquez
Title: Homecare Manager
Email address:
svelasquez@premier-homehealth.com
FEIN/SSN _____

EXHIBIT A: RATES

CONTRACTOR
Premier HealthCare
Services, LLC

CONTRACTOR NUMBER
TempID1420

2017-2018

(NONPUBLIC SCHOOL OR AGENCY)

(CONTRACT YEAR)

Per CDE Certification, total enrollment may not exceed

If blank, the number shall be as determine by
CDE Certification.

Rate Schedule. This rate schedule limits the number of LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Special education and/or related services offered by CONTRACTOR, and the charges for such educational and/or related services during the term of this contract shall be as follows:

Payment under this contract may not exceed
Total LEA enrollment may not exceed

Rate	Period

A. Basic Education Program/Special Education Instruction
Basic Education Program/Dual Enrollment

Per diem rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted proportionally.

B. Related Services

(1)	a. Transportation – Round Trip		
	b. Transportation – One Way		
	c. Transportation – Dual Enrollment		
	d. Public Transportation		
	e. Parent*		
(2)	a. Educational Counseling – Individual		
	b. Educational Counseling – Group of ____		
	c. Counseling – Parent		
(3)	a. Adapted Physical Education – Individual		
	b. Adapted Physical Education – Group of ____		
	c. Adapted Physical Education – Group of ____		
(4)	a. Language and Speech Therapy – Individual		
	b. Language and Speech Therapy – Group of 2		
	c. Language and Speech Therapy – Group of 3		
	d. Language and Speech Therapy – Per diem		
	e. Language and Speech – Consultation Rate		
(5)	a. Additional Classroom Aide – Individual (must be authorized on IEP)		
	b. Additional Instructional Assistant – Group of 2		
	c. Additional Instructional Assistant – Group of 3		
(6)	Intensive Special Education Instruction**		
(7)	a. Occupational Therapy – Individual		
	b. Occupational Therapy – Group of 2		
	c. Occupational Therapy – Group of 3		
	d. Occupational Therapy – Group of 4 - 7		
	e. Occupational Therapy – Consultation Rate		
(8)	Physical Therapy		
(9)	a. Behavior Intervention		
	b. Behavior Intervention – Supervision		
	Provided by: _____		
(10)	Nursing Services LVN	\$45.00	Hour
(12)	Nursing Services RN	\$55.00	Hour
(13)	Residential Mental Health Services		

*Parent transportation reimbursement rates are to be determined by the LEA.

**By credentialed Special Education Teacher.



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of January 25, 2018 ("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".

ENVIRONMENTAL NATURE 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, 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: **\$1,900.00** 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 : January 24, 2018

Contractor

Signature: _____
Name: Mindy Schwartz
Title: Outreach Coordinator
Address: 1601 E. 16th St.
Newport Beach, CA 92663
Email Address: sama@encenter.org
FEIN: _____



Invoice #	4_TN1718
Date	6/13/2017

Bill to: Bathgate Elementary
Attn: Debra Weller
Email: dwteller@cox.net
Remit to: ENC

Attn: Mindy Schwartz
 Environmental Nature Center
 1601 16th Street
 Newport Beach, CA 92663

Estimated Balance Due for school programs:

Description of Charges	Amount
'What's the Buzz', 4/11/2018 30 students x \$5.50	\$165
Mileage \$35	\$35
TOTAL	\$200.00

Thank you! The ENC's Federal Tax Identification Number is 23-7182423

Note: If this is a per student program, the amount may change based on the actual number of students present on the day of.



Invoice #	1718097
Date	9/15/17
Purchase order #	L68P1936

Bill to:
 Bathgate Elementary
 Attn: Gilstrap Tiffany
 Email: tdgilstrap@capousd.org

Remit to:
 Environmental Nature Center
 1601 E. 16th Street
 Newport Beach, CA 92663

Balance Due for school programs:

Description of Charges	Amount
Kindergarten Program on 04/26/2018. 120 students at \$7.00/student	\$840.00
Kindergarten Program on 04/26/2018. 0 EXTRA adults at \$7.00/adult	\$0
Total	\$840.00

Thank you! The ENC's Federal Tax Identification Number is 23-7182423



Invoice #	1718150
Date	11/8/17
Purchase order #	

Bill to:
 Clarence Lobo Elementary
 Attn: Trudeau Laura
 Email: lltrudeau@capousd.org

Remit to:
 Environmental Nature Center
 1601 E. 16th Street
 Newport Beach, CA 92663

Balance Due for school programs:

Description of Charges	Amount
NGSS1 Program on 01/26/2018. 70 students at \$7.00/student	\$490.00
NGSS1 Program on 01/26/2018. 0 EXTRA adults at \$7.00/adult	\$0
Total	\$490.00

Thank you! The ENC's Federal Tax Identification Number is 23-7182423

LU8Ø 4782



Invoice #	1718145
Date	10/27/17
Purchase order #	

Bill to:
 R H Dana
 Attn: Georgia Lori
 Email: lrgeorgia@capousd.org

Remit to:
 Environmental Nature Center
 1601 E. 16th Street
 Newport Beach, CA 92663

Balance Due for school programs:

Description of Charges	Amount
NGSS3 Program on 03/20/2018. 40 students at \$8.50 /student	\$340.00
NGSS3 Program on 03/20/2018. 0 EXTRA adults at \$8.50 /adult	\$0
Total	\$340.00

Thank you! The ENC's Federal Tax Identification Number is 23-7182423



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of January 25, 2018 ("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".

AMY E. JACKSON

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: **\$4,000.00** 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 : January 24, 2018

Contractor

Signature: _____
Name: Amy Jackson
Title: Owner
Address: 412 Jasmine Street
Laguna Beach, CA 92651
Email Address: artstudioeducation@gmail.com
FEIN: _____

ART STUDIO EDUCATION

Name: Amy Jackson Phone: 949-292-1854 Email: artstudioeducation@gmail.com
Amyjacksonart.com

CONTRACT AGREEMENT for School Year 2017-2018

This agreement is made between **ART STUDIO EDUCATION**, administered by Amy Jackson, and:

School:	<u>Ambuehl Elementary</u>
Address w/ zip code:	<u>28001 San Juan Creek Rd</u>
	<u>San Juan Capistrano, CA 92675</u>
Phone & FAX w/area code	<u>(949) 661-0400 (949) 488-3158</u>
Contact, Title, Phone:	<u>Rena Sabers Office Manager risabers@capousd.org</u>
Contact E-Mail Address:	<u>Jeanne Walker jwalker_72@yahoo.com</u>
Date of Agreement:	<u>June 2017</u>

Student Enrollment:	Grades K-2:	Grades 3-5:	Total: 400
---------------------	-------------	-------------	------------

ART STUDIO EDUCATION (ASE) shall provide:

#	Instructional time:
1	# of End of Year Student Art Show
Up to 12	# of Creative Classroom Art Lessons per Month by ASE Staff Will provide curriculum for intermediate level special education class with no direct instruction.

SCHOOL shall provide:

Art Supplies: Paper goods, paint, glue, scissors, pencils, paper towels, paper plates, oil pastels, Sharpie markers, and additional items as needed.

Duplicating: Learning Packets, Lesson Plans, Awards, Volunteer Instructions.

Implementation Assistance:

1. Coordinator is to schedule, duplicate, order, recruit, and communicate with ASE.
2. One art volunteer or staff shall prepare materials and assist with each lesson.

Terms of Agreement:

1. Schedule changes of confirmed dates will result in a charge of \$33.00 per date change.
2. Curriculum is for sole use of contracting school or district and may not be duplicated, resold, used or shared in other locations. No ASE lessons/visuals may be posted online.
3. Make-up of missed lessons by School are only permitted on dates previously scheduled.
4. Non-teaching breaks for ASE Instructors, totaling more than 60 minutes per day, will be assessed a charge of \$33.00 per day, & \$33. per each additional 30 minutes.
5. Filming or recording any part of ASE lessons is not permitted.
6. Minimum # of classes per scheduled day is 3. Less than 3 is subject to additional charges.

I have read and agree to all the above Terms and Agreement.  (initial)

Art Studio Education 2017-2018 Contract Agreement	School:	Ambuehl Elementary
	District & County:	CAPO USD Orange

Financial Agreement:

CONTRACT AMOUNT
TOTAL

~~\$5,000.00~~

~~\$5,000.00~~

4,000.00

Payment Schedule	Amount	Due Date
Deposit (Payment 1)	\$1,000 ✓	PAID by PTA 6/15/2017
Return one completed, signed copy of this contract via EMAIL to: NAME: Amy Jackson EMAIL: artstudioeducation@gmail.com		
MAIL DEPOSIT/Payment 1 CHECK/PO/REQUISTION TO: Amy Jackson 412 Jasmine Street, Laguna Beach, CA 92651		
Payment 2	\$2,000.00	9/15/2017
Payment 3	\$2,000.00	1/15/2018

Invoices will be sent to the address provided under "Billing Address" below.
Payments are due on the above listed Due Dates made out to *Art Studio Education*.
A monthly late charge of \$25.00 will be assessed as per due dates listed above.

Payments 2 and 3 should be mailed to:

Amy Jackson
412 Jasmine Street
Laguna Beach, CA 92651

SCHOOL TO COMPLETE FOLLOWING SECTIONS:

Payment Source:	PTA/PTO	SIP	District	X	Grant	Other
School Board approval required: Yes			If yes, date of meeting:			
Is a Consulting Agreement required (to be signed by ASE)						
Purchase Order #:			Requisition Order #:			

INVOICES will be sent to the following address for payments 2 and 3:

Billing Address (Payment Source):

School/PTA/PTO/District/Other: Capistrano Unified School District

Attn: Name/Title Rena Sabers

Address: 33122 Valle Rd.

San Juan Capistrano, CA 92675

Phone: (949) 661-0400

FAX: (949) 488-3158 * EMAIL:

CHECK HERE IF INVOICES CAN BE EMAILED:

Responsible Parties: The Parties Below Agree to all Contract Terms & Conditions.

PLEASE Initial: ___ School SC MTM Mgr. Regional Mgr., Name: Bonnie Steele

School Representative:	ASE Manager/Jeanne Walker
ASE Art Teacher:	Art Teacher: Amy Jackson
Contact Info:	E-Mail: artstudioeducation@gmail.com
	Phone: 949-292-1854



PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of January 25, 2018 ("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".

WOLFF LANG CHRISTOPHER ARCHITECTS, INCORPORATED dba WLC ARCHITECTS, 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, 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 **\$811,813.00** 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, 2021**, 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: January 24, 2018

CONSULTANT

Signature: _____

Name: Robert J. Hensley

Title: Principal Architect

Address: 8163 Rochester Ave, Suite 100

Rancho Cucamonga, Ca. 91730

Email Address: rjh@wlcarchitects.com

FEIN _____

EXHIBIT A



ARCHITECTS CLIENT FOCUSED. PASSION DRIVEN.

August 3, 2017

Mr. John G. Forney
Chief Facilities Officer
Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675-4859

Re: Architectural / Engineering Fee Proposal
Aliso Niguel High School STEM Building Addition

Dear John:

WLC Architects is pleased to submit a proposal to provide architectural and engineering and extended construction administration services for the projects listed above.

Scope of Work:

WLC Architects will assist the District with the following:

1. Field verify existing conditions.
2. Prepare Construction Documents.
3. Obtain DSA approval.
4. Prepare Bid Documents.
5. Provide extended construction administration.

Excluded Services:

1. Fire Hydrant Flow Testing.
2. Geotechnical Investigations.
3. Hazardous Material Studies and Reports.
4. SWPPP and WQMD Studies.

Contract Format:

Extension of the District's Owner Architect Agreement.

Mr. John G. Forney
Architectural / Engineering Fee Proposal
Aliso Niguel High School STEM Building Addition
August 3, 2017
Page 2

Proposed Compensation:

Fee Proposal for Aliso Niguel High School Science Classrooms Addition

WLC proposes to provide the architectural services described above for the Aliso Niguel High School STEM Building Addition Project for a stipulated sum of \$613,461.

Refer to the following attachments for cost estimates and roofing assessment:

- See attached Aliso Niguel High School STEM Building Addition Estimates
- See attached Aliso Niguel High School STEM Building Addition Scope Site Plan

Reimbursable Expenses:

Reimbursables will be limited to bid sets.

Project Schedule:

To be determined.

I hope this proposal meets with the District's needs at this time. If this proposal is acceptable, we would propose to invoice for this effort against the project listed above.

Sincerely,



BRUCE OU
Architect, AIA
LEED™ AP
Associate

BO:hb/16107-mkt

Attachments: Aliso Niguel High School STEM Building Addition Estimates
Aliso Niguel High School STEM Building Addition Scope Site Plan

cc: Robert J. Hensley, Architect, AIA, LEED™ AP, Chairman, Principal, WLC Architects, Inc.
Haryadi Pranata, LEED™ AP, Project Manager, WLC Architects, Inc.
Nanette Piccini, Director, Accounting, Associate, WLC Architects, Inc.

ALISO NIGUEL HIGH SCHOOL
STEM BUILDING ADDITION

August 3, 2017			
	Percent Factor	Percent Project	Budgeted Amount
A. ESTIMATED CONSTRUCTION (HARD) COSTS			
1 (8) Science Labs			\$ 4,500,000
2 (4) Prep Areas			\$ 360,000
3 Chemical Storage Area			\$ 200,000
4 Data			\$ 60,000
5 Electrical			\$ 60,000
6 Custodial			\$ 10,000
7 Staff Restrooms			\$ 35,000
8 Students Restrooms			\$ 175,000
9 Circulation + Shared Learning Spaces			\$ 1,180,500
10 Adjacent Sitework and Improvements			\$ 500,000
11 DSA Contingency			\$ 100,000
12			
13			
14			
15			
16 Subtotal:			\$ 7,180,500
17			\$ -
18			\$ -
19			\$ -
20			\$ -
21 Subtotal:			\$ -
22 Available for Construction (Prime Contractor Bids)	65.4%		\$ 7,180,500
23 Construction Estimate Contingency	5.0%		\$ 396,736
24 Subtotal:	69.1%		\$ 7,577,236
25 GC's General Conditions Costs	7.0%		\$ 502,635
26 Subtotal:	73.6%		\$ 8,079,871
27 GC's Fees	6.0%		\$ 430,830
28 BID CONTINGENCY (Escalation)	3.0%		\$ 255,321
Subtotal:	79.9%		\$ 8,766,022
29 TOTAL ESTIMATED CONSTRUCTION COST:	79.9%		\$ 8,766,022
B. ESTIMATED PROJECT (SOFT) COSTS			
30 Site Surveys / Topos	lump sum		\$ 20,000
31 Site Geotech / Soil Borings	lump sum		\$ 10,000
32 Furniture, Fixtures, Equipment (FFE) Allowance	1.50%		\$ 127,008
33 Architect/Engineer Fees	lump sum		\$ 613,461
34 Construction Administration - CM	lump sum		\$ 272,000
35 DSA Plancheck Fees	1.37%		\$ 120,411
36 CDE Project Review Fees	0.07%		\$ 6,136
37 DTSC/HAZMAT Environmental Consultant/Fees	0.35%		\$ -
38 CEQA Consultant	1.00%		\$ -
39 Special Inspection + Materials Testing	1.00%		\$ 87,660
40 DSA Inspector of Record	2.00%		\$ 175,320
41 Labor Compliance Program Administration			\$ -
42 Reimbursable	1.00%		\$ 71,805
43 Subtotal:	13.7%		\$ 1,503,802
44 PROJECT CONTINGENCY (District reserve added cost)	8.00%		\$ 701,282
42 TOTAL ESTIMATED SOFT COST:	20.1%		\$ 2,205,084
43			
44 TOTAL ESTIMATED PROJECT BUDGET:			\$ 10,971,106
45 PROJECT ELIGIBILITY (OPSC APPROVED):			\$ -
46 DISTRICT LOCAL FUNDING:			\$ 10,971,106
47 TOTAL AVAILABLE FUNDING:			\$ 10,971,106

PREPARED BY ARCHITECT:

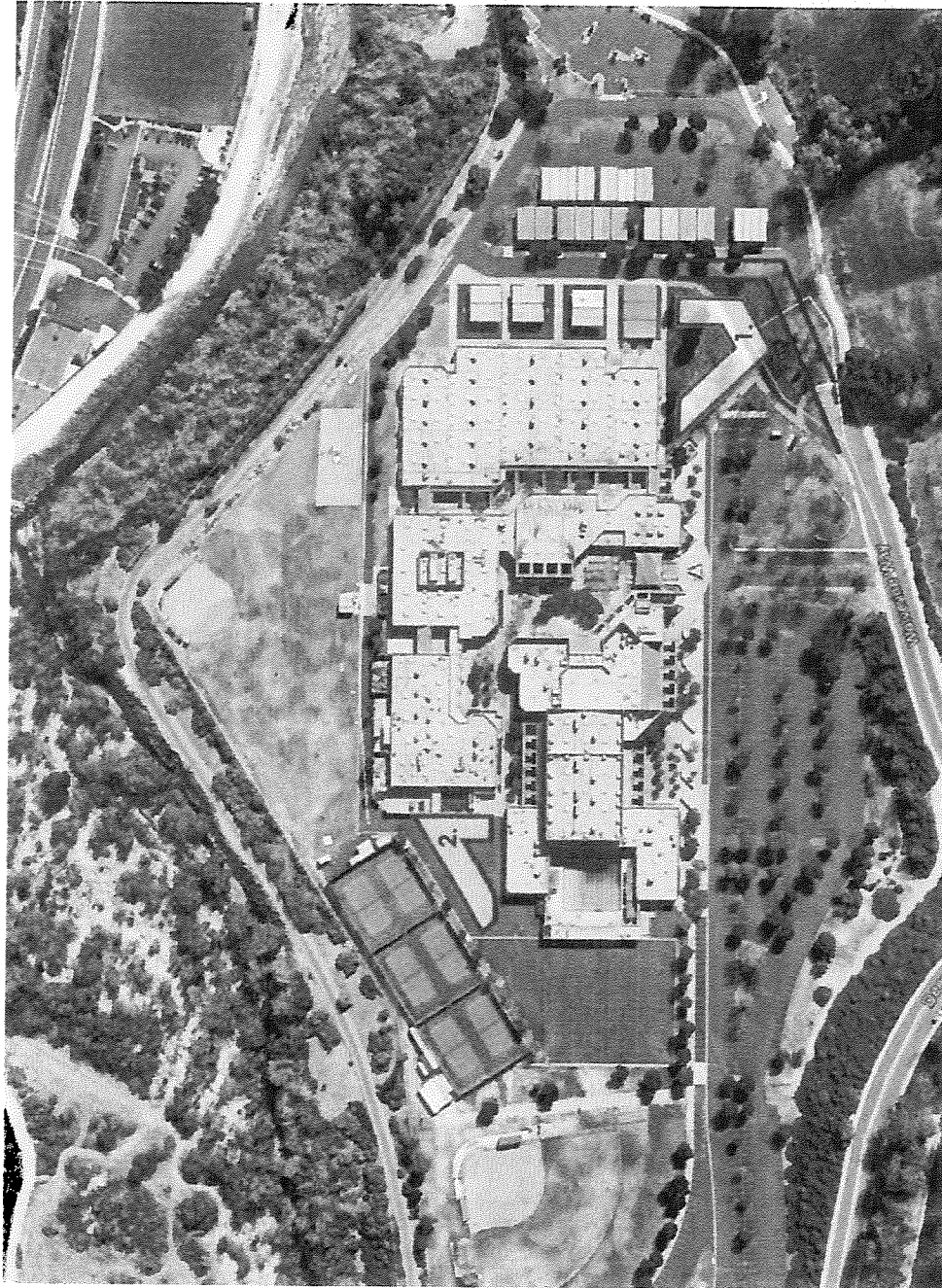
APPROVED BY DISTRICT:

X

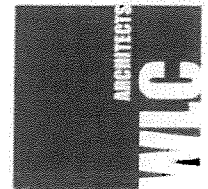
X

ALISO NIGUEL HIGH SCHOOL

PROPOSED PROJECT SCOPE LIST



28000 WOLVERINE WAY ALISO VIEJO, CA 92656



STEM BUILDING ADDITION PROJECT

- New Science Classroom building
- Option 1** - located at the SW corner of front campus
 - possible reroute of driveway if additional square footage is required.
- Option 2** - located at the NE corner of back campus
 - square footage is limited, and existing fire lane will need to be maintained
- Associated site and landscape improvements
- DSA required improvements



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of January 25, 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".

SYNTEX GLOBAL

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 3**; 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: **\$10,000.00** in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from **August 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.

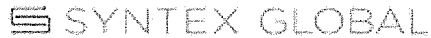
Capistrano Unified School District

By: _____
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date: January 24, 2018

Contractor

Signature: _____
Name: Seyla Lim
Title: Founder
Address: 2040 Bancroft Way, Suite 400B
Berkeley, Ca. 94704
Email Address: info@syntexglobal.com
FEIN: _____

EXHIBIT A



2040 Bancroft Way, Ste. 400B; Berkeley, CA 94704 * P: 510.628.6088 * F: 877.821.8156 * www.syntexglobal.com * info@syntexglobal.com

Exhibit 3: Syntex Global Fee Schedule

Service	Unit Type	Rate per Unit	Minimum Charge
Bilingual Assessment	Hour	\$150	2 Hours
Consulting	Hour	\$150	2 Hours
Interpreting (On-Site) (Consecutive, General, Medical)	Hour	\$87.50	2 Hours
Interpreting (On-Site) (Simultaneous, Technical, Legal)	Hour	\$150	3 Hours
Interpreting (Phone)	Minute	\$1.90	15 Minutes
Translation	Source Word	\$0.29	\$150
Proofreading/Editing	Source Word	\$0.12	\$75
Transcription	Audio Minute	\$35	\$150
Travel Time	Hour	We charge travel time at the same rate as the corresponding rate of service we provide.	
Notes:			
<ul style="list-style-type: none">• Cancellations must be made 24 hours before the appointment time or the minimum charge will apply.• Portions of the hours will be prorated to the nearest half-hour.• Minimum travel time is one (1) hour. Travel is roundtrip from the interpreters starting location and ends at the interpreter's ending location.• A minimum fee, plus travel time will apply for all client no shows if the interpreter is already in route or has arrived at the location.• The minimum billed will be either two (2) hours or the total time booked whichever is greater. For example, if the interpreter is booked from 1-4 and the assignment ends at 3:30, we will bill three (3) hours. If the interpreter is booked from 1-2 and the assignment ends at 1:15 we will bill 2 hours. If the assignment is booked from 1-4 and the assignment ends at 4:30, we will be 3.5 hours.			

____ Syntex Initial

____ Contractor Initial



PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of January 25, 2018 ("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".

CENTER FOR LEARNING AND BEHAVIORAL SOLUTIONS, 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, 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 **\$6,000.00** in the aggregate under term of this Agreement.

Term of Agreement. The term of this base Agreement is for **November 27, 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: January 24, 2018

CONSULTANT

Signature: _____
Name: Gina Hylton
Title: Executive Administrator
Address: 16220 Scientific Way
Irvine, Ca. 92618
Email Address: frontdesk@c4l.net
FEIN: _____



Center for Learning & Behavioral Solutions

2017 Rate Sheet

Independent Educational Evaluation (IEE)	\$6000.00
Complete Assessment	\$3750.00
Speech Assessment	\$2600.00
Cogmed	\$1500.00



CAPISTRANO UNIFIED SCHOOL DISTRICT

SPECIAL CONDITIONS


Scope of Practice and Release of Assessment Documentation

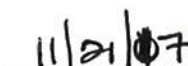
In accordance with 34 C.F.R. §300.502, Consultant, **Center for Learning & Behavioral Solutions, Inc.** has agreed to conduct one or more Independent Educational Evaluations (IEEs) during the 2017-2018 fiscal year. Consultant is functioning solely as an independent educational evaluator. In performing 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 independent educational evaluation 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 independent educational evaluation, the Consultant will provide a written report to the District on or before the date when Consultant provides a copy to Parent.
4. Assessment Documentation: Prior to receipt of payment for services, Consultant agrees to release all assessment documentation 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>
Psycho-educational	Psychologist	Not to exceed \$6,000/assessment


Consultant, Shirin Ansari, Ph.D.


Date

Received by:

District Representative

Date



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of **January 25, 2018** ("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".

COMMERCIAL AQUATIC SERVICES, 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: **\$24,981.26** in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from **September 17, 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: January 24, 2018

Contractor

Signature: _____
Name: Heather Woodland
Title: Director of Operations
Address: 1121 N. Hawk Circle
Anaheim, CA 92807
Email Address: heather@swimcas.com
FEIN: 20-1848548

**Corporate Office**

Commercial Aquatic Services, Inc.
1121 N. Hawk Circle
Anaheim, CA 92807

Estimate

Date	Estimate #	Job Description
9/17/2017	E17-1464	Heater PM

Customer
Capistrano U.S.D. Attn: Accounts payable 32972 Calle Perfecto San Juan Capistrano, CA 92675

Terms	Due Date	Rep
Net 30	10/17/2017	CR

Item	Description	Qty	Cost	Total
	<p>Estimates to perform heater maintenance services twice annually on eight (8) swimming pool heaters spread over six (6) high schools throughout the district. Scope of work is equivalent on all heaters.</p> <p>All labor quoted at Prevailing Wage to satisfy DIR requirements for these services, as required with any contract over \$1,000.00. Commercial Aquatic Services is a DIR registered company.</p> <p>Site Location: Capistrano Unified School District Aliso Niguel HS - 28000 Wolverine Way, Aliso Niguel, CA 92656 Capistrano Valley HS - 26301 Via Escolar, Mission Viejo, CA 92692 Dana Hills HS - 33333 Golden Lantern, Dana Point, CA 92629 San Clemente HS - 700 Avenida Pico, San Clemente, CA 92673 San Juan Hills HS - 29211 Stallion Ridge, San Juan Capistrano, CA 92675 Tesoro HS - 1 Tesoro Creek Rd, Rancho Santa Margarita, CA 92688</p>			

Estimate valid for 30 days.

Phone #	Fax #
1-877-SWIMCAS (794-6227)	1-877-SWIMFAX (794-6329)
Web Site	
WWW.SWIMCAS.COM	
E-mail	
INFO@SWIMCAS.COM	

Subtotal**Sales Tax (7.75%)****Total****Signature**

Commercial Aquatic Services, Inc. is a state licensed & bonded contractor (946044). B - General Building Contractor, C10 - Electrical, C53 - Swimming Pool Contractor, D35 - Pool & Spa Maintenance. We meet all insurance requirements and our technicians are all CPO certified.

CAS Warranty Information: Workmanship will be covered by CAS for 30 days from date of repair/installation.
 Equipment/parts are covered under manufacturer warranty.



Corporate Office
Commercial Aquatic Services, Inc.
1121 N. Hawk Circle
Anaheim, CA 92807

Estimate

Date	Estimate #	Job Description
9/17/2017	E17-1464	Heater PM

Customer				
Capistrano U.S.D. Attn: Accounts payable 32972 Calle Perfecto San Juan Capistrano, CA 92675				
Terms		Due Date		Rep
Net 30		10/17/2017		CR
Item	Description	Qty	Cost	Total
SERVICE PREV...	ALISO NIGUEL RAYPAK HEATER SERVICE (2 HEATERS) - Disassemble heater to inspect upper cabinet and fans - Clean fan assemblies and oil motors - Test air proving switches for abnormal amount of resistance - Remove and clean gas manifolds and burners, then pressure air dry - De-soot and/or clean heat exchanger and inspect for any irregularities - Clean and inspect the combustion chamber - Inspect refractory materials for cracks or irregularities - Reinstall burners with new burner gaskets - Replace hot surface igniter and flame sensor - Test and set gas manifold and combustion chamber pressures - Confirm proper negative draft in vent stack - Visually inspect boost pump, bearing assembly, and bypass valve - Test and set inlet water temperature and delta temperature - Provide detailed report on physical condition with any recommendations	4	1,143.505	4,574.02

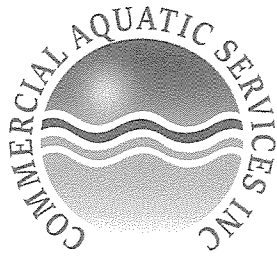
Estimate valid for 30 days.	
Phone # 1-877-SWIMCAS (794-6227)	Fax # 1-877-SWIMFAX (794-6329)
Web Site WWW.SWIMCAS.COM	
E-mail INFO@SWIMCAS.COM	

Subtotal
Sales Tax (7.75%)
Total

Signature

Commercial Aquatic Services, Inc. is a state licensed & bonded contractor (946044). B - General Building Contractor, C10 - Electrical, C53 - Swimming Pool Contractor, D35 - Pool & Spa Maintenance. We meet all insurance requirements and our technicians are all CPO certified.

CAS Warranty Information: Workmanship will be covered by CAS for 30 days from date of repair/installation. Equipment/parts are covered under manufacturer warranty.



Corporate Office

**Commercial Aquatic Services, Inc.
1121 N. Hawk Circle
Anaheim, CA 92807**

Estimate

Date	Estimate #	Job Description
9/17/2017	E17-1464	Heater PM

Customer		Terms	Due Date	Rep
Capistrano U.S.D. Attn: Accounts payable 32972 Calle Perfecto San Juan Capistrano, CA 92675		Net 30	10/17/2017	CR
Item	Description	Qty	Cost	Total
SERVICE PREV...	CAPO VALLEY RAYPAK/LOCHINVAR HEATER SERVICE (2 HEATERS) - Disassemble heater to inspect upper cabinet and fans - Clean fan assemblies and oil motors - Test air proving switches for abnormal amount of resistance - Remove and clean gas manifolds and burners, then pressure air dry - De-soot and/or clean heat exchanger and inspect for any irregularities - Clean and inspect the combustion chamber - Inspect refractory materials for cracks or irregularities - Reinstall burners with new burner gaskets - Replace hot surface igniter (and flame sensor on Raypak) - Test and set gas manifold and combustion chamber pressures - Confirm proper negative draft in vent stack - Visually inspect boost pump, bearing assembly, and bypass valve - Test and set inlet water temperature and delta temperature - Provide detailed report on physical condition with any recommendations	4	1,688.0475	6,752.19

Estimate valid for 30 days.	
<u>Phone #</u> 1-877-SWIMCAS (794-6227)	<u>Fax #</u> 1-877-SWIMFAX (794-6329)
<u>Web Site</u> WWW.SWIMCAS.COM	
<u>E-mail</u> INFO@SWIMCAS.COM	

Subtotal

Sales Tax (7.75%)

Total

Signature

Commercial Aquatic Services, Inc. is a state licensed & bonded contractor (946044). B - General Building Contractor, C10 - Electrical, C53 - Swimming Pool Contractor, D35 - Pool & Spa Maintenance. We meet all insurance requirements and our technicians are all CPO certified.

CAS Warranty Information: Workmanship will be covered by CAS for 30 days from date of repair/installation. Equipment/parts are covered under manufacturer warranty.



Corporate Office

Commercial Aquatic Services, Inc.
1121 N. Hawk Circle
Anaheim, CA 92807

Estimate

Date	Estimate #	Job Description
9/17/2017	E17-1464	Heater PM

Customer Capistrano U.S.D. Attn: Accounts payable 32972 Calle Perfecto San Juan Capistrano, CA 92675		Terms	Due Date	Rep
		Net 30	10/17/2017	CR
Item	Description	Qty	Cost	Total
SERVICE PREV...	DANA HILLS LOCHINVAR HEATER SERVICE (1 HEATER) - Disassemble heater to inspect upper cabinet and fans - Clean fan assemblies and oil motors - Test air proving switches for abnormal amount of resistance - Remove and clean gas manifolds and burners, then pressure air dry - De-soot and/or clean heat exchanger and inspect for any irregularities - Clean and inspect the combustion chamber - Inspect refractory materials for cracks or irregularities - Reinstall burners with new burner gaskets - Replace hot surface igniter - Test and set gas manifold and combustion chamber pressures - Confirm proper negative draft in vent stack - Visually inspect boost pump, bearing assembly, and bypass valve - Test and set inlet water temperature and delta temperature - Provide detailed report on physical condition with any recommendations	2	1,639.31	3,278.62

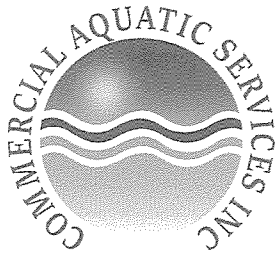
Estimate valid for 30 days.	
Phone #	Fax #
1-877-SWIMCAS (794-6227)	1-877-SWIMFAX (794-6329)
Web Site	
WWW.SWIMCAS.COM	
E-mail	
INFO@SWIMCAS.COM	

Subtotal
Sales Tax (7.75%)
Total

Signature

Commercial Aquatic Services, Inc. is a state licensed & bonded contractor (946044). B - General Building Contractor, C10 - Electrical, C53 - Swimming Pool Contractor, D35 - Pool & Spa Maintenance. We meet all insurance requirements and our technicians are all CPO certified.

CAS Warranty Information: Workmanship will be covered by CAS for 30 days from date of repair/installation.
 Equipment/parts are covered under manufacturer warranty.



Corporate Office

Commercial Aquatic Services, Inc.
1121 N. Hawk Circle
Anaheim, CA 92807

Estimate

Date	Estimate #	Job Description
9/17/2017	E17-1464	Heater PM

Customer				
Capistrano U.S.D. Attn: Accounts payable 32972 Calle Perfecto San Juan Capistrano, CA 92675				
		Terms	Due Date	Rep
		Net 30	10/17/2017	CR
Item	Description	Qty	Cost	Total
SERVICE PREV...	SAN CLEMENTE RAYPAK HEATER SERVICE (1 HEATER) - Disassemble heater to inspect upper cabinet and fans - Clean fan assemblies and oil motors - Test air proving switches for abnormal amount of resistance - Remove and clean gas manifolds and burners, then pressure air dry - De-soot and/or clean heat exchanger and inspect for any irregularities - Clean and inspect the combustion chamber - Inspect refractory materials for cracks or irregularities - Reinstall burners with new burner gaskets - Replace hot surface igniter and flame sensor - Test and set gas manifold and combustion chamber pressures - Confirm proper negative draft in vent stack - Visually inspect boost pump, bearing assembly, and bypass valve - Test and set inlet water temperature and delta temperature - Provide detailed report on physical condition with any recommendations	2	1,729.405	3,458.81

Estimate valid for 30 days.		Subtotal
<u>Phone #</u> 1-877-SWIMCAS (794-6227)	<u>Fax #</u> 1-877-SWIMFAX (794-6329)	Sales Tax (7.75%)
<u>Web Site</u> WWW.SWIMCAS.COM		Total
<u>E-mail</u> INFO@SWIMCAS.COM		

Signature

Commercial Aquatic Services, Inc. is a state licensed & bonded contractor (946044). B - General Building Contractor, C10 - Electrical, C53 - Swimming Pool Contractor, D35 - Pool & Spa Maintenance. We meet all insurance requirements and our technicians are all CPO certified.

CAS Warranty Information: Workmanship will be covered by CAS for 30 days from date of repair/installation. Equipment/parts are covered under manufacturer warranty.



Corporate Office

Commercial Aquatic Services, Inc.
1121 N. Hawk Circle
Anaheim, CA 92807

Estimate

Date	Estimate #	Job Description
9/17/2017	E17-1464	Heater PM

Customer
Capistrano U.S.D. Attn: Accounts payable 32972 Calle Perfecto San Juan Capistrano, CA 92675

Terms	Due Date	Rep
Net 30	10/17/2017	CR

Item	Description	Qty	Cost	Total
SERVICE PREV...	SAN JUAN HILLS RAYPAK HEATER SERVICE (1 HEATER) - Disassemble heater to inspect upper cabinet and fans - Clean fan assemblies and oil motors - Test air proving switches for abnormal amount of resistance - Remove and clean gas manifolds and burners, then pressure air dry - De-soot and/or clean heat exchanger and inspect for any irregularities - Clean and inspect the combustion chamber - Inspect refractory materials for cracks or irregularities - Reinstall burners with new burner gaskets - Replace hot surface igniter and flame sensor - Test and set gas manifold and combustion chamber pressures - Confirm proper negative draft in vent stack - Visually inspect boost pump, bearing assembly, and bypass valve - Test and set inlet water temperature and delta temperature - Provide detailed report on physical condition with any recommendations	2	1,729.405	3,458.81

Estimate valid for 30 days.	
<u>Phone #</u>	<u>Fax #</u>
1-877-SWIMCAS (794-6227)	1-877-SWIMFAX (794-6329)
<u>Web Site</u>	
WWW.SWIMCAS.COM	
<u>E-mail</u>	
INFO@SWIMCAS.COM	

Subtotal

Sales Tax (7.75%)

Total

Signature

Commercial Aquatic Services, Inc. is a state licensed & bonded contractor (946044). B - General Building Contractor, C10 - Electrical, C53 - Swimming Pool Contractor, D35 - Pool & Spa Maintenance. We meet all insurance requirements and our technicians are all CPO certified.

CAS Warranty Information: Workmanship will be covered by CAS for 30 days from date of repair/installation. Equipment/parts are covered under manufacturer warranty.



Corporate Office

Commercial Aquatic Services, Inc.
1121 N. Hawk Circle
Anaheim, CA 92807

Estimate

Date	Estimate #	Job Description
9/17/2017	E17-1464	Heater PM

Customer
Capistrano U.S.D. Attn: Accounts payable 32972 Calle Perfecto San Juan Capistrano, CA 92675

Terms	Due Date	Rep
Net 30	10/17/2017	CR

Item	Description	Qty	Cost	Total
SERVICE PREV...	TESORO RAYPAK HEATER SERVICE (1 HEATER) - Disassemble heater to inspect upper cabinet and fans - Clean fan assemblies and oil motors - Test air proving switches for abnormal amount of resistance - Remove and clean gas manifolds and burners, then pressure air dry - De-soot and/or clean heat exchanger and inspect for any irregularities - Clean and inspect the combustion chamber - Inspect refractory materials for cracks or irregularities - Reinstall burners with new burner gaskets - Replace hot surface igniter and flame sensor - Test and set gas manifold and combustion chamber pressures - Confirm proper negative draft in vent stack - Visually inspect boost pump, bearing assembly, and bypass valve - Test and set inlet water temperature and delta temperature - Provide detailed report on physical condition with any recommendations	2	1,729.405	3,458.81

Estimate valid for 30 days.	
<u>Phone #</u> 1-877-SWIMCAS (794-6227)	<u>Fax #</u> 1-877-SWIMFAX (794-6329)
<u>Web Site</u> WWW.SWIMCAS.COM	
<u>E-mail</u> INFO@SWIMCAS.COM	

Subtotal	\$24,981.26
Sales Tax (7.75%)	\$0.00
Total	\$24,981.26

Signature _____

Commercial Aquatic Services, Inc. is a state licensed & bonded contractor (946044). B - General Building Contractor, C10 - Electrical, C53 - Swimming Pool Contractor, D35 - Pool & Spa Maintenance. We meet all insurance requirements and our technicians are all CPO certified.

CAS Warranty Information: Workmanship will be covered by CAS for 30 days from date of repair/installation.
 Equipment/parts are covered under manufacturer warranty.



PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of January 25, 2018 ("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".

SUSANNE SMITH ROLEY dba SUSANNE M. SMITH, 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, 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 **\$3,000.00** 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.

☒ 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.

Capistrano Unified School District

By: _____
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date : January 24, 2017

Contractor

Signature: _____
Name: Susanne Smith Roley
Title: Owner
Address: 15 Songbird Lane
Aliso Viejo, Ca. 92656
Email Address: susannesr3@gmail.com
FEIN: _____



OTD, OTR/L, FAOTA

OCCUPATIONAL THERAPY SERVICES 2017 – 2018 COMPLETE FEE SCHEDULE

<u>Consultation</u>	\$ 150/hr
<u>Document Review</u>	\$ 150/hr
<u>Screening</u>	\$ 450
<u>Evaluation</u> - (Includes testing, one-hour follow-up consultation with guardians, & report with recommendations)	
In office (no school)	\$ 900 – 2 hours performance evaluation
IEE (school-related)	\$1600 – Extended evaluation, document review, plus 2 hour IEP by phone
Rush Fee	\$ 250 – final report within 10 days of evaluation
<u>IEP Participation (outside IEE or in excess of 2 hour initial IEP)</u>	
Phone or electronic	\$ 150/hr
Onsite	\$ 300 (2 hour maximum) plus travel
<u>Expert Witness</u>	
Retainer	\$1000
Deposition/Hearing/Trial	\$ 500/hr (2 hour minimum)
<u>Travel (more than 30 miles or 45 minute drive one way from Irvine, CA.)</u>	
time	\$ 100/hr (over 60-minutes round trip)
mileage	\$.51 per mile
airfare	door-to-door costs per receipt
meals	if air travel is required
hotel	if required
<u>Miscellaneous costs</u>	per receipt

PAYMENT - Fees are agreed upon at the time of scheduling. Payment is due at the time of the service unless a purchase order is in place. Invoice is provided at the time of the consultation.

RESULTS - Consultation with report and recommendations are provided within 30 days of the evaluation unless otherwise notified. The evaluation report is provided to the agency/individual requesting the evaluation within 5 days of the consultation.

LATE CANCELLATION AND "NO SHOW" CHARGES - A one-day (24-hour) cancellation notice is required. Cancellations received less than 24 hours in advance will be billed for the appointment scheduled.

CURRICULUM VITAE AVAILABLE UPON REQUEST

Signature below constitutes agreement to the above terms. Agreement or retainer payment must be received prior to provision of services.

Signature: _____ Date: _____

Name: _____

Case/Client Name: _____

For additional information contact

Dr. Susanne Smith Roley . 949.581.1380 . susannesr3@gmail.com



MASTER CONTRACT AGREEMENT

This MASTER CONTRACT AGREEMENT ("Agreement") is effective as of January 25, 2018 between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("LEA or District") and the contractor listed below ("Contractor")

DEVEREUX FOUNDATION dba DEVEREUX FLORIDA

WHEREAS, District is authorized under California Education Code sections 56157, 56361, and 56365 et. seq. and Title 5 of the California Code of Regulations section 3000 et. seq. AB490 (Chapter 862, Statutes of 2003) to contract for the purpose of providing special education and/or related services to LEA students with exceptional needs;

WHEREAS, District is in need of such services, and in collaboration with Orange County Department of Education, selected Contractor to provide nonpublic, nonsectarian school/agency services;

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

Terms and Conditions. Contractor agrees to provide services as set forth in the Nonpublic, Nonsectarian School/Agency Services Master Contract and is fully incorporated in its entirety.

Fees and Expenses. In consideration for the services provided by the Contractor under this Agreement, District agrees to pay fees and expenses at the rates as set forth in Exhibit A. The total amount of services requested by District and provided by Contractor under this agreement shall be authorized by Purchase Order. This amount may be increased by mutual agreement of both parties by written agreement.

Term of Agreement. The term of this Agreement is for one year beginning July 1, 2017 through June 30, 2018.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents as designated below titled Nonpublic, Nonsectarian School/Agency Services Master Contract, 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 attached documents as if such additional terms were set forth in full herein.

☒ Master Contract ☐ 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: Capistrano Unified School District
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date : January 24, 2018

"CONTRACTOR"

By: _____
Name: Paul D. Green, MBA
Title: Contracts Coordinator
Email: paul.green@devereux.org
FEIN/SSN: _____

EXHIBIT A: RATES

CONTRACTOR

Devereux Foundation dba Devereux Florida

CONTRACTOR NUMBER

77-76422-0112599

2017-2018

(CONTRACT YEAR)

Per CDE Certification, total enrollment may not exceed _____

If blank, the number shall be as determine by
CDE Certification.

Rate Schedule. This rate schedule limits the number of LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Special education and/or related services offered by CONTRACTOR, and the charges for such educational and/or related services during the term of this contract shall be as follows:

Payment under this contract may not exceed _____

Total LEA enrollment may not exceed _____

A. Basic Education Program/Special Education Instruction

Basic Education Program/Dual Enrollment

Rate	Period
\$132.03	Day

Per diem rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted proportionally.

B. Related Services

(1)	a. Transportation – Round Trip	_____	_____
	b. Transportation – One Way	_____	_____
	c. Transportation – Dual Enrollment	_____	_____
	d. Public Transportation	_____	_____
	e. Parent*	_____	_____
(2)	a. Educational Counseling – Individual	_____	_____
	b. Educational Counseling – Group of _____	_____	_____
	c. Counseling – Parent	_____	_____
(3)	a. Adapted Physical Education – Individual	_____	_____
	b. Adapted Physical Education – Group of _____	_____	_____
	c. Adapted Physical Education – Group of _____	_____	_____
(4)	a. Language and Speech Therapy – Individual	\$68.05	Hour
	b. Language and Speech Therapy – Group of 2	_____	_____
	c. Language and Speech Therapy – Group of 3	_____	_____
	d. Language and Speech Therapy – Per diem	_____	_____
	e. Language and Speech – Consultation Rate	_____	_____
(5)	a. Additional Classroom Aide – Individual (must be authorized on IEP)	_____	_____
	b. Additional Instructional Assistant – Group of 2	_____	_____
	c. Additional Instructional Assistant – Group of 3	_____	_____
(6)	Intensive Special Education Instruction**	_____	_____
(7)	a. Occupational Therapy – Individual	\$68.05	Hour
	b. Occupational Therapy – Group of 2	_____	_____
	c. Occupational Therapy – Group of 3	_____	_____
	d. Occupational Therapy – Group of 4 - 7	_____	_____
	e. Occupational Therapy – Consultation Rate	_____	_____
(8)	Physical Therapy	\$68.05	Hour
(9)	a. Behavior Intervention – Supervision 2 : 1	\$41.64	Hour
	b. Behavior Intervention – Supervision 1 : 1	\$28.44	Hour
	c. Behavior Intervention - Supervision 1 : 2	\$15.23	Hour
(10)	Personal and Clothing Allowance	\$1.50	Day
(12)	Residential Board and Care	\$241.71	Day
(13)	Residential Mental Health Services- Related Services	\$294.52	Day



MASTER CONTRACT AGREEMENT

This MASTER CONTRACT AGREEMENT ("Agreement") is effective as of January 25, 2017 between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("LEA or District") and the contractor listed below ("Contractor")

VILLA SANTA MARIA, INCORPORATED

WHEREAS, District is authorized under California Education Code sections 56157, 56361, and 56365 et. seq. and Title 5 of the California Code of Regulations section 3000 et. seq. AB490 (Chapter 862, Statutes of 2003) to contract for the purpose of providing special education and/or related services to LEA students with exceptional needs;

WHEREAS, District is in need of such services, and in collaboration with Orange County Department of Education, selected Contractor to provide nonpublic, nonsectarian school/agency services;

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

Terms and Conditions. Contractor agrees to provide services as set forth in the Nonpublic, Nonsectarian School/Agency Services Master Contract and is fully incorporated in its entirety.

Fees and Expenses. In consideration for the services provided by the Contractor under this Agreement, District agrees to pay fees and expenses at the rates as set forth in Exhibit A. The total amount of services requested by District and provided by Contractor under this agreement shall be authorized by Purchase Order. This amount may be increased by mutual agreement of both parties by written agreement.

Term of Agreement. The term of this Agreement is for one year beginning July 1, 2017 through June 30, 2018.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents as designated below titled Nonpublic, Nonsectarian School/Agency Services Master Contract, 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 attached documents as if such additional terms were set forth in full herein.

[☒] Master Contract [☐] 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: Capistrano Unified School District
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date : January 24, 2018

"CONTRACTOR"

By: _____
Name: Joseph J. McGuill
Title: CEO
Email: attachkids@aol.com
FEIN/SSN: _____

EXHIBIT A: RATES

CONTRACTOR

Villa Santa Maria, Inc.

CONTRACTOR NUMBER

77-76422-6131247

2017-2018

(CONTRACT YEAR)

Per CDE Certification, total enrollment may not exceed _____

If blank, the number shall be as determine by
CDE Certification.

Rate Schedule. This rate schedule limits the number of LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Special education and/or related services offered by CONTRACTOR, and the charges for such educational and/or related services during the term of this contract shall be as follows:

Payment under this contract may not exceed _____

Total LEA enrollment may not exceed _____

A. Basic Education Program/Special Education Instruction

Basic Education Program/Dual Enrollment

Rate	Period
\$149.75	Day

Per diem rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted proportionally.

B. Related Services

(1)	a. Transportation – Round Trip	_____	_____
	b. Transportation – One Way	_____	_____
	c. Transportation – Dual Enrollment	_____	_____
	d. Public Transportation	_____	_____
	e. Parent*	_____	_____
(2)	a. Educational Counseling – Individual	_____	_____
	b. Educational Counseling – Group of _____	_____	_____
	c. Counseling – Parent	_____	_____
(3)	a. Adapted Physical Education – Individual	_____	_____
	b. Adapted Physical Education – Group of _____	_____	_____
	c. Adapted Physical Education – Group of _____	_____	_____
(4)	a. Language and Speech Therapy – Individual	\$110.00	Hour
	b. Language and Speech Therapy – Group of 2	_____	_____
	c. Language and Speech Therapy – Group of 3	_____	_____
	d. Language and Speech Therapy – Per diem	_____	_____
	e. Language and Speech – Consultation Rate	_____	_____
(5)	a. Additional Classroom Aide – Individual (must be authorized on IEP)	_____	_____
	b. Additional Instructional Assistant – Group of 2	_____	_____
	c. Additional Instructional Assistant – Group of 3	_____	_____
(6)	Intensive Special Education Instruction**	_____	_____
(7)	a. Occupational Therapy – Individual	\$110.00	Hour
	b. Occupational Therapy – Group of 2	_____	_____
	c. Occupational Therapy – Group of 3	_____	_____
	d. Occupational Therapy – Group of 4 - 7	_____	_____
	e. Occupational Therapy – Consultation Rate	_____	_____
(8)	Physical Therapy	_____	_____
(9)	a. Behavior Intervention	_____	_____
	b. Behavior Intervention – Supervision	_____	_____
	Provided by: _____	_____	_____
(10)	Nursing Services	_____	_____
(12)	Residential Board and Care	_____	_____
(13)	Residential Mental Health Services	_____	_____

*Parent transportation reimbursement rates are to be determined by the LEA.

**By credentialed Special Education Teacher.



CAPISTRANO UNIFIED SCHOOL DISTRICT
33122 Valle Road
San Juan Capistrano, CA 92675

FIELD SERVICES AGREEMENT

THIS CONTRACT is made and entered into this 25th day of January, 2018 by and between KNORR SYSTEMS, INCORPORATED, hereinafter called the CONTRACTOR, and CAPISTRANO UNIFIED SCHOOL DISTRICT, hereinafter called the DISTRICT.

The CONTRACTOR and the DISTRICT do hereby contract and agree as follows:

1. The Contractor shall furnish the District for an amount estimated to be \$ 17,895.57 the following:

Provide labor and materials on the installation of a new mechanical room control system, including the removal & disposal of existing chemical & filter controllers at Tesoro High School pool.

As described in the attached Exhibit A.

2. The term of the Contract shall begin on December 8, 2017 and end upon completion.
3. Payment schedule: Payment is to be made upon satisfactory completion of and acceptance of work as well as receipt of labor and material releases and invoice.
4. Inspection shall be performed by the Director of Maintenance & Operations or Designee on behalf of District, who will, if appropriate, recommend acceptance to the Board of Trustees.
5. This contract includes the attached General Conditions which are incorporated herein by reference. Contractor, by executing this contract, agrees to comply with each and every such term and condition.
6. Contractor shall guarantee all labor and materials used in the performance of this contract for a period of 365 days (1 year) from the date of acceptance by District.

7. This Contract includes all Contract Documents as indicated below:

- ☒ W-9 Request for Taxpayer Identification Number and Certification
- ☒ Quote/Proposal, dated September 27, 2017
- ☒ Plans and Specifications/Scope of Work
- ☒ Worker's Compensation Certificate
- ☒ Purchase Order Number L68P3065
- ☒ Liability Insurance Certificate
- ☒ Guarantee
- ☒ Certification by Contractor of Criminal Records Check
- ☒ Contractor's Certificate Regarding Non-Asbestos Containing Materials
- ☐ Payment Bond\$ _____
- ☐ Faithful Performance Bond \$ _____
- ☒ California State Contractor's License Number 562312
- ☒ Drug-Free Workplace Certification
- ☒ Tobacco Use Policy
- ☒ DIR Registrations No. 1000004538
- ☐ Other _____

8. IN WITNESS WHEREOF, said parties have executed this Contract as of the date first written above.

CAPISTRANO UNIFIED SCHOOL DISTRICT

CONTRACTOR:

By: _____
SignatureBy: _____
SignatureLynh N. Rust
Print NameArthur Lawrence Knorr
Print NameExecutive Director, Contracts & Purchasing
TitleRMO /CEO /PRES
Title

Board Approval Date: January 24, 2018

562312Contractor's License No.
95-3253963Tax ID/Social Security No.

(Corporate Seal, if Incorporated)

Field Service Agreement
Capistrano Unified School District

GENERAL CONDITIONS

The following is part of and attachment to the Capistrano Unified School District "Field Services Contract".

1. **EQUIPMENT AND LABOR:** Contractor shall furnish all labor, materials and equipment necessary to complete the project in accordance with the approved plan and/or specifications. Where practical, "Standard Specifications for Public Works Construction" will apply.
2. **DEFAULT BY CONTRACTOR:** Failure to comply with any of the terms and/or conditions of this contract shall constitute default by the Contractor.
3. **FORCE MAJEURE CLAUSE:** Parties to the contract shall be excused from performance thereunder during the time and to the extent that they were prevented from obtaining or performing by act of "God, fire, strike, loss" or shortage of transportation facilities, lockout, or commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to District, provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.
4. **PROVISIONS REQUIRED BY LAW:** Each and every provision of law and clause required to be inserted in the 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.
5. **SUBCONTRACTORS:** Subcontractors, if any, engaged by the Contractor shall be subject to the approval of the District, Contractor shall be held responsible for all operations of the subcontractors and shall require them to maintain adequate California Worker's Compensation and appropriate liability insurance.
6. **SENATE BILL 854:** Contractor and all subcontractors, if any, shall comply with all applicable provisions of Senate Bill 854 (Stats. 2014, Cir. 28) effective June 20, 2014.
7. **PREVAILING WAGE RATES:** Contractor and subcontractor shall adhere to the prevailing wage rate, and all applicable determinations made by the Director of Industrial Relations pursuant to California Labor Code.
8. **APPRENTICEABLE OCCUPATIONS:** Contractor shall be responsible for compliance with Labor Code for all apprenticeship occupations.
9. **PAYROLL RECORDS:** Contractor and subcontractor shall keep accurate payroll records, showing the name, address, social security number, work week and the actual per diem wages paid to each journeyman, apprentice, worker or other employee employed by Contractor, in connection with the public work.
10. **COMPLIANCE WITH SAFETY REGULATIONS:** It shall be the responsibility of the Contractor to perform all activities incident to this project in a manner consistent with applicable safety standards and to insure that all completed and in process work satisfies safety standards. Contractor is also responsible for obtaining District's rules and regulations pertaining to safety and security, including driving on school grounds, particularly when children are present.
11. **PROTECTION OF WORK AND PROPERTY:** Contractor shall erect and properly maintain at all times, as required by conditions and progress of work, all necessary safeguards, signs, barriers, lights, and watchmen for protection of workers and the public and shall post danger signs warning against hazards created by such features in the course of construction. In an emergency affecting life and safety of life, work of adjoining property, Contractor, without special instruction or authorization from District, is hereby permitted to act to prevent such threatened loss or injury.
12. **ASBESTOS:** Contractor shall not use or allow any subcontractor to use any materials containing asbestos.

13. **HAZARDOUS MATERIAL AND MATERIAL SAFETY DATA SHEETS:** In the event the Contractor encounters (during the scope of work as specified by individual contract or specifications), material believed to be asbestos, polychlorinated biphenyl (PCB), or any other identified or non-identified potentially hazardous material (which has not been rendered harmless and is labeled as such), Contractor shall immediately stop work in the area affected and report the condition to the District.

14. **HOLD HARMLESS:** Contractor agrees to and shall defend, indemnify and hold harmless the District, its Governing Board, officers, agents, employees and volunteers from all claims, including active and passive claims, losses, costs, attorney fees and expenses arising out of any liability or claim of liability for personal injury, bodily injury to persons or death, furnishing or use of any copyrighted or uncopyrighted matters or patented invention, contractual liability, and damage to property sustained or claimed to have been sustained arising out of activities/services provided by Contractor or its subcontractors, whether authorized by this Agreement or not. Contractor further agrees to waive all rights of subrogation against the District. The provisions of this article do not apply to any damage or losses caused solely by the gross negligence or willful misconduct of District or any of its agents or employees.

15. **INSURANCE:**

A. Insurance Requirements.

Before the commencement of the work, the Contractor shall purchase from and maintain in a company or companies lawfully authorized to do business in California with a financial rating of at least an A-VIII status as rated in the most recent edition of Best's Insurance Reports or as amended by the Supplementary General Conditions, such insurance as will protect the District from claims set forth below, which may arise out of or result from the Contractor's work under the Contract and for which the Contractor may be legally liable, whether such work are by the Contractor, by a Subcontractor, by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Any required insurance shall not contain any exclusion that applies to the type of work performed by the Contractor under the Contract Documents:

- (1) Claims for damages because of bodily injury, sickness, disease, or death of any person District would require indemnification and coverage for employee claim;
- (2) Claims for damages insured by usual personal injury liability coverage, which are sustained by a person as a result of an offense directly or indirectly related to employment of such person by the Contractor or by another person;
- (3) Claims for damages because of injury or destruction of tangible property, including loss of use resulting therefrom, arising from operations under the Contract Documents;
- (4) Claims for damages because of bodily injury, death of a person, or property damage arising out of the ownership, maintenance, or use of a motor vehicle, all mobile equipment, and vehicles moving under their own power and engaged in the work;
- (5) Claims involving contractual liability applicable to the Contractor's obligations under the Contract Documents, including liability assumed by and the indemnity and defense obligations of the Contractor and the Subcontractors;
- (6) Claims involving Completed Operations, Independent Contractors' coverage, and Broad Form property damage, without any exclusions for collapse, explosion, demolition, underground coverage, and excavating (XCU); and
- (7) Claims involving sudden or accidental discharge of contaminants or pollutants.

B. Specific Insurance Requirements. Contractor shall take out and maintain and shall require all subcontractors, if any, whether primary or secondary, to take out and maintain:

- (1) Comprehensive General Liability Insurance with a combined single limit per occurrence of not less than \$2,000,000.00 or Commercial General Liability Insurance which provides limits of not less than:
 - (a) Per occurrence (combined single limit) \$1,000,000.00
 - (b) Project Specific Aggregate (for this project only) \$1,000,000.00
 - (c) Products and Completed Operations (aggregate) \$1,000,000.00
 - (d) Personal and Advertising Injury Limit \$1,000,000.00
- (2) Insurance Covering Special Hazards

The following special hazards shall be covered by riders or riders to above mentioned public liability

insurance or property damage insurance policy or policies of insurance, in amounts as follows:

- (a) Automotive and truck where operated in amounts \$1,000,000.00
 - (b) Material Hoist where used in amounts \$1,000,000.00
 - (c) Explosion, Collapse and Underground (XCU) \$1,000,000.00
 - (d) Hazardous materials \$1,000,000.00
- (3) In addition, provide Excess Liability Insurance coverage in the amount of Two Million Dollars (\$2,000,000.00).

C. Subcontractor Insurance Requirements. The Contractor shall require its Subcontractors to take out and maintain public liability insurance and property damage insurance required under this Agreement in like amounts. A “claims made” or modified “occurrence” policy shall not satisfy the requirements of this section without prior written approval of the District.

D. Additional Insured Endorsement Requirements. The Contractor shall name, on any policy of insurance required under these articles, the District, Construction Manager (if any), Architect, Inspector, the State of California, their officers, employees, agents, volunteers and independent contractors as additional insureds. Subcontractors shall name the Contractor, the District, Architect, Inspector, the State of California, their officers, employees, agents, volunteers and independent contractors as additional insureds. The Additional Insured Endorsement included on all such insurance policies shall be an ISO CG 20 10 (04/13), or an ISO CG 20 38 (04/13), or their equivalent as determined by the District in its sole discretion, and must state that coverage is afforded the additional insured with respect to claims arising out of operations performed by or on behalf of the insured. If the additional insureds have other insurance which is applicable to the loss, such other insurance shall be on an excess or contingent basis. The insurance provided by the Contractor pursuant to Article 18.A must be designated in the policy as primary to any insurance obtained by the District. The amount of the insurer’s liability shall not be reduced by the existence of such other insurance.

E. Workers’ Compensation Insurance. During the term of this Contract, the Contractor shall provide workers’ compensation insurance for all of the Contractor’s employees engaged in work under this Contract on or at the Site of the Project and, in case any of the Contractor’s work is subcontracted, the Contractor shall require the Subcontractor to provide workers’ compensation insurance for all the Subcontractor’s employees engaged in work under the subcontract. Any class of employee or employees not covered by a Subcontractor’s insurance shall be covered by the Contractor’s insurance. In case any class of employees engaged in work under this Contract on or at the Site of the Project is not protected under the Workers’ Compensation laws, the Contractor shall provide or cause a Subcontractor to provide adequate insurance coverage for the protection of those employees not otherwise protected. The Contractor shall file with the District certificates of insurance as required under Article 18.J and in compliance with Labor Code section 3700. Workers’ compensation limits as required by the Labor Code, but not less than \$1,000,000 and employers’ liability limits of \$1,000,000 per accident for bodily injury or disease.

F. Builder’s Risk/ “All Risk” Insurance. The Contractor, during the progress of the work and until final acceptance of the work by District upon completion of the entire Contract, shall maintain Builder’s Risk, Course of Construction or similar first party property coverage issued on a replacement cost value basis consistent with the total replacement cost of all insurable work and the Project included within the Contract Documents. Coverage is to insure against all risks of accidental direct physical loss, and must include, by the basic grant of coverage or by endorsement, the perils of vandalism, malicious mischief (both without any limitation regarding vacancy or occupancy), fire, sprinkler leakage, civil authority, sonic boom, earthquake, flood, collapse, wind, lightning, smoke and riot. The coverage must include debris removal, demolition, increased costs due to enforcement of building ordinance and law in the repair and replacement of damage and undamaged portions of the property, and reasonable costs for the Architect’s and engineering services and expenses required as a result of any insured loss upon the work and Project which is the subject of the Contract Documents, including completed work and work in progress, to the full insurable value thereof. Such insurance shall include the District and the Architect as additional named insureds, and any other person with an insurable interest as designated by the District.

The Contractor shall submit to the District for its approval all items deemed to be uninsurable. The risk of the damage to the work due to the perils covered by the “Builder’s Risk/All Risk” Insurance, as well as any other hazard which might result in damage to the work, is that of the Contractor and the Surety, and no Claims for such loss or damage shall be recognized by the District nor will such loss or damage excuse the complete and satisfactory

performance of the Contract by the Contractor.

G. **Fire Insurance.** Before the commencement of the work, the Contractor shall procure, maintain, and cause to be maintained at the Contractor's expense, fire insurance on all work subject to loss or damage by fire. The amount of fire insurance shall be sufficient to protect the Project against loss or damage in full until the work is accepted by the District. This requirement may be waived upon confirmation by the District that such coverage is provided under the Builder's Risk Insurance being provided.

H. **Automobile Liability.** The District, Architect and Construction Manager (if any), Inspectors, their directors, officers, employees, agents and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Contractor or for which the Contractor is responsible. Such insurance coverage shall be primary and non-contributory insurance as respects the District, Architect, Construction Manager (if any), Project Inspector, their directors, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, Architect, Construction Manager (if any), Project Inspector, their directors, officers, employees, agents and volunteers shall be excess of the Contractor's insurance and shall not be called upon to contribute with it. The insurer shall agree to waive all rights of subrogation against the District, Architect, Construction Manager (if any), Project Inspector, their directors, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy that arise from work performed by the Contractor. Insurance Services Office Business Auto Coverage Form Number CA 0001, Code 1 (any auto) is required. Comprehensive Automobile Liability insurance is to include all autos, owned, non-owned, and hired, with limits of \$1,000,000 per accident for bodily injury and property damage.

I. **Other Insurance.** The Contractor shall provide all other insurance required to be maintained under applicable laws, ordinances, rules, and regulations.

J. **Proof of Insurance.** The Contractor shall not commence work nor shall it allow any Subcontractor to commence work under this Contract until all required insurance and certificates have been obtained and delivered in duplicate to the District for approval subject to the following requirements:

(1) Certificates and insurance policies shall include the following clause:

"This policy and any coverage shall not be suspended, voided, non-renewed, canceled, or reduced in required limits of liability or amounts of insurance or coverage until notice has been mailed via certified mail to the District. Date of cancellation or reduction may not be less than thirty (30) days after the date of mailing notice."

(2) Certificates of insurance shall state in particular those insured, the extent of insurance, location and operation to which the insurance applies, the expiration date, and cancellation and reduction notices.

(3) Certificates of insurance shall clearly state that the District and the Architect are named as additional insureds under the policy described and that such insurance policy shall be primary to any insurance or self-insurance maintained by District.

(4) The Contractor and its Subcontractors shall produce a certified copy of any insurance policy required under this Section upon written request of the District.

K. **Compliance.** In the event of the failure of any contractor to furnish and maintain any insurance required by this Article, the Contractor shall be in default under the Contract. Compliance by Contractor with the requirement to carry insurance and furnish certificates or policies evidencing the same shall not relieve the Contractor from liability assumed under any provision of the Contract Documents, including, without limitation, the obligation to defend and indemnify the District and the Architect.

L. **Waiver of Subrogation.** Contractor waives (to the extent permitted by law) any right to recover

against the District for damages to the work, any part thereof, or any and all claims arising by reason of any of the foregoing, but only to the extent that such damages and/or claims are covered by property insurance and only to the extent of such coverage (which shall exclude deductible amounts) by insurance actually carried by the District.

The provisions of this Section are intended to restrict each party to recovery against insurance carriers only to the extent of such coverage and waive fully and for the benefit of each, any rights and/or claims which might give rise to a right of subrogation in any insurance carrier. The District and the Contractor shall each obtain in all policies of insurance carried by either of them, a waiver by the insurance companies thereunder of all rights of recovery by way of subrogation for any damages or claims covered by the insurance.

16. WORKERS:

A. Contractor shall at all times enforce strict discipline and good order among Contractor's employees. Contractor and subcontractor shall not employ any person or anyone not skilled (or unfit, unqualified), in assigned work.

B. Any person in the employ of the Contractor, whom the District may deem incompetent or unfit, shall be dismissed from the work and shall not again be employed on the project except with written consent of the District.

17. FINGERPRINTS: Contractor shall comply with the fingerprinting and criminal background investigation requirements of the California Education Code. Contractor shall comply with all the California Department of Justice fingerprinting requirements.

18. SUPERVISION: Contractor shall provide competent supervision of personnel employed on the job, use of equipment, and quality of workmanship.

19. CONTRACTOR NOT OFFICER, EMPLOYEE OR AGENT OF DISTRICT: While engaged in carrying out the terms and conditions of the Contract, Contractor is an independent contractor and not an officer, employee or agent of District, by direction or inference.

20. PERMITS AND LICENSES: Contractor shall be responsible for acquiring all necessary permits and shall secure and maintain in force such licenses and permits as required by law in connection with the project, including, but not limited to, registration required under SB854.

21. ACCESS TO WORK: District representatives shall at all time have access to work, wherever it is, in preparation or in progress. Contractor shall provide safe and proper facilities for such access.

22. OCCUPANCY: District reserves the right to occupy buildings or facilities at any time before contract completion. Such occupancy shall not constitute final acceptance of any part of work covered by this contract nor shall such occupancy extend the specified date for completion.

23. CHANGES: No changes or alterations to this contract shall be made without specific prior written approval by District.

24. ASSIGNMENT: No assignment of this Contract shall be made without the prior written approval of District.

25. WARRANTY: Contractor will be required to warranty all work and equipment supplied in the contract for a minimum one year period from date of final acceptance.

26. BRAND OR TRADE NAMES: Attention of the Contractor is directed to the Government Code, which must be complied with as to brand or trade name products. Whenever in the specifications brand or trade name products are specified in writing, the words 'or approved equal' are to be assumed included. Exact compliance with specified brand or trade name products is required unless the District issues a written amendment. All requests to substitute must be in writing directed to the District's applicable representative. Contractor must provide for District's approval, the brand name, model number (including drawings and specifications) or other relative

information on any proposed product or equipment to be supplied by the Contractor.

27. **PAYMENT:** Payment for work will be made in a lump sum upon acceptable completion (unless specified otherwise by agreement in writing or under special conditions in writing) and approval by the District.
28. **ANTI-DISCRIMINATION:** It is the policy of the Capistrano Unified School District Board of Trustees that in connection with any and all work and/or services performed under Public Works and Construction contracts, there will be no discrimination against any employee, company or individual or group of individuals, because of race, color, ancestry, sex, age, national origin, or religious belief. Therefore, the Contractor agrees to comply with applicable Federal and California laws including, but not limited to, California Fair Employment Practice Act, and/or Labor Code, or any code where anti-discrimination language occurs. In addition, Contractor agrees to require like compliance by all subcontractors.
29. **CLEAN UP:** Debris shall be regularly removed from the premises. The job site shall be free of any and all debris at all times when work is not actually being performed. Upon completion, all debris and containers shall be removed and the work site left clean.



PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of January 25, 2018 ("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".

AW INDUSTRIES

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 **\$39,200.00** 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.

Capistrano Unified School District

By: _____
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date : January 24, 2018

Contractor

Signature: _____
Name: Adam Watson
Title: Vice President
Address: 21290 Clear Haven
Yorba Linda, Ca. 92886
Email Address: awindustries@sbcglobal.net
FEIN: _____

PROPOSAL FOR PROJECT INSPECTION OF OFF SITE SHOP ELEVATOR FABRICATION

SCHOOL DISTRICT: Capistrano Unified School District

INSPECTORS: Class 1 DSA IOR & AWS CWI

PROJECT: Tesoro High School Elevator in shop fabrication

DURATION: 8 weeks

RATE: Class 1= 8 weeks 320 hours \$85.00/hr \$27,200.00
AWS CWI 4 weeks 160 hours \$75.00/hr \$12,000.00

TOTAL ESTIMATE: 480 Hours \$39,200.00

Hours will be approved by District on time sheets.

PROJECT INSPECTOR AGENCY AGREEMENT AND CONTRACT DUTIES:

1. AW Industries, agrees to provide for continuous inspection of work for compliance with approved contract documents. Project Inspector duties as outlined in Title 24, Part 1, Chapter 4, Sections 4-333 thru 4-342 California Code of Regulations, including DSA Interpretive Regulations A-6, A-7, A-8, and as incorporated in the following paragraphs.
2. Represent the District under the guidance of the designee of the District Representative. Attend all planning, pre-construction conference, project meetings, or meetings as required by the District.
3. Monitor and observe all Special Inspections performed by the Districts contracted Testing Lab as required by the Testing and Inspections Sheet and as outlined in the Project Specifications. AW Industries shall assist in minimizing unnecessary costs for testing where possible.
4. The District & the Inspector, AW Industries shall each defend and hold harmless each other against any losses, liabilities, damages, injuries, claims, costs, or expenses arising out of, or connected with the provisions of this agreement and the contract documents.

5. The Agreement shall begin upon written notice by a representative of the District and remain in effect continuously until project closeout, unless terminated in writing. The anticipated duration of the project shall be 15 months. Contract is intended to be an agency agreement and may be terminated in 15 days by either party with or without cause. This Agency Agreement shall be assignable to other schools within the District, and shall apply to other Inspectors as requested and approved by the District. The District shall not employ, contract, or engage in business or mutually beneficial relationships with Inspectors introduced to the District thru AW Industries, for a period of two (2) years after the dissolution of any contracts thru AW Industries, unless permission is granted prior to such relationships.
6. AW Industries, shall maintain in effect a 1 million dollar General Liability insurance policy. District requests for additional insurances shall be paid additionally by the District at current market rates.
7. Capistrano Unified School District agrees to pay AW Industries the cost of project services billed at the rate as outlined in the fee schedule within 30 working days of receipt of invoice. The District shall provide all utility lines, office space and furniture per the project specifications. AW Industries shall provide to the District at the end of the project all project documentation in a professional format.
8. District shall be billed in (8) hour increments per day for the first (8) hours. Regular hourly rates are charged during normal weekday construction hours. Overtime rates at 1.5 times the regular rates will be charged for work performed outside normal construction hours and all day Saturdays. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day or on Sundays and holidays. When an IOR is on vacation or unable to be at the project for reasons beyond his reasonable control, a DSA certified Project Manager will be assigned to oversee the project, and shall be responsible for the accurate reporting of all activities to the Inspector of Record. Hours billed for inspection services shall include only hours worked in support of the project. IOR may work as many projects as reasonable during the eight-hour billing increment. Other billing arrangements may be as agreed in writing by the District.
9. Administration services for preparation and submittal of monthly reports, paperwork, safety / job orientation, office management, project coordination and other job related clerical task will be billed in (2) hour increments per week.

Adam Watson

Adam Watson – AW Industries

Representative – Capistrano Unified School District



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of January 25, 2018 ("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".

DISCOVERING SCIENCE

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: **\$12,600.00** 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 : January 24, 2018

Contractor

Signature: _____
Name: Kevin Fogg
Title: Program Director
Address: 5362 Westmoreland Dr.
Yorba Linda, CA 92886
Email Address: kevin@discoveringscience.com
FEIN: _____



DISCOVERING SCIENCE

TRAVELING EXHIBIT

DISCOVERING SCIENCE

5362 Westmoreland Dr. Yorba Linda, CA 92886 (714) 758-5837

www.discoveringscience.com

INVOICE & CONTRACT

Bill To

George White Elementary School
25422 Chapparosa Park Rd
Laguna Niguel, CA 92677

Invoice Number	198896
Invoice Date	10/17/17
Customer ID	00117

Qty	Description of Services	Days	Price	Total
	DISCOVERING SCIENCE Science Specialist Program			
120	SCIENCE SPECIALISTS. \$105.00 Per Hands-On Lesson For Grades 1-5 at George White Elementary School 8 SESSIONS. 15 LESSONS per SESSION 2017-2018 School Year		\$105.00	\$12,600.00
	Price adjusted to compensate for combined (extra large) classes.			
			Sub Total	\$12,600.00
			Tax	N/A
			Travel Fee	N/A
			Total	\$12,600.00
			Deposit Due	N/A
			Balance Due	\$12,600.00

Please Make Check Payable To "Discovering Science"



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of January 25, 2018 ("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".

LEADERSHIP ASSOCIATES, LLC

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: **\$80,600.00** 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 : January 24, 2018

Contractor

Signature: _____
Name: Linda Hunt
Title: Partner/Office Administrator
Address: 50855 Washington St. #C-205
La Quinta, Ca. 92253
Email Address: lhunt@leadershipassociates.org
FEIN: _____



EXHIBIT A

LEADERSHIP ASSOCIATES, LLC
50-855 Washington Street #C-205
La Quinta, CA 92253
Phone (760) 771-4277

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made this **October 2017** between **LEADERSHIP ASSOCIATES**, hereinafter called the Contractor, and **CAPISTRANO UNIFIED SCHOOL DISTRICT** hereinafter called the District.

The Contractor agrees to perform services for the District as follows:

The Contractor will provide services during the 2017-18 school year as delineated in the attached Scope of Work.

The District agrees to pay the Contractor an amount **not to exceed EIGHTY THOUSAND, SIX HUNDRED DOLLARS (\$80,600)** for services provided. The Contractor will submit quarterly invoices to the District. Payments are due within 30 days of receipt of invoice.

Contractor agrees to hold harmless and indemnify the District, its officers, agents, and employees with respect to all damages, costs, expenses or claims, in law or in equity, arising or asserted because of injuries to or death of person or damage to, destruction, loss, or theft of property arising out of faulty performance of the services to be performed by Contractor hereunder.

It is expressly understood and agreed to by both parties hereto that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent, or employee of the aforesaid District. Either party may terminate this agreement by providing the other party with ten (10) days written notice. Upon such termination, fees will be determined on a pro rata basis.

Leadership Associates does not participate in a California public pension system. Leadership Associates and the District understand that the work/services provided should not be considered creditable toward the STRS earnings limit as the work is not normally performed by employees of the District and requires less than 24 months (496 business days). REF. CA Education Code § 26135.7 (2014)

CONTRACTOR:
LEADERSHIP ASSOCIATES, LLC
Taxpayer ID#: 68-038 3653

DISTRICT:
CAPISTRANO UNIFIED SCHOOL DISTRICT

By 

By _____

Name Linda Hunt, Partner/Office Administrator

Name _____

Date October 2017

Date _____



SCOPE OF WORK
 Capistrano Unified School District
 2017-2018

The Scope of Work describes the responsibilities and commitments of
 Leadership Associates and Capistrano Unified School District

These tasks will be performed from July 2017 through June 2018 at a cost not to exceed \$80,600

Consultant/Services	Days
<u>Assistant Superintendent, Human Resources</u> <ul style="list-style-type: none"> • Provide support and advisement for Assistant Superintendent of Human Resources • Follow-up on both strategies and progress in building “smart and healthy” leadership teams throughout the district • Support the development of communication strategies with all principals • Provide advisement on issues related to budget, staffing and negotiations 	10 Days
<u>Associate Superintendent, Educational Services</u> <ul style="list-style-type: none"> • Provide support and advisement to the Associate Superintendent of Educational Services • Follow-up on both strategies and progress in building “smart and healthy” leadership teams throughout the district • Support the development of communication strategies with all principals • Serve as a thinking partner on school and classroom visits as a way to build relationships in the district, provide clarity, and strengthen the selected areas of focus for teaching and learning 	10 Days
<u>Associate Superintendent, Student Support Services</u> <ul style="list-style-type: none"> • Provide support and advisement to the Associate Superintendent of Pupil Services • Follow-up on both strategies and progress in building “smart and Healthy” leadership teams throughout the district • Support the development of communication strategies with all principals • Provide advisement on issues related to budget and staffing as it relates to special education 	10 Days
<u>Superintendent</u> <ul style="list-style-type: none"> • Provide support and advisement for the superintendent on an as needed basis including areas such as governance protocols and policies • Follow-up on both strategies and progress in building a “smart and healthy” 	10 Days

leadership team with a special emphasis on coherence and clarity with the cabinet	
<u>Cabinet and Extended Cabinet Workshops</u> <ul style="list-style-type: none"> Provide two half-day workshops for each group (four workshops) on the principles of developing a “smart and healthy” organization. Outcomes for each of these workshops will be determined by the Cabinet and workshop facilitators 	12 Days
TOTAL	52 Days



PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of January 25, 2018 ("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".

ROBERT GRAY PSYCHOLOGIST, APC dba NEUROBEHAVIORAL HEALTH OF SOUTHERN CALIFORNIA

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 **\$3,500.00** in the aggregate under term of this Agreement.

Term of Agreement. The term of this base Agreement is for **December 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.

Capistrano Unified School District

By: _____
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date : January 24, 2018

Contractor

Signature: _____
Name: Robert Gray
Title: Director – Pediatric Neuropsychological Services
Address: 15644 Pomerado Rd., Suite 305
Poway, Ca. 92064
Email Address: rgray@anhsocal.com
FEIN: _____



Orange County
26440 La Alameda, suite 220
Mission Viejo, CA 92691

San Diego County
15644 Pomerado Rd, Suite 305
Poway, CA 92064

Phone: 858.693.3113
Fax: 858.312.8460
Web: www.anhsocal.com

PATIENT AND FAMILY INFORMATION

Thank you for providing the neuropsychologists at Advanced Neurobehavioral Health of Southern California (ANH) with the opportunity to assist in your child's care. This document is designed to inform you about some important policies and procedures of the evaluation process.

Description of Neuropsychological Services

Our clinicians provide comprehensive outpatient evaluation services for individuals from infancy through young adulthood, who may be experiencing a broad range of developmental, attention, learning, cognitive, emotional and behavioral difficulties. As clinicians who have completed formalized specialization in pediatric neuropsychology, they employ knowledge of the developing brain and its relationship to cognition and behavior in the evaluation and treatment of children and adolescents, and they are trained to utilize specialized testing procedures to diagnose and describe the cognitive and behavioral problems of the developing child as related to their neurological status. The goal is to integrate multiple sources of information using neuropsychological principles in order to identify and describe each child's unique profile of cognitive, academic, and emotional strengths and weaknesses. This information provides a guide for generating appropriate recommendations for the home, school and community settings.

There are 3 stages of the evaluation process (intake, evaluation, and feedback). Once you have contacted our office, we will schedule an initial intake meeting lasting for one hour, during which we will discuss and clarify your primary concerns. If a neuropsychological evaluation is indeed appropriate for your child's needs, we will proceed to schedule the evaluation date within the next 1-2 weeks. Please be aware that:

1. Prior to the evaluation date, parents may be asked to complete preliminary forms and return them by mail or fax. Your clinician may provide you with teacher rating scales, which can be completed by your child's teacher and returned to the clinic.
2. Prior to the evaluation date, a review of medical and school records will be completed.
3. On the day of the evaluation, administration of standardized individual tests and parent rating scales will be completed. You can expect that the evaluation day will last from 8:30am until approximately 2-3pm depending on the age of your child. Occasionally, a child may be unable to complete appropriate testing in one session and a second session may need to be scheduled. Further parent interviews may also be completed on the day of the evaluation. We will break for a 45-minute to 1-hour lunch period.
4. Approximately 2-3 weeks after testing has been completed, a one-hour interpretive/feedback conference will be scheduled to discuss test results and recommendations.
5. Your clinician will prepare a comprehensive report, describing your child's unique strengths and weaknesses along with detailed recommendations to address referral concerns. This report will be provided to you on the day of the feedback session or may be mailed to parents after the feedback conference.

Parent/Caretaker Availability

Please note that we require that a parent or caretaker remain in the waiting room for the duration of our evaluation with your child. This ensures that a parent or caretaker is available for the child during breaks and to assist in the event of any potential emergency.

Professional Qualifications

The neuropsychologists at ANH have received doctoral degrees in school or clinical psychology, and they have completed one-year internships and two-year post-doctoral fellowships in pediatric neuropsychology. In addition, some of our clinicians have been awarded Diplomate status in Clinical Neuropsychology (ABPP-CN) through the American Board of Clinical Neuropsychology and American Board of Professional Psychology. All our clinicians are licensed to practice in the state of California.

CLINIC POLICIES**Availability**

Messages can be left for your clinician at the central line for Advanced Neurobehavioral Health (858) 693-3113. We strive to return all calls within 24 hours. When you call, please leave the optimal times when you can be reached. Please note that matters requiring extended clinical discussion will require scheduling an appointment with the clinician. In an emergency, you should call 911.

Email Policy - Patient Guidelines and Consent for Use of Email Communications

To better serve our patients, we utilize email for routine matters such as scheduling, billing inquiries, and providing intake forms for you to print and complete offline. As there is some risk that any protected health information contained in such email may be disclosed to, or intercepted by, unauthorized third parties, we will use the minimum necessary amount of protected health information to complete routine matters. If you would like to discuss clinical matters or require more urgent attention, the email medium is not appropriate and we recommend that you contact us by phone. Email is not a secure medium and therefore we will not send or ask for any private/protected health care information via email. If your message is of a confidential nature and you have privacy concerns, please call instead of using email. If you choose to send confidential information by email, you are doing so at your own risk.

Patient and Parent Rights

You are entitled to know the results of your child's tests, as well as our diagnoses and recommendations. You have the right to confidential services as described below. You have the right to withdraw from an evaluation or treatment at any time. You have the right to ask questions about any psychological or neuropsychological services provided. If you believe your rights have been violated or that you have been otherwise mistreated by a psychologist, you may file a formal complaint with the California State Board of Psychology.

Confidentiality

Except under specific circumstances, information gathered from you and your child during the course of the evaluation is privileged and will be held in strict confidence. Your clinician will only share information regarding a child if he/she have obtained an authorization for the release of information to other agencies signed by the parent or legal guardian. You should be aware that exceptions to confidentiality include:

1. If the parent of a child or the child is believed to be potentially harmful to him/herself or someone else, confidentiality may be broken in order to protect people from imminent physical or psychological danger.
2. If there is known or suspected neglect, physical or sexual abuse of a child or vulnerable adult, our clinicians are mandated by law to report such concerns to appropriate social services and/or legal authorities.
3. If a court of law issues a subpoena, a psychologist may be required to provide the information

- specified in the subpoena.
4. In the event of a client's death, the spouse or parents of a deceased client have a right to access their child or spouse's records.
 5. Professional misconduct by a health care professional must be reported by other health care professionals, so long as reporting does not violate patient confidentiality. In cases in which a professional or legal disciplinary meeting is being held regarding the health care professional's actions, related records may be released in order to substantiate disciplinary concerns.
 6. Parents or legal guardians of nonemancipated minor clients have the right to access the client's records.

Protected Health Information

We are committed, whenever possible, to keep the health/mental health information contained in your record private. Please review the Notice of Privacy Practices for more information.

Supervision of Psychological Associates

Our clinicians are actively involved in the training and supervision of new professionals including graduate students, predoctoral interns, or postdoctoral fellows. A trainee with extensive testing experience may be involved in some aspect of the evaluation of your child, but as licensed supervising psychologists, our clinicians will remain responsible for all aspects of the evaluation, including selection, interpretation, and reporting of psychological assessments.

Fees

The fee for an initial one-hour intake is \$250. Neuropsychological evaluation services are set at a fee of \$200 per hour of service. A typical neuropsychological evaluation will require 8-16 hours depending on the child's age and the total cost will range from \$1850-3450, which includes: the one-hour intake, evaluation/testing, review of medical and school records, parent and child interviews, administration and scoring of tests, report writing and a one-hour feedback session to review the results of the evaluation. We will require a \$1000.00 deposit at the time your examination is scheduled and the final payment will be due when you return for your feedback session to review the testing results and recommendations.

Billing/Payment

When fees for services are not paid in a timely manner, collection agencies may be utilized in collecting unpaid debts. The specific content of the services will not be disclosed. If a debt remains unpaid, it may be reported to credit agencies, and the client's credit report may state the amount owed, time frame and the name of the clinic. There will be a \$25.00 fee assessed for returned checks.

Appointments

If you are unable to keep an appointment, please call to cancel as soon as possible. The neuropsychological evaluation takes from 6 to 8 hours, and therefore the entire day is reserved for your child. You will be charged a fee of \$500 for evaluation appointments that are not cancelled at least 4 business days in advance, except in the case of emergency. You will be charged a fee of \$200 for intake and feedback appointments that are not cancelled at least 4 business days in advance, except in the case of emergency. If you are significantly late for arrival for your scheduled appointment, please note that your appointment will have to be rescheduled which may delay the evaluation process for your child considerably given our typical waiting list.

Insurance

Insurance companies vary considerably with respect to level of reimbursement for neuropsychological or psychological evaluations. You should be prepared for the possibility that they will reimburse you at a minimal percentage for the cost of the evaluation. While we cannot be responsible for attempting to collect insurance reimbursement from your provider, we always provide you with a copy of your bill that

you can submit directly to your insurance company for reimbursement. We recommend that you contact your insurance provider in advance to discuss the specifics of what they will and will not cover for neuropsychological and psychological evaluations.

Use of Clinical Data for Research

As neuropsychologists, we are committed to advancing the understanding of how children's brain based profile of strengths and weaknesses might impact behavior and learning. Information collected during the course of your child's evaluation may be helpful in generating important research findings. We would like your permission to store information collected about your child for possible use in future research studies. Under no circumstance would any identifying information about your child appear in any presentation or publication resulting from such research. You are free to decline this opportunity with no effect on the care your child receives.

Scheduling an Appointment

If you have any further questions or would like to schedule a neuropsychological evaluation with one of our clinicians, please call our main office line at 858-693-3113.



CAPISTRANO UNIFIED SCHOOL DISTRICT

SPECIAL CONDITIONS

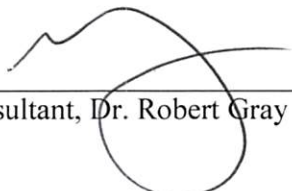
Scope of Practice and Release of Assessment Documentation

In accordance with 34 C.F.R. §300.502, Consultant, **Advanced Neurobehavioral Health**, 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 independent educational evaluation 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 independent educational evaluation, the Consultant will provide a written report to the District on or before the date when Consultant provides a copy to Parent.
4. Assessment Documentation: Prior to receipt of payment for services, Consultant agrees to release all assessment documentation 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>
Psycho-educational/ Neuropsychological	Psychologist	Not to exceed \$3,500/assessment



Consultant, Dr. Robert Gray

12/6/17

Date

Received by:

District Representative

Date



CAPISTRANO UNIFIED SCHOOL DISTRICT
33122 Valle Road
San Juan Capistrano, CA 92675

FIELD SERVICES AGREEMENT

THIS CONTRACT is made and entered into this 25TH day of January 2018, by and between PROGRESSIVE SURFACE SOLUTIONS, LLC, hereinafter called the CONTRACTOR, and CAPISTRANO UNIFIED SCHOOL DISTRICT, hereinafter called the DISTRICT.

The CONTRACTOR and the DISTRICT do hereby contract and agree as follows:

1. The Contractor shall furnish the District for an amount estimated to be \$ 16,968.75 the following:

Provide labor & material to install flooring at Tesoro High School Choir room

As described in the attached Exhibit A.

2. The term of the Contract shall begin on January 02, 2018 and end upon completion.
3. Payment schedule: Payment is to be made upon satisfactory completion of and acceptance of work as well as receipt of labor and material releases and invoice.
4. Inspection shall be performed by the Director of Maintenance & Operations or Designee on behalf of District, who will, if appropriate, recommend acceptance to the Board of Trustees.
5. This contract includes the attached General Conditions which are incorporated herein by reference. Contractor, by executing this contract, agrees to comply with each and every such term and condition.
6. Contractor shall guarantee all labor and materials used in the performance of this contract for a period of 365 days (1 year) from the date of acceptance by District.

7. This Contract includes all Contract Documents as indicated below:

- ☒ W-9 Request for Taxpayer Identification Number and Certification
- ☒ Quote/Proposal, dated 6-1-11287, 12/04/2017
- ☒ Plans and Specifications/Scope of Work
- ☒ Worker's Compensation Certificate
- ☒ Purchase Order Number L68A0311
- ☒ Liability Insurance Certificate
- ☒ Guarantee
- ☒ Certification by Contractor of Criminal Records Check
- ☒ Contractor's Certificate Regarding Non-Asbestos Containing Materials
- ☐ Payment Bond\$ _____
- ☐ Faithful Performance Bond \$ _____
- ☒ California State Contractor's License Number 929883
- ☒ Drug-Free Workplace Certification
- ☒ Tobacco Use Policy
- ☒ DIR Registrations No. 1000042517
- ☐ Other _____

8. IN WITNESS WHEREOF, said parties have executed this Contract as of the date first written above.

CAPISTRANO UNIFIED SCHOOL DISTRICT

CONTRACTOR:

By: _____
SignatureBy: _____
SignatureLynh N. Rust
Print NameTerri Bell
Print NameExecutive Director, Contracts & Purchasing
TitleDirector
Title

Board Approval Date: January 24, 2018

929883Contractor's License No.
81-1669436Tax ID/Social Security No.

(Corporate Seal, if Incorporated)

Field Service Agreement
Capistrano Unified School District

Exhibit A


PROGRESSIVE
 SURFACE SOLUTIONS

Progressive Surface Solutions LLC
 15171 Del Amo Ave., Suite 4, Tustin, CA

P: 714-586-5187
 Lic #929883

F:
 DIR # 1000042517

www.progressivesurfacesolutions.com

CLIENT:

Capistrano Unified
 33122 Valle Rd.,
 92675

PROJECT:

6-1-11287
 Tesoro High School - Choir Room

Attention: Ted Norman

Phone: 949-234-9533 Email: TMNORMAN@capousd.org

DATE: 12/04/2017

Tesoro High School - Choir Room				
4" Burke Base- Tier 1 -CLAY #527	270.00 LF	@	\$ 1.67	\$ 450.90
CENTIVA- CONTOUR -MOCHA	1,305.00 SF	@	\$ 6.00	\$ 7 830.00
Carpet to VCT (12 ft length) -BROWN	48.00 LF	@	\$ 2.01	\$ 96.48
Riser with Toe 72" (6LF) -CLAY #527	12.00 LF	@	\$ 8.33	\$ 99.96
Burke #575 Overlap Stair Nosing (12 LF) -FUDGE 104	10.00 EA	@	\$ 66.07	\$ 660.70
ABRASIVE ACTION II -PWRBND CSHN -Charcoal	8.00 SY	@	\$ 34.63	\$ 277.04
C-TR Adhesive	1.00 EA	@	\$ 78.67	\$ 78.67
Demo Existing Carpet	145.00 SY	@	\$ 6.00	\$ 870.00
Standard Floor Preparation	6.00 HRS	@	\$ 92.00	\$ 552.00
Install Tandus Centiva LVT	1,305.00 SF	@	\$ 2.67	\$ 3 484.35
Install Tandus 6' Abrasive Action	8.00 SY	@	\$ 8.00	\$ 64.00
Install 4" Topset Rubber Base	270.00 LF	@	\$ 1.66	\$ 448.20
Reducer Strips	48.00 LF	@	\$ 1.66	\$ 79.68
Install Overlap Stair Nosing	120.00 LF	@	\$ 2.00	\$ 240.00
Install Stair Risers	12.00 LF	@	\$ 2.00	\$ 24.00
Sundries and Delivery	1.00 EA	@	\$ 430.46	\$ 430.46
Piano- Move Side to Side	2.00 HRS	@	\$ 92.00	\$ 184.00
Moisture Test	3.00 EA	@	\$ 133.33	\$ 399.99
AB2398 Carpet Recovery	8.00 EA	@	\$ 0.25	\$ 2.00
Freight	8.00 EA	@	\$ 1.34	\$ 10.72
Sales Tax	1.00 EA		\$ 685.60	\$ 685.60
Total Price				\$16,968.75

Thank you for giving Progressive Surface Solutions LLC the opportunity to do business with you!

NOTES:

Move Piano Side to Side*
All Other Furniture Excluded*

QUALIFICATIONS:

Price includes applicable taxes. Progressive Surfacing is Union with Local #1247 and all prevailing wage rates are included in the price.
"California Stewardship Assessment" fee is included in the contract price, for further information go to: www.calrecycle.ca.gov/
Work to be performed during normal business hours Mon. - Fri. unless otherwise noted.
Price excludes: asbestos abatement, removal of existing furniture, removal of existing flooring, excessive floor preparation, floor leveling, scraping or grinding, moisture vapor testing or vapor protection, heat, power, lights, cleaning, waxing, and protection.

Sincerely,

Progressive Surface Solutions LLC

Presented and accepted by:

Date: _____

Printed Name _____

Signature _____

Terms _____

Andrea Ivey (619) 730-9073

On approved credit
Proposal valid for 30 days from date noted above.
Payment due net 30 days from invoice date
Subject to Progressive Surface Solutions LLC - attached Conditions of Sale



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of January 25, 2018 ("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".

FAIRBANK, MASLIN, MAULIN, METZ, & ASSOCIATES

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: **\$26,500.00** in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from **January 1, 2018 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 : January 24, 2018

Contractor

Signature: _____
Name: Richard Bernard, Ph.D.
Title: Partner & Senior Vice President
Address: 12100 Wilshire Blvd., Ste. 350
Los Angeles, Ca. 90025
Email Address: bernard@fm3research.com
FEIN: _____

EXHIBIT A

TO: Ryan Burris, Public Information Officer
Capistrano Unified School District

FROM: Dr. Richard Bernard, Partner & Senior Vice President
Fairbank, Maslin, Maullin, Metz & Associates

RE: Proposal to Conduct Opinion Research in the Capistrano Unified School District

DATE: December 5, 2017

Fairbank, Maslin, Maullin, Metz & Associates (FM3) is pleased to submit this proposal to conduct opinion survey research among Capistrano Unified School District (CUSD) residents who are registered to vote in the City of San Clemente and likely to vote in the November 2018 General Election. Having conducted three previous surveys on behalf of the District (two voter surveys and one CUSD parent survey) and our ongoing consulting on behalf of the District's food services, FM3 believes it has the breadth of knowledge and experience necessary to conduct this future research project.

The balance of this proposal outlines the recommended research – which includes two types of research options for your consideration (1) a telephone voter survey and (2) a dual-mode voter survey including interviews online and by telephone, as well as the associated costs for each.

Timing: Can begin work at the direction of the District.

Questionnaire: 20-minute questionnaire (approximately 40-65 individual questions, including demographics) conducted by one of two methodological options:

Interview Mode: (1) Telephone only (landlines and cellular telephones)
OR
(2) Dual Mode including online and telephone (landlines and cellular telephones)

Sample: 400 interviews among CUSD residents registered to vote in the City of San Clemente and likely to vote in a November 2018 General Election.

Margin of error: $\pm 4.9\%$ in 95 out of 100 cases for a sample of 400

Interview Language(s): English

Cost: Costs for the research options are presented in **Table 1** below. These prices are comprehensive and include all costs for questionnaire design, sample acquisition, programing of the questionnaire, interviewing, data entry and analysis, and reporting of key findings. The costs do not include any travel that may be incurred. If travel is required, FM3 will bill at cost.

Table 1:
Capistrano Unified School District Voter Survey Costs by Interview Method

Phone Only	Dual Mode (Online/Phone)
\$25,250	\$26,500

FM3 is prepared to begin the research project immediately or at any other time convenient to the District.

If you have any questions or would like more information, please do not hesitate to contact me. You may reach me in our Los Angeles office as follows:

Richard Bernard, Ph.D.
12100 Wilshire Boulevard
Suite 350
Los Angeles, CA 90025
(310) 828-1183 (Office)
(310) 428-1809 (Cell)
Bernard@FM3research.com



PROFESSIONAL SERVICES MASTER AGREEMENT

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WOLFF LANG CHRISTOPHER ARCHITECTS, INCORPORATED dba WLC ARCHITECTS, 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, 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 **\$19,000.00** 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.

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[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.

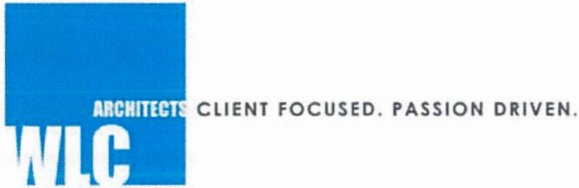
Capistrano Unified School District

By: _____
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date : January 24, 2018

Contractor

Signature: _____
Name: Robert Hensley
Title: Principal Architect
Address: 8163 Rochester Ave, Suite 100
Rancho Cucamonga, Ca. 91730
Email Address: rjh@wlcarchitects.com
FEIN: _____

EXHIBIT A



October 16, 2017

Mr. Ryan Carter
Executive Director, Construction, Maintenance and Operations
Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675-4859

Re: Architectural / Engineering Fee Proposal
Dana Hills High School Structural Repair

Dear John:

WLC Architects is pleased to submit a proposal to provide architectural and engineering services for the projects listed above.

Scope of Work:

WLC Architects will assist the District with the following:

1. Field verify existing conditions.
2. Prepare Construction Documents.
3. Obtain DSA approval.
4. Prepare Bid Documents.
5. Provide construction administration.

Excluded Services:

1. Fire Hydrant Flow Testing.
2. Geotechnical Investigations.
3. Hazardous Material Studies and Reports.
4. SWPPP and WQMD Studies.

Contract Format:

Extension of the District's Owner Architect Agreement.

Mr. John G. Forney
Architectural / Engineering Fee Proposal
Dana Hills High School Structural Repair
October 16, 2017
Page 2

Proposed Compensation:

Fee Proposal for Dana Hills High School Structural Repair

WLC proposes to provide the architectural services described above for the Dana Hills High School Structural Repair Project for a stipulated sum of \$15,000.00.

Refer to the following attachments for cost estimates and Structural Assessment Report:

- See attached Dana Hills High School Structural Repair Estimates.
- See attached Dana Hills High School Structural Assessment Report.

Reimbursable Expenses:

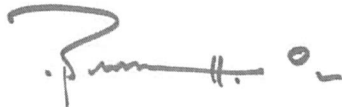
Reimbursables will be limited to bid sets.

Project Schedule:

In preparing this proposal, WLC understands that the District would like to perform this work as soon as possible and time is of the essence. WLC will do everything possible to expedite the timely delivery of our services.

I hope this proposal meets with the District's needs at this time. If this proposal is acceptable, we would propose to invoice for this effort against the project listed above.

Sincerely,



BRUCE OU
Architect, AIA
LEED™ AP
Associate

BO:hb/17087-mkt

Attachments: Dana Hills High School Structural Repair Estimates
Dana Hills High School Structural Repair Assessment Report

cc: Robert J. Hensley, Architect, AIA, LEED™ AP, Chairman, Principal, WLC Architects, Inc.
Haryadi Pranata, LEED™ AP, Project Manager, WLC Architects, Inc.
Nanette Piccini, Director, Accounting, Associate, WLC Architects, Inc.



CAPISTRANO UNIFIED SCHOOL DISTRICT

DANA HILLS HIGH SCHOOL
STRUCTURAL REPAIR

October 16, 2017

Percent
FactorPercent
Project

Budgeted Amount

Estimated OPSC
Funding

A. ESTIMATED CONSTRUCTION (HARD) COSTS

1	Probable Cost of Concrete Beam Repair		\$	200,000	
4					
6					
7					
8	Subtotal:		\$	200,000	State Grants
9					\$ -
10					\$ -
11	Subtotal:		\$	-	\$ -
12	Available for Construction (Prime Contractor Bids)	67.8%	\$	200,000	\$ -
13	Construction Estimate Contingency	10.0%	\$	20,000	
14	Subtotal:	74.6%	\$	220,000	
15	CM's or GC's General Conditions Costs	8.0%	\$	16,000	
16	Subtotal:	80.0%	\$	236,000	
17	CM's or CG's Fees	5.0%	\$	10,000	
18	BID CONTINGENCY (Escalation)	2.0%	\$	4,920	
19	TOTAL ESTIMATED CONSTRUCTION COST:	85.1%	\$	250,920	

B. ESTIMATED PROJECT (SOFT) COSTS

20	Site Surveys / Topos	lump sum		\$	-	
21	Site Geotech / Soil Borings	lump sum		\$	-	
22	Furniture, Fixtures, Equipment (FFE) Allowance	lump sum	\$	-	\$	-
23	Architect/Engineer Fees	lump sum	\$	15,000	Base Fee	
24	Extended Construction Services	0.00%				
25	DSA Plancheck Fees (Structural Only)	1.00%	\$	2,500		
26	CDE Project Review Fees	0.07%	\$	-		
27	DTSC/HAZMAT Environmental Consultant/Fees	0.35%	\$	-	\$	-
28	CEQA Consultant	1.00%	\$	-		
29	Utility City/County Fees & Inspections	lump sum	\$	-		
30	DSA Inspector of Record	lump sum	\$	10,000		
31	Special Inspection + Materials Testing	3.00%	\$	7,528		
32	Labor Compliance Program Administration		\$	-	\$	-
33	Reimbursable	0.75%	\$	1,500		
34	Subtotal:	12.4%	\$	36,528	\$	-
35	PROJECT CONTINGENCY (District reserve added cost)	3.00%	\$	7,528		
36	TOTAL ESTIMATED SOFT COST:	14.9%	\$	44,056		

37	TOTAL ESTIMATED PROJECT BUDGET:	\$	294,976
38	PROJECT ELIGIBILITY (OPSC APPROVED):	\$	-
39	DISTRICT LOCAL FUNDING:	\$	294,976
40	TOTAL AVAILABLE FUNDING:	\$	294,976

PREPARED BY ARCHITECT:

APPROVED BY DISTRICT:

X

X

September 28, 2017

Mr. Ryan Carter
Director of Construction
Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, California 92675

REFERENCE: **Limited Structural Assessment**
 Dana Hills High School
 33333 Golden Lantern
 Dana Point, CA 92629
 KNA No. 371.002

Dear Mr. Carter:

This report presents our findings, opinions and recommendations made in conjunction with our structural assessment at the Gymnasium and the Shower and Locker Buildings located at Dana Hills High School.

Our assessment was made on September 8, 2017 under fair and sunny weather conditions. Those present from the district included Mr. Ryan Carter, Director of Construction, Mr. Clark Hampton, Deputy Superintendent, and Mr. William Condon, Maintenance Supervisor. Our assessment was limited to visual observations and did not include destructive testing or other similar investigative procedures. Existing drawings dated June 17, 1970 (DSA A#32658) were made available to us prior to our assessment and were reviewed prior to us being on site.

BUILDING DESCRIPTION

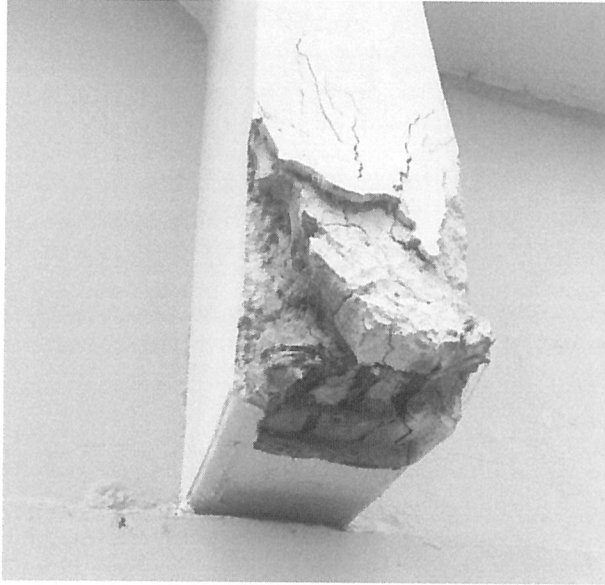
The gymnasium space is part of a multi-building structure utilizing pre-stressed, precast tee beams spanning to cast in place and precast concrete walls (with integral concrete beams in the walls at the gymnasium space) and cast in place concrete columns supported on concrete caisson foundations. The pre-stressed, recast tee beams at the roof bear on the integral beams within the walls at steel bearing plates.

SUMMARY OF FINDINGS

Upon walking the low roof adjacent to the gymnasium, we noted prevalent spalling of the concrete at the ends of the roof tee beams. We noted two different mixes of concrete; a sand aggregate mortar and a 3/8" lightweight aggregate mix. We also noted the presence of corrosion on the reinforcing and tendons. Also visible was a formed surface where the joint between the lightweight concrete for the tee beam had a pocket to allow stressing of the steel

tendons. The sand aggregate mortar made up the cast in place end cap as noted on detail 12 of sheet ST-4 of the original drawings.

Typical tee beam tail with formed surface from original pocket visible:



Tee beam tail with ends of tendons exposed:



Lightweight aggregate and sand aggregate mortar visible (note ledge of integral beam that provides vertical bearing support for the tee beams):



Overall picture of tee beam ends showing integral beam that provides bearing support and all damage limited to the cantilever tails:



Interior span of the tee beams exhibited no signs of distress:



DISCUSSION

We have concluded that the sand aggregate mortar mix was not a quality mix nor was it well bonded to the lightweight concrete tee beam. It did not provide proper protection for the mild steel ties or the steel pre-stressing tendons, which have corroded in the area of the cap resulting in expansive forces that have spalled the concrete. We did not note damage to any of the tee beams in the bearing area at the integral concrete beam that provides support or that the interior spans of the beams. All damage was limited to the cantilever tails at the eave of the building.

RECOMMENDATIONS

As a first step, we recommend that the district authorize us to survey the site and identify any conditions that exist where falling debris could contact students or faculty in accordance with our discussions with the Division of the State Architect's San Diego office. We recommend the district provide barricades limiting path of travel in those areas until repairs are made. As a second step, we recommend that the district authorize us to perform a thorough survey of all tee beam ends on site and that we prepare a plan identifying every beam in need of repair details and specifications for the proper repair of the affected tee beams.

CONCLUSIONS

The condition of the tee beams has not compromised the original vertical and lateral load carrying capacity of the structure and their current condition does not preclude the building from continuing to house students and staff.

LIMITATIONS

We make no representation or warranties, neither expressed nor implied, as to the structural integrity of the subject facility. The professional assessment and opinions presented in this report have been developed using the degree of care and skill ordinarily exercised under similar circumstances by reputable consultants practicing in this or similar locations. Thank you for the opportunity to be of service. Please call should you have any questions or if we can be of further service.

Sincerely,

KNA STRUCTURAL ENGINEERS, INC.



Josh Randall, S.E.
Principal





PROFESSIONAL SERVICES MASTER AGREEMENT

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[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.

Capistrano Unified School District

By: _____
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date : January 24, 2018

Contractor

Signature: _____
Name: Robert Hensley
Title: Principal Architect
Address: 8163 Rochester Ave, Suite 100
Rancho Cucamonga, Ca. 91730
Email Address: rjh@wlcarchitects.com
FEIN: _____

EXHIBIT A



ARCHITECTS CLIENT FOCUSED. PASSION DRIVEN.

November 28, 2017

Mr. John G. Forney
Chief Facilities Officer
Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675-4859

Re: Architectural Fee Proposal
Capistrano Unified School District Facility Site Maps and Budgets
Aliso Viejo Update 2017

Dear John:

WLC Architects is pleased to submit a proposal to provide an updated facility site maps and budgets

Scope of Work:

WLC Architects will assist the District with the following:

1. Update scope plan with itemized cost menu for the following schools:

Aliso Niguel High School
Aliso Viejo Middle School
Don Juan Avila Middle School
Don Juan Avila Elementary School
Laguna Niguel Elementary School
Marian Bergeson Elementary School
Oak Grove Elementary School
Wood Canyon Elementary School
Canyon Vista Elementary School

Contract Format:

Extension of the District's Owner/Architect Agreement.

Proposed Compensation:

Fee Proposal for Capistrano Unified School District Facility Site Maps and Budget Aliso Viejo Update 2017

WLC proposes to provide the architectural services described above for the Capistrano Unified School District Facility Site Maps and Budget Aliso Viejo Update 2017 to be based on a fixed fee of \$8,000.00

Mr. John G. Forney
Architectural Fee Proposal
Capistrano Unified School District Facility Site Maps and Budget
Aliso Viejo Update 2017
November 28, 2017
Page 2

Reimbursable Expenses:

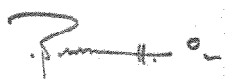
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Project Schedule:

In preparing this proposal, WLC understands that the District would like to perform this work now and time is of the essence. WLC will do everything possible to expedite the timely delivery of our services.

I hope this proposal meets with the District's needs at this time. If this proposal is acceptable, we would propose to invoice for this effort against the project listed above.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bruce Ou', is written over a dotted line.

BRUCE OU
Architect, AIA
LEED™ AP
Associate

BO:hb/17105-mkt

cc Robert J. Hensley, Architect, AIA, LEED™ AP, Chairman, Principal, WLC Architects, Inc.
Nanette Piccini, Director, Accounting, Associate, WLC Architects, Inc.



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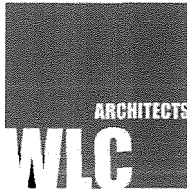
Capistrano Unified School District

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Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date : January 24, 2018

Contractor

Signature: _____
Name: Robert Hensley
Title: Principal Architect
Address: 8163 Rochester Ave, Suite 100
Rancho Cucamonga, Ca. 91730
Email Address: rjh@wlcarchitects.com
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November 28, 2017

Mr. John G. Forney
Chief Facilities Officer
Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675-4859

Re: Architectural Fee Proposal
Capistrano Unified School District Facility Site Maps and Budgets
San Clemente Update 2017

Dear John:

WLC Architects is pleased to submit a proposal to provide an updated facility site maps and budgets

Scope of Work:

WLC Architects will assist the District with the following:

1. Update scope plan with itemized cost menu for the following schools:

San Clemente High School
Bernice Ayer Middle School
Vista Del Mar Middle School
Shorecliff Middle School
Palisades Elementary School
Truman Benedict Elementary School
Vista Del Mar Elementary School
Marblehead Elementary School
Clarence Lobo Elementary School
Las Palmas Elementary School
Concordia Elementary School

Contract Format:

Extension of the District's Owner/Architect Agreement. _____

Proposed Compensation:

Fee Proposal for Capistrano Unified School District Facility Site Maps and Budget San Clemente Update 2017

WLC proposes to provide the architectural services described above for the Capistrano Unified School District Facility Site Maps and Budget San Clemente Update 2017 to be based on a fixed fee of \$8,000.00

Mr. John G. Forney
Architectural Fee Proposal
Capistrano Unified School District Facility Site Maps and Budget
San Clemente Update 2017
November 28, 2017
Page 2

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BRUCE OU
Architect, AIA
LEED™ AP
Associate

BO:gs/17107-mkt

cc Robert J. Hensley, Architect, AIA, LEED™ AP, Chairman, Principal, WLC Architects, Inc.
Nanette Piccini, Director, Accounting, Associate, WLC Architects, Inc.



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Capistrano Unified School District

By: _____
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date : January 24, 2018

Contractor

Signature: _____
Name: Robert Hensley
Title: Principal Architect
Address: 8163 Rochester Ave, Suite 100
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Email Address: rjh@wlcarchitects.com
FEIN: _____

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November 28, 2017

Mr. John G. Forney
Chief Facilities Officer
Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675-4859

Re: Architectural Fee Proposal
Capistrano Unified School District Facility Site Map and Budget
San Juan Elementary School and Serra High School Update 2017

Dear John:

WLC Architects is pleased to submit proposal to provide an updated facility site map and budget

Scope of Work:

WLC Architects will assist the District with the following:

1. Attend required meetings
2. Site visits and investigations
3. Programs and space requirement that includes:

- San Juan Elementary School
- Serra High School
- CUSD ROP + Adult Ed Programs
- Saddleback College Joint Use Programs

4. Updated site map and budget

Contract Format:

Extension of the District's Owner/Architect Agreement.

Proposed Compensation:

Fee Proposal for Capistrano Unified School District Facility Site Map and Budget - San Juan Elementary School and Serra High School Update 2017

WLC proposes to provide the architectural services described above for the Capistrano Unified School District Facility Site Map and Budget - San Juan Elementary School and Serra High School Update 2017 to be based on a fixed fee of \$8,000.00

Mr. John G. Forney
Architectural Fee Proposal
Capistrano Unified School District Facility Site Map and Budget -
San Juan Elementary School and Serra High School Update 2017
November 28, 2017
Page 2

Reimbursable Expenses:

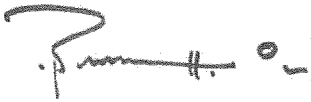
Reimbursables will be limited to bid sets.

Project Schedule:

In preparing this proposal, WLC understands that the District would like to perform this work now and time is of the essence. WLC will do everything possible to expedite the timely delivery of our services.

I hope this proposal meets with the District's needs at this time. If this proposal is acceptable, we would propose to invoice for this effort against the project listed above.

Sincerely,



BRUCE OU
Architect, AIA
LEED™ AP
Associate

BO:hb/17105-mkt

cc Robert J. Hensley, Architect, AIA, LEED™ AP, Chairman, Principal, WLC Architects, Inc.
Nanette Piccini, Director, Accounting, Associate, WLC Architects, Inc.



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of January 25, 2018 ("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".

JONATHAN MORGAN JENKINS dba PERFORMANCE PRODUCTION SERVICES

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: **\$11,800.00** 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 : January 24, 2018

Contractor

Signature: _____
Name: Jonathan Morgan Jenkins
Title: Owner
Address: 33055 Commodore Court
San Juan Capistrano, Ca. 92675
Email Address: jonathan@performanceproductionservices
FEIN: _____

EXHIBIT A



Performance Production Services

San Juan Capistrano, Ca 92675

949.842.9351

jonathan@performanceproductionservices.com

www.performanceproductionservices.com

Scoping Project – Capistrano Unified School District

Production Company - Performance Production Services

Senior Producer for PPS - Jonathan Morgan Jenkins

Production Location - CUSD - 33122 Valle Road, San Juan Capistrano, CA 92675

Production Goals: Produce 4 Superintendent "MessageTo District" Films

PPS Production Company Background:

- Performance Production Services is owned by Jonathan Morgan Jenkins
- PPS has been producing professional video content as a company for Business Online Video Marketing Campaigns, Business Events, Non-Profit Events, Documentaries and Milestone Family Events for over 11 years.
- We officially launched our brand when Google purchased YouTube on fall of 2006. We had already been producing freelance professional video content since 1989.
- The production portfolio of PPS consists of over 592 Industrial, Event and Documentary Films

Production Workflow

- **Pre-Production** – Initial Production Meeting(s) and Director Tech Walk, Production Deposit(s), Secure Crew, Shot List, Set Production Date(s), Prepare Production Equipment for Filming.
- **Production** – 2 Professional High Definition HD Cameras, Direction, Cinematography, Digital Audio, Teleprompter, Gaffer, Grip, Internal Lighting as needed, Grip Equipment
- **Post Production** - Rough Cut, Sound Design, B-Roll, Branding, Animations, First Cut(s) delivered no more than 14 days starting the day following final day of filming or as arranged with producer.
- **Final Cut** - After review of First Cut(s), Client to deliver to PPS list of cuts/updates as directed as soon as possible after First Cut delivered to client. After Final Cut is Delivered to client containing all of clients requested edits, all further edits requested by client are billed at 125.00/Hour.

Budget

2,950.00 Per Film

X 4 Films

11,800.00

Payment

Check to **Performance Production Services,**

33055 Commodore Court, San Juan Capistrano, Ca 92675

FIRST AMENDMENT TO PSA NO. 1718136

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND STEPPING STONES THERAPY,
INCORPORATED

This First Amendment to PSA No. 1718136 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and Stepping Stones Therapy, Incorporated (hereinafter referred to as "Consultant").

RECITALS

WHEREAS on October 11, 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. 1718136 to reflect a revised Scope of Practice and Release Assessment Documentation;

NOW, THEREFORE, said Agreement is amended as follows:

1. Exhibit A of PSA No. 1718136 entitled Special Conditions is replaced with the attached Special Conditions entitled 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

By: _____
Signature

Lynh N. Rust
Print Name

Brock Tropea
Print Name

Executive Director, Contracts & Purchasing
Title

Clinical Director
Title

Board Approval Date: January 24, 2018

Date: _____



CAPISTRANO UNIFIED SCHOOL DISTRICT

SPECIAL CONDITIONS

Scope of Practice and Release of Assessment Documentation

In accordance with 34 C.F.R. §300.502, Consultant, **Stepping Stones Therapy, Inc.**, 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>
Speech Language Assessment	Credentialed Speech Pathologist	Not to exceed \$2,250

Brock Rogers
Consultant

11/14/2017
Date

Received by:

District Representative

Date



PROFESSIONAL SERVICES MASTER AGREEMENT

This Agreement for Professional Services ("Agreement") is effective as of October 12, 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".

STEPPING STONES THERAPY, 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, 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 **\$9,000.00** 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.

☒ 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: Lynh N. Rust
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date: October 11, 2017

CONSULTANT
Signature: [Signature]
Name: Brick Trojka
Title: M.A. CCC-SLP
Address: 3900 Birch St, Ste 103
Newport Beach, CA 92660
Email Address: brick@steppingstonestherapy.org
FEIN: _____

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).
18. Non-waiver. The failure of District or Consultant 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. 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 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. Consultant 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.**

- ✓ 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

EXHIBIT A



CAPISTRANO UNIFIED SCHOOL DISTRICT

SPECIAL CONDITIONS


Scope of Practice and Release of Assessment Documentation

In accordance with 34 C.F.R. §300.502, Consultant, **Stepping Stones Therapy, Inc.**, 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>
Speech Language Assessment	Credentialed Speech Pathologist	Not to exceed \$1,500


Consultant


Date

Received by:

District Representative

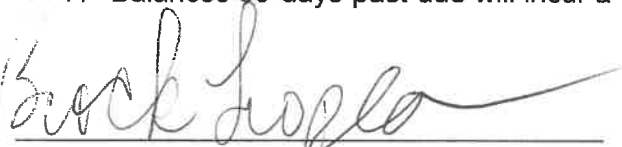
Date

Stepping Stones Therapy, Inc.

Social Cognition Groups
3900 Birch Street, Suite 103
Newport Beach, CA 92660
(949) 955-0010 Fax (949) 955-0033

Office Policies

1. One clinical hour (50 minutes) of Group Speech and Language Therapy (92508) will be billed at a rate of \$125.00
2. One clinical hour (50 minutes) of Individual Speech and Language Therapy (92507) is billed at a rate of \$160.00
3. A clinical half-hour (25 minutes) of Individual Speech and Language Therapy (92507) is billed at a rate of \$95.00
4. Speech and Language Evaluations (92506) will be billed at a rate of \$2250. This will include Standardized and Non-Standardized Assessments, Observations, Writing, and IEP attendance.
5. All appointments must be cancelled within 24 hours or the session will be charged at our regular rate.
6. Requests for progress reports and/or updated treatment plans must be made at least 14 days in advance.
7. Balances 30-days past due will incur a 10% penalty.



Brock Tropea, M.A., CCC-SLP
CA License - 13282

FIRST AMENDMENT TO ICA NO. 1718162

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND REACH LLC dba REACH
PROFESSIONAL IN-HOME TUTORING

This First Amendment to ICA No. 1718162 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and Reach LLC dba Reach Professional In-Home Tutoring (hereinafter referred to as "Consultant").

RECITALS

WHEREAS on December 6, 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. 1718162 to reflect a revised contract value of \$54,600.00;

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: \$54,600.00 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

Lynh N. Rust
Print Name

Executive Director, Contracts & Purchasing
Title

Board Approval Date: January 24, 2018

By: _____
Signature

Norman Drexel
Print Name

President
Title

Date: _____

EXHIBIT 1

CUSD. Contract No. ICA 1718162



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.

☒ 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: December 6, 2017

Contractor

Signature: *Norman Drexel*
Name: Norman Drexel
Title: President
Address: 15338 Central Ave.
Chino, Ca. 91710
Email Address: normdrexel@reachprotutoring.com
FEIN: 56-2537246

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, 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. 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

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

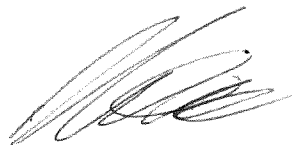
normdrexel@reachprotutoring.com

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

SECOND EXTENSION TO ICA NO. 1617241

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND SWCA ENVIRONMENTAL
CONSULTANTS

This Second Extension to ICA No. 1617241 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and SWCA Environmental Consultants (hereinafter referred to as "Consultant").

RECITALS

WHEREAS, on November 16, 2016, District's Board of Trustees approved an Agreement with Consultant for the term from November 17, 2016 through June 30, 2017 under which Consultant would provide services described therein. A copy of said Agreement is attached as Exhibit 1 to this Second Extension to Agreement; and

WHEREAS, on June 28, 2017, District's Board of Trustees approved the first extension to ICA No. 1617241 to reflect a new contract term expiring September 30, 2017;

WHEREAS, District desires to amend ICA No. 1617241 to reflect a contract term expiring December 31, 2017;

NOW, THEREFORE, said Agreement is amended as follows:

1. The term of ICA No. 1617241, as amended and extended, will reflect a term expiring December 31, 2017 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

Board Approval Date: January 24, 2018

By: _____
Signature

Kenny Carothers
Print Name

Principal
Title

Date: _____

FIRST EXTENSION TO ICA NO. 1617241

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND SWCA ENVIRONMENTAL
CONSULTANTS

This First Extension to ICA No. 1617241 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and SWCA Environmental Consultants (hereinafter referred to as "Consultant").

RECITALS

WHEREAS, on November 16, 2016, District's Board of Trustees approved an Agreement with Consultant for the term from November 17, 2016 through June 30, 2017 under which Consultant would provide services described therein. A copy of said Agreement is attached as Exhibit 1 to this First Extension to Agreement; and


WHEREAS, District desires to amend ICA No. 1617241 to reflect a contract term expiring September 30, 2017;

NOW, THEREFORE, said Agreement is amended as follows:

1. The term of ICA No. 1617241, as amended and extended, will reflect a contract term expiring September 30, 2017 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


By: 
Signature

Lynh N. Rust
Print Name

Executive Director, Contracts & Purchasing
Title

Board Approval Date: June 28, 2017

Vendor

By: 
Signature

Kenny Carothers
Print Name

Director
Title

Date: 11/27/2017

EXHIBIT 1

CUSD, Contract No. ICA 1617241



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of November 17, 2016 ("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".

SWCA ENVIRONMENTAL CONSULTANTS

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: \$120,000.00 in the aggregate under the term of this Agreement.

Term of Agreement. The term of this base Agreement is from November 17, 2016 through June 30, 2017 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: _____

Name: Lynn N. Rust

Title: Executive Director, Contracts & Purchasing

Board Approval Date: November 16, 2016

Contractor

Signature: _____

Name: Kenny Carothers

Title: Principal

Address: 150 South Arroyo Parkway

Pasadena, CA 91105

Email Address: kcarothers@swca.com

FEIN: 86-0483317

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.**

<p style="text-align: center;">Certificates of Insurance</p> <ul style="list-style-type: none"> ✓ 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 <u>must be accompanied</u> by Form CG 20 37 07 04 ✓ Business Auto Liability Insurance ✓ Workers’ Compensation and Employers Liability Insurance <p style="text-align: center;">Refer to Article 10. INSURANCE REQUIREMENTS</p>
<ul style="list-style-type: none"> ✓ Certification by Contractor Criminal Records Check
<ul style="list-style-type: none"> ✓ W-9

EXHIBIT A



ENVIRONMENTAL CONSULTANTS
Sound Science. Creative Solutions.

Pasadena Office
150 S. Arroyo Parkway, 2nd Floor
Pasadena, CA 91105
Tel 626.240.0587 Fax 626.240.0607
www.swca.com

October 4, 2016

Kelly Sullivan
Construction Coordinator
Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675

Reference: Capistrano Unified School District – Revised Quotation for Cultural and Paleontological Monitoring Services in Support of San Clemente High School Campus Improvements Project

Dear Ms. Sullivan:

In accordance with your request, SWCA Environmental Consultants (SWCA) is pleased to submit the following scope of work and cost estimate to the Capistrano Unified School District to provide cultural and paleontological monitoring for the San Clemente High School Campus Improvements project, located at 700 Avenida Pico in the City of San Clemente Orange County, California. SWCA understands that the construction efforts will require monitoring of construction activities by qualified environmental monitors to fulfill the mitigation Monitoring and Reporting Program (MMRP) outlined in the project's Initial Study/Mitigated Negative Declaration (IS/MND) Report.

The proposed project involves a number of improvements in a portion of the lower campus of San Clemente High School, including the construction of a new two-story classroom building, circulation improvements, pedestrian walkways, and installation of new landscaping. Improvements within the lower campus would occur in an area that is currently developed with parking area and circulation improvements, as well as a basketball court. The remainder of the campus and the improvements within those areas would remain in their current condition and not undergo any changes under the proposed project.

The scope of services includes (Task 1) monitoring for cultural and paleontological resources in compliance with the MMRP's mitigation measure CUL-1, as well as (Task 2) a cultural and paleontological resources technical report documenting the program and its findings. SWCA is pleased to offer a significant, 17.8% discount on the archaeological/paleontological monitor's rate, with the discounted rate being \$60.00 per hour.

The SWCA project team will be led by Matthew Wetherbee, MSc., Registered Professional Archaeologist (RPA), who has more than 15 years of environmental consulting experience, and has managed compliance programs for public and private development projects in the Orange County area for more than 10 years. Quality control/quality assurance will be provided by Principal Investigator John Dietler, PhD, RPA, who has more than 21 years of experience in southern California archaeology and is a Registered Archaeologist for the County of Orange, and by Paleontologist Alyssa Bell, Ph.D.

Scope of Work

Task 1. Cultural and Paleontological Resources Monitoring

In accordance with your request and mitigation measure CUL-1 detailed within the MMRP, a qualified, cross-trained SWCA archaeological/paleontological monitor will observe earthmoving and excavation activities within the project site including: demolition or relocation of any existing structures and pavements; grading and excavations needed to prepare the project site for new development; all trenching for infrastructure and/or connections to existing infrastructure; and any areas identified as staging points that may be outside the actual project site boundaries (but still on campus).

The monitor will observe the ground disturbance for the presence of archaeological materials, including prehistoric and historic artifacts and features and human remains, as well as paleontological materials (fossils). The monitor will document his or her observations using standard field forms, photography, and submeter-accurate GPS unit. The documentation will include the activity monitored, observed sediment types, observations regarding resources, collection of resources, and any other pertinent information.

If potentially significant resources are identified, construction activities will be halted or diverted in that immediate area (within 25 feet) while the monitor assesses the find and, if necessary, develops an appropriate treatment measure in consultation with the Principal Investigator and, the Capistrano Unified School District, and other appropriate agencies. In most cases, individual artifacts can be removed immediately without any significant delays to construction activities.

Optional Task 1a. Weekend Cultural and Paleontological Resources Monitoring (Daily Rate)

If needed, SWCA can supply the same monitoring services on weekends. Because the number of required weekend days is not yet known, this is provided as a daily rate below, and not included in the total cost estimate.

Task 2. Cultural and Paleontological Technical Report

Upon completion of the monitoring program, SWCA will prepare a cultural and paleontological technical report (letter report) that describes the monitoring methods, summarizes and interprets our findings, and provides management recommendations. The report will contain brief geological, prehistoric, and historical contexts for the area, as well as discussion of the fieldwork strategy employed, results, and field conditions. SWCA will submit the report to Capistrano Unified School District and the South Coastal Information Center. SWCA assumes that a draft of this report will be submitted electronically. Upon receipt of consolidated comments on the draft document, SWCA will revise the draft report and produce the final report.

Cost Estimate

Based on thoughtful consideration of the project requirements and a thorough estimate of the attendant labor and direct costs, SWCA's quote for completion of the scope of work, including all labor and direct expenses, is as follows:

TASK	FEE
Task 1. Cultural and Paleontological Resources Monitoring	\$58,593.00
Task 2. Cultural and Paleontological Technical Report	\$2,267.00
TOTAL	\$60,860.00
Optional Task 1a. Weekend Cultural and Paleontological Technician (Daily Rate)	\$645.00

Assumptions

- This scope and price quote are valid for 90 days from the date of this proposal letter
- Staff working on the project will be billed based on their current standard title and default rate at the time the work is completed.
- Work days for monitors are 8 hours long and may include weekend work. Work is anticipated to begin October 12, 2016 and proceed for approximately 20 weeks. The monitors' time was calculated using a total of 800 hours for this period. **SWCA is providing a discounted rate for the cultural/paleontological monitor at \$60 per hour (a 17.8% reduction from our standard rate.**
- Project location and design information will be provided in GIS or GIS-ready CAD format for upload onto GPS units for use by field personnel.
- SWCA staff will not require or need to provide project-specific training.
- Per-day rates for monitors include basic GIS and senior staff support, but does not include efforts require to support unexpected discoveries or other incidents.
- Per the MMRP CUL-1, if any prehistoric cultural materials are identified, a Native American (Juaneño) representative shall be added to the monitoring program. The cost of the Native American monitor is not included herein, and can be negotiated upon the need of a Native American monitor.
- A four (4) hour call out fee will apply if monitors are required to be on-site and work is cancelled.



- No fossils or archaeological sites, artifacts, features, or human remains will be identified during monitoring that require recording, collection, analysis, evaluation, or curation. Should cultural resources be encountered, a change order would be needed to cover the cost of artifact identification, treatment, and reporting.

SWCA prides itself on providing environmental compliance services of the highest quality and efficiency. Please do not hesitate to contact me at (626) 240-0587, ext. 6630, or at mwetherbee@swca.com, should you have any questions or concerns regarding this scope of work and cost estimate. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Wetherbee". The signature is fluid and cursive.

Matthew Wetherbee, MSc., RPA
Senior Cultural Resources Project Manager

A handwritten signature in black ink, appearing to read "John Dietler". The signature is fluid and cursive.

John Dietler, Ph.D., RPA
Cultural Resources Program Director

October 4, 2016

Kelly Sullivan
Construction Coordinator
Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675

Reference: Capistrano Unified School District – Revised Quotation for Cultural and Paleontological Monitoring Services in Support of San Juan Hills High School Campus Improvements Project

Dear Ms. Sullivan:

In accordance with your request, SWCA Environmental Consultants (SWCA) is pleased to submit the following scope of work and cost estimate to the Capistrano Unified School District to provide cultural and paleontological monitoring for the San Juan Hills High School Campus Improvements project, located at 29211 Vista Montana in the City of San Juan Capistrano, Orange County, California. SWCA understands that the construction efforts will require monitoring of construction activities by qualified environmental monitors to fulfill the mitigation Monitoring and Reporting Program (MMRP) outlined in the project's Initial Study/Mitigated Negative Declaration (IS/MND) Report.

The proposed project involves a number of improvements in two areas of the campus of San Juan High School, including the construction of a new two-story classroom building, parking and circulation improvements, pedestrian walkways, and installation of new landscaping. Improvements would occur in areas of the campus that are currently developed with parking area and circulation improvements. The remainder of the campus and the improvements within those areas would remain in their current condition and not undergo any changes under the proposed project.

The scope of services includes (Task 1) monitoring for cultural and paleontological resources in compliance with the MMRP's mitigation measure CUL-1, as well as (Task 2) a cultural and paleontological resources technical report documenting the program and its findings. SWCA is pleased to offer a significant, 17.8% discount on the archaeological/paleontological monitor's rate, with the discounted rate being \$60.00 per hour.

The SWCA project team will be led by Matthew Wetherbee, MSc., Registered Professional Archaeologist (RPA), who has more than 15 years of environmental consulting experience, and has managed compliance programs for public and private development projects in the Orange County area for more than 10 years. Quality control/quality assurance will be provided by Principal Investigator John Dietler, PhD, RPA, who has more than 21 years of experience in southern California archaeology and is a Registered Archaeologist for the County of Orange, and by Paleontologist Alyssa Bell, Ph.D.

Scope of Work

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The monitor will observe the ground disturbance for the presence of archaeological materials, including prehistoric and historic artifacts and features and human remains, as well as paleontological materials (fossils). The monitor will document his or her observations using standard field forms, photography, and submeter-accurate GPS unit. The documentation will include the activity monitored, observed sediment types, observations regarding resources, collection of resources, and any other pertinent information.

If potentially significant resources are identified, construction activities will be halted or diverted in that immediate area (within 25 feet) while the monitor assesses the find and, if necessary, develops an appropriate treatment measure in consultation with the Principal Investigator and, the Capistrano Unified School District, and other appropriate agencies. In most cases, individual artifacts can be removed immediately without any significant delays to construction activities.

Optional Task 1a. Weekend Cultural and Paleontological Resources Monitoring (Daily Rate)

If needed, SWCA can supply the same monitoring services on weekends. Because the number of required weekend days is not yet known, this is provided as a daily rate below, and not included in the total cost estimate.

Task 2. Cultural and Paleontological Technical Report

Upon completion of the monitoring program, SWCA will prepare a cultural and paleontological technical report (letter report) that describes the monitoring methods, summarizes and interprets our findings, and provides management recommendations. The report will contain brief geological, prehistoric, and historical contexts for the area, as well as discussion of the fieldwork strategy employed, results, and field conditions. SWCA will submit the report to Capistrano Unified School District and the South Coastal Information Center. SWCA assumes that a draft of this report will be submitted electronically. Upon receipt of consolidated comments on the draft document, SWCA will revise the draft report and produce the final report.



Cost Estimate

Based on thoughtful consideration of the project requirements and a thorough estimate of the attendant labor and direct costs, SWCA's quote for completion of the scope of work, including all labor and direct expenses, is as follows:

TASK	FEE
Task 1. Cultural and Paleontological Resources Monitoring	\$56,755.00
Task 2. Cultural and Paleontological Technical Report	\$2,267.00
TOTAL	\$59,022.00
Optional Task 1a. Weekend Cultural and Paleontological Technician (Daily Rate)	\$632.00

Assumptions

- This scope and price quote are valid for 90 days from the date of this proposal letter
- Staff working on the project will be billed based on their current standard title and default rate at the time the work is completed.
- Work days for monitors are 8 hours long and may include weekend work. Work is anticipated to begin October 12, 2016 and proceed for approximately 20 weeks. The monitors' time was calculated using a total of 800 hours for this period. **SWCA is providing a discounted rate for the cultural/paleontological monitor at \$60 per hour (a 17.8% reduction from our standard rate).**
- Project location and design information will be provided in GIS or GIS-ready CAD format for upload onto GPS units for use by field personnel.
- SWCA staff will not require or need to provide project-specific training.
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cultural resources be encountered, a change order would be needed to cover the cost of artifact identification, treatment, and reporting.

SWCA prides itself on providing environmental compliance services of the highest quality and efficiency. Please do not hesitate to contact me at (626) 240-0587, ext. 6630, or at mwetherbee@swca.com, should you have any questions or concerns regarding this scope of work and cost estimate. Thank you for your consideration.

Sincerely,

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Matthew Wetherbee, MSc., RPA
Senior Cultural Resources Project Manager

A handwritten signature in black ink, appearing to read "John Dietler". The signature is fluid and cursive.

John Dietler, Ph.D., RPA
Cultural Resources Program Director

FIRST AMENDMENT TO ICA NO. 1718105

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND DANIEL J. EDELMAN,
INCORPORATED dba EDELMAN

This First Amendment to ICA No. 1718105 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and Daniel J. Edelman, Incorporated dba Edelman (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 ICA No. 1718105 to reflect a modified fee schedule for the term of the contract;

NOW, THEREFORE, said Agreement is amended as follows:

1. Exhibit A of ICA No. 1718105 is replaced with the attached fee schedule entitled 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

By: _____
Signature

Lynh N. Rust
Print Name

Christi Black Davis
Print Name

Executive Director, Contracts & Purchasing
Title

Executive Vice President
Title

Board Approval Date: January 24, 2018

Date: _____

EXHIBIT A-1

Edelman rate sheet for CUSD

August 15, 2017

Revised November 30, 2017

Title	Rate
Intern	\$ 50
Assistant Account Executive	\$125
Account Executive	\$145
Senior Account Executive	\$165
Account Supervisor	\$185
Senior Account Supervisor	\$190
Vice President	\$220
Senior Vice President	\$230
Executive Vice President	\$250

EXHIBIT 1

CUSD Contract No. ICA 1718105



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted 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 contractor listed below ("Contractor"). District and Contractor may hereafter be referred to as "Party" or collectively as the "Parties".

DANIEL J. EDELMAN, INCORPORATED dba EDELMAN

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

By: Lyn N. Rust
Name: Lyn N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date: August 23, 2017

Contractor

Signature: Christi Black Davis
Name: Christi Black Davis
Title: Exec VP
Address: 921 11th St #250
SAC CA 95814
Email Address: Christi.Black@edelman.com
FEIN: 36-2368817

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, 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. 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

Proposed Edelman support to the Capistrano Unified School District Communications Plan

July 2017

I. Research

Goal: *Inform development of new or expanded communications and engagement strategies*

Edelman support:

- Develop draft research instruments for District refinement and use
 - Scripts and questions for the key informant interviews and intercept surveys
 - Questions for the online community member survey
- Up to 20 key informant interviews
- Provide insights from research findings, other data, and Measure M results
 - Includes two meetings with client team and FM3

II. Content

Goal: *Consistent messaging across all activities; information tailored to address the interests of each stakeholder audience*

Edelman support:

- Create message platform to inform materials for:
 - Presentations and briefings with large and small groups, one-on-ones
 - School-specific social media content and information materials
 - Listening sessions with mayors and city staff
 - Parent Teacher Student Forums
 - Facilities and Funding Advisory Committee meetings
 - Board of Trustees' community engagement activities
 - Social and digital media
 - Message platform development includes two meetings with client team

III. Community Partnerships

Goals: *Increase private sector support for school-based and district-wide programs. Build broad understanding about district programs, successes and needs among business and civic organizations.*

Edelman support:

- Research and recommendations for partnership options, activities, and agreements
- Content for correspondence and meetings with prospective partners

IV. Social Media and Other Digital Communications

Goal: *Expand the district's reach and credibility within the broader region*

Edelman support:

- Work with District staff to create a social media content calendar
- Edit shareable content as needed
- Provide recommendations for promoted content
- Monitor, track and report on social and digital outcomes.

V. Communications and Engagement Counsel

Goal: *Increase capacity among District staff to effectively manage the expanded communication and engagement program.*

Edelman support:

- Weekly check-ins via call and email
- Planning for District and school staff workshops to increase capacity to conduct expanded communications and engagement activities
 - Fees to lead each workshop will be discussed and quoted separately.

2017-2018 Edelman Rate Sheet for Capistrano Unified School District

August 15, 2017

Title	Rate
Assistant Account Executive	\$125
Account Executive	\$145
Senior Account Executive	\$165
Account Supervisor	\$185
Senior Account Supervisor	\$190
Vice President	\$220
Senior Vice President	\$230
Executive Vice President	\$250

1. Contractor and District hereby agree to amend the Agreement to include the following information relevant to Section 2:

"Payments for fees and expenses described herein and Exhibit A are due and owed to Contractor on the invoice dates; provided, however, that such payments shall not be deemed late if received by Contractor within sixty (60) days of such invoice dates."

"If District is more than sixty (60) days late in paying any invoice, Contractor may, in its sole discretion, cease performing the Contracted Services until District had paid all outstanding invoices. Contractor's failure to issue an invoice in a timely manner will not relieve District of District's obligation to pay the amounts due pursuant to such invoice, but will postpone the due date accordingly. To the extent that District disputes any invoice, District must provide Contractor written notice of such dispute within thirty (30) days of the invoice date, or District shall waive any claim with respect to such invoice."

2. Contractor and District hereby agree to amend the Agreement to include the following information relevant to Section 6:

"District represents and warrants that the materials and information it provides to Contractor are accurate and complete, and that it is the owner or licensee of all intellectual property rights sufficient to enable Contractor to use such materials in performing Services for District."

3. Contractor and District hereby agree to amend the Agreement to include the following information relevant to Section 9:

"Notwithstanding the provisions of Section 9, Contractor's duty to indemnify District hereunder shall not extend to materials District provides to Contractor or materials District directs Contractor to use."

"District shall be liable for the acts and omissions of its employees, officers, and agents, when acting within the scope of their employment to the extent allowable under applicable California law."

"To the extent allowable under applicable law, and except for its gross negligence or willful misconduct, each party's aggregate liability to the other party hereunder shall not exceed two (2) times the fees payable by District to Contractor pursuant to this Agreement."

FIRST AMENDMENT TO ICA NO. 1617256

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND YVETTE HALL

This First Amendment to ICA No. 1617256 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and Yvette Hall (hereinafter referred to as "Consultant").

RECITALS

WHEREAS on January 25, 2017, District's Board of Trustees approved an Agreement with Consultant for the term from December 13, 2016 through December 13, 2016 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. 1617256 to reflect a revised contract value of \$1,200.00;

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 the District and provided by Contractor under this agreement shall be specifically authorized by Purchase Order (PO) and is estimated to be no more than \$1,200.00 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

Yvette Hall
Print Name

Executive Director, Contracts & Purchasing
Title

Owner
Title

Board Approval Date: January 24, 2017

Date: _____



INDEPENDENT CONTRACTOR MASTER AGREEMENT

This Agreement for Contracted Services ("Agreement") is effective as of **January 26, 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".

YVETTE HALL

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: **\$1,100.00** in the aggregate under the term of this Agreement.

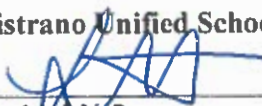
Term of Agreement. The term of this base Agreement is from **December 13, 2016** through **December 13, 2016** with the option to extend annually by mutual agreement and upon Board approval for a total contract term not to exceed a total of five (5) years, as allowed by Education Code §17596.

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: 
Name: **Lynn N. Rust**
Title: **Executive Director, Contracts & Purchasing**
Board Approval Date: **January 25, 2017**

Contractor

Signature: 
Name: **Yvette Hall**
Title: _____
Address: **23979 Lake Road**
La Grange, CA 95329
Email Address: **yvmarathongirl@yahoo.com**
FEIN: _____

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.
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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.

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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

EXHIBIT A
FEE SCHEDULE

YVETTE HALL
23979 Lake Road, CA 95329
209-620-0065
ymarathongirl@yahoo.com

Description of Services
To provide instructional coaching services at Bernice Ayer Middle School on December 13,
2016

Rate of Pay & Expenses

\$500 honorarium
NTE \$300 Reimburse RT Airfare from San Jose to John Wayne Airport
NTE \$200 Personal Insurance (1-day)
No lodging, mileage, meals or incidentals required.

SECOND AMENDMENT TO ICA NO. 1718060

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND SUNBELT STAFFING, LLC

This Second Amendment to ICA No. 1718060 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and SunBelt Staffing, LLC (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 modify certain portions of the Agreement based on mutual consent; and

WHEREAS, District desires to amend ICA No. 1718060 to reflect a modified fee schedule for the term of the contract; and

WHEREAS, District desires to amend ICA No. 1718060 to reflect a revised contract value of \$250,000.00;

NOW, THEREFORE, said Agreement is amended as follows:

1. Exhibit A of ICA No. 1718060 is replaced with the attached fee schedule entitled 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: \$250,000.00 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: January 24, 2018

Date: _____



Contact: Rachel Schwanemann

Direct Phone: (813) 471-0163

Email: Rachel@sunbeltstaffing.com

2017-2018 School Year Rate Sheet- Capistrano Unified School District

Speech Language Pathologist: \$73.00-82.00/ hour, depending on experience level/ qualifications

Speech Language Pathologist Assistant: \$55.00-63.00/ hour, depending on experience level/ qualifications

Occupational Therapist: \$75.00-90.00/ hour, depending on experience level/ qualifications

Certified Occupational Therapy Assistant: \$55.00-63.00/ hour, depending on experience level/ qualifications

Physical Therapist: \$73.00-90.00/ hour, depending on experience level/ qualifications

Physical Therapy Assistant: \$55.00-63.00/ hour, depending on experience level/ qualifications

School RN/LVN: \$45.00-75.00/ hour, depending on experience level/ qualifications

Sign Language Interpreter: \$55.00-75.00/ hour, depending on experience level/ qualifications

Visual Impairment/Deaf and Hard of Hearing Teacher: \$75.00-95.00/ hour, depending on experience level/ qualifications

Brailist: \$44.00-78.00/ hour, depending on experience level/ qualifications

**AMENDMENT TO
INDEPENDENT CONTRACTOR MASTER AGREEMENT (CUSD ICA 1718060)**

This Amendment to Independent Contractor Master Agreement (CUSD ICA 1718060) entered into on or about July 27, 2017, (the "Agreement"), by and between Capistrano Unified School District ("District") and Sunbelt Staffing, LLC ("Contractor"):

WHEREAS the parties desire to modify certain portions of the Agreement based on their mutual consent.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Board and Contractor agree as follows:

I. Section 10. Insurance.

Proposed:

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, "**General Liability** 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 **include** District and its officers, agents and employees as additional insureds, **with respect to the Services performed under this Agreement, including defense costs but excluding the proportionate share of negligence of such additional insured(s), under the general liability policy.** Nothing herein shall limit the obligations for Contractor to provide insurance as required under other provisions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date first written above.

CAPISTRANO UNIFIED SCHOOL DISTRICT

SUNBELT STAFFING, LLC.

By: Philippe Townsend

By: 

Name: Philippe Townsend

Name: Jena Zander

Title: Assistant Superintendent

Title: Director of Administration

EXHIBIT 1

CUSD. Contract No. ICA 1718060



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".

SUNBELT STAFFING, LLC

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: \$200,000.00 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: Lynh N. Rust
Name: Lynh N. Rust
Title: Executive Director, Contracts & Purchasing
Board Approval Date: July 26, 2017

Contractor

Signature: [Signature]
Name: Jena Zander
Title: Director of Administration
Address: 3687 Tampa Road, Suite 200
Oldsmar, FL 34677
Email Address: jena.zander@sunbeltstaffing.com
FEIN: 59-3875910

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.
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Refer to Article 10. INSURANCE REQUIREMENTS

- ✓ Certification by Contractor Criminal Records Check

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Contact: Rachel Schwanemann

Direct Phone: (813) 471-0163

Email: Rachel@sunbeltstaffing.com

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Speech Language Pathologist: \$73.00-82.00/ hour, depending on experience level/ qualifications

Speech Language Pathologist Assistant: \$55.00-63.00/ hour, depending on experience level/ qualifications

Occupational Therapist: \$75.00-90.00/ hour, depending on experience level/ qualifications

Certified Occupational Therapy Assistant: \$55.00-63.00/ hour, depending on experience level/ qualifications

Physical Therapist: \$73.00-90.00/ hour, depending on experience level/ qualifications

Physical Therapy Assistant: \$55.00-63.00/ hour, depending on experience level/ qualifications

School RN/LVN: \$45.00-75.00/ hour, depending on experience level/ qualifications

Sign Language Interpreter: \$55.00-75.00/ hour, depending on experience level/ qualifications

Visual Impairment/Deaf and Hard of Hearing Teacher: \$75.00-95.00/ hour, depending on experience level/ qualifications

FIRST AMENDMENT TO MCA NO. 1718017

BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND OCEAN VIEW SCHOOL

This First Amendment to MCA No. 1718017 is entered into by and between Capistrano Unified School District, hereinafter referred to as "District," and Ocean View School (hereinafter referred to as "Consultant").

RECITALS

WHEREAS on June 28, 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 MCA No. 1718017 to reflect a modified fee schedule for the term of the contract;

NOW, THEREFORE, said Agreement is amended as follows:

1. Page 31 of MCA No. 1718017 entitled Exhibit A is replaced with the attached fee schedule entitled 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

By: _____
Signature

Lynh N. Rust
Print Name

Helen Condas, L.C.S.W.
Print Name

Executive Director, Contracts & Purchasing
Title

Director
Title

Board Approval Date: January 24, 2018

Date: _____

EXHIBIT A-1: RATES

CONTRACTOR

Ocean View

(NONPUBLIC SCHOOL OR AGENCY)

CONTRACTOR NUMBER

2017-2018

(CONTRACT YEAR)

Per CDE Certification, total enrollment may not exceed _____

If blank, the number shall be as determine by CDE Certification.

Rate Schedule. This rate schedule limits the number of LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Special education and/or related services offered by CONTRACTOR, and the charges for such educational and/or related services during the term of this contract shall be as follows:

Payment under this contract may not exceed _____

Total LEA enrollment may not exceed _____

<u>Rate</u>	<u>Period</u>
<u>\$162.00</u>	<u>Day</u>
_____	_____

A. Basic Education Program/Special Education Instruction

Basic Education Program/Dual Enrollment

Per diem rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted proportionally.

B. Related Services

(1)	a. Transportation – Round Trip	<u>\$60.00</u>	<u>Daily</u>
	b. Transportation – One Way	<u>\$30.00</u>	<u>Daily</u>
	c. Transportation – Dual Enrollment	_____	_____
	d. Public Transportation	_____	_____
	e. Parent*	_____	_____
(2)	a. Educational Counseling – Individual	_____	_____
	b. Educational Counseling – Group of _____	_____	_____
	c. Counseling – Parent	<u>\$102.06</u>	<u>Hour</u>
(3)	a. Adapted Physical Education – Individual	_____	_____
	b. Adapted Physical Education – Group of _____	_____	_____
	c. Adapted Physical Education – Group of _____	_____	_____
(4)	a. Language and Speech Therapy – Individual	<u>\$120.00</u>	<u>Hour</u>
	b. Language and Speech Therapy – Group of 2	<u>\$120.00</u>	<u>Hour</u>
	c. Language and Speech Therapy – Group of 3	_____	_____
	d. Language and Speech Therapy – Per diem	_____	_____
	e. Language and Speech – Consultation Rate	<u>\$120.000</u>	<u>Hour</u>
(5)	a. Additional Classroom Aide – Individual (must be authorized on IEP)	<u>\$111.73</u>	<u>Daily</u>
	b. Additional Instructional Assistant – Group of 2	_____	_____
	c. Transportation Aide –	<u>\$46.00</u>	<u>Daily</u>
(6)	Intensive Special Education Instruction**	_____	_____
(7)	a. Occupational Therapy – Individual	_____	_____
	b. Occupational Therapy – Group of 2	_____	_____
	c. Occupational Therapy – Group of 3	_____	_____
	d. Occupational Therapy – Group of 4 - 7	_____	_____
	e. Occupational Therapy – Consultation Rate	_____	_____
(8)	Physical Therapy	_____	_____
(9)	a. Behavior Intervention	_____	_____
	b. Behavior Intervention – Supervision	_____	_____
	Provided by: _____	_____	_____
(10)	Nursing Services	_____	_____
(12)	Residential Board and Care	_____	_____
(13)	Residential Mental Health Services	_____	_____

*Parent transportation reimbursement rates are to be determined by the LEA.

**By credentialed Special Education Teacher.

EXHIBIT 1



MASTER CONTRACT AGREEMENT

This MASTER CONTRACT AGREEMENT ("Agreement") is effective as of July 1, 2017 between Capistrano Unified School District, located at 33122 Valle Road, San Juan Capistrano, California 92675 ("LEA or District") and the contractor listed below ("Contractor")

OCEAN VIEW SCHOOL

WHEREAS, District is authorized under California Education Code sections 56157, 56361, and 56365 et. seq. and Title 5 of the California Code of Regulations section 3000 et. seq. AB490 (Chapter 862, Statutes of 2003) to contract for the purpose of providing special education and/or related services to LEA students with exceptional needs;

WHEREAS, District is in need of such services, and in collaboration with Orange County Department of Education, selected Contractor to provide nonpublic, nonsectarian school agency services;

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

Terms and Conditions. Contractor agrees to provide services as set forth in the Nonpublic, Nonsectarian School/Agency Services Master Contract and is fully incorporated in its entirety.

Fees and Expenses. In consideration for the services provided by the Contractor under this Agreement, District agrees to pay fees and expenses at the rates as set forth in Exhibit A. The total amount of services requested by District and provided by Contractor under this agreement shall be authorized by Purchase Order. This amount may be increased by mutual agreement of both parties by written agreement.

Term of Agreement. The term of this Agreement is for one year beginning July 1, 2017 through June 30, 2018.

Additional Terms. This Agreement contains additional terms that are set forth in the attached documents as designated below titled Nonpublic, Nonsectarian School/Agency Services Master Contract, 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 attached documents as if such additional terms were set forth in full herein.

[☒] Master Contract [☐] 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: Capistrano Unified School District
Name: Lynh N. Rust
Title: Executive Director, Contracts &
Purchasing
Board Approval Date: June 28, 2017

"CONTRACTOR"

By: Helen Candias, L.C.S.W.
Name: Helen Candias, L.C.S.W.
Title: Director
Email address: Candiashe@aol.com
FEIN/SSN: 33-0381143

REQUIRED DOCUMENTS AND CERTIFICATIONS

***All checked items must be provided.**

- | |
|--|
| <input checked="" type="checkbox"/> Current copy of licenses and nonpublic school/agency certifications, or validly issued waiver of any such certification. |
|--|

Certificates of Insurance

- | |
|---|
| <div><input checked="" type="checkbox"/> 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 <u>must be accompanied</u> by Form CG 20 37 07 04</div> <div><input checked="" type="checkbox"/> Business Auto Liability Insurance</div> <div><input checked="" type="checkbox"/> Workers' Compensation and Employers Liability Insurance</div> <div><input checked="" type="checkbox"/> Errors & Omissions/Malpractice (Professional Liability Insurance) including Sexual Molestation and Abuse coverage</div> |
|---|

Refer to Article 15. INSURANCE

- | |
|---|
| <input checked="" type="checkbox"/> Nonpublic School/Agency Assurance Statement (form attached) |
|---|

*NONPUBLIC, NONSECTARIAN
SCHOOL/AGENCY SERVICES*

MASTER CONTRACT

2017-2018

MASTER CONTRACT

GENERAL AGREEMENT FOR NONSECTARIAN,
NONPUBLIC SCHOOL AND AGENCY SERVICES

District CAPISTRANO UNIFIED SCHOOL DISTRICT

Contract Year 2017-2018

X Nonpublic School
 Nonpublic Agency

Type of Contract:

 X Master Contract for fiscal year with Individual Service Agreements (ISA) to be approved throughout the term of this contract.

 Individual Master Contract for a specific student incorporating the Individual Service Agreement (ISA) into the terms of this Individual Master Contract specific to a single student.

 Interim Contract: an extension of the previous fiscal years approved contracts and rates. The sole purpose of this Interim Contract is to provide for ongoing funding at the prior year's rates for ninety (90) days at the discretion of the LEA and CONTRACTOR. Expiration Date:

When this section is included as part of any Master Contract, the changes specified above shall amend Section 4 – Term of Master Contract.

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2017-2018

CONTRACT NUMBER:
1718017

LEA: *Capistrano Unified School District*

NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER:

NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
MASTER CONTRACT

AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS

1. MASTER CONTRACT

This Master Contract is entered into this 29th day of June, 2017, between the Capistrano Unified School District (hereinafter referred to as "District" or local educational agency "LEA") and Ocean View School (hereinafter referred to as "CONTRACTOR") for the purpose of providing special education and/or related services to District students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 et seq. and Title 5 of the California Code of Regulations section 3000 et seq., AB490 (Chapter 862, Statutes of 2003) and AB1858 (Chapter 914, Statutes of 2004). It is understood that this agreement does not commit the District to pay for special education and/or related services provided to any District student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall submit to CONTRACTOR an Individual Services Agreement (hereinafter referred to as "ISA"). Unless otherwise agreed in writing, the ISA shall acknowledge CONTRACTOR's obligation to provide all services specified in the student's Individualized Education Plan (hereinafter referred to as "IEP"). The ISA shall be executed within ninety (90) days of an LEA student's enrollment. LEA and CONTRACTOR shall enter into an ISA for each LEA student served by CONTRACTOR.

Unless placement is made pursuant to an Office of Administrative Hearings (hereinafter referred to as "OAH") order, a lawfully executed agreement between LEA and parent, authorized by LEA for a transfer student pursuant to California Education Code section 56325, or otherwise authorized by LEA without a signed IEP, LEA is not responsible for the costs associated with nonpublic school placement until the date on which an IEP team meeting is convened, the IEP team determines that a nonpublic school placement is appropriate, and the IEP is signed by the LEA student's parent.

2. CERTIFICATIONS AND LICENSES

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as "CDE") as a nonpublic, nonsectarian school/agency. All nonpublic school and nonpublic agency services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code, section 56366 et seq. and within the professional scope of practice of each provider's license, certification and/or credential. In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State shall be certified or licensed by that state to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

If CONTRACTOR is a licensed children's institution (hereinafter referred to as "LCI"), CONTRACTOR shall be licensed by the state, or other public agency having delegated authority by contract with the state to license, to provide nonmedical care to children, including, but not limited to, individuals with exceptional needs. The LCI must also comply with all licensing requirements relevant to the protection of the child, and have a special permit, if necessary, to meet the needs of each child so placed. If the CONTRACTOR operates a program outside of California and provides services to LEA students in such out-of-state program, CONTRACTOR must obtain all required licenses from the appropriate licensing agency in both California and in the state where the LCI is located.

A current copy of CONTRACTOR's licenses and nonpublic school/agency certifications, or a validly issued waiver of any such certification, must be provided to LEA on or before the date this Master Contract is executed by CONTRACTOR. CONTRACTOR must immediately (and under no circumstances longer than three (3) calendar days) notify LEA if any such licenses, certifications or waivers are expired, suspended, revoked, rescinded, or subject to a pending administrative or legal complaint or lawsuit, or otherwise nullified during the effective period of this Master Contract. If any such licenses, certifications or waivers are expired, suspended, revoked, rescinded, or otherwise nullified during the effective period of this Master Contract, this Master Contract shall terminate as of the date of such action.

Total student enrollment shall be limited to capacity as stated on CDE certification. Total student enrollment shall be limited to capacity as stated in Section 24 of the Master Contract.

3. COMPLIANCE WITH LAWS, STATUTES, REGULATIONS

During the term of this Master Contract, CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies, and regulations including but not limited to the provision of special education and/or related services, facilities for individuals with exceptional needs, pupil enrollment, attendance and transfer, corporal punishment, pupil discipline, and positive behavioral interventions.

CONTRACTOR acknowledges and understands that LEA may report to the CDE any violations of the provisions of this Master Contract, and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification pursuant to California Education Code section 56366.4(a).

4. TERM OF MASTER CONTRACT

The term of this Master Contract shall be from July 1, 2017 to June 30, 2018 (Title 5 California Code of Regulations section 3062(a)) unless otherwise stated. Neither the CONTRACTOR nor the LEA is required to renew this Master Contract in subsequent contract years. However, the parties acknowledge that any subsequent Master Contract is to be renegotiated prior to June 30, 2017. In the event a Master Contract is not renegotiated by June 30th, an interim contract may be made available as mutually agreed upon for up to 90 days from July 1 of the new fiscal year. (Title 5, California Code of Regulations, Section 3062(d).) No Master Contract will be offered unless and until all of the contracting requirements have been satisfied. The offer of a Master Contract to a CONTRACTOR is at the sole discretion of the LEA. Requests for renegotiation of any rate, including but not limited to, related services for the subsequent contract year, are to be submitted in writing to Orange County Department of Education, Special Education Division, 200 Kalmus Drive, P.O. Box 9050, Costa Mesa, CA 92628-9050 prior to January 31, 2018.

5. INTEGRATION/CONTINUANCE OF CONTRACT FOLLOWING EXPIRATION OR TERMINATION

This Master Contract includes each Individual Services Agreement which is incorporated herein by this reference. This Master Contract supersedes any prior or contemporaneous written or oral understanding or agreement. This Master Contract may be amended only by written amendment executed by both parties.

CONTRACTOR shall provide the LEA with all information as requested in writing to secure a Master Contract or a renewal.

At a minimum, such information shall include copies of teacher credentials and clearance, insurance documentation and CDE certification. The LEA may require additional information as applicable. If the application packet is not completed and returned to the LEA, no Master Contract will be issued. If CONTRACTOR does not return the Master Contract to the LEA duly signed by an authorized representative within ninety (90) calendar days of issuance by LEA, the new contract rates will not take effect until the newly executed Master Contract is received by the LEA and will not be retroactive to the first day of the new Master Contract's effective date. If CONTRACTOR fails to execute the new Master Contract within such ninety day period, all payments shall cease until such time as the new Master Contract is signed. (California Education Code sections 56366(c)(1) and (2).) In the event that this Master Contract expires or terminates, CONTRACTOR and LEA shall continue to be bound to all of the terms and conditions of the most recent executed Master Contract between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized LEA students at the direction of the LEA.

6. INDIVIDUAL SERVICES AGREEMENT

This Master Contract shall include an ISA developed for each LEA student for whom CONTRACTOR is to provide special education and/or related services. An ISA shall only be issued for LEA students enrolled with the approval of the LEA pursuant to Education Code section 56366(a)(2)(A). An ISA may be effective for more than one contract year provided that there is a concurrent Master Contract in effect. In the event that this Master Contract expires or terminates, CONTRACTOR shall continue to be bound to all of the terms and conditions of the most recent executed ISAs between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized LEA students.

Any and all changes to a LEA student's educational placement/program provided under this Master Contract and/or an ISA shall be made solely on the basis of a revision to the LEA student's IEP. At any time during the term of this Master Contract, a LEA student's parent, CONTRACTOR, or LEA may request a review of a LEA student's IEP subject to all procedural safeguards required by law.

Unless otherwise provided in this Master Contract, the CONTRACTOR shall provide all services specified in the IEP unless the CONTRACTOR and the LEA agree otherwise in the ISA (California Education Code sections 56366(a)(5) and 3062(e)). In the event the CONTRACTOR is unable to provide a specific service at any time during the life of the ISA, the CONTRACTOR shall notify the LEA in writing within five (5) business days of the last date a service was provided.

If a parent or LEA contests the termination of an ISA by initiating a due process proceeding with the OAH, CONTRACTOR shall abide by the "stay-put" requirement of state and federal law unless the parent agrees otherwise. CONTRACTOR shall abide by the "stay-put" requirement of state and federal law when placement in an interim alternative educational setting is made by the LEA or OAH consistent with 20 U.S.C. section 1415(k)(1). CONTRACTOR shall adhere to all the LEA requirements concerning changes in placement.

Disagreements between the LEA and CONTRACTOR concerning the formulation of an ISA or the Master Contract may be appealed to the County Superintendent of Schools of the County where the LEA is located, or the State Superintendent of Public Instruction pursuant to the provisions of California Education Code section 56366(c)(2). Nothing herein shall limit LEA or CONTRACTOR from engaging in alternative dispute resolution. CONTRACTOR disagrees with the language of Education Code section 56366(c)(2), and nothing herein shall constitute a waiver by CONTRACTOR of its rights to challenge that provision.

7. DEFINITIONS

The following definitions shall apply for purposes of this contract:

- a. The term “CONTRACTOR” means a nonpublic, nonsectarian school/agency certified by the California Department of Education and identified in Paragraph 1 above.
- b. The term “authorized LEA representative” means a LEA administrator designated to be responsible for nonpublic school/agencies.
- c. The term “credential” means a valid credential, life diploma, permit, or document in special education or pupil personnel services issued by, or under the jurisdiction of, the State Board of Education if issued prior to 1970 or the California Commission on Teacher Credentialing, which entitles the holder thereof to perform services for which certification qualifications are required as defined in Title 5 of the California Code of Regulations section 3001(g).
- d. The term "qualified" means that a person holds a certificate, permit or other document equivalent to that which staff in a public school are required to hold to provide special education and designated instruction and services, and has met federal and state certification, licensing, registration, or other comparable requirements which apply to the area in which he or she is providing special education or related services, including those requirements set forth in Title 5 of the California Code of Regulations sections 3064 and 3065, or, in the absence of such requirements, the state-education-agency-approved or recognized requirements, and adheres to the standards of professional practice established in federal and state law or regulation, including the standards contained in the California Business and Professions Code. Nothing in this definition shall be construed as restricting the activities of services of a graduate needing direct hours leading to licensure, or of a student teacher or intern leading to a graduate degree at an accredited or approved college or university, as authorized by state laws or regulations.
- e. The term “license” means a valid nonexpired document issued by a licensing agency within the Department of Consumer Affairs or other state licensing office authorized to grant licenses and authorizing the bearer of the document to provide certain professional services, including but not limited to mental health and board and care services at a residential placement, or refer to themselves using a specified professional title. If a license is not available through an appropriate state licensing agency, a certificate of registration with the appropriate professional organization at the national or state level which has standards established for the certificate that are equivalent to a license, shall be deemed to be a license as defined in Title 5 of the California Code of Regulations section 3001(r).
- f. Parent means a biological or adoptive parent unless the biological or adoptive parent does not have legal authority to make educational decisions for the child, a guardian generally authorized to act as the child’s parent or authorized to make educational decisions for the child, an individual acting in the place of a biological or adoptive parent, including a grandparent, stepparent, or other relative with whom the child lives, or an individual who is

legally responsible for the child's welfare, a surrogate parent, a foster parent if the authority of the biological or adoptive parent to make educational decisions on the child's behalf has been specifically limited by court order in accordance with Code of Federal Regulations 300.30(b)(1) or (2). Parent does not include the state or any political subdivision of government or the nonpublic school or agency under contract with the LEA for the provision of special education or designated instruction and services for a child. (California Education Code section 56028).

- g. The term "days" means calendar days unless otherwise specified.
- h. The phrase "billable day" means a school day in which instructional minutes meet or exceed those in comparable LEA programs.
- i. The phrase "billable day of attendance" means a school day as defined in California Education Code Section 46307, in which a LEA student is in attendance and in which instructional minutes meet or exceed those in comparable LEA programs unless otherwise stipulated in an IEP or ISA.
- j. It is understood that the term "Master Contract" also means "Agreement" and is referred to as such in this document.

ADMINISTRATION OF CONTRACT

8. NOTICES

All notices provided for by this Master Contract shall be in writing. Notices shall be mailed by first class mail deposited with the United States Postal Service or delivered by hand and shall be effective as of the date of receipt by addressee. E-mail notifications may be used provided that a hard copy is also mailed by first class mail deposited with the United States Postal Service or delivered by hand and shall be effective as of the date of receipt by addressee via first class mail or hand delivery.

All notices mailed to the LEA shall be addressed to the person and address as indicated on the signature page of the Master Contract. Notices to CONTRACTOR shall be addressed as indicated on signature page of this Master Contract.

9. MAINTENANCE OF RECORDS

All records shall be maintained by CONTRACTOR as required by state and federal laws and regulations. Notwithstanding the foregoing sentence, CONTRACTOR shall maintain all records for at least five (5) years after the termination of this Master Contract. For purposes of this Master Contract, "records" shall include, but not be limited to student records as defined by California Education Code section 49061(b) including electronically stored information; cost data records as set forth in Title 5 of the California Code of Regulations section 3061; registers and roll books of teachers and/or daily service providers; daily service logs and notes and other documents used to record the provision of related services including supervision; daily service logs and notes used to record the provision of services provided through additional instructional assistants, NPA behavior intervention aides, and bus aides; absence verification records (parent/doctor notes, telephone logs, and related documents) if the CONTRACTOR is funded for excused absences, however, such records are not required if positive attendance is required; bus rosters; staff lists specifying credentials held and documents evidencing other staff qualifications, social security numbers, dates of hire, and dates of termination; records of employee training and certification, staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state nonpublic school and/or agency certifications by-laws; lists of current board

of directors/trustees, if incorporated; documents evidencing financial expenditures; federal/state payroll quarterly reports; and bank statements and canceled checks or facsimile thereof.

CONTRACTOR shall maintain LEA student records in a secure location to ensure confidentiality and prevent unauthorized access. CONTRACTOR shall maintain a current list of the names and positions of CONTRACTOR's employees who have access to confidential records. CONTRACTOR shall maintain an access log for each LEA student's record which lists all persons, agencies, or organizations requesting or receiving information from the record. Such log shall be maintained as required by California Education Code section 49064 and include the name, title, agency/organization affiliation, and date/time of access for each individual requesting or receiving information from the LEA student's record. Such log needs to record access to the LEA student's records by: (a) the LEA student's parent; (b) an individual to whom written consent has been executed by the LEA student's parent; or (c) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or receiving information from the record. CONTRACTOR/LEA shall maintain copies of any written parental concerns granting access to student records. For purposes of this paragraph, "employees of LEA or CONTRACTOR" do not include subcontractors. CONTRACTOR shall grant parents access to student records, and comply with parents' requests for copies of student records, as required by state and federal laws and regulations. CONTRACTOR agrees, in the event of school or agency closure, to forward all records within five (5) business days to LEA. These shall include, but not limited to, current transcripts, IEP/ISPs, and reports. CONTRACTOR acknowledges and agrees that all student records maintained by CONTRACTOR as required by state and federal laws and regulations are the property of LEA and must be returned to LEA without dissemination to any other entity.

10. SEVERABILITY CLAUSE

If any provision of this Master Contract is held, in whole or in part, to be unenforceable for any reason, the remainder of that provision and of the entire Agreement shall be severable and remain in effect.

11. SUCCESSORS IN INTEREST

This contract binds CONTRACTOR's successors and assignees. CONTRACTOR shall notify the LEA of any change of ownership or corporate control.

12. VENUE AND GOVERNING LAW

The laws of the State of California shall govern the terms and conditions of this Master Contract with venue in Orange County.

13. MODIFICATIONS AND AMENDMENTS REQUIRED TO CONFORM TO LEGAL AND ADMINISTRATIVE GUIDELINES

This Master Contract may be modified or amended to conform to administrative and statutory guidelines issued by any state, federal or local governmental agency. The party seeking such modification shall provide thirty (30) days' notice of any such changes or modifications made to conform to administrative or statutory guidelines and a copy of the statute or regulation upon which the modification or changes are based. If the parties cannot agree on such modifications or amendments, this Master Contract may be terminated in accordance with Paragraph 14.

14. TERMINATION

This Master Contract or an Individual Service Agreement may be terminated for cause. The cause shall not be the availability of a public class initiated during the period of the Master Contract or ISA

unless the parent agrees to the transfer of the student to the public school program at an IEP team meeting. To terminate the Master Contract for cause, either party shall give twenty (20) days prior written notice to the other party (California Education Code section 56366(a)(4)). At the time of termination, CONTRACTOR shall provide to the LEA any and all documents CONTRACTOR is required to maintain under this Master Contract. ISAs are void upon termination of this Master Contract, except as specified above in Paragraph 5. CONTRACTOR or the LEA may also terminate an individual ISA for cause. To terminate the ISA, either party shall also give twenty (20) days prior written notice to the other.

15. INSURANCE

CONTRACTOR shall, at his, her, or its sole cost and expense, maintain in full force and effect, during the term of this Agreement, the following insurance coverage from a California licensed and/or admitted insurer with an A minus (A-), VII, or better rating from A.M. Best, sufficient to cover any claims, damages, liabilities, costs and expenses (including counsel fees) arising out of or in connection with CONTRACTOR'S fulfillment of any of its obligations under this Agreement:

- A. **Commercial General Liability Insurance**, including both bodily injury and property damage, with minimum limits as follows:

\$1,000,000 per occurrence
\$ 5,000 medical expenses
\$1,000,000 personal & adv. injury
\$2,000,000 general aggregate
\$5,000,000 sexual abuse or molestation

- B. **Auto Liability Insurance.** To the extent vehicles are used to transport students, such vehicles shall have liability coverage of not less than \$1 million combined single limit.

If CONTRACTOR uses a vehicle to travel to/from school sites, between schools and/or to/from students' homes or other locations as an approved service location by the LEA, CONTRACTOR must comply with State of California auto insurance requirements.

- C. **Workers' Compensation and Employers Liability Insurance** in a form and amount covering CONTRACTOR'S full liability under the California Workers' Compensation Insurance and Safety Act and in accordance with applicable state and federal laws.

Part A – Statutory Limits
Part B - \$1,000,000/\$1,000,000/\$1,000,000 Employers Liability

- D. **Errors & Omissions (E & O)/Malpractice (Professional Liability)** coverage with the following limits:

\$1,000,000 per occurrence
\$2,000,000 general aggregate

- E. CONTRACTOR, upon execution of this Master Contract and periodically thereafter upon request, shall furnish the LEA with certificates of insurance and endorsements evidencing such coverage. The certificate of insurance shall include a thirty (30) day non-renewal, cancellation or modification notice provision. The Commercial General Liability and Automobile Liability policy shall name the LEA and the District's Board of Education as additional insured's on all insurance policies and premiums shall be

paid by CONTRACTOR and shall be deemed included in CONTRACTOR's obligations under this contract at no additional charge.

- F. Unless CONTRACTOR is insured under the California Private Schools Self Insurance Group (CAPS SIG) or a similar self-insurance group, any deductibles or self-insured retentions above \$100,000 must be declared to and approved by the LEA. At its option, the LEA may require the CONTRACTOR, at the CONTRACTOR's sole cost, to: (a) cause its insurer to reduce to levels specified by the LEA or eliminate such deductibles or self-insured retentions with respect to the LEA, its officials and employees or (b) procure a bond guaranteeing payment of losses and related investigation.
- G. For any claims related to the services provided by CONTRACTOR, the CONTRACTOR's insurance coverage shall be primary insurance as respects the LEA, its subsidiaries, officials and employees. Any insurance or self-insurance maintained by the LEA, its subsidiaries, officials and employees shall be excess of the CONTRACTOR's insurance and shall not contribute with it.
- H. All Certificates of Insurance shall reference the contract number, name of the school or agency submitting the certificate, and the location of the school or agency submitting the certificate on the certificate.

If the LEA or CONTRACTOR determines that changes in insurance coverage obligations under this section is necessary, either party may reopen negotiations to modify the insurance obligations.

16. INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent allowed by law, CONTRACTOR shall defend, indemnify and hold harmless LEA and its directors, officers, agents, employees and guests against any claim or demand arising from any actual or alleged act, error, or omission by CONTRACTOR or its directors, officers, agents, employees, volunteers or guests arising from CONTRACTOR's duties and obligations described in this Agreement or imposed by law.

To the fullest extent allowed by law, LEA shall defend, indemnify and hold harmless CONTRACTOR and its directors, officers, agents, employees and guests against any claim or demand arising from any actual or alleged act, error, or omission by LEA or its directors, officers, agents, employees, volunteers or guests arising from LEA's duties and obligations described in this Agreement or imposed by law.

17. INDEPENDENT CONTRACTOR

Nothing herein contained shall be construed to imply a joint venture, co-principal, partnership, principal-agent, employer-employee, or co-employer relationship between the LEA and CONTRACTOR. CONTRACTOR shall provide all services under this Agreement as an independent contractor, and neither party shall have the authority to bind or make any commitment on behalf of the other. Nothing contained in this Agreement shall be deemed to create any association, partnership, joint venture or relationship of principal and agent, master and servant, or employer and employee between the parties or any affiliates of the parties, or between the LEA and any individual assigned by CONTRACTOR to perform any services for the LEA.

If the LEA is held to be a partner, joint venturer, co-principal, employer or co-employer of CONTRACTOR based on any acts or omissions of CONTRACTOR, CONTRACTOR shall indemnify and hold harmless the LEA from and against any and all claims for loss, liability, or damages arising from that holding, as well as any expenses, costs, taxes, penalties and interest charges incurred by the LEA as a result of that holding. If CONTRACTOR is held to be a partner,

joint venturer, co-principal, employer, or co-employer of the LEA based on any acts or omissions of LEA, LEA shall indemnify and hold harmless the CONTRACTOR from and against any and all claims for loss, liability, or damages arising from that holding, as well as any expenses, costs, taxes, penalties and interest charges incurred by the LEA as a result of that holding..

18. SUBCONTRACTING

CONTRACTOR shall not enter into any subcontracting relationship without first obtaining the written approval of the LEA. CONTRACTOR's written notification shall include the specific special education and/or related service to be subcontracted, including the corresponding hourly rate or fee. In the event LEA determines that it can provide the subcontracted service(s) at a lower rate, LEA may elect to provide such service(s). If LEA elects to provide such service(s), LEA shall provide written notification to CONTRACTOR within five (5) days of receipt of CONTRACTOR's original notice and CONTRACTOR shall not subcontract for said service(s).

CONTRACTOR shall incorporate all of the provisions of this Master Contract in all subcontracts, unless written approval for any change is first obtained by the LEA. Furthermore, when CONTRACTOR enters into subcontracts for the provision of special education and/or related services (including without limitation transportation) for any LEA student, CONTRACTOR shall cause each subcontractor to procure and maintain insurance during the term of each subcontract. Such subcontractor's insurance shall comply with the provisions of Section 15. Each subcontractor shall furnish the LEA with original endorsements and certificates of insurance effecting coverage required by Section 15. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. LEA may request that the certificates and endorsements be completed on forms provided by the LEA. All certificates and endorsements are to be received and approved by the LEA before the subcontractor's work commences. The Commercial General Liability and Automobile Liability policies shall name the LEA and the LEA/District Board of Education as additional insured. If LEA does not approve the subcontractor's insurance, the LEA shall provide CONTRACTOR notice within fifteen (15) days.

As an alternative to the LEA's forms, a subcontractor's insurer may provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by this Master Contract. All Certificates of Insurance shall reference the LEA contract number, name of the school or agency submitting the certificate, indication if nonpublic school or nonpublic agency, and the location of the school or agency submitting the certificate. In addition, all sub-contractors must meet the requirements as contained in Section 45 (Clearance Requirements) and Section 46 (Staff Qualifications) of this Master Contract.

19. CONFLICTS OF INTEREST

CONTRACTOR shall provide to the LEA a copy of its current bylaws and a current list of its Board of Directors (or Trustees), if it is incorporated. This can be provided via e-mail to the SELPA Director of the LEA. CONTRACTOR and any member of its Board of Directors (or Trustees) shall avoid any relationship with the LEA that constitutes or may constitute a conflict of interest pursuant to California Education Code section 56042 including, but not limited to, employment with LEA, provision of private party assessments and/or reports, and attendance at IEP team meetings acting as a student's advocate. Pursuant to California Education Code section 56042, an attorney or advocate for a parent of an individual with exceptional needs shall not recommend placement at CONTRACTOR's facility if the attorney or advocate is employed or contracted by the CONTRACTOR, or will receive a benefit from the CONTRACTOR, or otherwise has a conflict of interest.

Unless CONTRACTOR and the LEA otherwise agree in writing, the LEA shall neither execute an ISA with CONTRACTOR nor amend an existing ISA for a LEA student when a recommendation for

special education and/or related services is based in whole or in part on assessment(s) or reports provided by CONTRACTOR to the LEA student without prior written authorization by LEA. This paragraph shall apply to CONTRACTOR regardless of when an assessment is performed or a report is prepared (i.e., before or after the LEA student is enrolled in CONTRACTOR's school/agency) or whether an assessment of the LEA student is performed or a report is prepared in the normal course of the services provided to the LEA student by CONTRACTOR. To avoid a conflict of interest, and in order to ensure the appropriateness of an Independent Educational Evaluation (hereinafter referred to as "IEE") and its recommendations, the District may, in its discretion, not fund an IEE by an evaluator who provides ongoing service(s) or is sought to provide service(s) to the student for whom the IEE is requested. Likewise, the LEA may, in its discretion, not fund services through the evaluator whose IEE the District agrees to fund. When no other appropriate assessor is available, the LEA may request and if CONTRACTOR agrees, the CONTRACTOR may provide an IEE.

When the CONTRACTOR is a nonpublic agency, the CONTRACTOR acknowledges that its authorized representative has read and understands Education Code section 56366.3 which provides, in relevant part, that no special education and/or related services provided by CONTRACTOR shall be paid for by the LEA if provided by an individual who was an employee of the LEA within the three hundred and sixty five (365) days prior to executing this Master Contract. This provision does not apply to any person who is able to provide designated instruction and services during the extended school year because he or she is otherwise employed for up to ten months of the school year by the LEA.

20. NON-DISCRIMINATION

CONTRACTOR shall not unlawfully discriminate on the basis of race, religion, sex, national origin, age, sexual orientation, disability or any other classification protected by federal or state law, in employment or operation of its programs.

EDUCATIONAL PROGRAM

21. FREE AND APPROPRIATE PUBLIC EDUCATION

LEA shall provide CONTRACTOR with a copy of the IEP including the Individualized Transition Plan (hereinafter referred to as "ITP") of each LEA student served by CONTRACTOR. CONTRACTOR shall provide to each LEA student special education and/or related services (including transition services) within the nonpublic school or nonpublic agency consistent with the LEA student's IEP and as specified in the ISA. If CONTRACTOR is a nonpublic school, CONTRACTOR shall not accept a LEA student if it cannot provide or ensure the provision of the services outlined in the student's IEP.

Unless otherwise agreed to between CONTRACTOR and LEA, CONTRACTOR shall be responsible for the provision of all appropriate supplies, equipment, and/or facilities for LEA students, as specified in the LEA student's IEP and ISA. LEA shall provide low incidence equipment for eligible students with low incidence disabilities when specified in the student's IEP and ISA. Such equipment remains the property of the LEA and shall be returned to the LEA when the IEP team determines the equipment is no longer needed or when the student is no longer enrolled in the nonpublic school. CONTRACTOR shall make no charge of any kind to parents for special education and/or related services as specified in the LEA student's IEP and ISA (including, but not limited to, screenings, assessments, or interviews that occur prior to or as a condition of the LEA student's enrollment under the terms of this Master Contract). CONTRACTOR may charge a LEA student's parent(s) for services and/or activities not necessary for the LEA student to receive a free appropriate public education after: (a) verification that any such charge or fee is not a "pupil fee" under Education Code section 49010 et. seq.; (b) written notification to the LEA student's parent(s) of the cost and voluntary nature of the services and/or activities; and (c) receipt by the LEA of the

written notification and a written acknowledgment signed by the LEA student's parent(s) of the cost and voluntary nature of the services and/or activities. CONTRACTOR shall adhere to all LEA guidelines as well as all California state laws, regulations and guidelines prohibiting pupil fees, deposits or other charges.

Voluntary services and/or activities not necessary for the LEA student to receive a free appropriate public education shall not interfere with the LEA student's receipt of special education and/or related services as specified in the LEA student's IEP and ISA unless the LEA, CONTRACTOR and parent agree otherwise in writing.

22. GENERAL PROGRAM OF INSTRUCTION

All nonpublic school and nonpublic agency services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code section 56366 et seq.

When CONTRACTOR is a nonpublic school, CONTRACTOR's general program of instruction shall: (a) be consistent with LEA's standards regarding the particular course of study and curriculum; (b) include curriculum that addresses mathematics, literacy and the use of educational, assistive technology and transition services; (c) be consistent with CDE's standards regarding the particular course of study and curriculum; (d) provide the services as specified in the LEA student's IEP and ISA. LEA students shall have access to: (a) State Board of Education (SBE) - adopted standards-based, core curriculum and the same instructional materials for kindergarten and grades 1 to 8, inclusive; and provide standards – aligned core curriculum and instructional materials for grades 9 to 12, inclusive, used by a local education agency (LEA), that contracts with the nonpublic school; (b) college preparation courses; (c) extracurricular activities, such as art, sports, music and academic clubs; (d) career preparation and vocational training, consistent with transition plans pursuant to state and federal law and; (e) supplemental assistance, including individual academic tutoring, psychological counseling, and career and college counseling. CONTRACTOR's general program of instruction shall be described in writing and a copy provided to LEA prior to the effective date of this Master Contract.

When CONTRACTOR serves LEA students in grades nine through twelve inclusive, LEA shall provide to CONTRACTOR a specific list of the course requirements to be satisfied by the CONTRACTOR leading toward graduation or completion of LEA's diploma requirements including the graduation requirements for pupils in foster care or pupils who are homeless as set forth in Education Code section 51225.1. CONTRACTOR shall not award a high school diploma to LEA students who have not successfully completed all of the LEA's graduation requirements, including, but not limited to, passing the California High School Exit Exam in accordance with state law.

When CONTRACTOR is a nonpublic agency and/or related services provider, CONTRACTOR's general program of instruction and/or services shall be consistent with LEA and CDE guidelines and certification, and provided as specified in the LEA student's IEP and ISA. The nonpublic agency providing Behavior Intervention services shall develop a written treatment plan that specifies the nature of their nonpublic agency service for each student within thirty (30) days of enrollment and shall be provided in writing to the LEA. School-based services may not be unilaterally converted by CONTRACTOR to a substitute program or provided at a location not specifically authorized by the IEP team. Except for services provided by a contractor that is a licensed children's institution, all services not provided in the school setting require the presence of a parent, guardian or adult caregiver during the delivery of services, provided such guardian or caregiver have a signed authorization by the parent or legal guardian to authorize emergency services as requested. LCI contractors shall ensure that appropriate and qualified residential or clinical staff is present during the provision of services under this Master Contract. CONTRACTOR shall immediately notify LEA in writing if no parent, guardian or adult caregiver is present. CONTRACTOR shall provide to the

LEA a written description of the services and location provided prior to the effective date of this Master Contract. Contractors providing Behavior Intervention services must have a trained behaviorist or trained equivalent on staff consistent with the requirements set forth in Education Code section 56520 et seq. It is understood that Behavior Intervention services are limited per CDE Certification and do not constitute as an instructional program.

When CONTRACTOR is a nonpublic agency, CONTRACTOR shall not provide transportation nor subcontract for transportation services.

23. INSTRUCTIONAL MINUTES

When CONTRACTOR is a nonpublic school, the total number of instructional minutes per school day provided by CONTRACTOR shall be at least equivalent to the number of instructional minutes per school day provided to LEA students at like grade level, attending LEA schools and shall be specified in the LEA student's ISA developed in accordance with the LEA student's IEP.

For LEA students in grades kindergarten through 12, unless otherwise specified in the LEA student's IEP and ISA, the number of instructional minutes, excluding breakfast, recess, lunch, and passing time, shall be consistent with Education Code sections 46100 et. seq.

The total number of annual instructional minutes shall be at least equivalent to the total number of annual instructional minutes provided to LEA students attending LEA schools in like grade levels unless otherwise specified in the LEA student's IEP.

When CONTRACTOR is a nonpublic agency and/or related services provider, the total number of minutes per school day provided by CONTRACTOR shall be specified in the LEA student's ISA developed in accordance with the LEA student's IEP.

24. CLASS SIZE

When CONTRACTOR is a nonpublic school, CONTRACTOR shall ensure that class size shall not exceed a ratio of one teacher per twelve (12) students unless CONTRACTOR and the LEA agree otherwise, in writing.

In the event a nonpublic school is unable to fill a vacant teaching position responsible for direct instruction to students, and the vacancy has direct impact on the California Department of Education Certification of that school, the nonpublic school shall develop a plan to assure appropriate coverage of students by first utilizing existing certificated staff. The nonpublic school and the LEA may agree to one 30 school day period per contract year where class size may be increased to assure coverage by an appropriately credentialed teacher. Such an agreement shall be in writing and signed by both parties. This provision does not apply to a nonpublic agency.

CONTRACTOR providing special education instruction for individuals with exceptional needs between the ages of three and five years, inclusive, shall also comply with the appropriate instructional adult to child ratios pursuant to California Education Code sections 56440 et seq.

25. CALENDARS

When CONTRACTOR is a nonpublic school, CONTRACTOR shall submit to the LEA a school calendar with the total number of billable days not to exceed 180 days, plus up to twenty (20) extended school year billable days unless otherwise specified in the LEA student's IEP/IFSP and ISA. Billable days shall include only those days that are included on the submitted and approved school calendar, and/or required by the IEP (developed by the LEA) for each student. CONTRACTOR shall not be allowed to change its school calendar and/or amend the number of

billable days without the prior written approval of the LEA. Nothing in this Master Contract shall be interpreted to require the LEA to accept any requests for calendar changes.

Unless otherwise specified by the students' IEP, educational services shall occur at the school site. A student shall only be eligible for extended school year services if such are recommended by his/her IEP Team and the provision of such is specifically included in the ISA. Extended school year shall consist of twenty (20) instructional days, unless otherwise agreed upon by the IEP Team convened by the LEA. Any days of extended school year in excess of twenty (20) billable days must be mutually agreed to, in writing, prior to the start of the extended school year.

Student must have actually been in attendance during the regular school year and/or during extended school year and actually received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the LEA, in writing, in advance of the delivery of any nonpublic school service. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

CONTRACTOR shall observe the same legal holidays as the LEA and shall identify the dates of observance on its school calendar submitted to the LEA. Those holidays are Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, New Year's Day, Dr. Martin Luther King, Jr. Day, President's Day, Memorial Day and Independence Day. With the approval of the LEA, CONTRACTOR may revise the date upon which CONTRACTOR closes in observance of any of the holidays observed by LEA.

When CONTRACTOR is a nonpublic agency, CONTRACTOR shall be provided with a LEA-developed/approved calendar prior to the initiation of services. CONTRACTOR herein agrees to observe holidays as specified in the LEA-developed/approved calendar. CONTRACTOR shall provide services pursuant to the LEA-developed/approved calendar; or as specified in the LEA student's IEP and ISA. Unless otherwise specified in the LEA student's ISA, CONTRACTOR shall provide related services to LEA students on only those days that the LEA student's school of attendance is in session and the LEA student attends school. CONTRACTOR shall bill only for services provided on billable days of attendance as indicated on the LEA calendar unless CONTRACTOR and the LEA agree otherwise, in writing. Student must have actually been in attendance and/or received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the LEA, in writing, in advance of the delivery of any nonpublic agency service provided by CONTRACTOR. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

26. DATA REPORTING

CONTRACTOR shall agree to provide to the LEA, all data related to students who are served by the CONTRACTOR. This shall include any and all data related to any section of this Master Contract. The specific format of the data to be provided shall be determined between the LEA and CONTRACTOR. CONTRACTOR shall not enter into a contract with a third party for the purpose of providing cloud-based services including but not limited digital storage, management and retrieval of pupil records or to provide digital educational software that authorizes such third party to access, store, and use pupil records, unless CONTRACTOR has obtained prior written authorization from LEA in compliance with Education Code section 49073.1.

The LEA may provide the CONTRACTOR with approved forms and/or format for such data, including but not limited to, invoicing, attendance reports, and progress reports. The LEA may approve use of CONTRACTOR-provided forms at LEAs discretion.

27. LEAST RESTRICTIVE ENVIRONMENT/DUAL ENROLLMENT

CONTRACTOR and the LEA shall both follow policies and procedures that support Least Restrictive Environment (“LRE”) options (and/or dual enrollment options if available and appropriate) for students to have access to the general curriculum and to be educated with their nondisabled peers to the maximum extent appropriate.

LRE placement options shall be addressed at all IEP team meetings regarding students for whom ISAs have been or may be executed. This shall include IEP team consideration of supplementary aids and services and goals and objectives necessary for placement in the LRE and necessary to enable students to transition to less restrictive settings.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist the LEA in implementing the IEP team’s recommendations and/or activities to support the transition.

28. STATEWIDE ACHIEVEMENT TESTING AND HIGH SCHOOL EXIT EXAMINATION

When CONTRACTOR is a nonpublic school, CONTRACTOR shall, in accordance with Education Code section 60640 et. seq. administer all Statewide assessments within the California Assessment of Student Performance and Progress (“CAASP”), Desired Results Developmental Profile (“DRDP”), California Alternative Assessment (“CAA”), achievement and abilities tests (using LEA-authorized assessment instruments), the Fitness Gram, the California English Language Development Test (“CELDT”), and the English Language Proficiency Assessments for California (“ELPAC”), as appropriate to the student, and mandated by LEA pursuant to LEA guidelines as well as state and federal laws and regulations.

When CONTRACTOR is a nonpublic school, CONTRACTOR is subject to the alternative accountability system developed pursuant to Education Code section 52052, in the same manner as public schools and each LEA student placed with CONTRACTOR by the LEA shall be tested by qualified staff of CONTRACTOR in accordance with that accountability program. LEA shall provide test administration training to CONTRACTOR’s qualified staff; CONTRACTOR shall attend LEA test training and comply with completion of all coding requirements as required by LEA. Contractor shall report the test results to the CDE as required by Education Code section 56366(a)(8)(A).

Where CONTRACTOR is a nonpublic school, CONTRACTOR shall administer all statewide achievement tests and the California High School Exit Examination as mandated by the LEA and pursuant to the LEA guidelines, as well as state and federal laws and regulations.

29. DISTRICT MANDATED ATTENDANCE AT MEETINGS

CONTRACTOR shall attend District mandated meetings when legal mandates, and/or LEA policy and procedures are reviewed, including but not limited to the areas of: curriculum, high school graduation, standards-based instruction, behavior intervention, cultural and linguistic needs of students with disabilities, dual enrollment responsibilities, LRE responsibilities, transition services, and standardized testing. The LEA shall provide CONTRACTOR with reasonable advanced notice of mandated meetings. Attendance at such meetings shall not constitute a billable service hour(s).

30. POSITIVE BEHAVIOR INTERVENTIONS

CONTRACTOR shall comply with the requirements of Education Code section 56520 et seq. and applicable provisions of Title 5 of the California Code of Regulations regarding positive behavior interventions including, but not limited to: the completion of functional behavioral assessments; the development, implementation, monitoring, supervision, modification, and evaluation of behavior intervention plans; and emergency interventions. CONTRACTOR shall notify the parent/guardian residential care provider (if appropriate) and LEA within one (1) school day of any behavior incident including when an emergency intervention is used or serious property damage occurs as well as provide LEA with a copy of the behavioral emergency report. It is understood that the LEA may require additional requirements for staff qualifications beyond what is required in Title 5 of the California Code of Regulations sections 3064 and 3065. Such requirements will be provided in writing to CONTRACTOR prior to entering into an ISA for a LEA student. Failure to maintain adherence to staff qualification requirements shall constitute sufficient cause for contract termination. CONTRACTOR shall provide the LEA with all training protocols for behavior intervention staff who do not possess a license, credential or recognized certification as part of their Master Contract application. CONTRACTOR shall provide certification that all behavior aides who do not possess a license, credential or recognized certification have completed required training protocols within ten days of the start of providing behavior intervention services to a LEA student. Failure to do so shall constitute sufficient cause for termination.

CONTRACTOR shall designate an individual employed, contracted, and/or otherwise hired by CONTRACTOR as a “behavior intervention case manager.” CONTRACTOR shall maintain a written policy in compliance with Education Code section 56520 et seq. and applicable provisions of Title 5 of the California Code of Regulations regarding emergency interventions and behavioral emergency reports. Evidence of such training shall be submitted to the LEA at the beginning of the school year and within fourteen (14) days of any new hire. CONTRACTOR shall ensure that all of its staff members are trained annually in crisis intervention and emergency procedures as related to appropriate behavior management strategies.

CONTRACTOR shall not authorize, order, consent to, or pay for any of the following prohibited interventions, or any other intervention similar to or like the following: (a) any intervention that is designed to, or likely to, cause physical pain, including but not limited to, electric shock; (b) releasing noxious, toxic, or otherwise unpleasant sprays, mists, or substances in proximity to the LEA student’s face; (c) any intervention which denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities; (d) any intervention which is designed to subject, used to subject, or likely to subject the LEA student to verbal abuse, ridicule, or humiliation, or which can be expected to cause excessive emotional trauma; (e) restrictive interventions which employ a device, material, or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used as a limited emergency intervention by CONTRACTOR’s trained and qualified personnel as allowable by applicable law and regulations; (f) locked seclusion except as allowable by applicable law and regulations; (g) any intervention that precludes adequate supervision of the LEA student; and (h) any intervention which deprives the LEA student of one or more of his or her senses, pursuant to Education Code section 56521.2.

31. STUDENT DISCIPLINE

CONTRACTOR shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations.

When CONTRACTOR seeks to remove a LEA student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall immediately submit a written discipline report to the

LEA and a manifestation IEP team meeting shall be scheduled. Written discipline reports shall include, but not be limited to: the LEA student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the LEA student's behavior plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10th) day of suspension. CONTRACTOR shall notify and invite LEA representatives to the IEP team meeting where the manifestation determination will be made.

32. IEP TEAM MEETINGS

An IEP team meeting shall be convened at least annually to evaluate: (1) the educational progress of each student placed with CONTRACTOR, including all state assessment results pursuant to the requirements of Education Code section 52052; (2) whether or not the needs of the student continue to be best met at the nonpublic school and/or by the nonpublic agency; and (3) whether changes to the student's IEP are necessary, including whether the student may be transitioned to a public school setting. (California Education Code sections 56366(a)(2)(B)(i) and (ii).) If an LEA student is enrolled in the nonpublic school pursuant to a lawfully executed agreement between the LEA and parent, it shall be the responsibility of the LEA to notify CONTRACTOR in writing (1) when or whether an IEP meeting will be held, (2) whether placement in the nonpublic school should be documented as part of an IEP, and (3) the start date and, if known, the end date for services to be provided by CONTRACTOR to LEA student.

If a LEA student is to be transferred from a nonpublic school setting into a regular class setting in a public school for any part of the school day, the IEP team shall document, if appropriate, a description of activities provided to integrate the student into the regular education program, including the nature of each activity as well as the time spent on the activity each day or week and a description of the activities provided to support the transition of the student from the special education program into the regular education program. Each LEA student shall be allowed to provide confidential input to any representative of his or her IEP team. Except as otherwise provided in the Master Contract, CONTRACTOR and the LEA shall participate in all IEP team meetings regarding LEA students for whom ISAs have been or may be executed. At any time during the term of this Master Contract, a parent, the CONTRACTOR or the LEA may request a review of the student's IEP, subject to all procedural safeguards required by law, including reasonable notice given to, and participation of, the CONTRACTOR in the meeting. Every effort shall be made to schedule IEP team meetings at a time and place that is mutually convenient to the parent(s), the CONTRACTOR and the LEA. CONTRACTOR shall provide to the LEA any and all assessments (including testing protocols) and written assessment reports created by CONTRACTOR and any of its agents or subcontractors, upon request.

If the CONTRACTOR or LEA is unable to convince the parent or guardian that he or she should attend the IEP, CONTRACTOR shall maintain a written record of its attempts to arrange a mutually agreed-upon time and place. The CONTRACTOR and LEA shall also take any action necessary to ensure that the parent or guardian understands the proceedings at a meeting, including arranging for an interpreter.

Changes in any LEA student's educational program, including instruction, services, or instructional setting, provided under this Master Contract may only be made on the basis of revisions to the student's IEP. In the event that the CONTRACTOR believes the student requires a change of placement, the CONTRACTOR may request a review of the student's IEP for the purposes of considering a change in the student's placement. Student is entitled to remain in the last agreed upon and implemented placement unless parent agrees otherwise or unless an interim alternative educational placement is deemed lawful and appropriate by the LEA or OAH.

33. SURROGATE PARENTS

CONTRACTOR shall comply with state and federal laws and regulations regarding assigning surrogate parents to LEA students.

34. DUE PROCESS PROCEEDINGS

CONTRACTOR shall fully participate in special education due process proceedings including mediations and hearings, as requested by the LEA. CONTRACTOR shall also fully participate in the investigation of any complaint filed with the State of California, the Office for Civil Rights, or any other state and/or federal governmental body or agency. Full participation shall include, but in no way be limited to, cooperating with LEA representatives to provide complete answers raised by any investigator and/or the immediate provision of any and all documentation that pertains to the operation of CONTRACTOR's program and/or the implementation of a particular student's IEP/IFSP.

35. COMPLAINT PROCEDURES

CONTRACTOR shall maintain and adhere to its own written procedures for responding to parent complaints. These procedures shall include annually notifying and providing parents of LEA students with appropriate information (including complaint forms) for the following: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 et seq.; (2) Nondiscrimination policies pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policies pursuant to California Education Code 231.5(a)(b)(c); (4) Student Grievance Procedure pursuant to Title IX 106.8 (a)(d) and 106.9 (a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act (HIPPA). CONTRACTOR shall include verification of these procedures to the LEA.

36. LEA STUDENT PROGRESS REPORTS/REPORT CARDS AND ASSESSMENTS

Unless the LEA requests in writing that progress reports be provided on a monthly basis, CONTRACTOR shall provide to parents at least four written progress reports/report cards. At a minimum, progress reports shall include progress over time towards IEP goals and objectives. A copy of the progress reports/report cards shall be maintained at the CONTRACTOR's place of business and shall be submitted to the LEA and LEA student's parent(s).

CONTRACTOR shall also provide an LEA representative access to supporting documentation used to determine progress on any goal or objective, including but not limited to log sheets, observation notes, data sheets, pre-/post-tests, rubrics and other similar data collection used to determine progress or lack of progress on approved goals, objectives, transition plans or behavior support plans. The LEA may request copies of such data at any time within five (5) years of the date of service. CONTRACTOR agrees to maintain the information for at least five (5) years and also shall provide this data supporting progress within five (5) business days of request. Additional time may be granted as needed by the LEA.

CONTRACTOR shall complete academic or other assessment of the LEA student one month prior to the LEA student's annual or triennial review IEP team meeting for the purpose of reporting the LEA student's present levels of performance at the IEP team meeting as required by state and federal laws and regulations and pursuant to LEA policies, procedures, and/or practices. Contractor shall provide sufficient copies of its reports, documents, and projected goals to share with members of the IEP team five (5) business days prior to the IEP meeting. CONTRACTOR shall maintain supporting documentation such as test protocols and data collection, which shall be made available to LEA within five (5) business days of request.

CONTRACTOR is responsible for all assessment costs regarding the updating of goals and objectives, progress reporting and the development of present levels of performance. All assessments shall be provided by the LEA unless the LEA specifies in writing a request that CONTRACTOR perform such additional assessment. Any assessment costs may be added to the ISA and/or approved separately by the LEA at the LEA's sole discretion.

It is understood that all billable hours must be in direct services to pupils as specified in the ISA. For nonpublic agency services, supervision provided by a qualified individual as specified in Title 5 of the California Code of Regulations section 3065, shall be determined as appropriate and included in the ISA. Supervision means the direct observation of services, data review, case conferencing and program design consistent with professional standards for each professional's license, certification, or credential.

CONTRACTOR shall not charge the LEA student's parent(s) or LEA for the provision of progress reports, report cards, and/or any assessments, interviews, or meetings, unless the LEA agrees in writing prior to the completion of any work. It is understood that all billable hours have limits to those specified on the ISA consistent with the IEP. It is understood that copies of data collection notes, forms, charts and other such data are part of the pupil's record and shall be made available to the LEA upon written request.

37. TRANSCRIPTS

When CONTRACTOR is a nonpublic school, CONTRACTOR shall prepare transcripts at the close of each semester, or upon LEA student transfer, for LEA students in grades nine through twelve inclusive. CONTRACTOR shall submit all transcripts to the LEA Director of Special Education for evaluation of progress toward completion of diploma requirements as specified by LEA.

38. LEA STUDENT CHANGE OF RESIDENCE

Upon enrollment, CONTRACTOR shall notify parents in writing of their obligation to notify CONTRACTOR of the LEA student's change of residence. CONTRACTOR shall maintain, and provide upon request by LEA, documentation of such notice to parents. Within five (5) school days after CONTRACTOR becomes aware of a LEA student's change of residence, CONTRACTOR shall notify the LEA, in writing, of the LEA student's change of residence.

If CONTRACTOR had knowledge or should reasonably have had knowledge of the LEA student's change of residence boundaries and CONTRACTOR fails to follow the procedures specified in this provision, the LEA shall not be responsible for the costs of services delivered after the LEA student's change of residence.

39. WITHDRAWAL OF LEA STUDENT FROM PROGRAM

CONTRACTOR shall immediately report, by telephone and e-mail, to the LEA Representative responsible for overseeing nonpublic schools and nonpublic agencies, and any other required representative from the California Department of Education, when a LEA student is withdrawn from school and/or services. CONTRACTOR shall confirm such telephone call in writing via e-mail or other written notification to the LEA Director of Special Education and submit to the LEA and the Department of Education, if required, within five (5) business days of the withdrawal. CONTRACTOR shall assist LEA to verify and clear potential dropouts three (3) times per year, as required by the 2001 Elementary and Secondary Education Act (No Child Left Behind; NCLB), as documentation of graduation rate is one of the indicators of Adequate Yearly Progress (AYP).

40. PARENT ACCESS

CONTRACTOR shall provide for reasonable parental access to LEA students and all facilities including, but not limited to, the instructional setting, recreational activity areas, meeting rooms and LEA student living quarters. CONTRACTOR shall comply with any known court orders regarding parental visits and access to LEA students.

CONTRACTOR, if operating a program with a residential component, shall cooperate with a parent's reasonable request for LEA student visits in their home during, but not limited to, holidays and weekends. CONTRACTOR shall ensure that parents obtain prior written authorization for therapeutic visits from the CONTRACTOR and the LEA.

41. SERVICES AND SUPERVISION AND PROFESSIONAL CONDUCT

If CONTRACTOR provides services on a LEA public school campus, CONTRACTOR shall comply with Penal Code section 627.1 et seq., as well as all other LEA and campus-specific policies and procedures regarding visitors to/on school campuses. CONTRACTOR shall be responsible for the purchase and provision of the supplies and assessment tools necessary to implement the provision of CONTRACTOR services on LEA public school campuses.

It is understood that the public school credentialed classroom teacher is responsible for the educational program.

It is understood that all employees, subcontractors and volunteers of any certified nonpublic school or agency shall adhere to customary professional standards when providing services. All practices shall be within the scope of professional responsibility as defined in the professional code of conduct for each profession. Reports regarding student progress shall be consistent with the provision of the Master Contract.

CONTRACTOR, if providing services in a student's home as specified in the ISA, shall assure that at least one parent of the child or an adult caregiver with written and signed authorization to make decisions in an emergency is present during the provision of services. The names of any adult caregiver other than the parent shall be provided to the LEA prior to the start of any home based services, including written and signed authorization in emergency situations. The parent shall inform the LEA of any changes of caregivers and provide written authorization for emergency situations. The adult caregiver cannot also be an employee or volunteer associated with the nonpublic school/nonpublic agency service provider. All problems and/or concerns reported to parents, both verbal and written shall also be provided to the LEA.

42. LICENSED CHILDREN'S INSTITUTION CONTRACTORS

If CONTRACTOR is a licensed children's institution, CONTRACTOR shall adhere to all legal requirements regarding educational placements for LCI students as stated in Education Code sections 56366(a)(2)(C) and 56366.9, Health and Safety Code section 1501.1 (AB1858, AB490 (Chapter 862, Statutes of 2003)) and any other applicable laws and/or regulations, including LEA guidelines or procedures. An LCI shall not require that a pupil be placed in its nonpublic school as a condition of being placed in its residential facility.

If CONTRACTOR is a nonpublic, nonsectarian school that is owned, operated by, or associated with a residential treatment center (hereinafter referred to as "NPS/RTC"), CONTRACTOR shall adhere to all legal requirements under the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. section 1400 et seq. including the federal regulations 34 C.F.R section 300 et seq. and Education

Code section 56000 et seq. including Title 5 of the California Code of Regulations section 3000 et seq.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State shall be certified or licensed by that state to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

If CONTRACTOR is a nonpublic, nonsectarian school that is owned, operated by, or associated with a LCI, CONTRACTOR shall provide to the LEA, on a quarterly basis, a list of all LEA students, including those identified as eligible for special education. For those identified special education students, the list shall include: 1) special education eligibility at the time of enrollment; and 2) the educational placement and services specified in each student's IEP at the time of enrollment.

Unless placement is made pursuant to an Office of Administrative Hearings order or a lawfully executed agreement between the LEA and parent, the LEA is not responsible for the costs associated with nonpublic school placement until the date on which an IEP team meeting is convened, the IEP team determines that a nonpublic school placement is appropriate, and the IEP is signed by the LEA student's parent or another adult with educational decision-making rights.

43. STATE MEAL MANDATE

When CONTRACTOR is a nonpublic school, CONTRACTOR and LEA shall satisfy the State Meal Mandate under California Education Code sections 49530, 49530.5 and 49550.

44. MONITORING

CONTRACTOR shall allow representatives from the LEA access to its facilities for the purpose of monitoring each LEA student's instructional program. LEA shall have access to observe each LEA student at work, observe the instructional setting, interview CONTRACTOR, and review each LEA student's records and progress. Such access shall include unannounced monitoring visits. When making site visits, LEA shall initially report to CONTRACTOR's site administrative office. CONTRACTOR shall be invited to participate in the review of each student's progress.

If CONTRACTOR is also an LCI, the LEA or its SELPA shall annually evaluate whether CONTRACTOR is in compliance with Education Code section 56366.9 and Health and Safety Code section 1501.1(b).

The State Superintendent of Public Instruction ("Superintendent") shall monitor CONTRACTOR'S facilities, the educational environment, and the quality of the educational program, including the teaching staff, the credentials authorizing service, the standards-based core curriculum being employed, and the standard focused instructional materials used on a three-year cycle, as follows: (1) CONTRACTOR shall complete a self-review in year one; (2) the Superintendent shall conduct an onsite review in year two; and (3) the Superintendent shall conduct a follow-up visit in year three.

CONTRACTOR shall fully participate in any LEA and CDE compliance review, including any On-Site and Self Review and if applicable, District Validation Review. This review will address programmatic aspects of the nonpublic school/agency, compliance with relevant state and federal regulations, and Master Contract compliance. CONTRACTOR shall complete and submit a Nonpublic School/Agency Self-Review Assessment submitted as specified by the LEA. CONTRACTOR shall conduct any follow-up or corrective action procedures requested by LEA or CDE related to such compliance review.

CONTRACTOR understands that the LEA reserves the right to institute a program audit with or without cause. The program audit may include, but is not limited to, a review of core compliance areas of health and safety; curriculum/instruction; related services; and contractual, legal, and procedural compliance.

When CONTRACTOR is a nonpublic school, CONTRACTOR shall collect all applicable data and prepare the applicable portion of a School Accountability Report Card in accordance with California Education Code Section 33126.

PERSONNEL

45. CLEARANCE REQUIREMENTS

CONTRACTOR shall comply with the requirements of California Education Code section 44237, 35021.1 and 35021.2 including, but not limited to: obtaining clearance from both the California Department of Justice (hereinafter referred to as "CDOJ") and clearance from the Federal Bureau of Investigation (hereinafter referred to as "FBI") for all of CONTRACTOR's employees and volunteers who will have or likely may have any direct contact with LEA students. CONTRACTOR hereby agrees that CONTRACTOR's employees and volunteers who will have or likely may have direct contact with LEA students shall not come in contact with LEA students until both CDOJ and FBI clearance are ascertained. CONTRACTOR shall further certify in writing to the LEA that none of its employees, volunteers, or subcontractors who will have or likely may have any direct contact with LEA students have been convicted of a violent or serious felony as those terms are defined in California Education Code section 44237(h), unless despite the employee's conviction of a violent or serious felony, he or she has met the criteria to be eligible for employment pursuant to California Education Code section 44237(i) or (j). Clearance certification shall be submitted to the LEA. In addition, CONTRACTOR shall make a request for subsequent arrest service from the CDOJ as required by California Penal Code section 11105.2.

46. STAFF QUALIFICATIONS

CONTRACTOR shall ensure that all individuals employed, contracted, and/or otherwise hired by CONTRACTOR to provide classroom and/or individualized instruction or provide related services hold a license, certificate, permit, or other document equivalent to that which staff in a public school are required to hold to render the service consistent with Education Code section 56366.1(n)(1) and are qualified pursuant to Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and Title 5 of the California Code of Regulations sections 3001(r), 3051, 3064 and 3065. Such qualified staff may only provide related services within the scope of their professional license, certification or credential and ethical standards set by each profession and not assume responsibility or authority for another related services provider or special education teacher's scope of practice.

Only those nonpublic, nonsectarian schools or agencies located outside of California that employ staff who hold a current valid credential or license to render special education and related services as required by that state shall be eligible to be certified.

CONTRACTOR shall comply with personnel standards and qualifications regarding instructional aides and teacher assistants respectively pursuant to Federal requirements and California Education Code sections 45340 et seq. and 45350 et seq. Specifically, all paraprofessionals, including, but not limited to instructional aides and teacher assistants, employed, contracted, and/or otherwise hired by CONTRACTOR to provide classroom and/or individualized instruction or related services, shall possess a high school diploma (or higher) degree; or met a rigorous standard of quality and can demonstrate, through a formal state or local assessment (i) knowledge of, and the ability to assist in instructing, reading, writing, and mathematics; or (ii) knowledge of, and the ability to assist in

instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate. CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including but not limited to, the provisions with respect to supervision.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this state and serving a student by this LEA shall be certified or licensed by that state to provide special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

47. VERIFICATION OF LICENSES, CREDENTIALS AND OTHER DOCUMENTS

CONTRACTOR shall submit to the LEA a staff list, and copies of all current and required licenses, certifications, credentials, permits and/or other documents which entitle the holder to provide special education and/or related services by CONTRACTOR and all individuals employed, contracted, and/or otherwise hired or sub-contracted by CONTRACTOR. The LEA may file all licenses, certifications, credentials, permits or other documents with the office of the County Superintendent of Schools. CONTRACTOR shall notify the LEA in writing within thirty (30) days when personnel changes occur which may affect the provision of special education and/or related services to LEA students. CONTRACTOR shall provide the LEA with the verified dates of fingerprint clearance, Department of Justice clearance and Tuberculosis Test clearance for all employees, approved subcontractors and/or volunteers prior to such individuals starting to work with any student.

CONTRACTOR shall monitor the status of licenses, certifications, credentials, permits and/or other documents for CONTRACTOR and all individuals employed, contracted, and/or otherwise hired by CONTRACTOR. CONTRACTOR shall immediately, and in no circumstances longer than five (5) business days, provide to the LEA updated information regarding the status of licenses, certifications, credentials, permits and/or other documents of any known changes.

48. STAFF ABSENCE

When CONTRACTOR is a nonpublic school and CONTRACTOR's classroom teacher is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to the LEA documentation of substitute coverage. Substitute teachers shall remain with their assigned class during all instructional time. The LEA shall not be responsible for any payment for instruction and/or services when an appropriately credentialed substitute teacher is not provided in accordance with California Education Code section 56061.

When CONTRACTOR is a nonpublic agency and/or related services provider, and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in section seven (7) of this agreement and as determined by the LEA) substitute, unless the LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. It is understood that the parent of a student shall not be deemed to be a qualified substitute for his/her student. The LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and an authorized LEA representative.

49. STAFF PROFESSIONAL BEHAVIOR WHEN PROVIDING SERVICES AT SCHOOL OR SCHOOL RELATED EVENTS OR AT SCHOOL FACILITY AND/OR IN THE HOME

It is understood that all employees, subcontractors, and volunteers of any certified nonpublic school or nonpublic agency shall adhere to the customary professional and ethical standards when providing services. All practices shall only be within the scope of professional responsibility as defined in the professional code of conduct for each profession as well as any LEA professional standards as specified in Board policies and/or regulations when made available to the CONTRACTOR. Reports regarding student progress shall be consistent with the provision of this Master Contract.

For services provided on a public school campus, sign in/out procedures shall be followed by nonpublic agency providers working in a public school classroom along with all other procedures for being on campus consistent with school and LEA policy. It is understood that the public school credentialed classroom teacher is responsible for the instructional program, and all nonpublic agency service providers shall work collaboratively with the classroom teacher, who shall remain in charge of the instructional program.

For services provided in a pupil's home as specified in the IEP, CONTRACTOR must assure that the parent or an LEA-approved responsible adult is present during the provision of services. All problems and/or concerns reported to parents, both verbal and written shall also be provided to the LEA.

HEALTH AND SAFETY MANDATES

50. HEALTH AND SAFETY

CONTRACTOR shall comply with all applicable federal, state, and local laws, regulations, ordinances, policies, and procedures regarding student and employee health and safety. CONTRACTOR shall comply with the requirements of California Education Code sections 35021 et seq., 49406, and Health and Safety Code section 121525 regarding the examination of CONTRACTOR's employees and volunteers for tuberculosis. CONTRACTOR shall provide to the LEA documentation for each individual volunteering, employed, contracted, and/or otherwise hired by CONTRACTOR of such compliance before an individual comes in contact with an LEA student.

CONTRACTOR shall comply with OSHA Blood Borne Pathogens Standards, 29 Code of Federal Regulations (CFR) section 1910.1030, when providing medical treatment or assistance to a student. CONTRACTOR further agrees to provide annual training regarding universal health care precautions and to post required notices in areas designated in the California Health and Safety Code.

51. FACILITIES AND FACILITIES MODIFICATIONS

CONTRACTOR shall provide special education and/or related services to LEA students in facilities that comply with all applicable federal, state, and local laws, regulations, and ordinances related, but not limited to: disability access; fire, health, sanitation, and building standards and safety; fire warning systems; zoning permits; and occupancy capacity. When CONTRACTOR is a nonpublic school, CONTRACTOR shall conduct fire drills as required by Title 5 California Code of Regulations section 550. CONTRACTOR shall be responsible for any structural changes and/or modifications to CONTRACTOR's facilities is required to comply with applicable federal, state, and local laws, regulations, and ordinances.

52. ADMINISTRATION OF MEDICATION

Unless otherwise set forth in the student's ISA, CONTRACTOR shall comply with the requirements of California Education Code section 49423 and Title 5 of the California Code of Regulations section 600 et seq. when CONTRACTOR serves a LEA student that is required to take prescription and/or over-the-counter medication during the school day. CONTRACTOR may designate personnel to assist the LEA student with the administration of such medication after the LEA student's parent(s) provides to CONTRACTOR: (a) a written statement from a physician detailing the type, administration method, amount, and time schedules by which such medication shall be taken; and (b) a written statement from the LEA student's parent(s) granting CONTRACTOR permission to administer medication(s) as specified in the physician's statement. CONTRACTOR shall maintain, and provide to the LEA upon request, copies of such written statements. CONTRACTOR shall maintain a written log for each LEA student to whom medication is administered. Such written log shall specify the LEA student's name; the type of medication; the date, time, and amount of each administration; and the name of CONTRACTOR's employee who administered the medication. CONTRACTOR maintains full responsibility for assuring appropriate staff training in the administration of such medication consistent with student's physician's written orders. Any change in medication type, administration method, amount or schedule must be authorized by both a licensed physician and parent.

53. INCIDENT/ACCIDENT REPORTING

CONTRACTOR shall submit within 24 hours by fax and mail, or electronically, any accident or incident report to the LEA, including any behavior incident or behavior emergency intervention. LEA may specify procedures to be implemented by CONTRACTOR or forms to be submitted by CONTRACTOR related to accident or incident reporting.

54. CHILD ABUSE REPORTING

CONTRACTOR hereby agrees to annually train all staff members, including volunteers, so that they are familiar with and agree to adhere to its own child and dependent adult abuse reporting obligations and procedures as specified in California Penal Code section 11164 et seq. To protect the privacy rights of all parties involved (i.e. reporter, child and alleged abuser), reports will remain confidential as required by law and professional ethical mandates. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be submitted to the LEA.

55. SEXUAL HARASSMENT/DISCRIMINATION

CONTRACTOR shall have a Sexual and Gender Identity Harassment Policy that clearly describes the kinds of conduct that constitutes sexual harassment and that is prohibited by the CONTRACTOR's policy, as well as federal and state law. The policy should include procedures to make complaints without fear of retaliation, and for prompt and objective investigations of all sexual harassment complaints. CONTRACTOR further agrees to provide annual training to all employees regarding the laws concerning sexual harassment and related procedures.

56. REPORTING OF MISSING CHILDREN

CONTRACTOR assures the LEA that all staff members, including volunteers, are familiar with and agree to adhere to requirements for reporting missing children as specified in California Education Code section 49370. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be properly submitted to the LEA. The written statement shall be submitted as specified by the LEA.

FINANCIAL

57. ENROLLMENT, CONTRACTING, SERVICE TRACKING, ATTENDANCE REPORTING, AND BILLING PROCEDURES

CONTRACTOR shall assure that the nonpublic school or nonpublic agency has the necessary financial resources to provide an appropriate education for the children enrolled and will distribute those resources in such a manner to implement the IEP and ISA for each and every child.

CONTRACTOR shall provide all records requested by LEA concerning enrollment, contracting, attendance reporting, service tracking and billing, including requirements of electronic billing. CONTRACTOR shall be paid for the provision of special education and/or related services specified in the LEA student's IEP and ISA which are provided on billable days of attendance. All payments by LEA shall be made in accordance with the terms and conditions of this Master Contract and all applicable federal and state laws.

CONTRACTOR shall maintain separate registers for the basic education program and each related service. Original attendance forms (for example, roll books for the basic education program, service tracking documents and notes for instructional assistants, behavioral intervention aides, bus aides, and each related service) shall be completed by the actual service provider whose signature shall appear on such forms and shall be available for review, inspection, or audit by the LEA during the effective period of this Master Contract and for a period of five (5) years thereafter. CONTRACTOR shall verify the accuracy of minutes of reported attendance that is the basis of services being billed for payment.

CONTRACTOR shall submit invoices and related documents to the LEA for payment, for each calendar month when education or related services were provided. Invoices and related documents may be submitted electronically if requested by LEA and CONTRACTOR has the systems in place to generate the requested documents. The LEA may designate forms for use by CONTRACTOR when submitting invoices. At a minimum, each invoice must contain the following information: month of service; specific days and times of services coordinated by the LEA approved calendar unless otherwise specified in the ISA or agreed to by the LEA; name of staff who provided the service; approved cost of each invoice; total for each service and total for the monthly invoice; date invoice was mailed; signature of the nonpublic school/nonpublic agency administrator authorizing that the information is accurate and consistent with the ISA, CDE certificates and staff notification; verification that attendance report is attached as appropriate; indication of any made-up session consistent with this Master Contract; verification that progress reports have been provided consistent with the ISA (monthly or quarterly unless specified otherwise on the ISA); and the name or initials of each student for when the service was provided.

In the event services were not provided, rationale for why the services were not provided shall be included.

Such an invoice is subject to all conditions of this Master Contract. At the discretion of the LEA, an electronic invoice may be required provided such notice has been made in writing and training provided to the CONTRACTOR at no additional charge for such training.

Invoices shall be submitted no later than thirty (30) days after the end of the attendance accounting period in which the services were rendered. LEA shall make payment to CONTRACTOR based on the number of billable days of attendance and hours of service at rates specified in this Master Contract within forty-five (45) days of LEA's receipt of properly submitted hard copy of invoices prepared and submitted as specified in California Education Code Section 56366.5 and the LEA.

CONTRACTOR shall correct deficiencies and submit rebilling invoices no later than thirty (30) calendar days after the invoice is returned by LEA. LEA shall pay properly submitted re-billing invoices no later than forty-five (45) days after the date a completely corrected re-billing invoice is received by the LEA.

In no case shall initial payment claim submission for any Master Contract fiscal year (July through June) extend beyond December 31st after the close of the fiscal year. In no case shall any rebilling for the Master Contract fiscal year (July through June) extend beyond six months after the close of the fiscal year unless approved by the LEA to resolve billing issues including rebilling issues directly related to a delay in obtaining information from the Commission on Teacher Credentialing regarding teacher qualification, but no later than 12 months from the close of the fiscal year. If the billing or rebilling error is the responsibility of the LEA, then no limit is set provided that the LEA and CONTRACTOR have communicated such concerns in writing during the 12-month period following the close of the fiscal year. LEA will not pay mileage for NPA employee.

58. RIGHT TO WITHHOLD PAYMENT

The LEA may withhold payment to CONTRACTOR when: (a) CONTRACTOR has failed to perform, in whole or in part, under the terms of this Master Contract; (b) CONTRACTOR has billed for services rendered on days other than billable days of attendance or for days when student was not in attendance and/or did not receive services; (c) CONTRACTOR was overpaid by LEA as determined by inspection, review, and/or audit of its program, work, and/or records; (d) CONTRACTOR has failed to provide supporting documentation with an invoice, as required by EC 56366(c)(2); (e) education and/or related services are provided to LEA students by personnel who are not appropriately credentialed, licensed, or otherwise qualified; (f) LEA has not received, prior to school closure or contract termination, all documents concerning one or more LEA students enrolled in CONTRACTOR's educational program; (g) CONTRACTOR fails to confirm a student's change of residence to another district or confirms the change of residence to another district, but fails to notify LEA with five (5) days of such confirmation; or (h) CONTRACTOR receives payment from Medi-Cal or from any other agency or funding source for a service provided to a LEA student. It is understood that no payments shall be made for any invoices that are not received by six months following the close of the prior fiscal year, for services provided in that year.

The amount which may be withheld by the LEA with respect to each of the subparagraphs of the preceding paragraph are as follows: (a) the value of the service CONTRACTOR failed to perform; (b) the amount of overpayment; (c) the portion of the invoice for which satisfactory documentation has not been provided by CONTRACTOR; (d) the amount invoiced for services provided by the individual not appropriately credentialed, licensed, or otherwise qualified; (e) the proportionate amount of the invoice related to the applicable pupil for the time period from the date of the violation occurred and until the violation is cured; or (f) the amount paid to CONTRACTOR by Medi-Cal or another agency or funding source for the service provided to the LEA student.

If the LEA determines that cause exists to withhold payment to CONTRACTOR, LEA shall, within ten (10) business days of this determination, provide to CONTRACTOR written notice that LEA is withholding payment. Such notice shall specify the basis or bases for the LEA's withholding payment and the amount to be withheld. Within thirty (30) days from the date of receipt of such notice, CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for the LEA's withholding payment, submit a written request for extension of time to correct the deficiencies or submit to LEA written documentation demonstrating that the basis or bases cited by the LEA for withholding payment is unfounded. Upon receipt of CONTRACTOR's written request showing good cause, the LEA shall extend CONTRACTOR's time to correct deficiencies (usually an additional thirty (30) days), otherwise payment will be denied.

If after subsequent request for payment has been denied and CONTRACTOR believes that payment should not be withheld, CONTRACTOR shall send written notice to the LEA specifying the reason it believes payment should not be withheld. The LEA shall respond to CONTRACTOR's notice within thirty (30) business days by indicating that a warrant for the amount of payment will be made or stating the reason the LEA believes payment should not be made. If the LEA fails to respond within thirty (30) business days or a dispute regarding the withholding of payment continues after the LEA's response to CONTRACTOR's notice, CONTRACTOR may invoke the following escalation policy.

After forty-five (45) business days: The CONTRACTOR may notify the Authorized LEA's Representative of the dispute in writing. The LEA Authorized Representative shall respond to the CONTRACTOR in writing within fifteen (15) business days.

After sixty (60) business days: Disagreements between the LEA and CONTRACTOR concerning the Master Contract may be appealed to the Orange County Superintendent of Schools or the State Superintendent of Public Instruction pursuant to the provisions of California Education Code Section 56366(c)(2). CONTRACTOR disagrees with the language of California Education Code Section 56366(c)(2), and nothing herein shall constitute a waiver by CONTRACTOR of its right to challenge that provision.

59. PAYMENT FROM OUTSIDE AGENCIES

CONTRACTOR shall notify the LEA when Medi-Cal or any other agency is billed for the costs associated with the provision of special education and/or related services to LEA students. Upon request, CONTRACTOR shall provide to the LEA any and all documentation regarding reports, billing, and/or payment by Medi-Cal or any other agency for the costs associated with the provision of special education and/or related services to LEA students. CONTRACTOR shall provide prior written notice of the rights and protections required by Title 34 of the Code of Federal Regulations section 300.154(d) whenever it seeks to use the LEA students' public benefits to pay for special education and related services. Such notice shall be provided before seeking payment from Medi-Cal for the first time and annually thereafter.

60. PAYMENT FOR ABSENCES

NONPUBLIC SCHOOL STAFF ABSENCE

Whenever a classroom teacher employed by CONTRACTOR is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to the LEA documentation of substitute coverage. Substitute teachers shall remain with their assigned class during all instructional time. The LEA will not pay for instruction and/or services unless said instruction or service is provided by an appropriately credentialed substitute teacher.

Whenever a related service provider is absent, CONTRACTOR shall provide a qualified (as defined in section seven (7) of this Agreement and as determined by LEA) substitute. The LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided unless otherwise agreed in LEA student's IEP or ISA.

NONPUBLIC SCHOOL STUDENT ABSENCE

If CONTRACTOR is a nonpublic school, no later than the tenth (10th) cumulative day of the LEA student's unexcused absence, CONTRACTOR shall notify the LEA of such absence.

Criteria for a billable day for payment purposes is one day of attendance as defined in California Education Code, sections 46010, 46010.3 and 46307. The LEA shall not pay for services provided on days that a student's attendance does not qualify for Average Daily Attendance (ADA) reimbursement under state law. *Per Diem* rates for students whose IEPs authorize less than a full instructional day may be adjusted on a pro rata basis in accordance with the actual proportion of the school day the student was served. The LEA shall not be responsible for payment of DIS or related services for days on which a student's attendance does not qualify for Average Daily Attendance (ADA) reimbursement under state law, nor shall student be eligible for make-up services.

NONPUBLIC AGENCY STAFF ABSENCE

When CONTRACTOR is a nonpublic agency and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in section seven (7) of this Agreement and as determined by the LEA) substitute, unless the LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. The LEA shall not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and the LEA. In the event services were not provided, reasons for why the services were not provided shall be included. In the event of a service provider absence for Behavior Intervention Implementation services provided at the school site, services shall not be deemed eligible for make up.

NONPUBLIC AGENCY STUDENT ABSENCE

If CONTRACTOR is a nonpublic agency, it shall notify LEA of the absence of a LEA student no later than the fifth consecutive service day of the student's absence. The LEA shall not be responsible for the payment of services when a student is absent.

61. INSPECTION AND AUDIT

The CONTRACTOR shall maintain and the LEA shall have the right to examine and audit all of the books, records, documents, accounting procedures and practices and other evidence that reflect all costs claimed to have been incurred or fees claimed to have been earned under this Agreement.

CONTRACTOR shall provide the LEA access to all records including, but not limited to: student records as defined by California Education Code section 49061(b); registers and rollbooks of teachers; daily service logs and notes or other documents used to record the provision of related services; Medi-Cal/daily service logs and notes used to record provision of services provided by instructional assistants, behavior intervention aides, bus aides, and supervisors; absence verification records (parent/doctor notes, telephone logs, and related documents); bus rosters; staff lists specifying credentials held, business licenses held, documents evidencing other qualifications, social security numbers (last four digits unless otherwise required), dates of hire, and dates of termination; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related service subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state nonpublic school and/or agency certifications; by-laws; lists of current board of directors/trustees, if incorporated; other documents evidencing financial expenditures; federal/state payroll quarterly reports Form 941/DE3DP; and bank statements and canceled checks or facsimile thereof. Such access shall include unannounced inspections by the LEA. CONTRACTOR shall make available to the LEA all budgetary information including operating budgets submitted by CONTRACTOR to the LEA for the relevant contract period being audited.

CONTRACTOR shall make all records available at the office of the LEA or CONTRACTOR's offices at all reasonable times and without charge. All records shall be provided to the LEA within five (5) working days of a written request from the LEA. CONTRACTOR shall, at no cost to the LEA, provide reasonable assistance for such examination or audit. The LEA's rights under this section shall also include access to CONTRACTOR's offices for purposes of interviewing CONTRACTOR's employees. If any document or evidence is stored in an electronic form, a hard copy shall be made available to the LEA, unless the LEA agrees to the use of the electronic format.

CONTRACTOR shall obtain from its subcontractors and suppliers written agreements to the requirements of this section and shall provide a copy of such agreements to the LEA upon request by the LEA.

If an inspection, review, or audit by the LEA, a state agency, a federal agency, and/or an independent agency/firm determines that CONTRACTOR owes the LEA monies as a result of CONTRACTOR's over billing or failure to perform, in whole or in part, any of its obligations under this Master Contract, the LEA shall provide to CONTRACTOR written notice demanding payment from CONTRACTOR and specifying the basis or bases for such demand. Unless CONTRACTOR and the LEA otherwise agree in writing, CONTRACTOR shall pay to the LEA the full amount owed as result of CONTRACTOR's over billing and/or failure to perform, in whole or in part, any of its obligations under this Master Contract, as determined by an inspection, review, or audit by the LEA, a state agency, a federal agency, and/or an independent agency/firm. CONTRACTOR shall make such payment to the LEA within thirty (30) days of receipt of the LEA's written notice demanding payment.

62. RATE SCHEDULE

The attached rate schedule (Exhibit A) limits the number of LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Per Diem rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted proportionally. In such cases only, the adjustments in basic education rate shall be based on the percentage of a 310-minute instructional day.

Special education and/or related services offered by CONTRACTOR shall be provided by qualified personnel as per State and Federal law, and the codes and charges for such educational and/or related services during the term of this contract, shall be as stated in Exhibit A.

63. DEBARMENT CERTIFICATION

By signing this agreement, CONTRACTOR certifies that:

- (a) CONTRACTOR and any of its shareholders, partners, or executive officers are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and
- (b) Has/have not, within a three-year period preceding this contract, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

The parties hereto have executed this Master Contract by and through their duly authorized agents or representatives. This Master Contract is effective on the 1st day of July 2017 and terminates at 5:00 P.M. on June 30, 2018, unless sooner terminated as provide herein.

CONTRACTOR,

LEA,
Capistrano Unified School District

Nonpublic School/Agency

By: <u>Helen Condas</u> <u>6/20/2017</u>	By: <u>[Signature]</u> <u>06-28-17</u>
Signature Date	Signature Board Approval Date
<u>Helen Condas, LCSW, Director</u>	<u>Lynh N. Rust, Executive Director, Contracts & Purchasing</u>
Name and Title of Authorized Representative	Name and Title of Authorized Representative

Notices to CONTRACTOR shall be addressed to:

Notices to LEA shall be addressed to:

<u>Helen Condas, LCSW, Director</u>	<u>Greg Merwin, Associate Superintendent, Student Support Services</u>
Name	Name and Title
<u>Ocean View School</u>	<u>Capistrano Unified School District</u>
Nonpublic School/Agency/Related Service Provider	LEA
<u>30131 Town Center Dr. Ste 200</u>	<u>33122 Valle Road</u>
Address	Address
<u>Laguna Niguel, CA 92677</u>	<u>San Juan Capistrano CA 92675</u>
City State Zip	City State Zip
<u>949-855-0418 949-855-0384</u>	<u>949-234-9424</u>
Phone Fax	Phone Fax
<u>Conda.sh@adl.com</u>	<u>gmerwin@capousd.org</u>
Email	Email

Additional LEA Notification
(Required if completed)

Name and Title		
Address		
City	State	Zip
Phone	Fax	
Email		

EXHIBIT A: RATES

CONTRACTOR

Ocean View School

(NONPUBLIC SCHOOL OR AGENCY)

CONTRACTOR NUMBER

30-73635-7098866

2017-2018

(CONTRACT YEAR)

Per CDE Certification, total enrollment may not exceed _____

If blank, the number shall be as determine by
CDE Certification.

Rate Schedule. This rate schedule limits the number of LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Special education and/or related services offered by CONTRACTOR, and the charges for such educational and/or related services during the term of this contract shall be as follows:

Payment under this contract may not exceed _____

Total LEA enrollment may not exceed _____

Rate	Period
\$162.00	Day
_____	_____

A. Basic Education Program/Special Education Instruction

Basic Education Program/Dual Enrollment

Per diem rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted proportionally.

B. Related Services

(1)	a. Transportation – Round Trip	\$60.00	Daily
	b. Transportation – One Way	\$30.00	Daily
	c. Transportation – Dual Enrollment	_____	_____
	d. Public Transportation	_____	_____
	e. Parent*	_____	_____
(2)	a. Educational Counseling – Individual	_____	_____
	b. Educational Counseling – Group of _____	_____	_____
	c. Counseling – Parent	\$102.06	Hour
(3)	a. Adapted Physical Education – Individual	_____	_____
	b. Adapted Physical Education – Group of _____	_____	_____
	c. Adapted Physical Education – Group of _____	_____	_____
(4)	a. Language and Speech Therapy – Individual	\$120.00	Hour
	b. Language and Speech Therapy – Group of 2	\$120.00	Hour
	c. Language and Speech Therapy – Group of 3	_____	_____
	d. Language and Speech Therapy – Per diem	_____	_____
	e. Language and Speech – Consultation Rate	\$120.00	Hour
(5)	a. Additional Classroom Aide – Individual (must be authorized on IEP)	\$111.73	Daily
	b. Additional Instructional Assistant – Group of 2	_____	_____
	c. Transportation Aide –	_____	_____
(6)	Intensive Special Education Instruction**	_____	_____
(7)	a. Occupational Therapy – Individual	_____	_____
	b. Occupational Therapy – Group of 2	_____	_____
	c. Occupational Therapy – Group of 3	_____	_____
	d. Occupational Therapy – Group of 4 - 7	_____	_____
	e. Occupational Therapy – Consultation Rate	_____	_____
(8)	Physical Therapy	_____	_____
(9)	a. Behavior Intervention	_____	_____
	b. Behavior Intervention – Supervision	_____	_____
	Provided by: _____	_____	_____
(10)	Nursing Services	_____	_____
(12)	Residential Board and Care	_____	_____
(13)	Residential Mental Health Services	_____	_____

*Parent transportation reimbursement rates are to be determined by the LEA.

**By credentialed Special Education Teacher.

2017 NPA SPECIAL EDUCATION AND RELATED FEES

Ocean View NPS

10/16/2016

NPA Name

Date

State the fees charged for each related service identified on the NPS01 worksheet.

Designated Instruction	Service Abbreviation	Fees			Time Allotment (i.e. per hour, day, or month?)
		Individual	Group	Consult	
Specially Designed Instruction	SDI	\$162.00	\$162.00	\$162.00	day
Specially Designed Instruction – Extended School Year	SDI	\$162.00	\$162.00	\$162.00	day
Services and Related Services	Service Abbreviation	Individual	Group	Consult	Time Allotment (i.e. per hour, day, or month?)
Adapted Physical Education	APE				
Assistive Technology Services	ATS				
Audiological Services	AS				
Behavior Intervention – Design or Planning	BID	Included			
Behavior Intervention – Implementation	BII	Included			
Counseling and Guidance Services	CG	\$120.00	\$60.00	\$120.00	1 hour
Early Education Programs for Children with Disabilities	EE				
Health and Nursing Services	HNS				
Language and Speech Development and Remediation	LSDR	\$120.00	\$120.00	\$120.00	
Music Therapy	MT				
Non-Medical Care & Room and Board	NMCRB				
Occupational Therapy Services	OT	\$120.00	\$120.00	\$120.00	
Orientation and Mobility Instruction	OM				
Parent Counseling and Training	PCT	\$102.06	\$102.06	\$102.06	
Physical Therapy Services	PT	\$120.00	\$120.00	\$120.00	
Psychological Services Other Than Assessment and IEP Development	PS	\$130.00		\$130.00	
Recreation Services	RS				
Social Worker Services	SW	Included			
Specialized Driver Training Instruction	SDTI				
Specialized Services for Low Incidence (MUST Identify Below)	LI				
<i>Briefly name Low Incidence:</i>					
Specially Designed Vocational Education and Career Development	VECD	Included			
Transcriber Services	TS				
Vision Services	VS				
Other Related Service (MUST Identify Below)*	OTH*	\$111.73			
<i>Name Other Service:</i>		1:1 for student			

* NOTE: A service listed in this section must have staff who possess a license issued by an entity within the Department of Consumer Affairs or state licensing office; or credential issued by the California Commission on Teacher Credentialing authorizing the service and must be included in section NPA04b of this application packet.

INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
(Education Code Sections 56365 et seq.)

This agreement is effective on _____ or the date student begins attending a nonpublic school or begins receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2018, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency(LEA)				Nonpublic School/Agency			
Address				Address			
City, State Zip				City, State, Zip			
LEA Case Manager				Phone		Fax	
				E-Mail			
Student Last Name		Student First Name		Program Contact Name			
				Phone		Fax	
D.O.B.		I.D. #		E-Mail			
Grade		Level		Sex	() M () F		
Parent/ Guardian Last Name				Parent/ Guardian First Name			
Address				Contract Begins			
City, State, Zip				Ends			
Home Phone				Business			
				Master Contract Approved by the Governing Board on			
				Education Schedule – Regular School Year			
				Number of Days		Number of Weeks	
				Education Schedule – Extended School Year			
				Number of Days		Number of Weeks	

DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:

<u>SERVICES</u>	<u>PROVIDER</u>				Cost and Duration of Session	Number of Sessions per wk/mo/yr	Maximum Number of Sessions		Estimated Maximum Total Cost for Contracted Period
	<u>LEA</u>	<u>NPS</u>	<u>NPA</u>	<u>OTHER</u> Specify			Reg School Year	ESY	
A. BASIC EDUCATION									
B. RELATED SERVICES									
1. Transportation a. Paid to NPS/A b. Reimburse parent									
2. Counseling a. Group b. Individual c. Family									
3. Adapted P.E.									
4. Speech/Language a. Group b. Individual									
5. Occupational Therapy a. Therapy b. Consultation									

B. RELATED SERVICES (cont'd)	Provider				Cost and Duration of Session	Number of Sessions per wk/mo/yr	Maximum Number of Sessions		Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	NPA	OTHER Specify			Reg School Year	ESY	
6. Physical Therapy a. Therapy b. Consultation									
7. ABA a. Consult b. Direct c. Supervision d. Assessment									
8. One-to-One Aide									
9. Other									
C. Residential Services 1. Board and Care 2. Mental Health Services									
						TOTAL COST			\$

ESTIMATED MAXIMUM RELATED SERVICES COST \$ _____

SPECIALIZED EQUIPMENT/SUPPLIES _____ \$ _____

TOTAL ESTIMATED MAXIMUM BASIC EDUCATION/ RELATED SERVICES COSTS/SPECIALIZED EQUIPMENT/SUPPLIES \$ _____

4. Other Provisions/Attachments:

5. Progress Reporting
Requirements:

Quarterly

Monthly

Other (Specify

MASTER CONTRACT APPROVED BY THE GOVERNING BOARD ON

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

-LEA-

(Name of Nonpublic School/Agency)

(Name of LEA)

(Signature)

(Date)

(Signature)

(Date)

(Name and Title)

(Name of Superintendent or Authorized Designee)

**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: January 24, 2018

Board Item: Aliso Viejo Community Association Limited Use and Maintenance Agreement for Winter 2018

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 worked cooperatively for many years to allow for District use of Foxborough 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 (LUMA) for Winter 2018 allowing the District to use Foxborough Park, fields 1 and 2, from February 15, 2018 through April 30, 2018.

FINANCIAL IMPLICATIONS

The District will incur a Limited Use and Maintenance fee of \$750 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.

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 8th day of January, 2018 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 April 30, 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 barbecues 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

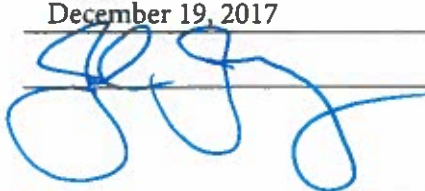
Group is determined to not be validly formed, then the undersigned stands personally liable for all of the obligations set forth in this Agreement. The undersigned further represents that they have read this Agreement, as well as any rules and regulations regarding the use of AVCA Property described 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: December 19, 2017
Signature: 
Print name: _____
Title: _____
Date: _____
Signature: _____

ALISO VIEJO COMMUNITY ASSOCIATION ("AVCA")


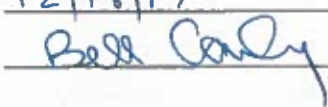
Print name: Lisa Naegele
Title: Vice President
Date: 12/18/17
Signature: 
Print name: Bill Conky
Title: Secretary
Date: 12/18/17
Signature: 

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: Foxborough Park

Number of concession stands, if any: 0

AVCA approval (initial): EK

<u>DATES</u>	<u>TIME</u>	<u>LOCATION</u>
February 15, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
February 16, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
February 19, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
February 20, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
February 21, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
February 22, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
February 23, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
February 26, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
February 27, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
February 28, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 1, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 2, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 5, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 6, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 7, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 8, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 9, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 12, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2

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: Foxborough Park

Number of concession stands, if any: 0

AVCA approval (initial): EK

<u>DATES</u>	<u>TIME</u>	<u>LOCATION</u>
March 13, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 14, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 15, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 16, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 19, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 20, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 21, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 22, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 23, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 26, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 27, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 28, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 29, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
March 30, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 2, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 3, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 4, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 5, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2

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: Foxborough Park

Number of concession stands, if any: 0

AVCA approval (initial): EK

<u>DATES</u>	<u>TIME</u>	<u>LOCATION</u>
April 6, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 9, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 10, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 11, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 12, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 13, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 16, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 17, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 18, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 19, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 20, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 23, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 24, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 25, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 26, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 27, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2
April 30, 2018	3:00 p.m.-4:30 p.m.	Soccer Fields 1, 2

EXHIBIT "B"

FEE STRUCTURE

NOTE: A fee of \$16.00 per hour will be charged for the use of sports lighting.

<u>Park</u>	<u>Number of Fields</u>	<u>Fee (per field/month)</u>	<u>Total</u>
Foxborough	2	\$150.00/field/month	\$750.00
Amount Due to AVCA:			\$750.00



ACCIDENT/INCIDENT FORM

Exhibit "C"

Person making report: _____		Date: ____/____/____
Address: _____		Phone: () _____
Identity of Injured or affected person:		
Name: _____	Age: _____	
Address: _____	<input type="checkbox"/> Female <input type="checkbox"/> Male	

Phone: () _____	_____	
Family of injured contacted? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, by whom? _____		
Family Contact: _____	Relationship: _____	
Address: _____	Phone: () _____	

Public agencies contacted regarding this incident:		
Date: ____/____/____ am pm	Agency: _____	
Location: _____	Contact: _____	
By: _____	Phone: _____	
Names of all other witnesses or persons involved in the incident/accident:		
NAME: _____	ADDRESS: _____	PHONE: _____
_____	_____	() _____
_____	_____	() _____
_____	_____	() _____
_____	_____	() _____
_____	_____	() _____



ACCIDENT/INCIDENT FORM
Exhibit "C"

ACCIDENT/INCIDENT DETAILS:	
Date of Accident/Incident: ____/____/____	Time: ____ am pm
Location: _____	Weather Conditions: _____
Brief factual description of accident/injury:	
First aid provided (Including any medication):	
By Whom: _____	
Provide full description of the accident/incident including preceding events and conditions, and all measures taken after the accident/incident. Do not state any opinions regarding the cause (use additional sheets, if necessary).	

I have supplied the confidential information requested above for the Aliso Viejo Community Association (AVCA), its insurance company, and its attorneys.

Signed: _____ Date: _____

Email reports to: marilyn.smith@associa.us
Mail original report to: Aliso Viejo Community Association
Attn: General Manager
95 Argonaut, Suite 190
Aliso Viejo, CA 92656

This report is intended to be confidential for transmission to and use by AVCA attorneys for litigation arising out of claims.

95 Argonaut, Suite 190, Aliso Viejo, CA 92656 • 949.243.7750 • www.avca.net
Professionally Managed by PCM

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. Heinrich, 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	ADOL INSR	MEMORANDUM NUMBER (MOC)	POLICY EFF (MM/DD/YYYY)	POLICY EXP 12:01a.m.	LIMIT OF LIABILITY / COVERAGE	
GENERAL LIABILITY					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						\$
AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT PER OCCURRENCE	\$
<input type="checkbox"/> AUTOMOTIVE PHYSICAL DAMAGE					ACTUAL CASH VALUE	\$
<input type="checkbox"/> COMPREHENSIVE / COLLISION						\$
<input type="checkbox"/> ANY AUTO						\$
<input type="checkbox"/>						\$
<input type="checkbox"/>						\$
PROPERTY					REPLACEMENT COST SUBJECT TO POLICY LIMITS, TERMS, AND CONDITIONS	
<input type="checkbox"/> BUILDING / CONTENTS						\$
<input type="checkbox"/> FIRE, THEFT, RENTAL INTERRUPTION						\$
<input type="checkbox"/>						\$
<input type="checkbox"/>						\$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A				EACH ACCIDENT	\$
<input type="checkbox"/> WC STATUTORY LIMITS					PER EMPLOYEE	\$
					POLICY LIMIT	\$
OTHER					SUBJECT TO POLICY LIMITS, TERMS, AND CONDITIONS	
<input type="checkbox"/> EMPLOYEE DISHONESTY (CRIME)						\$
<input type="checkbox"/>						\$
<input type="checkbox"/>						\$
<input type="checkbox"/>						\$

ADDITIONAL REMARKS:

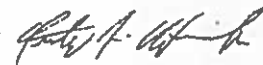
As respects to ANHS - baseball games 1/16/18 - 5/12/18 and soccer games 11/1/17 - 1/31/18

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. Heinrich

*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 I (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: Clark Hampton, Deputy Superintendent, Business and Support Services

Prepared by: Josh Readman, Supervisor, Purchasing

Date: January 24, 2018

Board Item: CMAS No. 4-17-72-0057B, Floor Coverings – KYA Services, LLC

HISTORY

California Public Contract Code §§ 10298, 10299, and 12100 et. seq. allow the District to utilize State of California Multiple Award Schedule contracts without the need to go out for additional bidding.

BACKGROUND INFORMATION

On September 24, 2014, the Board of Trustees approved the use of the State of California Multiple Award Schedule Contract (CMAS) No. 4-14-72-0057A to KYA Services, LLC for the purchase, warranty, and installation of floor covering materials and related services, such as installation. The term of this contract has since expired and was renewed under CMAS No. 4-17-72-0057B to KYA Services, LLC with a revised General Services Administration pricing schedule.

CURRENT CONSIDERATIONS

Approval to utilize CMAS No. 4-17-72-0057B and any subsequent revisions, amendments, and extensions for the purchase, warranty, and installation of floor covering materials and related services awarded to KYA Services, LLC.

FINANCIAL IMPLICATIONS

The estimated annual expenditure for the proposed California Multiple Award Schedule Contract No. 4-17-72-0057B is \$750,000 funded by the general fund and deferred maintenance.

STAFF RECOMMENDATION

It is recommended the Board approve the utilization of CMAS No. 4-17-72-0057B and any subsequent revisions, amendments, and extensions awarded to KYA Services, LLC for the purchase, warranty, and installation of floor covering materials and related services.

PREPARED BY: Josh Readman, Supervisor, Purchasing

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

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

January 24, 2018

**STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 4-17-72-0057B,
GENERAL SERVICES ADMINISTRATION SCHEDULE NO. GS-03F-102GA, PURCHASE,
WARRANTY AND INSTALLATION OF FLOOR COVERING AND RELATED PRODUCTS -
KYA SERVICES, LLC:**

Due to the size, the contract and award documentation is posted online on the District Board Agendas and Supporting Documentation page.

CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Bill Mocnik, Director of Student Achievement, Secondary

Date: January 24, 2018

Board Item: Broadening the Course of Study – New Secondary Course, A Capella B

HISTORY

Board Policy 6143, *Courses of Study*, requires that “*the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.*”

BACKGROUND INFORMATION

In order to make certain that District students are prepared for the twenty-first century, the changes in standards and a-g requirements, new secondary courses are routinely proposed to ensure post-secondary success for all students.

CURRENT CONSIDERATIONS

A Capella B provides talented vocal students an experience in a large treble ensemble performing intricate and demanding advanced high school and collegiate literature. Students gain greater proficiency in independent singing, artistic interpretation, musical understanding and solo performance. Advanced sight reading/musicianship skills and strong vocal ability are required. This ensemble performs compositions from all periods of vocal literature and will perform at concerts, festivals, tours and community performances. This course is open by audition only.

A Capella B will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will satisfy the “f” requirement of the University of California a-g requirements.

FINANCIAL IMPLICATIONS

Expenditures for sheet music are estimated to cost \$1,500 paid with site supply funds.

STAFF RECOMMENDATION

Approval of Broadening the Course of Study – New Secondary Course, A Capella B.

PREPARED BY: Bill Mocnik, Director of Student Achievement, Secondary

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services

Requesting School: Tesoro High School Capistrano Unified School District
 Date Requested: 12-4-2017
 Requested by: D. DeLeon AERIES course Number Request/Change Form
 Signature

Note: All highlighted fields must be completed prior to submission for approval. Complete other fields as applicable.

Approval: [Signature] Date: 12/21/2017
 Executive Director, Secondary Instructional Services

Course-ID: (Completed by District Office)									
Fall					Spring				

DISTRICT OFFICE USE ONLY

DATE: _____ INITIALS: _____

Master	05	19	25	30
01	06	21	26	63
02	15	22	27	700
03	17	23	28	
04	18	24	29	

Course Title (15 characters max)	Long Title	NonAcademic /Honors	College Prep
	<u>A CAPPELLA B</u>	N, H or N/A	P or N/A <u>P</u>

Grade Range Low High	Semester/Qtr Credit	Max Credit per course #	Subject Area Codes	Dept	Term	NCES Code	Next Course ID
	5.0				Q = QTR S = Sem Y = Year		

Term Sequence	Year Sequence	Exc	Teacher Aide Course	Alternate Course ID	Pre-requisite Course ID	Trade Gender	Voc Ed Level	Voc Subject	Course Level	Type
			Y, N or Blank			M, F Or blank				

California Specific Fields							
CSU Entrance			UC Entrance			CSF List	CBEDS# **
Requirement	Elective	Honors	Requirement	Elective	Honors		

Revised : 3/4/2004

H:\AERIES Procedures for TIS\Course request form.doc

** Attach CDE description of course from CDE web site

* 5 credit per course #
 10 credits per year
 Fall 1 Spring course #s requested

Course of Study Recommendations for 2018-19

Board Policy 6143 requires that “the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.” In order to ensure our students are prepared for the 21st Century, the changes in standards and a-g requirements, the following courses are proposed for the 2018-19 secondary course catalog (see Course Catalog Proposal attached). Included in the matrix is the proposed course title, description, and course detail. Additional course information (including course syllabi) can be viewed through Education Services, Secondary Division.

COURSE CATALOG PROPOSAL 2018-19

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
A Capella B	Advanced Treble Choir	9-12	N	5	F	Fall/Spring
	A Capella B provides the talented vocal student an experience in a large treble ensemble performing intricate, demanding advanced high school and collegiate literature. The class is open by audition only. The student gains greater proficiency in independent part singing, artistic interpretation, musical understanding, and solo performance. Advanced sight reading/musicianship skills and strong vocal ability must be demonstrated at your audition for this course. This ensemble performs compositions from all periods of vocal literature. This group performs at concerts, festivals, tours, and community performances.					

CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Bill Mocnik, Director of Student Achievement, Secondary

Date: January 24, 2018

Board Item: Broadening the Course of Study – New Secondary Course, Advanced Placement Research

HISTORY

Board Policy 6143, *Courses of Study*, requires that “*the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.*”

BACKGROUND INFORMATION

In order to make certain that District students are prepared for the twenty-first century, the changes in standards and a-g requirements, new secondary courses are routinely proposed to ensure post-secondary success for all students.

CURRENT CONSIDERATIONS

Advanced Placement (AP) Research, the second course in the AP Capstone experience, allows students to deeply explore an academic topic, problem, issue or idea of individual interest. Students design, plan and implement a yearlong investigation to address a research question. Through this inquiry, they further the skills they acquired in the AP Seminar course by learning research methodology, employing ethical research practices, and accessing, analyzing and synthesizing information. Students reflect on their skill development, document their processes and curate the artifacts of their scholarly work through a process and reflection portfolio. The course culminates in an academic paper of 4,000 – 5,000 words (accompanied by a performance, exhibit or product where applicable) and a presentation with an oral defense.¹

AP Seminar is a prerequisite for AP Research. Completing AP Seminar and all its required assessment components is necessary for students to develop the skills to be successful in AP Research.

Students who complete AP Seminar, AP Research and four additional AP courses with a score of three or higher will be awarded a Capstone Diploma which is recognized by numerous California universities as a program that equips students with the independent research, collaborative teamwork, and communication skills that are increasingly valued by colleges. It cultivates curious, independent, and collaborative scholars and prepares them to make logical, evidence-

based decisions. Students who earn scores of three or higher in AP Seminar and AP Research but not on all four additional AP courses are awarded an AP Seminar and Research Certificate.

The AP Capstone Program is designed to provide students the necessary skills needed to excel in college. Students will become experts in conducting independent research, participating in collaborative teamwork and in developing and using sound communication skills.

AP Research will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will satisfy the “g” requirement of the University of California a-g requirements.

¹College Board. *AP Central*, College Board, <https://advancesinap.collegeboard.org/ap-capstone>. Accessed 21 Dec. 2017.

FINANCIAL IMPLICATIONS

Expenditures for licenses to research databases are estimated at \$1,500 to be paid with site supply funds.

STAFF RECOMMENDATION

Approval of Broadening the Course of Study – New Secondary Course, Advanced Placement Research.

PREPARED BY: Bill Mocnik, Director of Student Achievement, Secondary

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services

Requesting School: TESORO High School
 Date Requested: 12-1-2017
 Requested by: J. De Leon
Signature

Capistrano Unified School District
AERIES course Number Request/Change Form

Note: All highlighted fields must be completed prior to submission for approval. Complete other fields as applicable.

Approval: [Signature] Date: 12/4/2017
 Executive Director, Secondary Instructional Services

Course-ID: (Completed by District Office)

Fall					Spring				
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DISTRICT OFFICE USE ONLY

DATE: _____ INITIALS: _____

Master	05	19	25	30
01	06	21	26	63
02	15	22	27	700
03	17	23	28	
04	18	24	29	

Course Title (15 characters max)	Long Title	NonAcademic /Honors	College Prep
<u>AP Research 1</u>	<u>AP Research 1</u>	N, H or N/A	P or N/A

Grade Range Low High	Semester/Qtr Credit	Max Credit per course #	Subject Area Codes	Dept	Term	NCES Code	Next Course ID
	5.0		<u>D</u>	<u>E</u>	Q = QTR S= Sem Y = Year		

Term Sequence	Year Sequence	Exc	Teacher Aide Course	Alternate Course ID	Pre-requisite Course ID	Trade Gender	Voc Ed Level	Voc Subject	Course Level	Type
			Y, N or Blank			M, F Or blank				

California Specific Fields							
CSU Entrance			UC Entrance			CSF List	CBEDS# **
Requirement	Elective	Honors	Requirement	Elective	Honors		

Revised : 3/4/2004

H:\AERIES Procedures for TIS\Course request form.doc

** Attach CDE description of course from CDE web site

** 5 credits per course #
 10 credits per year
 Fall 11 Spring course #6 Requested*

Course of Study Recommendations for 2017-18

Board Policy 6143 requires that “the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.” In order to ensure our students are prepared for the 21st Century, the changes in standards and a-g requirements, the following courses are proposed for the 2016-17 secondary course catalog (see Course Catalog Proposal attached). Included in the matrix is the proposed course title, description, and course detail. Additional course information (including course syllabi) can be viewed through Education Services, Secondary Division.

COURSE CATALOG PROPOSAL 2017-18

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
AP Research ¹	<p>AP Research is a year-long course taken after completion of the AP Seminar course. This course allows students to deeply explore an academic topic, problem, or issue of individual interest. Through this exploration, students design, plan, and conduct a year-long research based investigation to address a research question.</p> <p>In the AP Research course, students further their skills acquired in the AP Seminar course by understanding research methodology; employing ethical research practices; and accessing, analyzing, and synthesizing information as they address a research question. Students explore their skill development, document their processes, and curate the artifacts of the development of their scholarly work in a portfolio.</p>	11/12	English	5	G	Fall/Spring

¹ College Board. *AP Central*, College Board, <https://advancesinap.collegeboard.org/ap-capstone>. Accessed 30 Nov. 2017.

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
	The course culminates in an academic paper of 4000–5000 words (accompanied by a performance or exhibition of product where applicable) and a presentation with an oral defense.					

AP Research Curricular Requirements

The curricular requirements are the core elements of an AP course. The curriculum framework and supporting documents provided during professional development serve as resources to assist teachers in determining the appropriate level of evidence to include within their syllabi to meet or exceed the requirements. (All AP Research teachers must attend College Board AP Research intensive training prior to their first year of teaching the AP Research course.)

Evidence of the following curricular requirements should be included in the course syllabus developed by the teacher and submitted to the College Board for review and approval.

- ▶ Students develop and apply discrete skills identified in the learning objectives of the enduring understandings within the following five big ideas: Question and Explore, Understand and Analyze, Evaluate Multiple Perspectives, Synthesize Ideas, Team, Transform, and Transmit.
- ▶ Students develop an understanding of ethical research practices and the AP Capstone™ Policy on Plagiarism and Falsification or Fabrication of Information.
- ▶ In the classroom and independently (while possibly consulting any expert advisers), students learn and employ research and inquiry methods to develop, manage, and conduct an in-depth investigation of an area of personal interest, culminating in an academic paper of 4,000–5,000 words that includes the following elements:
 - › Introduction
 - › Method, Process, or Approach
 - › Results, Product, or Findings
 - › Discussion, Analysis, and/or Evaluation
 - › Conclusion and Future Directions
 - › Bibliography
- ▶ Using a process and reflection portfolio (PREP), students document their inquiry processes, communication with their teachers and any expert advisers as needed, and reflections on their thought processes. Students have regular work-in-progress interviews with their teachers to review their progress and to receive feedback on their scholarly work.
- ▶ Students develop and deliver a presentation (using an appropriate medium) and an oral defense to a panel on their research processes, method, and findings.

AP Research Curriculum Framework

Overview of the Curriculum Framework

Based on the Understanding by Design (Wiggins and McTighe) model, this curriculum framework is intended to provide a clear and detailed description of the course requirements necessary for student success. This conceptualization will guide the development and organization of learning outcomes from general to specific, resulting in focused statements about content knowledge and skills needed for success in the course. The curriculum framework contains the following structural components:

- ▶ The course is organized around five **big ideas**. Tied to each big idea are several **essential questions**. These are open-ended questions that encourage students to think deeply about a topic, ask additional questions and investigate solutions, and develop the deeper conceptual understanding that the course seeks to foster. Teachers should communicate to students that these big ideas are not meant to represent a linear progression of research processes but instead are a recursive set of ideas and skills that the student researcher will strengthen by the end of the research process.
- ▶ Within each big idea are several **enduring understandings**. These are the long-term takeaways related to the big ideas that a student should have after exploring the content and skills. These understandings are expressed as generalizations that specify what students will come to understand about the key concepts in the course. Enduring understandings are numbered to correspond to each big idea. The enduring understandings for the AP Seminar and AP Research courses are the same.
- ▶ Linked to each enduring understanding are the corresponding **learning objectives**. The learning objectives articulate what students need to be able to do in order to develop the enduring understandings. The learning objectives will become targets of assessment for the course. Learning objectives are numbered to correspond with the appropriate big ideas and enduring understandings.
 - › Learning objectives in italics with a blue shaded background represent those from the AP Seminar course that are not assessed in the AP Research course.
 - › Learning objectives with a green shaded background are those that do carry over from the AP Seminar course and should be used to develop instructional strategies and/or will be formally assessed by the summative assessment task components of the AP Research course.
- ▶ For each of the learning objectives, **essential knowledge** statements describe the facts and basic concepts that a student should know and be able to recall in order to demonstrate mastery of the learning objective. Essential knowledge components are numbered to correspond with the appropriate big ideas, enduring understandings, and learning objectives.
 - › Essential knowledge statements in italics with a blue shaded background are those from the AP Seminar course that do not carry over into the AP Research course.
 - › Essential knowledge statements with a green shaded background are those that do carry over from the AP Seminar course into the AP Research course.

Big Idea 1: Question and Explore

Inquiry and investigation begin when students encounter information about ideas, complex issues, and problems that stimulates their intellectual curiosity. They then continue the research process by developing a critical question about one or more of those complex issues or ideas. Seeking answers to such questions requires exploration of numerous, often competing perspectives; the context surrounding those perspectives; and the reliability and credibility of the perspectives. Through this exploration, students begin to develop their own perspectives, rather than simply accepting those of others. They consider the purpose of their research — what is supposed to be achieved and why. Ideally, they also develop additional questions that lead to further inquiry. The intrinsic value of asking and answering questions cannot be overstated. Giving students the opportunity to dig deeper and feed their curiosity makes for meaningful discoveries and discussions.

Essential Questions

- ▶ What do I want to know, learn, or understand?
- ▶ What questions have yet to be asked?
- ▶ How does my research question shape how I go about trying to answer it?
- ▶ How does my project goal shape the research or inquiry I engage in to achieve it?
- ▶ What information/evidence do I need to answer my research question?

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 1.1: Personal interest and intellectual curiosity inspire investigation of topics or issues that may or may not be clearly defined. A well-crafted investigation explores the complexity of an issue or topic. Further inquiry can lead to unexpected conclusions , resolutions, innovations, or solutions .	LO 1.1A: Contextualizing and identifying the complexities of a problem or issue. LO 1.1B: Posing questions and seeking out answers that reflect multiple, divergent, or contradictory perspectives.	EK 1.1A1: Examining the perspectives and ideas of others often leads to questions for further investigation. Inquiry begins with narrowing scope of interest, identifying a problem or issue and its origins within that scope, and situating the problem or issue in a larger context . EK 1.1B1: Effective research questions lead to an examination taking into account the complexity of a problem or issue. EK 1.1B2: The inquiry process allows one to draw upon curiosity and imagination to engage with ideas or explore approaches to complex issues.

Note: The first time words from the glossary are used in the curriculum framework tables, they appear in bold blue text. The glossary begins on page 62.

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 1.1: Personal interest and intellectual curiosity inspire investigation of topics or issues that may or may not be clearly defined. A well-crafted investigation explores the complexity of an issue or topic. Further inquiry can lead to unexpected conclusions, resolutions, innovations, or solutions.</p> <p><i>(continued)</i></p>	<p>LO 1.1C: Identifying a topic of inquiry.</p>	<p>EK 1.1C1: Topics of inquiry may come from personal interest, passion for a discipline/field, desire to better understand a topic, or desire to address an issue in the world.</p> <hr/> <p>EK 1.1C2: The inquiry process involves exploring the knowledge base associated with the topic of interest, including a variety of perspectives, and adjusting the scope of the topic to the parameters, requirements, and resources available for the project.</p> <hr/> <p>EK 1.1C3: Inquiry allows for the discovery of connections that can increase curiosity or understanding and lead to further questions.</p>
	<p>LO 1.1D: Articulating the purpose and significance of the scholarly inquiry.</p>	<p>EK 1.1D1: Scholars explore, explain, and create.</p> <hr/> <p>EK 1.1D2: The purpose of scholarly inquiry is to address various kinds of problems (e.g., practical, theoretical, interpretive, aesthetic) and/or corroborate, challenge, or extend an existing idea.</p> <hr/> <p>EK 1.1D3: Scholarly inquiry should be situated within a broader understanding of the scholarly community and of importance and relevance to that community.</p>
	<p>LO 1.1E: Developing and revising a focused research question/project goal.</p>	<p>EK 1.1E1: A research question/project goal emerges from the scholar's purpose (i.e., to explore, explain, and create).</p> <hr/> <p>EK 1.1E2: A research question/project goal often requires multiple revisions to ensure it is appropriate in terms of scope and feasibility (time, resources).</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 1.2: Strengthening understanding of a concept or issue requires questioning existing ideas, using what is known to discover what is not known, and making connections to prior knowledge.	LO 1.2A: Retrieving, questioning, organizing, and using prior knowledge about a topic.	<p>EK 1.2A1: Understanding comes not only through collection of information but also from a variety of other factors (e.g., experience, external sources, cultural context, assumptions).</p> <p>EK 1.2A2: A variety of strategies (e.g., brainstorming, concept mapping, prewriting, exploration of space, drafting) can be used to illustrate, organize, and connect ideas.</p> <p>EK 1.2A3: Inquiry confirms or challenges one's existing understandings, assumptions, beliefs, and/or knowledge.</p>
EU 1.3: The investigative process is aided by the effective organization, management, and selection of resources and information. Appropriate technologies and tools enable the scholar to become more efficient, productive, and credible.	LO 1.3A: Accessing and managing information using effective strategies.	<p>EK 1.3A1: Information used to address a problem may come from various secondary sources (e.g., articles, other studies, analyses, reports) and/or primary sources (e.g., original texts and works, material culture, or personally collected data such as from experiments, surveys, questionnaires, interviews, observations, personal narratives).</p> <p>EK 1.3A2: Online databases (e.g., EBSCO, ProQuest, JSTOR, Google Scholar) and libraries catalog and house secondary and some primary sources.</p> <p>EK 1.3A3: Advanced search tools, Boolean logic, and key words allow scholars to refine, focus, and/or limit their searches based on a variety of factors (e.g., date, peer-review status, type of publication).</p> <p>EK 1.3A4: Consulting the bibliographies of other sources may provide additional ideas or resources.</p> <p>EK 1.3A5: Social media may be used as a potential source of information, but an understanding of its limitations is necessary to maintain credibility.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 1.3: The investigative process is aided by the effective organization, management, and selection of resources and information. Appropriate technologies and tools enable the scholar to become more efficient, productive, and credible.</p> <p><i>(continued)</i></p>	<p>LO 1.3A: Accessing and managing information using effective strategies.</p> <p><i>(continued)</i></p>	<p>EK 1.3A6: Software (e.g., Microsoft Word, EndNote) and online tools (e.g., citation generators, WorldCat) are used by scholars to manage and catalog sources and produce bibliographies.</p> <p>EK 1.3A7: Software and online tools (e.g., SurveyMonkey, SPSS) can be used to survey participants and analyze large data sets.</p>
<p>EU 1.4: The relevance and credibility of the source of information is determined by the context of its use.</p>	<p>LO 1.4A: Evaluating the relevance and credibility of the source of information and data in relation to the inquiry.</p>	<p>EK 1.4A1: The scope and purpose of one's research and the credibility of sources affects the generalizability and the reliability of the conclusions.</p> <p>EK 1.4A2: Credibility of evidence depends on use of sources and data that are relevant and reliable (current, authoritative).</p> <p>EK 1.4A3: Determining the credibility of a source requires considering and evaluating the reputation and credentials of the author, publisher, site owner, and/or sponsor; understanding and evaluating the author's perspective and research methods; and considering how others respond to their work. Scholarly articles are often peer-reviewed, meaning the research has been reviewed and accepted by disciplinary experts.</p> <p>EK 1.4A4: When gathering data on individuals' behaviors, attitudes, and preferences, the accuracy and validity of such data depends on the honesty, memory, and reliability of the respondents and/or observers as well as the design of the data collection instrument.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 1.5: There are multiple ways to investigate questions, problems, and issues. Methods should be aligned with the purpose of the inquiry.	LO 1.5A: <i>Identifying the information needed for the context of the inquiry.</i>	EK 1.5A1: <i>The way the problem is posed, situated, framed, or contextualized will guide the inquiry process and influence the type of information needed and appropriate method of gathering it.</i>
	LO 1.5B: Designing, planning, and implementing a scholarly inquiry.	EK 1.5B1: Methods for data collection, analysis, innovation, and/or interpretation should be aligned with the research question/project goal.
		EK 1.5B2: Methods of inquiry may include research methods (e.g., qualitative , quantitative , or mixed) or artistic processes (e.g., generating, conceptualizing, testing, and then refining aesthetic approaches).
		EK 1.5B3: Throughout the process of determining scope and feasibility, the scholar may, where appropriate, adjust the course of inquiry and/or develop different tools, methods, and processes.
		EK 1.5B4: Artistic processes can include elements of research methods as well as the exploration and shaping/reshaping of media and form through activities such as workshopping , storyboarding, composing, choreographing, staging, and model-making.
		EK 1.5B5: Based on the research question or project goal, methods of data or information collection may be qualitative (e.g., open-ended survey questions, interviews, observational notes, interpretation of texts); may be quantitative (e.g., precise measurements, modeling, using structured and validated data collection instruments and procedures); or could include a combination of both qualitative and quantitative (mixed).
		EK 1.5B6: Scholars analyze data or information in a variety of ways appropriate to the inquiry.

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 1.5: There are multiple ways to investigate questions, problems, and issues. Methods should be aligned with the purpose of the inquiry.</p> <p>(continued)</p>	<p>LO 1.5B: Designing, planning, and implementing a scholarly inquiry.</p> <p>(continued)</p>	<p>EK 1.5B7: Scholars identify reasons for choosing a sample of information, a population, or artifacts and understand the limits of the inferences or conclusions made based on the sample chosen.</p> <hr/> <p>EK 1.5B8: Descriptive or inferential statistics can be used to display and/or analyze data.</p> <hr/> <p>EK 1.5B9: Scholars often organize and categorize (or code) data/ information to identify patterns or themes.</p> <hr/> <p>EK 1.5B10: Scholars can combine qualitative and quantitative data/ information to triangulate and corroborate trends, patterns, correlations, and/or themes.</p> <hr/> <p>EK 1.5C1: Scholars carefully plan methods of inquiry, analysis, and other feasible research activities, taking into account deadlines, priorities, risks, setbacks, and the availability of others.</p> <hr/> <p>EK 1.5C2: Scholars learn that setbacks are inevitable; they need to focus on the essential goals of the inquiry or project and be prepared to try alternate approaches or look to other disciplines in order to achieve them.</p> <hr/> <p>EK 1.5C3: Experts in the field may provide guidance and/or discipline-specific knowledge or perspective. Scholars must understand how to seek advice while maintaining self-sufficiency.</p>
	<p>LO 1.5C: Demonstrating perseverance through setting goals, managing time, and working independently on a long-term project.</p>	

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 1.5: There are multiple ways to investigate questions, problems, and issues. Methods should be aligned with the purpose of the inquiry.</p> <p><i>(continued)</i></p>	<p>LO 1.5D: Employing ethical research practices.</p>	<p>EK 1.5D1: Scholars have ethical and moral responsibilities when they conduct research.</p> <hr/> <p>EK 1.5D2: There are laws, rules, and guidelines that govern the conduct of researchers, in particular when studies involve humans and animals. Accordingly, scholars gain approval to conduct research with humans through an institutional review board (IRB).</p> <hr/> <p>EK 1.5D3: There are copyright and patent laws and guidelines that govern the use and reproduction of others' instruments, work, personal information, and intellectual property.</p>

Big Idea 2: Understand and Analyze

Developing understanding starts with comprehension of the concepts and perspectives under examination. Being able to summarize by identifying and explaining the salient ideas in a text is foundational. When students summarize and explain an author's perspective to others, they are building understanding. Students must comprehend a perspective or argument in order to be able to analyze it. That analysis — including consideration of the author's point of view and purpose, the reasoning and details the author selects, develops, and conveys, and the way the author chooses to situate those details — in turn leads to greater understanding of the topic or concept being explored. Students evaluate the validity of an argument by examining the strength of the line of reasoning and the quality of the evidence the author uses. This level of understanding allows students to recognize the implications and predict the consequences of an argument.

Essential Questions

- ▶ What strategies will help me comprehend a text?
- ▶ What is the main idea of the argument or artistic work and what reasoning does the author use to develop it?
- ▶ What biases may the author have that influence his or her perspective?
- ▶ Does this argument acknowledge other perspectives?
- ▶ How can I assess the quality or strength of others' research, products, or artistic works?

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 2.1: Authors express their ideas, perspectives, and/or arguments through their works. The first step in evaluating an author's perspective or argument is to comprehend it. Such comprehension requires reading, viewing, listening, and thinking critically.</p>	<p>LO 2.1A: <i>Employing appropriate reading strategies and reading critically for a specific purpose.</i></p>	<p>EK 2.1A1: <i>Reading critically means reading closely to identify the main idea, tone, assumptions, context, perspective, line of reasoning, and evidence used.</i></p> <p>EK 2.1A2: <i>Strategies active readers use to preview and prioritize a written text include skimming, scanning, rereading, and questioning.</i></p> <p>EK 2.1A3: <i>Strategies active readers use to make meaning from texts include annotating, note-taking, highlighting, and reading aloud.</i></p> <p>EK 2.1A4: <i>Perspectives are shared through written, spoken, visual, or performance texts. A perspective includes the writer's attitude/ tone regarding the subject and is expressed through an argument.</i></p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 2.1: Authors express their ideas, perspectives, and/or arguments through their works. The first step in evaluating an author's perspective or argument is to comprehend it. Such comprehension requires reading, viewing, listening, and thinking critically.</p> <p><i>(continued)</i></p>	<p>LO 2.1B: Summarizing and explaining a text's main idea or aim while avoiding faulty generalizations and oversimplification.</p>	<p>EK 2.1B1: The main idea of an argument is often expressed in the thesis statement, claim, or conclusion, or implied throughout a work.</p> <p>EK 2.1B2: Artistic works (e.g., painting, film, music, dance) convey a perspective. Analysis of a work's context, subject, structure, style, and aesthetic is critical to understanding its aims.</p>
<p>EU 2.2: Authors choose evidence to shape and support their arguments. Individuals evaluate the line of reasoning and evidence to determine to what extent they believe or accept an argument.</p>	<p>LO 2.2A: Explaining and analyzing the logic and line of reasoning of an argument.</p>	<p>EK 2.2A1: Authors use reasons to support their arguments. The line of reasoning is composed of one or more claims justified through evidence.</p> <p>EK 2.2A2: An argument's line of reasoning is organized based on the argument's purpose (e.g., to show causality, to define, to propose a solution).</p> <p>EK 2.2A3: Inductive reasoning uses specific observations and/or data points to identify trends, make generalizations, and draw conclusions. Deductive reasoning uses broad facts or generalizations to generate additional, more specific conclusions about a phenomenon.</p> <p>EK 2.2A4: A lack of understanding of the complexities of an argument (tone, implications, limitations, nuance, context) can lead to oversimplification and/or generalization.</p> <p>EK 2.2A5: Effective arguments acknowledge other arguments and/or respond to them with counterarguments (e.g., concession, refutation, rebuttal).</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 2.2: Authors choose evidence to shape and support their arguments. Individuals evaluate the line of reasoning and evidence to determine to what extent they believe or accept an argument.</p> <p><i>(continued)</i></p>	<p>LO 2.2B: Evaluating the relevance and credibility of evidence used to support an argument, taking context into consideration.</p>	<p>EK 2.2B1: An argument's context (time and purpose) and situation (in relation to other arguments) inform its interpretation.</p> <p>EK 2.2B2: Writers use qualitative and/or quantitative evidence (e.g., facts, data, observations, predictions, analogies, explanations, opinions) to support their claims. Evidence has varying degrees of validity.</p> <p>EK 2.2B3: Authors strategically include evidence to support their claims.</p> <p>EK 2.2B4: Writers appeal to (or possibly manipulate) readers through a variety of strategies and techniques (e.g., language, authority, qualifiers, fallacies, emphasis).</p> <p>EK 2.2B5: Evidence may be used to identify and explain relationships (comparative, causal, or correlational) and/or patterns and trends.</p> <p>EK 2.2B6: Credibility is compromised when authors fail to acknowledge and/or consider the limitations of their conclusions, opposing views or perspectives, and/or their own biases.</p>
	<p>LO 2.2C: Evaluating the validity of an argument.</p>	<p>EK 2.2C1: An argument is valid when there is logical alignment between the line of reasoning and the conclusion.</p> <p>EK 2.2C2: Validity is most often achieved when the presented evidence is aligned with the conclusions. The strength of an argument depends upon an author acknowledging and/or considering the limitations of his or her conclusions, opposing views or perspectives, and/or his or her own biases.</p> <p>EK 2.2C3: Conclusions are contextual and their validity must be affirmed, qualified, or refuted.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 2.2: Authors choose evidence to shape and support their arguments. Individuals evaluate the line of reasoning and evidence to determine to what extent they believe or accept an argument.</p> <p><i>(continued)</i></p>	<p>LO 2.2D: Evaluating and critiquing others' inquiries, studies, artistic works, and/or perspectives.</p>	<p>EK 2.2D1: Scholars analyze and evaluate others' studies and artistic works in terms of internal coherence and alignment of the purposes, goals, and methods of inquiry.</p>
<p>EU 2.3: Arguments have implications and consequences.</p>	<p>LO 2.3A: Connecting an argument to broader issues by examining the implications of the author's claim.</p> <p>LO 2.3B: Evaluating potential resolutions, conclusions, or solutions to problems or issues raised by an argument.</p>	<p>EK 2.3A1: The implications and consequences of arguments may be intended or unintended.</p> <p>EK 2.3B1: Arguments are significant and have real-world impact because they can influence behavior (e.g., call one to action, suggest logical next steps).</p>

Big Idea 3: Evaluate Multiple Perspectives

Understanding the complexity of an issue, idea, or problem requires students to compare and contrast different perspectives. These multiple perspectives, which may support, oppose, compete with, or otherwise vary from one another, come together to create the conversation on the issue. Students must consider the biases and assumptions behind those perspectives in order to evaluate their relevance and importance in the conversation. Evaluating multiple perspectives and arguments allows students to better understand the complexities of an issue or topic.

Essential Questions

- ▶ How might others see a problem or issue differently?
- ▶ What patterns or trends can be identified among the arguments about this issue?
- ▶ What are the implications and/or consequences of accepting or rejecting a particular argument?
- ▶ How can I connect the multiple arguments? What other issues, questions, or topics do they relate to?
- ▶ How can I explain contradictions within or between arguments?
- ▶ From whose perspective is this information being presented, and how does that affect my evaluation?

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 3.1: Different perspectives often lead to competing and alternative arguments. The complexity of an issue emerges when people bring these differing, multiple perspectives to the conversation.	LO 3.1A: Identifying, comparing, and interpreting multiple perspectives on or arguments about an issue.	EK 3.1A1: An individual's perspective is influenced by his or her background (e.g., experiences, culture, education), assumptions, and worldview, as well as by external sources.
		EK 3.1A2: Perspectives are not always oppositional; they may be concurring, complementary, or competing. EK 3.1A3: Some ideas/perspectives are ambiguous or not well defined. The process of identification and interpretation may not lead to a definitive answer.
EU 3.2: Not all arguments are equal; some arguments are more credible/valid than others. Through evaluating others' arguments, one's own argument can be situated within a larger conversation.	LO 3.2A: Evaluating objections, implications, and limitations of alternate, opposing, or competing perspectives or arguments.	EK 3.2A1: Critical thinkers are aware that some arguments may appeal to emotions, core values, personal biases and assumptions, and logic.
		EK 3.2A2: When evaluating multiple perspectives or arguments, consideration must be given to how one's own personal biases and assumptions can influence one's judgment.

Big Idea 4: Synthesize Ideas

Once enough information is gathered and evaluated, students synthesize their accumulated knowledge, emerging ideas, and perspectives to form conclusions of their own. Students must consider other points of view but also analyze material to develop their own perspectives and scholarly works. The goal is for students to think critically about the information and then add to, not simply repeat, the ideas of others. In this way, students establish a unique, creative voice within the larger conversation.

Essential Questions

- ▶ How do I connect and analyze the evidence in order to develop an argument and support a conclusion?
- ▶ Are there other conclusions I should consider?
- ▶ How does my scholarly work emerge from my perspective, design choices, or aesthetic rationale?
- ▶ How do I acknowledge and account for my own biases and assumptions?
- ▶ What is the most appropriate way to acknowledge and attribute the work of others that was used to support my argument? How do I ensure the conclusions I present are my own?

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 4.1: Scholarly works convey perspectives and demonstrate effective reasoning that have been selected for the intended audience, purpose, and situation.	LO 4.1A: Formulating a well-reasoned argument, taking the complexities of the problem or issue into consideration.	EK 4.1A1: Effective arguments use reason and evidence to convey a perspective, point of view , or some version of the truth that is stated or implied in the thesis and/or conclusion.
		EK 4.1A2: Effective arguments are supported and unified by carefully chosen and connected claims, reasons, and evidence.
		EK 4.1A3: Qualifiers place limits on how far a claim may be carried. Effective arguments acknowledge these limits, increasing credibility by reducing overgeneralization or oversimplification.
		EK 4.1A4: Effective arguments may acknowledge other arguments and/or respond to them with counterarguments (e.g., concession, refutation, rebuttal).
		EK 4.1A5: The line of reasoning is a clear, logical path leading the audience through the reasons to a conclusion.

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 4.1: Scholarly works convey perspectives and demonstrate effective reasoning that have been selected for the intended audience, purpose, and situation.</p> <p><i>(continued)</i></p>	<p>LO 4.1A: Formulating a well-reasoned argument, taking the complexities of the problem or issue into consideration.</p> <p><i>(continued)</i></p>	<p>EK 4.1A6: The logic and reasoning of an argument may be deductive (claim followed by evidence) or inductive (evidence leads to a conclusion).</p> <p>EK 4.1A7: A line of reasoning is organized based on the argument's purpose (e.g., to show causality, to evaluate, to define, to propose a solution).</p> <p>EK 4.1A8: Claims and supporting evidence are arranged (e.g., spatially, chronologically, order of importance) to convey reasoning and relationship (e.g., comparative, causal, correlational).</p> <p>EK 4.1A9: The same argument may be organized, arranged, or supported in multiple ways depending on audience and context.</p> <p>EK 4.1A10: Whether developing an argument or conceptualizing an idea or work of art, scholars thoughtfully choose and implement a process aligned with the inquiry or project goal.</p> <p>EK 4.1A11: Scholars need to articulate their choices, even when those choices deliberately or inadvertently result in ambiguity or lack of clarity.</p> <p>EK 4.1A12: An aesthetic rationale is an argument in that it is a reasoned articulation of specific formal and stylistic choices made in the course of devising the artistic work.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 4.1: Scholarly works convey perspectives and demonstrate effective reasoning that have been selected for the intended audience, purpose, and situation.</p> <p><i>(continued)</i></p>	<p>LO 4.1B: Selecting and consistently applying an appropriate disciplinary or interdisciplinary approach to form a scholarly argument or aesthetic rationale.</p>	<p>EK 4.1B1: Each discipline has its own conventions and ways of knowing, questioning, and communicating.</p> <p>EK 4.1B2: Scholars apply discipline-specific terminology in the analysis of scholarly works.</p> <p>EK 4.1B3: The different disciplines and associated ways of knowing and valuing information are discovered in part through engaging with discipline-specific foundational texts and works.</p> <p>EK 4.1B4: Disciplines may be broadly or narrowly defined. Disciplines can intersect or be combined to provide new understandings or perspectives.</p>
<p>EU 4.2: Scholars responsibly and purposefully engage with the evidence to develop a compelling argument or aesthetic rationale.</p>	<p>LO 4.2A: Interpreting, using, and synthesizing qualitative and/or quantitative data/information from various perspectives and sources (e.g., primary, secondary, print, nonprint) to develop and support an argument.</p> <p>LO 4.2B: Providing insightful and cogent commentary that links evidence with claims.</p>	<p>EK 4.2A1: Evidence can be collected from print and nonprint sources (e.g., libraries, museums, archives), experts, or data gathered in the field (e.g., interviews, questionnaires, observations).</p> <p>EK 4.2A2: Evidence is used to support the claims and reasoning of an argument. Compelling evidence is sufficient, accurate, relevant, current, and credible to support the conclusion.</p> <p>EK 4.2A3: Evidence is strategically chosen based on context, purpose, and audience. Evidence may be used to align an argument with authority; to define a concept, illustrate a process, or clarify a statement; to set a mood; to provide an example; to amplify or qualify a point.</p> <p>EK 4.2A4: The evidence selected and attributed contributes to establishing the credibility of one's own argument.</p> <p>EK 4.2B1: Commentary connects the chosen evidence to the claim through interpretation or inference, identifying patterns, describing trends, and/or explaining relationships (e.g., comparative, causal, correlational).</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 4.3: Responsible participation in the scholarly community requires acknowledging and respecting the prior findings and contributions of others.	LO 4.3A: Attributing knowledge and ideas accurately and ethically, using an appropriate citation style.	<p>EK 4.3A1: Accurate and ethical attribution enhances one's credibility.</p> <p>EK 4.3A2: Plagiarism is a serious offense that occurs when a person presents another's ideas or words as his or her own. Plagiarism may be avoided by acknowledging sources thoroughly and accurately.</p> <p>EK 4.3A3: Source material should be introduced, integrated, or embedded into the text of an argument.</p> <p>EK 4.3A4: Quoted and paraphrased material must be properly attributed, credited, and cited following a style manual. Quoting is using the exact words of others; paraphrasing is restating an idea in one's own words.</p> <p>EK 4.3A5: Academic disciplines use specific style guides for citing and attributing sources (e.g., APA, MLA, Chicago, AMA).</p> <p>EK 4.3A6: Appropriation in works of art has potential legal and ethical implications that scholars need to consider (e.g., scholars must credit works that are used in visual/audio sampling, parody, choreography).</p>
EU 4.4: Forming one's own perspective and reaching new understandings involve innovative thinking and synthesis of existing knowledge with personally generated evidence.	LO 4.4A: Extending an idea, question, process, or product to innovate or create new understandings.	EK 4.4A1: Innovative solutions and arguments identify and challenge assumptions, acknowledge the importance of content, imagine and explore alternatives, and engage in reflective skepticism.
EU 4.5: Arguments, choices, and solutions present intended and unintended opportunities and consequences.	LO 4.5A: Offering resolutions, conclusions, and/or solutions based on evidence considering limitations and implications.	EK 4.5A1: When making choices and proposing solutions, the advantages and disadvantages of the options should be weighed against the goal within its context.

Big Idea 5: Team, Transform, and Transmit

Collaboration, communication, and reflection are skills that provide opportunities for students to develop their learning. When collaborating, students draw upon their own strengths and the strengths of a team of peers, expert advisers, and teachers to achieve their best possible work. Students should engage in peer review and personal revision to refine and tailor their arguments.

An argument is effectively communicated when its purpose is clear, it is tailored to a specific audience and context, and it is conveyed through a medium appropriate and appealing to the intended audience. Adhering to standard language conventions and engaging delivery techniques establishes a writer's or speaker's credibility with his or her audience. Sometimes arguments or perspectives are associated with and accompanied by an innovation or artistic work. These works should make clear the artistic choices for the aesthetic rationale or focus on one perspective over another.

Whether working alone or in a group, students reflect on their work and learning processes, which can lead to personal growth as well as even more effective inquiry, learning, and collaboration.

Essential Questions

- ▶ How can I best appeal to and engage my audience?
- ▶ What is the best medium or genre through which to reach my audience?
- ▶ How might I adapt my written and oral presentations for different audiences and situations?
- ▶ How might my communication choices affect my credibility with my audience?
- ▶ Which revision strategies are most appropriate to developing and refining my project at different stages?
- ▶ How do I provide feedback that is valuable to others? How do I act upon feedback I have received?
- ▶ How can I benefit from reflecting on my own work?

Note: LO 5.1A and EK 5.1A1 are different for AP Seminar [S] and AP Research [R].

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 5.1: How a perspective or argument is presented affects how people interpret or react to it. The same perspective or argument may be developed or presented differently depending on audience, purpose, and context.</p>	<p>LO 5.1A[S]: Planning, producing, and presenting a cohesive argument, considering audience, context, and purpose.</p>	<p>EK 5.1A1[S]: An argument may include the following elements:</p> <ul style="list-style-type: none"> ▶ <i>Introduction: engages the audience by providing background and/or context</i> ▶ <i>Thesis: conveys the main idea of an argument</i> ▶ <i>Reasons, evidence, and commentary: provide support for the argument</i> ▶ <i>Counterargument, concession, refutation, and rebuttal: acknowledge and/or respond to opposing arguments</i> ▶ <i>Conclusion: synthesizes reasoning, considers possible implications for the future, and ties back to the introduction</i> ▶ <i>Bibliography: identifies works cited</i>
	<p>LO 5.1A[R]: Planning and producing a cohesive academic paper, considering audience, context, and purpose.</p>	<p>EK 5.1A1[R]: Inquiries result in conclusions that can be presented in different formats and that typically have the following elements:</p> <ul style="list-style-type: none"> ▶ <i>Introduction: provides background and contextualizes the research question/project goal, reviews previous work in the field related to the research question/project goal, and identifies the gap in the current field of knowledge to be addressed</i> ▶ <i>Method, process, or approach: explains and provides justification for the chosen method, process, or approach</i> ▶ <i>Results, Product, or Findings: presents the results, product, evidence, or findings</i> ▶ <i>Discussion, Analysis, and/or Evaluation: interprets the significance of the results, product, or findings; explores connections to original research question/project goal; discusses the implications and limitations of the research or creative work</i> ▶ <i>Conclusion and Future Directions: reflects on the process and how this project could impact the field; discusses possible next steps</i> ▶ <i>Bibliography: provides a complete list of sources cited and consulted in the appropriate disciplinary style</i>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 5.1: How a perspective or argument is presented affects how people interpret or react to it. The same perspective or argument may be developed or presented differently depending on audience, purpose, and context.</p> <p><i>(continued)</i></p>	<p>LO 5.1A[R]: Planning and producing a cohesive academic paper, considering audience, context, and purpose.</p> <p><i>(continued)</i></p>	<p>EK 5.1A2: Coherence is achieved when the elements and ideas in an argument flow logically and smoothly. Transitions are used to move the audience from one element or idea to another by illustrating the relationship between the elements or ideas.</p>
	<p>LO 5.1B: Adhering to established conventions of grammar, usage, style, and mechanics.</p>	<p>EK 5.1B1: A writer expresses tone or attitude about a topic through word choice, sentence structure, and imagery.</p>
		<p>EK 5.1B2: Effective sentences create variety, emphasis, and interest through structure, agreement of elements, placement of modifiers, and consistency of tense.</p>
		<p>EK 5.1B3: Precision in word choice reduces confusion, wordiness, and redundancy.</p>
		<p>EK 5.1B4: Spelling and grammar errors detract from credibility.</p>
	<p>LO 5.1C: Communicating information through appropriate media using effective techniques of design.</p>	<p>EK 5.1C1: Effective organizational and design elements (e.g., headings, layout, illustrations, pull quotes, captions, lists) may aid in audience engagement and understanding by calling attention to important information and/or creating emotional responses in the audience. Ineffective use or overuse of these elements disrupts audience engagement and understanding.</p> <p>EK 5.1C2: Data and other information can be presented graphically (e.g., infographics, graphs, tables, models) to aid audience understanding and interpretation.</p> <p>EK 5.1C3: Effective communication requires choosing appropriate media (e.g., essay, poster, oral presentation, documentary, research report/thesis) according to context, purpose, and audience.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 5.1: How a perspective or argument is presented affects how people interpret or react to it. The same perspective or argument may be developed or presented differently depending on audience, purpose, and context.</p> <p><i>(continued)</i></p>	<p>LO 5.1D: Adapting an argument for context, purpose, and/or audience.</p>	<p>EK 5.1D1: Arguments can be adapted by strategically selecting and emphasizing information considering audience, situation, medium, and purpose.</p> <p>EK 5.1D2: Scholars should articulate their choices and content in a language that is not discipline-specific to communicate effectively to nonexperts or people outside the discipline.</p>
	<p>LO 5.1E: Engaging an audience by employing effective techniques of delivery or performance.</p>	<p>EK 5.1E1: Speakers vary elements of delivery (e.g., volume, tempo, movement, eye contact, vocal variety, energy) to emphasize information, convey tone, and engage their audience.</p> <p>EK 5.1E2: Scholars present, perform, and/or produce their work in multiple ways. This may take discipline-specific forms (e.g., portfolios, exhibits, performances, showcases, premieres, posters), but may also cross disciplinary boundaries.</p> <p>EK 5.1E3: Scholars present, perform, and/or produce their completed work after multiple revisions or rehearsals (e.g., responding to audience feedback, self-critique of recorded performance) and polishing.</p>
	<p>LO 5.1F: Defending inquiry choices and final product with clarity, consistency, and conviction.</p>	<p>EK 5.1F1: Scholars effectively articulate the rationale for inquiry choices in relation to the completed work.</p> <p>EK 5.1F2: Scholars engage thoughtfully with their audiences' critiques and questions.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 5.2: Teams are most effective when they draw on the diverse perspectives, skills, and backgrounds of team members to address complex, open-ended problems.	<p>LO 5.2A: Providing individual contributions to overall collaborative effort to accomplish a task or a goal.</p> <p>LO 5.2B: Fostering constructive team climate, resolving conflicts, and facilitating the contributions of all team members to address complex, open-ended problems.</p>	<p>EK 5.2A1: Knowing and communicating one's strengths and challenges to a group allows one's contributions to be more effective.</p> <p>EK 5.2B1: Teams are built around tasks. Low-risk teambuilding activities and simulations enhance a team's performance.</p> <p>EK 5.2B2: Teams function at their best when they understand the diversity of their social-cultural perspectives, talents, and skills.</p> <p>EK 5.2B3: Teams function at their best when they practice effective interpersonal communication, consensus building, conflict resolution, and negotiation.</p> <p>EK 5.2B4: Effective teams consider the use of online collaborative tools.</p>
EU 5.3: Reflection increases learning, self-awareness, and personal growth through identification and evaluation of personal conclusions and their implications.	LO 5.3A: Reflecting on and revising their own writing, thinking, and creative processes.	<p>EK 5.3A1: Reflection is an ongoing and recursive process in inquiry, often leading to changes in understanding. Strategies for reflection may include journal writing, self-questioning, drawing, exploration of space, and/or guided contemplation.</p> <p>EK 5.3A2: Learning requires practice through an iterative process of thinking/rethinking, vision/revision, and writing/rewriting.</p> <p>EK 5.3A3: Scholars are mindful of the rationale behind the chosen method for data collection, information gathering, analysis, production, and presentation.</p> <p>EK 5.3A4: Scholars reflect on how the inquiry process helped them deepen their understanding, make important connections, and develop greater self-direction.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 5.3: Reflection increases learning, self-awareness, and personal growth through identification and evaluation of personal conclusions and their implications.</p> <p><i>(continued)</i></p>	<p>LO 5.3B: Reflecting on experiences of collaborative effort.</p>	<p>EK 5.3B1: Reflection acknowledges the impact of actions on both the group and individual contributions, noting the reasons for such actions, assumptions made, and whether or not such actions and assumptions hindered or helped the achievement of the group's and individuals' tasks.</p>
	<p>LO 5.3C: Reflecting on the larger significance of engaging in the overall inquiry process and producing a completed scholarly work.</p>	<p>EK 5.3C1: Reflective scholars explore potential future directions for their inquiries and the development of their own scholarship or bodies of work.</p> <p>EK 5.3C2: Reflective scholars acknowledge how their inquiry processes and resulting works can be transformational for their own and others' understanding as well as for their personal identities as scholars.</p>
<p>EU 5.4: Scholars perform, present, and/or produce their work within a larger community. Throughout the inquiry process, scholars interact with and benefit from the scholarly community through thoughtful engagement with the opinions and critiques of others.</p>	<p>LO 5.4A: Engaging in peer review to provide constructive responses to one another's work, appropriate to the stage of a project's development.</p> <p>LO 5.4B: Engaging in peer review to receive and consider responses to their work.</p>	<p>EK 5.4A1: Peer review should be based on guidelines and defined criteria appropriate to the work.</p> <p>EK 5.4B1: Peer review is an effective way for scholars to strengthen their critical eye as well as strengthen their own work.</p> <p>EK 5.4B2: Communities of scholars produce, present, and perform effectively when participants actively seek and provide feedback.</p>

CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Bill Mocnik, Director of Student Achievement, Secondary

Date: January 24, 2018

Board Item: Broadening the Course of Study – New Secondary Course, Advanced Placement Seminar

HISTORY

Board Policy 6143, *Courses of Study*, requires that “*the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.*”

BACKGROUND INFORMATION

In order to make certain that District students are prepared for the twenty-first century, the changes in standards and a-g requirements, new secondary courses are routinely proposed to ensure post-secondary success for all students.

CURRENT CONSIDERATIONS

Advanced Placement (AP) Seminar is the first course in the AP Capstone Program. The Capstone Program is designed to provide students the necessary skills needed to excel in college. Students will become experts in conducting independent research, participating in collaborative teamwork and in developing and using sound communication skills.

Students who complete AP Seminar, AP Research and four additional AP courses with a score of three or higher will be awarded a Capstone Diploma which is recognized by numerous California universities as a program that equips students with the independent research, collaborative teamwork, and communication skills that are increasingly valued by colleges. It cultivates curious, independent, and collaborative scholars and prepares them to make logical, evidence-based decisions. Students who earn scores of three or higher in AP Seminar and AP Research but not on all four additional AP courses are awarded an AP Seminar and Research Certificate.

AP Seminar is a foundational course that engages students in cross-curricular conversations that explore the complexities of academic and real-world topics and issues by analyzing divergent perspectives. Using an inquiry framework, students practice reading and analyzing articles, research studies, and foundational, literary and philosophical texts; listening to and viewing speeches, broadcasts and personal accounts; and experiencing artistic works and performances. Students learn to synthesize information from multiple sources, develop their own perspectives

in written essays and design and deliver oral and visual presentations, both individually and as part of a team. Ultimately, the course aims to equip students with the power to analyze and evaluate information with accuracy and precision in order to craft and communicate evidence-based arguments.¹

AP Seminar will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will satisfy the “g” requirement of the University of California a-g requirements.

¹College Board. *AP Central*. College Board, <https://advancesinap.collegeboard.org/ap-capstone>. Accessed 21 Dec. 2017.

FINANCIAL IMPLICATIONS

Expenditures for licenses to research databases are estimated at \$1,500 paid for by site supply funds.

STAFF RECOMMENDATION

Approval of Broadening the Course of Study – New Secondary Course, Advanced Placement Seminar.

PREPARED BY: Bill Mocnik, Director of Student Achievement, Secondary

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services

Requesting School: TESORO High School Capistrano Unified School District
 Date Requested: 12-1-2017
 Requested by: J. DeLeon AERIES course Number Request/Change Form
 Signature

Note: All highlighted fields must be completed prior to submission for approval. Complete other fields as applicable.

Approval: [Signature] Date: 12/4/2017
 Executive Director, Secondary Instructional Services

Course-ID: (Completed by District Office)

Fall					Spring				
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DISTRICT OFFICE USE ONLY

DATE: _____ INITIALS: _____

Master	05	19	25	30
01	06	21	26	63
02	15	22	27	700
03	17	23	28	
04	18	24	29	

Course Title (15 characters max)	Long Title	NonAcademic /Honors	College Prep
	AP Seminar I	N, H or N/A	P or N/A

Grade Range Low High	Semester/Qtr Credit	Max Credit per course #	Subject Area Codes	Dept	Term	NCES Code	Next Course ID
	5.0		D	E	Q = QTR S = Sem Y = Year		

Term Sequence	Year Sequence	Exc	Teacher Aide Course	Alternate Course ID	Pre-requisite Course ID	Trade Gender	Voc Ed Level	Voc Subject	Course Level	Type
			Y, N or Blank			M, F Or blank				

California Specific Fields							
CSU Entrance			UC Entrance			CSF List	CBEDS# **
Requirement	Elective	Honors	Requirement	Elective	Honors		

Revised : 3/4/2004

H:\AERIES Procedures for TIS\Course request form.doc

* 5 credits per course #
 10 credits per year
 ... 100000 course #6 Requested

** Attach CDE description of course from CDE web site

Course of Study Recommendations for 2018-19

Board Policy 6143 requires that “the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.” In order to ensure our students are prepared for the 21st Century, the changes in standards and a-g requirements, the following courses are proposed for the 2018-19 secondary course catalog (see Course Catalog Proposal attached). Included in the matrix is the proposed course title, description, and course detail. Additional course information (including course syllabi) can be viewed through Education Services, Secondary Division.

COURSE CATALOG PROPOSAL 2018-19

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
AP Seminar ¹	<p>AP Seminar is the first-year course of the AP Capstone program. It is a foundational course that engages students in cross-curricular conversations that explore the complexities of academic and real-world topics and issues by analyzing divergent perspectives.</p> <p>Using an inquiry framework, students practice reading and analyzing articles, research studies, and foundational literary and philosophical texts; listening to and viewing speeches, broadcasts, and personal accounts; and experiencing artistic works and performances. Students learn to synthesize information from multiple sources, develop their own perspectives in research-based written essays, and design and deliver oral and visual presentations, both individually and as part of a team.</p>	10-11	English	5	G	Fall/Spring

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
	Ultimately, the course aims to equip students with the power to analyze and evaluate information with accuracy and precision in order to craft and communicate evidence-based arguments.					

¹College Board. *AP Central*. College Board, <https://advancesinap.collegeboard.org/ap-capstone>. Accessed 21 Dec. 2017.

- California Institute of Technology
- California Maritime Academy
- California Polytechnic State University: San Luis Obispo
- California State Polytechnic University: Pomona
- California State University: Bakersfield
- California State University: Channel Islands
- California State University: Chico
- California State University: Dominguez Hills
- California State University: East Bay
- California State University: Fresno
- California State University: Fullerton
- California State University: Long Beach
- California State University: Los Angeles
- California State University: Monterey Bay
- California State University: Northridge
- California State University: Sacramento
- California State University: San Bernardino
- California State University: San Marcos
- California State University: Stanislaus
- Claremont McKenna College
- College of the Desert
- Contra Costa College
- DeVry University: Long Beach

- Diablo Valley College
- Fresno Pacific University
- Hartnell College
- Humboldt State University
- Occidental College
- Palomar College
- Pitzer College
- San Diego City College
- San Diego Mesa College
- San Diego Miramar College
- San Diego State University
- San Francisco State University
- San Jose State University
- Santa Barbara City College
- Santa Rosa Junior College
- Santiago Canyon College
- Sonoma State University
- Southwestern College
- University of California at Berkeley
- University of California at Santa Barbara
- University of California, Los Angeles
- University of San Diego
- University of Southern California
- William Jessup University

**California Universities that recognize the AP Capstone Diploma

About the AP Capstone™ Program

AP Capstone™ is an innovative diploma program from the College Board that equips students with the independent research, collaborative teamwork, and communication skills that are increasingly valued by colleges. AP Capstone is built on the foundation of two AP® courses — **AP Seminar** and **AP Research** — and is designed to complement and enhance the in-depth, discipline-specific study experienced in other AP courses.

In AP Seminar, students investigate real-world issues from multiple perspectives, gathering and analyzing information from various sources in order to develop credible and valid evidence-based arguments. AP Seminar is a prerequisite for AP Research. Completing AP Seminar and all its required assessment components is necessary for students to develop the skills to be successful in AP Research. In AP Research, students cultivate the skills and discipline necessary to conduct independent research and inquiry in order to produce and defend their scholarly work.

The AP Capstone program aims to empower students by

- ▶ engaging them with rigorous college-level curricula focused on the skills necessary for successful college completion;
- ▶ extending their abilities to synthesize information from multiple perspectives and apply skills in new situations and cross-curricular contexts;
- ▶ enabling them to collect and analyze information with accuracy and precision;
- ▶ cultivating their abilities to craft, communicate, and defend evidence-based arguments; and
- ▶ providing opportunities for them to practice disciplined and scholarly research skills while exploring relevant topics that appeal to their interests and curiosity.

Research Base

The big ideas and learning objectives in the AP Capstone program reflect the core academic skills needed for college, career, and life readiness identified by leading educational organizations and College Board membership, including the following:

- ▶ The American Association of Colleges and Universities (AAC&U), *College Learning for the New Global Century, Essential Learning Outcomes*
- ▶ Advanced Placement Program, skills and practices identified in AP courses
- ▶ The Partnership for 21st Century Skills (P21), *A Framework for 21st Century Learning*
- ▶ Association of College and Research Libraries, *Information Literacy Competency Standards for Higher Education*
- ▶ Council of Writing Program Administrators, *Framework for Success in Postsecondary Writing*

The AP Capstone Diploma™ and AP Seminar and Research Certificate™

Students who earn scores of 3 or higher in AP Seminar and AP Research and on four additional AP Exams of their choosing will receive the AP Capstone Diploma™.

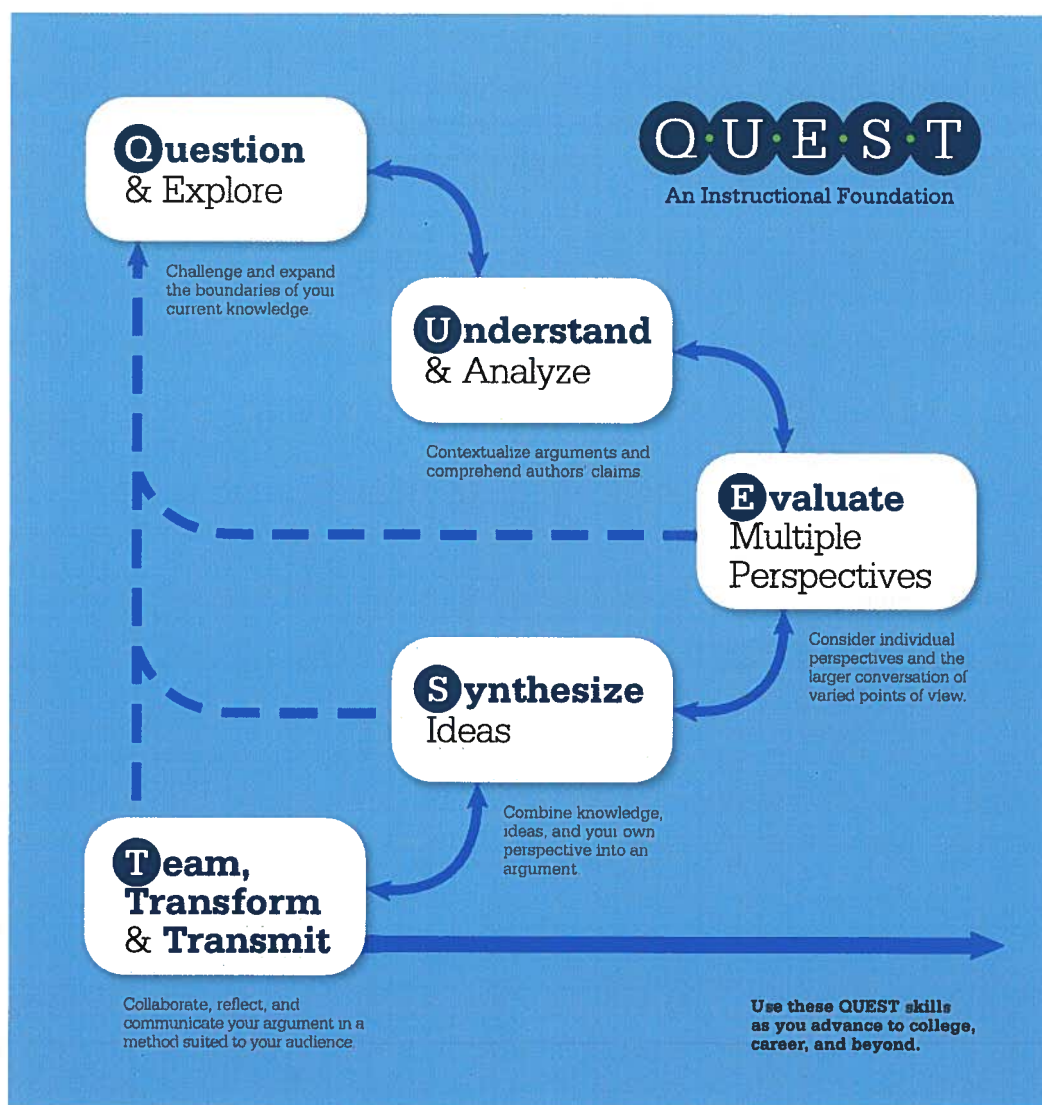
Students who earn scores of 3 or higher in AP Seminar and AP Research but not on four additional AP Exams will receive the AP Seminar and Research Certificate™.



AP Capstone Pedagogical Framework

Overview of the Pedagogical Framework

Throughout the program, students consider and evaluate multiple points of view to develop their own perspectives on complex issues and topics through inquiry and investigation. The AP Capstone program provides students with a framework that allows them to develop, practice, and hone their critical and creative thinking skills as they make connections between various issues and their own lives. Teachers should help students understand that this process is recursive, not linear. The recursive nature of this process allows students to go back and forth between the different stages of inquiry as they encounter new information.



AP Capstone Reasoning Processes

The AP Capstone program allows students to develop and practice reasoning processes that help them to make intentional, strategic decisions. It is important for teachers to understand these reasoning processes, which are embedded within the learning objectives:

- ▶ **Situating** — being aware of the context of one’s own as well as others’ perspectives, realizing that individual bias can lead to assumptions;
- ▶ **Choosing** — making intentional and purposeful choices, realizing that choices have both intended and unintended consequences;
- ▶ **Defending** — being able to explain and justify personal choices, logic, line of reasoning, and conclusions; and
- ▶ **Connecting** — seeing intersections within and/or across concepts, disciplines, and cultures.

AP Research Course Transferable Skills and Proficiencies

The AP Capstone reasoning processes are also embedded in the AP Research course transferable skills and proficiencies. The transferable skills and proficiencies are high-level descriptions of the understanding, knowledge, and skills that students should be able to apply in novel situations long after completing the AP Research course.

Transferable Skills	Produce Scholarly Work	Employ Research Practices	Analyze Sources and Evidence	Understand Context and Perspective	Communicate (interpersonal and intrapersonal)
Reasoning Processes	<i>Choose</i> <i>Connect</i> <i>Defend</i>	<i>Choose</i>	<i>Situate</i> <i>Choose</i>	<i>Situate</i> <i>Connect</i>	<i>Situate</i> <i>Choose</i> <i>Defend</i>
Proficiencies	Establish Argument Demonstrating the significance of one’s research by explaining the rationale behind the choices made in the research process and logically connecting the findings to one’s conclusions or new understandings Select and Use Evidence Evaluating the significance of the findings, results, or product to the purpose or goal of one’s inquiry and strategically choosing such evidence to effectively support claims	Research Design Narrowing a focus of inquiry and identifying an aligned, ethical, feasible approach or method to accomplish the purpose of the research question and/or project goal	Understand and Analyze Argument Analyzing evidence for what is known about one’s topic of inquiry to further narrow (focus) and situate one’s research question or project goal Evaluate Sources and Evidence Evaluating the credibility, relevance, and significance of sources and evidence to the choices made in the inquiry process	Understand and Analyze Context Contextualizing the purpose and significance of one’s topic of inquiry within a broader field or discipline	Engage Audience Choosing and employing effective written and oral communication techniques, considering audience, context and purpose to convey and defend conclusions or new understandings Apply Conventions Choosing and consistently applying an appropriate citation style and effective conventions of writing Reflect Identifying challenges, successes, and moments of insight throughout one’s inquiry, which transformed one’s own thinking and reasoning

AP Seminar Curricular Requirements

The curricular requirements are the core elements of an AP course. The curriculum framework and supporting documents provided during professional development serve as resources to assist teachers in determining the appropriate level of evidence to include within their syllabi to meet or exceed the requirements. (All AP Seminar teachers must attend College Board AP Seminar intensive training prior to their first year of teaching the AP Seminar course.)

Evidence of the following curricular requirements should be included in the course syllabus developed by the teacher and submitted to the College Board for review and approval.

- ▶ Students explore the complexities of one or more themes by making connections within, between, and/or among multiple cross-curricular areas and by exploring multiple perspectives and lenses (e.g., cultural and social, artistic and philosophical, political and historical, environmental, economic, scientific, futuristic, ethical) related to those themes.
- ▶ Students develop and apply discrete skills identified in the learning objectives of the enduring understandings within the following five big ideas:
 - › Question and Explore
 - › Understand and Analyze
 - › Evaluate Multiple Perspectives
 - › Synthesize Ideas
 - › Team, Transform, and Transmit
- ▶ Students gain a rich appreciation and understanding of issues through the following activities:
 - › reading articles and research studies;
 - › reading foundational, literary, and philosophical texts;
 - › viewing and listening to speeches, broadcasts, and/or personal accounts;
 - › and experiencing artistic works and performances.
- ▶ Students develop an understanding of ethical research practices and the AP Capstone™ Policy on Plagiarism and Falsification or Fabrication of Information.
- ▶ Students work collaboratively with a team to identify, investigate, analyze, and evaluate a real-world or academic problem or issue; consider and evaluate alternatives or options; propose one or more solutions or resolutions; and present and defend the argument for their solutions through a multimedia presentation.
- ▶ Students work independently to identify a research question based on provided stimulus material; research the issue; analyze, evaluate, and select evidence to develop an argument; present and defend a conclusion; and produce a multimedia presentation to be delivered to their peers.

AP Seminar Curriculum Framework

Overview of the Curriculum Framework

Based on the Understanding by Design (Wiggins and McTighe) model, this curriculum framework is intended to provide a clear and detailed description of the course requirements necessary for student success. This conceptualization will guide the development and organization of learning outcomes from general to specific, resulting in focused statements about content knowledge and skills needed for success in the course. The curriculum framework contains the following structural components:

- ▶ The course is organized around five **big ideas**. Tied to each big idea are several **essential questions**. These are open-ended questions that encourage students to think deeply about a topic, ask additional questions and investigate solutions, and develop the deeper conceptual understanding that the course seeks to foster.
- ▶ Within each big idea are several **enduring understandings**. These are the long-term takeaways related to the big ideas that a student should have after exploring the content and skills. These understandings are expressed as generalizations that specify what students will come to understand about the key concepts in the course. Enduring understandings are numbered to correspond to each big idea.
- ▶ Linked to each enduring understanding are the corresponding **learning objectives**. The learning objectives articulate what students need to be able to do in order to develop the enduring understandings. The learning objectives will become targets of assessment for the course. Learning objectives are numbered to correspond with the appropriate big ideas and enduring understandings.
- ▶ For each of the learning objectives, **essential knowledge** statements describe the facts and basic concepts that a student should know and be able to recall in order to demonstrate mastery of the learning objective. Essential knowledge components are numbered to correspond with the appropriate big ideas, enduring understandings, and learning objectives.

Big Idea 1: Question and Explore

Inquiry and investigation begin when students encounter information about complex issues and problems that stimulates their intellectual curiosity. They then continue the research process by developing a critical question about one or more of those complex issues or ideas. Seeking answers to such questions requires exploration of numerous, often competing perspectives; the context surrounding those perspectives; and the reliability and credibility of the perspectives. Through this exploration, students begin to develop their own perspectives, rather than simply accept those of others. They consider the purpose of their research — what is supposed to be achieved and why. Ideally, they also develop additional questions that lead to further inquiry. The intrinsic value of asking and answering questions cannot be overstated. Giving students the opportunity to dig deeper and feed their curiosity makes for meaningful discoveries and discussions.

Essential Questions

- ▶ How does the context of a problem or issue affect how it is interpreted or presented?
- ▶ How might others see the problem or issue differently?
- ▶ What questions have yet to be asked?
- ▶ What voices or perspectives are missing from my research?
- ▶ What do I want to know, learn, or understand?
- ▶ How does my research question shape how I go about trying to answer it?
- ▶ What information do I need to answer my question?
- ▶ What keywords should I use to search for information about this topic?

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 1.1: Personal interest and intellectual curiosity inspire investigation of topics or issues that may or may not be clearly defined. A well-crafted investigation explores the complexity of an issue or topic. Further inquiry can lead to unexpected conclusions , resolutions , innovations, or solutions .	LO 1.1A: Contextualizing and identifying the complexities of a problem or issue. LO 1.1B: Posing questions and seeking out answers that reflect multiple, divergent, or contradictory perspectives.	EK 1.1A1: Examining the perspectives and ideas of others often leads to questions for further investigation. Inquiry begins with narrowing scope of interest, identifying a problem or issue and its origins within that scope, and situating the problem or issue in a larger context . EK 1.1B1: Effective research questions lead to an examination taking into account the complexity of a problem or issue. EK 1.1B2: The inquiry process allows one to draw upon curiosity and imagination to engage with ideas or explore approaches to complex issues .

Note: The first time words from the glossary are used in the curriculum framework tables, they appear in bold blue text. The full glossary begins on page 119.

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 1.2: Strengthening understanding of a concept or issue requires questioning existing ideas, using what is known to discover what is not known, and making connections to prior knowledge.	LO 1.2A: Retrieving, questioning, organizing, and using prior knowledge about a topic.	<p>EK 1.2A1: Understanding comes not only through collection of information but also from a variety of other factors (e.g., experience, external sources, cultural context, assumptions).</p> <p>EK 1.2A2: A variety of strategies (e.g., brainstorming, concept mapping, prewriting, exploration of space, drafting) can be used to illustrate, organize, and connect ideas.</p> <p>EK 1.2A3: Inquiry confirms or challenges one's existing understandings, assumptions, beliefs, and/or knowledge.</p>
EU 1.3: The investigative process is aided by the effective organization, management, and selection of resources and information. Appropriate technologies and tools enable the scholar to become more efficient, productive, and credible.	LO 1.3A: Accessing and managing information using effective strategies.	<p>EK 1.3A1: Information used to address a problem may come from various secondary sources (e.g., articles, other studies, analyses, reports) and/or primary sources (e.g., original texts and works, material culture, or personally collected data such as from experiments, surveys, questionnaires, interviews, observations, personal narratives).</p> <p>EK 1.3A2: Online databases (e.g., EBSCO, ProQuest, JSTOR, Google Scholar) and libraries catalog and house secondary and some primary sources.</p> <p>EK 1.3A3: Advanced search tools, Boolean logic, and key words allow scholars to refine, focus, and/or limit their searches based on a variety of factors (e.g., date, peer-review status, type of publication).</p>
EU 1.4: The relevance and credibility of the source of information is determined by the context of its use.	LO 1.4A: Evaluating the relevance and credibility of the source of information and data in relation to the inquiry.	<p>EK 1.4A1: The scope and purpose of one's research and the credibility of sources affects the generalizability and the reliability of the conclusions.</p> <p>EK 1.4A2: Credibility of evidence depends on use of sources and data that are relevant and reliable (current, authoritative).</p> <p>EK 1.4A3: Determining the credibility of a source requires considering and evaluating the reputation and credentials of the author, publisher, site owner, and/or sponsor; understanding and evaluating the author's perspective and research methods; and considering how others respond to their work. Scholarly articles are often peer reviewed, meaning the research has been reviewed and accepted by disciplinary experts.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 1.5: There are multiple ways to investigate questions, problems, and issues. Methods should be aligned with the purpose of the inquiry.	LO 1.5A: Identifying the information needed for the context of the inquiry.	EK 1.5A1: The way the problem is posed, situated, framed, or contextualized will guide the inquiry process and influence the type of information needed and the appropriate method of gathering it.

Big Idea 2: Understand and Analyze

Developing understanding starts with comprehension of the concepts and perspectives under examination. Being able to summarize by identifying and explaining the salient ideas in a text is foundational. When students summarize and explain an author's perspective to others, they are building understanding. Students must comprehend a perspective or argument in order to be able to analyze it. That analysis — including consideration of the author's point of view and purpose, the reasoning and details the author selects, develops, and conveys, and the way the author chooses to situate those details — in turn leads to greater understanding of the topic or concept being explored. Students evaluate the strength of an argument by examining the line of reasoning and the quality of the evidence the author uses. This level of understanding allows students to recognize the implications and predict the consequences of an argument.

Essential Questions

- ▶ What strategies will help me comprehend a text?
- ▶ What is the argument's main idea and what reasoning does the author use to develop it?
- ▶ Why might the author view the issue this way?
- ▶ What biases may the author have that influence his or her perspective?
- ▶ Does this argument acknowledge other perspectives?
- ▶ How do I know if a source is trustworthy?
- ▶ What are the implications of these arguments?
- ▶ How does this conclusion impact me and my community? Or my research?

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
<p>EU 2.1: Authors express their ideas, perspectives, and/or arguments through their works. The first step in evaluating an author's perspective or argument is to comprehend it. Such comprehension requires reading, viewing, listening, and thinking critically.</p>	<p>LO 2.1A: Employing appropriate reading strategies and reading critically for a specific purpose.</p>	<p>EK 2.1A1: Reading critically means reading closely to identify the main idea, tone, assumptions, context, perspective, line of reasoning, and evidence used.</p> <p>EK 2.1A2: Strategies active readers use to preview and prioritize a written text include skimming, scanning, rereading, and questioning.</p> <p>EK 2.1A3: Strategies active readers use to make meaning from texts include annotating, note-taking, highlighting, and reading aloud.</p> <p>EK 2.1A4: Perspectives are shared through written, spoken, visual, or performance texts. A perspective includes the writer's attitude/tone regarding the subject and is expressed through an argument.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
	LO 2.1B: Summarizing and explaining a text's main idea or aim while avoiding faulty generalizations and oversimplification.	<p>EK 2.1B1: The main idea of an argument is often expressed in the thesis statement, claim, or conclusion, or implied throughout a work.</p> <p>EK 2.1B2: Artistic works (e.g., painting, film, music, dance) convey a perspective. Analysis of a work's context, subject, structure, style, and aesthetic is critical to understanding its aims.</p>
EU 2.2: Authors choose evidence to shape and support their arguments. Individuals evaluate the line of reasoning and evidence to determine to what extent they believe or accept an argument.	LO 2.2A: Explaining and analyzing the logic and line of reasoning of an argument.	<p>EK 2.2A1: Authors use reasons to support their arguments. The line of reasoning is composed of one or more claims justified through evidence.</p> <p>EK 2.2A2: An argument's line of reasoning is organized based on the argument's purpose (e.g., to show causality, to define, to propose a solution).</p> <p>EK 2.2A3: Inductive reasoning uses specific observations and/or data points to identify trends, make generalizations, and draw conclusions. Deductive reasoning uses broad facts or generalizations to generate additional, more specific conclusions about a phenomenon.</p> <p>EK 2.2A4: A lack of understanding of the complexities of an argument (tone, implications, limitations, nuance, context) can lead to oversimplification and/or generalization.</p> <p>EK 2.2A5: Effective arguments acknowledge other arguments and/or respond to them with counterarguments (e.g., concession, refutation, rebuttal).</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
	<p>LO 2.2B: Evaluating the relevance and credibility of evidence used to support an argument, taking context into consideration.</p>	<p>EK 2.2B1: An argument's context (time and purpose) and situation (in relation to other arguments) inform its interpretation.</p> <p>EK 2.2B2: Writers use qualitative and/or quantitative evidence (e.g., facts, data, observations, predictions, analogies, explanations, opinions) to support their claims. Evidence has varying degrees of validity.</p> <p>EK 2.2B3: Authors strategically include evidence to support their claims.</p> <p>EK 2.2B4: Writers appeal to (or possibly manipulate) readers through a variety of strategies and techniques (e.g., language, authority, qualifiers, fallacies, emphasis).</p> <p>EK 2.2B5: Evidence may be used to identify and explain relationships (comparative, causal, or correlational) and/or patterns and trends.</p> <p>EK 2.2B6: Credibility is compromised when authors fail to acknowledge and/or consider the limitations of their conclusions, opposing views or perspectives, and/or their own biases.</p>
	<p>LO 2.2C: Evaluating the validity of an argument.</p>	<p>EK 2.2C1: An argument is valid when there is logical alignment between the line of reasoning and the conclusion.</p>
<p>EU 2.3: Arguments have implications and consequences.</p>	<p>LO 2.3A: Connecting an argument to broader issues by examining the implications of the author's claim.</p> <p>LO 2.3B: Evaluating potential resolutions, conclusions, or solutions to problems or issues raised by an argument.</p>	<p>EK 2.3A1: The implications and consequences of arguments may be intended or unintended.</p> <p>EK 2.3B1: Arguments are significant and have real-world impact because they can influence behavior (e.g., call one to action, suggest logical next steps).</p>

Big Idea 3: Evaluate Multiple Perspectives

Understanding the complexity of an issue, idea, or problem requires students to compare and contrast different perspectives. These multiple perspectives, which may support, oppose, compete with, or otherwise vary from one another, come together to create the conversation on the issue. Students must consider the biases and assumptions behind those perspectives in order to evaluate their relevance and importance in the conversation. Evaluating multiple perspectives and arguments allows students to better understand the complexities of an issue or topic.

Essential Questions

- ▶ What patterns or trends can be identified among the arguments about this issue?
- ▶ What are the implications and/or consequences of accepting or rejecting a particular argument?
- ▶ How can I connect the multiple perspectives? What other issues, questions, or topics do they relate to?
- ▶ How can I explain contradictions within or between arguments?
- ▶ From whose perspective is this information being presented, and how does that affect my evaluation?

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 3.1: Different perspectives often lead to competing and alternative arguments. The complexity of an issue emerges when people bring these differing, multiple perspectives to the conversation.	LO 3.1A: Identifying, comparing, and interpreting multiple perspectives on or arguments about an issue.	<p>EK 3.1A1: An individual's perspective is influenced by his or her background (e.g., experiences, culture, education), assumptions, and worldview, as well as by external sources.</p> <p>EK 3.1A2: Perspectives are not always oppositional; they may be concurring, complementary, or competing.</p>
EU 3.2: Not all arguments are equal; some arguments are more credible/valid than others. Through evaluating others' arguments, one's own arguments can be situated within a larger conversation.	LO 3.2A: Evaluating objections, implications, and limitations of alternate, opposing, or competing perspectives or arguments.	<p>EK 3.2A1: Critical thinkers are aware that some arguments may appeal to emotions, core values, personal biases and assumptions, and logic.</p> <p>EK 3.2A2: When evaluating multiple perspectives or arguments, consideration must be given to how one's own personal biases and assumptions can influence one's judgment.</p>

Big Idea 4: Synthesize Ideas

Once enough information is gathered and evaluated, students synthesize their accumulated knowledge, emerging ideas, and perspectives to form conclusions of their own. In order to situate their perspectives within the larger conversation, students must consider other perspectives and points of view. Strong arguments have a clear purpose and are grounded in a logical line of reasoning supported by carefully chosen and relevant evidence. Effective arguments analyze the material and develop a perspective on it. Information from other sources should not stand in for students' own thinking. The goal is for students to think critically about the information and then add to, not simply repeat, the ideas of others. Building arguments on the ideas of others recognizes and acknowledges their perspectives while also establishing one's unique voice in the conversation.

Essential Questions

- ▶ How do I connect and analyze the evidence in order to develop an argument and support a conclusion?
- ▶ What line of reasoning and evidence would best support my argument? Is my reasoning logical?
- ▶ Are there other conclusions I should consider?
- ▶ What am I taking for granted? How do I acknowledge and account for my own biases and assumptions?
- ▶ What is the best way to acknowledge and attribute the work of others that was used to support my argument?
- ▶ How can I avoid committing plagiarism?

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 4.1: Scholarly works convey perspectives and demonstrate effective lines of reasoning that have been selected for the intended audience, purpose, and situation.	LO 4.1A: Formulating a well-reasoned argument, taking the complexities of the problem or issue into consideration.	<p>EK 4.1A1: Effective arguments use reason and evidence to convey a perspective, point of view, or some version of the truth that is stated or implied in the thesis and/or conclusion.</p> <p>EK 4.1A2: Effective arguments are supported and unified by carefully chosen and connected claims, reasons, and evidence.</p> <p>EK 4.1A3: Qualifiers place limits on how far a claim may be carried. Effective arguments acknowledge these limits, increasing credibility by reducing overgeneralization or oversimplification.</p> <p>EK 4.1A4: Effective arguments acknowledge other arguments and/or respond to them with counterarguments (e.g., concession, refutation, rebuttal).</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
		<p>EK 4.1A5: The line of reasoning is a clear, logical path leading the audience through the reasons to a conclusion.</p> <p>EK 4.1A6: The logic and reasoning of an argument may be deductive (claim followed by evidence) or inductive (evidence leads to a conclusion).</p> <p>EK 4.1A7: A line of reasoning is organized based on the argument's purpose (e.g., to show causality, to evaluate, to define, to propose a solution).</p> <p>EK 4.1A8: Claims and supporting evidence are arranged (e.g., spatially, chronologically, order of importance) to convey reasoning and relationship (e.g., comparative, causal, correlational).</p> <p>EK 4.1A9: The same argument may be organized, arranged, or supported in multiple ways depending on audience and context.</p>
<p>EU 4.2: Scholars responsibly and purposefully engage with the evidence to develop a compelling argument or aesthetic rationale.</p>	<p>LO 4.2A: Interpreting, using, and synthesizing qualitative and/or quantitative data/information from various perspectives and sources (e.g., primary, secondary, print, non-print) to develop and support an argument.</p>	<p>EK 4.2A1: Evidence can be collected from print and non-print sources (e.g., libraries, museums, archives), experts, or data gathered in the field (e.g., interviews, questionnaires, observations).</p> <p>EK 4.2A2: Evidence is used to support the claims and reasoning of an argument. Compelling evidence is sufficient, accurate, relevant, current, and credible to support the conclusion.</p> <p>EK 4.2A3: Evidence is strategically chosen based on context, purpose, and audience. Evidence may be used to align an argument with authority; to define a concept, illustrate a process, or clarify a statement; to set a mood; to provide an example; to amplify or qualify a point.</p> <p>EK 4.2A4: The evidence selected and attributed contributes to establishing the credibility of one's own argument.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
	LO 4.2B: Providing insightful and cogent commentary that links evidence with claims.	EK 4.2B1: Commentary connects the chosen evidence to the claim through interpretation or inference, identifying patterns, describing trends, and/or explaining relationships (e.g., comparative, causal, correlational).
EU 4.3: Responsible participation in the scholarly community requires acknowledging and respecting the prior findings and contributions of others.	LO 4.3A: Attributing knowledge and ideas accurately and ethically, using an appropriate citation style.	<p>EK 4.3A1: Accurate and ethical attribution enhances one's credibility.</p> <p>EK 4.3A2: Plagiarism is a serious offense that occurs when a person presents another's ideas or words as his or her own. Plagiarism may be avoided by acknowledging sources thoroughly and accurately.</p> <p>EK 4.3A3: Source material should be introduced, integrated, or embedded into the text of an argument.</p> <p>EK 4.3A4: Quoted and paraphrased material must be properly attributed, credited, and cited following a style manual. Quoting is using the exact words of others; paraphrasing is restating an idea in one's own words.</p> <p>EK 4.3A5: Academic disciplines use specific style guides for citing and attributing sources (e.g., APA, MLA, Chicago, AMA).</p>
EU 4.4: Forming one's own perspective and reaching new understandings involve innovative thinking and synthesis of existing knowledge with personally generated evidence.	LO 4.4A: Extending an idea, question, process, or product to innovate or create new understandings.	EK 4.4A1: Innovative solutions and arguments identify and challenge assumptions, acknowledge the importance of content, imagine and explore alternatives, and engage in reflective skepticism.
EU 4.5: Arguments, choices, and solutions present intended and unintended opportunities, and consequences.	LO 4.5A: Offering resolutions, conclusions, and/or solutions based on evidence considering limitations and implications.	EK 4.5A1: When proposing a solution, the advantages and disadvantages of the options and alternatives should be weighed against the goal within its context.

Big Idea 5: Team, Transform, and Transmit

Collaboration, communication, and reflection are skills that provide opportunities for students to develop their learning. When collaborating, students draw upon their own strengths and the strengths of teammates to achieve a common goal.

An argument is effectively communicated when its purpose is clear, it is tailored to a specific audience and context, and it is conveyed through a medium appropriate and appealing to the intended audience. Adhering to standard language conventions and engaging delivery techniques establishes a writer's or speaker's credibility with his or her audience.

Whether working alone or in a group, students reflect on their work and learning processes, which can lead to personal growth as well as even more effective inquiry, learning, and collaboration.

Essential Questions

- ▶ How can I best appeal to and engage my audience?
- ▶ What is the best medium or genre through which to engage my audience?
- ▶ What common misconceptions might my audience have?
- ▶ How might I adapt my argument for different audiences and situations?
- ▶ How might my communication choices affect my credibility with my audience?
- ▶ What contributions can I offer to a team?
- ▶ What is the benefit of revision?
- ▶ How can I benefit from reflecting on my own work?

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 5.1: How a perspective or argument is presented affects how people interpret or react to it. The same perspective or argument may be developed and presented differently depending on audience, purpose, and context.	LO 5.1A: Planning, producing, and presenting a cohesive argument, considering audience, context, and purpose.	EK 5.1A1: An argument may include the following elements: <ul style="list-style-type: none"> ▶ Introduction: engages the audience by providing background and/or context ▶ Thesis: conveys the main idea of an argument ▶ Reasons, evidence, and commentary: provide support for the argument ▶ Counterargument, concession, refutation, and rebuttal: acknowledge and/or respond to opposing arguments ▶ Conclusion: synthesizes reasoning, considers possible implications for the future, and ties back to the introduction ▶ Bibliography: identifies works cited

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
	LO 5.1B: Adhering to established conventions of grammar, usage, style, and mechanics.	<p>EK 5.1A2: Coherence is achieved when the elements and ideas in an argument flow logically and smoothly. Transitions are used to move the audience from one element or idea to another by illustrating the relationship between the elements or ideas.</p> <p>EK 5.1B1: A writer expresses tone or attitude about a topic through word choice, sentence structure, and imagery.</p> <p>EK 5.1B2: Effective sentences create variety, emphasis, and interest through structure, agreement of elements, placement of modifiers, and consistency of tense.</p> <p>EK 5.1B3: Precision in word choice reduces confusion, wordiness, and redundancy.</p> <p>EK 5.1B4: Spelling and grammar errors detract from credibility.</p> <p>EK 5.1C1: Effective organizational and design elements (e.g., headings, layout, illustrations, pull quotes, captions, lists) may aid in audience engagement and understanding by calling attention to important information and/or creating emotional responses in the audience. Ineffective use or overuse of these elements disrupts audience engagement and understanding.</p> <p>EK 5.1C2: Data and other information can be presented graphically (e.g., infographics, graphs, tables, models) to aid audience understanding and interpretation.</p> <p>EK 5.1C3: Effective communication requires choosing appropriate media (e.g., essay, poster, oral presentation, documentary, research report/thesis) according to context, purpose, and audience.</p>
	LO 5.1C: Communicating information through appropriate media using effective techniques of design.	
	LO 5.1D: Adapting an argument for context, purpose, and/or audience.	<p>EK 5.1D1: Arguments can be adapted by strategically selecting and emphasizing information considering audience, situation, medium, and purpose.</p>
	LO 5.1E: Engaging an audience by employing effective techniques of delivery or performance.	<p>EK 5.1E1: Speakers vary elements of delivery (e.g., volume, tempo, movement, eye contact, vocal variety, energy) to emphasize information, convey tone, and engage their audience.</p>

Enduring Understandings (Students will understand that . . .)	Learning Objectives (Students will be skilled at . . .)	Essential Knowledge (Students will know that . . .)
EU 5.2: Teams are most effective when they draw on the diverse perspectives, skills, and backgrounds of team members to address complex, open-ended problems.	LO 5.2A: Providing individual contributions to overall collaborative effort to accomplish a task or goal.	EK 5.2A1: Knowing and communicating one's strengths and challenges to a group allows one's contributions to be more effective.
	LO 5.2B: Fostering constructive team climate, resolving conflicts, and facilitating the contributions of all team members to address complex, open-ended problems.	EK 5.2B1: Teams are built around tasks. Low-risk teambuilding activities and simulations enhance a team's performance. EK 5.2B2: Teams function at their best when they understand the diversity of their social-cultural perspectives, talents, and skills. EK 5.2B3: Teams function at their best when they practice effective interpersonal communication, consensus building, conflict resolution, and negotiation. EK 5.2B4: Effective teams consider the use of online collaborative tools.
EU 5.3: Reflection increases learning, self-awareness, and personal growth through identification and evaluation of personal conclusions and their implications.	LO 5.3A: Reflecting on and revising their own writing, thinking, and creative processes.	EK 5.3A1: Reflection is an ongoing and recursive process in inquiry, often leading to changes in understanding. Strategies for reflection may include journal writing, self-questioning, drawing, exploration of space, and/or guided contemplation.
	LO 5.3B: Reflecting on experiences of collaborative effort.	EK 5.3A2: Learning requires practice through an iterative process of thinking/rethinking, vision/revision, and writing/rewriting. EK 5.3B1: Reflection acknowledges the impact of actions on both the group and individual contributions, noting the reasons for such actions, assumptions made, and whether or not such actions and assumptions hindered or helped the achievement of the group's and individuals' tasks.

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Bill Mocnik, Director of Student Achievement, Secondary

Date: January 24, 2018

Board Item: Broadening the Course of Study – New Secondary Course, Algebra II with Financial Applications

HISTORY

Board Policy 6143, *Courses of Study*, requires that “*the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.*”

BACKGROUND INFORMATION

In order to make certain that District students are prepared for the twenty-first century, the changes in standards and a-g requirements, new secondary courses are routinely proposed to ensure post-secondary success for all students.

CURRENT CONSIDERATIONS

Algebra II with Financial Applications is a regular college preparatory math course that fulfills the a-g requirement for the University of California (UC) system. This course is aligned with the California Algebra II standards. Topics include banking, investing, credit, employment and income taxes, automobile ownership, independent living, and retirement planning and household budgeting. The course offers students multiple opportunities to use, construct, question, model and interpret financial situations through multiple representations, including symbolic algebraic, graphical, geometric and verbal.

It is anticipated that this course will be offered at all six comprehensive high schools beginning in the 2018-2019 school year. This course will satisfy the “c” requirement of the UC a-g requirements.

FINANCIAL IMPLICATIONS

Expenditures for textbooks are required for this course and are estimated to be \$30,000-\$60,000 for all six comprehensive high schools depending on the number of sections offered. The textbooks will be paid for with lottery funds.

STAFF RECOMMENDATION

Approval of Broadening the Course of Study – New Secondary Course, Algebra II with Financial Applications.

PREPARED BY: Bill Mocnik, Director of Student Achievement, Secondary

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services

Requested by: D. M. Neal
Signature

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Course of Study Recommendations for 2018-19

Board Policy 6143 requires that “the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.” In order to ensure our students are prepared for the 21st Century, the changes in standards and a-g requirements, the following courses are proposed for the 2018-19 secondary course catalog (see Course Catalog Proposal attached). Included in the matrix is the proposed course title, description, and course detail. Additional course information (including course syllabi) can be viewed through Education Services, Secondary Division.

**COURSE CATALOG PROPOSAL
2018-19**

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
Algebra II with Financial Applications	Algebra II with Financial Applications is a regular level college preparatory math course that fulfills the a-g requirement for the UC system. This course is aligned with the California Algebra II standards, and topics include banking, investing, credit, employment and income taxes, automobile ownership, independent living, and retirement planning and household budgeting. The course offers students multiple opportunities to use, construct, question, model, and interpret financial situations through multiple representations, including symbolic algebraic, graphical, geometric, and verbal. The prerequisite for this course is Geometry. This course is for 10 th -12 graders.	10 th -12 th grade	Mathematics	5	“C” Course	1 year

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Bill Mocnik, Director of Student Achievement, Secondary

Date: January 24, 2018

Board Item: Broadening the Course of Study – New Secondary Course, Aviation Careers

HISTORY

Board Policy 6143, *Courses of Study*, requires that “*the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.*”

BACKGROUND INFORMATION

In order to make certain that District students are prepared for the twenty-first century, the changes in standards and a-g requirements, new secondary courses are routinely proposed to ensure post-secondary success for all students.

CURRENT CONSIDERATIONS

College and Career Advantage is requesting this course and it is the first course in a sequenced career pathway. It explores the many careers in the fields of aviation and aeronautics and prepares students for upper level courses in this pathway. Instruction includes a study of the development of aircraft and the aviation/aeronautical industries. Through a project-based learning approach, students will learn about the scientific and mathematical principles of flight and aerodynamics. Students will learn the requirements and opportunities for careers and post-secondary education in aviation and aeronautics. They will develop a personal career/life plan while also practicing valuable foundation skills in technical reading and writing, public speaking and technology. The use of flight simulators makes this an exciting education experience.

Aviation Careers will be offered at San Juan Hills and Tesoro High Schools beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will meet the “g” requirement of the University of California a-g requirements.

FINANCIAL IMPLICATIONS

Expenditures for textbooks and two flight simulators are estimated at \$30,000 paid for with Career Technical Education Incentive Grant funds.

STAFF RECOMMENDATION

Approval of Broadening the Course of Study – New Secondary Course, Aviation Careers.

PREPARED BY: Bill Mocnik, Director of Student Achievement, Secondary

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services

Requesting School: CCA
 Date Requested: 2/16/17
 Requested by: Marie Shiran

Signature

Capistrano Unified School District
AERIES course Number Request/Change Form

RESET FORM

Note: All highlighted fields must be completed prior to submission for approval.
 Complete other fields as applicable. Enter N/A if field does not apply to course.

Submit completed form along with required documents, course description, etc for Board Approval to the Education division.

Course-ID: (Completed by District Office)

Fall							Spring						
------	--	--	--	--	--	--	--------	--	--	--	--	--	--

DISTRICT OFFICE USE ONLY

DATE: _____ **INITIALS:** _____

Added course to Aeries by TIS

Approval:  Date: 12/29/2017

Executive Director, Secondary Instructional Services

Course Title (appears on transcript) (15 characters max)										Long Title										NonAcademic /Honors					College Prep									
A	v	i	a	t	i	o	n	C	A	R	E	E	R	S	Aviation Careers (After Bell)										N, H or N/A					P or N/A				

Grade Range Low High		Semester/Qtr Credit	Max Credit per course #	Subject Area Codes		Dept	Term		NCES Code	Next Course ID			
9	12	5.0	10	Z		Y	Q = QTR S = Sem Y = Year	S					

Term Sequence	Year Sequence	Exc	PE	T/A	Pre-requisite Course ID				CTE pathway code & name				Voc Ed Level	Voc Subject	Course Level	Type
1,2									223				1		32	30

California Specific Fields						NCLB Specific Fields				
CSU Entrance			UC Entrance			NCLB Core	Core Area 1	Core Area 2	CSF List	CBEDS# **
Requirement	Elective	Honors	Requirement	Elective	Honors					
										8510

Revised 7/12/2016

L:\AERIES_Procedures_for_TIS\Course request form.doc

****Attach CDE description of course from CDE web site**

Course of Study Recommendations for 2018-19

Board Policy 6143 requires that “the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.” In order to ensure our students are prepared for the 21st Century, the changes in standards and a-g requirements, the following courses are proposed for the 2018-19 secondary course catalog (see Course Catalog Proposal attached). Included in the matrix is the proposed course title, description, and course detail. Additional course information (including course syllabi) can be viewed through Education Services, Secondary Division.

COURSE CATALOG PROPOSAL 2018-19

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
Aviation Careers	This course is the first course in a sequenced career pathway. It explores the many careers in the fields of aviation and aeronautics and prepares students for upper level courses in this pathway. Instruction includes a study of the development of aircraft and the aviation/aeronautical industries. Through a project-based learning approach, students will learn about the scientific and mathematical principles of flight and aerodynamics. Students will learn the requirements and opportunities for careers and post-secondary education in aviation and aeronautics. They will develop a personal career/life plan while also practicing valuable foundation skills in technical reading and writing, public speaking and technology. The use of flight simulators makes this an exciting education experience.	9-12	CTE	5	N/A	Sem

COLLEGE AND CAREER ADVANTAGE											
Instructor	Aviation Careers					Student					
STUDENT TRAINING PLAN											
Date of Enrollment											
CBEDs Title: Introduction to Operations			CBEDs Code: 8510			Board Approval Date:					
Total Course Hours: 180 – Two Semesters			Career Sector: Transportation								
Pathway Code: 223											
Pathway Level: 1 (Introductory)			Revision Date(s): December 2017								
Job Titles: Airline Pilot, Air Traffic Controller, Maintenance Technician, Airport Operations Manager						By: _____					
UC: N/A											
Articulation: N/A						Executive Director					
AVIATION CAREERS COURSE OUTLINE & COMPETENCIES			CLASSROOM		CC HRS.		CCTE HRS.		Related HRS.		INSTR. CERT.
			Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Initials/Date
Course Description: This course is the first course in a sequenced career pathway. It explores the many careers in the fields of aviation and aeronautics and prepares students for upper level courses in this pathway. Instruction includes a study of the development of aircraft and the aviation/aeronautical industries. Through a project-based learning approach, students will learn about the scientific and mathematical principles of flight and aerodynamics. Students will learn the requirements and opportunities for careers and post-secondary education in aviation and aeronautics. They will develop a personal career/life plan while also practicing valuable foundation skills in technical reading and writing, public speaking and technology.											
Course Orientation A. Course Objectives B. Roles and Responsibilities in class C. Classroom and Laboratory Safety D. Emergency Procedures E. Demonstrates grooming and dress standards for classroom and industry.			2								
Health & Safety Guidelines A. Applies safety and health procedures to workplace. B. Reviews and implements Cal/OSHA requirements. C. Discusses and implements procedures for natural disasters. D. Passes safety test with 100% accuracy.			2								
Introduction to Aviation & Aerospace A. Aviation and Aerospace Overview 1. Students will learn about historic attempts at flight 2. Learn about 19th and 20th century realization of flight dreams 3. Identify modern advances in flight and space technology 4. Discuss employment opportunities and career trends across the industry			20								

AVIATION CAREERS COURSE OUTLINE & COMPETENCIES		CLASSROOM		CCTE HRS.		CC HRS.		RELATED HRS.		INSTR. CERT.	
		Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Initials	Date
B. Air Traffic Control and Airport Operations		30									
1 Identify various employment opportunities in air traffic control as well as the requirements to apply											
2 Define other professions that exist in the airport environment											
3 Explore daily operations and connections between professions in the airport environment											
4 Discuss safety within areas of the airport											
C. Maintenance and Technical Skills		30									
1 Explore employment possibilities for aircraft mechanics and technicians											
2 Learn some of the required inspections by the FAA											
3 Identify regulations relating to preventative and routine maintenance											
4 Recall the process involved in how a mechanic performs an annual inspection on an airplane											
D. Aircraft Engineering and Design (Principles of Flight)		30									
1 Cite some of the basic scientific principles that make flight possible											
2 Discuss the four forces of flight (lift, gravity/weight, thrust, & drag) and Demonstrate through experimentation											
3 Investigate various aircraft designs concerning aerodynamics											
4 Learn how design influences function when an aircraft takes flight											
E. Pilot Career Opportunities		20									
1 Explain the flight training process and path to becoming a pilot											
2 Discuss the typical career progression pilot's experience both in general aviation as well as airline operations											
3 Review the growing pilot shortage airlines are facing											
F. Military and Aerospace Careers		20									
1 Identify different branches of the military											
2 Discuss how aviation is used and some of the aviation careers offered within the military											
3 Identify some of the career opportunities that exist in the Aerospace industry											
LEADERSHIP CORE		14									
A. Develop teamwork, sportsmanship and citizenship skills in class activities, student organizations, and/or competitive activities to transfer the knowledge and skills learned to work situation											
B. Develop teamwork, sportsmanship, and citizenship skills in class activities, student organizations, and/or competitive activities to transfer the knowledge and skills learned to work situation											
CAREER PREPARATION STANDARDS		12									
A. Locates prospective employers											
1 Identifies ways to find potential employers											
2 Writes responses to a newspaper ad											
B. Applications											
1 Describes the importance of a job application											
2 Compiles statistical data information sheet											
3 Completes and application correctly and neatly											

AVIATION CAREERS COURSE OUTLINE & COMPETENCIES		CLASSROOM		CCTE HRS.		CC HRS.		RELATED HRS.		INSTR. CERT.	
		Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Initials	Date
C. Resume and Cover Letter											
1	Discusses the importance of a resume										
2	Compiles a list of 3-4 personal references										
3	Prepares a resume										
4	Prepares a cover letter										
5	Demonstrates proper use of a resume and cover letter										
D. Job Interview											
1	Discusses the importance of the interview process										
2	Identifies appropriate attire for the interview										
3	Reviews frequently asked questions and recites answers										
4	Prepares and critiques a simulated interview										
E. Post Interview											
1	Writes thank you letters for interview time										
2	Demonstrates follow-u procedures										
3	Discusses the importance of a professional attitude										
TOTAL HOURS: 180		180									
I certify that _____ has completed the required competencies and recommend a certificate be issued. <div style="text-align: right;"> _____ Instructor's Signature </div>											

Textbooks:	Title: Ferguson's Careers in Focus: Aviation Publication: 2010, Ferguson Publishing Author: Ferguson	Primary Text: _____ Secondary Text: _____
	Title: A Guided Flight Discovery Private Pilot Publication: 2013, Jeppesen Author: Jeppesen	Primary Text: _____ Secondary Text: _____
	Title: Pilot's Rules of Thumb, 2 nd ed. Publication: 2012, Flight Time Publishing Author: Art Parma	Primary Text: _____ Secondary Text: _____
	Title: Rod Machado's Private Pilot Workbook Publication: 2001, Aviation Speakers Bureau Author: Rod Machado	Primary Text: _____ Secondary Text: _____

**AVIATION CAREERS
COURSE OUTLINE & COMPETENCIES**

CLASSROOM		CCTE HRS.		CC HRS.		RELATED HRS.		INSTR. CERT.	
Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Initials	Date

Key Assignments

A: Aviation and Aerospace Overview	<p>Project - Students will research a chosen segment of the aviation and aerospace industry. Their research will include employment trends and recent advancements or innovations in the field. Students will create a written report and present their findings in a multimedia classroom presentation.</p> <p>Assignment - Students will bring in a picture or projectable file of an aircraft they find fascinating. They will share what the aircraft was/is used for and why they find it so compelling.</p>
B: Air Traffic Control and Airport Operations	<p>Project - Groups of students will each analyze one type of Air Traffic Control employment. They will research the responsibilities of that sector, where there are specific examples of that sector operating in Southern California, the salary range of that sector, and the requirements for employment. Students will be encouraged to actually reach out to someone working in that capacity as opposed to solely researching online.</p> <p>Assignment - Students will be given a matching assignment with a wide variety of airport markings and descriptions of markings</p>
C: Maintenance and Technical Skills	<p>Project - The class will work with a local chapter of the EAA to organize a hands-on build/maintenance project on campus physically or virtually. Students will cycle through different stations and then write about what they learned.</p> <p>Assignment - Students will explain the purpose behind each of the systems on an airplane and list the key components of each system.</p>
D: Aircraft Engineering and Design (Principles of Flight)	<p>Project - Paper Airplane Design Contest - Small groups of students will create paper airplanes to compete in several categories such as unique design, longest hang time, and greatest distance. Students will vote on which aircraft they see as the winner of each category before test flights happen. Then after test flights show the actual results, the class will write about their misconceptions as well as design successes and why the results played out the way they did. Ideas will then be shared among the class as a whole.</p> <p>Assignment - Students will be given a diagram of an aircraft and will then label all of its parts with the proper terminology</p>
E: Pilot Career Opportunities	<p>Project - Students will chart out the FAA requirements for one of the pilot's licenses in the progression to becoming a professional pilot. They will analyze a section of the Federal Aviation Regulations (FARs) as well as the Practical Test Standards (PTS) for information. The charts will then be displayed in order to allow students to see the typical complete progression.</p> <p>Assignment - Students will spell out various words using the phonetic alphabet used in aviation communication</p> <p>Assignment - Students will watch a video on an aircraft accident and will then write about the factors leading up to that accident and what measures could have been taken to prevent the accident from occurring.</p>
F: Military and Aerospace Careers	<p>Project - Each student group will adopt a branch of the military. The group will reach out to that branch to arrange for a speaker to come to the class to assist in the group's presentation of how that branch uses aviation and some of the other aviation based positions that branch offers. The presentation will not just be the speaker - the group members must be involved as well. It should be clear that the speaker and the group have had previous interaction to prearrange a plan.</p> <p>Assignment - Groups of students will design and build a rocket balloon car. Designs can use whatever wheels, body, and balloon the group finds and will be judged on distance and speed. Factors such as aerodynamics, stability, and friction will need to be considered.</p>

Standards Assessed in this Program

Career Ready Practices

- 1 Apply appropriate technical skills and academic knowledge.
- 2 Communicate clearly, effectively, and with reason.
- 3 Develop an education and career plan aligned to personal goals.
- 4 Apply technology to enhance productivity.
- 5 Utilize critical thinking to make sense of problems and persevere in solving them.
- 6 Practice personal health and understand financial well-being.
- 7 Act as a responsible citizen in the workplace and the community.
- 8 Model integrity, ethical leadership, and effective management.
- 9 Work productively in teams while integrating cultural/global competence.
- 10 Demonstrate creativity and innovation.
- 11 Employ valid and reliable research strategies.
- 12 Understand the environmental, social, and economic impacts of decisions.

Anchor Standards

2.0 Communications

Acquire and accurately use Transportation sector terminology and protocols at the career and college readiness level for communicating effectively in oral, written, and multimedia formats.

3.0 Career Planning and Management

Integrate multiple sources of career information from diverse formats to make informed career decisions, solve problems, and manage personal career plans.

4.0 Technology

Use existing and emerging technology to investigate, research, and produce products and services, including new information, as required in the Transportation sector workplace environment.

5.0 Problem Solving and Critical Thinking

Conduct short, as well as more sustained, research to create alternative solutions to answer a question or solve a problem unique to the Transportation sector using critical and creative thinking, logical reasoning, analysis, inquiry, and problem-solving techniques.

6.0 Health and Safety

Demonstrate health and safety procedures, regulations, and personal health practices and determine the meaning of symbols, key terms, and domain-specific words and phrases as related to the Transportation sector workplace environment.

7.0 Responsibility and Flexibility

Initiate, and participate in, a range of collaborations demonstrating behaviors that reflect personal and professional responsibility, flexibility, and respect in the Transportation sector workplace environment and community settings.

8.0 Ethics and Legal Responsibilities

Practice professional, ethical, and legal behavior, responding thoughtfully to diverse perspectives and resolving contradictions when possible, consistent with applicable laws, regulations, and organizational norms.

9.0 Leadership and Teamwork

Work with peers to promote divergent and creative perspectives, effective leadership, group dynamics, team and individual decision making, benefits of workforce diversity, and conflict resolution as practiced in the SkillsUSA career technical student organization

10.0 Technical Knowledge and Skills

Apply essential technical knowledge and skills common to all pathways in the Transportation sector, following procedures when carrying out experiments or

performing technical tasks.

11.0 Demonstration and Application

Demonstrate and apply the knowledge and skills contained in the Transportation anchor standards, pathway standards, and performance indicators in classroom, laboratory, and workplace settings, and through the SkillsUSA career technical student organization.

Pathway Standards

Transportation - Operations Pathway

- A1.0 Evaluate and assess all aspects of facilities and facility planning for efficient and effective processing/handling of people, goods, and services in the transportation industry (housing, storage, maintenance, parts).
- A2.0 Describe and identify tools, techniques, and systems used to plan, staff, lead, and organize human resources as it relates to the transportation sector.
- A3.0 Demonstrate an understanding of the concepts and processes needed to move, store/house, locate, and/or transfer people, goods, and services.
- A4.0 Demonstrate an understanding of business fundamentals, uses and application of technologies, communications, and basic management functions.
- A5.0 Analyze and evaluate the design advantages and disadvantages of transportation-industry systems and the effects of those systems on people and the environment.
- A6.0 Demonstrate safety practices pertaining to the transportation industry, including requirements of the Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), Air Quality Management Districts (AQMDs), and other regulatory agencies.
- A7.0 Describe and identify the infrastructures required and used in the transportation industry.

Common Core State Standards

ENGLISH LANGUAGE ARTS

Language Standards

LS 9-10, 11-12.6: Acquire and use accurately general academic and domain-specific words and phrases, sufficient for reading, writing, speaking, and listening at the (career and college) readiness level, demonstrate independence in gathering vocabulary knowledge when considering a word or phrase important to comprehension or expression.

Reading Standards for Science and Technical Subjects

RSTS 9-10, 11-12.4: Determine the meaning of symbols, key words, and other domain-specific words and phrases as they are used in a specific scientific or technical context.

Speaking and Listening Standards

SLS 11-12.2: Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) in order to make informed decisions, and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.

SLS 9-10, 11-12.1: Initiate and participate effectively in a range of collaborative discussions (one-on-one, in groups, and teacher-led) with diverse partners, building on others ideas and expressing their own clearly and persuasively.

SLS 11-12.1d: Respond thoughtfully to diverse perspectives, synthesize comments, claims and evidence made on all sides of an issue, resolve contradictions when possible, and determine what additional information or research is required to deepen the investigation or complete the work.

Writing Standards

WS 11-12.6: Use technology, including the Internet, to produce, publish, and update individual or shared writing products in response to ongoing feedback including new arguments and information.

WS 11-12.7: Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem, narrow or broaden the inquiry when appropriate, synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation.

SCIENCE

Physical Sciences

PS1.A: Structure and Properties of Matter

PS1.B: Chemical Reactions

PS2.C: Stability and Instability in Physical Systems

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Bill Mocnik, Director of Student Achievement, Secondary

Date: January 24, 2018

Board Item: Broadening the Course of Study – New Secondary Course, Chamber Orchestra

HISTORY

Board Policy 6143, *Courses of Study*, requires that “*the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.*”

BACKGROUND INFORMATION

In order to make certain that District students are prepared for the twenty-first century, the changes in standards and a-g requirements, new secondary courses are routinely proposed to ensure post-secondary success for all students.

CURRENT CONSIDERATIONS

Chamber Orchestra is a course for the most advanced string students with extensive training and experiences that study class five and six (A, AA) music literature. Students will study advanced/university level theory and vocabulary used in concert literature. Students will discover the historical concepts for various styles and genres of string and full orchestra repertoire. Students will understand, synthesize and demonstrate music as a way to create and communicate the composer’s meaning and emotion through performance. Students will identify and demonstrate listening skills, analyze group and individual performances using appropriate musical language and pedagogical skills related to their instrument. Guest clinicians and conductors will be invited into the classroom to extend student knowledge of instrument skills and music literature. Students will develop fundamental artistic and aesthetic understanding with written critiques of live music performances. Communication and interpretation skills will be used by students while producing and performing solo and ensemble works in collaboration with other art disciplines. Rehearsals and performance outside of class time are required.

Students must audition as a prerequisite for this course. Chamber Orchestra will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will meet the “f” requirement of the University of California a-g requirements.

FINANCIAL IMPLICATIONS

Expenditures for sheet music are estimated to be \$2,000 paid for with site supply funds.

STAFF RECOMMENDATION

Approval of Broadening the Course of Study – New Secondary Course, Chamber Orchestra.

PREPARED BY: Bill Mocnik, Director of Student Achievement, Secondary

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services

Requesting School: TESORO High School
 Date Requested: 11-28-2013
 Requested by: [Signature]
Signature

Capistrano Unified School District
AERIES course Number Request/Change Form

Note: All highlighted fields must be completed prior to submission for approval. Complete other fields as applicable.

Approval: [Signature] Date: 12/31/2013
 Executive Director, Secondary Instructional Services

Course-ID: (Completed by District Office)									
Fall								Spring	

DISTRICT OFFICE USE ONLY

DATE: _____ INITIALS: _____

Master	05	19	25	30
01	06	21	26	63
02	15	22	27	700
03	17	23	28	
04	18	24	29	

Course Title (15 characters max)	Long Title	NonAcademic /Honors	College Prep
	<u>CHAMBER ORCHESTRA</u>	N, H or N/A	P or N/A <u>P</u>

Grade Range Low High	Semester/Qtr Credit	Max Credit per course #	Subject Area Codes	Dept	Term	NCES Code	Next Course ID
	5.0				Q = QTR S= Sem Y = Year		

Term Sequence	Year Sequence	Exc	Teacher Aide Course	Alternate Course ID	Pre-requisite Course ID	Trade Gender	Voc Ed Level	Voc Subject	Course Level	Type
			Y, N or Blank			M, F Or blank				

California Specific Fields

CSU Entrance			UC Entrance			CSF List	CBEDS# **
Requirement	Elective	Honors	Requirement	Elective	Honors		
						<u>A</u>	<u>2303</u>

Revised : 3/4/2004

H:\AERIES Procedures for TISV\Course request form.doc

**Attach CDE description of course from CDE web site

Course of Study Recommendations for 2018-19

Board Policy 6143 requires that “the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.” In order to ensure our students are prepared for the 21st Century, the changes in standards and a-g requirements, the following courses are proposed for the 2018-19 secondary course catalog (see Course Catalog Proposal attached). Included in the matrix is the proposed course title, description, and course detail. Additional course information (including course syllabi) can be viewed through Education Services, Secondary Division.

COURSE CATALOG PROPOSAL 2018-19

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
Chamber Orchestra	Chamber Orchestra is a course for the most advanced string student with extensive training and experience that studies class 5 & 6 (A,AA) music literature. Students will study advanced/university level theory and vocabulary used in concert literature. Students will discover the historical concepts for various styles and genres of string and full orchestra repertoire. Students will understand, synthesize, and demonstrate music as way to create and communicate the composers’ meaning and emotion through performance. Students will identify and demonstrate listening skills, analyze group and individual performances using appropriate musical language and pedagogical skills related to their instrument. Guest clinicians and conductors will be invited into class to extend the students’ knowledge of instrument skills and music literature.	9-12	N	5	F	Fall/Spring

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
	<p>Students will develop fundamental artistic and aesthetic understanding with written critiques of live music performances. Communication and interpretation skills will be used by students while producing and performing solo and ensemble works in collaboration with other arts disciplines. Rehearsals and performance outside of class time are required.</p> <p>Prerequisite: Audition Only</p>					

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Bill Mocnik, Director of Student Achievement, Secondary

Date: January 24, 2018

Board Item: Broadening the Course of Study – New Secondary Course, International Baccalaureate Marine Science Standard Level Honors

HISTORY

Board Policy 6143, *Courses of Study*, requires that “*the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.*”

BACKGROUND INFORMATION

In order to make certain that District students are prepared for the twenty-first century, the changes in standards and a-g requirements, new secondary courses are routinely proposed to ensure post-secondary success for all students.

CURRENT CONSIDERATIONS

International Baccalaureate (IB) Marine Science is an Honors level college preparatory science course that fulfills the a-g requirement for the University of California system. The course is aligned with the Next Generation Science Standards and includes the following topics: Earth Science (origin and structure of oceans, dynamics of Earth’s crust, plate tectonics and seismic activity); Physical and Chemical Oceanography (waves, tides, currents, ocean circulation, chemical properties of seawater, ocean acidification; Marine Biology (primary productivity, marine organisms, marine ecosystems); Environmental Science (atmospheric circulation, climate changes, climate modeling, marine ecosystem conservation); and Biotechnology (human activities and human threats to marine ecosystems, biochemical and medicinal opportunities of marine ecosystems, deep sea mining, overfishing and pollution).

Prerequisites for this course include a C or better in Biology and Chemistry or Physics. Students may enroll in this course even if they are not enrolled in the IB program. This course will meet the “d” requirement for University of California a-g requirements.

IB Marine Science will be offered at Capistrano Valley High School beginning in the 2018-2019 school year and be available at San Clemente High School should it choose to offer this course.

FINANCIAL IMPLICATIONS

Expenditures for textbooks are estimated to be \$10,000 paid for with site supply funds and Library Abatement funds.

STAFF RECOMMENDATION

Approval of Broadening the Course of Study – New Secondary Course, International Baccalaureate Marine Science Standard Level Honors.

PREPARED BY: Bill Mocnik, Director of Student Achievement, Secondary

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services

Requesting School: Capistrano Valley HS
 Date Requested: 12/11/2017
 Requested by: Adam Schwartz
Signature

Capistrano Unified School District
AERIES course Number Request/Change Form

RESET FORM

Note: All highlighted fields must be completed prior to submission for approval.
 Complete other fields as applicable. Enter N/A if field does not apply to course.

Submit completed form along with required documents, course description, etc for Board Approval to the Education division.

Course-ID: (Completed by District Office)											
Fall							Spring				

DISTRICT OFFICE USE ONLY

DATE: _____ INITIALS: _____

Added course to Aeries by TIS _____

Approval: [Signature] Date: 12/21/2017
 Executive Director, Secondary Instructional Services

Course Title (appears on transcript) (15 characters max)										Long Title										NonAcademic /Honors		College Prep	
<u>HONOR IB MARINE SCIENCE SL</u>										<u>Honors IB Marine Science SL</u>										N, H or N/A		P or N/A	

Grade Range Low High		Semester/Qtr Credit	Max Credit per course #	Subject Area Codes		Dept	Term	NCES Code	Next Course ID			
<u>11 12</u>		<u>5.0</u>	<u>10/yr</u>	<u>B Z</u>		<u>S</u>	<u>Q = QTR S = Sem Y = Year</u>	<u>Y</u>				

Term Sequence	Year Sequence	Exc	PE	T/A	Pre-requisite Course ID				CTE pathway code & name				Voc Ed Level	Voc Subject	Course Level	Type

California Specific Fields						NCLB Specific Fields				
CSU Entrance			UC Entrance			NCLB Core	Core Area 1	Core Area 2	CSF List	CBEDS# **
Requirement	Elective	Honors	Requirement	Elective	Honors					

Revised 7/12/2016

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****Attach CDE description of course from CDE web site**

Course of Study Recommendations for 2018-19

Board Policy 6143 requires that “the Governing Board shall adopt a course of instruction which sufficiently prepares students for the high school course of study required by state law. The Superintendent or designee shall keep the Board informed of any changes in the high school curriculum.” In order to ensure our students are prepared for the 21st Century, the changes in standards and a-g requirements, the following courses are proposed for the 2018-19 secondary course catalog (see Course Catalog Proposal attached). Included in the matrix is the proposed course title, description, and course detail. Additional course information (including course syllabi) can be viewed through Education Services, Secondary Division.

COURSE CATALOG PROPOSAL 2018-19

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
IB Marine Science SL (Honors)	IB Marine Science is an Honors level college preparatory science course that fulfills the a-g requirement for the UC System. The course is aligned with the Next Generation Science Standards and topics include: Earth Science (origin and structure of oceans, dynamics of Earth’s crust, plate tectonics and seismic activity), Physical and Chemical Oceanography (waves, tides, currents, ocean circulation, chemical properties of seawater, ocean acidification), Marine Biology (primary productivity, marine organisms, marine ecosystems), Environmental Science (atmospheric circulation, climate changes, climate modeling, marine ecosystem conservation), and Biotechnology (human activities and human threats to the marine ecosystems, biochemical and medicinal opportunities of marine ecosystems, deep sea mining, overfishing and plastic pollution).	11-12	Science	5	D	Fall/Spring

Course	Description	Grade Range	Department	Credits Per Semester	A-G Status	Term
	Prerequisites for this course include a C or better in Biology and Chemistry or Biology and Physics. Students may take this course even if they are not enrolled in the IB program.					

RE: UC Approval

SA-ASKUC-SHD [ASKUC@ucop.edu]

Sent: Monday, September 11, 2017 6:02 PM**To:** Johnson, Cheryl A.

Dear Cheryl,

International Baccalaureate (IBO) has program status with UC, and IB Marine Science is on their UC-approved course list as an approved honors course. The A-G course list manager from your school simply needs to adopt that course onto your own course list by submitting it via the Course Management Portal. They should choose the option "Adopt a program course" on the new course submission form; only basic information about the course will need to be provided. For further information, the course list manager can refer to the A-G Guide at <http://www.ucop.edu/agguide/updating-your-course-list/submitting-courses/index.html>. Please note that the deadline to submit new courses is September 15, 2017.

Sincerely,

AskUC – Admissions (Undergraduate)
University of California, Office of the President
AskUC@ucop.edu

From: Johnson, Cheryl A. [mailto:CAJohnson@capousd.org]**Sent:** Thursday, September 07, 2017 1:20 PM**To:** SA-ASKUC-SHD**Subject:** UC Approval

Hello,

I teach science at an IB Diploma high school in California and our school just received approval to add IB Marine Science to our curriculum in 2018. I wanted to find out what paperwork needed to be submitted to the UC system in order to get this course approved as a UC honors course? Thank you for your assistance in this matter.

Cheryl Johnson

Marine Ecology and Honors ATMS Biology
Science Department Chair
Capistrano Valley High School



Mrs Dina Kubba, Diploma coordinator
Capistrano Valley High School
26301 Via Escolar
Mission Viejo
CALIFORNIA 92692
UNITED STATES

14 June 2017

Dear Mrs Kubba

I am pleased to authorize your school to offer the IB's Marine Science school-based syllabus. It will be recognized as a group 4 subject. Candidates may be presented for examination at standard level from the May 2019 session onwards. The appropriate assessment procedures relating to school-based syllabuses, detailed in the *Handbook of procedures for the Diploma Programme* (Sections B.11.5 - B.11.7), must be carefully followed.

As a matter of courtesy, please contact the coordinator of the host school for this syllabus, to inform her of your authorization. Contact details are:

Ms Sherry Crowther, IB Coordinator, United World College of the Pacific/Lester B Pearson

Email: scrowther@pearsoncollege.ca

Tel: (1) 250 391 2410

Following authorization to commence teaching this syllabus, its administration at the IB's office in Cardiff will be the responsibility of Liz Roberts, subject manager, and future queries should be addressed to her (liz.roberts@ibo.org). The IB runs a Basecamp discussion forum for marine science teachers: please let the subject manager know your teacher's name and email address so that he/she can be given access to this.

Yours sincerely

James Monk
Head of Diploma Programme development

Cc Internal Graeme Donnan, Head of (CP/DP) development & delivery (Groups 3, 4, 5 & core)
Liz Roberts, subject manager

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent Education Services
Brad Shearer, Assistant Superintendent Curriculum and
Instruction Preschool-Grade 5

Date: January 24, 2018

Board Item: Agreement for Participation with the Art Masters Legacy Program at Multiple
Elementary School Sites in 2017-2018

HISTORY

Providing students with a robust level of instruction in Visual and Performing Arts (VAPA) includes ensuring that students have rich instruction in visual art. This instruction should include both the teaching of various visual art styles and techniques, but also an introduction to famous artists and their stories. Schools across the district have been implementing the Art Masters Legacy program for the past 18 years.

BACKGROUND INFORMATION

The Art Masters Legacy program augments the school's Visual Arts program by providing art teachers-lecturers that conduct and present multimedia assemblies for students using art visuals, images, and engrossing stories covering specific artists in history. These artists include names such as Remington, Chagall, Da Vinci, Audubon, and O'Keefe (among many others). Schools sign up for a particular series of artists to be presented to students in the year. Following these multimedia assemblies, students have an opportunity with the art teacher-lecturer to engage in a hands-on art activity in which they create their own individual works of art in the manner of the master artist and/or art subject, using the same styles, techniques, media, and disciplines.

CURRENT CONSIDERATIONS

Three school sites are participating with Art Masters Legacy. Each has selected a different program series emphasizing a different set of artists and/or art subject. Truman Benedict Elementary School (ES) has selected six artists or art styles to study. Bergeson ES and Don Juan Avila ES have selected five artists or art styles to study.

FINANCIAL IMPLICATIONS

The estimated total expenditure for these agreements is \$22,591 paid by site and/or gift funds from each participating school site. The cost for Don Juan Avila ES is \$7,453, the cost for Truman Benedict ES is \$8,036 and the cost for Bergeson ES is \$7,102.

STAFF RECOMMENDATION

Approval of Agreement for Participation with the Art Masters Legacy Program at Multiple Elementary School sites in 2017-2018.

PREPARED BY: Brad Shearer, Assistant Superintendent Curriculum and Instruction
Preschool-Grade 5

APPROVED BY: Susan Holliday, Associate Superintendent Education Services

Art Masters Legacy

Art Masters Legacy Full-Service Instructional Art Program Agreement

School: Truman Benedict Elementary School

School Year: 2017/18

Program/Series: 2

10/4/17
[Signature]

- To be presented with the Art Masters Art Education Program. All Art Masters Programs are fully compliant with the California Visual and Performing Arts Content Standards.
- The unauthorized use, resale, reproduction or distribution of this right-of-authorship art education material is prohibited without the express written permission of Art Masters.

ART MASTERS LEGACY SERVICES	PROGRAMS
Full Day – Lecture/Visual Media Assembly for each Artist Art Master Legacy teacher-lecturers conduct and present a multimedia presentation assembly using art visuals, images and engrossing stories covering each artist and/or art subject at the school location.	6 Artists
Classroom/Studio Art Activity for each Artist Art Masters Legacy teacher-artists conduct hands-on studio art activities enabling students to create their own individual works of art in the manner of the master artist or art subject, using the same styles, techniques, media, and disciplines.	6 Artists / 20 Classes / K-5
Supplies & Materials Art Masters Legacy provides schools with the program-level-specific art supplies and materials at an additional cost. All Art Masters Legacy supplies and materials comply with California State Education Product Safety Codes.	As Requested
Total Price: \$8,036	

SCHOOL SHALL PROVIDE
Volunteer or Faculty Coordinator: Volunteer /Coordinator schedules lectures and activities, coordinates supplies, and duplicates instructional materials.
Facility Requirements: Lecturer/Visual Media Assemblies – adequate size room to accommodate the number of participating students Storage cabinet/room for curriculum, art supplies, and teaching materials
Volunteers: Shall prepare and setup Studio Art Activity materials in accordance with the Implementation Guide.

CONDITIONS
Number of Classes - If the number of classes taught by Art Masters Legacy exceeds the original contract number, Art Masters Legacy shall adjust the contract pricing accordingly for the additional instructional services and art supplies.

PAYMENT SCHEDULE			
Deposit - Due Upon Signing	\$ 300	2 nd Installment – Due: Jan. 15, 2018	\$2,579
1 st Installment – Due: Oct. 15, 2017	\$2,579	3 rd Installment – Due: April 15, 2018	\$2,578

SCHOOL SIGNATURES	ART MASTERS LEGACY
[Signature] School Signature	[Signature] Lelaina Arnold
[Signature] Principal	[Signature] Contract Administrator lelaina.artmasterslegacy@gmail.com
[Signature]	[Signature] Remit Payments to: Art Masters Legacy P.O. Box 80717 Rancho Santa Margarita, CA 92688
[Signature]	[Signature] Tax ID#: 47-4122041

Art Masters Legacy Full-Service Instructional Art Program Agreement

SCHOOL :	Truman Benedict Elementary School
Street Address :	1251 Sarmentoso
City/State/Zip :	San Clemente CA 92673
Office Phone :	949-498-6617
District :	CUSD
Principal :	Heidi Harvey
Email:	

SCHOOL PROGRAM COORDINATOR		SCHOOL ADMINISTRATIVE CONTACT	
Name:	Mindy Root	Name:	Susan Grant – Office Manager
Home Phone:		Phone:	
Cell Phone:	480-516-8614	Assistant:	Debi Gillan - Clerk
Email:	mindyio47@gmail.com	Email:	

SCHOOL PROGRAM SELECTION(S)					
Series 1	Series 2	Series 3	Series 4	Series 5	Series 6
Lautrec	Remington	Helen Hardin	Ancient Americas	Sheeler	Escher
Cézanne	Matisse	Rembrandt	Native American	Miro	Magritte
Monet	O'Keeffe	Calder	Raffael	Degas	Audubon
Homer	Cassatt	Lawrence	African Legacy	Seurat	Kandinsky
Van Gogh	Asian Brush	Gauguin	Lichtenstein	Wyeth	Nevelson
Picasso	Chagall	Da Vinci	Wright	Mondrian	Mexican Murals

NUMBER OF CLASSES CONDUCTED AT SCHOOL										
GRADE LEVEL	TK	K	K-1	1st	2nd	3rd	4th	4-5	5th	TOTAL CLASSES
NUMBER OF CLASSES	1	3	1	2	3	3	3	1	3	20

ART MASTERS LEGACY – SCHOOL TEACHING SCHEDULE - DATES		
Program – Artist / Unit	Lecture / Assembly - Date(s)	Studio Art Activity - Date(s)
Remington	Oct. 6	Oct. 9, 10, 11, 12, 13
Matisse	Nov. 3	Nov. 6, 7, 8, 9, 13
O'Keeffe	Jan 22, 2018 (Sub)	Jan. 23, 24, 25, 26, 29, 2018
Cassatt	Feb. 9	Feb. 12, 13, 14, 15, 20
Asian Brush	March 16	March 19, 20, 21, 22, 23
Chagall	April 13	April 16, 17, 18, 19, 20
<div> <div> Art Masters Legacy Lecturer: <u>Lisa Muller</u> </div> <div> Art Masters Legacy Activity Teacher: <u>Tanya Lopez</u> </div> </div>		

Full-Service Instructional Art Program Agreement

School: BERGESON ELEMENTARY SCHOOL

School Year: 2017-18

Program/Series: SERIES 3

- All Art Master Programs are fully compliant with the California Visual and Performing Arts Content Standards
- For use by Art Masters' contract client schools only. The unauthorized use, resale, reproduction or distribution of this right-of-authorship art education material is prohibited without the express written permission of Art Masters.

ART MASTERS SERVICES	PROGRAMS
Full Day – Lecture/Visual Media Assembly for each Artist Art Master teacher-lecturers conduct and present a multimedia presentation assembly using art visuals, images and engrossing stories covering each artist and/or art subject at the school location.	5 Artists
Classroom/Studio Art Activity for each Artist Art Masters' teacher-artists conduct hands-on studio art activities enabling students to create their own individual works of art in the manner of the master artist or art subject, using the same styles, techniques, media, and disciplines. Supplies & Materials Art Masters Legacy provides schools with the program-level-specific art supplies and materials at an additional cost. All Art Masters Legacy supplies and materials comply with California State Education Product Safety Codes.	5 Artists / 22 classes / K-5 As Requested
Total Price:	
\$ 7,102	

SCHOOL SHALL PROVIDE
Volunteer or Faculty Coordinator: Volunteer /Coordinator schedules lectures and activities, coordinates supplies, and duplicates instructional materials. Facility Requirements: Lecturer/Visual Media Assemblies – adequate size room to accommodate the number of participating students Storage cabinet/room for curriculum, art supplies, and teaching materials Volunteers: Shall prepare and setup Studio Art Activity materials in accordance with the Implementation Guide.

CONDITIONS
Number of Classes - If the number of classes taught by Art Masters exceeds the original contract number, Art Masters shall adjust the contract pricing accordingly for the additional instructional services and art supplies.

PAYMENT SCHEDULE			
Deposit - Due Upon Signing	\$ 300	2 nd Installment – Due: Jan. 15, 2018	\$ 2,267
1 st Installment – Due: Oct. 15, 2017	\$ 2,268	3 rd Installment – Due: April 15, 2018	\$ 2,267

SCHOOL SIGNATURES	ART MASTERS LEGACY SIGNATURE
<div style="display: flex; justify-content: space-between;"> <div> <div style="border-bottom: 1px solid black; width: 100%;"></div> School District Signature </div> <div> <div style="border-bottom: 1px solid black; width: 100%;"></div> Date </div> </div> <div style="margin-top: 20px;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Position </div> <div style="margin-top: 20px;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Signature </div> <div style="margin-top: 20px;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Position </div>	<div style="display: flex; justify-content: space-between;"> <div> <div style="border-bottom: 1px solid black; width: 100%;"><i>Lelaina Arnold</i></div> Lelaina Arnold Contract Administrator lelaina.artmasterslegacy@gmail.com </div> <div> <div style="border-bottom: 1px solid black; width: 100%;"></div> August 31, 2017 Date </div> </div> <div style="margin-top: 20px;"> Remit Payments to: Art Masters Legacy P. O. Box 80717 Rancho Santa Margarita CA 92688 </div> <div style="text-align: right; margin-top: 20px;"> Tax ID #: 47-4122041 </div>

Full-Service Instructional Art Program Agreement

SCHOOL :	Bergeson Elementary School
Street Address :	25302 Rancho Niguel Rd.
City/State/Zip :	Laguna Niguel, CA 92677
Office Phone :	949- 643-1540
District :	CUSD
Principal :	Guy Hauser
Email :	

SCHOOL PROGRAM COORDINATOR			SCHOOL ADMINISTRATIVE CONTACT		
Name:	Vanessa Leite		Name:	Debbie Raes – Office Manager	
Home Phone:			Phone:		
Cell Phone:	949-456-4946		Fax:		
Email:	vanessa.j.leite@live.com		Email:	dbuys@capousd.org	

SCHOOL PROGRAM SELECTION(S)					
Series 1	Series 2	Series 3	Series 4	Series 5	Series 6
Lautrec	Remington	Helen Hardin	Ancient Americas	Sheeler	Escher
Cézanne	Matisse	Rembrandt	Native American	Miro	Magritte
Monet	O'Keeffe	Calder	Raffael	Degas	Audubon
Homer	Cassatt	Lawrence	African Legacy	Seurat	Kandinsky
Van Gogh	Asian Brush	Gauguin	Lichtenstein	Wyeth	Nevelson
Picasso	Chagall	Da Vinci	Wright	Mondrian	Mexican Murals

NUMBER OF CLASSES CONDUCTED AT SCHOOL									
GRADE LEVEL	K	1st	2nd	3rd	4th	5th	6th		TOTAL CLASSES
NUMBER OF CLASSES									22

ART MASTERS – SCHOOL TEACHING SCHEDULE - DATES		
Program – Artist / Unit	Lecture / Assembly - Date(s)	Studio Art Activity - Date(s)
Helen Hardin	Sept. 21	Sept. 28, 29 Oct. 2, 3, 4
Calder	Nov. 30	Dec. 1, 4, 5, 6, 7
Lawrence	Feb. 2, 2018 (Poli Rizco)	Feb. 5, 6, 7, 8, 9 2018
Gauguin	Mar. 8	Mar. 9, 12, 13, 14, 15
Da Vinci	May 10	May 11, 14, 15, 16, 17
Art Masters' Lecturer:	Lisa Muller & Poli Rizco (Sub)	Art Masters' Activity Teacher: Tanya Lopez

BERGESON
ART MASTERS HISTORY

They have been with us since 1990-91.

1990-91 SERIES 1 (NEW)
7 UNITS

1991/92 SERIES 2 (NEW)
7 UNITS

1992-93 SERIES 3 (NEW)
8 UNITS – REMBRANDT, CALDER, MIRO, DA VINCI, LAWRENCE, SEURAT, GAUGUIN,
WYETH (NOT HARDIN)

1993-94 SERIES 4 (NEW)
7 UNITS – ANCIENT, NATIVE, AFRICAN, RAFFAEL, POP, WRIGHT, SHEELER

1994-95 SERIES 1 (REPEAT)
7 UNITS – LAUTREC, CEZANNE, MONET, HOMER, VAN GOGH, PICASSO, MONDRIAN

1995-96 SERIES 2 (REPEAT)
7 UNITS – REMINGTON, MATISSE, O'KEEFFE, DEGAS, CASSATT, ASIAN, CHAGALL (NOT
RENOIR)

1996-97 SERIES 3 (NEW)
7 UNITS- HARDIN, REMBRANDT, CALDER, LAWRENCE, DA VINCI, GAUGUIN, WYETH
(NOT SEURAT OR MIRO)

1997-98 SERIES 4 (NEW)
7 UNITS - ANCIENT, NATIVE, RAFFAEL, AFRICAN, POP, WRIGHT, SHEELER

1998-99 SERIES 1 (REPEAT)
5 UNITS - CEZANNE, MONET, HOMER, VAN GOGH, PICASSO (NOT LAUTREC OR
MONDRIAN)

1999/2000 SERIES 2 (REPEAT) NEW FORMAT
5 UNITS – REMINGTON, MATISSE, O'KEEFFE, ASIAN, CHAGALL (NOT CASSATT)

2000/01 SERIES 3 (REPEAT)
5 UNITS – HARDIN, REMBRANDT, LAWRENCE, GAUGUIN, DA VINCI (NOT CALDER)

2001/02 SERIES 6 (NEW)
5 UNITS – ESCHER, MAGRITTE, AUDUBON, KANDINSKY, NEVELSON (NOT MEXICAN)

2002/03 SERIES 5 (REPEAT)
4 UNITS – MONDRIAN, MIRO, DEGAS, SEURAT (NOT SHEELER, WYETH)

2003/04 SERIES 1 (REPEAT)
5 UNITS – LAUTREC, CEZANNE, MONET, VAN GOGH, PICASSO (NOT HOMER)

2004/05 SERIES 2 (REPEAT)
5 UNITS – REMINGTON, MATISSE, O'KEEFFE, ASIAN, CHAGALL (NOT CASSATT)

2005/06 SERIES 3 (REPEAT)
5 UNITS – HARDIN, REMBRANDT, LAWRENCE, GAUGUIN, DA VINCI (NOT CALDER)

2006/07 SERIES 4 (REPEAT)
4 UNITS – ANCIENT, RAFFAEL, AFRICAN, LICHTENSTEIN/POP (NOT NATIVE, WRIGHT)

2007/08 SERIES 5 (REPEAT)
5 UNITS – SHEELER, MIRO, DEGAS, SEURAT, WYETH (NOT MONDRIAN)

2008/09 SERIES 6 (REPEAT)
5 UNITS - MAGRITTE, AUDUBON, KANDINSKY, NEVELSON, MEXICAN

2009/10 SERIES 1 – REPEAT
5 UNITS -, CEZANNE, MONET, HOMER, VAN GOGH, PICASSO (NOT LAUTREC)

2010/11 SERIES 2 – REPEAT
5 UNITS - REMINGTON, MATISSE, O'KEEFFE, ASIAN, CHAGALL (NOT CASSATT)

2011/12 SERIES 3 – REPEAT
5 UNITS – HARDIN, REMBRANDT, LAWRENCE, GAUGUIN, DA VINCI (NOT CALDER)

2012/13 SERIES 4 – REPEAT
5 UNITS – ANCIENT, RAFFAEL NATIVE, LICHTENSTEIN/POP, WRIGHT (NOT AFRICAN)

2013/14 SERIES 5 – REPEAT
5 UNITS - SHEELER, MIRO, DEGAS, SEURAT, WYETH (NOT MONDRIAN)

2014/15 SERIES 6 – REPEAT
5 UNITS – ESCHER, MAGRITTE, AUDUBON, KANDINSKY, NEVELSON (MEXICAN)

2015/16 SERIES 1 - REPEAT
5 UNITS – CEZANNE, MONET, HOMER, VAN GOGH, PICASSO

2016/17 SERIES 2 – REPEAT
5 UNITS – REMINGTON, MATISSE, O'KEEFFE, CASSATT, ASIAN BRUSH

2017/18 SERIES 3 – REPEAT
5 UNITS – HARDIN, CALDER, LAWRENCE, GAUGUIN, DA VINCI

August 31, 2017

Ms. Vanessa Leite
Art Masters Coordinator
Bergeson Elementary School
25302 Ranch Niguel Rd.
Laguna Niguel, CA 92677

Dear Vanessa,

Thank you for the opportunity to continue the Art Masters Program for the students and staff at Bergeson Elementary School.

Attached are two (2) copies of the contract for the 2017-18 school year. This contract price is an estimate based on past years enrollment. The cost may increase or decrease depending on the final number of classes for the 2017-18 school year.

Please sign both copies, retain one copy for your files and return one, along with your deposit, to our Rancho Santa Margarita office. That deposit will ensure the dates and staff you have requested.

Also attached is the Series 3 Paper Order Guide. It can be passed onto the person who orders the paper you will need for the artists. If you need to order a Series 3 Implementation Guide, please let us know, as we will need to order those from our supplier.

If you have any questions, please contact our office at (949) 547-1234. Thank you again for the opportunity to bring fine arts education to the students of Bergeson Elementary School.

Sincerely,

Lelaina Arnold
Contract Administrator

encl.

Art Masters Legacy

Art Masters Legacy Full-Service Instructional Art Program Agreement

School: Don Juan Avila Elementary School

School Year: 2017/18

Program/Series: 6

- To be presented with the Art Masters Art Education Program. All Art Masters Programs are fully compliant with the California Visual and Performing Arts Content Standards.
- The unauthorized use, resale, reproduction or distribution of this right-of-authorship art education material is prohibited without the express written permission of Art Masters.

ART MASTERS LEGACY SERVICES	PROGRAMS
Full Day – Lecture/Visual Media Assembly for each Artist Art Master Legacy teacher-lecturers conduct and present a multimedia presentation assembly using art visuals, images and engrossing stories covering each artist and/or art subject at the school location.	5 Artists
Classroom/Studio Art Activity for each Artist Art Masters Legacy teacher-artists conduct hands-on studio art activities enabling students to create their own individual works of art in the manner of the master artist or art subject, using the same styles, techniques, media, and disciplines.	5 Artists / 24 Classes / K-5
Supplies & Materials Art Masters Legacy provides schools with the program-level-specific art supplies and materials at an additional cost. All Art Masters Legacy supplies and materials comply with California State Education Product Safety Codes.	As Requested
Total Price:	
\$ 7,453	

SCHOOL SHALL PROVIDE
Volunteer or Faculty Coordinator: Volunteer /Coordinator schedules lectures and activities, coordinates supplies, and duplicates instructional materials.
Facility Requirements: Lecturer/Visual Media Assemblies – adequate size room to accommodate the number of participating students Storage cabinet/room for curriculum, art supplies, and teaching materials
Volunteers: Shall prepare and setup Studio Art Activity materials in accordance with the Implementation Guide.

CONDITIONS
Number of Classes - If the number of classes taught by Art Masters Legacy exceeds the original contract number, Art Masters Legacy shall adjust the contract pricing accordingly for the additional instructional services and art supplies.

PAYMENT SCHEDULE			
Deposit - Due Upon Signing	\$ 300	2 nd Installment – Due: Jan. 15, 2018	\$ 2,384
1 st Installment – Due: Oct. 15, 2017	\$ 2,385	3 rd Installment – Due: April 15, 2018	\$ 2,384

SCHOOL SIGNATURES	ART MASTERS LEGACY
 School Signature	 Lelaina Arnold
Principal Position	August 16, 2017 Date
Signature	Contract Administrator lelaina.artmasterslegacy@gmail.com
Date	Remit Payments to: Art Masters Legacy P.O. Box 80717 Rancho Santa Margarita, CA 92688
Position	Tax ID#: 47-4122041 Page 483 of 947

Art Masters Legacy Full-Service Instructional Art Program Agreement

SCHOOL :	Don Juan Avila Elementary School
Street Address :	26278 Wood Canyon
City/State/Zip :	Aliso Viejo, CA 92656
Office Phone :	949-349-9452
District :	CVUSD
Principal :	Pam Watkins
Email:	pwatkins@capousd.org

SCHOOL PROGRAM COORDINATOR			SCHOOL ADMINISTRATIVE CONTACT		
Name:	Rebecca Harris		Name:	Gerri Beletti	
Home Phone:			Email:	gbeletti@capousd.org	
Cell Phone:			PTA Pres:	Erica Bisacola	949-290-4655
Email:			Email:	ebticket@gmail.com	

SCHOOL PROGRAM SELECTION(S)					
Series 1	Series 2	Series 3	Series 4	Series 5	Series 6
Lautrec	Remington	Helen Hardin	Ancient Americas	Sheeler	Escher
Cézanne	Matisse	Rembrandt	Native American	Miro	Magritte
Monet	O'Keeffe	Calder	Raffael	Degas	Audubon
Homer	Cassatt	Lawrence	African Legacy	Seurat	Kandinsky
Van Gogh	Asian Brush	Gauguin	Lichtenstein	Wyeth	Nevelson
Picasso	Chagall	Da Vinci	Wright	Mondrian	Mexican Murals

NUMBER OF CLASSES CONDUCTED AT SCHOOL									
GRADE LEVEL	TK	K	1st	2nd	3rd	4th	5th	6th	TOTAL CLASSES
NUMBER OF CLASSES	X	3	5	4	4	4	4	X	24

ART MASTERS LEGACY – SCHOOL TEACHING SCHEDULE - DATES		
Program – Artist / Unit	Lecture / Assembly - Date(s)	Studio Art Activity - Date(s)
Escher	Sept. 18 (Poli Rizco)	Sept. 19, 20, 21, 22, 25, 26 (sub for 26 th)
Magritte	Oct. 16 (Lisa Muller)	Oct. 17, 18, 19, 20, 23, 24 (sub for 24 th)
Audubon	Jan. 8, 2018 (Sub)	Jan. 9, 10, 11, 12, 15, 16, 2018
Kandinsky	Feb. 5 (Lisa Muller)	Feb. 6, 7, 8, 9, 12, 13
Nevelson	April 16 (Poli Rizco)	April 17, 18, 19, 20, 23, 24 (sub for 24 th)

Art Masters Legacy Lecturer:	<u>Poli Rizco & Lisa Muller</u>	Art Masters Legacy Activity Teacher:	<u>Wendy Phillips</u>
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**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent Education Services
Brad Shearer, Assistant Superintendent Curriculum and
Instruction Preschool-Grade 5

Date: January 24, 2018

Board Item: Agreement for Participation with CodeCampus, LLC to provide services to Del
Obispo Elementary in 2017-2018

HISTORY

Del Obispo Elementary School has branded itself as a “Next Generation Learning Academy.” It is engaging in a variety of actions at the site to bring improved Science, Technology, Engineering and Math (STEM) experiences and learning to its students. Part of this strategy includes providing students with regular and on-going instruction in computer coding. In order to implement this strategy, the school is requesting approval of a partnership with CodeCampus, LLC.

BACKGROUND INFORMATION

CodeCampus, LLC is an organization that provides computer coding instruction to students. Currently, CodeCampus has been providing after school coding classes across Orange County through Saddleback College’s fee-based programs. Recently, their Bit Scouts program was at the San Juan Capistrano YMCA located at the Del Obispo ES/Marco Forster Middle School campus. They have also recently partnered with Anaheim Unified School District to provide professional development training in computer coding to teachers across the district in order to increase computer science/coding instruction to schools across the district.

CURRENT CONSIDERATIONS

CodeCampus would provide an instructor that would visit Del Obispo each week and provide 30-45 minute lessons to students in their classrooms. The CodeCampus instructor will co-plan and co-teach CodeCampus lessons with Del Obispo ES teachers. Students in grades K-2 will receive 35 minutes of instruction weekly and grade 3 – 5 students will receive 40 minutes of instruction. The expectation of the program is to provide students with curriculum taught by the CodeCampus teacher, in collaboration with Del Obispo ES teachers. Within the course of the year, teachers and students will become proficient in teaching and using coding. Ultimately, students will use the language of computer science fluently in student directed projects, proctored by Del Obispo ES teachers, creating a true Computer Science immersion program. CodeCampus does not collect a student’s personal identification information.

FINANCIAL IMPLICATIONS

The cost for CodeCampus is \$1.50 per student per week, for 20 weeks. The estimated expenditure under this contract for the year is \$11,250 paid by site Title I funds.

STAFF RECOMMENDATION

Approval of Agreement for Participation with CodeCampus, LLC to provide services to Del Obispo Elementary in 2017-2018.

PREPARED BY: Brad Shearer, Assistant Superintendent Curriculum and Instruction
Preschool-Grade 5

APPROVED BY: Susan Holliday, Associate Superintendent Education Services

CODECAMPUS SERVICES AGREEMENT

This Services Agreement and the exhibits, schedules and attachments, attached hereto and incorporated herein by reference (collectively, this "Agreement"), is entered into effective as of November 8th, 2017 (the "Effective Date"), by and between Codecampus, LLC ("codeCampus") and Del Obispo Elementary School ("Del Obispo").

Background

WHEREAS, codeCampus provides instructional services for elementary schools ("Services"), as set forth in Exhibit A, attached hereto and incorporated herein by reference; and

WHEREAS, Del Obispo wishes to provide coding lessons to the children enrolled in its elementary school ("Students"), to be held on its premises and grounds ("Site");

NOW, THEREFORE, acknowledging the receipt of adequate consideration and intending to be legally bound, the parties agree as follows:

1. **Services, Fees and Payment.**

1.1. **Services.** codeCampus shall provide the Services as set forth in Exhibit A.

1.2. **Instructional Materials, Supervision, and Limitation of Instructor Responsibilities.** Del Obispo shall provide all computers, projectors, whiteboards, and other classroom resources ("Instructional Materials"), and agrees that one or more of its employees, volunteers, or teaching staff shall be present to provide classroom supervision during all times that codeCampus or its instructional staff ("Instructors") are on Site. Del Obispo agrees to hold codeCampus and Instructors harmless for any incidental or accidental damage that occurs to Instructional Materials during the Services. Del Obispo further agrees that codeCampus and its Instructors shall not be responsible for any child care, instruction, or supervisory responsibilities outside of the scope of Services as set forth in Exhibit A. codeCampus and its Instructors agree to put forth best efforts to ensure proper usage of Instructional Materials by Students, and to provide appropriate assistance during any emergency situation.

1.3. **Fees.** The fees and other charges of codeCampus are set forth on Exhibit A.

1.4. **Taxes.** The fees set forth on Exhibit A are exclusive of all federal, state, municipal, or other government excise, sales, use, value-added, gross receipts, personal property, occupational, or other taxes now in force or enacted in the future, and codeCampus shall pay any such tax (excluding taxes on Del Obispo's net income) that Del Obispo may be required to collect or pay now or at any time in the future with respect to such fees.

1.5. **Payment.** Payment of the amounts due to codeCampus shall be made in accordance with the payment schedule set forth on Exhibit A by wire transfer, check, or other immediately-available funds. Any amount not paid within thirty (30) days following CodeCampus' invoice shall bear a finance charge at the lesser rate of 1 ½% per month or the maximum amount allowed by law.

2. **Representations and Warranties.**

2.1. **Compliance with Laws.** Del Obispo shall use commercially reasonable efforts to conduct the Services in compliance with all applicable laws, rules and regulations.

2.2. **No Other Warranties by CodeCampus.** THE SERVICES ARE PROVIDED BY CODECAMPUS "AS IS," WITHOUT WARRANTY OF ANY KIND, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, OR ANY WARRANTY THAT THE CURRICULUM OR SERVICES WILL BE ERROR-FREE OR OPERATE WITHOUT INTERRUPTION, OR THAT THE CURRICULUM OR SERVICES WILL MEET DEL OBISPO'S OR THE STUDENTS' REQUIREMENTS, AND ANY WARRANTIES IMPLIED BY LAW, BY THE COURSE OF DEALING BETWEEN THE PARTIES, OR OTHERWISE, ARE HEREBY EXCLUDED TO THE FULLEST EXTENT PERMITTED BY LAW.

3. **Term.**

3.1. **In General.** The initial term of this Agreement shall begin upon execution of this Agreement, and end on June 30th, 2018, followed by successive automatic renewal periods of one (1) year each (together, the "Term"), unless sooner terminated pursuant to this Section 6 or other provisions of this Agreement providing for termination.

3.2. **Termination for Cause.** This Agreement may be terminated at any time if either party fails to perform any of its material obligations hereunder and such failure continues for thirty (30) days following written notice from the non-breaching party. For these purposes (i) any obligation of Del Obispo to pay any amount to codeCampus shall be treated as a material obligation, and (ii) if Del Obispo fails to make a required payment by the due date, codeCampus may (but shall not be required to) suspend the Services, or terminate this Agreement without giving written notice of such failure or any additional failure.

3.3. **Termination Without Cause.** This Agreement may be terminated at any time by either party by giving at least thirty (30) days' written notice to the other party.

4. **Limitation of Claims and Damages.**

4.1. **Limitation of Claims.** CODECAMPUS SHALL NOT BE LIABLE TO DEL OBISPO UNDER ANY CIRCUMSTANCES (EVEN IF THIS AGREEMENT IS TERMINATED) FOR ANY CONSEQUENTIAL, SPECIAL, INCIDENTAL, PUNITIVE OR INDIRECT DAMAGES (INCLUDING WITHOUT LIMITATION LOSS OF PROFIT, REVENUE, BUSINESS OPPORTUNITY OR BUSINESS ADVANTAGE), WHETHER BASED UPON A CLAIM OR ACTION OF TORT CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY, BREACH OF STATUTORY DUTY, CONTRIBUTION, INDEMNITY OR ANY OTHER LEGAL THEORY OR CAUSE OF ACTION, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

4.2. **Limitation of Damages.** CODECAMPUS' TOTAL LIABILITY UNDER OR RELATING TO THIS AGREEMENT, REGARDLESS OF THE CAUSE OR FORM OF ACTION, AND WHETHER BEFORE OR AFTER ITS TERMINATION, SHALL NOT EXCEED THE TOTAL OF ALL AMOUNTS PAID TO CODECAMPUS BY DEL OBISPO DURING THE PRIOR SIX (6) MONTH PERIOD.

5. **Indemnification by Del Obispo.**

5.1. **Obligation to Indemnify.** Del Obispo will indemnify and hold harmless codeCampus, its service providers, and their respective affiliates, managers, agents and employees, from and against all losses, costs, and expenses, including reasonable attorneys' fee, from third party claims arising from the Del Obispo's use of the Services, except for claims arising from the wrongful acts or omissions of codeCampus.

5.2. **Notice and Defense of Claims.** codeCampus will promptly notify Del Obispo of any claim for which it believes it is entitled to indemnification under the preceding paragraph. Del Obispo may, but shall not be required to, assume control of the defense and settlement of such claim provided that (i) such defense and settlement shall be at the sole cost and expense of codeCampus (ii) Del Obispo shall be permitted to control the defense of the claim only if Del Obispo is financially capable of such defense and engages the services of a qualified attorney, each in the reasonable judgment of Del Obispo; (iii) Del Obispo shall not thereafter withdraw from control of such defense and settlement without giving reasonable advance notice to codeCampus; (iv) codeCampus shall be entitled to participate in, but not control, such defense and settlement at its own cost and expense; (v) before entering into any settlement of the claim, Del Obispo shall be required to obtain the prior written approval of codeCampus, which shall be not unreasonably withheld, if pursuant to or as a result of such settlement, injunctive or other equitable relief would be imposed against codeCampus; and (vi) Del Obispo will not enter into any settlement of any such claim without the prior written consent of codeCampus unless Del Obispo agrees to be liable for any amounts to be paid to the third party pursuant to such settlement and is financially able to do so.

6. **Miscellaneous.**

6.1. **Amendments; Waivers.** No amendment, modification, or waiver of any provision of this Agreement shall be binding unless in writing and signed by the party against whom the operation of such amendment, modification, or waiver is sought to be enforced. No delay in the exercise of any right shall be deemed a waiver thereof, nor shall the waiver of a right or remedy in a particular instance constitute a waiver of such right or remedy generally.

6.2. **Notices.** Any notice or document required or permitted to be given under this Agreement may be given by a party or by its legal counsel and shall be deemed to be given by electronic mail with transmission acknowledgment, to

_____ if to Del Obispo, to raj@codecampus.com if to codeCampus, or to such other email address or addresses as the parties may designate from time to time by notice satisfactory under this section.

6.3. **Governing Law; Dispute Resolution.** This Agreement shall be governed by California law without reference to conflict of law principles. Any dispute between the parties arising out of or related to this Agreement shall be resolved exclusively by JAMS arbitration, which shall be held in Orange County, California, or another location mutually agreed upon, and conducted in accordance with the JAMS then in effect. Judgment upon the award rendered shall be final and non-appealable and may be entered in any court having jurisdiction. The prevailing party shall be entitled to recovery of all its reasonable attorneys' fees from the other party in addition to any other award of damages.

6.4. **Assignment.** Neither Del Obispo nor codeCampus may assign its rights or obligations under this Agreement without the prior written consent of the other. Notwithstanding the preceding sentence, a party may assign its interest in this Agreement to a person acquiring (by sale, merger, reorganization, or otherwise) substantially all of the transferor's assets or business, provided that (i) the transferee agrees to assume and perform all obligations of the transferor for periods following the transfer; and (ii) the transferor remains liable for all obligations prior to the transfer. The transferring party may charge a reasonable fee for the review and processing of the information regarding the transfer.

6.5. **Independent Contractors.** Each party to this Agreement is an independent contractor and neither shall be considered the employee, agent, party or joint venturer of or with the other (regardless of how the parties are referred to in writing or orally) or have any express or implied authority to bind the other except as specifically set forth in this Agreement.

6.6. **Language Construction.** The language of this Agreement shall be construed in accordance with its fair meaning and not for or against any party. The parties acknowledge that each party and its counsel have reviewed and had the opportunity to participate in the drafting of this Agreement and, accordingly, that the rule of construction that would resolve ambiguities in favor of non-drafting parties shall not apply to the interpretation of this Agreement.

6.7. **Force Majeure.** Neither party shall be entitled to recover damages or terminate this Agreement by virtue of any delay or default in performance by the other party (other than a delay or default in the payment of money) if such delay or default is caused by Acts of God, government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected; provided that the party experiencing the difficulty shall give the other prompt written notice following the occurrence of the cause relied upon, explaining the cause and its effect in reasonable detail. Dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to any delay so caused.

6.8. **Signature in Counterparts.** This Agreement may be signed in counterparts, each of which shall be deemed to be a fully-executed original.

6.9. **Signature by Facsimile or Email.** An original signature transmitted by facsimile or email shall be deemed to be original for purposes of this Agreement.

6.10. **No Third Party Beneficiaries.** This Agreement is made for the sole benefit of the parties. No other persons shall have any rights or remedies by reason of this Agreement against any of the parties or shall be considered to be third party beneficiaries of this Agreement in any way.

6.11. **Binding Effect.** This Agreement shall inure to the benefit of the respective heirs, legal representatives and permitted assigns of each party, and shall be binding upon the heirs, legal representatives, successors and assigns of each party.

6.12. **Titles and Captions.** All article, section and paragraph titles and captions contained in this Agreement are for convenience only and are not deemed a part of the context hereof.

6.13. **Pronouns and Plurals.** All pronouns and any variations thereof are deemed to refer to the masculine, feminine, neuter, singular or plural as the identity of the person or persons may require.

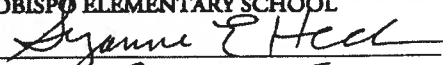
6.14. **Days.** Any period of days mandated under this Agreement shall be determined by reference to calendar days, not business days, except that any payments, notices, or other performance falling due on a Saturday, Sunday, or

federal government holiday shall be considered timely if paid, given, or performed on the next succeeding business day.


6.15. **Entire Agreement.** This Agreement constitutes the entire agreement between Del Obispo and CodeCampus and supersedes all prior agreements and understandings.

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

DEL OBISPO ELEMENTARY SCHOOL

By 
Printed Name Suzanne E. Heck
Title Principal
Date 11/8/2017

CODECAMPUS, LLC

By 
Printed Name Raj Sidhu
Title Founder & Owner
Date 11/08/2017

By _____
Printed Name _____
Title _____
Date _____

EXHIBIT A
DESCRIPTION OF SERVICES AND FEES

Instructional Services

Description	Frequency	Fee
codeCampus will provide one Instructor to deliver weekly, in-classroom coding instruction to all students on site.	35-40 minutes / classroom / week	\$1.50 / student / week

Fees and Payment Terms

Del Obispo will implement the Services for 375 students for a total of 20 weeks, to be distributed and scheduled by mutual written agreement and through coordination between Del Obispo and codeCampus staff, between the term of December 2017 and June 2018 for a total fee of \$11,250. CodeCampus will invoice Del Obispo for the total amount due within seven (7) days of the execution of the Agreement.

**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: January 24, 2018

Board Item: Agreement for Additional School Participating in Inside the Outdoors' School
Programs Agreement Numbers: #10004-5, #10004-6, #10004-7, #10024-2

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

District schools routinely participate in the OCDE's Inside the Outdoors education field trip experiences and assemblies. This program provides a hands-on opportunity for students in grades Preschool through High School to develop an awareness and appreciation of science concepts.

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. Nine school sites have expressed an interest in adding additional sessions to those already scheduled and approved.

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 adding additional sessions with OCDE's Inside the Outdoors' School Program include Don Juan Avila Elementary School, Laguna Niguel Elementary School, Dana Hills High School, R.H. Dana Elementary School, Malcom Elementary School, Palisades Elementary School, Vista Del Mar Elementary School, Wagon Wheel Elementary School and Wood Canyon Programs selected include a variety of life science and physical science topics. It is estimated that 1260 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 \$8592.80 paid by gift or site funds.

STAFF RECOMMENDATION

Approval of Agreement for Additional School Participating in Inside the Outdoors' School Programs Agreement Numbers: #10004-5, #10004-6, #10004-7, #10024-2.

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: December 12, 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: #10004-5**

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
Avila Elementary School	TRAVELING SCIENTIST 1 - RETHINK RESOURCES	11/15/2017		2	30	\$390.00
Avila Elementary School	Mileage	11/15/2017				\$70.00
Laguna Niguel	TRAVELING SCIENTIST - BIRDS OF PREY	1/12/2018		3	100	\$7.75
Laguna Niguel	Mileage	1/12/2018				\$70.00
Laguna Niguel	TRAVELING SCIENTIST 1 - AMAZING ANIMALS	1/16/2018		3	1	\$390.00
Laguna Niguel	Mileage	1/16/2018				\$70.00
Laguna Niguel	TRAVELING SCIENTIST 1 - AMAZING ANIMALS	4/27/2018		1	74	\$6.50
Laguna Niguel	Mileage	4/27/2018				\$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 December 12, 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: December 12, 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: #10004-6**

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 1 - AMAZING ANIMALS	1/30/2018		HS	48	\$390.00
Dana Hills High School	Mileage	1/30/2018				\$70.00
R. H. Dana School	TRAVELING SCIENTIST 3 - MORE THAN ONE PROGRAM	1/31/2018		K5	89	\$6.50
R. H. Dana School	Mileage	1/31/2018				no charge
R. H. Dana School	TRAVELING SCIENTIST 1 - MORE THAN ONE PROGRAM	2/1/2018		4	60	\$6.50
R. H. Dana School	Mileage	2/1/2018				no charge
R. H. Dana School	TRAVELING SCIENTIST 2 - MORE THAN ONE PROGRAM	2/21/2018		23	60	\$6.50
R. H. Dana School	Mileage	2/21/2018				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 December 12, 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: December 19, 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 7

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
Malcolm School	TRAVELING SCIENTIST 1 - ME AND MY WORLD	1/11/2018		K	96	\$6.50
Malcolm School	Mileage	1/11/2018				\$70.00
Malcolm School	TRAVELING SCIENTIST 2 - SCALES OR SLIME	4/20/2018		1	96	\$6.50
Malcolm School	Mileage	4/20/2018				\$70.00
Palisades School	TRAVELING SCIENTIST 1 - CATCH THE RAYS	3/30/2018		1	90	\$6.50
Palisades School	Mileage	3/30/2018				\$70.00
Vista Del Mar	TRAVELING SCIENTIST 1 - MAGNETS ARE MAGNIFICENT	1/18/2018		3	93	\$6.50
Vista Del Mar	Mileage	1/18/2018				\$70.00
Vista Del Mar	TRAVELING SCIENTIST 1 - MAGNETS ARE MAGNIFICENT	1/26/2018		3	93	\$6.50
Vista Del Mar	Mileage	1/26/2018				\$70.00
Wagon Wheel	TRAVELING SCIENTIST 3 - WHAT'S FOR LUNCH	4/24/2018		5	89	\$5.20
Wagon Wheel	Mileage	4/24/2018				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 December 19, 2017

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 (1st) 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 Valle 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.

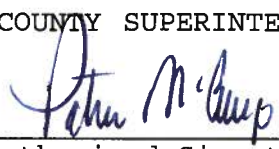
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19
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21 [THIS SECTION INTENTIONALLY LEFT BLANK]
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23
24
25

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

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
Ambuehl School	Mileage	9/27/2017				\$70.00	
Ambuehl School	Mileage	9/27/2017				\$70.00	
Ambuehl School	TRAVELING SCIENTIST 1 - FEATHER FUN	9/27/2017	3	85	\$6.50		
Ambuehl School	TRAVELING SCIENTIST 3 - AMAZING ANIMALS	9/27/2017	2	65	\$6.50		
Ambuehl School	Mileage	10/10/2017				\$70.00	
Ambuehl School	Mileage	10/10/2017				\$70.00	
Ambuehl School	TRAVELING SCIENTIST 1 - ROCKIN' GEOLOGY	10/10/2017	4	75	\$6.50		
Ambuehl School	TRAVELING SCIENTIST 2 - BODY OF KNOWLEDGE	10/10/2017	5	75	\$6.50		
Ambuehl School	Mileage	10/11/2017				\$70.00	
Ambuehl School	Mileage	10/11/2017				\$70.00	
Ambuehl School	TRAVELING SCIENTIST 2 - RETHINK RESOURCES	10/11/2017	K	60	\$6.50		
Ambuehl School	TRAVELING SCIENTIST 3 - SCALES OR SLIME	10/11/2017	1	75	\$6.50		
Ambuehl School	Mileage	1/24/2018				\$70.00	
Ambuehl School	Mileage	1/24/2018				\$70.00	
Ambuehl School	TRAVELING SCIENTIST 1 - CATCH THE RAYS	1/24/2018	1	75	\$6.50		
Ambuehl School	TRAVELING SCIENTIST 2 - AMAZING ANIMALS	1/24/2018	K	60	\$6.50		
Ambuehl School	Mileage	1/30/2018				\$70.00	
Ambuehl School	Mileage	1/30/2018				\$70.00	
Ambuehl School	TRAVELING SCIENTIST 1 - MAGNETS ARE MAGNIFICENT	1/30/2018	3	85	\$6.50		
Ambuehl School	TRAVELING SCIENTIST 2 - FEATHER FUN	1/30/2018	2	65	\$6.50		
Ambuehl School	Mileage	2/7/2018				\$70.00	
Ambuehl School	Mileage	2/7/2018				\$70.00	
Ambuehl School	TRAVELING SCIENTIST 1 - RETHINK RESOURCES	2/7/2018	4	75	\$6.50		
Ambuehl 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

2 hour Programs	Cost to School	Full Cost of Program
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		



**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
Field Program**

Date: December 12, 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: #10024-2**

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
Wood Canyon	SHIPLEY - GABRIELINO WALK – 11:30 -1:30 PM	3/5/2018		3	71	\$8.50

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 December 12, 2017

1 AGREEMENT NUMBER: 10024

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
33122 Valle Road
20 San Juan Capistrano, California 92675
Attn: Susan Holliday

21 SUPERINTENDENT: Orange County Superintendent of Schools
22 200 Kalmus Drive
P.O. Box 9050
23 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
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21 [THIS SECTION INTENTIONALLY LEFT BLANK.]
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25

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:

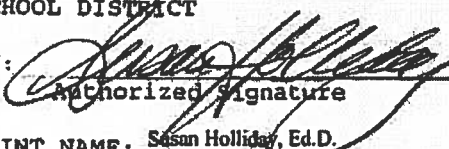
- (1) The Orange County Superintendent of Schools shall have the final approval on all revisions/modifications made to Exhibit A.
- (2) Cancellations and/or modifications to the number of pupils indicated in Exhibit A are subject to the terms and conditions of Section 10.0 and Section 11.0 of the Agreement.

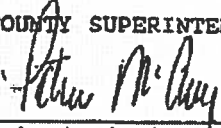
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IN WITNESS WHEREOF, the Parties hereto have caused this
AGREEMENT to be executed.

DISTRICT: CAPISTRANO UNIFIED
SCHOOL DISTRICT

ORANGE COUNTY SUPERINTENDENT OF
SCHOOLS

BY: 
Authorized Signature

BY: 
Authorized Signature

PRINT NAME: Susan Holliday, Ed.D.

PRINT NAME: Patricia McCaughey

TITLE: Associate Superintendent, Education Services

TITLE: Administrator

DATE: December 6, 2017

DATE: July 21, 2017

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



Inside the Outdoors Fees for 2017-2018

Programs support the current California state standards.



Field Trips

	Cost to School	Full Cost of Program
2 hour Programs		
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 - Gabriellito 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
3 hour Programs		
Third and Fourth Grade Key Ranch (Site closed until further notice.)	\$17.50	\$35.00
Helena Modjeska House	\$17.50	\$35.00
Full Day (5.5 hour) Programs		
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 or call (714) 708-3885.

**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: January 24, 2018

Board Item: Memorandum of Understanding with K To College 2017-2022

HISTORY

The District had a Memorandum of Understanding (MOU) with K to College (K2C) beginning in 2014 through December 2017 to receive and distribute materials and supplies to students identified as homeless as defined by the McKinney-Vento Homeless Assistance Act. The MOU was for a three year period.

BACKGROUND INFORMATION

The K to College name was changed to SupplyBank.Org which reflects the expanded scope of their agency to address a broader range of unmet material needs. K to College is now a program of the greater SupplyBank.Org.

CURRENT CONSIDERATIONS

Staff seeks approval of the renewal MOU with K to College (K2C) for 2017-2022 because the MOU had expired. The MOU outlines conditions to be met by the District as they relate to receiving and distributing materials and supplies for students identified as homeless as defined by the McKinney-Vento Homeless Assistance Act. Materials and supplies include but are not limited to school supply, dental and hygiene kits.

FINANCIAL IMPLICATIONS

These materials and supplies are provided free of charge to the District; there is no financial impact.

STAFF RECOMMENDATION

Approval of Memorandum of Understanding with K To College 2017-2022.

PREPARED BY: Stacy Yogi, Executive Director, State and Federal Programs

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services

This Agreement is made on January 24, 2018 by and between K to College (K2C), which is also doing business as “Supplybank.Org” and Capistrano Unified School District (CUSD). K2C is a tax-exempt non-profit corporation organized under § 501(c)(3) of the Internal Revenue Code with the mission of efficiently addressing the unmet material needs of homeless and other impoverished children, and adults working towards self-sufficiency. CUSD is a public school district in Orange County, CA.

K2C hereby agrees to use its best efforts to provide as many CUSD students as possible identified as homeless (as defined by the McKinney-Vento Homeless Assistance Act), or otherwise enrolled in the Free or Reduced Price Meal Program (FRPM), with school supply kits, dental kits, hygiene kits, and other materials. As a condition of receiving donated materials from K2C, CUSD hereby agrees to the following:

1. To utilize appropriate outreach methods to inform **eligible** and targeted students about materials available through CUSD’s partnership with K2C
2. To agree that K2C may only be able to provide resources for certain populations of students and that K2C will notify the district in advance of shipment which students are eligible to receive them
3. To use one of the following distribution methods:

Option 1: McKinney-Vento Homeless Only: Distributing to students verified as homeless as defined by the United States McKinney-Vento Homeless Assistance Act:

- i. Providing notification and instruction to all appropriate staff that work with homeless students that these materials are available and how to access them, and
- ii. Facilitating a check-in process following each distribution, verifying each student is enrolled in the district and designated as homeless before they receive K2C materials, and
- iii. Maintaining ownership of the check-in list for the duration of the distribution or distribution cycle, and
- iv. Following distribution(s), comparing the list of recipients to the list of eligible students for a final report as outlined in Section 4, OR

Option 2: Targeted Community Distribution: Distributing to students verified as homeless, FRPM eligible or below 200% of the federal poverty level as follows:

- v. Providing an adequate number of district staff at each community distribution venue or school with a list of those eligible (as defined above or by amendment to this agreement) to ensure only those at or below 200% of the federal poverty level benefit from the program, and
- vi. Facilitating a check-in process at each community distribution venue and/or school, verifying each student is enrolled in the district before they receive K2C materials, and
- vii. Maintaining ownership of the check-in list for the duration of the distribution at each distribution venue and/or school, and
- viii. Following distribution(s), comparing the list of recipients to the list of eligible students for a final report as outlined in the verification letter template provided by K2C, OR

Option 3: School-wide Distribution: Distributing to every student at **eligible schools*** and/or distributing to select grade-level(s) of students at eligible schools as follows:

- ix. Providing an adequate number of district staff at each school with a list of *every* enrolled student, regardless of FRPM status, and
- x. Facilitating the distribution process, verifying each student’s identity and checking his or her name off the roster before they receive K2C materials, and
- xi. Maintaining ownership of the lists for the duration of the distribution at each distribution venue and/or school, and
- xii. Comparing the distribution lists to the district’s internal FRPM enrollment lists, verifying the exact number of students who were eligible to receive K2C materials and the exact number of those who were not eligible, and
- xiii. Verifying the two calculated numbers are the same as initially submitted to K2C, and
- xiv. Compensating K2C for any discrepancy resulting in an increased number of students **not** eligible.

* **Eligible Schools:** Unless otherwise noted, eligible schools are defined as those with a minimum of 70% FRPM enrollment.

4. To maintain an ***internal (accessible to CUSD only)***, detailed district-wide roster that includes every child/family that receives K2C materials for auditing and/or any other purposes.[†] This may be done by maintaining ownership of the lists of those receiving K2C materials at each CUSD school and/or community distribution venue. This list will include:
- Name of child/family
 - Proof of income eligibility and/or FRPM enrollment
 - Date and description of services provided

[†] **NOTE:** Audits will only be conducted by appropriate government agencies and/or a certified contractor of a government agency. **K to College does NOT collect any student information as a matter of policy.** There is only potential for an audit if one or more funding sources are from a government source that requires it.

5. To confirm in writing the process by which K2C materials were distributed to eligible and targeted students as outlined in the verification letter template provided by K2C (Attachment A), certifying those served were eligible and identifying the date and location of each distribution

Notices

All notices and/or correspondence shall be addressed and mailed to Parties as follows:

K to College

Benito Delgado-Olson
Executive Director
7730 Pardee Lane
Oakland, CA 94621

Capistrano Unified School District

Kirsten Vital
Superintendent
33122 Valle Road
San Juan Capistrano 92675

This Agreement may not be amended or modified except in writing signed by both parties. This Agreement is valid through June 30, 2022.

In witness whereof, the parties hereto have executed this Agreement on the day and year first written above.

Accepted for K to College:

Benito Delgado-Olson, Executive Director

Date

Accepted for Capistrano Unified School District:

Kirsten Vital, Superintendent

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: January 24, 2018

Board Item: Agreement for participation with the YMCA of Orange County Laguna Niguel, to provide a Physical Education program for students at Carl Hankey, Castille and Hidden Hills Elementary Schools 2017-2018

HISTORY

Since 2014-2015, several District schools have successfully partnered with the YMCA to provide Physical Education (P.E.) instruction to students. These schools include George White Elementary, Ladera Ranch Elementary, Castille Elementary, Carl Hankey Elementary and Viejo Elementary.

BACKGROUND INFORMATION

The YMCA offers a P.E. program for elementary schools for grades K-5. The program provides 60 minute P.E. lessons that are modeled after the Physical Education Content Standards for California Public Schools (Happy Healthy Kids, 2016), to supplement the required minutes of P.E. instruction required for grades 1-5 students as per Education Code. Education Code § 51223 requires all students in grades 1-6 to receive 200 minutes of P.E. instruction every 10 days. In this program YMCA staff provide the instruction and resources for the lessons. The YMCA requires that the “teacher of record” (the classroom teacher) be present during the instructional time and assist with supervision.

CURRENT CONSIDERATIONS

Carl Hankey, Castille and Hidden Hills Elementary schools have expressed interest in securing this P.E. program for their grade 1-5 students. The program will provide rich, engaging and challenging P.E. instruction for students at the school while also helping each site to meet its requirement to provide 200 minutes of P.E. instruction every 10 days. Currently, teachers in grades 1-5 submit weekly lessons plans to their site principals detailing daily and weekly schedules and when the P.E. lessons are taught over a two-week period. These lesson plans are collected at the District Office. If this agreement with the YMCA is approved, teachers would submit revised lesson plans reflecting the P.E. lessons delivered by the YMCA, and principals would review these plans and provide them to the District.

FINANCIAL IMPLICATIONS

The estimated expenditure under this contract is \$42,300 paid by Title I or gift funds from each participating school site.

DATA

It is estimated that 1300 District students will participate in the YMCA of Orange County Laguna Niguel Physical Education program in the 2017-2018 school year.

STAFF RECOMMENDATION

Approval of Agreement for Participation with the YMCA of Orange County Laguna Niguel, to Provide a Physical Education Program for Students at Carl Hankey, Castille and Hidden Hills Elementary Schools 2017-2018.

PREPARED BY: Stacy Yogi, Executive Director of State and Federal Programs

APPROVED BY: Susan Holliday, Associate Superintendent Education Services



YMCA PROGRAM SERVICE AGREEMENT

This Agreement is made and entered into this 10th day of January, by and between the YMCA of Orange County Laguna Regent Family (branch name), a not-for-profit corporation and McCormick Elementary School, referred to throughout this Agreement as the YMCA and Program Service Recipient.

WHEREAS, Program Service Recipient agrees to have YMCA conduct program at the Program Service Recipient premises and,

WHEREAS, the YMCA desires to utilize the premises of the Program Service Recipient in order to conduct program; and,

WHEREAS, it is the desire of the parties to memorialize this understanding in a written agreement in which the YMCA shall conduct program at the premises owned by Program Service Recipient and the YMCA shall be allowed to conduct program pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual promises set forth below, the parties hereby agree as follows:

1. Term

The term of this Agreement shall be for the period of Jan. 10, 2018 to May 30, 2018 and is subject to renewal for subsequent terms by agreement of both parties.

2. Program

The program covered by this agreement includes Program Service Recipients Premises. Attached hereto as Exhibit A describes the program and premises which is the subject of this Agreement.

3. Payment

The Program Service Recipient agrees to compensate the YMCA for performance of the services above on the following basis: \$10,800 (Wednesdays and Fridays)

4. Responsibilities of Program Service Recipient:

- a. Program Service Recipient shall solely be responsible for malfunctions, maintenance and repairs of equipment, facilities, premises or property. This shall include malfunctions, maintenance and repair to the equipment, facilities, premises or property provided by Program Service Recipient.
- b. The Program Service Recipient shall be responsible for full compliance with all cleaning procedures as regulated by the Department of Public Health. This shall include, but not be limited to routine and surrounding area housekeeping.
- c. The Program Service Recipient shall not violate any City, County, or State Law in or about the said premises.



5. Responsibility of YMCA

- a. To provide qualified YMCA staff during program hours. Each staff member shall have been screened, trained, have proper certifications for the program.
- b. Hire, staff, train and supervise all program staff.
- c. Provide program including: PE Program (Wednesday and Friday)
Ratio will be: 1:20
- d. Pay all compensation with respect to its staff including wages and employment taxes and benefits.
- e. The YMCA Director or his/her designee will promptly notify the designated Program Service Recipient representative of any needed repairs and will inform the representative of any safety or code violations which may require temporary closure until repair work is completed.
- f. YMCA shall be responsible for participant registration for the program and shall maintain records and related documents.
- g. YMCA shall be responsible for obtaining and maintaining participant's waivers for the program.

6. Insurance

The YMCA shall maintain at its expense during the term of this Agreement comprehensive general liability insurance for the joint protection of the YMCA and the Program Service Recipient against claims for personal injury, death or property damage arising out of the negligence by the YMCA and/or its agents arising out of the program on the premises of the Program Service Recipient property. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. Program Service Recipient shall maintain at its expense during the terms of this Agreement comprehensive general liability insurance for the joint protection of Service Recipient and the YMCA against claims of personal injury, death or property damage. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. EXCLUDED FROM THE INSURANCE COVERAGE PROVIDED BY YMCA, IS ANY OCCURRENCE WHILE ON PROGRAM SERVICE RECIPIENT'S PREMISES THAT WAS NOT DUE TO THE YMCA'S NEGLIGENCE. THE PROGRAM SERVICE RECIPIENT'S INSURANCE SHALL BE THE SOLE REMEDY FOR SUCH LOSSES.

7. Indemnification

- a. Program Service Recipient shall indemnify, defend with competent counsel and hold the YMCA, its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by Program Service Recipient and/or a Program Service Recipient Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.
- b. YMCA shall indemnify, defend with competent counsel and hold the Program Service Recipient its employees and agents harmless of and from any loss, damage, claim or



expense including reasonable attorney's fees arising out of any act by YMCA and/or a YMCA Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.

8. Assignment

Neither the Program Service Recipient nor the YMCA shall have the right to assign this Agreement without prior written consent of both parties.

9. Attorney's Fees

If a suit or action is brought to enforce this Agreement or any provision hereof, or to rescind or disaffirm this Agreement or any provision hereof, the prevailing party shall be entitled to recover reasonable attorney's fees and expenses, both trial and appellate, in addition to its costs and disbursements allowed by law, which shall include the costs of any discovery proceedings.

10. Binding Effect

This Agreement shall be binding upon, and shall inure to the benefit of the parties and their respective successors and assigns.


11. Amendments

No alterations to or modifications of the terms or the provisions of this Agreement shall be effective unless such alteration or such modification is reduced in writing and is then properly executed by the parties hereto.

12. Nonprofit Status of YMCA

Should anything in this Agreement adversely affect the YMCA's not-for-profit status, this Agreement may be voided at the YMCA's sole option.

IN WITNESS WHEREOF, each of the parties has duly executed this Agreement on the day and date shown forth above.

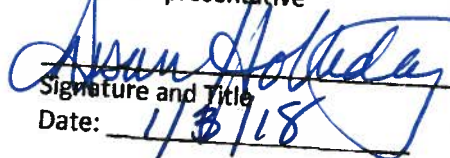


Signature and Title
Date: 1/3/18



Signature and Title
Date:

District Representative



Signature and Title
Date: 1/3/18

Susan Holliday, Associate Superintendent Education Services



YMCA Program Service Agreement/Contract PROCEDURES

A YMCA Program service agreement is used when the YMCA will be offering a service/program at another organization, or owner's premises or property. All agreements are contractually binding and require approval and authorization from the YMCA of Orange County.

Examples of YMCA Program Services:

- ☐ Backyard swim
- ☐ Lifeguarding
- ☐ Pool management
- ☐ Swim lessons
- ☐ Noon time sports
- ☐ After school sports
- ☐ After school programs
- ☐ Day/Resident camp

Requirements/Procedures:

- 1 Program Director completes the Program/Service Agreement. Exhibit A must be attached (agreement deliverables) along with a budget (if applicable).
- 2 Program Director must obtain supervisor approval.
- 3 Supervisor must obtain VP of Operations approval prior to entering into any agreement.
- 4 VP of Operations will obtain CFO/CEO approval.
- 5 Once contract is approved internally, Program Director may obtain other parties signatures.
- 6 Final signed and executed copy must be sent to supervisor and Association Office (CFO office) for insurance requirements and retention.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PE Calendar/Payment Schedule
Hidden Mills

Days Selected: Wednesdays & Fridays
Program Selected: PE Program

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total Monthly Cost
September '17																																\$
October '17																																\$
November '17																																\$
December '17																																\$
January '18																																\$
February '18																																\$
March '18																																\$
April '18																																\$
May '18																																\$

Total Cost for Year: \$ 10,800.00
Administrative Cost: Waived-YMCA Grant
Total Cost for Program: \$ 10,800.00
Payment Schedule - 2 Payment of: \$ 5,400.00
Due: February and May



YMCA PROGRAM SERVICE AGREEMENT

This Agreement is made and entered into this 1st day of September, by and between the YMCA of Orange County Laguna Niguel (branch name), a not-for-profit corporation and Carl Hankey Elementary School, referred to throughout this Agreement as the YMCA and Program Service Recipient.

WHEREAS, Program Service Recipient agrees to have YMCA conduct program at the Program Service Recipient premises and,

WHEREAS, the YMCA desires to utilize the premises of the Program Service Recipient in order to conduct program; and,

WHEREAS, it is the desire of the parties to memorialize this understanding in a written agreement in which the YMCA shall conduct program at the premises owned by Program Service Recipient and the YMCA shall be allowed to conduct program pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual promises set forth below, the parties hereby agree as follows:

1. Term

The term of this Agreement shall be for the period of 8/18/17-5/24/18 and is subject to renewal for subsequent terms by agreement of both parties.

2. Program

The program covered by this agreement includes Program Service Recipients Premises. Attached hereto as *Exhibit A* describes the program and premises which is the subject of this Agreement.

3. Payment

The Program Service Recipient agrees to compensate the YMCA for performance of the services above on the following basis: \$19,400 (Tuesday and Thursday)

4. Responsibilities of Program Service Recipient:

- a. Program Service Recipient shall solely be responsible for malfunctions, maintenance and repairs of equipment, facilities, premises or property. This shall include malfunctions, maintenance and repair to the equipment, facilities, premises or property provided by Program Service Recipient.
- b. The Program Service Recipient shall be responsible for full compliance with all cleaning procedures as regulated by the Department of Public Health. This shall include, but not be limited to routine and surrounding area housekeeping.
- c. The Program Service Recipient shall not violate any City, County, or State Law in or about the said premises.



5. Responsibility of YMCA

- a. To provide qualified YMCA staff during program hours. Each staff member shall have been screened, trained, have proper certifications for the program.
- b. Hire, staff, train and supervise all program staff.
- c. Provide program including: YMCA PE (Tuesday and Thursday)
Ratio will be: 1:20
- d. Pay all compensation with respect to its staff including wages and employment taxes and benefits.
- e. The YMCA Director or his/her designee will promptly notify the designated Program Service Recipient representative of any needed repairs and will inform the representative of any safety or code violations which may require temporary closure until repair work is completed.
- f. YMCA shall be responsible for participant registration for the program and shall maintain records and related documents.
- g. YMCA shall be responsible for obtaining and maintaining participant's waivers for the program.

6. Insurance

The YMCA shall maintain at its expense during the term of this Agreement comprehensive general liability insurance for the joint protection of the YMCA and the Program Service Recipient against claims for personal injury, death or property damage arising out of the negligence by the YMCA and/or its agents arising out of the program on the premises of the Program Service Recipient property. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. Program Service Recipient shall maintain at its expense during the terms of this Agreement comprehensive general liability insurance for the joint protection of Service Recipient and the YMCA against claims of personal injury, death or property damage. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. EXCLUDED FROM THE INSURANCE COVERAGE PROVIDED BY YMCA, IS ANY OCCURRENCE WHILE ON PROGRAM SERVICE RECIPIENTS PREMISES THAT WAS NOT DUE TO THE YMCA'S NEGLIGENCE. THE PROGRAM SERVICE RECIPIENT'S INSURANCE SHALL BE THE SOLE REMEDY FOR SUCH LOSSES.

7. Indemnification

- a. Program Service Recipient shall indemnify, defend with competent counsel and hold the YMCA, its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by Program Service Recipient and/or a Program Service Recipient Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.
- b. YMCA shall indemnify, defend with competent counsel and hold the Program Service Recipient its employees and agents harmless of and from any loss, damage, claim or



expense including reasonable attorney's fees arising out of any act by YMCA and/or a YMCA Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.

8. Assignment

Neither the Program Service Recipient nor the YMCA shall have the right to assign this Agreement without prior written consent of both parties.

9. Attorney's Fees

If a suit or action is brought to enforce this Agreement or any provision hereof, or to rescind or disaffirm this Agreement or any provision hereof, the prevailing party shall be entitled to recover reasonable attorney's fees and expenses, both trial and appellate, in addition to its costs and disbursements allowed by law, which shall include the costs of any discovery proceedings.

10. Binding Effect

This Agreement shall be binding upon, and shall inure to the benefit of the parties and their respective successors and assigns.

11. Amendments

No alterations to or modifications of the terms or the provisions of this Agreement shall be effective unless such alteration or such modification is reduced in writing and is then properly executed by the parties hereto.

12. Nonprofit Status of YMCA

Should anything in this Agreement adversely affect the YMCA's not-for-profit status, this Agreement may be voided at the YMCA's sole option.

IN WITNESS WHEREOF, each of the parties has duly executed this Agreement on the day and date shown forth above.

YMCA OF ORANGE COUNTY
Signature and Title: [Signature]
Date: 6/6/17

Program Service Recipient Name
Signature and Title: [Signature]
Date: [Signature]

District Representative
Signature and Title: [Signature] Susan Holliday, Associate Superintendent Education Services
Date: 1/3/18



YMCA Program Service Agreement/Contract PROCEDURES

A YMCA Program service agreement is used when the YMCA will be offering a service/program at another organization, or owner's premises or property. All agreements are contractually binding and require approval and authorization from the YMCA of Orange County.

Examples of YMCA Program Services:

- ☐ Backyard swim
- ☐ Lifeguarding
- ☐ Pool management
- ☐ Swim lessons
- ☐ Noon time sports
- ☐ After school sports
- ☐ After school programs
- ☐ Day/Resident camp

Requirements/Procedures:

- 1 Program Director completes the Program/Service Agreement. Exhibit A must be attached (agreement deliverables) along with a budget (if applicable).
- 2 Program Director must obtain supervisor approval.
- 3 Supervisor must obtain VP of Operations approval prior to entering into any agreement.
- 4 VP of Operations will obtain CFO/CEO approval.
- 5 Once contract is approved internally, Program Director may obtain other parties signatures.
- 6 Final signed and executed copy must be sent to supervisor and Association Office (CFO office) for Insurance requirements and retention.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PE Calendar/Payment Schedule
Carl Hankey

Days Selected: Tuesday and Thursday
Program Selected: PE Program

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total Monthly Cost	
September '17																																\$	1,200.00
October '17			300		300					300		300					300			300				300								\$	2,400.00
November '17	NS					300			300	NS																						\$	1,800.00
December '17				300	300						300		300																			\$	1,200.00
January '18											300											NS										\$	2,100.00
February '18	300					300		300								300							300									\$	2,100.00
March '18						300		300																								\$	2,400.00
April '18																																\$	1,800.00
May '18	300		300					300		300						300								300								\$	2,400.00

Total Cost for Year: \$ 17,400.00
Administrative Cost: \$2,000

Total Cost for Program: \$ 19,400.00

Payment Schedule - 3 Payments of:
Due October, January, & May



YMCA PROGRAM SERVICE AGREEMENT

This Agreement is made and entered into this 8th day of January, by and between the YMCA of Orange County Laguna Niguel Family (branch name), a not-for-profit corporation and Castille Elementary School, referred to throughout this Agreement as the YMCA and Program Service Recipient.

WHEREAS, Program Service Recipient agrees to have YMCA conduct program at the Program Service Recipient premises and,

WHEREAS, the YMCA desires to utilize the premises of the Program Service Recipient in order to conduct program; and,

WHEREAS, it is the desire of the parties to memorialize this understanding in a written agreement in which the YMCA shall conduct program at the premises owned by Program Service Recipient and the YMCA shall be allowed to conduct program pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual promises set forth below, the parties hereby agree as follows:

1. Term

The term of this Agreement shall be for the period of 1/8/18-5/24/18 and is subject to renewal for subsequent terms by agreement of both parties.

2. Program

The program covered by this agreement includes Program Service Recipients Premises. Attached hereto as *Exhibit A* describes the program and premises which is the subject of this Agreement.

3. Payment

The Program Service Recipient agrees to compensate the YMCA for performance of the services above on the following basis: \$12,100 (Tuesday and Thursday)

4. Responsibilities of Program Service Recipient:

- a. Program Service Recipient shall solely be responsible for malfunctions, maintenance and repairs of equipment, facilities, premises or property. This shall include malfunctions, maintenance and repair to the equipment, facilities, premises or property provided by Program Service Recipient.
- b. The Program Service Recipient shall be responsible for full compliance with all cleaning procedures as regulated by the Department of Public Health. This shall include, but not be limited to routine and surrounding area housekeeping.
- c. The Program Service Recipient shall not violate any City, County, or State Law in or about the said premises.



5. Responsibility of YMCA

- a. To provide qualified YMCA staff during program hours. Each staff member shall have been screened, trained, have proper certifications for the program.
- b. Hire, staff, train and supervise all program staff.
- c. Provide program including: YMCA PE (Tuesday and Thursday)
Ratio will be: 1:20
- d. Pay all compensation with respect to its staff including wages and employment taxes and benefits.
- e. The YMCA Director or his/her designee will promptly notify the designated Program Service Recipient representative of any needed repairs and will inform the representative of any safety or code violations which may require temporary closure until repair work is completed.
- f. YMCA shall be responsible for participant registration for the program and shall maintain records and related documents.
- g. YMCA shall be responsible for obtaining and maintaining participant's waivers for the program.

6. Insurance

The YMCA shall maintain at its expense during the term of this Agreement comprehensive general liability insurance for the joint protection of the YMCA and the Program Service Recipient against claims for personal injury, death or property damage arising out of the negligence by the YMCA and/or its agents arising out of the program on the premises of the Program Service Recipient property. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. Program Service Recipient shall maintain at its expense during the terms of this Agreement comprehensive general liability insurance for the joint protection of Service Recipient and the YMCA against claims of personal injury, death or property damage. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. EXCLUDED FROM THE INSURANCE COVERAGE PROVIDED BY YMCA, IS ANY OCCURRENCE WHILE ON PROGRAM SERVICE RECIPIENTS PREMISES THAT WAS NOT DUE TO THE YMCA'S NEGLIGENCE. THE PROGRAM SERVICE RECIPIENT'S INSURANCE SHALL BE THE SOLE REMEDY FOR SUCH LOSSES.

7. Indemnification

- a. Program Service Recipient shall indemnify, defend with competent counsel and hold the YMCA, its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by Program Service Recipient and/or a Program Service Recipient Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.
- b. YMCA shall indemnify, defend with competent counsel and hold the Program Service Recipient its employees and agents harmless of and from any loss, damage, claim or



expense including reasonable attorney's fees arising out of any act by YMCA and/or a YMCA Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.

8. Assignment

Neither the Program Service Recipient nor the YMCA shall have the right to assign this Agreement without prior written consent of both parties.

9. Attorney's Fees

If a suit or action is brought to enforce this Agreement or any provision hereof, or to rescind or disaffirm this Agreement or any provision hereof, the prevailing party shall be entitled to recover reasonable attorney's fees and expenses, both trial and appellate, in addition to its costs and disbursements allowed by law, which shall include the costs of any discovery proceedings.

10. Binding Effect

This Agreement shall be binding upon, and shall inure to the benefit of the parties and their respective successors and assigns.

11. Amendments

No alterations to or modifications of the terms or the provisions of this Agreement shall be effective unless such alteration or such modification is reduced in writing and is then properly executed by the parties hereto.

12. Nonprofit Status of YMCA

Should anything in this Agreement adversely affect the YMCA's not-for-profit status, this Agreement may be voided at the YMCA's sole option.

IN WITNESS WHEREOF, each of the parties has duly executed this Agreement on the day and date shown forth above.

THOMAS ORANGE COUNTY

Signature and Title

Date: 11/30/17

Program Service Recipient Name

Signature and Title

Date: 12/8/17

District Representative

Signature and Title

Date: 1/3/18

Susan Holliday, Associate Superintendent Education Services



YMCA Program Service Agreement/Contract PROCEDURES

A YMCA Program service agreement is used when the YMCA will be offering a service/program at another organization, or owner's premises or property. All agreements are contractually binding and require approval and authorization from the YMCA of Orange County.

Examples of YMCA Program Services:

- ☐ Backyard swim
- ☐ Lifeguarding
- ☐ Pool management
- ☐ Swim lessons
- ☐ Noon time sports
- ☐ After school sports
- ☐ After school programs
- ☐ Day/Resident camp

Requirements/Procedures:

- 1 Program Director completes the Program/Service Agreement. Exhibit A must be attached (agreement deliverables) along with a budget (if applicable).
- 2 Program Director must obtain supervisor approval.
- 3 Supervisor must obtain VP of Operations approval prior to entering into any agreement.
- 4 VP of Operations will obtain CFO/CEO approval.
- 5 Once contract is approved internally, Program Director may obtain other parties signatures.
- 6 Final signed and executed copy must be sent to supervisor and Association Office (CFO office) for insurance requirements and retention.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PE Calendar/Payment Schedule
Castille Elementary School

Days Selected: Tuesday and Thursday
Program Selected: PE Program

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total Monthly Cost
September '17																																\$
October '17																																\$
November '17																																\$
December '17																																\$
January '18																																\$
February '18																																\$
March '18																																\$
April '18																																\$
May '18																																\$

Total Cost for Year: \$ 11,100.00
Administrative Costs: \$1,000
Total Cost for Program: \$ 12,100.00
Payment Schedule - 2 Payments of: \$6,050.00

Payments Due: February and May



CERTIFICATE OF LIABILITY INSURANCE

Operations of the Named Insured

DATE (MM/DD/YYYY)

3/1/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER **Bolton & Company**
3475 E. Foothill Blvd., Suite 100
Pasadena, CA 91107

CONTACT

NAME:

PHONE

(A/C No. Ext.):

(626) 789-7000

FAX

(A/C No.):

(626) 583-2117

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Philadelphia Indemnity

18058

INSURER B: California Ins. Co.

38865

INSURER C:

INSURER D:

INSURER E:

INSURER F:

www.boltonco.com

0008309

INSURED

YMCA of Orange County
13821 Newport Avenue Suite 200
Tustin CA 92780

COVERAGES

CERTIFICATE NUMBER: 34484763

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Includes Sexual Abuse Coverage GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	PHPK1617655	3/1/2017	3/1/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		PHPK1617655	3/1/2017	3/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		PHUB531685	3/1/2017	3/1/2018	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	738670330104	3/1/2017	3/1/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GL Additional insured applies per PI-GLD-HS (10/11) attached, only if required by written contract/agreement.
Re: Operations of the Named Insured. The Capistrano Unified School District is named as additional insured per attached.
Such insurance as is afforded by this policy shall be primary, and any insurance carried by DISTRICT shall be excess and noncontributory per PI-GL-005 0712 attached.

CERTIFICATE HOLDER

Operations of the Named Insured

Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92625

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joyce Ferguson

ACORD 25 (2016/03)

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**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent Education Services

Prepared by: Brad Shearer, Assistant Superintendent Curriculum and Instruction
Preschool-Grade 5

Date: January 24, 2018

Board Item: Ratification of Agreement for Participation with the YMCA of Orange County Laguna Niguel, to provide a Physical Education Noontime Sports Program for students at George White and Wood Canyon Elementary Schools 2017-2018

HISTORY

Several District schools have successfully partnered with the YMCA of Laguna Niguel to provide Noontime Sports Program to students during recess and lunch time. These schools include Concordia and Viejo Elementary Schools.

BACKGROUND INFORMATION

The YMCA of Laguna Niguel offers a Noontime Sports program for elementary schools for grades 1-5. The program activities provided are developmentally appropriate and customized based on age groups and student needs in an organized sports setting. The program is held 2 or 3 days per week during lunch/recess periods for approximately 2 hours per day, with qualified YMCA staff at the school site.

CURRENT CONSIDERATIONS

George White and Wood Canyon Elementary Schools have expressed interest in securing this Noontime Sports Program for their grade 1-5 students. The program would provide organized sports for students at the school during lunchtime.

FINANCIAL IMPLICATIONS

The estimated expenditure under this contract is \$6450 paid by site and/or gift funds from each participating school site.

DATA

It is estimated that 885 District students will participate in the YMCA of Orange County Laguna Niguel Noontime Sports program in the 2017-2018 school year.

STAFF RECOMMENDATION

Approval of the Ratification of Agreement for Participation with the YMCA of Orange County Laguna Niguel, to provide a Physical Education Noontime Sports Program for students at George White and Wood Canyon Elementary Schools 2017-2018.

PREPARED BY: Brad Shearer, Assistant Superintendent Curriculum and Instruction
Preschool-Grade 5

APPROVED BY: Susan Holliday, Associate Superintendent Education Services



YMCA PROGRAM SERVICE AGREEMENT

This Agreement is made and entered into this 1st day of September, by and between the YMCA of Orange County Leguna Niguel Family (branch name), a not-for-profit corporation and George White Elementary School and PTA, referred to throughout this Agreement as the YMCA and Program Service Recipient.

WHEREAS, Program Service Recipient agrees to have YMCA conduct program at the Program Service Recipient premises and,

WHEREAS, the YMCA desires to utilize the premises of the Program Service Recipient in order to conduct program; and,

WHEREAS, it is the desire of the parties to memorialize this understanding in a written agreement in which the YMCA shall conduct program at the premises owned by Program Service Recipient and the YMCA shall be allowed to conduct program pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual promises set forth below, the parties hereby agree as follows:

1. Term

The term of this Agreement shall be for the period of Sept. 1, 2017 - Dec. 22, 2017 and is subject to renewal for subsequent terms by agreement of both parties.

2. Program

The program covered by this agreement includes Program Service Recipients Premises. Attached hereto as *Exhibit A* describes the program and premises which is the subject of this Agreement.

3. Payment

The Program Service Recipient agrees to compensate the YMCA for performance of the services above on the following basis: \$2,100

4. Responsibilities of Program Service Recipient:

- a. Program Service Recipient shall solely be responsible for malfunctions, maintenance and repairs of equipment, facilities, premises or property. This shall include malfunctions, maintenance and repair to the equipment, facilities, premises or property provided by Program Service Recipient.
- b. The Program Service Recipient shall be responsible for full compliance with all cleaning procedures as regulated by the Department of Public Health. This shall include, but not be limited to routine and surrounding area housekeeping.
- c. The Program Service Recipient shall not violate any City, County, or State Law in or about the said premises.



5. Responsibility of YMCA

- a. To provide qualified YMCA staff during program hours. Each staff member shall have been screened, trained, have proper certifications for the program.
- b. Hire, staff, train and supervise all program staff.
- c. Provide program including: Noontime Sports Program (Monday and Wednesday)
Ratio will be: 1:20
- d. Pay all compensation with respect to its staff including wages and employment taxes and benefits.
- e. The YMCA Director or his/her designee will promptly notify the designated Program Service Recipient representative of any needed repairs and will inform the representative of any safety or code violations which may require temporary closure until repair work is completed.
- f. YMCA shall be responsible for participant registration for the program and shall maintain records and related documents.
- g. YMCA shall be responsible for obtaining and maintaining participant's waivers for the program.

6. Insurance

The YMCA shall maintain at its expense during the term of this Agreement comprehensive general liability insurance for the joint protection of the YMCA and the Program Service Recipient against claims for personal injury, death or property damage arising out of the negligence by the YMCA and/or its agents arising out of the program on the premises of the Program Service Recipient property. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. Program Service Recipient shall maintain at its expense during the terms of this Agreement comprehensive general liability insurance for the joint protection of Service Recipient and the YMCA against claims of personal injury, death or property damage. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. EXCLUDED FROM THE INSURANCE COVERAGE PROVIDED BY YMCA, IS ANY OCCURRENCE WHILE ON PROGRAM SERVICE RECIPIENTS PREMISES THAT WAS NOT DUE TO THE YMCA'S NEGLIGENCE. THE PROGRAM SERVICE RECIPIENT'S INSURANCE SHALL BE THE SOLE REMEDY FOR SUCH LOSSES.

7. Indemnification

- a. Program Service Recipient shall indemnify, defend with competent counsel and hold the YMCA, its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by Program Service Recipient and/or a Program Service Recipient Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.
- b. YMCA shall indemnify, defend with competent counsel and hold the Program Service Recipient its employees and agents harmless of and from any loss, damage, claim or



expense including reasonable attorney's fees arising out of any act by YMCA and/or a YMCA Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.

8. Assignment

Neither the Program Service Recipient nor the YMCA shall have the right to assign this Agreement without prior written consent of both parties.

9. Attorney's Fees

If a suit or action is brought to enforce this Agreement or any provision hereof, or to rescind or disaffirm this Agreement or any provision hereof, the prevailing party shall be entitled to recover reasonable attorney's fees and expenses, both trial and appellate, in addition to its costs and disbursements allowed by law, which shall include the costs of any discovery proceedings.

10. Binding Effect

This Agreement shall be binding upon, and shall inure to the benefit of the parties and their respective successors and assigns.

11. Amendments

No alterations to or modifications of the terms or the provisions of this Agreement shall be effective unless such alteration or such modification is reduced in writing and is then properly executed by the parties hereto.

12. Nonprofit Status of YMCA

Should anything in this Agreement adversely affect the YMCA's not-for-profit status, this Agreement may be voided at the YMCA's sole option.

IN WITNESS WHEREOF, each of the parties has duly executed this Agreement on the day and date shown forth above.

YMCA OF ORANGE COUNTY

Signature and Title
Date: 6/14/17

Program Service Recipient Name

Signature and Title
Date: 6-14-17

District Representative

Signature and Title

Date: _____

Dr. Susan Holliday, Associate Superintendent,
Education Services



YMCA Program Service Agreement/Contract PROCEDURES

A YMCA Program service agreement is used when the YMCA will be offering a service/program at another organization, or owner's premises or property. All agreements are contractually binding and require approval and authorization from the YMCA of Orange County.

Examples of YMCA Program Services:

- ☐ Backyard swim
- ☐ Lifeguarding
- ☐ Pool management
- ☐ Swim lessons
- ☐ Noon time sports
- ☐ After school sports
- ☐ After school programs
- ☐ Day/Resident camp

Requirements/Procedures:

- 1 Program Director completes the Program/Service Agreement. Exhibit A must be attached (agreement deliverables) along with a budget (if applicable).
- 2 Program Director must obtain supervisor approval.
- 3 Supervisor must obtain VP of Operations approval prior to entering into any agreement.
- 4 VP of Operations will obtain CFO/CEO approval.
- 5 Once contract is approved internally, Program Director may obtain other parties signatures.
- 6 Final signed and executed copy must be sent to supervisor and Association Office (CFO office) for insurance requirements and retention.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PE Calendar/Payment Schedule
George White

Days Selected: Monday and Wednesday
Program Selected: Noontime Sports Program

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total Monthly Cost		
September '17																																\$	\$ 525.00	
October '17		75																															\$	\$ 675.00
November '17	NS																																\$	\$ 450.00
December '17																																	\$	\$ 450.00
January '18																																	\$	
February '18																																	\$	
March '18																																	\$	
April '18																																	\$	
May '18																																	\$	

Total Cost for Year: \$ 2,100.00
Administrative Cost: \$0
Total Cost for Program: \$ 2,100.00
Payment Schedule - 1 Payment of: \$2,100.00
Due October



YMCA PROGRAM SERVICE AGREEMENT

This Agreement is made and entered into this 1st day of September, by and between the YMCA of Orange County Laguna Niguel Family (branch name), a not-for-profit corporation and Wood Canyon Elementary, referred to throughout this Agreement as the YMCA and Program Service Recipient.

WHEREAS, Program Service Recipient agrees to have YMCA conduct program at the Program Service Recipient premises and,

WHEREAS, the YMCA desires to utilize the premises of the Program Service Recipient in order to conduct program; and,

WHEREAS, it is the desire of the parties to memorialize this understanding in a written agreement in which the YMCA shall conduct program at the premises owned by Program Service Recipient and the YMCA shall be allowed to conduct program pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual promises set forth below, the parties hereby agree as follows:

1. Term

The term of this Agreement shall be for the period of Sept. 5, 2017- Dec. 21, 2017 and is subject to renewal for subsequent terms by agreement of both parties.

2. Program

The program covered by this agreement includes Program Service Recipients Premises. Attached hereto as *Exhibit A* describes the program and premises which is the subject of this Agreement.

3. Payment

The Program Service Recipient agrees to compensate the YMCA for performance of the services above on the following basis: \$2250.00 (Tuesday and Thursday)

4. Responsibilities of Program Service Recipient:

- a. Program Service Recipient shall solely be responsible for malfunctions, maintenance and repairs of equipment, facilities, premises or property. This shall include malfunctions, maintenance and repair to the equipment, facilities, premises or property provided by Program Service Recipient.
- b. The Program Service Recipient shall be responsible for full compliance with all cleaning procedures as regulated by the Department of Public Health. This shall include, but not be limited to routine and surrounding area housekeeping.
- c. The Program Service Recipient shall not violate any City, County, or State Law in or about the said premises.



5. Responsibility of YMCA

- a. To provide qualified YMCA staff during program hours. Each staff member shall have been screened, trained, have proper certifications for the program.
- b. Hire, staff, train and supervise all program staff.
- c. Provide program including: Noontime Sports (Lunchtime)
Ratio will be: 1:20
- d. Pay all compensation with respect to its staff including wages and employment taxes and benefits.
- e. The YMCA Director or his/her designee will promptly notify the designated Program Service Recipient representative of any needed repairs and will inform the representative of any safety or code violations which may require temporary closure until repair work is completed.
- f. YMCA shall be responsible for participant registration for the program and shall maintain records and related documents.
- g. YMCA shall be responsible for obtaining and maintaining participant's waivers for the program.

6. Insurance

The YMCA shall maintain at its expense during the term of this Agreement comprehensive general liability insurance for the joint protection of the YMCA and the Program Service Recipient against claims for personal injury, death or property damage arising out of the negligence by the YMCA and/or its agents arising out of the program on the premises of the Program Service Recipient property. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. Program Service Recipient shall maintain at its expense during the terms of this Agreement comprehensive general liability insurance for the joint protection of Service Recipient and the YMCA against claims of personal injury, death or property damage. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. EXCLUDED FROM THE INSURANCE COVERAGE PROVIDED BY YMCA, IS ANY OCCURRENCE WHILE ON PROGRAM SERVICE RECIPIENTS PREMISES THAT WAS NOT DUE TO THE YMCA'S NEGLIGENCE. THE PROGRAM SERVICE RECIPIENT'S INSURANCE SHALL BE THE SOLE REMEDY FOR SUCH LOSSES.

7. Indemnification

- a. Program Service Recipient shall indemnify, defend with competent counsel and hold the YMCA, its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by Program Service Recipient and/or a Program Service Recipient Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.
- b. YMCA shall indemnify, defend with competent counsel and hold the Program Service Recipient its employees and agents harmless of and from any loss, damage, claim or



expense including reasonable attorney's fees arising out of any act by YMCA and/or a YMCA Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.

8. Assignment

Neither the Program Service Recipient nor the YMCA shall have the right to assign this Agreement without prior written consent of both parties.

9. Attorney's Fees

If a suit or action is brought to enforce this Agreement or any provision hereof, or to rescind or disaffirm this Agreement or any provision hereof, the prevailing party shall be entitled to recover reasonable attorney's fees and expenses, both trial and appellate, in addition to its costs and disbursements allowed by law, which shall include the costs of any discovery proceedings.

10. Binding Effect

This Agreement shall be binding upon, and shall inure to the benefit of the parties and their respective successors and assigns.

11. Amendments

No alterations to or modifications of the terms or the provisions of this Agreement shall be effective unless such alteration or such modification is reduced in writing and is then properly executed by the parties hereto.

12. Nonprofit Status of YMCA

Should anything in this Agreement adversely affect the YMCA's not-for-profit status, this Agreement may be voided at the YMCA's sole option.

IN WITNESS WHEREOF, each of the parties has duly executed this Agreement on the day and date shown forth above.

YMCA OF ORANGE COUNTY

Signature and Title
Date: 3/17/17

Program Service Recipient Name

Signature and Title
Date: 8/9/17

District Representative

Signature and Title

Date: _____

Dr. Susan Holliday, Associate Superintendent,
Education Services



YMCA Program Service Agreement/Contract PROCEDURES

A YMCA Program service agreement is used when the YMCA will be offering a service/program at another organization, or owner's premises or property. All agreements are contractually binding and require approval and authorization from the YMCA of Orange County.

Examples of YMCA Program Services:

- ☐ Backyard swim
- ☐ Lifeguarding
- ☐ Pool management
- ☐ Swim lessons
- ☐ Noon time sports
- ☐ After school sports
- ☐ After school programs
- ☐ Day/Resident camp

Requirements/Procedures:

- 1 Program Director completes the Program/Service Agreement. Exhibit A must be attached (agreement deliverables) along with a budget (if applicable).
- 2 Program Director must obtain supervisor approval.
- 3 Supervisor must obtain VP of Operations approval prior to entering into any agreement.
- 4 VP of Operations will obtain CFO/CEO approval.
- 5 Once contract is approved internally, Program Director may obtain other parties signatures.
- 6 Final signed and executed copy must be sent to supervisor and Association Office (CFO office) for insurance requirements and retention.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PE Calendar/Payment Schedule
Wood Canyon

Days Selected: Tuesday and Thursday

Program Selected: Noontime Sports

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total Monthly Cost	
September '17				NS	75		75				75	75							75		75					75						\$ 600.00	
October '17			75		75					75		75					75		75					75								\$ 675.00	
November '17	NS	75				75			75	NS	Vet.			75									Thanksgiving					75		75		\$ 525.00	
December '17						75	75					75		75					75		75											\$ 450.00	
January '18															MLK																	\$ -	
February '18																Lin.			Was.													\$ -	
March '18																																	\$ -
April '18																																	\$ -
May '18																																	\$ -

Total Cost for Year: \$ 2,250.00
Administrative Cost: waived

Total Cost for Program: \$ 2,250.00

Payment Schedule - Payment of: \$2,250.00
Due: September 15, 2017



YMCA PROGRAM SERVICE AGREEMENT

This Agreement is made and entered into this 9th day of January, by and between the YMCA of Orange County Laguna Regent Family YMCA (branch name), a not-for-profit corporation and Wood Canyon Elementary School, referred to throughout this Agreement as the YMCA and Program Service Recipient.

WHEREAS, Program Service Recipient agrees to have YMCA conduct program at the Program Service Recipient premises and,

WHEREAS, the YMCA desires to utilize the premises of the Program Service Recipient in order to conduct program; and,

WHEREAS, it is the desire of the parties to memorialize this understanding in a written agreement in which the YMCA shall conduct program at the premises owned by Program Service Recipient and the YMCA shall be allowed to conduct program pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual promises set forth below, the parties hereby agree as follows:

1. Term

The term of this Agreement shall be for the period of Jan. 9th, 2018-April 26th, 2018 and is subject to renewal for subsequent terms by agreement of both parties.

2. Program

The program covered by this agreement includes Program Service Recipients Premises. Attached hereto as *Exhibit A* describes the program and premises which is the subject of this Agreement.

3. Payment

The Program Service Recipient agrees to compensate the YMCA for performance of the services above on the following basis: \$2,100.00 (Tuesday and Thursday)

4. Responsibilities of Program Service Recipient:

- a. Program Service Recipient shall solely be responsible for malfunctions, maintenance and repairs of equipment, facilities, premises or property. This shall include malfunctions, maintenance and repair to the equipment, facilities, premises or property provided by Program Service Recipient.
- b. The Program Service Recipient shall be responsible for full compliance with all cleaning procedures as regulated by the Department of Public Health. This shall include, but not be limited to routine and surrounding area housekeeping.
- c. The Program Service Recipient shall not violate any City, County, or State Law in or about the said premises.



5. Responsibility of YMCA

- a. To provide qualified YMCA staff during program hours. Each staff member shall have been screened, trained, have proper certifications for the program.
- b. Hire, staff, train and supervise all program staff.
- c. Provide program including: Noontime Sports Program
Ratio will be: 1:20
- d. Pay all compensation with respect to its staff including wages and employment taxes and benefits.
- e. The YMCA Director or his/her designee will promptly notify the designated Program Service Recipient representative of any needed repairs and will inform the representative of any safety or code violations which may require temporary closure until repair work is completed.
- f. YMCA shall be responsible for participant registration for the program and shall maintain records and related documents.
- g. YMCA shall be responsible for obtaining and maintaining participant's waivers for the program.

6. Insurance

The YMCA shall maintain at its expense during the term of this Agreement comprehensive general liability insurance for the joint protection of the YMCA and the Program Service Recipient against claims for personal injury, death or property damage arising out of the negligence by the YMCA and/or its agents arising out of the program on the premises of the Program Service Recipient property. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. Program Service Recipient shall maintain at its expense during the terms of this Agreement comprehensive general liability insurance for the joint protection of Service Recipient and the YMCA against claims of personal injury, death or property damage. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. EXCLUDED FROM THE INSURANCE COVERAGE PROVIDED BY YMCA, IS ANY OCCURRENCE WHILE ON PROGRAM SERVICE RECIPIENTS PREMISES THAT WAS NOT DUE TO THE YMCA'S NEGLIGENCE. THE PROGRAM SERVICE RECIPIENT'S INSURANCE SHALL BE THE SOLE REMEDY FOR SUCH LOSSES.

7. Indemnification

- a. Program Service Recipient shall indemnify, defend with competent counsel and hold the YMCA, its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by Program Service Recipient and/or a Program Service Recipient Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.
- b. YMCA shall indemnify, defend with competent counsel and hold the Program Service Recipient its employees and agents harmless of and from any loss, damage, claim or



expense including reasonable attorney's fees arising out of any act by YMCA and/or a YMCA Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.

8. Assignment

Neither the Program Service Recipient nor the YMCA shall have the right to assign this Agreement without prior written consent of both parties.

9. Attorney's Fees

If a suit or action is brought to enforce this Agreement or any provision hereof, or to rescind or disaffirm this Agreement or any provision hereof, the prevailing party shall be entitled to recover reasonable attorney's fees and expenses, both trial and appellate, in addition to its costs and disbursements allowed by law, which shall include the costs of any discovery proceedings.

10. Binding Effect

This Agreement shall be binding upon, and shall inure to the benefit of the parties and their respective successors and assigns.

11. Amendments

No alterations to or modifications of the terms or the provisions of this Agreement shall be effective unless such alteration or such modification is reduced in writing and is then properly executed by the parties hereto.

12. Nonprofit Status of YMCA

Should anything in this Agreement adversely affect the YMCA's not-for-profit status, this Agreement may be voided at the YMCA's sole option.

IN WITNESS WHEREOF, each of the parties has duly executed this Agreement on the day and date shown forth above.

YMCA OF ORANGE COUNTY

Signature and Title

Date: 12/29/17

Program Service Recipient Name

Signature and Title

Date:

District Representative

Signature and Title

Date: _____

Dr. Susan Holliday, Associate Superintendent,
Education Services



YMCA Program Service Agreement/Contract PROCEDURES

A YMCA Program service agreement is used when the YMCA will be offering a service/program at another organization, or owner's premises or property. All agreements are contractually binding and require approval and authorization from the YMCA of Orange County.

Examples of YMCA Program Services:

- ☐ Backyard swim
- ☐ Lifeguarding
- ☐ Pool management
- ☐ Swim lessons
- ☐ Noon time sports
- ☐ After school sports
- ☐ After school programs
- ☐ Day/Resident camp

Requirements/Procedures:

- 1 Program Director completes the Program/Service Agreement. Exhibit A must be attached (agreement deliverables) along with a budget (if applicable).
- 2 Program Director must obtain supervisor approval.
- 3 Supervisor must obtain VP of Operations approval prior to entering into any agreement.
- 4 VP of Operations will obtain CFO/CEO approval.
- 5 Once contract is approved internally, Program Director may obtain other parties signatures.
- 6 Final signed and executed copy must be sent to supervisor and Association Office (CFO office) for insurance requirements and retention.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PE Calendar/Payment Schedule
Wood Canyon Elementary School

Days Selected: Tuesday and Thursday
Program Selected: Noontime Sports

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total Monthly Cost
September '17			NS																													\$
October '17	NS									NS	Vet.																					\$
November '17																																\$
December '17																																\$
January '18																																\$
February '18	75																															\$
March '18																																\$
April '18																																\$
May '18																																\$

Total Cost for Year: \$ 2,100.00
Administrative Cost: 0
Total Cost for Program: \$ 2,100.00
Payment Schedule - Payment of: \$ 2,100.00
Due: April 2018

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Gregory Merwin, Associate Superintendent, Student Support Services

Prepared by: Donald Mahoney, Assistant Superintendent, Special Education, SELPA

Date: January 24, 2018

Board Item: Memorandum of Understanding with Laguna Beach Unified School District

BACKGROUND INFORMATION

The District has provided special education and related services to students of Laguna Beach Unified School District (LBUSD) who attend the District's Adult Transition Program (ATP) in prior years. The District staff has provided these services to LBUSD from the time both districts were part of the South Orange County Special Education Local Plan Area.

CURRENT CONSIDERATIONS

The Laguna Beach Unified School District is requesting to enter into a Memorandum of Understanding with the District to provide services for a LBUSD student that would be placed in the District's Adult Transition Program (ATP) during the 2017-2018 school year. LBUSD does not have an ATP within their district. The District will provide services to LBUSD students per the MOU. LBUSD will reimburse the District for all services provided.

FINANCIAL IMPLICATIONS

There is no financial impact to the District.

STAFF RECOMMENDATION

It is recommended the Board of Trustees approve the Memorandum of Understanding with the Laguna Beach Unified School District.

PREPARED BY: Donald Mahoney, Assistant Superintendent, Special Education, SELPA.

APPROVED BY: Gregory Merwin, Associate Superintendent, Student Support Services

MEMORANDUM OF UNDERSTANDING
BETWEEN CAPISTRANO UNIFIED SCHOOL
DISTRICT AND LAGUNA BEACH UNIFIED
SCHOOL DISTRICT FOR SPECIAL EDUCATION
SERVICES

This Agreement is made by and between the Capistrano Unified School District (CUSD also referred to herein as the Provider District) and the Laguna Beach Unified School District (LBUSD also referred to herein as the Sending District). CUSD and LBUSD are also referred to individually as Party, and collectively as Parties. This Agreement is based upon the following factual recitals:

RECITALS

WHEREAS, Education Code §§ 56195.1 and 56195.5 authorize school districts and special education local plan areas (SELPAs) to enter into agreements to provide for the education of special education students who may reside in other districts or counties;

WHEREAS, Education Code § 56041 provides that, except for those students meeting residency requirements for school attendance specified in Education Code section 48204(a), the district of residence responsible for providing special education and related services to students between the ages of 18-22 years, inclusive, shall be the last district of residence in effect prior to the student attaining the age of majority for non-conserved pupils, as long as and until the parent or parents relocate to a new district of residence, at which time the new district of residence shall become the responsible local educational agency;

WHEREAS, Education Code section 56028 defines a “parent” as a guardian generally authorized to act as the child’s parent or authorized to make educational decisions for the child, including a court appointed responsible adult and further provides that the court appointed responsible adult shall be determined to be the “parent” for purposes of determining residency under Education Code section 48200 et. seq.;

WHEREAS, Student is an 18 year old conserved adult student (Student) eligible for special education and related services under the Individuals with Disabilities Education Act (IDEA);

WHEREAS, Student’s parent resides within the boundaries of LBUSD which the Parties believe to be Student’s district of residence;

WHEREAS, Student currently resides in parent’s home and parent desires student to attend school within the boundaries of CUSD;

WHEREAS, the Parties wish to enter into this Agreement regarding the provision of special education and related services for Student.

NOW, THEREFORE, CUSD and LBUSD agree as follows:

1. Recitals

The recitals stated above are incorporated into this Agreement.

2. Term of Agreement

This Agreement is effective for the period beginning December 28, 2017 through June 30, 2018.

3. Educational Placement and Services

The Parties agree that Student will be enrolled in an adult transition program within CUSD. CUSD agrees to implement Student's Individualized Education Program (IEP) developed by LBUSD, including all related services, and provide Student with a free appropriate public education during the time that Student is enrolled in a CUSD educational program.

In the event CUSD determines it is no longer able to implement Student's IEP or to continue to provide Student's special education and related services, CUSD shall immediately notify LBUSD of its intent to terminate this MOU, by sending a letter to LBUSD's Director of Special Education and SELPA Operations and this MOU will be considered terminated 60 days following such notification. In the event LBUSD wishes to terminate this MOU, written notice must be provided to CUSD's Assistant Superintendent, SELPA and Special Education Operations and 60 days following such notification this MOU will be considered terminated.

In the event Student moves out of LBUSD's boundaries, LBUSD shall immediately notify CUSD of Student's change in residence.

4. Annual and Triennial IEP Meetings

CUSD shall notify LBUSD of Student's IEP meetings (Student/school request, annual, and triennial review IEP team meetings) by e-mail to LBUSD's Director of Special Education with at least two weeks' advance notice, and LBUSD will provide a representative to participate in the development of the IEP (telephonically or in person). For any change in services specified on the current IEP, a LBUSD representative who is authorized to approve or disapprove the allocation of specified LBUSD resources necessary for the implementation of the IEP shall be involved in the development of the IEP. LBUSD will complete assessments/evaluations required for Student's triennial assessment/IEP. CUSD will participate and collaborate in the assessment process. If Parent or court appointed responsible adult requests assessment outside this triennial assessment, CUSD will inform LBUSD within two days of the request by notifying LBUSD's Director of Education via e-mail.

5. Due Process Proceedings

If Parent or court appointed responsible adult contests the termination of services by initiating a due process proceeding with the Office of Administrative Hearing (OAH), CUSD will abide by the "stay-put" requirement of state and federal law unless the Student or his court appointed responsible adult agree otherwise or an interim alternative educational placement is deemed lawful and appropriate by LBUSD or OAH.

Upon request by LBUSD, CUSD will fully participate in special education due process proceedings including mediations and hearings, as requested by LBUSD. Full participation shall include, but in no way limited to, cooperating with LBUSD representatives to provide all documentation that pertains to CUSD's adult transition program and/or the implementation of Student's IEP.

6. Payment for Educational Placement and Services

LBUSD agrees to fund Student's educational placement and services within CUSD. LBUSD agrees to pay CUSD as follows:

- a. Placement and Services: LBUSD will fund Student's placement in CUSD's Adult Transition Program in accordance with the funding formula included in Exhibit A.
- b. Payment and Final Accounting: A final accounting to determine the cost of attendance and billing costs to LBUSD will be made no later than September 15, 2018 for the 2017-2018 school year.
- c. Attendance: For the purpose of this MOU, Student will be considered enrolled for the 2017-2018 school year. For each month Student is enrolled, payment will be due for all services. To withdraw Student from attendance, this Agreement must be terminated (per Section 3) or Student/District may provide written notice to CUSD by the 25th of the month that Student will not be attending the following month.

7. No Waiver

The failure of CUSD 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 such terms or option on any future occasion.

8. Hold Harmless

To the extent permitted by law, and except for the gross negligent acts or omissions of employees, agents and officers of LBUSD, CUSD hereby agrees to hold harmless, indemnify and defend LBUSD and its governing board, officers, agents and employees from all claims, demands, liabilities, losses, damages, or expenses of any nature whatsoever arising from or connected with CUSD's performance of services during the term of this Agreement.

To the extent permitted by law, and except for the gross negligent acts or omissions of employees, agents and officers of CUSD, LBUSD hereby agrees to hold harmless, indemnify and defend CUSD and its governing board, officers, agents and employees from all claims, demands, liabilities, losses, damages, or expenses of any nature whatsoever arising from or connected with the performance of services other than for the operation of CUSD during the term of this Agreement.

9. Independent Contractors

CUSD and LBUSD, in the performance of services pursuant to this Agreement, shall be and act as an independent contractor. Each party understands and agrees that it and all of its employees shall not be considered officers, employees or agents of either of the parties to this Agreement. Each party assumes the full responsibility for the acts and/or omissions of its employees as they relate to the services to be provided under this Agreement.

10. Complete Agreement

This Agreement is the complete Agreement of the Parties. Any amendments hereto shall be in writing and shall be dated and executed by both Parties.

11. Applicable Law

This Agreement is governed by California state and federal law, and shall be interpreted as if jointly drafted by the Parties to this Agreement.

12. Severability

If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall continue in full force and effect.

13. Counterparts

This Agreement may be signed in counterparts. A copy or original of this document with all signature pages appended together shall be deemed a fully executed Agreement. Facsimile signatures shall be deemed as binding as original signatures.

14. Authorized Signatures

The individuals signing this Agreement warrant that they are authorized to do so, and further, that they are authorized to make the promises in this Agreement on behalf of the respective Parties.

15. Governing Board Approval

This Agreement is contingent upon approval by the Parties' respective Governing Boards.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed.

APPROVED BY:
Capistrano Unified School District

PROVIDER DISTRICT

BY: _____
(Authorized Agent Signature)

Gregory Merwin, Ed.D.
(Print Name)

Associate Superintendent
(Title)

DATE: _____

BOARD APPROVAL: _____

SPECIAL ED MOU
cc: SELPA

Laguna Beach Unified School District

SENDING DISTRICT

BY: _____
(Authorized Agent Signature)

Jason Vilorio, Ed.D.
(Print Name)

Superintendent
(Title)

DATE: _____

BOARD APPROVAL: _____

Exhibit A
Special Education Department
Estimated CUSD Adult Transition Student Cost
2017-2018

Program Cost per Month	\$1,740 per month
Speech and Language	\$40.00 per hour
1:1 IA	\$32.50 per hour
VI	\$40.00 per hour
HI	\$35.00 per hour
Audiology	\$85.00 per hour
OM	\$53.00 per hour

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: January 24, 2018

Board Item: Second Quarter Report – Williams Settlement Legislation Uniform Complaint

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 Uniform Complaint Second 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 Uniform Complaint Second Quarter Report.

PREPARED BY: Rich Montgomery, Executive Director, Human Resource
Services/Compliance

APPROVED BY: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource
Services



2017-18 Quarterly Report Williams Legislation Uniform Complaints

District: Capistrano Unified School District

District Contact: Rich Montgomery *RM*

Title: Executive Director, Human Resource Services/Compliance

- | | | |
|--|-------------------------------|---------------------------------------|
| <input type="checkbox"/> Quarter #1 | July 1 - September 30, 2017 | Report due by October 27, 2017 |
| <input checked="" type="checkbox"/> Quarter #2 | October 1 - December 31, 2017 | Report due by January 26, 2018 |
| <input type="checkbox"/> Quarter #3 | January 1 - March 31, 2018 | Report due by April 27, 2018 |
| <input type="checkbox"/> Quarter #4 | April 1 - June 30, 2018 | Report due by July 27, 2018 |

Check the box that applies:

- ☐ No complaints were filed with any school in the district during the quarter indicated above.
- ☒ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of the complaints.

Type of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancies or Misassignments	0	0	0
Facility Conditions	6	6	0
TOTALS	6	6	0

Name of Superintendent: Kirsten M. Vital

Signature of Superintendent: *KM*

Date: 1/8/2018

Please submit to:

Thea Savas
Senior Administrative Assistant
200 Kalmus Drive, B-1009
P.O. Box 9050, Costa Mesa, CA 92628-9050

Phone: (714) 966-4336; Email: tsavas@ocde.us; Fax: (714) 327-1371

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

Prepared by: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services

Date: January 24, 2018

Board Item: Annual Report – Employment of Relatives

HISTORY

This is a standing item that is presented to the Board of Trustees on an annual basis.

BACKGROUND INFORMATION

Board Policy 4112.8, 4212.8, 4312.8, Employment of Relatives, requires the Board of Trustees be provided the names, positions and work locations of close relatives employed within the same department or work location. The purpose of this policy is to ensure that assignments do not interfere with the orderly supervision, security or morale of the school, department or work location. For purposes of this policy, relative includes the individual's spouse, domestic partner, parents, grandparents, great-grandparents, children, stepchildren, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse or domestic partner. District department administrators and principals were asked to provide information regarding the names and positions of close relatives employed within their work location. The information provided confirms that the assignment of close relatives at the identified work locations is not interfering with the orderly supervision, security or morale of those work locations.

CURRENT CONSIDERATIONS

This agenda item presents for Board consideration the approval of Annual Report – Employment of Relatives.

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 approve the Annual Report – Employment of Relatives.

PREPARED BY: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource
Services

January 24, 2017

Work Location	Employee Full Name	Position Title	Relative's Full Name	Relation to Employee	Relative's Position Title	Supervisor
Adult Transition/Bridges/CLASS/Career Prep	Aaron Talili	Job Technician I	Mai Talili	Aunt	Job Tech I	Clint Collins
Adult Transition/Bridges/CLASS/Career Prep	Melanie Lavering	Teacher	Steve Lavering	Spouse	Teacher	Clint Collins
Adult Transition/Bridges/CLASS/Career Prep	Denise Jones	Job Technician I	Zac Jones	Son	Job Technician I	Clint Collins
Aliso Niguel High School	Lisa Ezratty	Teacher	Ken Ezratty	Spouse	Assistant Principal	Deni Christensen
Aliso Niguel High School	Ada Cowan-Ruhlen	Teacher	Richard Ruhlen	Spouse	Teacher	Deni Christensen
Aliso Niguel High School	Kurt Westling	Teacher	Wayne Westling	Brother	Teacher	Deni Christensen
Aliso Viejo Middle School	Phil Andrews	Teacher	Megan Persinger	Sister	Teacher	Cynthia Steinert
Capistrano Valley High School	Tim Garrity	Teacher	Christine Garrity	Spouse	Teacher	John Misustin
Capistrano Valley High School	Amanda Carlisle	Teacher	Bruce Carlisle	Spouse	Teacher	John Misustin
Capistrano Valley High School	Katy Miller	Teacher	M. Cole Miller	Spouse	Teacher	John Misustin
Capistrano Valley High School	Steven Yancey	Teacher	Kendra Yancey	Daughter	Teacher	John Misustin
Dana Hills High School	Brittany Casey	Teacher	Nathan Longdon	Brother	CTE Teacher/Walk On Coach	Josh Porter
Dana Hills High School	Tim Sampson	Teacher	Andra Sampson	Spouse	Teacher	Josh Porter
Early Childhood Programs	Melanie Copeland	Site Facilitator/Preschool Teacher	Theres Copeland	Sister-in-law	IA-Preschool	Debbie Keeler
Food and Nutrition Services	Maria Ortiz	FS Cashier	Octavio Rodriguez	Brother	FS Delivery Driver	Kristin Hilleman
Food and Nutrition Services	Lorena Zamarripa	FS Worker	Elvira Farias	Sister	FS Worker	Kristin Hilleman
Food and Nutrition Services	Patricia Farias	FS Worker	Elvira Farias	Sister-in-law	FS Worker	Kristin Hilleman
Food and Nutrition Services	Yessica Aldama Moreno	FS Cashier	Maria Ortiz	Mother-in-law	FS Cashier	Kristin Hilleman
Food and Nutrition Services	Deborah Rodriguez	FS Cashier	Fernanda Santillan	Cousin	FS Cashier	Kristin Hilleman
Ladera Ranch Middle School	Heather Love	Teacher	Denise Rothchild	Sister	Teacher	George Duarte
Laguna Niguel Elementary School	Linda Miller	Teacher	Karen O'Halloran	Sister	Teacher	Michelle Moore
Las Flores Middle School	Chad Wanders	Teacher	Michelle Wanders	Spouse	Teacher	Sean McNamara
Las Palmas Elementary School	Sandra Mora	Teacher	Gabriela Mora	Sister	IA	Kristen Nelson
Marco Forster Middle School	Kathleen Stough	Teacher	Corey Stough	Spouse	Teacher	Carrie Bertini
Moulton Elementary School	Jill Andersen	Teacher	Kathleen Bressler	Sister	IA-Special Education	Jacqueline Campbell
Oso Grande Elementary School	Marla Weiske	Office Manager	Debbie Schooler	Aunt	Itinerant IBI Tutor	Jayne Martin
Oso Grande Elementary School	Jayne Martin	Principal	Katie Martin	Daughter	Works at YMCA	Jayne Martin
R.H. Dana ENF	Karen Keyte	IF-Special Education	Gabrielle Keyte	Daughter	IF-Special Education	Judy Dore
R.H. Dana ENF	Mary Beck	IF-Special Education	Karen Keyte	Sister	IF-Special Education	Judy Dore
San Clemente High School	Elizabeth Kerr	Science Dept. Chair	Brad Kerr	Son	Teacher	Chris Carter
San Clemente High School	Brenda Kerr	LVN	Alex Barrios	Husband	Custodian	Chris Carter
San Juan Hills High School	Robert Spiers	Teacher	Sharon Spiers	Spouse	Teacher	Jennifer Smalley
Shorecliffs Middle School	Scott Kearney	Teacher	Tanya Schwab-Kearney	Spouse	Teacher	Brad Baker
Student Support Services	Donald Mahoney	Assistant Superintendent	Rachael Lewis	Mother-in-law	Admin. on Special Assignment	Greg Merwin
Tesoro High School	Colleen Harnett	Teacher	Patrick Harnett	Spouse	Teacher	Dan Burch
Tesoro High School	Jennifer Woodward	Teacher	Richard Woodward	Spouse	Teacher	Dan Burch
Transportation	Heidi Harris	State Certified Instructor	Vicki Isch-Hewell	Sister	Dispatcher	Carlos Chicas
Transportation	Curtis Goodwin	Mechanic	Vicki Isch-Hewell	Cousin	Dispatcher	Carlos Chicas
Transportation	Curtis Goodwin	Mechanic	Heidi Harris	Cousin	State Certified Instructor	Carlos Chicas
Transportation	Lesa Gibson	Bus Driver	Edward Pfrommer	Spouse	Bus Driver	Carlos Chicas

January 24, 2017							
Work Location	Employee Full Name	Position Title	Relative's Full Name	Relation to Employee	Relative's Position Title	Supervisor	
Transportation	James Conti	Bus Driver	Monica Conti	Spouse	Bus Driver	Carlos Chicas	
Transportation	Piedad Garcia	Bus Driver	Chris Ortega	Son	Bus Driver	Carlos Chicas	
Transportation	Kym Gonzales	Bus Driver	Kaili Galvan	Daughter	Bus Driver	Carlos Chicas	
Transportation	Daniel Ramirez	Bus Driver	Matthew Martinez	Spouse	Bus Driver	Carlos Chicas	
Transportation	Matthew Martinez	Bus Driver	Daniel Ramirez	Spouse	Bus Driver	Carlos Chicas	
Transportation	Kevin Cooper	Bus Driver	Trenton Cooper	Son	IF	Carlos Chicas	
Transportation	Kimberly Doering	IF	Ross Doering	Spouse	Sub Bus Driver	Carlos Chicas	

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services
Prepared by: Riki Belshe, ATAP II

Date: January 24, 2018

Board Item: Supervised Fieldwork Agreement with Brandman University

HISTORY

Historically, the District has partnered with universities to allow their students to be paired with experienced District counselors recommended by their administrator for this role. The fieldwork experience is a California Commission on Teacher Credentialing requirement to earn a California Pupil Personnel Services Credential. Universities pay a stipend to District counselors who work with their students.

BACKGROUND INFORMATION

In order to recruit the best new counselors, the District partners with Brandman University, to place university students with District counselors at District school sites for supervised fieldwork experiences.

CURRENT CONSIDERATIONS

This agenda item presents for Board consideration the approval of the Supervised Fieldwork Agreement with Brandman University.

FINANCIAL IMPLICATIONS

There is no fiscal impact.

STAFF RECOMMENDATION

It is recommended the Board of Trustees approve the Supervised Fieldwork Agreement with Brandman University.

PREPARED BY: Riki Belshe, ATAP II

APPROVED BY: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource
Services

SUPERVISED FIELDWORK AGREEMENT

Please check below all the applicable supervised fieldwork in which in your District will be participating with Brandman University Irvine Campus.

TEACHER EDUCATION

☐

SCHOOL PSYCHOLOGY

☐

SCHOOL COUNSELING

☒

EDUCATION ADMINISTRATION

☐

THIS AGREEMENT is made and entered into by and between Brandman University hereinafter called the "UNIVERSITY," and the Capistrano Unified School District, hereinafter called "FIELDWORK SITE."

I. RESPONSIBILITIES OF THE UNIVERSITY

- A. The UNIVERSITY will assure that the student shall have completed the necessary educational prerequisites, to be eligible for supervised fieldwork including proof of negative TB test current within one year of supervised fieldwork and issuance of finger print clearance.
- B. The UNIVERSITY shall designate a faculty or staff member to coordinate, consult, and collaborate with the classroom teacher or district designee of the FIELDWORK SITE, the activities of each student assigned to FIELDWORK SITE and student fieldwork experience.
- C. The UNIVERSITY shall complete periodic observations and/or evaluations of the student regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY faculty or staff member and the FIELDWORK SITE supervisor.
- D. The UNIVERSITY may provide monetary compensation for services rendered by the FIELDWORK SITE in an amount not to exceed the actual cost of the services rendered by the FIELDWORK SITE per Appendix A.

II. RESPONSIBILITIES OF THE FIELDWORK SITE

- A. The FIELDWORK SITE shall provide students with experiences with a student population that is diverse in terms of ethnicity, culture, language, socio-economics and/or special needs.
- B. The FIELDWORK SITE staff will promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or involving employees or agents of the FIELDWORK SITE, take prompt and effective remedial action when discrimination or harassment is found to have occurred, and promptly notify the UNIVERSITY of the existence and outcome of any complaint of harassment by, against, or involving any participating student.
- C. The FIELDWORK SITE staff will provide, upon request by any participating student, such reasonable accommodations at the FIELDWORK SITE as required by law in order to allow qualified disabled students to participate in the program.

- D. To provide for emergency health care of the student in case of accident at the expense of the student.
- E. To provide all participating students with a copy of the FIELDWORK SITE'S rules, regulations, policies, and procedures with which the students are expected to comply and notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience.
- F. Comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.
- G. The FIELDWORK SITE staff shall comply with APPENDIX B regarding the FIELDWORK SITE'S supervision of UNIVERSITY students.

III. THE PARTIES MUTUALLY AGREE

- A. The FIELDWORK SITE shall provide field experiences in such schools or classes of the FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE and the UNIVERSITY.
- B. The FIELDWORK SITE may, for good cause, refuse to accept for field experiences, or terminate the field experience assignment of any student of the UNIVERSITY assigned to the FIELDWORK SITE in writing. Prior to removal of a student, the FIELDWORK SITE shall consult with the UNIVERSITY about its concerns and proposed course of action. The UNIVERSITY may terminate the field experience assignment or student teaching assignment of any student of the UNIVERSITY at the FIELDWORK SITE at any time, and may do so if the FIELDWORK SITE so requests in writing with a statement of reasons why the FIELDWORK SITE desires to have the student withdrawn.
- C. Neither party shall discriminate in the assignment of students on the basis of race, color, disability, sex, religion, national origin, ancestry, sexual orientation, or any other basis prohibited by law.
- D. The UNIVERSITY agrees to indemnify, hold harmless, and defend the FIELDWORK SITE, its agents, and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the FIELDWORK SITE because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its agents, employees, or students.
- E. The FIELDWORK SITE agrees to indemnify, hold harmless, and at the UNIVERSITY'S request, defend the UNIVERSITY, its agencies and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the UNIVERSITY because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement, and due or claimed to be due to the negligence of the FIELDWORK SITE, its agents, or employees.
- F. The parties agree that the students are considered learners who are fulfilling specific requirements for field experiences as part of a degree and/or credential requirement. Therefore, regardless of the nature or extent of the acts performed by them, students are not to be considered employees or agents of either the UNIVERSITY or the FIELDWORK SITE for any purpose including Workers' Compensation or any other employee benefit programs. The students shall not be entitled to any monetary remuneration for services performed by them in the course of their training.

- G. The parties mutually agree each shall provide and maintain commercial general liability insurance or self-insurance acceptable to both parties in the minimum amounts of \$1,000,000 per occurrence, \$3,000,000 general aggregate and upon request shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Agreement. Each Certificate of Insurance shall specify that should any above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.
- H. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- I. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- J. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

FIELDWORK SITE CONTACT INFORMATION:

Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675
Attn: Ricki Belshi, ATAP II
Tel: (949) 234-9387

UNIVERSITY CONTACT INFORMATION:

Brandman University
16355 Laguna Canyon Road
Irvine, CA 92618
Attn: School of Education, Dean
Fax: (800) 775-0128

- K. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.
- L. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.
- M. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.
- N. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be Orange County, California.

IV. TERM AND TERMINATION OF AGREEMENT

- A. THE TERM of this Agreement shall be effective January 8, 2018 and shall continue in full force and effect through January 7, 2021. This Agreement may be renewed for one (1) additional term of the contract by mutual written consent of the parties.
- B. THIS AGREEMENT may be terminated by either the UNIVERSITY or the FIELDWORK SITE with or without cause upon thirty (30) days written notice provided that (subject to the other terms of this Agreement) all students performing fieldwork at the time of notice of termination are given the opportunity to complete their fieldwork at the Fieldwork Site.

SIGNATURES:

FIELDWORK SITE: Signature: _____
 Name: _____
 Title: _____
 Date: _____

UNIVERSITY: Signature: _____
 Name: Phillip L. Doolittle
 Title: Executive Vice Chancellor of Finance and
 Administration and Chief Financial Officer
 Date: _____

Appendix A
Payment for Master Teachers for Teacher Education Fieldwork Only

I. SPECIAL PROVISIONS – RATES and PAYMENTS

- (a) \$ 200 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Multiple and Single Subject Credential candidates.
- (b) \$ 200 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Education Specialist Instruction Credential (Special Education) candidates.

METHOD OF PAYMENT: Stipend is to be paid directly to the Master Teacher.

In the event the assignment of a UNIVERSITY student is terminated by the UNIVERSITY and/or the FIELDWORK SITE for any reason after the student has been in student teaching and has been at the assignment for a minimum of two weeks, MASTER TEACHER shall receive payment for one assignment on account of each student as though there had been no termination of the assignment. Said payment is to exceed no more than six (6) units per session of terminated assignment. In the event the field experience of a UNIVERSITY student is terminated by the UNIVERSITY and/or the MASTER TEACHER for any reason after the student has been in the field experience for a minimum of two weeks, MASTER TEACHER shall receive payment for one assignment on account of each student as though there had been no termination of the assignment.

Within thirty (30) days following the close of each session or academic session of the UNIVERSITY, the MASTER TEACHER shall submit an invoice and I-9 form as provided and signed to them by the UNIVERSITY, to the UNIVERSITY for payment at the rate provided therein for all field experiences provided by the FIELDWORK SITE under and in accordance with this agreement during said session. This process may be altered according to individual districts procedures as to the manner in which the invoicing will proceed so long as the parties mutually agree to such alteration in advance.

Appendix B

Specific Supervision Requirements for Each Program

Teacher Education Fieldwork:

- A. "Field Experience" as used herein and elsewhere in this agreement means active participation in the duties and function of classroom under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the field experience is provided, and have completed a minimum of three years successful teaching experience. "Student Teaching" is used herein and elsewhere in this agreement means participation in the duties and function of classroom teaching under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid, teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the student teaching experience is provided, and have completed a minimum of three years successful teaching experience.
- B. The UNIVERSITY'S Teacher Education Policy provides that student teachers without emergency or substitute permits may not be asked by the school districts to serve and be paid for substitute teaching as, under California law, student teachers are not certificated personnel and as they require full-time supervision. Those holding substitute or emergency permits may substitute for their master teacher only (a maximum of four (4) days only): when s/he is ill; when it is determined by the principal that this is in the best interest of the students in the classroom as well as the candidate; after the first four weeks of the first assignment; and/or when the candidate is paid.
- C. "Session of Student Teaching," for Multiple Subject and Single Subject Credential candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- D. "Session of Student Teaching," for Education Specialist Instruction Credential (Special Education) candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- E. An assignment of a Multiple Subject and Single Subject Credential candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a two eight (8) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- F. An assignment of an Education Specialist Instruction Credential (Special Education) candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a single eight (8) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- G. The assignment of a UNIVERSITY student to field experiences and student teaching at FIELDWORK SITE shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper FIELDWORK SITE officials the assignment papers or

other documents provided by the UNIVERSITY effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

School Counseling Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school counselor with at least two years of professional experience.
- B. Provide opportunities for students to gain a broad range of experiences, including experiences in:
 - a. Personal and career assessments
 - b. Personal counseling experience in either an individual or group context
 - c. Experience in School-based programs serving parents and family members
 - d. Observing classroom instruction
 - e. Attending district and school based meetings
 - f. Mapping school-based community resources
 - g. The candidate is to perform, under supervision, the functions of school counselors in school counseling domains.
 - h. Participating in professional development activities.
 - i. Participating in individual or group supervision.
 - j. Learning about and using technology and information systems.
 - k. Learning about Individual differences and student diversity.
- C. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including, (a) middle school or junior high, and (b) high school.
- D. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school counselor who has at least two years experience in school counseling to serve as the primary supervisor. The student may also work with other experienced school counselors for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- E. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- F. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- G. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

I. Specific Supervision Requirements School Psychology Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school psychologist with at least two years of professional experience.
- B. Provide experiences with a diverse student population.
- C. Provide experiences with a variety of educational programs.
- D. Provide opportunities for students to gain a broad range of experiences, including experiences in:

- a. Data based decision making: Assessing and reevaluating individual pupils and their programs.
 - b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
 - c. Developing, implementing and evaluating academic and behavioral interventions.
 - d. Providing counseling and other mental health interventions.
 - e. Home, school, community collaboration: working with parents and community members.
 - f. Learning about, helping develop, or evaluating policy, practices and programs.
 - g. Participating in professional development activities.
 - h. Participating in individual or group supervision.
 - i. Learning about and using technology and information systems.
 - j. Learning about Individual differences and student diversity.
- E. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- F. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school psychologist who has at least two years experience in School Psychology to serve as the primary supervisor. The student may also work with other experienced school psychologists for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- G. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- H. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluations of the student's performance near the end of each university session.
- I. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

School Administration:

- A. The FIELDWORK SITE shall provide student with individual and/or small group supervision from an experienced school administrator.
- B. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual and/or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- C. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services
Prepared by: Riki Belshe, ATAP II

Date: January 24, 2018

Board Item: Supervised Internship Agreement with Brandman University

HISTORY

Historically, the District has partnered with universities to allow their students to be paired with experienced District employees recommended by their administrator for this role. The fieldwork experience is a California Commission on Teacher Credentialing requirement to earn a credential.

BACKGROUND INFORMATION

In order to recruit the best new school psychologists, administrators, and school counselors, the District partners with Brandman University, to place university students with District employees at District school sites for supervised fieldwork experiences.

CURRENT CONSIDERATIONS

This agenda item presents for Board consideration the approval of the Supervised Internship Agreement with Brandman University.

FINANCIAL IMPLICATIONS

There is no fiscal impact.

STAFF RECOMMENDATION

It is recommended the Board of Trustees approve the Supervised Internship Agreement with Brandman University.

PREPARED BY: Riki Belshe, ATAP II

APPROVED BY: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services



SUPERVISED INTERNSHIP AGREEMENT

Please check below all the applicable supervised fieldwork in which in your District will be participating with Brandman University Irvine Campus.

SCHOOL PSYCHOLOGY

☒

EDUCATION ADMINISTRATION

☒

SCHOOL COUNSELING

☒

THIS AGREEMENT is made and entered into by and between Brandman University hereinafter called the "UNIVERSITY," and the Capistrano Unified School District, hereinafter called "FIELDWORK SITE."

WHEREAS, an INTERN, as defined in Appendix A, is required to enroll in education courses while serving under the supervision of experienced UNIVERSITY and FIELDWORK SITE professionals, during which time the INTERN shall hold an internship credential granted by the California Commission on Teacher Credentialing, (hereinafter the "COMMISSION").

I. RESPONSIBILITIES OF THE UNIVERSITY

- A. The UNIVERSITY will assure that the student shall have completed the necessary educational prerequisites, if so required, to be eligible for supervised fieldwork.
- B. The UNIVERSITY shall designate a faculty or staff member to coordinate, consult, and collaborate with the classroom teacher or district designee of the FIELDWORK SITE, the activities of each student assigned to FIELDWORK SITE and student fieldwork experience.
- C. The UNIVERSITY shall complete periodic observations and/or evaluations of the student regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY faculty or staff member and the FIELDWORK SITE supervisor.

II. RESPONSIBILITIES OF THE FIELDWORK SITE

- A. The FIELDWORK SITE shall provide field experiences in such schools or classes of the FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE and the UNIVERSITY.
- B. The FIELDWORK SITE shall provide students with experiences with a student population that is diverse in terms of ethnicity, culture, language, socio-economics and/or special needs.
- C. The FIELDWORK SITE staff will promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or

involving employees or agents of the FIELDWORK SITE, take prompt and effective remedial action when discrimination or harassment is found to have occurred, and promptly notify the UNIVERSITY of the existence and outcome of any complaint of harassment by, against, or involving any participating student.

- D. To notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience.
- E. Comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.
- F. The FIELDWORK SITE staff shall comply with APPENDIX B regarding the FIELDWORK SITE's supervision of UNIVERSITY students.
- G. The FIELDWORK SITE acknowledges that each INTERN under this Agreement shall be a paid employee of the FIELDWORK SITE and thus covered under the FIELDWORK SITE'S insurance policies, including Workers' Compensation, to the extent available to other teachers. No intern shall be considered an employee or agent of Brandman University while performing services for the District.

III. THE PARTIES MUTUALLY AGREE

- A. Neither party shall discriminate in the assignment of INTERNS on the basis of race, color, disability, gender, religion, national origin, ancestry, sexual orientation, or any other basis prohibited by law.
- B. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- C. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

FIELDWORK SITE CONTACT INFORMATION:

Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675
Attn: Riki Belshe, ATAP II
Tel: (949) 234-9387

UNIVERSITY CONTACT INFORMATION:

Brandman University
16355 Laguna Canyon Road
Irvine, CA 92618
Attn: School of Education, Dean
Fax: (800) 775-0128

- D. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.
- E. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.
- F. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this

Agreement.

- G. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be Orange County, California.


IV. TERM AND TERMINATION OF AGREEMENT

- A. THE TERM of this Agreement shall be effective January 8, 2018 and shall continue in full force and effect through January 7, 2021. This Agreement may be renewed for one (1) additional term of the contract by mutual written consent of the parties.
- B. THIS AGREEMENT may be terminated by either the UNIVERSITY or the FIELDWORK SITE with or without cause upon thirty (30) days written notice provided that (subject to the other terms of this Agreement) all students performing fieldwork at the time of notice of termination are given the opportunity to complete their fieldwork at the Fieldwork Site.

SIGNATURES:

FIELDWORK SITE: Signature: _____
Name: _____
Title: _____
Date: _____

UNIVERSITY: Signature: _____
Name: Phillip L. Doolittle
Title: Executive Vice Chancellor of Finance and
Administration and Chief Financial Officer
Date: _____

Signature:  _____
Name: Dr. Christine Zeppos
Title: Dean, School of Education
Date: _____

Appendix A
Definition of Internship

- A. "INTERN" is defined according to the COMMISSION as a person who is enrolled in a COMMISSION-approved internship program and is serving with an Internship Credential issued upon the recommendation of the UNIVERSITY.
- B. INTERNS shall not displace certificated FIELDWORK SITE employees. FIELDWORK SITE further agrees to provide written certification that no person with the appropriate credential, background and qualifications is interested and/or available in the position that is the subject matter of this Agreement.
- C. The internship may continue for a period of up to two years and the credential may be renewed upon a showing of good cause.
- D. The internship program is being implemented in order to provide the INTERN with an opportunity to gain field experience on a paid basis. In the event that the internship is being developed to meet an employment shortage, FIELDWORK SITE agrees to provide a statement regarding the availability of qualified, certificated individuals holding the appropriate credential.
- E. The Internship Credential is issued for service only in the FIELDWORK SITE District and the UNIVERSITY shall notify the COMMISSION of the FIELDWORK SITE'S participation.

Appendix B
Specific Supervision Requirements for Each Program

School Counseling Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school counselor with at least two years of professional experience.
- B. Provide opportunities for students to gain a broad range of experiences, including experiences in:
 - a. Personal and career assessments
 - b. Personal counseling experience in either an individual or group context
 - c. Experience in School-based programs serving parents and family members
 - d. Observing classroom instruction
 - e. Attending district and school based meetings
 - f. Mapping school-based community resources
 - g. The candidate is to perform, under supervision, the functions of school counselors in school counseling domains.
 - h. Participating in professional development activities.
 - i. Participating in individual or group supervision.
 - j. Learning about and using technology and information systems.
 - k. Learning about Individual differences and student diversity.
- C. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including, (a) middle school or junior high, and (b) high school.
- D. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school counselor who has at least two years experience in school counseling to serve as the primary supervisor. The student may also work with other experienced school counselors for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- E. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- F. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- G. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

I. Specific Supervision Requirements School Psychology Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school psychologist with at least two years of professional experience.
- B. Provide experiences with a diverse student population.

- C. Provide experiences with a variety of educational programs.
- D. Provide opportunities for students to gain a broad range of experiences, including experiences in:
 - a. Data based decision making: Assessing and reevaluating individual pupils and their programs.
 - b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
 - c. Developing, implementing and evaluating academic and behavioral interventions.
 - d. Providing counseling and other mental health interventions.
 - e. Home, school, community collaboration: working with parents and community members.
 - f. Learning about, helping develop, or evaluating policy, practices and programs.
 - g. Participating in professional development activities.
 - h. Participating in individual or group supervision.
 - i. Learning about and using technology and information systems.
 - j. Learning about Individual differences and student diversity.
- E. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- F. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school psychologist who has at least two years experience in School Psychology to serve as the primary supervisor. The student may also work with other experienced school psychologists for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- G. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- H. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluations of the student's performance near the end of each university session.
- I. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

School Administration Fieldwork:

- A. The FIELDWORK SITE shall provide student with individual and/or small group supervision from an experienced school administrator.
- B. The FIELDWORK SITE shall provide student with experiences with a diverse student population.
- C. The FIELDWORK SITE shall provide student with experiences with a variety of educational programs.
- D. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual and/or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- E. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university semester.
- F. The FIELDWORK SITE shall ensure that the student will be treated by the FIELDWORK SITE as part of the professional staff and is provided a supportive work environment and adequate supplies. In addition, it shall see that the INTERN is encouraged to participate in district or county committees and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services
Prepared by: Riki Belshe, ATAP II

Date: January 24, 2018

Board Item: Master Clinical Field Experience Agreement with California Baptist University

HISTORY

Historically, the District has partnered with universities to allow university speech-language pathology students to be paired with experienced District speech-language pathologists recommended by their administrator as a field experience director. The field experience is a California Commission on Teacher Credentialing requirement to earn a California Speech-Language Pathology Services Credential.

BACKGROUND INFORMATION

In order to recruit the best new speech-language pathologists, the District partners with California Baptist University to place university speech-language pathology students with speech-language pathologists at District school sites.

CURRENT CONSIDERATIONS

This agenda item presents for Board consideration the approval of the Master Clinical Field Experience Agreement with California Baptist University.

FINANCIAL IMPLICATIONS

There is no fiscal impact.

STAFF RECOMMENDATION

It is recommended the Board of Trustees approve the Master Clinical Field Experience Agreement with California Baptist University.

PREPARED BY: Riki Belshe, ATAP II

APPROVED BY: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services



MASTER CLINICAL FIELD EXPERIENCE AGREEMENT

California Baptist University

This Master Clinical Field Experience Agreement (“Agreement”) is entered into this **24 day of January, 2018** (the “Effective Date”) by and between **California Baptist University located in Riverside, California (“CBU”)** and **Capistrano Unified School District** (the “Experience Provider”) located at **33122 Valle Blvd., San Juan Capistrano, CA 92675**. CBU and Experience Provider are each a “Party” and are sometimes collectively referred to herein as the “Parties.”

1. **INTER-INSTITUTIONAL APPLICATION:** In order to facilitate clinical field experience opportunities, this Agreement is intended to govern the relationship between CBU and Experience Provider with respect to students from CBU involved in a clinical field experience arrangement with the Experience Provider.

2. **GENERAL CONSIDERATIONS:**

2.1 A clinical field experience is a cooperative program between CBU and approved Experience Providers. The Experience Providers provide supervision, facilities, and instruction which help students acquire the skills and knowledge needed in their chosen field of study or occupation.

2.2 This Agreement is for the period agreed upon between the Experience Provider and CBU.

2.3 This Agreement may be terminated by CBU or the Experience Provider for good and sufficient cause by providing reasonable advance written notice to the other.

2.4 Neither Party to this Agreement agrees to indemnify the other Party or hold harmless the other Party from liability hereunder. However, if the common law or a statute provides for either a right to indemnity and/or a right to contribution to any Party to this Agreement, then the right to pursue one of both of these remedies is preserved.

3. **THE STUDENT AGREES TO:**

3.1 Comply with the Experience Provider’s policies and procedures.

3.2 Comply with CBU’s dress and grooming standards and honor code.

3.3 Enroll as an academic clinical field experience student and perform the duties indicated unless released by CBU and the Experience Provider.

3.4 Report serious problems, including safety and personnel problems, to CBU and the Experience Provider.

3.5 Maintain personal health insurance or student health insurance.

3.6 Obtain approval from CBU to participate in the clinical field experience program including agreeing to abide by the terms of this Agreement and to perform additional duties and responsibilities as required by CBU.

4. **THE EXPERIENCE PROVIDER AGREES TO:**

4.1 Experience Provider will provide a qualified speech language pathologist to provide appropriate supervision for speech language pathology student interns.

4.2 Designate an individual who will serve as the liaison with CBU and speech language pathology student interns.

4.3 Involve the student for the entire period of clinical field experience as agreed unless this Agreement is terminated for cause pursuant to Section 2.3 above.

4.4 Give the student the opportunity to perform a variety of tasks to acquire and practice various skills.

4.5 Orient the student to the Experience Provider’s rules, policies, procedures, methods, and operations.

4.6 Evaluate the student's performance and notify CBU's Clinical Field Experience Director, as defined in Section 5.1, immediately, preferably by phone, of any cause of dissatisfaction with or of misconduct on the part of the student.

4.7 Accept the primary responsibility for supervision and control of the student at the clinical field experience site.

5. CBU AGREES TO:

5.1 Designate a point of contact for clinical field experience (a "Clinical Field Experience Director").

5.2 Ensure the Clinical Field Experience Director contacts the student and Experience Provider, discusses the student's progress, and advises relative to the program of study.

5.3 Ensure the Clinical Field Experience Director strives to promote harmony and cooperation between the Experience Provider, the student, and the educational institution.

5.4 Provide liability insurance for the student to cover damage or harm caused by the student in the amount of \$1,000,000 per student, per occurrence, \$3,000,000 in the aggregate, when this Agreement is signed and returned to CBU.

5.5 Cause each student participating in the clinical experience program which is the subject of this Agreement to acknowledge certain obligations as shown in substantial form attached hereto as Exhibit "A" and incorporated herein by this reference.

6. **AMENDMENT:** No amendment or modification of this Agreement shall be valid unless in writing and executed by each of the Parties.

7. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement of the Parties with respect to the subject matter of this Agreement. This Agreement is not assignable without the prior written consent of the non-assigning party which consent will not be unreasonably withheld or delayed.

8. **COUNTERPARTS:** This Agreement may be signed in counterparts, each of which shall be deemed an original, but all of which, taken together, shall constitute one and the same Agreement. This Agreement may be executed by way of facsimile signature.

IN WITNESS WHEREOF, the Parties through their authorized representatives have executed this Agreement effective as of the Effective Date.

"EXPERIENCE PROVIDER" By: _____ Name: Gordon Amerson, Ed.D. Title: Associate Superintendent, Human Resource Services Date: _____	"CBU" California Baptist University By: _____ Name: David Pearson, PhD Title: Dean, College of Health Science Date: _____
	By: _____ Name: Mark Howe Title: Vice President for Finance and Administration Date: _____

EXHIBIT A

STUDENT CLINICAL FIELD EXPERIENCE AGREEMENT



STUDENT CLINICAL FIELD EXPERIENCE AGREEMENT

California Baptist University, College of Health Science

I, the undersigned student, desire to participate in a clinical field experience program offered through an agreement between CBU and an experience provider ("Experience Provider") and, in consideration of such placement by CBU, I agree that I shall:

- (A) Comply with the Experience Provider's policies and procedures.
- (B) Comply with CBU's dress and grooming standards and honor code.
- (C) Enroll as an academic clinical field experience student and perform the duties indicated unless released by CBU MFT and the Experience Provider.
- (D) Notify the Clinical Field Experience Director in a timely manner of any professional or personal difficulties, including safety and personnel problems, which may affect the performance of this or of his/her professional duties and responsibilities.
- (E) Maintain personal health insurance or student health insurance.
- (F) Obtain approval from CBU to participate in the clinical field experience program including agreeing to abide by the terms of this Agreement and to perform additional duties and responsibilities as required by CBU.
- (G) Maintain a weekly log of all hours of experience gained toward licensure.
- (H) Be responsible for learning those policies of the supervised fieldwork setting which govern the conduct of regular employees and students, and for complying with such policies.
- (I) Be responsible for participating in the periodic evaluation of his or her supervised fieldwork experience.

I understand that it is my obligation to comply by the terms of this Student Clinical Field Experience Agreement and such failure could jeopardize my participation in the clinical field experience program.

STUDENT	
Name: _____	Date: _____
Student ID #: _____	

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed. D., Associate Superintendent, Human Resource Services
David Stewart, Ed. D., Executive Director, Districtwide Professional Learning

Date: January 24, 2018

Board Item: Participants in Learning, Leading and Serving Agreement with Grand Canyon University

HISTORY

In education, research has shown that teaching quality and school leadership are the most important factors in raising student achievement. For teachers and school and district leaders to be as effective as possible, they continually expand their knowledge and skills to implement the best educational practices. Educators learn to help students learn at the highest levels. All employees, instructional or non-instructional, contribute to creating the learning environment that effects student achievement.

BACKGROUND INFORMATION

University and college partnerships are integral to supporting the on-going professional learning of our employees. These partnerships add value to our District and provide a network of support ranging from discounted tuition rates and scholarships to cohort programs for continuing education. Many agreements provide additional benefits to District students and family members of employees.

CURRENT CONSIDERATIONS

This agenda item presents for Board consideration the approval of Participants in Learning, Leading and Serving (PLLS) Agreement with Grand Canyon University (GCU), effective January 25, 2018. This agreement provides benefits at no cost, or at a discounted rate, to students, employees, Board members and family members of the District. Benefits include, but are not limited to, program scholarships, discounts to academic and athletic camps, access to GCU Online Job Board, and access to GCU staff to make presentations to parents and teachers regarding GCU degree programs.

FINANCIAL IMPLICATIONS

There is no fiscal impact.

STAFF RECOMMENDATION

It is recommended the Board of Trustees approve the Participants in Learning, Leading and Serving Agreement with Grand Canyon University.

PREPARED BY: David Stewart, Ed.D. Executive Director, Districtwide Professional Learning

APPROVED BY: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services

Participants in Learning, Leading and Serving Agreement – Out of State

By way of this agreement, _____ agrees to participate in Grand Canyon University's Participants in Learning, Leading and Serving (PLLS) program. The purpose of this agreement is to define the relationship between Grand Canyon University (GCU) and signee as it relates to the PLLS membership. All benefits are available at no cost, or at a discounted rate, to participants as part of the participant agreement. There is no limit or minimum on the number of benefits a district may utilize, and participants are not expected to partake in all benefits to become and remain PLLS participants.

BENEFITS AND CONTRIBUTIONS TO PLLS SCHOOLS AND DISTRICTS

1. High school students graduating from a PLLS participant high school, who are fully admissible to GCU (not Accepted with Specifications), will receive a minimum institutional scholarship package of \$4,000 per academic year. The total GCU scholarship package could be higher based upon a student's level of academic merit, Program of Study, Registration Date, and other offers for incoming students including those related to participation in athletics, pep band, theater, debate, etc.

With the University's commitment to provide an affordable private, Christian education, effective tuition rates would ***not exceed*** \$12,500 per academic year ***after the minimum GCU scholarship package is applied.***

The high school must be a PLLS participant on or before the August 1st immediately following the student's graduation in order for the student to be eligible for the \$4,000 minimum award.

Unless the explicitly stated, this scholarship can be combined with other Grand Canyon University scholarships in accordance with the Grand Canyon University CAP policy and cannot exceed your charges.

2. PLLS participants will have access to a 10% scholarship for their faculty, staff and governing board members**, providing savings toward tuition for online undergraduate, graduate or doctoral degree programs through Grand Canyon University***. (The PLLS scholarship cannot be combined with any other institutional scholarship/award.)
3. PLLS participants will have access to a 5% scholarship for spouses of their faculty, staff and governing board members**, providing savings toward tuition for online undergraduate, graduate or doctoral degree programs through Grand Canyon University***. (The PLLS scholarship cannot be combined with any other institutional scholarship/award.)
4. PLLS participants will have access to an exclusive 5% scholarship for their students' parents, providing savings toward tuition and fees for a bachelor's or master's degree through the University's College of Education or a doctoral degree related to the field of Education***. Parents are eligible for the scholarship if the student is actively enrolled in a school with a PLLS agreement in effect. Parents of students who attended a high school while a PLLS agreement was in effect and who are actively attending GCU will also be eligible for the scholarship.
(Eligible doctoral programs are listed under Teaching and Administration on the "Majors and Programs" tab on the www.gcu.edu website. The PLLS scholarship cannot be used in conjunction with any other scholarship except the College of Education Cohort Scholarship or the College of Doctoral Studies Cohort Scholarship.)
5. PLLS participants will have access to a 10% scholarship for their faculty, staff and governing board members**, providing savings for non-degree single courses and continuing teacher education courses. (The PLLS scholarship cannot be used in conjunction with any other scholarship except the College of Education Cohort Scholarship or the College of Doctoral Studies Cohort Scholarship.)
6. PLLS faculty, staff, governing board members** and families will receive discounts for GCU academic and athletic camps along with other events sponsored by Strategic Educational Alliances.

7. PLLS participants may request cohort programs for continuing education, individual courses and/or master's and doctoral degree programs to be delivered at regionally approved GCU sites or online.
8. PLLS participants will have access to a catalog of online dual enrollment courses for current high school students, offering them an opportunity to reduce the time to complete a bachelor's degree from four years to three. This could reduce college costs by up to 25%.
9. PLLS participants will have access to GCU's TodaysLearn services. Available TodaysLearn opportunities include: Speakers Bureau (motivational speaking and lectures), Professional Development (instruction based on specific subject matter and customized to address specific needs) and Coaching, Mentoring and Consultation (individualized assistance in areas requested).
10. PLLS participants will have access to the GCU Online Job Board to post employment opportunities and search for applicants.
11. PLLS participants may have access to GCU staff to make presentations to parents and teachers regarding GCU degree programs.
12. PLLS participants will receive communication about GCU-sponsored initiatives and programs that benefit students, staff and school communities.
13. PLLS participants will have the opportunity to participate in coordinated PR and marketing efforts using provided GCU branded and approved marketing materials, if desired. The GCU marketing staff will review any materials designed by participant schools.
14. PLLS participants may take part in academic / university engagement opportunities as needed, such as:
Providing consultation and advisement as higher education programs are developed, projects are developed and representatives are needed
Collaborating on research projects with the College of Doctoral Studies
Consideration for adjunct faculty members and dissertation committee members, including Doctoral Chairs, Methodologists and Content Experts
15. PLLS participants will be featured on GCU's website along with a link to their district website.
16. PLLS participants in New Mexico will have access to GCU's local facility for usage, subject to availability, at a participant rate. A quote will be provided for any additional requests.
17. Other school/district benefits may be available as mutually agreed upon by both parties.

PLLS SCHOOL AND DISTRICT CONTRIBUTIONS TO GCU

1. GCU offers a very generous scholarship award package for eligible students. Our goal is to ensure that qualified high school seniors receive information about the best financial aid package from GCU. Participants will provide information to students via Academic Advisors and Counseling offices. PLLS participant schools may distribute a letter to all qualifying students.
2. PLLS participants will host college preparation opportunities for high school students (if applicable) during the fall and spring semesters at each high school and provide opportunities for faculty, staff and parents to learn about GCU degree program scholarships by hosting periodic information sessions at their schools.
3. PLLS participants will distribute GCU information via their preferred communication method. PLLS participants will distribute GCU information via their preferred communication method, and will be included in the district University Partnership letter to employees.
4. PLLS participants will utilize GCU branded and approved materials when promoting GCU programs and/or seek approval from GCU to use customized materials for print, email and websites.

GCU reviews scholarship programs that impact each incoming class on an annual basis. GCU reserves the right to alter the amount of or revoke awarded scholarships of any type, at any time, without prior notice to participants.

The Parties agree to protect the participants' educational records in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and any applicable policy of the Parties. To the extent permitted by law, the Parties may share information from participants' educational records with each other so that each can perform its respective responsibilities under this Agreement but shall not disclose or share education records with any third party.

**If August 1st falls on a weekend or holiday, the deadline will take effect on the following business day.*

***Benefits available to governing board members would be subject to district and school policies.*

****In order to remain eligible for this tuition scholarship, students must maintain continuous enrollment in their program of study and meet minimum scholastic achievement requirements. Continuous enrollment is defined as no breaks greater than 14 days unless an approved leave of absence has been granted by Grand Canyon University. The minimum scholastic achievement requirement for undergraduate programs is maintaining a minimum GPA of 2.0 and for graduate level programs it is maintaining a minimum GPA of 3.0. More information on program requirements can be found in the University Policy Handbook located at <http://www.gcu.edu/Documents/University%20Policy%20Handbook-4-13.pdf>.*

The undersigned agrees to the conditions of the PLLS membership, which is effective upon signing and will continue on an ongoing basis. The PLLS administrator will be informed of any changes that may occur to the participant agreement via email, with a request for confirmation of receipt. Both GCU and the PLLS participant reserve the right to dissolve the relationship at any time should it not align with either party's mission or goals. The acting party should present the termination of participation by way of written notice. If the agreement is cancelled, individuals who are continuously enrolled in a degree program at GCU will continue to receive the financial scholarship initiated by the participant agreement throughout the course of their program.

District/School Name

District/School Administrator (Signature/Print Name)

Title

Date

Phone Number

Email Address

Address

City/State/Zip Code

GCU Senior Vice President, Strategic Educational Alliances

Date

Preferred Contacts for Communication

Information Distribution (i.e. distribution of newsletters, Benefits Guide):

Name: _____ Title: _____

Phone: _____ Email: _____

Guidance Counselor:

Name: _____ Title: _____

Phone: _____ Email: _____

Professional Development:

Name: _____ Title: _____

Phone: _____ Email: _____

Dual Enrollment:

Name: _____ Title: _____

Phone: _____ Email: _____

Human Resources:

Name: _____ Title: _____

Phone: _____ Email: _____

Math:

Name: _____ Title: _____

Phone: _____ Email: _____

Science:

Name: _____ Title: _____

Phone: _____ Email: _____

Athletics

Name: _____

Phone: _____

Choir

Name: _____

Phone: _____

Band

Name: _____

Phone: _____

Title: _____

Email: _____

Title: _____

Email: _____

Title: _____

Email: _____

CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT

To: Board of Trustees

From: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services

Prepared by: Riki Belshe, ATAP II

Date: January 24, 2018

Board Item: Chapman University Speech and Language Clinical Instructor Payment

HISTORY

Historically, the District has partnered with universities to allow student teachers to be paired with experienced District teachers recommended by their administrator as master teachers. The student teaching experience is a California Commission on Teacher Credentialing requirement to earn a California Speech-Language Pathology Services Credential. Universities pay a stipend to Master Teachers who work with their Student Teachers.

BACKGROUND INFORMATION

In order to recruit the best new speech-language pathologists, the District partners with Chapman University to place Student Teachers with Master Teachers at District school sites. The District's current agreement with Chapman University states that the University will pay the District and the District will pay the Master Teachers.

CURRENT CONSIDERATIONS

This agenda item presents for Board consideration the approval of the Chapman University Speech and Language Clinical Instructor Payment.

FINANCIAL IMPLICATIONS

The District is reimbursed for all Chapman University Speech and Language Clinical Instructor Payment. There is no fiscal impact.

STAFF RECOMMENDATION

It is recommended the Board of Trustees approve the Chapman University Speech and Language Clinical Instructor Payment.

PREPARED BY: Riki Belshe, ATAP II

APPROVED BY: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource
Services



9401 JERONIMO ROAD
IRVINE, CALIFORNIA 92618
CHAPMAN.EDU

Rinker Health Science Campus
Email: creancollege@chapman.edu
(714) 744-7650

Invoice Request Form
CONFIDENTIAL

Date: November 27, 2017

School Site / Private Practice/ Other: Capistrano Unified School District
Special Education - Krista Moran
33122 Valle Road
San Juan Capistrano, CA 92675

Below is the supervisor instructor/ clinical instructor/ student information from our files that will be used to process payment for the public school/ medical site Speech Language Pathologists who work for your district/site.

Supervisor Instructors or Clinical Instructors are Speech Language Pathologists who evaluate fieldwork/ clinical assignments for students in our Communications Sciences and Disorders Program at Chapman University per the service record below.

If any of the information, such as Speech Language Pathologist name, is not correct, please write in any changes and we will make updates on our check request.

Please submit your invoice to my attention to the address or email below. Attach a copy of this letter to your invoice. As soon as we receive an invoice, we will begin to process your payment.

Sincerely,

Lauren Shepard
Administrative Assistant
Dept. of Communication Sciences and Disorders
Email: shepard@chapman.edu
Phone: 714-516-4598

Updated Address Information

Chapman University
Attn: Lauren Shepard
Dept. of Communication Sciences and Disorders
9401 Jeronimo Rd.
Irvine, CA 92618

Period of Assignment: Fall 2017

Instructor Type	Speech Language Pathologist	CSD Student Name	Rate
Speech Language Pathologist	Aimee Liquori	Bree Anne Werring	\$350.00

Total: \$350.00

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services
Prepared by: Riki Belshe, ATAP II

Date: January 24, 2018

Board Item: Student Teaching Agreement with Hope International University

HISTORY

Historically, the District has partnered with universities to allow student teachers to be paired with experienced District teachers recommended by their administrator as master teachers. The student teaching experience is a California Commission on Teacher Credentialing requirement to earn a California Preliminary Teaching Credential.

BACKGROUND INFORMATION

In order to recruit the best new teachers, the District partners with Universities to place student teachers with master teachers at District school sites.

CURRENT CONSIDERATIONS

This agenda item presents for Board consideration the approval of the Student Teaching Agreement with Hope International University.

FINANCIAL IMPLICATIONS

There is no fiscal impact.

STAFF RECOMMENDATION

It is recommended the Board of Trustees approve the Student Teaching Agreement with Hope International University.

PREPARED BY: Riki Belshe, ATAP II

APPROVED BY: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services

Hope International University
of Fullerton, California

AGREEMENT

THIS AGREEMENT entered into this 24th day of January, 2018, by and between Hope International University of Fullerton, California, hereinafter called the University, and

CAPISTRANO UNIFIED SCHOOL DISTRICT

hereinafter called the District:

WITNESSETH

WHEREAS, pursuant to the provisions of Section 11006 of the Education Code, the governing board of any school district is authorized to enter into agreements with a state college, the University of California, or any other university or college accredited by the State Board of Education as a teacher education institution, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of such institutions; and

CAPISTRANO UNIFIED SCHOOL DISTRICT

WHEREAS, any such agreement may provide for the payment in money or in services for the services rendered by the school district of an amount not to exceed the actual cost to the school district of the services rendered; and

WHEREAS, it has been determined between parties hereto that the payments to be made to the District under this agreement do not exceed the actual cost to the District of the services rendered by the District;

NOW, THEREFORE, it is mutually agreed between the parties hereto as follows:

I.

The district shall provide teaching experience through practice teaching in schools and classes of the District in terms of a defined unit of time for students of the university possessing valid preliminary certificates and assigned by the University to practice teaching in schools or classes of the District, and under the direct supervision and

instruction of such employees of the District, as the University through their duly authorized representative may agree upon.

If either the District or the University concludes that a particular assignment is not beneficial to the elementary or secondary school class(es) involved, and/or the cooperating teaching, and/or the student teacher, that assignment may be terminated. If the District and the University mutually agree, another assignment within the District may be pursued.

“Practice teaching” as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Commission on Teacher Credentialing, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools and classes in which the practice teaching is provided.

Employees supervising practice teaching (a) shall have completed a minimum of three (3) years of satisfactory teaching in the subject(s) of the classes in which the practice teaching is to occur, and in teaching the age groups(s) represented in the class(es) in which practice teaching is to occur; and (b) shall have been recommended by the District for supervising practice teachers by virtue of exemplary teaching performance, knowledge of current trends in teaching of the subject(s) taught in classes in which practice teaching is to occur, and knowledge of the student population represented in the class(es) in which practice teaching is to occur.

II.

The University will pay the Master Teacher according to the following schedule:

- A. For each candidate who student teaches for eight (8) to ten (10) weeks, the supervising master teacher will receive \$200.
- B. For each candidate who student teaches for up to (12-20) weeks, the supervising master teacher will receive \$400.

“Unit of practice teaching” as used herein and elsewhere in this agreement shall mean the specified period of time assigned in the District to qualify for the practice teaching requirement by the University. It is understood that in each instance a unit must fall within the semester or school year calendar adopted by the District.

The number of units of practice teaching to be provided for each student of the University assigned to practice teaching under this agreement shall be determined by the University.

III.

An assignment of a student of the University to practice teaching in schools or classes of the District ordinarily shall be for approximately four (4), five (5), eight (8), ten (10) or twelve (12) weeks.

The assignment of a student of the University to practice teaching in the District shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given him or her by the University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

A student of the University will provide verification and proof of a Certificate of Clearance issued by the State, a TB test and a current CPR/First Aid card.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the quarter units of practice teaching provided the student by the District.

the State.

IV.

The term of this agreement shall commence on the 29th day of January, 2018 and shall be ongoing until June 30, 2020.

V.

The University or District may terminate the agreement date by giving at least thirty (30) days prior written notice.

VI.

Notwithstanding any other provisions of this agreement, details such as maximum number of students, the defined unit of time, or the distribution of assignments of said students to training levels, shall be arranged for by and between the University and the District; it being understood that the District shall not be obligated to accept assignments of training students beyond the ability of the District, within their established training programs, to effectively provide services pursuant to this agreement; and further, that the University shall not be obligated to pay the District for services in any amount in excess of that provided for under the terms of this agreement.

VII.

Each of the parties to this agreement agrees to indemnify, defend, and save harmless the officers, agents, and employees of the other from any and all claims and losses accruing or resulting in connection with the performance of this agreement, and from any and all claims and losses accruing and resulting to any person, firm or corporation who may be

injured or damaged by the actions arising directly out of the work to be performed pursuant to this agreement.

If any legal action is necessary to enforce the terms of this agreement or to settle a dispute concerning this agreement, the prevailing party shall be entitled to reasonable attorney's fees and court costs in addition to any other relief to which the party may be entitled to the extent awarded by the court.

VIII.

All workers' compensation insurance shall be at the cost of the University, and all premiums will be paid by the University.

IN WITNESS WHEREOF the parties hereto have caused this agreement to be executed by their duly authorized offices the day and year first herein before written.

CAPISTRANO UNIFIED SCHOOL DISTRICT

By: _____

Title: _____

HOPE INTERNATIONAL UNIVERSITY

By: _____

Dean, College of Education:

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Gordon Amerson, Ed. D., Associate Superintendent, Human Resource Services
David Stewart, Ed. D., Executive Director, Districtwide Professional Learning

Date: January 24, 2018

Board Item: Partnership Memorandum of Understanding Agreement with Student Resource
USA

HISTORY

In education, research has shown that teaching quality and school leadership are the most important factors in raising student achievement. For teachers and school and district leaders to be as effective as possible, they continually expand their knowledge and skills to implement the best educational practices. Educators learn to help students learn at the highest levels. All employees, instructional or non-instructional, contribute to creating the learning environment that effects student achievement.

BACKGROUND INFORMATION

University and college partnerships are integral to supporting the on-going professional learning of our employees. These partnerships add value to our District and provide a network of support ranging from discounted tuition rates and scholarships to cohort programs for continuing education. Many agreements provide additional benefits to District students and family members of employees.

CURRENT CONSIDERATIONS

This agenda item presents for Board consideration the approval of partnership Memorandum of Understanding (MOU) with Student Resource USA (SR USA), effective January 25, 2018 and expiring January 25, 2021. SR USA will identify graduate degree programs offered by Partnership Universities that will award grants and/or scholarships to qualified District employees that qualify and apply for admission. The offer is available to District educators, nurses, administrators, staff, and employees. Current Partnering Universities include Concordia University Nebraska, New York, and Portland, St. Thomas University, and Wilkes University. Grants and scholarships range between \$1,944 and \$10,000.

FINANCIAL IMPLICATIONS

There is no fiscal impact.

STAFF RECOMMENDATION

It is recommended the Board of Trustees approve the Partnership Memorandum of Understanding Agreement with Student Resource USA.

PREPARED BY: David Stewart, Ed.D. Executive Director, Districtwide Professional Learning

APPROVED BY: Gordon Amerson, Ed.D., Associate Superintendent, Human Resource Services

Partnership Memorandum of Understanding (MOU)

This MOU is entered into as of January 24, 2018, by Student Resource USA (SR USA), a division of HotChalk, Inc. ("SRUSA"), with its main office located at 1721 W. Rio Salado Parkway; Tempe, Arizona 85281; and Capistrano Unified School District, located at 33122 Valle Rd., San Juan Capistrano 92675. Pursuant to this MOU, the Partner and SRUSA agree as follows:

STUDENT RESOURCE USA: SRUSA commits to identifying graduate degree programs offered by Partnering Universities that will award grants and/or scholarships (as defined in greater detail in Appendix A) to qualified employees of "Partner" that qualify and apply for admission. This offer available entirely to Partner educators, nurses, administrators, staff, and ("Employees").

THE PARTNER: in consideration of the above benefits, agrees to:

- Keep Employees aware of the partnership and its benefits through the District's bi-yearly University Partnership communication(s) to employees via email.
- List and promote the programs found in Appendix A on its intranet and provide a link on its intranet to a landing page that will provide additional information on program(s) to employees interested in the programs.
- Recognize the Institutions as event sponsors and grant the Institutions, or on their behalf, the Service, access to events twice a year for the purpose of informing employees of partnership benefits.
- Identify a Partner liaison as direct point of contact and advocate, designated as responsible for providing program information to employees, and for coordinating program promotions.
- (OPTIONAL) Partner with SRUSA in conducting a longitudinal study examining the long-term impact and outcomes of earning an advanced degree for employees and the Partner. The longitudinal study is designed to offer our partners a measurable return on their educational investment.

TERMS:

- This MOU goes into effect beginning on the Effective Date for a period of three (3) years, and, unless terminated by either party, shall automatically renew for another 3-year period. The MOU shall renew for successive three-year terms in this manner until cancelled.
- The parties agree: (1) SRUSA and Partner are the only beneficiaries of this agreement, and they do not intend to create a third party beneficiary; (2) this MOU is the entire agreement of the parties, superseding any prior agreements; and (3) NEITHER PARTY SHALL HAVE ANY LIABILITY TO THE OTHER PARTY FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE OR RELIANCE DAMAGES, HOWEVER CAUSED, WHETHER BASED IN CONTRACT, TORT, PRODUCT LIABILITY OR OTHERWISE.
- This MOU may be cancelled by either party with a 90-day notice at any time and for any reason. Cancellation of this MOU will have no impact on benefits awarded to Employees already enrolled in the program.
- These offers cannot be combined with any other offers and the Partnering Universities reserve the right to alter the amount and/or existence of any grant or scholarship in their sole and absolute discretion.

Partner

SRUSA

Name and Title

Name and Title:

Signature

Date

Signature

Date

Phone

Email

APPENDIX A

Partnership Memorandum of Understanding (MOU)**Partnership Grants and Scholarships**

Qualified applicants who meet all admission criteria of the “partnered” institution(s) (*below*) and enrolling in the Institution’s degree program are eligible to receive the following:

Concordia University – Nebraska:

- Please contact us for current partnership amount.

Concordia College – New York:

- A \$3,000 Partnership Scholarship.

Concordia University – Portland:

- A \$4,000 Partnership Scholarship for M.Ed. Programs.
- A \$10,000 Partnership Scholarship for Ed.D. Programs.

St. Thomas University:

- A \$3,000 Partnership Scholarship

Wilkes University:

- A \$3,000 Partnership Scholarship.
- A \$1,944 Graduation Grant (*Cost of tuition for last course; MSN & RN/MSN programs only*).

*Subject to change.

**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: January 24, 2018

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

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
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. Berryman, Sharon	IF-Sp Ed	Voluntary	09/06/2001	12/08/2017
2. Butt, Karen	HS Library Media Clerk	Retirement	10/01/2002	01/12/2018
3. Cardey, Christian	IF-Sp Ed	Other Employment	09/11/2017	12/21/2017
4. Chumley, Stacey	Inst Asst-Sp Ed	Voluntary	04/25/2017	12/08/2017
5. Dalton, Arlene	Health Asst	Retirement	09/20/2004	01/15/2018
6. Damian, Yasmin	IF-Sp Ed	Voluntary	12/05/2017	12/08/2017
7. Fuentes, Tara	BIngl Inst Asst-Presch	Other Employment	09/05/2006	12/01/2017
8. Giacomara, Evelyn	IF-Sp Ed	Other Employment	08/24/2015	12/01/2017
9. Hill, Nicole	Walk-on Coach	End of Assignment	10/09/2014	05/05/2017
10. Lindsey, Ashley	IF-Sp Ed	Voluntary	10/05/2015	12/04/2017
11. Miller, Jacob	Walk-on Coach	Voluntary	09/25/2014	07/29/2015
12. Minnich, Michelle	Inst Asst-Presch	Voluntary	09/10/2015	06/01/2017
13. Newby, Madison	Inst Asst-Sp Ed	Voluntary	09/25/2017	12/12/2017
14. Nowell, Diana	Elem Library Media Technician	Retirement	10/23/2014	12/21/2017
15. Paris, Katrina	Walk-on Coach	Voluntary	09/24/2015	06/30/2016
16. Potts, Chloe	Walk-on Coach	Voluntary	01/13/2014	04/22/2016
17. Price, Rosa	Inst Asst-Presch	Voluntary	10/27/2010	01/05/2018
18. Quiggle, Casey	Walk-on Coach	Voluntary	07/01/2010	05/12/2017
19. Randall, Deborah	FS Elem Cashier	Retirement	08/24/2005	12/21/2017
20. Santillan, Noemi	MS Campus Supvr	Voluntary	11/03/2017	11/09/2017
21. Sauder, Justine	Walk-on Coach	Voluntary	03/26/2015	08/21/2017
22. Schwimmer, Carol	Sr Staff Secretary	Retirement	09/10/2002	12/29/2017
23. Witkowski, Paige	Inst Asst-Sp Ed	Voluntary	12/26/2015	12/21/2017

APPROVE EMPLOYMENT

<u>Name</u>	<u>Position-Full Time</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
24. Callens, Carole	Sch Clerk II (10.5mo/40hpw)	\$2,915.10 mo	R25-1	12/04/2017
25. Johnson, Genevieve	Autism Spec (12mo/40hpw)	\$82,130 yr	MGMT R41-4	12/07/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE EMPLOYMENT (Cont.)

<u>Name</u>	<u>Position-Full Time</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
26. Lee, Sheri	Ex Secretary, Superintendent (12mo/40hpw)	\$69,400 yr	CONF R30-1	12/11/2017
27. Ochoa, Isabel	Int Office Asst (12mo/40hpw)	\$2,915.10 mo	R25-1	11/27/2017
28. Ritter, Alma	Elem Sch Office Mgr (10.5mo/40hpw)	\$3,551.77 mo	R33-1	12/06/2017
29. Wiederecht, Debra	Occupational Therapist (12mo/40hpw)	\$6,741.36 mo	R55-3	12/04/2017

<u>Name</u>	<u>Position-Part Time</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
30. Boone, Vicki	Inst Asst-Presch (9.5mo/17.5hpw)	\$14.86 hr	R20-1	12/05/2017
31. Butler-Woodhouse, Marie	IF-Sp Ed (9.5mo/32.5hpw)	\$15.62 hr	R22-1	11/27/2017
32. Chavez De Fodor, Monica	Inst Asst (9.5mo/17.5hpw)	\$14.50 hr	R19-1	11/14/2017
33. Cooper, Trenton	IF-Sp Ed (9.5mo/40hpw)	\$15.62 hr	R22-1	11/27/2017
34. Damian, Yasmin	IF-Sp Ed (9.5mo/17.5hpw)	\$15.62 hr	R22-1	12/05/2017
35. Dumler, Victoria	Inst Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R20-1	11/14/2017
36. Eagleton, Karen	Inst Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R20-1	12/14/2017
37. Florentino, Aurea	IF-Sp Ed (9.5mo/30hpw)	\$15.62 hr	R22-1	12/04/2017
38. Focht, Ashley	Inst Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R20-1	01/08/2018
39. Folino, Vincent	MS Campus Supvr (9.5mo/17.5hpw)	\$15.62 hr	R23-1	12/18/2017
40. Hanley, Ryan	LVN (9.5mo/25hpw)	\$20.98 hr	R30-3	12/08/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE EMPLOYMENT (Cont.)

<u>Name</u>	<u>Position-Part Time</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
41. Kilbride, Weston	Inst-Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R20-1	01/08/2018
42. Lopez, Beatriz	IF-Sp Ed (9.5mo/17.5hpw)	\$15.62 hr	R22-1	11/27/2017
43. Lopez Bonilla, Maria	Inst Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R20-1	01/08/2018
44. Martinez, Karen	Inst Asst (9.5mo/17.5hpw)	\$14.50 hr	R19-1	11/15/2017
45. Miller, Celeste	IF-Sp Ed (9.5mo/17.5hpw)	\$15.62 hr	R22-1	11/27/2017
46. Modeer, Laura	Inst Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R20-1	11/27/2017
47. Mora, Gabriela	Inst Asst (9.5mo/17.5hpw)	\$14.50 hr	R19-1	12/04/2017
48. Perry-Romero, Alyssa	IF-Sp Ed (9.5mo/17.5hpw)	\$15.62 hr	R22-1	11/13/2017
49. Pytel, Jane	MS Campus Supvr (9.5mo/17.5hpw)	\$16.01 hr	R23-1	11/27/2017
50. Runneboom, Michelle	MS Campus Supvr (9.5mo/15hpw)	\$16.81 hr	R23-2	11/17/2017
51. Shisler, Shelby	Inst Asst-Science (9.5mo/17.5hpw)	\$14.50 hr	R19-1	11/27/2017
52. Swords, Diana	Inst Asst-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R20-1	12/04/2017
53. Unatin, Jordan	IF-Sp Ed (9.5mo/17.5hpw)	\$14.86 hr	R22-1	01/08/2018
54. Winner, Angela	IF-Sp Ed (9.5mo/35hpw)	\$15.62 hr	R22-1	11/30/2017
<u>Name</u>	<u>Recall from Layoff</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
55. Getty, Jacquelyn	Presch Teacher (9.5mo/30hpw)	\$26.14 hr	R31-10	01/08/2018

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE EMPLOYMENT (Cont.)

<u>Name</u>	<u>Position-Substitute</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
56. Ataliwala, Vandana	Inst Asst	\$14.50 hr	R19-1	11/27/2017- 12/15/2017
57. Avetisyan, Anna	Student Supvr	\$10.50 hr		10/05/2017
58. Birmingham, Hannah	Inst Asst-Sp Ed IF-Sp Ed	\$14.86 hr \$15.62 hr	R20-1 R22-1	11/28/2017 11/28/2017
59. Cahuantzi, Kimberly	Student Supvr	\$10.50 hr		11/15/2017
60. Coviello, Emily	Student Supvr	\$10.50 hr		11/06/2017
61. Cross, Jacob	Student Supvr	\$10.50 hr		11/02/2017
62. Delisle, Janet	Inst Asst-Sp Ed IF-Sp Ed	\$14.82 hr \$15.62 hr	R20-1 R22-1	12/19/2017
63. Diuco, Lynn	Student Supvr	\$10.50 hr		11/13/2017
64. Farber, Michelle	Student Supvr	\$10.50 hr		12/06/2017
65. Fuller, Clare	Student Supvr	\$10.50 hr		11/06/2017
66. Juarez, Christian	Student Supvr	\$10.50 hr		11/16/2017
67. Lee, Ryan	Student Supvr	\$10.50 hr		12/04/2017
68. McDonald, Paula	Sch Bus Driver	\$18.99 hr	R28-1	11/17/2017
69. Meddipanah, Robabeh	Student Supvr	\$10.50 hr		12/07/2017
70. Moe, Lynn	Student Supvr	\$10.50 hr		12/05/2017
71. Nielsen, Leslie	Student Supvr	\$10.50 hr		11/15/2017
72. Ochocinska- McGowan, Aneta	Student Supvr	\$10.50 hr		11/07/2017
73. Pasek, Lisa	Student Supvr	\$10.50 hr		11/08/2017
74. Perry-Romero, Alyssa	MS Campus Supvr	\$16.01 hr		11/15/2017
75. Pysz, Christine	Student Supvr	\$10.50 hr		10/18/2017
76. Roelen, Denise	Student Supvr	\$10.50 hr		11/15/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE EMPLOYMENT (Cont.)

<u>Name</u>	<u>Position-Substitute</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
77. Sandor, Henriett	FS Worker	\$12.82 hr	R14-1	12/19/2017
	Inst Asst-Sp Ed	\$14.82 hr	R20-1	
	IF-Sp Ed	\$15.62 hr	R22-1	
78. Shimogawa, Debra	Student Supvr	\$10.50 hr		10/12/2017
	Inst Asst-Sp Ed	\$14.86 hr	R20-1	
	IF-Sp Ed	\$15.62 hr	R22-1	
79. Szubra, Malgorzata	Student Supvr	\$10.50 hr		11/01/2017
80. Wainwright, Rachelle	Student Supvr	\$10.50 hr		11/01/2017
81. Weiss, Karen	Inst Asst-Sp Ed	\$15.61 hr	R20-2	12/11/2017
<u>Name</u>	<u>Position-Short Term</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
82. Archuleta, Fiona	Student Worker	\$10.50 hr		11/13/2017- 06/30/2018
83. Backer, Anne	Student Supvr	\$10.50 hr		10/30/2017
84. Bria, Charlotte	AVID Tutor	\$10.50 hr		09/30/2017- 06/07/2018
85. Castro, Xavier	Student Worker	\$10.50 hr		09/29/2017- 06/30/2018
86. Fermin Gutierrez, Maxi	Student Supvr	\$10.50 hr		11/27/2017
87. Guerrero, Wendy	Student Worker	\$10.50 hr		09/26/2017- 06/30/2018
88. Kerrigan, Kennedy	Student Worker	\$10.50 hr		10/29/2017- 06/30/2018
89. Kojoed, Joshua	Student Worker	\$10.50 hr		09/01/2017- 06/30/2018
90. Lane, Sailor	Student Worker	\$10.50 hr		10/01/2017- 06/30/2018
91. Lee, Ryan	Student Supvr	\$10.50 hr		12/11/2017
92. Livadas, Sue	Student Supvr	\$10.50 hr		11/13/2017
93. McDonald, Paula	Sch Bus Driver Trainee	\$10.50 hr		08/28/2017- 08/31/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE EMPLOYMENT (Cont.)

<u>Name</u>	<u>Position-Short Term</u>	<u>Salary</u>	<u>Range Step</u>	<u>Effective Date</u>
94. Palliser, Grace	Student Worker	\$10.50 hr		11/13/2017- 06/30/2018
95. Roelen, Denise	Student Supvr	\$10.50 hr		12/13/2017
96. Sain, Ryder	Student Worker	\$10.50 hr		09/30/2017- 06/30/2018

APPROVE CO-CURRICULAR ASSIGNMENTS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
97. Arneson, James	Basketball, Girls' Varsity (Head)	Tesoro HS	\$ 3,735.00	11/15/2017- 02/15/2018
98. Buich, Ivan	Water Polo, Girls' Varsity (Head)	San Juan Hills HS	\$ 3,501.00	11/20/2017- 02/09/2018
99. Canales, Miranda	Soccer, Girls' Varsity (Asst)	San Juan Hills HS	\$ 2,801.00	11/20/2017- 02/09/2018
100. Carey, Peter	Soccer, Boys' Varsity (Head)	San Juan Hills HS	\$ 3,501.00	11/20/2017- 02/09/2018
101. Casarrubias, Tommy	Soccer, Boys' Varsity (Asst)	San Juan Hills HS	\$ 2,801.00	11/20/2017- 02/09/2018
102. Cervantes, Marcos	Soccer, Boys' Varsity (Asst)	San Juan Hills HS	\$ 2,801.00	11/20/2017- 02/09/2018
103. Chacon, Justine	Basketball, Girls' Varsity (Asst)	Aliso Niguel HS	\$ 3,268.00	11/20/2017- 02/09/2018
104. Deverrick, George	Soccer, Girls' Varsity (Head)	Tesoro HS	\$ 3,501.00	11/20/2017- 02/06/2018
105. Hernandez, Felix	Soccer, Boys' Varsity (Asst)	San Clemente HS	\$ 2,801.00	11/06/2017- 02/08/2018
106. Husbands, Kerri	Basketball, Girls' Varsity (Head)	San Clemente HS	\$ 3,735.00	11/06/2017- 02/09/2018
107. Koss, Laikyn	Soccer, Girls' Varsity (Asst)	Capistrano Valley HS	\$ 2,801.00	11/20/2017- 02/08/2018

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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>
108. Jones Jr., Robert	Basketball, Girls' Varsity (Asst)	Capistrano Valley HS	\$ 3,268.00	11/20/2017- 02/09/2018
109. Leslie, Lauren	Soccer, Girls' Varsity (Head)	San Clemente HS	\$ 3,501.00	11/06/2017- 02/08/2018
110. Mann, Jordan	Volleyball, Girls' Varsity (Asst)	Capistrano Valley HS	\$ 2,801.00	08/21/2017- 10/24/2017
111. Martin, Oliver	Basketball, Girls' Varsity (Head)	Capistrano Valley HS	\$ 3,735.00	11/26/2017- 02/09/2018
112. Mast, Harrison	Wrestling, Boys' Varsity (Asst)	Aliso Niguel HS	\$ 2,801.00	11/20/2017- 02/09/2018
113. Merritt, Cruz	Wrestling, Girls'	Dana Hills HS	\$ 2,801.00	11/06/2017- 01/30/2018
114. Moreno, Davina	Basketball, Girls' Varsity (Asst)	San Juan Hills HS	\$ 3,268.00	11/20/2017- 02/09/2018
115. Nicholson, Sam	Soccer, Boys' (Asst)	Tesoro HS	\$ 2,801.00	11/13/2017- 03/09/2018
116. Olivia Ruiz, Eder	Soccer, Boys' Varsity (Asst)	Capistrano Valley HS	\$ 2,801.00	11/20/2017- 02/08/2018
117. Owens, John	Wrestling, Girls' Varsity (Asst)	San Clemente HS	\$ 2,801.00	11/06/2017- 01/27/2018
118. Panick, Adam	Wrestling, Varsity (Asst)	Tesoro HS	\$ 2,801.00	11/01/2017- 03/06/2018
119. Powell, Christopher	Water Polo, Girls' Varsity (Head)	San Clemente HS	\$ 3,501.00	11/06/2017- 02/09/2018
120. Richardson, Mark	Soccer, Boys' Varsity (Asst)	Capistrano Valley HS	\$ 2,801.00	11/20/2017- 02/08/2018
121. Sentman, Kelly	Soccer, Girls' Varsity (Asst)	San Juan Hills HS	\$ 2,801.00	11/20/2017- 02/09/2018
122. Solder, Madison	Soccer, Girls' Varsity (Asst)	Capistrano Valley HS	\$ 2,801.00	11/20/2017- 02/08/2018
123. Trevino, Ricardo	Wrestling, Girls' Varsity (Asst)	Aliso Niguel HS	\$ 2,801.00	11/20/2017- 02/09/2018
124. Webster, Britney	Soccer, Girls' JV (Head)	Tesoro HS	\$ 2,801.00	11/20/2017- 02/06/2018

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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>
125. Campbell, Feliz	Football, Varsity (Asst)	Tesoro HS	\$ 373.50	11/06/2017
126. Cardey, Christian	Water Polo, Boys' Varsity (Head)	Tesoro HS	\$ 350.10	10/30/2017
127. Cota, Christopher	Cross Country, Girls' (Head)	Dana Hills HS	\$ 350.10	11/06/2017
128. Kirchmeyer III, Thomas	Football, Varsity (Asst)	Tesoro HS	\$ 373.50	11/06/2017
129. Kopp, Troy	Football, Varsity (Asst)	San Clemente HS	\$ 373.50	11/04/2017
130. Moguet, Nicholai	Football, Varsity (Asst)	San Juan Hills HS	\$ 373.50	10/30/2017
131. Phelps, Darren	Cross Country, Boys' Varsity (Head)	Tesoro HS	\$ 350.10	11/06/2017
132. Walcott, Michael	Football, Varsity (Asst)	Tesoro HS	\$ 373.50	11/06/2017

APPROVE ASB FUNDED ASSIGNMENTS @ \$10.00 PER UNIT

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
133. Aguirre, Pedro	Soccer, Girls' (Asst)	San Clemente HS	\$ 2,400.00	11/06/2017- 02/08/2018
134. Alesi, Christy	Music, Instrumental	Newhart MS	\$ 2,500.00	12/01/2017- 06/07/2018
135. Alonzo, Catherine	Music, (Asst)	San Juan Hills HS	\$ 5,000.00	11/01/2017- 06/30/2018
136. Arias III, Jacob	Game Keeper	San Juan Hills HS	\$ 500.00	11/20/2017- 02/09/2018
137. Atkinson, Joel	Baseball, (Asst)	San Clemente HS	\$ 1,500.00	10/27/2017- 02/10/2018
138. Baiocchi, Brian	Baseball, (Asst)	San Clemente HS	\$ 2,000.00	12/05/2017- 02/10/2018

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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>
139. Barbour, Sean	Wrestling, (Asst)	Dana Hills HS	\$ 200.00	11/06/2017- 01/30/2018
140. Britton, John	Basketball, Boys' (Asst)	Dana Hills HS	\$ 2,300.00	11/06/2017- 02/09/2018
141. Brown, Rebecca	Tennis, Girls' (Asst)	Tesoro HS	\$ 2,500.00	08/24/2017- 10/27/2017
142. Brunsting, Michael	Volleyball, Girls' Varsity (Asst)	San Juan Hills HS	\$ 2,000.00	08/21/2017- 11/03/2017
143. Buich, Ivan	Water Polo, Boys' Varsity (Head)	San Juan Hills HS	\$ 3,500.00	11/13/2017- 12/31/2017
	Water Polo, Boys' JV (Head)		\$ 3,500.00	01/01/2018- 02/09/2018
144. Cimino, Michael	Baseball, (Asst)	San Clemente HS	\$ 3,500.00	10/31/2017- 02/10/2018
145. Dalou, Tofic	Basketball, Boys' (Asst)	Dana Hills HS	\$ 2,800.00	11/06/2017- 02/09/2018
146. Duran, Mike	Basketball, Boys' (Asst)	Dana Hills HS	\$ 2,300.00	11/06/2017- 02/09/2018
147. Findlater, James	Basketball, Boys'	Dana Hills HS	\$ 1,500.00	06/05/2017- 06/30/2017
148. Finnerty, Brendan	Lacrosse, Boys' Varsity (Head)	San Clemente HS	\$ 2,000.00	12/01/2017- 01/31/2018
149. Friedrich, Kyle	Baseball, (Asst)	San Clemente HS	\$ 2,500.00	12/05/2017- 02/10/2018
150. Gambina, Niccolo	Basketball, Boys' Varsity (Asst)	San Juan Hills HS	\$ 2,500.00	11/20/2017- 02/09/2018
151. Hambrick, Dennis	Basketball, Boys' Freshman (Asst)	San Juan Hills HS	\$ 1,000.00	11/20/2017- 02/09/2018
152. Hudson, Brett	Basketball, Boys' JV (Head)	San Juan Hills HS	\$ 2,500.00	11/20/2017- 02/09/2018
153. Johnson, Kory	Basketball, Boys' Soph (Asst)	Aliso Niguel HS	\$ 2,000.00	11/20/2017- 02/08/2018
154. Joliff, Chloe	Tennis, Boys' (Asst)	San Juan Hills HS	\$ 500.00	11/20/2017- 02/16/2018
155. Jones, Christopher	Basketball, Boys' Freshman (Head)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018

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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>
156. Khalili, Kamron	Tennis, Girls'	San Juan Hills HS	\$ 660.00	11/06/2017- 11/17/2017
157. King, Matthew	Baseball, Boys' (Asst)	San Clemente HS	\$ 2,000.00	11/06/2017- 02/09/2018
158. Kirkendall, Pamela	Tennis, Girls'	San Juan Hills HS	\$ 660.00	11/06/2017- 11/17/2017
159. Kovac, Jason	Baseball, (Asst)	Dana Hills HS	\$ 2,000.00	02/12/2018- 05/11/2018
160. Lanham-Bennett, Hannah	Soccer, Girls' JV (Asst)	San Juan Hills HS	\$ 1,000.00	11/20/2017- 02/09/2018
161. Leven, Patrick	Sports Announcer	San Juan Hills HS	\$ 1,000.00	09/01/2017- 03/30/2018
162. Lim, Kenneth	Volleyball, Girls' (Asst)	San Juan Hills HS	\$ 460.00	11/06/2017- 11/30/2017
163. Lorenzen Jr., James	Game Keeper	San Juan Hills HS	\$ 500.00	11/20/2017- 02/09/2018
164. Mann, Jordan	Volleyball, Girls' (Asst)	Capistrano Valley HS	\$ 2,334.00	10/30/2017- 11/30/2017
165. Manresa, Christopher	Basketball, Boys' (Asst)	Tesoro HS	\$ 2,334.25	11/20/2017- 02/06/2018
166. Mika III, Jake	Basketball, Boys' (Asst)	Tesoro HS	\$ 2,334.25	11/20/2017- 02/06/2018
167. Montecinos, Daniel	Basketball, Boys' (Asst)	San Clemente HS	\$ 1,500.00	11/06/2017- 02/09/2018
168. Negrete, Victor	Soccer, Boys' (Asst)	San Juan Hills HS	\$ 1,750.00	11/20/2017- 02/09/2018
169. Niednagel, Beth	Cross Country, Girls' (Asst)	Dana Hills HS	\$ 2,500.00	11/21/2017- 11/25/2017
170. Noll, Hannah	Basketball, Girls' Varsity (Asst)	Aliso Niguel HS	\$ 3,000.00	11/20/2017- 02/09/2018
171. Ortiz, Joseph	Soccer, Boys' JV (Asst)	San Juan Hills HS	\$ 1,250.00	11/20/2017- 02/09/2018
172. Pignone, Nicholas	Baseball, (Asst)	San Clemente HS	\$ 2,000.00	12/05/2017- 02/10/2018

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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>
173. Pike, Thomas	Theater Technician	Tesoro HS	\$ 3,500.00	08/22/2017-06/07/2018
174. Prindible, Kristen	Soccer, Girls' (Asst)	San Clemente HS	\$ 2,300.00	11/06/2017-02/08/2018
175. Rafael, Josphe	Basketball, Boys' (Asst)	Tesoro HS	\$ 2,334.25	11/20/2017-02/06/2018
176. Reskusic, Krsto	Water Polo, Boys' (Asst)	Dana Hills HS	\$ 2,500.00	11/07/2017-11/30/2017
177. Reynolds, Tyler	Basketball, Boys' JV (Asst)	San Juan Hills HS	\$ 1,500.00	11/20/2017-02/19/2017
178. Roh, Kyle	Wrestling, (Asst)	Dana Hill HS	\$ 200.00	11/06/2017-01/30/2018
179. Sarti, Nathan	Basketball, Boys' (Asst)	San Clemente HS	\$ 1,500.00	11/06/2017-02/09/2018
180. Saunier, Derek	Soccer, Boys' (Asst)	Tesoro HS	\$ 2,334.25	11/13/2017-03/09/2018
181. Schader, George	Basketball, Boys' (Asst)	Tesoro HS	\$ 2,334.25	11/20/2017-02/06/2018
182. Shaffer, Dennis	Water Polo, Girls' (Asst)	Tesoro HS	\$ 2,334.25	11/20/2017-02/08/2018
183. Silvernale, Joshua	Basketball, Girls' Frosh (Head)	San Juan Hills HS	\$ 2,000.00	12/05/2017-02/09/2018
184. Slick, Macie	Music, (Asst)	San Juan Hills HS	\$ 5,000.00	11/01/2017-06/30/2018
185. Steska, Ryan	Football, Varsity (Asst)	Capistrano Valley HS	\$ 3,734.00	09/25/2017-10/31/2017
186. Thayer, Tad	Lacrosse, Boys' (Asst)	Dana Hills HS	\$ 2,000.00	02/19/2018-05/12/2018
187. Turley, Stephanie	Cross Country, Girls' (Asst)	San Juan Hills HS	\$ 2,400.00	11/13/2017-12/08/2017
188. VanHeyDoorn-Moore, Rudi	Music, (Asst)	San Juan Hills HS	\$ 5,000.00	12/05/2017-06/30/2018
189. Vann, Spencer	Basketball, Boys' Freshman (Head)	San Juan Hills HS	\$ 2,220.00	11/20/2017-02/09/2018
190. Velazquez Jr., Luis	Soccer, Girls' (Asst)	San Clemente HS	\$ 1,500.00	11/06/2017-02/08/2018

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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>
191. Wasserbach, Clifford	Game Keeper	Aliso Niguel HS	\$ 3,000.00	08/20/2017-06/09/2018
192. Weber, Shea	Soccer, Boys' (Asst)	San Clemente HS	\$ 2,200.00	11/06/2017-02/08/2018
193. Williams, Blake	Basketball, Boys' Soph (Head)	San Juan Hills HS	\$ 2,220.00	11/20/2017-02/09/2018
194. Williams, Roger	Basketball, Boys' Soph (Asst)	San Juan Hills HS	\$ 1,000.00	11/20/2017-02/09/2018
195. Whiting, Wendy	Volleyball, Girls' (Asst)	San Juan Hills HS	\$ 460.00	11/06/2017-11/30/2017
196. Wodach, Adam	Basketball, Boys' (Asst)	Tesoro HS	\$ 2,334.25	11/20/2017-02/06/2018
197. Yogi, Kelli	Lacrosse, Girls' (Asst)	Dana Hills HS	\$ 2,800.00	02/12/2018-05/11/2018
198. Yoshino, Takaaki	Athletic Trainer, (Asst)	San Clemente HS	\$ 7,500.00	08/01/2017-06/07/2018

APPROVE RECLASSIFICATION

<u>Name</u>	<u>Former Position</u>	<u>Position</u>	<u>Range Step</u>	<u>Effective Date</u>
199. Turner, Rodney	Grounds Equipment Operator (12mo/40hpw)	Heavy Equipment Operator (12mo/40hpw)	R37-20	07/01/2017

APPROVE PROMOTION

<u>Name</u>	<u>Former Position</u>	<u>Promotion</u>	<u>Range Step</u>	<u>Effective Date</u>
200. Adams, Christina	Inst Asst-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/30hpw)	R22-2	12/11/2017
201. Boland, Alissa	Inst Asst-Sp Ed Presch (9.5mo/17.5hpw)	Inst Asst-Sp Ed (9.5mo/25hpw)	R20-5	01/08/2018

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APPROVE PROMOTION (Cont.)

<u>Name</u>	<u>Former Position</u>	<u>Promotion</u>	<u>Range Step</u>	<u>Effective Date</u>
202. Brunton, John	Groundskeeper (12mo/40hpw)	Grounds Equipment Operator (Temp/40hpw)	R30-20	11/06/2017- 02/03/2018
203. Carrillo, Juan	Custodian III (12mo/40hpw)	Maintenance Worker (Temp/40hpw)	R34-15	11/27/2017- 02/24/2018
204. Castillo, Miguel	Technology Support Spec I (12mo/40hpw)	Information Systems Spec III (12mo/40hpw)	R52-1	01/02/2018
205. Connolly, Thomas	Maintenance Worker (12mo/40hpw)	Buyer/Planner (12mo/40hpw)	R41-2	11/27/2017
206. Copeland, Eric	Technology Support Spec III (12mo/40hpw)	Technology Support Spec IV (12mo/40hpw)	R52-3	11/29/2017
207. Gonzales, Octavio	Grounds Equipment Operator (12mo/40hpw)	Maintenance Painter (Temp/40hpw)	R38-6	11/06/2017- 02/03/2018
208. Gonzalez, Hugo	Groundskeeper (12mo/40hpw)	Maintenance/Operations Storekeeper (Temp/40hpw)	R33-5	11/15/2017- 02/12/2018
209. Justesen, Wendy	FS Worker (9.5mo/25hpw)	Lead FS Worker II (Temp/40hpw)	R31-1	11/15/2017- 02/12/2018
	FS Worker (9.5mo/25hpw)	Lead FS Worker II (Temp/40hpw)		05/12/2017- 06/01/2017
210. Michael, Silvert	FS Worker (9.5mo/30hpw)	Lead FS Worker II (Temp/40hpw)	R31-2	10/17/2017- 12/21/2017
211. Monarrez, Stephanie	Blngl Int Office Asst (12mo/40hpw)	Blngl Transp Svcs Spec (Temp/40hpw)	R34-1	12/04/2017- 01/30/2018
212. Rodriguez, Cesar	Custodian I (12mo/40hpw)	Pool Maintenance Technician (Temp/40hpw)	R36-4	10/30/2017- 01/27/2018
213. Van Patten, Christina	IF-Sp Ed (9.5mo/30hpw)	Academic Advisor (10.75mo/40hpw)	R35-1	12/04/2017

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APPROVE PROMOTION (Cont.)

<u>Name</u>	<u>Former Position</u>	<u>Promotion</u>	<u>Range Step</u>	<u>Effective Date</u>
214. Yager Jr., Ladd	MS Campus Supvr (9.5mo/17.5hpw)	HS Campus Supvr (9.5mo/15hpw)	R25-2	01/08/2018

APPROVE REASSIGNMENTS

<u>Name</u>	<u>Former Position</u>	<u>Reassignment</u>	<u>Range Step</u>	<u>Effective Date</u>
215. Weston, Karen	Health Asst (9.5mo/17.5hpw)	Sch Receptionist (10.75mo/40hpw)	R23-6	11/28/2017

APPROVE ASSIGNMENT ADJUSTMENTS

<u>Name</u>	<u>Former Position</u>	<u>Assignment Adjustment</u>	<u>Range Step</u>	<u>Effective Date</u>
216. Butler-Woodhouse, Marie	IF-Sp Ed (9.5mo/30hpw)	IF-Sp Ed (9.5mo/17.5hpw)	R22-1	11/27/2017
217. Chironis-Grant, Audrey	IF-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/30hpw)	R22-10	12/11/2017
218. Goodridge, Elizabeth	IF-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/32.5hpw)	R22-10	01/08/2018
219. Irha, Maureen	HS Campus Supvr (9.5mo/15hpw)	HS Campus Supvr (9.5mo/17.5hpw)	R25-10	01/08/2018
220. Jambusaria, Sangeeta	IF-Sp Ed (9.5mo/25hpw)	IF-Sp Ed (9.5mo/17.5hpw)	R22-3	12/04/2017
221. Keller, Jennifer	IF-Sp Ed (9.5mo/30hpw)	IF-Sp Ed (9.5mo/35hpw)	R22-20	12/11/2017
222. Moe, Lynn	MS Campus Supvr (9.5mo/15hpw)	MS Campus Supvr (9.5mo/17.5hpw)	R23-2	11/13/2017
223. Nelson, Yesenia	IF-Sp Ed (9.5mo/17.5hpw)	IF-Sp Ed (9.5mo/30hpw)	R22-4	12/11/2017

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APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT OVER-TIME RATE OF PAY

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
224. Kinnon, Andrew	TAA NTE 120 hrs (Support theater on non-scheduled work days)	07/01/2017- 06/30/2018
225. Smith, Dorothy	TAA NTE 5 hrs (Participate in MTSS-FIA self-study team after school)	11/13/2017- 06/01/2018

APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT REGULAR RATE OF PAY

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
226. Abadia Aquino de Martinez, Zoria	TAA NTE 60 hrs (Assist with parent calls and translation)	10/01/2017- 06/07/2018
227. Ago, Fatmir	TAA NTE 5 hrs (Attend Training)	11/01/2017
228. Alvarado, Luis	TAA NTE 5 hrs (Attend Training)	11/01/2017
229. Arancivia, Samuel	TAA NTE 5 hrs (Attend Training)	11/01/2017
230. Armitage, David	TAA NTE 5 hrs (Attend Training)	11/01/2017
231. Arroyo, Michael	TAA NTE 5 hrs (Attend Training)	11/01/2017
232. Baker, Ingrid	TAA NTE 5 hrs (Attend Training)	11/01/2017
233. Barnes, Justin	TAA NTE 240 hrs (Support of theater)	07/01/2017- 06/30/2018
234. Barrientos, Belem	TAA NTE 60 hrs (Assist with RTI and social skills)	11/17/2017- 06/07/2018
	TAA NTE 99 hrs (Student support as per IEP)	12/18/2017- 02/23/2018
235. Beck, Holly	TAA NTE 5 hrs (Attend Training)	11/01/2017
236. Bemis, Sherrie	TAA NTE 5 hrs (Attend Training)	11/01/2017

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APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT REGULAR RATE OF PAY (Cont.)

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
237. Bohl, Giselle	TAA NTE 5 hrs (Attend Training)	11/01/2017
238. Bandom, Bonnie	TAA NTE 5 hrs (Attend Training)	11/01/2017
239. Breithaupt, Scott	TAA NTE 5 hrs (Attend Training)	11/01/2017
240. Calderon, Maryann	TAA NTE 5 hrs (Attend Training)	11/01/2017
241. Carrillo, Irving	TAA NTE 5 hrs (Attend Training)	11/01/2017
242. Casarrubias- Quinn, Olivia	TAA NTE 2 hrs (Assist with bus pass) TAA NTE 10 hpw (Assist in bus pass and office billing)	11/01/2017 12/01/2017- 12/31/2017
243. Chavez, Ernesto	TAA NTE 5 hrs (Attend Training)	11/01/2017
244. Cisternas, Claudia	TAA NTE 5 hrs (Deliver food to families in need)	11/18/2017
245. Cone, Karyn	TAA NTE 5 hrs (Attend Training)	11/01/2017
246. Conti, James	TAA NTE 5 hrs (Attend Training)	11/01/2017
247. Conti, Monica	TAA NTE 5 hrs (Attend Training)	11/01/2017
248. Cooper, Kevin	TAA NTE 5 hrs (Attend Training)	11/01/2017
249. Corona, Rhonda	TAA NTE 5 hrs (Attend Training)	11/01/2017
250. Corwin, Patrick	TAA NTE 5 hrs (Attend Training)	11/01/2017
251. Cuevas, Cathy	TAA NTE 4 hrs (Community based event to increase student and community engagement)	10/12/2017
252. DeVinci, Pamela	TAA NTE 5 hrs (Attend Training)	11/01/2017

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APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT REGULAR RATE OF PAY (Cont.)

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
253. Dewar, Nettie	TAA NTE 5 hrs (Attend Training)	11/01/2017
254. Dobias, Denise	TAA NTE 5 hrs (Attend Training)	11/01/2017
255. DuChene, David	TAA NTE 5 hrs (Attend Training)	11/01/2017
256. Falquist, Ray	TAA NTE 5 hrs (Attend Training)	11/01/2017
257. Felten, Susan	TAA NTE 15 hpw (Accompany special education students on bus)	10/18/2017- 01/18/2018
	TAA NTE 11 hrs (IF-Sp Ed for men's choir concert)	10/16/2017- 10/17/2017
258. Feyerabend, Kathy	TAA NTE 5 hrs (Attend Training)	11/01/2017
259. Figueroa, Yolanda	TAA NTE 5 hrs (Attend Training)	11/01/2017
260. Fortin, Callie	TAA NTE 5 hrs (Attend Training)	11/01/2017
261. Fox, Janine	TAA NTE 5 hrs (Attend Training)	11/01/2017
262. Frey, Debbie	TAA NTE 5 hrs (Back-up for LVN to assist student on field trip)	10/20/2017
263. Fultz, Brian	TAA NTE 5 hrs (Attend Training)	11/01/2017
264. Galvan, Kaili	TAA NTE 5 hrs (Attend Training)	11/01/2017
265. Gant, Glen	TAA NTE 50 hrs (Assist with STEM Lab)	10/23/2017- 06/07/2018
266. Garcia, Patricia	TAA NTE 5 hrs (Attend Training)	11/01/2017
267. Garcia, Piedad	TAA NTE 5 hrs (Attend Training)	11/01/2017
268. Gaynor Walsh, Michelle	TAA NTE 235 hrs (Implement breakfast program)	11/07/2017- 01/31/2018

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT REGULAR RATE OF PAY (Cont.)

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
269. Genadry, Floyd	TAA NTE 5 hrs (Attend Training)	11/01/2017
270. Ghanitabe, Monavvar	TAA NTE 10 hrs (Provide childcare for parenting classes)	10/24/2017- 11/30/2017
271. Gibson, Lesa	TAA NTE 5 hrs (Attend Training)	11/01/2017
272. Gomez, Bartolo	TAA NTE 5 hrs (Attend Training)	11/01/2017
273. Gomez, Nancy	TAA NTE 5 hrs (Attend Training)	11/01/2017
274. Gonzales, Kym	TAA NTE 5 hrs (Attend Training)	11/01/2017
275. Gordon, Patricia	TAA NTE 5 hrs (Attend Training)	11/01/2017
276. Gray, Montse	TAA NTE 5 hrs (Deliver food to families in need)	11/18/2017
277. Griffin, Mitzi	TAA NTE 5 hrs (Attend Training)	11/01/2017
278. Gustafson, Elizabeth	TAA NTE 5 hrs (Attend Training)	11/01/2017
279. Hanley, Kathy	TAA NTE 5 hrs (Attend Training)	11/01/2017
280. Hastings, Deanna	TAA NTE 1.5 hrs (Accompany student to school dance)	10/06/2017- 10/07/2017
281. Hatcher, Joshua	TAA NTE 10 hrs (Behavior consultation for TBIC Program)	10/19/2017- 06/30/2018
282. Henderson, Scott	TAA NTE 5 hrs (Attend Training)	11/01/2017
283. Hernandez, Adelina	TAA NTE 30 hrs (Supervise children during parent meetings)	11/13/2017- 06/07/2018
284. Hernandez, Vania	TAA NTE 5 hrs (Deliver food to families in need)	11/18/2017
285. Hernandez- Jimenez, Luz	TAA NTE 5 hrs (Attend Training)	11/01/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT REGULAR RATE OF PAY (Cont.)

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
286. Herrera, Tay	TAA NTE 5 hrs (Attend Training)	11/01/2017
287. Holbdy, Anthony	TAA NTE 5 hrs (Attend Training)	11/01/2017
288. Hostetter, Timothy	TAA NTE 5 hrs (Attend Training)	11/01/2017
289. Humzeh, Alee	TAA NTE 5 hrs (Attend Training)	11/01/2017
290. Inlow, Sarah	TAA NTE 240 hrs (Support of theater)	07/01/2017- 06/30/2018
291. Jacobson, Gregory	TAA NTE 5 hrs (Attend Training)	11/01/2017
292. James, Nevil	TAA NTE 5 hrs (Attend Training)	11/01/2017
293. Jimenez, Leticia	TAA NTE 5 hrs (Deliver food to families in need)	11/18/2017
294. Johannes, Scott	TAA NTE 5 hrs (Attend Training)	11/01/2017
295. Knight, Karen	TAA NTE 5 hrs (Attend Training)	11/01/2017
296. Kopelson, Kathleen	TAA NTE 12 hrs (Attend CPI training)	08/09/2017- 08/10/2017
297. Krueger, Markus	TAA NTE 5 hrs (Attend Training)	11/01/2017
298. Kuzmanoff, George	TAA NTE 5 hrs (Attend Training)	11/01/2017
299. LeBourgeois, Michael	TAA NTE 5 hrs (Attend Training)	11/01/2017
300. Leon Rodriguez, Edith	TAA NTE 5 hrs (Deliver food to families in need)	11/18/2017
301. Levrier, William	TAA NTE 5 hrs (Attend Training)	11/01/2017
302. Lewitter, Ira	TAA NTE 5 hrs (Attend Training)	11/01/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
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Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT REGULAR RATE OF PAY (Cont.)

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
303. Lezama, Alfredo	TAA NTE 5 hrs (Attend Training)	11/01/2017
304. Llamas, Teresa	TAA NTE 5 hrs (Attend Training)	11/01/2017
305. Martinez, Gerardo	TAA NTE 5 hrs (Attend Training)	11/01/2017
306. Martinez, Matthew	TAA NTE 5 hrs (Attend Training)	11/01/2017
307. Mathews, Marcus	TAA NTE 240 hrs (Support of theater)	07/01/2017- 06/30/2018
308. Maull, Louis	TAA NTE 5 hrs (Attend Training)	11/01/2017
309. McCormick, Ronald	TAA NTE 5 hrs (Attend Training)	11/01/2017
310. McCullough, Roselle	TAA NTE 15 hrs (Accompany special education student on bus)	10/18/2017- 01/18/2018
311. Menchaca, Tamara	TAA NTE 5 hrs (Attend Training)	11/01/2017
312. Mills, Brynn	TAA NTE 24 hrs (Support kindergarten student with behavior issues)	10/27/2017- 11/14/2017
313. Moe, Lynn	TAA NTE 25 hpw (Provide extra supervision)	10/23/2017- 12/22/2017
314. Monico, Margara	TAA NTE 25 hrs (Assist with McKinney-Vento students)	01/01/2018- 06/07/2018
	TAA NTE 25 hrs (Assist with alternative tutoring, translation for parent conferences)	10/25/2017- 06/07/2018
315. Moore, Tammy	TAA NTE 7.5 hpw (Accompany student on bus)	11/02/2017- 01/29/2018
316. Morgan, Debra	TAA NTE 7.5 hpw (Additional support in SAI classroom)	11/01/2017- 01/31/2018
	TAA NTE 66 hrs (Assist with after school reading intervention class)	12/04/2017- 01/24/2018
317. Morgan, Marsha	TAA NTE 5 hrs (Attend Training)	11/01/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT REGULAR RATE OF PAY (Cont.)

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
318. Murillo, Rafael	TAA NTE 5 hrs (Attend Training)	11/01/2017
319. Muro Romero, Juan	TAA NTE 5 hrs (Attend Training)	11/01/2017
320. Mushnick, Larisa	TAA NTE 5 hrs (Group support for special education students' senior trip to Knott's)	10/11/2017
321. Naegle, Deborah	TAA NTE 5 hrs (Attend Training)	11/01/2017
322. Nangle, Robin	TAA NTE 5 hrs (Attend Training)	11/01/2017
323. Olswang, Arthur	TAA NTE 5 hrs (Attend Training)	11/01/2017
324. Omar, Lima	TAA NTE 5 hrs (Attend Training)	11/01/2017
325. Ortega-Sanchez, Claudia	TAA NTE 5 hrs (Deliver food to families in need)	11/18/2017
326. Paine, Mickey	TAA NTE 5 hrs (Attend Training)	11/01/2017
327. Paris, Lisa Marie	TAA NTE 5 hrs (Attend Training)	11/01/2017
328. Patel, Trupti	TAA NTE 5 hpw (Kindergarten student needs 1:1 for full hours of class) TAA NTE 2 hrs (Cover IF's shift for student on field trip)	12/01/2017- 03/01/2018 11/28/2017
329. Pfrommer, Edward	TAA NTE 5 hrs (Attend Training)	11/01/2017
330. Pike, Thomas	TAA NTE 240 hrs (Support of theater)	07/01/2017- 06/30/2018
331. Poching, Kennison	TAA NTE 5 hrs (Attend Training)	11/01/2017
332. Ramirez, Daniel	TAA NTE 5 hrs (Attend Training)	11/01/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
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Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
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APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT REGULAR RATE OF PAY (Cont.)

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
333. Reategui, Cesar	TAA NTE 5 hrs (Deliver food to families in need)	11/18/2017
334. Reyes, Carmen	TAA NTE 5 hrs (Attend Training)	11/01/2017
335. Rial, Lisa	TAA NTE 5 hrs (Attend Training)	11/01/2017
336. Rivera, Hector	TAA NTE 5 hrs (Attend Training)	11/01/2017
337. Robbertze, Olinda	TAA NTE 5 hrs (Attend Training)	11/01/2017
338. Robert, Hannah	TAA NTE 5 hrs (Attend Training)	11/01/2017
339. Robledo, Eloisa	TAA NTE 5 hrs (Attend Training)	11/01/2017
340. Rodriguez, Henry	TAA NTE 5 hrs (Attend Training)	11/01/2017
341. Russell, Stacey	TAA NTE 91 hrs (Assist with after school academic support class)	11/01/2017- 06/07/2018
342. Santell, Laurie	TAA NTE 5 hrs (Attend Training)	11/01/2017
343. Sawyer, Jazmin	TAA NTE 5 hrs (Attend Training)	11/01/2017
344. Scott, Janice	TAA NTE 5 hrs (Attend Training)	11/01/2017
345. Soto, Marta	TAA NTE 5 hrs (Deliver food to families in need)	11/18/2017
346. Spector, Nancy	TAA NTE 36 hrs (Augment new specialized medical needs for student)	11/27/2017- 02/02/2018
347. Stark, Kelly	TAA NTE 5 hrs (Attend Training)	11/01/2017
348. Swartz, Brian	TAA NTE 20 hrs (Sweep campus in the morning due to transient encampment next to school fields)	09/22/2017- 10/01/2017
349. Sweeney, Lauren	TAA NTE 5 hrs (Attend Training)	11/01/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
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Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
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APPROVE TEMPORARY ADDITIONAL ASSIGNMENT
PAY AT REGULAR RATE OF PAY (Cont.)

<u>Name</u>	<u>Additional Assignment</u>	<u>Effective Date</u>
350. Swick, Judith	TAA NTE 5 hrs (Attend Training)	11/01/2017
351. Toyias, Deborah	TAA NTE 5 hrs (Attend Training)	11/01/2017
352. Trimble, Roxanne	TAA NTE 5 hrs (Attend Training)	11/01/2017
353. Vigil, Laura	TAA NTE 100 hrs (Assist with after school academic support class)	11/01/2017- 06/07/2018
354. Visagie, Christina	TAA NTE 4 hrs (Community based event to increase student and community engagement)	10/12/2017
355. Visser, Marcelle	TAA NTE 5 hrs (Attend Training)	11/01/2017
356. Warner, Jessica	TAA NTE 7.5 hrs (APS for increasing Pre-K class)	11/02/2017- 12/21/2017
357. White, David	TAA NTE 5 hrs (Attend Training)	11/01/2017
358. Wills, Arlett	TAA NET 30 hrs (Support STEPS class for arrivals/dismissals)	11/01/2017- 02/01/2018
359. Ziegler, Michael	TAA NTE 5 hrs (Attend Training)	11/01/2017
360. Zornoza, Myrna	TAA NTE 50 hrs (AVID, college, and ELD meetings)	10/01/2017- 06/01/2018

APPROVE LEAVES OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
361. Fauchard, Evelyne	MS Campus Supvr	Family Medical	11/13/2017- 12/01/2017
362. Palo, Rachel	IF-Sp Ed	Child Care	11/25/2017- 06/07/2018
363. Reid, Lauren	IF-Sp Ed	Education	01/08/2018- 06/08/2018

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Classified Employees

APPROVE LEAVES OF ABSENCE (Cont.)

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
364. Vazzano, Randi	IF-Sp Ed	Family Medical	12/13/2017- 12/21/2017

**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: January 24, 2018

Board Item: Resignations/Retirements/Employment – Certificated Employees

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
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

TERMINATIONS

<u>Name</u>	<u>Position Title</u>	<u>Reason</u>	<u>Original Hire Date</u>	<u>Date of Separation</u>
1. Hurst, Michelle	Sub Teacher	Other Employment	08/21/2017	12/15/2017
2. Ingebrigtsen, Jason	Sub Teacher	Voluntary	11/20/2017	12/15/2017
3. Kulina, Kelley	Sub Teacher	Other Employment	05/08/2003	11/09/2017
4. Lavery, Lauri	Sub Teacher	Relocation	05/16/2017	12/11/2017
5. Nathanson, Nicole	Sub Teacher	Other Employment	03/12/2015	11/01/2017
6. Philipsen, Curtiss	Sub Teacher	Other Employment	05/01/2017	12/05/2017
7. Wade, Steven	Teacher	Other Employment	10/04/2002	12/22/2017

APPROVE HOME/HOSPITAL TEACHERS

Pay @ \$35.00 per hour

8. Moos, Theresa

9. Taglieri, Christine

APPROVE SUBSTITUTE TEACHERS

Pay @ \$105.00 per day

10. King, Zackary

14. Reynolds, Stacy

11. Miller, Natalie

15. Ruth, Megan

12. Paganelli, Jennifer

16. Yoder, Clare

13. Price II, James

APPROVE 6/5^{ths} ASSIGNMENT 1st SEMESTER

Not to exceed \$20,966 for 6/5ths section

17. Danner, Steven

20. McLaughlin, Gregg

18. Heuser, Rachel

21. Dubois, Bryn

19. Lee, Jinwoo

22. Pender, Max

APPROVE ASSIGNMENT ADJUSTMENT

<u>Name</u>	<u>Previous Assignment</u>	<u>New Assignment</u>	<u>Effective Date</u>
23. Billy, Cindy	Teacher	ETAP I	01/01/2018- 06/07/2018
24. Bisch, Kristi	Teacher	ETAP I	08/18/2017- 12/22/2018
25. Casey, Brittany	Teacher	STAP II	08/22/2017- 06/08/2018

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

APPROVE ASSIGNMENT ADJUSTMENT (Cont.)

<u>Name</u>	<u>Previous Assignment</u>	<u>New Assignment</u>	<u>Effective Date</u>
26. Imsland, Tracey	Psychologist	ETAP I	08/18/2017-06/08/2018
27. Kenney, Valerie	Teacher	ETAP I	08/18/2017-06/08/2018
28. Lovett, Nicole	Teacher	ETAP I	08/22/2017-06/07/2018
29. Puccinelli, Susan	Teacher	ETAP II	08/18/2017-06/07/2018
30. Skelly, Barbara	Teacher	ETAP II	08/22/2017-06/08/2018
31. Villafranca-Ruiz, Estrella	Teacher	ETAP I	08/22/2017-06/08/2018

APPROVE PROMOTIONS

<u>Name</u>	<u>Previous Assignment</u>	<u>Annual Salary</u>	<u>New Assignment</u>	<u>Annual Salary</u>	<u>Effective Date</u>
32. Clark, Danielle	Coordinator, Mental Health	\$115,910	Interim Director, Related Services	\$124,896	12/01/2017-06/30/2018

APPROVE ADDITIONAL ASSIGNMENTS

Saturday School – Multiple Sites

Not to exceed 192 hours total instructional pay @ \$35.00 per hour
08/22/2017-06/01/2018

33. Aguirre-Perez, Karla
34. Boyle, Jeanette
35. Eckert-Toler, Jennifer

36. Harris, Rob
37. Rigby, Mike
38. Sampson, Tim

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

Leadership Team – Multiple Sites

Not to exceed 10 hours total non-instructional pay @ \$30.00 per hour
08/22/2017-06/30/2018

39. Brady, Lari
40. Falcon, Angela

41. Vega, Lisette
42. Werdel, Belen

Assist with After School Homework Club – Multiple Sites

Not to exceed 329 hours total instructional pay @ \$35.00 per hour
11/14/2017-06/09/2018

43. Advani, Rishika
44. Castle, John
45. Fragrassi, Joe
46. Gebert, Betty
47. Gruenewald, Eric
48. Hamilton, Marcy

49. Lane, LuAnn
50. McPherson, Kathy
51. Pagel, Velda
52. Smiggs, Donna
53. Villarreal, Erica
54. Wiles, Kathleen

Attend PBIS Tier One Universal Implementation Trainings – Bathgate Elem

Not to exceed 36 hours total non-instructional pay @ \$30.00 per hour
10/19/2017-05/11/2018

55. Doane, Michelle

56. Ganger, Briana

Attend CGI Training – Castille Elem

Not to exceed 6 hours total non-instructional pay @ \$30.00 per hour
05/04/2017

57. Brooks, Teresa

Work on DIBEL Reports and Communicate with Other Teachers – Hankey Elem

Not to exceed 30 hours total non-instructional pay @ \$30.00 per hour
11/13/2017-06/01/2018

58. Cantacessi, Angela

Elementary English Intervention – Hankey Elem

Not to exceed 50 hours total instructional pay at \$35.00 per hour
11/13/2017-06/01/2018

59. Cantacessi, Angela

60. Chambers, Amanda

CAPISTRANO UNIFIED SCHOOL DISTRICT
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Certificated Employees

APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

Teach Intervention Class – Kinoshita Elem

Not to exceed 205 hours total instructional pay @ \$35.00 per hour
01/22/2017-05/31/2018

61. Chutuk, Julie

62. Hendrickson, Katharine

63. Regan, Lynda

64. Van Hofwegen, Martyne

65. Vedova, Michelle

Attend Collaboration Day – Lobo Elem

Not to exceed 6 hours total non-instructional pay @ \$30.00 per hour
09/20/2017

66. Young, Marisa

Prepare Science Lab – Marblehead Elem

Not to exceed 25 hours total non-instructional pay @ \$30.00 per hour
10/01/2017-06/07/2018

67. Dewitt-Fleischman, Mary

Assist with IEP Caseload – Oso Grande Elem

Not to exceed 40 hours total non-instructional pay @ \$30.00 per hour
10/23/2017-12/13/2017

68. Mueller Heitman, Amanda

Leadership Team – Tijeras Creek Elem

Not to exceed 50 hours total non-instructional pay @ \$30.00 per hour
08/22/2017-06/07/2018

69. Cutkomp, Carol

70. Hansen, Tricia

71. Levy, Jenna

72. Stanley, Michael

73. Vardoulakis, Mechaela

Attend Discovery Education Training – Tijeras Creek Elem

Not to exceed 7 hours total non-instructional pay @ \$30.00 per hour
11/01/2017-11/30/2017

74. Cox, Melissa

Attend WFTBB Training – Tijeras Creek Elem

Not to exceed 10.5 hours total non-instructional pay @ \$30.00 per hour
05/01/2017-11/30/2017

75. Morgan, Diana

76. Tarui, Ester

CAPISTRANO UNIFIED SCHOOL DISTRICT
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Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

Assist with SST Meetings – Tijeras Creek Elem

Not to exceed 9 hours total non-instructional pay @ \$30.00 per hour
10/01/2017-06/07/2018

77. Cutkomp, Carol

Prepare for WEB Leadership – Bernice Ayer MS

Not to exceed 10 hours total non-instructional pay @ \$30.00 per hour
09/01/2017-12/30/2017

78. Burris, Hillary

Assist Students with Math and English in After School Program – Marco Forster MS

Not to exceed 35 hours total instructional pay @ \$35.00 per hour
10/01/2017-12/22/2017

79. Jimenez, Pablo

Provide Intervention Core Support – Newhart MS

Not to exceed 10 hours total instructional pay @ \$35.00 per hour
10/30/2017-05/25/2018

80. Hassett, Jasmine

81. Neighbors, Jeff

504 Coordinator – Niguel Hills MS

Not to exceed 57 hours total non-instructional pay @ \$30.00 per hour
11/27/2017-06/06/2018

82. Lohman, Shawn

Provide English CIA Scoring – Niguel Hills MS

Not to exceed 30 hours total non-instructional pay @ \$30.00 per hour
09/12/2017

83. Bastianello, Christine

84. Clifton, Christine

85. Cullum, Gabriella

86. Freeman, Denene

87. Gerken, Stacy

88. Gilman, Sheri

89. Lohman, Shawn

90. Miller, Sharon

91. Parry Jr., Jay

92. Strom, Brittany

CAPISTRANO UNIFIED SCHOOL DISTRICT
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APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

Science Olympiad – Aliso Niguel HS

Not to exceed 42 hours total instructional pay @ \$35.00 per hour
11/07/2017-02/28/2018

93. Burns, Robert

Freshman Focus Mentors – San Clemente HS

Not to exceed 140 hours total instructional pay @ \$35.00 per hour
10/01/2017-06/01/2018

94. Eckert-Toler, Jennifer
95. Harris, Patrick
96. O'Rourke, Parick
97. Ramirez, Rey

98. Sisca-McGuire, Carla
99. Tisdale, Angie
100. Tsianos, Andria

Attend Technology Meetings – San Clemente HS

Not to exceed 55 hours total non-instructional pay @ \$30.00 per hour
10/01/2017-12/01/2017

101. Afrouzeh, Golnaz
102. Bennett, Katie
103. Dollar, Thomas
104. Dul, Kylie
105. Eikleberry, Michelle
106. Fischer, Howard

107. Henry, Robert
108. Lewis, Ann
109. Sola Morillas, Jorge
110. Schmidt, Lana
111. Ward, Robbin

Attend Writing Workshop – San Clemente HS

Not to exceed 10 hours total non-instructional pay @ \$30.00 per hour
10/01/2017-06/01/2018

112. Bennett, Katie

After School Tutorial – San Clemente HS

Not to exceed 70 hours total instructional pay @ \$35.00 per hour
10/30/2017-06/08/2018

113. Smith, Ryan

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APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

APES – San Clemente HS

Not to exceed 16 hours total non-instructional pay @ \$30.00 per hour
10/11/2017-10/31/2017

114. Kerr, Brad

115. Kerr, Lisa

CIA's – San Clemente HS

Not to exceed 27 hours total non-instructional pay @ \$30.00 per hour
10/02/2017-10/31/2017

116. Bisch, Jonathan

121. Lewis, Ann

117. Dul, Kylie

122. Mariani, Lindsay

118. Dutton, Caroline

123. Morris, Jennifer

119. Feyk, Mike

124. Whitaker, Alyssa

120. Henry, Robert

Professional Development – CTE

Not to exceed 40 hours total non-instructional pay @ \$30.00 per hour
09/01/2017-09/30/2017

125. Gonzales, Jennifer

Attend Depco Training – CTE

Not to exceed 6 hours non-instructional pay @ \$30.00 per hour
08/17/2017-08/18/2017

126. Hamilton, Julie

CATEMA – CTE

Not to exceed 2.5 hours non-instructional pay @ \$30.00 per hour
10/09/2017

127. Norgren, Ryan

128. Ohnstad, Jon

Attend Instructional Coach Meetings – Education Services

Not to exceed 64 hours total non-instructional pay @ \$30.00 per hour
09/13/2017-06/07/2018

129. Austin, Jen

133. O'Leary, Darla

130. Cooper, PJ

134. Slee, Elisa

131. Gauthier, Karen

135. Sykes, Marie

132. Lopinto, Steve

136. Whitaker, Leslie

CAPISTRANO UNIFIED SCHOOL DISTRICT
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APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

Attend CAG Meetings – Education Services

Not to exceed 198 hours total non-instructional pay @ \$30.00 per hour
10/09/2017-06/01/2018

- | | |
|----------------------------|-----------------------|
| 137. Clarke, Terry | 143. Main, Alex |
| 138. Garwood, Sylvia | 144. O'Donovan, Pam |
| 139. Hacievliyagil, Melisa | 145. Pittman, Terrill |
| 140. Hatchel, Steve | 146. White, Kathy |
| 141. Iriart, Wende | 147. Zinsli, Sheryl |
| 142. Luby, James | |

GATE Task Force – Education Services

Not to exceed 140 hours total non-instructional pay @ \$30.00 per hour
11/15/2017-06/15/2018

- | | |
|---------------------------|------------------------|
| 148. Abuharoon, Christine | 152. Peterson, Susan |
| 149. Cummings, Laurie | 153. Robinson, Katie |
| 150. Davey, John | 154. Thibault, Roberta |
| 151. Millat, Carrie | |

Facilitate 5th Grade Family Life Training – Education Services

Not to exceed 10 hours total non-instructional pay @ \$30.00 per hour
03/01/2018-04/25/2018

155. Reimer, Nona

Attend Meeting and Represent High School for Course Model Decision – Education Services

Not to exceed 6 hours total non-instructional pay @ \$30.00 per hour
09/26/2017-12/20/2017

156. Kerr, Lisa

Assist with Families Forward Distribution to CUSD Families in Need – Education Services

Not to exceed 6 hours total pay @ \$55.00 per hour
11/18/2017

157. Pedraza, Jose Luis

Participate as a Board Member at PAR Board Meetings – Human Resource Services

Not to exceed 15 hours total non-instructional pay @ \$30.00 per hour
08/18/2017-06/30/2018

- | | |
|----------------------|---------------------|
| 158. Hulse, Michael | 160. Schnapper, Joy |
| 159. Johnson, Robert | |

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

Work with Referred PAR/PIP Participating Teacher – Human Resource Services

Not to exceed 30 hours total non-instructional pay @ \$30.00 per hour

08/18/2017-06/30/2018

161. Zegley, Kim

Attend Summer PLA Day 2 Elementary ELA/ELD Adoption

5th Grade - Benchmark – Professional Learning

Not to exceed one day sub pay @ \$105.00

08/04/2017

162. Blandino, Julie

Attend Summer PLA CGI TK-2 Math Routines – Professional Learning

Not to exceed one day sub pay @ \$105.00

08/08/2017

163. Yousuf, Evelyn

Attend AVID Outreach – Professional Learning

Not to exceed 24 hours total non-instructional pay @ \$30.00 per hour

10/21/2017

164. Baker, Kent

165. Briggs, Charles

166. Burd, Cheryl

167. Chan, Rachel

168. Eckert-Toler, Jennifer

169. Heavlin-Martinez, Johanna

170. Phelps, Susan

171. Willis, Brian

Attend PLC Meetings – Professional Learning

Not to exceed 12 hours total non-instructional pay @ \$30.00 per hour

10/03/2017-06/07/2018

172. Boylan, Sandra

173. Gruenewald, Eric

174. Rhodes, Mariela

Attend Summer PLA Appropriate Use of Technology Class – Professional Learning

Not to exceed 1 day total sub pay @ \$105.00

08/09/2017

175. Royal, Susan

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

Attend Day 2 Elem ELA/ELD Adoption Training –K-1st Grade – Professional Learning
Not to exceed 6 hours total non-instructional pay @ \$30.00 per hour
08/31/2017

176. Clark, Bernadette

Attend Summer Day 2 PLA Elem ELA/ELD
Adoption Training – 2nd Grade – Professional Learning
Not to exceed 1 day total sub pay @ \$105.00
08/11/2017

177. Henry, William

Assist as an Intervention Specialist – Special Education
Not to exceed 14 hours total non-instructional pay @ \$30.00 per hour
11/08/2017-11/16/2017

178. Daugherty, Eric

179. Guillen, Nereida

Provide ESY Administrative Services – Special Education
Not to exceed 200 hours Pay @ \$55.00 per hour

180. Ortiz, Ryan

Provide IR Tutoring – Special Education
Not to exceed 35 hours instructional pay @ \$35.00 per hour
08/22/2017-06/18/2018

181. Kaczmarczyk, Heatherann

Site SST Coordinator – Student Support Services
Not to exceed 10 hours non-instructional pay @ \$30.00 per hour
08/22/2017-06/07/2018

182. O'Connor, Colleen

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

Parent Information Meeting – Student Support Services

Not to exceed 3 hours non-instructional pay @ \$30.00 per hour

10/26/2017

183. Bogiatzis, Tom

Attend 504 Training – Student Support Services

Not to exceed 2 hours non-instructional pay @ \$30.00 per hour

11/07/2017

184. Bovee, Jessica

185. Chan, Rachel

186. Cioley, Rhonda

187. Cordina, Maureen

188. Depenbrok, Krista

189. Fernandez, Irma

190. Gerfin, Julia

191. Goss, Kristen

192. Halbert, Shannon

193. Harris, Patrick

194. Heinsen, Rebecca

195. Jordheim, Jenna

196. Kenney, Valerie

197. Kessler, Kasey

198. Kotel, Collen

199. Little, Kelly

200. Loh, Nicole

201. Martus, Larissa

202. McDermott, Kim

203. McMichael, Erin

204. Pelzer, Kathy

205. Porzuczek, Karin

206. Ramirez, Katherine

207. Randle, Liessa

208. Runyan, Jamie

209. Samson, Kristen

210. Tsianos, Andrea

211. Vega, Darwin

212. Weitzel, Renee

213. Zides, Michelle

Attend a MTSS-FIA Site Self-Study Team – Student Support Services

Not to exceed 5 hours non-instructional pay @ \$30.00 per hour

11/13/2017

214. Bock, Susan

215. Casebier, Diane

216. Jarrard, Lisa

217. Purcell, Tiffan

218. Schwartz, Jennifer

Reading Intervention Site Coordinator – Student Support Services

Not to exceed 30 hours non-instructional pay @ \$30.00 per hour

08/22/2017-06/07/2018

219. Neidl, Isabel

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

APPROVE ADDITIONAL ASSIGNMENTS (Cont.)

Provide Service as a Substitute Counselor – Student Support Services
Not to exceed 45 hours instructional pay @ \$275.00 per day

220. Ganger, Briana

APPROVE CO-CURRICULAR ASSIGNMENTS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
221. Abedi, Morteza	Wrestling, (Head)	Dana Hills HS	\$ 3,501.00	11/06/2017- 01/30/2018
222. Connors, Eryn	Outdoor Ed, Elem	Las Palmas Elem	\$ 117.00 per night	11/29/2017- 12/01/2017
223. Desiano, Tom	Basketball, Varsity (Head)	Dana Hills HS	\$ 3,735.00	11/06/2017- 02/09/2018
224. Diaz, Monica	Outdoor Ed, Elem	San Juan Elem	\$ 117.00 per night	12/11/2017- 12/14/2017
225. Dubois, Bryn	Academic Comp. Coach, HS	Capistrano Valley HS	\$ 4,202.00	10/31/2017- 12/22/2017
226. Garrett, Steve	Basketball, Boys' Varsity (Head)	Tesoro HS	\$ 3,735.00	11/20/2017- 02/06/2018
227. Girard, Erin	Choral, MS	Newhart MS	\$ 1,867.00	08/11/2017- 06/08/2018
228. Gonzalez, Joann	Outdoor Ed, Elem	San Juan Elem	\$ 117.00 per night	12/11/2017- 12/14/2017
229. Martinez Ramirez, Saul	Outdoor Ed, Elem	San Juan Elem	\$ 117.00 per night	12/11/2017- 12/14/2017
230. Moore, Farrell	Safety & Equipment	San Juan Hills HS	\$ 3,735.00	08/22/2017- 12/22/2017
231. Peeler, Danielle	Water Polo, Girls' Varsity (Asst)	Capistrano Valley HS	\$ 2,801.00	11/20/2017- 02/08/2018
232. Riach Jr., Thomas	Basketball, Boys' Varsity (Asst)	Aliso Niguel HS	\$ 3,268.00	11/20/2017- 02/09/2018
233. Rodriguez, Mary Lou	Outdoor Ed, Elem	San Juan Elem	\$ 117.00 per night	12/11/2017- 12/14/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

APPROVE CIF CO-CURRICULAR ASSIGNMENTS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
234. Alexander, Ted	Football, Varsity (Asst)	Tesoro HS	\$ 373.50	11/06/2017
235. Biggs, Paul	Golf, Girls' (Head)	Aliso Niguel HS	\$ 350.10	10/21/2017
236. Briggs, Charles	Football, Varsity (Asst)	San Juan Hills HS	\$ 373.50	10/30/2017
237. Bucher, Ernst	Football, Varsity (Head)	Capistrano Valley HS	\$ 420.20	11/04/2017
238. Clark, Brian	Football, Varsity (Asst)	Capistrano Valley HS	\$ 373.50	11/04/2017
239. Dileo, Timothy	Tennis, Girls' Varsity (Head)	Tesoro HS	\$ 350.10	10/30/2017
	Tennis, Girls'		\$ 175.05	
240. Dunn, Craig	Cross Country, Boys' Varsity (Head)	Dana Hills HS	\$ 350.10	11/06/2017
241. Flowers, Aaron	Football, Varsity (Head)	San Juan Hill HS	\$ 420.20	10/30/2017
242. Green, Justin	Tennis, Girls' Varsity (Head)	Dana Hills HS	\$ 350.10	10/30/2017
			\$ 175.05	11/13/2017
243. Hernandez, Juan	Football, Varsity (Asst)	San Juan Hills HS	\$ 373.50	10/30/2017
244. Johnson, Daniel	Cross Country, Boys' Varsity (Head)	San Clemente HS	\$ 175.05	11/06/2017
245. Middlebrook, Stacey	Cross Country, Girls' Varsity (Head)	Aliso Niguel HS	\$ 350.10	11/06/2017
246. Montecinos, Oscar	Football, Varsity (Asst)	San Clemente HS	\$ 373.50	11/04/2017
247. Parker, Marc	Golf, Girls' Varsity (Head)	San Clemente HS	\$ 350.10	10/21/2017
248. Polk, Rich	Volleyball, Girls' Varsity (Head)	Tesoro HS	\$ 350.10	10/30/2017
249. Proodian, David	Cross Country, Varsity (Head)	San Clemente HS	\$ 350.10	11/06/2017

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
Certificated Employees

APPROVE CIF CO-CURRICULAR ASSIGNMENTS (Cont.)

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
250. Puffer, Jon	Water Polo, Boys' (Head)	Aliso Niguel HS	\$ 350.10	10/27/2017
251. Rosa, Matt	Water Polo, Boys' Varsity (Head)	Dana Hills HS	\$ 350.10	10/30/2017- 11/04/2017
252. Ricci, David	Football, Varsity (Asst)	Capistrano Valley HS	\$ 373.50	11/04/2017
253. Schepens, Scott	Football, Varsity (Asst)	Capistrano Valley HS	\$ 373.50	11/04/2017
254. Skaff, Donald	Golf, Girls' Varsity (Head)	Tesoro HS	\$ 175.05	10/30/2017- 11/06/2017
255. Tribe, Joshua	Football, Varsity (Asst)	Capistrano Valley HS	\$ 373.50	11/04/2017
256. Walsh, John	Cross Country, Boys' Varsity (Head)	Aliso Niguel HS	\$ 350.10	11/06/2017

APPROVE ASB FUNDED ASSIGNMENTS @ \$10.00 PER UNIT

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary</u>	<u>Effective Date</u>
257. Billings, Sean	Band, Orchestra	Capistrano Valley HS	\$ 8,000.00	07/01/2017- 06/30/2018
258. Brail, Rick	Baseball	Tesoro HS	\$ 3,000.00	12/01/2017- 02/01/2018
259. Bucher, Ernie	Football, (Head)	Capistrano Valley HS	\$ 4,201.00	12/01/2017- 05/31/2018
260. Gellatly, David	Baseball, Varsity (Head)	San Clemente HS	\$ 2,500.00	12/05/2017- 02/10/2018
261. Homma, Kevin	Band, Jazz, HS	Capistrano Valley HS	\$ 3,000.00	12/05/2017- 06/30/2018
262. Humphreys, Daniel	Water Polo, Girls' JV (Asst)	San Juan Hills HS	\$ 1,250.00	11/20/2017- 02/09/2018
263. Landino, James	Videographer	Capistrano Valley HS	\$ 1,500.00	07/01/2017- 06/30/2018
264. Lee, Jinwoo	Golf, Boys' (Asst)	San Juan Hills HS	\$ 1,000.00	12/01/2017- 01/31/2018

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

Personnel Activity List Board of Trustees Regular Meeting of January 24, 2018
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>
265. Ludwig, Anne	Band, Orchestra	Capistrano Valley HS	\$ 8,000.00	07/01/2017- 06/30/2018
266. Lynch, Erick	Water Polo, Boys' Frosh/Soph (Asst)	Aliso Niguel HS	\$ 2,000.00	12/01/2017- 02/01/2018
267. Poston, Matthew	Football, (Head)	Tesoro HS	\$ 4,201.00	11/20/2017- 02/06/2018
268. Ricci, David	Football, (Asst)	Capistrano Valley HS	\$ 7,468.00	12/01/2017- 05/31/2018
269. Roberts, Nathan	Golf, Girls'	San Juan Hills HS	\$ 2,000.00	11/01/2017- 11/30/2017
270. Waldukat, Andreas	Band, Camp	Capistrano Valley HS	\$ 3,500.00	07/01/2017- 06/30/2018
271. Yancey, Steve	Swimming, Boys' (Head)	Capistrano Valley HS	\$ 3,501.00	12/01/2017- 01/31/2018

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

School Board Meeting Schedule
July 2018 – June 2019

All meetings take place on Wednesday unless otherwise noted

2018

July 25

August 22

September 12
September 26*

October 10
October 24*

November 14

December 12

2019

January 23

February 13*
February 27

March 13
March 27*

April 24

May 8*
May 22

June 19

Adopted: 00/00/00
Revised: 00/00/00

*Denotes Workshop/Special Meeting as needed.

President McNicholas called the meeting to order in open session at 4:05 p.m.

**Call to Order/
Adjourn to
Closed Session**

Present: Trustee Bullockus (Arrived at 4:14 p.m.)
Trustee Hanacek
Trustee Holloway
Trustee Jones
Trustee McNicholas
Trustee Pritchard

Absent: Trustee Reardon

Board President McNicholas noted the following:

1. Closed Session Item 3G had a typographical error and should read 4031 instead of 4301.
2. Agenda Item 36 Resolution No. 1718-24, paragraph 5 of the Resolution has a typographical error and should read “energy conservation” instead of “energy conversation.”

The following speaker addressed the Board:

- Dawn Urbanek spoke regarding Closed Session Conference with Labor Negotiators.

At 4:12 p.m. the Board recessed to Closed Session to discuss: Conference with Legal Counsel - Anticipated Litigation; Conference with Legal Counsel - Existing Litigation; Conference with Labor Negotiators; Student Expulsions; Student Readmissions; Public Employment and Evaluation of Performance; Board Policy 4031 Appeal to the Board regarding Discrimination Complaint Against Employees.

OPEN SESSION ROLL CALL

Present: Trustee Bullockus (Arrived at 4:14 p.m.)
Trustee Hanacek
Trustee Holloway
Trustee Jones
Trustee McNicholas
Trustee Pritchard

Absent: Trustee Reardon

At 7:22 p.m. the Board recessed into Open Session and agreed to reconvene back into Closed Session immediately following Open Session to discuss: Public Employment and Evaluation of Performance.

The Pledge of Allegiance was led by Dana Hills High School Principal Josh Porter.

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

Permanent Record

It was moved by Trustee Pritchard and seconded by Trustee Jones to adopt the November 8, 2017 Board meeting agenda. The motion carried 6-0-1.

Adoption of the Board Agenda

AYES: Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas and Pritchard
NOES: None
ABSENT: Trustee Reardon

President McNicholas reported the following action taken during closed session:

President's Report from Closed Session Meeting

Agenda Item 3A-1 Conference With Legal Counsel – Anticipated Litigation
Trustees voted 6-0-1 to approve the staff recommendation.

Agenda Item 3A-2 Conference With Legal Counsel – Anticipated Litigation

Trustees voted 5-0-2 to approve the staff recommendation with Trustee Reardon and Trustee Bullockus not in attendance.

Agenda Item 3A-3 Conference With Legal Counsel – Anticipated Litigation

Trustees voted 5-0-2 to approve the staff recommendation with Trustee Reardon and Trustee Bullockus not in attendance.

Agenda Item 3B-1 Conference with legal Counsel – Existing Litigation

Trustees voted 6-0-1 to approve the staff recommendation.

Agenda Item 3B-2 Conference with legal Counsel – Existing Litigation

Trustees voted 6-0-1 to approve the staff recommendation.

Agenda Item 3B-3 Conference with legal Counsel – Existing Litigation

Trustees voted 6-0-1 to approve the staff recommendation.

Agenda Item 3B-4 Conference with legal Counsel – Existing Litigation

Trustees voted 6-0-1 to approve the staff recommendation.

Agenda Item 3C-1 Conference With Labor Negotiators

No reportable action. The Board will recess into Closed Session following open session to discuss Item 3C-1.

Agenda Item 3D-1 Student Expulsions

Case Number 2018-006 - Trustees voted 5-0-2 to approve the staff recommendation.

Agenda Item 3E-1 Student Readmissions

Case Number 2017-060 - Trustees voted 5-0-2 to approve the staff recommendation.

Agenda Item 3F Public Employment and Evaluation of Performance

The Board will recess into Closed Session following open session to discuss Item 3F.

Agenda Item 3G-1 Board Policy 4031 Appeal to the Board Regarding Discrimination Complaint Against Employees.

By unanimous vote, with member Reardon absent, the Board took action in Closed Session to sustain the decision of the Superintendent in finding the employee was not subject to unlawful sexual harassment or retaliation.

Associated Student Body

**Special
Recognition**

Student Advisor Eunice introduced Tommy Ferry, Student Body President of Dana Hills High School, who gave a brief update to the Board on the activities of the student body.

Extra Miler

The Board recognized Danielle Serio for her work with the San Juan Hills High School staff and students in making an inclusive safe environment for all.

Learning in CAPO Spotlight

The Board heard a presentation on the work being done by OC Puppy Raisers/Guide Dogs for the Blind and recognized Jill O'Connell-Bogle, Principal, Oak Grove Elementary School, Madison Ross, Freshman, Aliso Niguel High School Video Production, Montse Gray, Bilingual Community Services Liaison, and Dawn Freeman for their efforts in helping to provide socialization for guide dog puppies in training.

Superintendent Vital reported on various system fixes that staff is working on in terms of employee payments. She also reported on the site assessments that identify the need for modernization and new facilities at our schools and noted that the Board would receive a presentation on this matter in December.

**Board and
Superintendent
Comments**

Trustee Hanacek commented on the working dog at RH Dana, and the teachers who work hard every day and expressed her thanks for all of them and the work they do.

The following speakers addressed the Board:

**Oral
Communications**

- Kelsey Torres spoke regarding negotiations.
- Jeff Ridley spoke regarding negotiations.
- Danielle Serio spoke regarding negotiations.
- Chuck Hobbs spoke regarding negotiations.
- Joel Tapper spoke regarding negotiations.
- Ben Hughes spoke regarding the Speech and Debate teams in CUSD.

At this time, it was the consensus of the Board to move items 26 and 35 up in the agenda following the Consent Calendar.

PUBLIC HEARINGS

At 8:25 p.m. President McNicholas opened the Public Hearing to receive public input on the College and Career Access Pathways agreement with South Orange County Community College District (SOCCCD). There being no public comments, President McNicholas declared the Public Hearing closed at 8:26 p.m.

**Public Hearing:
Biotechnology
College and
Career Access
Pathways
Partnership
Agreement with
South Orange
County
Community
College District
Agenda Item 1**

At 8:26 p.m. President McNicholas opened the Public Hearing to receive public input on the intention to request approval of the issuance of New Clean Renewal Energy Bonds for the purpose of financing the installation of energy conservation measures in accordance with Government Code § 4217.13. There being no public comments, President McNicholas declared the Public Hearing closed at 8:26 p.m.

**Public Hearing:
Financing Solar
Energy Projects
Agenda item 2**

CONSENT CALENDAR

Consent Calendar

The following speakers addressed the Board:

- Ms. Ronda Whalen addressed the Board on Consent Calendar Item 24 Resignation/ Retirements/Employment – Classified Employees.

There being no items pulled from the Consent Calendar for discussion, it was moved by Trustee Holloway and seconded by Trustee Bullockus to approve the Consent Calendar as presented. The motion carried 6-0-1.

AYES: Trustees Bullockus, Hanacek, Holloway, Jones,
McNicholas and Pritchard
NOES: None
ABSENT: Trustee Reardon

BUSINESS AND SUPPORT SERVICES

Approved donations of funds and equipment.

**Donation of
Funds and
Equipment
Agenda Item 3**

Approved purchase orders (Attachment 1) and commercial warrants (Attachment 2).

**Purchase Orders,
Commercial
Warrants and
Previously Board-
Approved Bids
and Contracts
Agenda Item 4**

Approved 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**

Approved Resolution No. 1718-22 authorizing the Annual and Five-Year Reportable Fees Reports for Fiscal Year 2016-2017, in compliance with Government Code § 66001 and § 66006.

**Resolution No.
1718-22,
Approving the
Annual and Five-
Year Reportable
Fees Report for
Fiscal Year 2016-
2017, in
compliance with
Government
Code § 66001 and
§ 66006
Agenda Item 6**

Approved the Proposal for Services agreement with Harris School Solutions for quarterly migration support of all Quintessential School Systems (QSS) data.

**Proposal for
Services for
QSS/OASIS
Version L
Migration
Support-Harris
School Solutions
Agenda Item 7**

Approved the Oliver Equipment Lease with Oliver Packaging and Equipment Company to lease a heat sealing machine.

**Oliver Equipment
Lease – Oliver
Packaging and
Equipment
Company
Agenda Item 8**

Approved Change Order No. 1, Bid No. 1718-07 for the Crown Valley Elementary School Portable Classrooms and Restroom Project related to soil mitigation, additional asphalt to accommodate path of travel and Division of State Architect (DSA) required modifications to building ramps.

**Change Order
No. 1, Bid No.
1718-07, Crown
Valley
Elementary
School Portable
Classrooms and
Restroom Project
Agenda Item 9**

Approved the ratification of the Aliso Viejo Community Association Limited Use and Maintenance Agreement (LUMA) for Fall 2017.

**Aliso Viejo
Community
Association
Limited Use and
Maintenance
Agreement for
Fall 2017
Agenda Item 10**

Approved Amendment No. 2 to the parking space Rental Agreement with Capo Beach Calvary to extend the contract term through September 30, 2018.

**Amendment No.
2, Parking Space
Rental Agreement
– Capo Beach
Calvary
Agenda Item 11**

Approved the adoption of Board Policy 3461, *Debt Management Policy* in accordance with new law effective this year, Government Code § 8855.

**Second Reading -
Board Policy
3461, Debt**

**Management
Policy
Agenda Item 12**

CURRICULUM AND INSTRUCTION

Approved the Affiliation Agreement with the Regents of the University of California, Irvine (UCI), Department of Ophthalmology for the 2017-2018 school year will allow preschool and transitional kindergarten students to receive free vision care services and support with prescription eye glasses for those that fail the District's annual vision screening.

**Affiliation
Agreement with
Regents of the
University of
California
Agenda Item 13**

Approved the Outdoor Science School Contract with High Trails Inc. to provide an overnight outdoor science school trip aligned with grade level science standards.

**Outdoor Science
School Contract -
High Trails Inc.
Agenda Item 14**

Approved Resolution No. 1718-23, Amends Agreement No. CSPP-7335 with the California Department of Education for the Purpose of Providing Child Care and Development Services.

**Resolution No.
1718-23 Amends
Agreement Csp-
7335 with the
California
Department of
Education for the
purpose of
Providing Child
Care and
Development
Services
Agenda Item 15**

Approved the YMCA Program Service Agreement to provide noontime sports activities.

**YMCA Program
Service
Agreement
Agenda Item 16**

STUDENT SUPPORT SERVICES

Approved Income Agreement No. 44777 with Orange County Superintendent of Schools to provide the Resilient Mindful Counselor workshop (Stress Management for School Counselors and Nurses).

**Income
Agreement No.
44777 – Orange
County**

**Superintendent of
Schools
Agenda Item 17**

Approved the Master Contract with TERI Inc. to provide general education programs and special education instruction for eligible District students as determined by Individualized Education Program (IEP) team.

**Master Contract
With TERI Inc.
for 2017-2018
Agenda Item 18**

HUMAN RESOURCE SERVICES

Approved Amendment to Memorandum of Understanding (MOU) with Alliant International University.

**Amendment to
Memorandum of
Understanding
with Alliant
International
University
Agenda Item 19**

Approved Supervised Secondary Special Education and Transition Services Internship Placement, effective September 1, 2017 and expiring August 31, 2020 unless terminated by either party upon 60 days' notice to the other party.

**Affiliation
Agreement with
George
Washington
University
Agenda Item 20**

Approved Student Teaching Agreement with Northern Arizona University effective January 1, 2018 to December 31, 2022.

**Student Teaching
Agreement with
Northern Arizona
University
Agenda Item 21**

Approved Annual Report –Williams Settlement Legislation, 2016-2017 School Year.

**Annual Report –
Williams
Settlement
Legislation, 2016-
2017 School Year
Agenda Item 22**

Accepted Williams Settlement Legislation Uniform Complaint First Quarter Report. Board Policy 1312.4 mandates school districts establish policies and procedures to resolve deficiencies related to textbooks and instructional materials, teacher vacancies or mis-assignments, and facility conditions posing a threat to student/staff health or safety.

**First Quarter
Report – Williams
Settlement
Legislation
Uniform
Complaint
Agenda Item 23**

Approved the activity list for employment, separation, and additional assignments of classified employees.

**Resignations/
Retirements/
Employment -
Classified
Employees
Agenda Item 24**

Approved the activity list for employment, separation and additional assignments of certificated employees.

**Resignations/
Retirements/
Employment -
Certificated
Employees
Agenda Item 25**

DISCUSSION/ACTION ITEMS

Dr. Susan Holliday presented the staff report on this item. The following speakers addressed the Board:

**Second Reading –
Board Policy
5142, Dress and
Grooming
Agenda Item 26**

- Merrick Verinsky spoke about the dress code.
- Amanda Bourne spoke about the dress code.
- Don Hallowell spoke about the dress code.
- Lauren Hallowell spoke about the dress code.
- Michele Ploessel-Campbell spoke about the dress code.

The Board reviewed and discussed the item. Trustee Jones motioned to table this item to a workshop in January and, following discussion, withdrew the motion. The Board gave direction to staff to bring the item back to the Board in December for further review and consideration based on input provide by the Board. No further action was taken.

Deputy Superintendent Hampton introduced Russell Driver from ARC Alternatives, the District's energy advisor, who presented an update to the Board on the Request for Proposals process for solar energy projects.

**Update on Solar
Energy Projects
Agenda Item 35**

The following speakers addressed the Board on this matter:

- Jack Hartstein
- Kyle Krueger
- Erika Hunting

Following public input, the Board reviewed and discussed the matter. No action was taken.

The Board recognized Dr. Susan Holliday who presented an overview of the study conducted on the District's Gifted and Talented Education (GATE) program, an update on recent stakeholder feedback, and outlined next steps on moving forward in refining the GATE program.

**Gifted and Talented Education Program Review
Agenda Item 27**

The Board recognized Dr. Susan Holliday who presented the staff report on the Approval of Memorandum of Understanding for the California Healthy Kids Survey (CHKS) 2017-2018.

**Memorandum of Understanding for the California Healthy Kids Survey 2017-2018
Agenda Item 28**

Following the presentation, it was moved by Trustee Pritchard and seconded by Trustee Hanacek, to approve the Memorandum of Understanding for the California Healthy Kids Survey (CHKS) 2017-18. The motion carried 6-0-1.

AYES: Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas and Pritchard
NOES: None
ABSENT: Trustee Reardon

The Board recognized Dr. Susan Holliday who presented the staff report on the Language Immersion program and progress. The Board reviewed and discussed the matter. No action was taken.

**Study of Language Immersion K-12 Program
Agenda Item 29**

The Board recognized Dr. Susan Holliday who presented the staff report on the new state accountability system and Local Control Funding Formula priority areas that meet the criteria established for state indicators. Following the presentation, no action was taken.

**State Accountability Local Indicators
Agenda Item 30**

The Board recognized Dr. Greg Merwin who presented the staff report on two new resources for parents - The Parent Resource to Support Individualized Education Program (IEP) Development, and the Special Education: Parent Rights and Procedural Safeguards.

**Parent Resource to support Individualized Education Program Process
Agenda Item 31**

The following speakers addressed the Board on this matter:

- Veronica Hogitt
- Rachel Lewis

Following public input, no action was taken.

The Board recognized Dr. Susan Holliday who presented the staff report on the proposed revisions to Board Policy 6158, Independent Study.

Second Reading – Board Policy

Following the staff report, it was moved by Trustee Holloway and seconded by Trustee Bullockus to approve Board Policy 6158, Independent Study. The motion carried 6-0-1.

**Independent Study
Agenda Item 32**

AYES: Trustees Bullockus, Hanacek, Holloway, Jones,
McNicholas and Pritchard
NOES: None
ABSENT: Trustee Reardon

No action was taken on this item.

**Board Policy 4031
Appeal to the
Board regarding
discrimination
complaint against
employees
(Government
Code § 54957)
Agenda Item 33**

The Board recognized Deputy Superintendent Clark Hampton who presented the staff report on the easement required by the Santa Margarita Water District (SMWD) to install and connect necessary water services, including fire protection services, to the new construction of Esencia K-8 School.

**Resolution No.
1718-21, Intent to
Consider the
Conveyance of an
Easement to the
Santa Margarita
Water District for
the Purposes of
Providing
Necessary Water
Services to
Esencia K-8
School
Agenda Item 34**

Following the presentation, it was moved by Trustee Holloway and seconded by Trustee Pritchard to adopt Resolution No. 1718-21, Intent to Consider the Conveyance of an Easement to the Santa Margarita Water District for the Purposes of Providing Necessary Water Services to Esencia K-8 School. The motion carried 6-0-1.

AYES: Trustees Bullockus, Hanacek, Holloway, Jones,
McNicholas and Pritchard
NOES: None
ABSENT: Trustee Reardon

The Board recognized Deputy Superintendent Clark Hampton who presented the staff report regarding Resolution No. 1718-24 authorizing the issuance of bonds for solar energy projects and approving several bond legal documents.

**Resolution No.
1718-24,
Resolution of the
Board of Trustees
of the Capistrano
Unified School
District
Authorizing the
Execution and
Delivery of the
Capistrano**

Following the presentation, the Board reviewed and discussed the matter. It was moved by Trustee Pritchard and seconded by Trustee Bullockus to adopt Resolution No. 1718-24, A Resolution of the Board of Trustees of the Capistrano Unified School District Authorizing the Execution and Delivery of the Capistrano Unified School District 2017 Certificates of Participation (New Clean Renewable Energy Bonds) (Series A – Direct Subsidy) and the Capistrano Unified School District 2017 Certificates of Participation (Series B –

Taxable) in an Aggregate Principal Amount of Not to Exceed \$26,000,000, Authorizing the Distribution of an Official Statement in Connection Therewith, and Authorizing the Execution of Various Documents, Agreements, and Related Actions.

The motion passed 5-0-2.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

**Unified School District 2017 Certificates of Participation (New Clean Renewable Energy Bonds) (Series A – Direct Subsidy) and the Capistrano Unified School District 2017 Certificates of Participation (Series B – Taxable) in an Aggregate Principal Amount of Not to Exceed \$26,000,000, Authorizing the Distribution of an Official Statement in Connection therewith, and Authorizing the Execution of Various Documents, Agreements, and Related Actions
Agenda Item 36**

It was moved by Trustee Pritchard and seconded by Trustee Bullockus, to adopt Resolution of the Board of Directors of the Capistrano Unified School District School Facilities Corporation Authorizing Delivery and Sale of Capistrano Unified School District 2017 Certificates of Participation (New Clean Renewable Energy Bonds) (Series A – Direct Subsidy) and the Capistrano Unified School District 2017 Certificates of Participation (Series B – Taxable) in the Maximum Principal Amount of \$26,000,000 and Approving Related Documents, Agreements and Actions.

The motion passed 5-0-2.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard

Resolution No. 1718-25, A Resolution of the Board of Directors of the Capistrano Unified School District School Facilities Corporation Authorizing Delivery and Sale of Capistrano

NOES: None
ABSENT: Trustees Jones and Reardon

**Unified School District 2017 Certificates of Participation (New Clean Renewable Energy Bonds) (Series A – Direct Subsidy) and the Capistrano Unified School District 2017 Certificates of Participation (Series B – Taxable) in the Maximum Principal Amount Of \$26,000,000 and Approving Related Documents, Agreements and Actions
Agenda Item 37**

The Board recognized Deputy Superintendent Clark Hampton who presented the staff report on the PA2 School Implementing Agreement with RMV Community Development, LLC, a California limited liability company and RMV.

**PA2 School Implementing Agreement – RMV Community Development, LLC and RMV PA2 Development, LLC
Agenda Item 38**

Following the presentation, it was moved by Trustee Holloway and seconded by Trustee Bullockus to approve the PA2 School Implementing Agreement with RMV Community Development, LLC and RMV PA2 Development, LLC. The motion carried 5-0-2.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

Trustee McNicholas corrected a statement she made earlier noting that the Board will recess into closed session following open session to discuss Closed Session Item 3F Public Employment and Evaluation Performance, not Item 3C.

It was moved by Trustee Pritchard and seconded by Trustee Holloway to extend the time of the meeting to 11:30 p.m. The motion carried by a 5-0-2.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

The Board recessed into closed session at 10:28 p.m. At 11:05 p.m. the Board reconvened in open session. There was no reportable action.

There being no further business before the Board of Trustees, it was moved by Trustee Holloway and seconded by Trustee Bullockus to adjourn the meeting at 11:05 p.m. The motion carried 5-0-2. **Adjournment**

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

President McNicholas announced the meeting adjourned at 11:05 p.m.

Board Clerk

Secretary, Board of Trustees

Minutes submitted by Pauline Colvin, Executive Secretary, Board Operations

President McNicholas called the meeting to order at 4:02 p.m.

**Call to Order/
Adjourn to Closed
Session**

Present: Trustee Bullockus
Trustee Hanacek
Trustee Holloway
Trustee McNicholas
Trustee Pritchard
Trustee Reardon (via teleconference)

Absent: Trustee Jones

CLOSED SESSION COMMENTS

Dawn Urbanek addressed the Board regarding Item C – Conference with Labor Negotiators and Item B-1 Cak299 v. Apple Valley USD, et. al.

At 4:07 p.m. the Board recessed to closed session to discuss: Conference with Legal Counsel – Anticipated Litigation; Conference with Legal Counsel – Existing Litigation; Conference with Labor Negotiators; Liability Claims; Student Expulsions; Student Readmissions; Public Employee Discipline/Dismissal/Release; and Public Employment and Evaluation of Performance-Superintendent.

CALL TO ORDER - ROLL CALL

The regular meeting of the Board reconvened in open session and was called to order at 7:15 p.m. by Superintendent Vital, Acting President of the Board.

Present: Trustee Hanacek
Trustee Bullockus
Trustee Holloway
Trustee McNicholas
Trustee Pritchard
Trustee Reardon (via teleconferencing)
Student Advisor Max Eunice

Absent: Trustee Jones

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Matt Reid.

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

Permanent Record

Prior to the adoption of the agenda, Superintendent Vital noted the following revisions:

**Adoption of the
Board Agenda**

- Item 11 This item was pulled by staff and will be resubmitted to the Board on January 24, 2018 Meeting.
- Item 14 The Board Report was revised to provide a summary of the three phases of the San Clemente High School Upper Campus Demolition Project. A revised copy of the report was available to the public at the back of the Boardroom.
- Item 24 Clerical revision for Director II. Sentence should read “Director II Technical Services” not “Technology Services.” The revised documentation was available to the public at the back of the Boardroom.
- Item 31 Bond Measure Consideration. The next bond opportunity timeline page did not print accurately. A revised summary of the timeline was available to the public at the back of the Boardroom.
- Item 33 Staff made revisions to the update on the Solar Energy Projects Request for Proposals. A revised copy of the report was available to the public at the back of the Boardroom.

It was moved by Trustee McNicholas and seconded by Trustee Bullockus to adopt the Board agenda. The motion carried by a 6-0-1.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas,
Reardon and Pritchard

NOES:

ABSENT: Trustee Jones

Student Advisor Eunice voted Aye to adopt the Board agenda.

President Vital reported the following action taken during closed session:

**President’s Report
from Closed Session
Meeting**

Agenda Item 3A-1 Conference With Legal Counsel – Anticipated Litigation. Trustees voted 6-0-1 to settle the claim.

Agenda Item 3B-1 Conference With Legal Counsel – Existing Litigation. Trustees gave direction to staff on case number CPF-15514477.

Agenda Item 3B-2 Conference With Legal Counsel – Existing Litigation. Trustees voted 7-0 to approve OAH Case Number 2017080906.

Agenda Item 3C-1 Conference with Labor Negotiators – The Board provided Direction to staff.

Agenda Item 3D Liability Claims. Trustees voted 6-0-1 to reject the following claims:

Claim Number LBI 1704063
Claim Number LBI 1704255 MH
Claim Number LBI 1704256 MH

Agenda Item 3E-1 Student Expulsions - Trustees voted 5-0-2 to expel Case Number 2018-011.

Agenda Item 3F-1 Student Readmissions – Trustees voted 5-0-2 to readmit Case Number 2017-041.

Agenda Item 3F-2 Student Readmissions – Trustees voted 5-0-2 to readmit Case Number 2017-028.

Agenda Item 3G-1 Public Employee Discipline/Dismissal Release. Trustees voted 6-0-1 to approve the staff recommendation.

Agenda item 3H-1 Public Employment and Evaluation of Performance – No reportable action.

The Capistrano Unified School District Board of Trustees, in conformance with Education Code requirements, held its annual organizational meeting on December 6, 2017.

**Reorganization of
Board – Election of
President
Agenda Item 1**

Superintendent Vital opened the nominations for **President** of the Board.

Trustee Hanacek nominated Trustee Pritchard for the role of President of the Board. Trustee Holloway seconded the motion. Trustee Bullockus made a substitute motion to retain the current Board structure with Trustee McNicholas as President, Trustee Jones as Vice President and Trustee Holloway as Clerk. Trustee Reardon seconded the motion. There being no further nominations or objections to the substitute motion, the Board voted 5-1-1 to retain the current Board structure.

AYES: Trustees Bullockus, Hanacek, McNicholas, Pritchard
and Reardon
NOES: Trustee Holloway
ABSENT: Trustee Jones

Student Advisor Eunice abstained from voting on this item.

This item was moved to the later in the agenda.

**Reorganization of
Board – Election of
Vice President:
Agenda Item 2**

This item was moved to the later in the agenda.

**Reorganization of
Board – Election of
Clerk
Agenda Item 3**

This item was moved to later in the agenda.

**Selection of Trustee
Participation on
Various Committees
Agenda Item 4**

This item was moved to later in the agenda.

**Resolution No.
1718-30, Role of the
Board: Powers and
Responsibilities
Agenda Item 5**

Associated Student Body

San Clemente High School ASB President Trey Russell, accompanied by Principal Chris Carter and Activities Director Matt Reid, presented a brief report on the student body's activities and achievements during the first quarter of the 2017-18 school year and highlighted some of the activities planned for the second semester.

**Special
Recognitions**

Winter Music Program

Under the Direction of Elementary Music Teacher, Debra Peterson, fifth grade students from Concordia, Las Palmas, Marblehead, Palisades, Truman Benedict, and Vista Del Mar elementary schools performed their Winter Music Program.

BREAK

At 8:01 p.m. President McNicholas reconvened the meeting.

**Board and
Superintendent
Comments**

Superintendent Vital expressed her appreciation for the youth in the District who have gone above and beyond in serving and helping others. She wished all in the District a very Happy Holiday Season.

Trustee Hanacek expressed her thanks and appreciation to all who chose to serve in public education. She also expressed her gratitude to all students within the District for their dedicated service and inspiration.

Trustee Holloway reported on her attendance at the California School Boards Association's (CSBA) Conference. She suggested the Board consider appointing a representative/liaison to the District's unions and offered to serve in that role.

President McNicholas responded that, as the matter was not on the agenda, the Board could not take any action. She suggested Trustee Holloway re-address the issue when the Board considers trustee assignments to various committees later in the agenda.

President McNicholas gave an update on her participation at the CSBA conference in San Diego.

In accordance with Education Code § 42130, school districts are required to prepare and submit Interim Financial Reports to the governing board. Assistant Superintendent of Fiscal Services Philippa Geiger and Deputy Superintendent Clark Hampton presented the report.

The following speaker addressed the Board:

- Dawn Urbanek.

The Board reviewed and discussed the report. No action was taken at this time.

The following speakers addressed the Board:

- Michele Ploessel-Campbell gave a brief update on PTA activities.
- Chaundra Vidakovich addressed the Board regarding the Teacher contract dispute.
- Sally White addressed the Board regarding the Teacher contract dispute and presented the Board with signed resolutions.
- Rob Oliphant addressed the Board regarding the Teacher contract dispute.
- Steven Yancey addressed the Board regarding the Teacher contract dispute.
- Kendra Yancey addressed the Board regarding the Teacher contract dispute.
- Kelly Migoya addressed the Board regarding the Teacher contract dispute.

Trustee McNicholas announced at 8:52 p.m. that Trustee Reardon was no longer participating in the meeting.

- Kristen Flores addressed the Board regarding the Teacher contract dispute.
- Michele Elkin addressed the Board regarding the Teacher contract dispute.
- Rebecca Berk addressed the Board regarding the Teacher contract dispute.

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 Agenda Item 6

Oral Communications

- Michael Gottron addressed the Board regarding lack of funding for ceramics classes.

PUBLIC HEARING

President McNicholas opened the Public Hearing at 9:08 p.m. on the 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 Purposes of Providing Necessary Water Services to Esencia K-8 School. There being no public comments, President McNicholas declared the public hearing closed at 9:08 p.m.

**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
Agenda Item 7**

President McNicholas opened the Public Hearing at 9:08 p.m. on the adoption of Resolution No. 1718-18, Statement of Assurance for Instructional Materials Realignment Fund, Fiscal Year 2017-2018. Supporting documentation located in Exhibit 21. President McNicholas read the following statements into the record:

**Public Hearing:
Energy Service
Contract for Solar
Energy Projects:
Agenda Item 8**

Pursuant to §4217.12 of the California Government Code, the Board of Trustees has to open a public hearing during its meeting on December 6, 2017, to receive and consider any public comments, if any, and while the meeting is still open, make certain findings set forth below.

1. The Board adopts the findings and recommendations of staff as set forth in the staff's report attached hereto as the Board's findings; and
2. That the anticipated cost to the public agency for thermal or electric energy or conservation services provided by the energy facility under the contract will be less than the anticipated marginal cost to the public agency of thermal, electric, or other energy that would have been consumed by the public agency in the absence of those purchases.
3. That the difference, if any, between the fair rental value for the real property subject to the facility ground lease and the agreed rent, is anticipated to be offset by below-market energy purchases and other benefits provided under the energy service contract.
4. REC was selected through a competitive bid Request for Proposal process consistent with California Government Code §4217.10 et. seq.

Therefore, by entering into the proposed Energy Services Contract with REC to design, install and commission solar energy projects at the sites in question, the Board finds that it is in the best interests of the District, and that REC provides the best-value to the District, and pursuant to California Government Code §4217.10 et. seq. the Board hereby approves the proposed energy services contract with REC to design, install and commission Solar Energy projects as a design-builder as defined in the Energy Services Contract set forth in Resolution No. 1718.

There being no public comments, President McNicholas declared the public hearing closed at 9:11 p.m.

CONSENT CALENDAR

Consent Calendar

Trustee Hanacek pulled items 22, 25 and 26 from the Consent for further discussion.

Trustee Holloway pulled item 14 from the Consent calendar for further discussion.

It was moved by Trustee Holloway, seconded by Trustee Bullockus and carried 5-0-2 to approve the remainder of the Consent Calendar with the exception of Items 14, 22, 25 and 26.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

BUSINESS AND SUPPORT SERVICES

Approved - Donations of funds and equipment.

**Donation of Funds
and Equipment
Agenda Item 9**

Approved - Purchase orders (Attachment 1) and commercial warrants (Attachment 2).

**Purchase Orders,
Commercial
Warrants and
Previously Board-
Approved Bids and
Contracts
Agenda Item 10**

Approved - District standardized Independent Contractor, Professional Services, Master Contract and Field Service agreements.

**Independent
Contractor,
Professional
Services, Field
Page 686 of 947**

**Service, and Master
Contract
Agreements Agenda
Item 11**

Approved - Resolution No. 1718-29, Retirement Incentive for Classified Non-Management Teamsters 952 Employees.

**Resolution No.
1718-29, Retirement
Incentive for
Classified Non-
Management
Teamsters 952
Employees
Agenda Item 12**

Approved - Final Acceptance and filing of the Notice of Completion for Bid No. 1718-07, Crown Valley Elementary School Portable Classrooms and Restroom.

**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.
Agenda Item 13**

This item was pulled by Trustee Holloway for discussion later in the agenda.

**Award Bid No.
1718-12, San
Clemente High
School Upper
Campus Demolition
– Standard
Industries,
Incorporated
Agenda Item 14**

Approved - Ratification of the Aliso Viejo Community Association Limited Use and Maintenance Agreement (LUMA) for Winter 2018.

**Aliso Viejo
Community
Association Limited
Use and
Maintenance
Agreement for
Winter 2018
Agenda Item 15**

CURRICULUM AND INSTRUCTION

Approved - Academic Event Contracts with Irvine Ranch Outdoor Education Center to provide an overnight outdoor science school trip aligned with grade level science standards.

**Academic Event
Contracts – Irvine
Ranch Outdoor
Education Center
Agenda Item 16**

Approved - Agreement Number: 10024 for Participation Inside the Outdoors Field Program Public School 2017-2018.

**Agreement
Number: 10024 For
Participation Inside
the Outdoors Field
Program Public
Schools 2017-2018
Agenda Item 17**

Approved - Agreement for Additional School Participating in Inside the Outdoors' School Programs Agreement Number: #10004.

**Agreement for
Additional School
Participating in
Inside the
Outdoors' School
Programs
Agreement
Number: #10004
Agenda Item 18**

Approved - 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.

**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
Agenda Item 19**

Approved - 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.

**Agreement with
Center for Applied
Linguistics for
2017-2018
Agenda Item 20**

Approved - 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.

**Income Agreement
#45290 with Orange
County Department
of Education for
Parent Engagement
Survey
Agenda Item 21**

STUDENT SUPPORT SERVICES

This item was pulled by Trustee Hanacek for discussion later in the agenda.

**Members of the
Special Education
Local Plan Area
Community
Advisory
Committee
Agenda Item 22**

HUMAN RESOURCE SERVICES

Approved - 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.

**Orange County
Department of
Education First
Quarter Report –
Williams Settlement
Legislation
Agenda Item 23**

Approved - 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.

**Employee Mileage
Allowance
Agenda Item 24**

This item was pulled by Trustee Hanacek for discussion later in the agenda.

**Resignations/
Retirements/
Employment -
Classified
Employees
Agenda Item 25**

This item was pulled by Trustee Hanacek for discussion later in the agenda.

**Resignations/
Retirements/
Employment -
Certificated
Employees
Agenda Item 26**

GENERAL FUNCTIONS

Approved - October 11, 2017 Regular Board Meeting minutes.

**School Board
Minutes
Agenda Item 27**

Approved - October 25, 2017 Special Board Meeting minutes.

**School Board
Minutes
Agenda Item 28**

DISCUSSION/ACTION ITEMS

Susan Holliday, Associate Superintendent, Education Services presented two draft policies to Board Members for their review and consideration in relation to Board Policy 5142 *Dress and Grooming*. The first draft was a revised version of the draft policy presented to the Board at the November 8, 2017 meeting. The second draft was a modified version of the California School Board Association policy that included language on gender neutrality, safety and inclusion. Following the presentation, the Board accepted public input. The following individuals addressed the Board regarding this matter:

**Third Reading –
Board Policy 5142,
Dress and
Grooming
Agenda Item 29**

Michelle Plossel Campbell
Brinley Hawkins
Hailey Port
Madi Kelly
Karen Walsh
Savina Green
Salei Sarmiento
Alison Dover
Vanessa Santos
Maddie Boyer

Following public input, the Board reviewed and discussed the draft policies. Trustee Holloway suggested amending the CSBA policy to include the following language:

Under the heading “Uniforms,” The first paragraph should read as follows:

“The Board supports school site adoption of voluntary or mandatory requirements for school uniforms in order to promote a healthy, safe and positive environment. 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.”

It was moved by Trustee Holloway and seconded by Trustee Hanacek to adopt the CSBA policy as amended. Motion passed 4-1-2

AYES: Trustees, Hanacek, Holloway, McNicholas and Pritchard
NOES: Bullockus
ABSENT: Trustees Jones and Reardon

Student Advisor Eunice voted Aye to adopt the CSBA policy as amended.

THIS ITEM WAS PULLED FORWARD ON THE AGENDA TO FOLLOW
ITEM 29.

ARC Alternatives, the District's energy advisor, gave a brief presentation on to the Board on the results of the Request for Proposals process to solar vendors, recommendation for award and an updated financial plan and savings analysis for the solar energy projects. The following individuals addressed the Board on this matter.

Jack Hartstein
Millad Shohraee
Amy Novales
Declan Hayworth
Yi-Ann Li
Erika Hunting
Kyle Krueger

Following public input, the Board reviewed and discussed the matter. No action was required.

THIS ITEM WAS PULLED FORWARD ON THE AGENDA FOLLOWING
ITEM 33.

Following the presentation on the solar energy projects and Request for Proposals results, it was moved Trustee Hanacek and seconded by Trustee Bullockus to adopt Resolution No. 1718-28 authorizing the District to enter into an Agreement with REC Solar for design, installation, and commission of solar energy projects. The motion carried 5-0-2.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

Student Advisor Eunice voted Aye to adopt Resolution 1718-28.

Associate Superintendent Holliday gave a brief presentation on the proposed Biotechnology College and Career Access Pathways Partnership Agreement with South Orange County Community College District (SOCCCD).

**Update on Solar
Energy Projects and
Request for
Proposals Results
Agenda Item 33**

**Resolution No.
1718-28, Resolution
to Enter Into
Energy Service
Contract
Agenda Item 34**

**Biotechnology
College and Career
Access Pathways
Partnership**

It was moved by Trustee Hanacek and seconded by Trustee Pritchard to approve the Biotechnology College and Career Access Pathways Partnership Agreement with South Orange County Community College District (SOCCCD). The motion carried 5-0-2

**Agreement with
South Orange
County Community
College District,
2016-2018
Agenda Item 30**

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard

NOES: None

ABSENT: Trustees Jones and Reardon

Student Advisor Eunice voted Aye to approve the Biotechnology College and Career Access Pathways Partnership Agreement with South Orange County Community College District (SOCCCD).

At this time, the Board voted to extend the time of the meeting to 11:30 p.m.

Deputy Superintendent Clark Hampton gave a brief presentation on the Facilities Condition Assessments and possible funding options. The following individuals address the Board:

**Bond Measure
Consideration
Agenda Item 31**

Ron Ruef spoke about the Schools Facilities and Finance Committee and the Ad-Hoc Committee's recommendations regarding the Facilities Condition Assessments report.

Marilyn Amato gave a brief overview of the role of the Schools Facilities and Finance Committee and the Committee's recommendations regarding the Facilities Condition Assessments report.

Following public input, the Board reviewed and discussed the matter and shared their thoughts on community engagement and public input. It was the consensus of the Board to have staff bring this item back for further review and consideration in January 2018.

This item was an information item only and no Board action was necessary.

At this time, it was moved by Trustee Holloway and seconded by Trustee Bullockus to extend the time of the meeting 12:00 midnight. The motion carried 5-0-2.

**Motion to Extend
the Time of the
Meeting.**

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard

NOES: None

ABSENT: Trustees Jones and Reardon

The Santa Margarita Water District requires an easement to install and connect the necessary water services for the new Esencia K-8 school site. Deputy Superintendent Clark Hampton gave a brief staff report.

It was moved by Trustee Hanacek and seconded by Trustee Bullockus to adopt Resolution 1718-17, Resolution of the Capistrano Unified School District Authorizing Conveyance of an Easement to the Santa Margarita Water District (SMWD). The motion carried 5-0-2.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

Student Advisor Eunice voted Aye to adopt Resolution 1718-27.

In accordance with Education Code § 42130, school districts are required to prepare and submit Interim Financial Reports to the governing board.

It was moved by Trustee Bullockus and seconded by Trustee Holloway to approve the Certification of the 2017-2018 First Interim Report and adopt Resolution 1718-26 Revenue and Expenditure Increases/Decreases. The motion carried 5-0-2.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

Student Advisor Eunice voted Aye to adopt Resolution 1718-26.

It was moved by Trustee Bullockus and seconded by Trustee Holloway to elect Trustee Gila Jones as Vice President of the Board of Trustees. The motion carried 5-0-2.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

Student Advisor Eunice abstained from voting on this item.

It was moved by Trustee Bullockus and seconded by Trustee Pritchard to elect Trustee Holloway as Clerk of the Board of Trustees. The motion carried 5-0-2.

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
Agenda Item 32

Certification of the 2017-2018 First Interim Report and Adoption of Resolution No. 1718-26, 2017-2018 Revenue and Expenditure Increases/Decreases
Agenda Item 35

Reorganization of Board – Election of Vice President:
Agenda Item 2

Reorganization of Board – Election of Clerk
Agenda Item 3

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

Student Advisor Eunice voted Aye to elect Trustee Holloway as Clerk of the Board.

Each 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 following amendments were made to the committee assignments:

**Selection of Trustee Participation on Various Committees
Agenda Item 4**

- #5 Capistrano Unified School District Foundation. Trustee Bullockus will be serve as a representative to the Foundation in addition to Trustee McNicholas.
- #8 California School Board Association Delegate (CSBA). Trustee Jones is stepping down and will be replaced by Trustee Holloway for 2018.

It was moved by Trustee Holloway and seconded by Trustee Bullockus to approve the Trustee Committee Assignments for 2018 as amended. The motion carried 5-0-2.

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES:
ABSENT: Trustees Jones and Reardon

Student Advisor Eunice voted Aye to approve the Trustee Committee Assignments as amended.

Resolution No. 1718-30, Role of the Board: Powers and Responsibilities, reaffirms the role of the Board. It was moved by Trustee Bullockus and seconded by Trustee Holloway to adopt Resolution 1718-30. The motion carried 5-0-2.

**Resolution No. 1718-30, Role of the Board: Powers and Responsibilities
Agenda Item 5**

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas and Pritchard
NOES:
ABSENT: Trustees Jones and Reardon

Student Advisor Eunice voted Aye to adopt Resolution No. 1718-30.

Trustee Holloway commented on her understanding of the demolition of the San Clemente High School Upper Campus and moved approval of the item.

Award Bid No. 1718-12, San

The motion was seconded by Trustee Bullockus. The motion carried 5-0-2 to Award Bid No. 1718-12, San Clemente High School Upper Campus Demolition to Standard Industries, Incorporated.

**Clemente High School Upper Campus Demolition – Standard Industries, Incorporated
Agenda Item 14**

Trustee Hanacek thanked the CAC for their hard work and moved the item. The motion was seconded by Trustee Bullockus and carried 5-0-2 to approve the appointment of Kim Costello, Pam Ender, Barbara Kakuda and Stephanie Maciborski to serve as Community Advisory Committee (CAC) voting members for the 2018 and 2019 calendar years.

**Members of the Special Education Local Plan Area Community Advisory Committee
Agenda Item 22**

Trustee Hanacek asked for clarification on the Director to Technical Services position. Upon receiving clarification, she moved the item. The motion was seconded by Trustee Holloway and carried 5-0-2 to approve the activity list for certified employees.

**Resignations/Retirements/ Employment - Classified Employees
Agenda Item 25**

Trustee Hanacek inquired as to whether or not there is a replacement for the Elementary School Principal whose new assignment is Director II Student Achievement. Associate Superintendent Holliday responded there is currently an interim in place. Trustee Hanacek moved the item. The motion was seconded by Trustee Holloway and carried 5-0-2 to approve the activity list for employment, separation, and additional assignments of certificated employees.

**Resignations/Retirements/ Employment - Certificated Employees
Agenda Item 26**

There being no further business before the Board of Trustees, it was moved by Trustee Holloway and seconded by Trustee Bullockus to adjourn the meeting at 11:50 p.m. The motion carried 5-0-2.

Adjournment

AYES: Trustees Bullockus, Hanacek, Holloway, McNicholas, and Pritchard
NOES: None
ABSENT: Trustees Jones and Reardon

Student Advisor Eunice voted Aye to adjourn the meeting.

President McNicholas announced the meeting adjourned at 11:50 p.m.

Board Clerk

Secretary, Board of Trustees

Minutes submitted by Pauline Colvin, Executive Secretary, Board Operations

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Ryan K. Burris, Chief Communications Officer

Date: January 24, 2018

Board Item: PRESENTATION FROM THE SCHOOL FACILITIES AND FINANCE
ADVISORY COMMITTEE

DISCUSSION/ACTION ITEMS

In the Fall of 2017, the District invited all stakeholders to apply to serve on the School Facilities and Finance Advisory Committee. The School Facilities and Finance Advisory Committee was established to provide input, advice, and recommendations on topics pertaining to school facilities and finance, including the implementation of the general obligation bond program. The committee was designed to include regional representation from high school attendance boundaries throughout the District.

The Advisory Committee has been meeting since January 2017. The Committee independently established its own governing structure, meeting agendas and subjects of interest to examine and research. District staff attends the meeting to provide information and presentations and to follow up on requests from the Committee.

CURRENT CONSIDERATIONS

A subject of interest to the Committee was a discussion and evaluation of pre- and post- Measure M, the CUSD Facilities Bond that was on the November 2017 election ballot. An ad-hoc committee was formed to evaluate Measure M and provide recommendations on future facilities financing options. The Committee is presenting their report to the Board this evening.

STAFF RECOMMENDATION

It is recommended the Board President recognize Ryan Burris, Chief Communications Officer to introduce this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

To: CUSD Superintendent Kirsten Vital
From: CUSD Facilities and Finance Committee
Date: December 5, 2017
Re: CUSD Facilities Funding

INTRODUCTION:

On November 4, 2016 Capistrano Unified School District ("District") announced the formation of a School Facilities and Finance Advisory Committee ("Committee"). The purpose of this Committee is to serve as an administrative advisory committee to provide input, advice and recommendations on topics pertaining to school facilities and financing, including a general obligation bond. The Committee would have regional representation from school families throughout the District and examine reasons why Measure M did not pass and ways to ensure adequate future funding for District schools. Following a research and evaluation phase, the Committee would provide recommendations to the District.

BACKGROUND:

Bond Measure M (Resolution of the Board of Trustees of the Capistrano Unified School District #1617-17) was on the ballot for District voters on November 8, 2016. The Measure included \$889 million in bonds for repairing and upgrading classrooms in the District's 53 schools. The Measure needed 55% voter approval and received 45.5%.

On January 19, 2017 the CUSD Facilities and Finance Committee held its first meeting to discuss the future of District facilities and related funding. The Committee held five additional meetings during the year to explore the issues that contributed to the failure of Measure M, and to generate funding ideas and recommendations for successful voter approval. An ad hoc committee was formed to explore in greater detail the factors associated with the failure of Measure M, and to determine what suggestions and recommendations should be made for any future funding. The ad hoc committee made presentations on its research findings to the full Committee on September 21, 2017 and presented recommendations for Committee review on November 6, 2017.

RESEARCH FINDINGS:

In evaluating the rejection of Measure M the ad hoc committee conducted a literature review on school bond funding; reviewed bond funding at two other County districts; interviewed a wide array of individuals and groups, both inside and outside the District; met with District staff, including its superintendent; reviewed reports and media coverage of the bond, and conducted five ad hoc and full committee meetings to discuss its research, findings and conclusions.

Research on bond funding over the past decade in the United States indicated that about seventy percent of public schools were in need of major repairs and remodeling. Districts engage in efforts to gain support for funding, but often do so without a long-range plan or a short-term strategy. It is clear that obtaining the support of the electorate for multi-million dollar bonds requires an understanding of school and community issues and how this translates into maintenance/repair and capital improvements. Moreover, successful districts had a well-thought out and executed strategy to deal with: 1) the complexity of bond funding 2) voter attitudes and composition 3) reputation of the schools and district administration 4) the economy and bond costs 5) school and district communications 6) shifts in school and community demographics, and 7) the skill set of district leaders.

The following were key findings of successful bond measures that emerged from the ad hoc committee's research. While some may be more important in CUSD's area, all were observed to be of significant importance.

1. **COMPLEXITY OF BOND FUNDING:** While guidelines are available to assist school districts in putting together bond measures, so many factors exist that can affect the outcome that no two campaigns are exactly alike. This fact, combined with organizational, legal and regulatory requirements, means that every such effort is exceptionally complex. As such, research indicates that information presented about the bond plays a crucial role in the success of the funding effort. This fact was especially true for CUSD, since it is so large and includes not one, but multiple cities and unincorporated area.
2. **ECONOMIC CONDITIONS AND BOND COSTS:** The financial crisis that began in 2008 placed serious financial burdens on the local economy, including County school districts. CUSD felt this impact and significant funding cuts impaired all schools, including teachers, classes and school facilities. Despite the poor economy, funding for deferred maintenance, infrastructure and upgrades is still needed. Today, the County economy is prospering, but the size of funding needed to make up for years of deferred investment in CUSD schools is sizable. School districts need to carefully prioritize and document need in order to avoid "sticker shock" when a bond amount is announced.
3. **COMMUNICATIONS:** Research shows that communication is often the number one problem in implementing an effective bond measure. Clear and ongoing communications with district families and other stakeholders must be initiated and maintained. Both internal and external communications are required, including teachers, district staff, employees and consultants.
4. **DISTRICT REPUTATION:** School district reputations are not required to be at an outstanding rating to pass a bond. However, the electorate must perceive that the district has systems in place that demonstrate trustworthiness, fiscal accountability, community loyalty and strong organizational policies and practices in its responsiveness to the needs of district children and families. Strong district leaders with high reputations, excellent communication skills and connection with their community play a key role in successful bond efforts.
5. **BOARD AND STAKEHOLDER SUPPORT:** Research suggests that bond measures tend to fail if a school board is not fully supportive. While full support of the board of trustees is first, citizen participation and advocacy is equally important. Inclusionary participation by a wide segment of the community gives voters a personal stake in the results of the election. Districts with this experience saw the greatest margins of approval.
6. **VOTER COMPOSITION:** The makeup of the voters within a district, and their perceptions and attitudes toward education, schools and the school district can significantly affect the outcome of a bond measure. It is important to identify and quantify voters and demographic groups that tend to have positive attitudes toward schools and education and those that do not.

MEASURE M OVERVIEW:

The failure of Measure M to pass at the polls was caused by numerous of factors. Through interviews, attendance public presentations, literature reviews and media reports, the following factors emerged as playing a key role in influencing voters:

- **BOND SIZE:** The size of the bond, and its accompanying tax burden, caused many voters to question its validity and affordability. The underlying documentation of what constituted the bond dollar size was not adequately clear and understood by many voters. It was also observed that most voters don't clearly understand how school districts are actually funded.
- **NEED VS. WANT:** A sizable number of voters were confused as to how much of the bond was devoted to what is actually needed by the schools, and how much represented a wish list. While the Master Plan was presented to support the bond amount, it was questioned due to its age and complexity.
- **FUNDING EQUALITY:** Since the bond was district-wide, the question of equality of funding for each city became important in voter's minds, as well as for city councils. Further complicating this was the fact that in some cities their schools accept students who live in neighboring cities.
- **SHORT TIME LINE:** The sentiment that Measure M was placed on the ballot in a rush was voiced by a number of elected officials. Coupled with their perception that the bond amount was too high, and questions with oversight controls, many of the elected officials from District cities chose to oppose the Measure.
- **COMMUNICATIONS:** Feedback on communications with the voters and elected officials suggested that the complexity of the bond measure, and the absence of short, simple sound bite answers clouded understanding of much of the Measure's repayment, administration and fiscal accountability. While it is unclear if more outreach efforts would have convinced those citizen voters opposed to the Measure to change their vote, it is clear that numerous elected officials were firmly in opposition, and further outreach would not have achieved any change.

A review of stakeholder positions on Measure M highlighted the role of elected officials and several industry groups in opposing the bond. Their argument was that the bond would be the largest ever proposed by a school district in Orange County and would increase property taxes, which were already high enough. While the District did provide multiple presentations, information and materials on the Measure, explaining what the bond would be used for and the projected tax rates, various elected officials deemed it inadequate. In addition, woven into this was the lingering sentiment that CUSD did not have tight enough fiscal controls to handle such a large bond, and that the funds could be used for purposes other than facilities repair, maintenance and improvements, such as salaries and administrative projects.

RECOMMENDATIONS:

Upon completion of research, evaluations and discussions with the full Facilities and Finance Committee the following recommendations were made. It was noted that these recommendations were identified and approved by the Committee as being clearly prescriptive, based on available research and evidence. However, several potential recommendations were also identified, but are not on the approved list due to the absence of data and information to support a definitive finding.

- **DETERMINE FUNDING NEED AND PROVIDE STRONG DOCUMENTATION:** The size of CUSD generated a funding amount that was unacceptable to the district-wide electorate and city councils. The acceptable viewpoint was to take care of the District's critical needs in maintenance and repair, in order to make schools safe and healthy. While upgrades and other

- capital improvements are needed, not all cities wanted to take on that burden at this time. As such, school upgrades and enhancements should be identified for each city's consideration.
- **PROVIDE A SOLID BASIS FOR THE FUNDING AMOUNT:** The validation for the \$889 million funding was challenged by various groups. More accurate, up-to-date cost estimates are now available through Kitchell's Facility Condition Assessment Reports, and should be utilized to support any proposed funding.
- **BUILD A CLEAR AND PERSUASIVE COMMUNICATIONS AND OUTREACH PLAN:** CUSD's explanation of Measure M's amount, structure and implementation was challenged as not clear or adequately explained. A well-prepared and executed communication plan, coordinated with District officials, teachers, parent and campaign groups must be established. In addition to the investment in our youth, consider a major focus on educating the voting public as to how school districts are funded and the contribution that taxpayer investments in schools enhances property values.
- **RETAIN PROFESSIONAL BOND CONSULTANTS:** Consider retaining professional consultants who specialize in advising school districts in structuring bond measures. Bring such consultants on board as early as possible to allow their assessment of any projected bond funding.
- **BUILD A STRONG STAKEHOLDER TEAM:** Engaging a strong campaign team early in the process, made up of key stakeholders within the district, should be integral to any district effort. Research shows that the success of a campaign is significantly increased with the participation and support of key public and private individuals and organizations, including community groups, such as chambers of commerce, service organizations, and parent/teacher associations, and business and industry groups. While CUSD cannot advocate for a bond once it is on the ballot, it should recognize a strong involvement by these individuals and groups.
- **PREPARE EARLY:** CUSD was criticized for rushing a bond measure that was too large and costly, and not explained clearly enough. Determine the appropriate timeline for presenting the bond measure to ballot that allows adequate time to evaluate need, prepare a workable strategy, educate and engage stakeholders.

The Committee also discussed two additional issues: 1) Placing a bond measure on the ballot in 2018 and, 2) Conducting a series of bond ballots for specific cities over time. These issues emerged after the Committee's evaluation period and the amount of data and information concerning factors favoring or not favoring adoption was not sufficient to draw strong conclusions. However, in general, a ballot measure in 2018 was deemed as risky due to the short time frame in which sufficient preparations and outreach could be made. Favoring this shorter time frame would be lower funding amount(s) more acceptable to stakeholders, as well as funding might not be district-wide, but only for high-need schools.

Other unknown variables include the consensus among economists that a recessionary downturn will occur by 2020, which would dampen prospects for passing any types of bonds. Regarding funding only high-need schools, the question of acceptability by other cities and schools remains unanswered. How one city and its voters view "need" may be totally different than another city. Further complicating the issue is the fact that some city's schools accept students from other cities, so that under this individual city funding method, the funded city's taxpayers would be subsidizing their neighbors.

Kirsten Vital
Page Five

The Facilities and Finance Committee wishes to thank CUSD staff for making themselves available during the research phase of this report. The Committee will be glad to answer your questions about any aspect of its work and is grateful for the opportunity to contribute to the betterment of education for our youth in the Capistrano Unified School District.

Distribution:

CUSD Board of Trustees
Clark Hampton
Ryan Burris

CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Joshua Hill, Assistant Superintendent, Secondary Education

Date: January 24, 2018

Board Item: First Reading and Presentation – BP 6146.1, High School Graduation Requirements

HISTORY

During the past three years, several components of Board Policy 6146.1, *High School Graduation Requirements*, have been reviewed and updated to align to Board values, changes in policies and education code. Most of the areas addressed could be classified under the topics of rigor and flexibility. Additional components of the policy were selected and evaluated as they were viewed as barriers to student success. The most significant areas considered included the following:

- The value of College and Career Planning (CCP) and whether or not it should be a graduation requirement.
- The preparedness of District students for college mathematics.
- The required Health units of study and whether mandated Health content could be taught within the Biology curriculum or if the Health course should remain a separate course requirement for graduation.
- Courses that students can take through other accredited institutions for high school credit.
- Emphasizing Career Technical Education (CTE) courses as fulfilling the same intent as Visual and Performing Arts (VAPA) or World Language courses for purposes of meeting high school graduation requirements.
- Options for students to receive credit for Physical Education including expanding access to Independent Study Physical Education (ISPE).

BACKGROUND INFORMATION

Board Policy 6146.1, *High School Graduation Requirements* was a discussion item at the following board workshops or meetings where the identified actions were taken:

March 25, 2015; Trustees began reviewing Board Policy 6146.1, *High School Graduation Requirements*. Staff reviewed state requirements, District academic performance, college attendance data as well as addressed new University of California Honors requirements.

July 15, 2015; Trustees reviewed and approved Honors English I & II, Honors Biology, Honors Chemistry, Honors Algebra II-Trig, Honors World History.

January 20, 2016; Trustees reviewed Health and CCP data including a student and parent survey on whether they would take the courses as an elective.

May 18, 2016; Trustees updated the policy to remove language related to California High School Exit Examination (CAHSEE) requirements and approved the change in the Math requirement from 20 to 30 units. Staff moved forward with working on Common Interim Assessments (CIA) and Curriculum Alignment Guides (CAG) for program consistency in both CCP and Health.

January 25, 2017; Trustees updated policy to include CTE classes with World Language and Visual and Performing Arts (VAPA) classes to meet the graduation requirement.

March 15, 2017; Trustees were presented with information related to PE courses including ISPE and discussed ways to increase rigor and flexibility for District students. A new process for considering students to take ISPE who are not nationally ranked athletes or medically restricted was developed and communicated to ISPE coordinators at each site.

April 12, 2017; Trustees reviewed CTE and College and Career Advantage (CCA) data, reviewed college and career indicators, and considered language to increase flexibility.

May 24, 2017; Trustees approved recommended adjustments to Board Policy increasing flexibility for students in completing graduation requirements.

June 28, 2017; Trustees were provided an update on CCP course revisions and alignment including the development of Common Interim Assessments and metrics identifying the value that students attached to the course as helping them prepare to make college or career decisions.

CURRENT CONSIDERATIONS

Based on Trustee direction during the June 28, 2017 Board Meeting, staff was requested to bring back to the Board in January 2018 data on CCP courses and increased access to Cal Prep courses for students who do not attend Cal Prep. Numbers reported to the Board in June indicated that ninth grade students who took the course during the 2016-2017 school year overwhelmingly saw value in CCP compared to twelfth grade students who took the course in years prior. Further data about student perception regarding the value of CCP courses collected at the end of the first semester of the 2017-2018 school year confirmed previous feedback related to ninth grade students. The data also reflected that as students progressed to higher grade levels that the value they initially attached to CCP waned. Based on data collected from current and former CCP students, feedback from principals, as well as the emphasis the District has placed on college and career readiness tied to our current work with Saddleback College to develop a promise program, staff recommends retaining CCP as a graduation requirement for all District students while continuing to maintain flexibility in the ways that students can take this course. The course will continue to be reviewed and improved to ensure that it is benefiting students as they make plans for future college and career success. Pending direction, staff will begin work to ensure that the online course aligns with the course being offered in the brick and mortar setting. Staff recommends returning in August of 2019 to report on progress and assess implementation to that point.

Options for comprehensive high school students taking courses through Cal Prep have been expanded and sites are accommodating students who are taking advantage of these opportunities. During the second semester of the 2016-2017 school year 5 students who were not Cal Prep students were enrolled in Cal Prep. During the first semester of the 2017-2018 school year that number increased to 82 students and there are currently 132 students enrolled in Cal Prep classes who are not Cal Prep students for the second semester of 2017-2018. In addition to this, through partnership with Saddleback College, a course sequence for concurrently enrolled high school students to obtain or make significant progress toward completing the Intersegmental General Education Transfer Curriculum (IGETC) requirements or obtaining an Associate's Degree upon graduation from high school has been developed and communicated to high schools.

Opportunities for students to take Health outside of the regular school day continue to be utilized by students seeking to free up their schedule for other courses. Efforts to identify alternative methods of ensuring that high school students are provided the health education required by CA Healthy Youth Act outside of a traditional health class have not been viable. Due to Next Generation Science Standards (NGSS) changes in science standards at the high school level, staff is currently working with teachers, students, and parents to develop a science pathway that enables every student to develop proficiency with every standard. While this work is being done, staff does not recommend embedding Health into an existing science course. Staff recommends maintaining Health as a separate semester course taught by a credentialed Health teacher, as intended in the CA Healthy Youth Act. Staff recommends revisiting this topic after the NGSS and new middle school Health Curriculum are fully implemented during the 2019-2020 school year.

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 Board Policy 6146.1, *High School Graduation Requirements*.

PREPARED BY: Joshua Hill, Assistant Superintendent, Curriculum and Instruction, Secondary

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services



Board Presentation

Graduation Requirements
January 24, 2018



Agenda

Welcome

Revisit work accomplished since March 2015

Update on CCA, CTE, and Cal Prep

Update on CCP

Update on Health

Update on Saddleback pathway to Intersegmental General Education Transfer Curriculum (IGETC) or degree

Next Steps



Today's Objectives

Content Objective

We will review action previously taken to improve rigor and flexibility in CUSD graduation requirements and learn the current status of work underway to ensure that CUSD students graduate high school being college and career ready.

Language Objective(s)

We will read along and listen to a presentation about the work being done to increase rigor and flexibility of CUSD programs to engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

We will discuss next steps to ensure that activities districtwide are aligned with the intent of Board Policy 6146.1.



Strengthening the Foundation

Vision: An unwavering commitment to student success.

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

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

Instructional Focus: All CUSD students will demonstrate disciplinary literacy at a DOK level 3 or higher as measured by SBA or local assessment data.

Great First Instruction: Lesson Preparation, Strategies, Interaction, Review/Assessment

Professional Learning Communities: Collaborative commitment to ensuring all students succeed through the use of data driven approaches to intervention and enrichment.



Progress from March 25, 2015

The First Meeting



Increased Access and Flexibility

March 25, 2015

- Trustees began reviewing the Graduation Requirements Board Policy 6146.1. Staff reviewed State requirements, District academic performance, college attendance data as well as addressed new UC Honors requirements.

July 15, 2015

- Trustees reviewed and approved Honors English I & II, Honors Biology, Honors Chemistry, Honors Algebra II-Trig, Honors World History.

January 20, 2016

- Trustees reviewed Health and CCP data including a student and parent survey on whether they would take the courses as an elective.



Increased Access and Flexibility

May 18, 2016

- Trustees updated policy to remove language related to CAHSEE requirements and approved the change in the Math requirement from 20 to 30 units. Staff moved forward with working on CIAs and CAGs for program consistency in both CCP and Health.

January 25, 2017

- Trustees updated policy to include CTE classes with World Language and VAPA classes to meet the graduation requirement.



Increased Access and Flexibility

March 15, 2017

- Trustees were presented with information related to PE courses including ISPE and discussed ways to increase rigor and flexibility for CUSD students. A new process for considering students to take ISPE who are not nationally ranked athletes or medically restricted was developed and communicated to ISPE coordinators at each site.

April 12, 2017

- Trustees reviewed CTE and CCA data, reviewed college and career indicators, and considered language to increase flexibility.

May 24, 2017

- Trustees approved recommended adjustments to Board Policy increasing flexibility for students in completing graduation requirements.



Increased Access and Flexibility

May 24, 2017

- Trustees approved recommended adjustments to Board Policy increasing flexibility for students in completing graduation requirements.

June 28, 2017

- Trustees were provided an update on CCP course revisions and alignment including the development of Common Interim Assessments and metrics identifying the value that students attached to the course as helping them prepare to make college or career decisions.



Increased Access and Flexibility

Access to Rigorous Course Work

- Removal of Coordinated Sciences I and II from offerings
 - Biology, Conceptual Physics and Earth Science added to meet A-G requirements
- Honors English 1 and Honors English 2
- Honors Biology and Honors Chemistry
- Honors Algebra II-Trigonometry
- Honors World History

Flexibility for Students

- CCP and Health Language added to BP 6146.1 to include all students
- Four sports added to Independent Study Physical Education (ISPE) list of qualifying sports
- Cal Prep has begun to offer Districtwide courses for all students



Additional Changes to Board Policy 6146.1

Changes to Requirements for Mathematics

In order to address the College Readiness of our graduating seniors related to mathematics preparation, the Graduation Requirements were increased from 20 credits in mathematics to 30 required credits for graduation beginning with the Class of 2020.

Expansion of Classes Meeting the VAPA and World Language Requirements

In order to provide greater flexibility and recognize the importance and validity of our Career Technical Education courses, CTE courses were added as a means to meet the graduation requirement for VAPA, World Languages or Career Technical Education.



Creating Consistency at All Schools

In order to ensure that students and families receive access to courses, programs, information and Guidance, the following processes and structures were put into place at all comprehensive high schools and Cal Prep.

- Course Placement Guidelines were finalized and implemented in Fall 16-17
- Course Catalogue was finalized and implemented in Spring 16-17
- Comprehensive Guidance Plan was finalized and implemented in Spring 16-17
- One on one Fall and Spring Advisement in all high schools



Further Refinement and Improvement

In addition, the following work was accomplished during the 2016-17 and 2017-18 school year

- Development of Curriculum Alignment Guides (CAGs) and Pilot implementation of Common Interim Assessments for CCP and Health courses as well as CAGs for PE courses.
- Revision of ISPE approval process to provide site flexibility in approval of valid non-athletic requests.
- Advertising of Saddleback pathway to completing or making progress toward IGETC or degree requirements during high school.



CCA, CTE, and Cal Prep

Increasing Flexibility



CCA/CTE Update

High school students enrolled in CCA/CTE courses at CUSD

2014-15 - 5,147

2015-16 - 7,705

2016-17 - 8,401





CCA/CTE Update

CAREER AND TECHNICAL EDUCATION CUSD CTE ♦ College and Career Advantage

Where we are going:

- Enhance and increase current pathway offerings
- Certificates/Graduation Cords for pathway completers
- Kindergarten to career pathway options (capoforward and CCA)
- Increased STEM/STEAM opportunities
- Increased dual college credit opportunities
- Internships/Externships/Job Shadowing
- Projects and work-based learning experiences
- Continue to stay relevant and rigorous with technology
- Common CTE Assessments
- Provide opportunities for students to graduate with an AA degree



Cal Prep Update

CAL PREP COURSE OFFERINGS

- Cal Prep offered a limited number of elective courses for students to enroll take for credit toward graduation.
 - These courses were elective offerings
- Sites worked with students to schedule them for courses. With approval of site administration and Cal Prep leadership, students were able to sign up for several core education courses as well.
- Most courses being taken are core academic courses.
- Course offerings will continue to expand and sites will continue to work with students to take courses that will help them find access to the wide array of opportunities provided within CUSD programs.



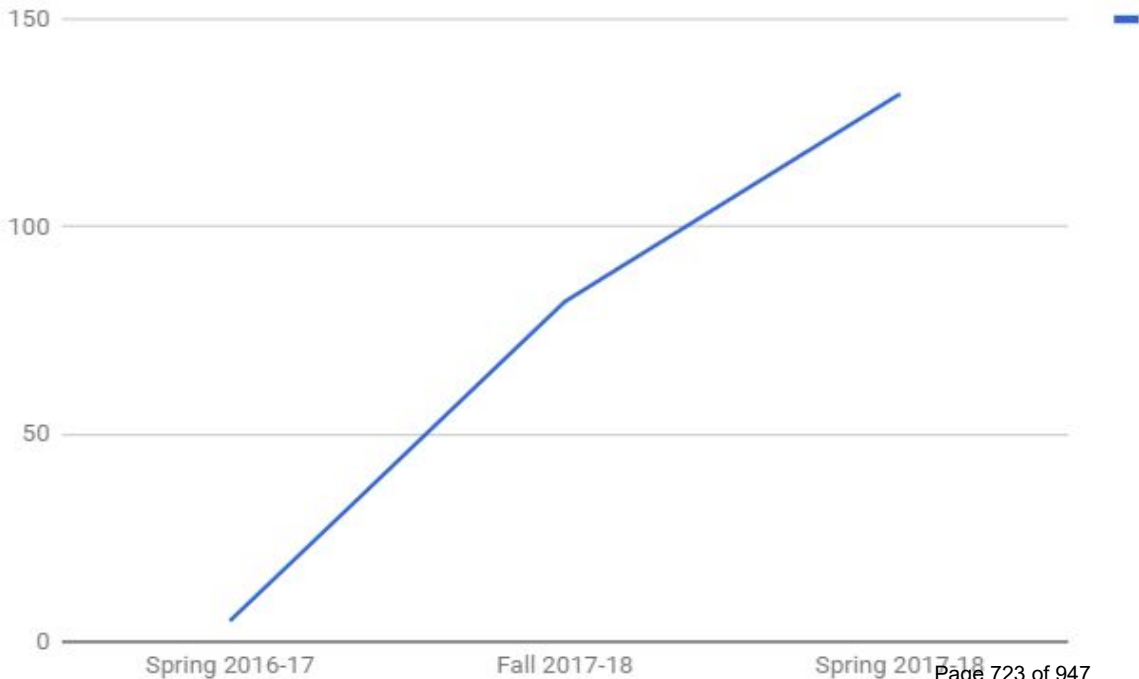
Cal Prep Update

Number of high school students enrolled in Cal Prep courses - non Cal Prep

Spring 2016-17 - 5

Fall 2017-18 - 82

Spring 2017-18 - 132





CCP

Relevance and Benefit to students



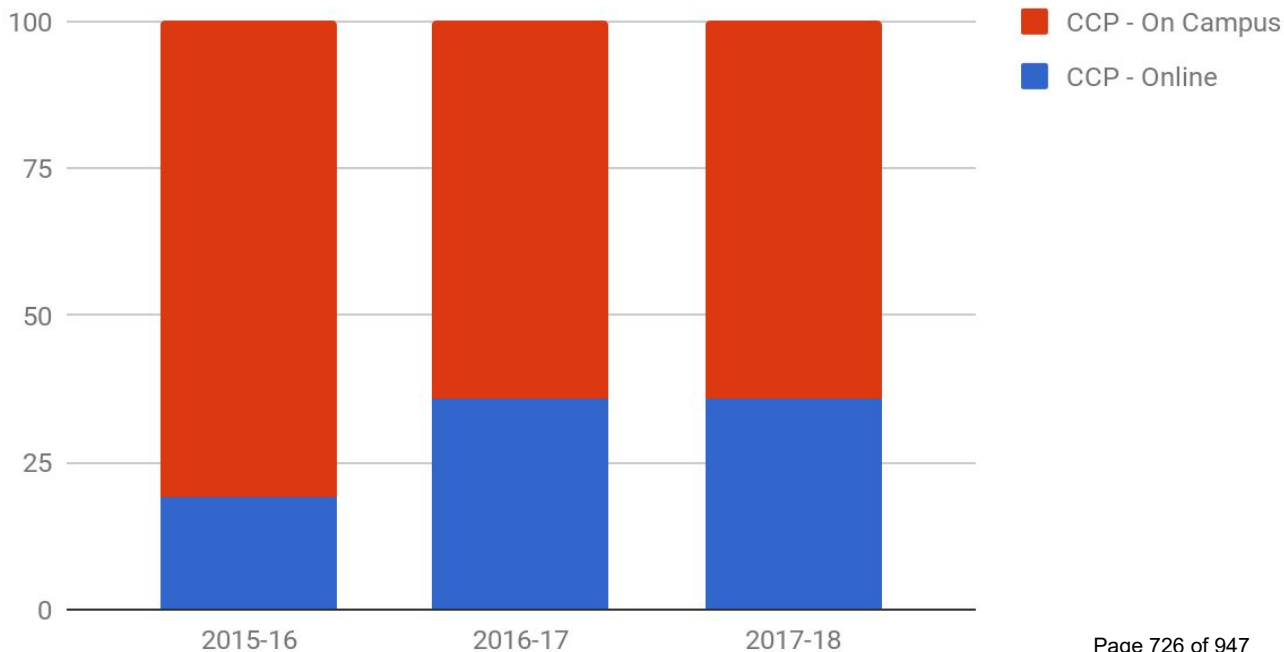
CCP OVERHAUL

- Remodeled course based on input from students, staff, and Trustees
- CAGs were developed and new units were added to ensure content was relevant to concerns that had been expressed
- CIAs were created to monitor implementation of CAGs
- Flexibility was provided and advertised to students with impacted schedules allowing them to take the course online and during the summer



CCP Update

% students taking CCP - Online and CCP - On Campus

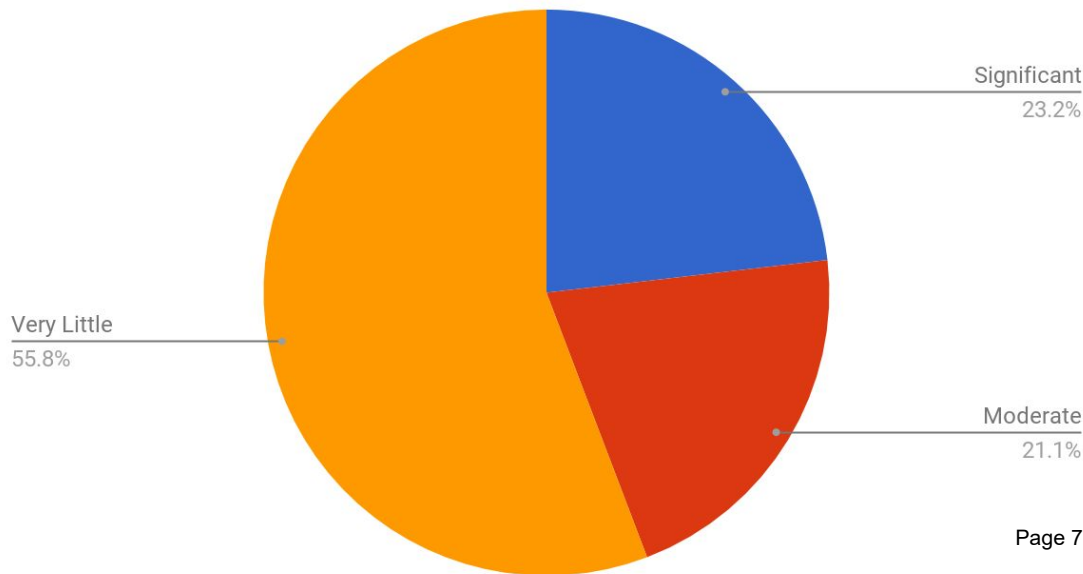




CCP Update

What was the level of impact CCP had on your success as a high school student?

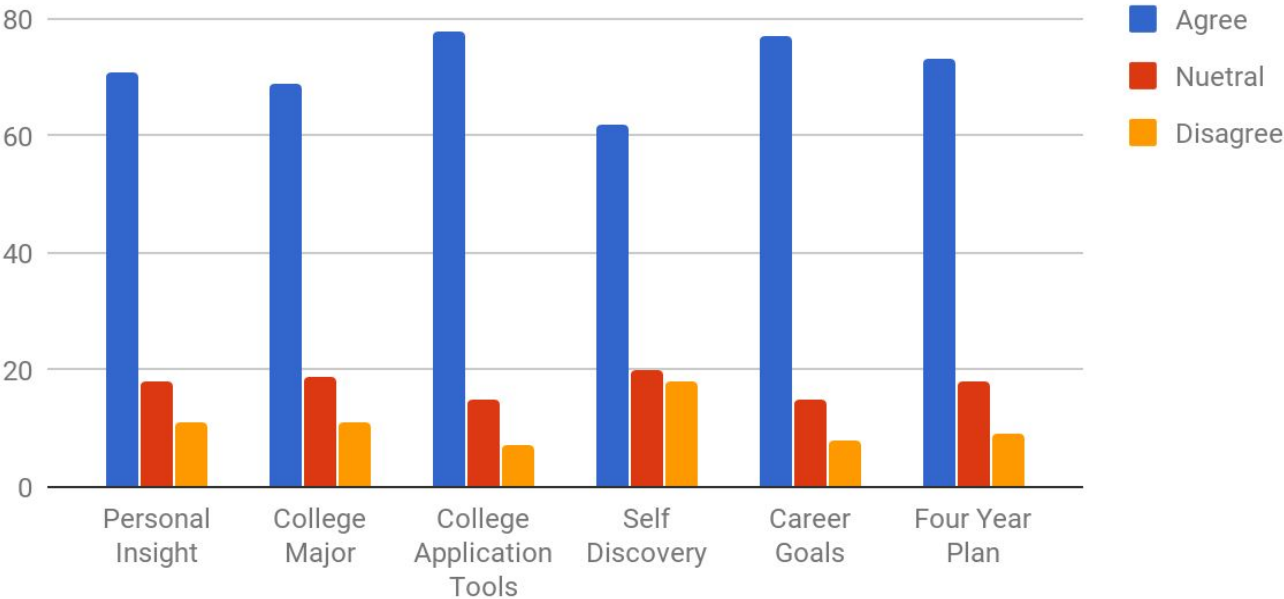
2016-17 12th (2,955 students)





CCP Update

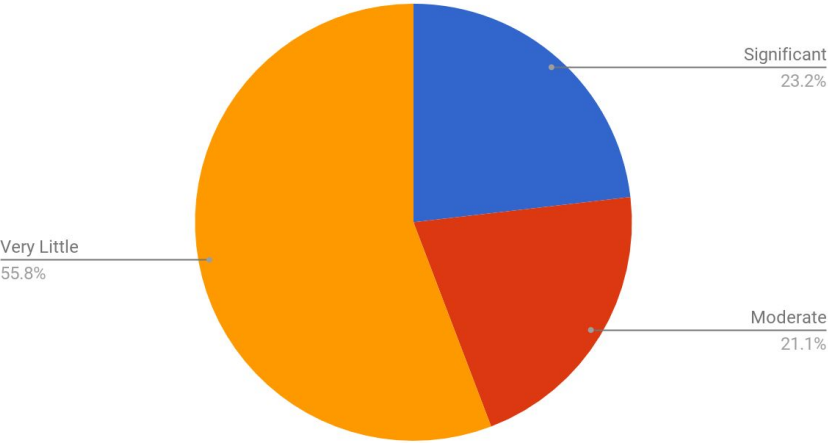
2016-17 - 9th Grade (958 students)



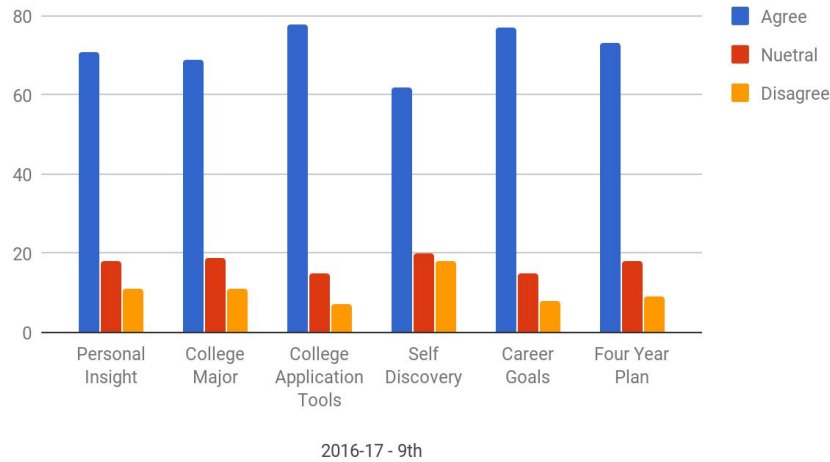


CCP Update

2016-17 12th (2,955 students)



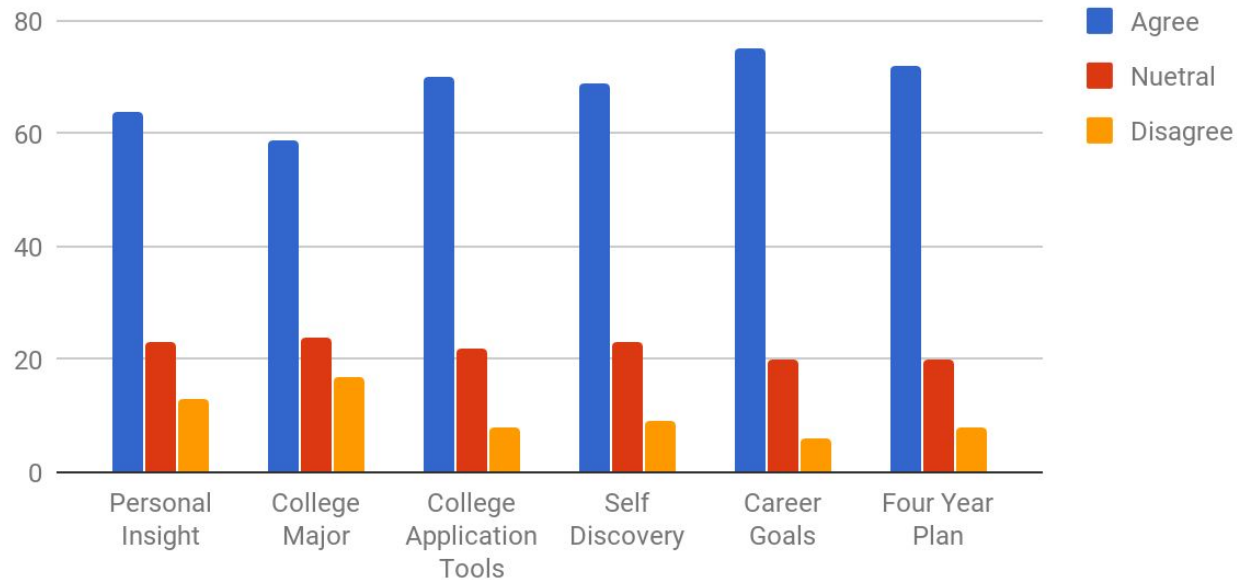
2016-17 - 9th Grade (958 students)





CCP Update

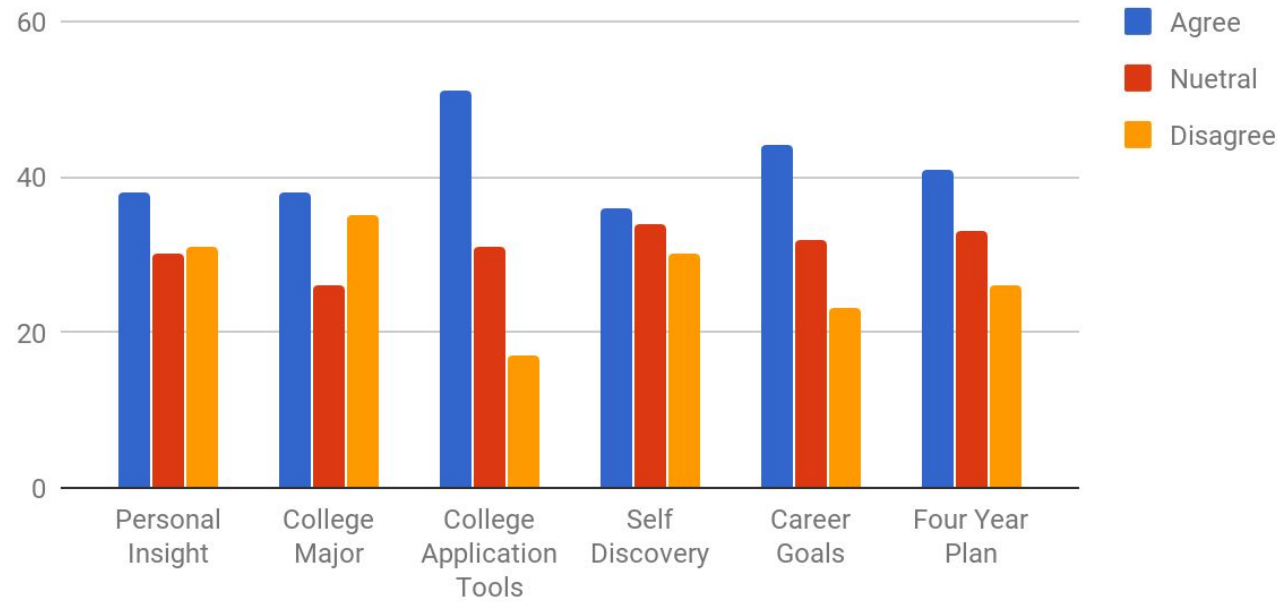
2017-18 - 9th Grade (513 students)





CCP Update

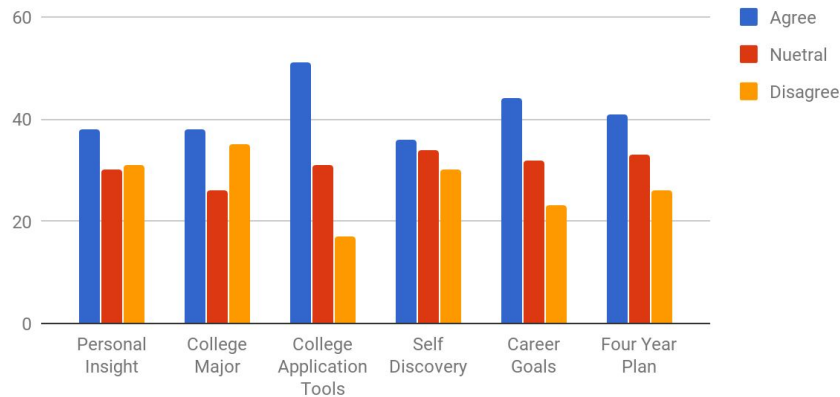
2017-18 - 10th Grade (993 students)





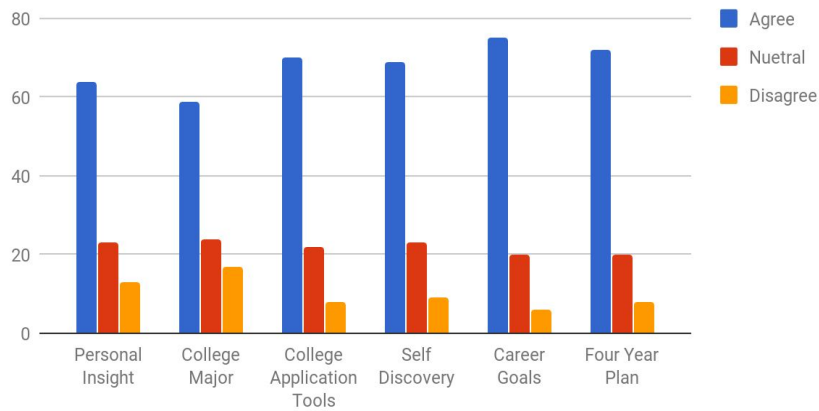
CCP Update

2017-18 - 10th Grade (993 students)



2017-18 - 10th

2017-18 - 9th Grade (513 students)

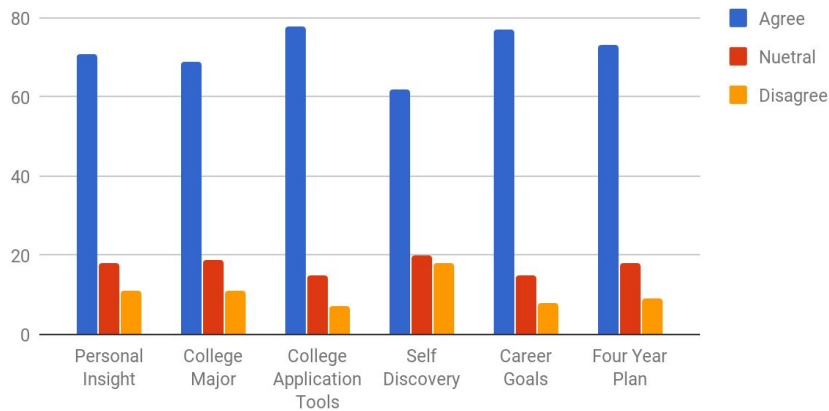


2017-18 - 9th



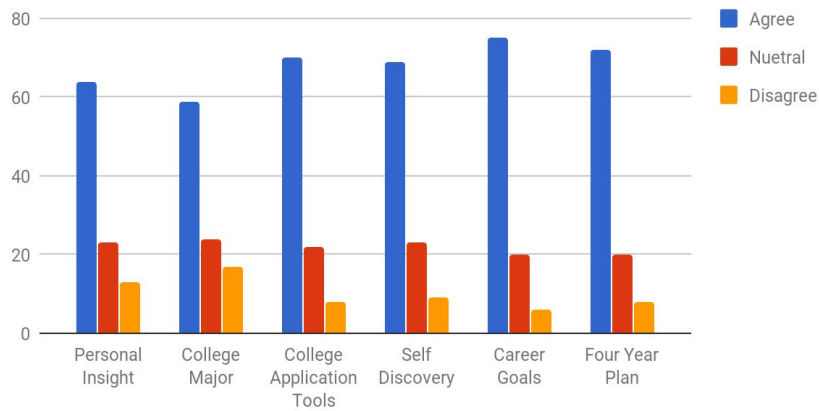
CCP Update

2016-17 - 9th Grade (958 students)



2016-17 - 9th

2017-18 - 9th Grade (513 students)

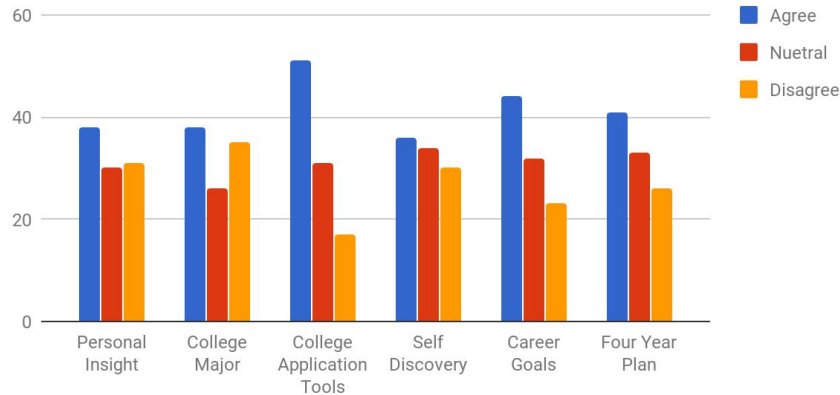


2017-18 - 9th



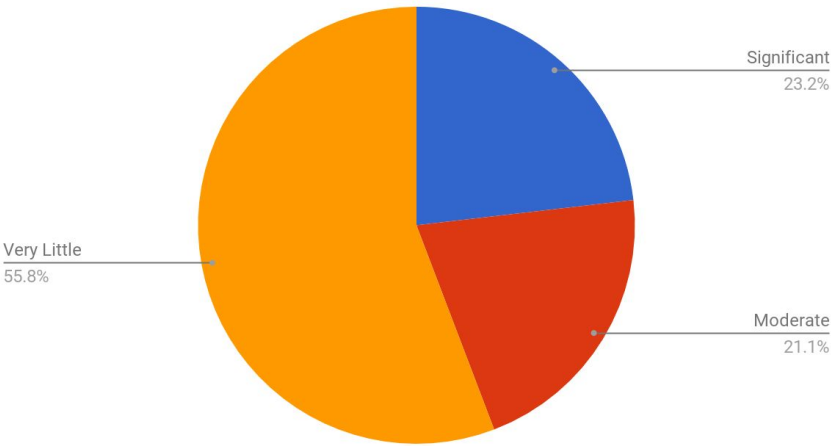
CCP Update

2017-18 - 10th Grade (993 students)



2017-18 - 10th

2016-17 12th (2,955 students)





CCP Recommendations

- CCP course is currently providing students with information and support as they enter high school to help them refine or make plans for college
- Current work with Saddleback College and neighboring “Promise” programs underscore the need for curricular offerings that help students become acquainted with tools and activities necessary for college readiness.
- Improved flexibility enables students with impacted schedules to take the course outside of the school day.
- Online option needs to be remodeled to ensure alignment with course offered on campus.
- Staff recommends that CCP be retained as a graduation requirement for CUSD and that staff report back in August 2019 to report on progress.



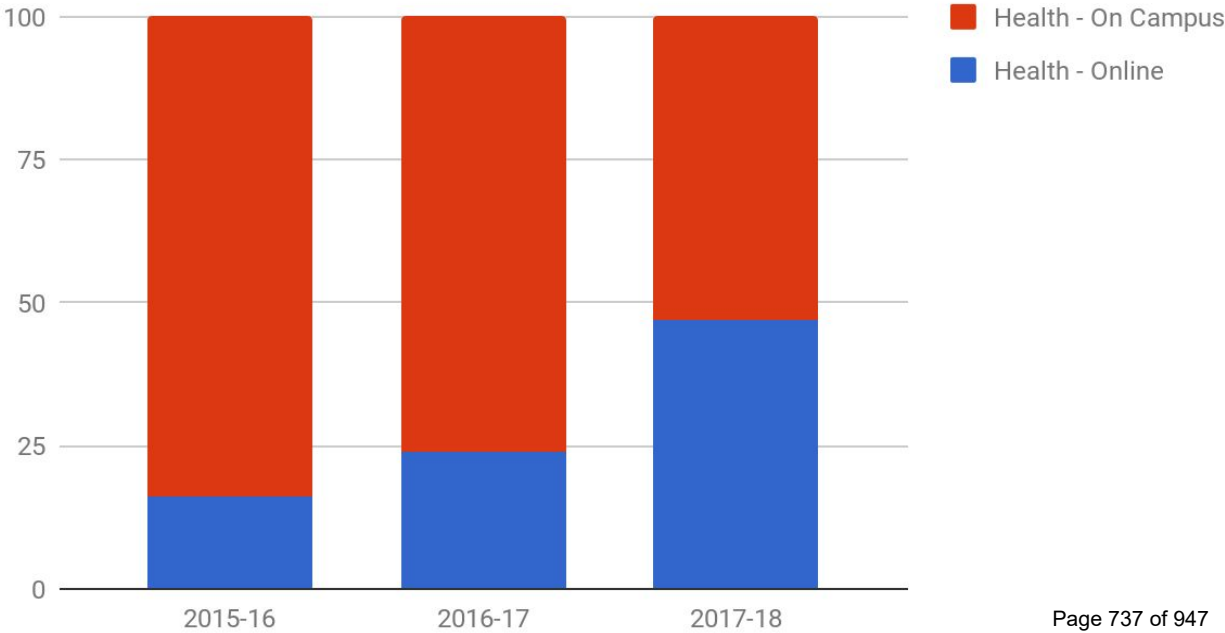
Health Courses

CA Healthy Youth Act



Health Courses

% students taking Health - Online vs Health - On Campus





Healthy Choices

- Increased flexibility was added by allowing students to take Health online.
- CA Healthy Youth Act requires that students in middle school and high school receive health education.
- Health course meets requirements of CA Healthy Youth Act for high school students.
- Health course also incorporates units on the harmful effects of drugs, digital safety, stress management, bullying, nutrition, CPR, and first aid.
- Consideration should be made for impact NGSS implementation will have on HS science courses when considering teaching health in science.
- High school health teachers are credentialed in the subject.
- Staff recommends that Trustees retain the current health course as a graduation requirement and revisit during 2020 after HS NGSS implementation.



Saddleback College Academic Pathway

Progress Toward IGETC or Degree During High School



Saddleback College Academic Pathway

- Trustees shared concern about difficulty in students being guided through course selection process while concurrently enrolled.
- Saddleback staff created a course sequence that students are able to follow when working on concurrent enrollment classes.
- Forms have been made available to HS guidance offices.
- Academic advisors will be given information during January Academic Advisor meeting.



Saddleback College Academic Pathway



Saddleback College Counseling 9th -12th Concurrent Enrollment Course Recommendations- General Education

- These grades are permanent on your college transcript
- Course numbering sequences: 1-199 transfer to CSU and 1-99 UC (Out Of State and private universities, consult your Counselor or academic advisor) Saddleback Counseling Division: 949-582-4572

9 th Grade Students				
Summer	SC/Online	Area 3A (ARTS)		3 units
Fall	SC/In Class	Area 1C (Speech 1)		3 units
Spring	SC/Online	Area 4 (Social & Behavioral Science)		3 units

10 th Grade Students				
Summer	SC/In Class	Area 5B (Science with lab, one Physical or Bio)		4 units
Fall	SC/Online	Area 3A or 3B (Humanities/Language 2)		5 units
Spring	SC/Online	Area 3A or 3B (Humanities/Language 3)		5 units

11 th Grade Students				
Summer	SC/In Class	Area 5A (Science with lab, one Physical or Bio)		4 Units
Fall	SC/Online	Area 4 (Social and Behavioral Sciences)		3 units
Spring	SC/Online	Area 4 (Social and Behavioral Science)		3 Units

12 Th Grade Students				
Summer	SC/Online	US History (Political Science)		3 units
Fall	High School	Area 1A (Submit AP Score 3 or higher Lit or Lang)		
		Area 2 (Submit AP Score 3 or higher Math)		
	Complete Matriculation Process and submit AP scores to SC			
Spring	SC/Online	Area 1B (English 1B/Critical Thinking)		4 units
	SC/In Class	Area 2 College Math		

**Please use this document as a guide and consult your academic advisor or counselor prior to enrolling in courses. Consult with your high school counselor to determine if these courses may meet A- G Requirements. Use this document along with the current year IGETC (Blue PDF) to identify courses in general education Area 1-5.*

Revised 11-7-17

**This form is recommended for use by students enrolled in our area high schools. School districts not identified, should contact the Saddleback College Counseling Division at (949) 582-4572.*



Questions/Feedback



Questions or Feedback?

- Questions or comments?

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Susan Holliday, Associate Superintendent, Education Services

Prepared by: Joshua Hill, Assistant Superintendent, Secondary Education

Date: January 24, 2018

Board Item: First Reading – BP 5124, Graduation Ceremonies and Activities

HISTORY

Each spring District students are recognized for their stellar scholastic achievements at various events including graduation ceremonies. During graduation, students who have maintained a cumulative Grade Point Average of 4.0 or higher are granted the valedictorian distinction and are recognized by wearing white robes. Additionally, one student from each class is selected as the Scholar of Scholars based on their academic performance.

BACKGROUND INFORMATION

Under current policy, school staff are responsible for verifying student academic performance and determining which students qualify for these distinctions. In the past, there have been instances where information was not recorded accurately on a student's transcript and was not corrected until late in the spring creating disruptions in the planning and execution of commencement ceremonies or other awards celebrations. The additional language being recommended will add another verification layer. Students will be required to verify that their transcripts are correct early enough in the spring to enable staff to identify students warranting academic distinction with enough time to appropriately plan.

CURRENT CONSIDERATIONS

Approval of the additional language being recommended for BP 5124, *Graduation Ceremonies and Activities*. High school principals have provided input into the proposed additional language.

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 Board Policy 5124, *Graduation Ceremonies and Activities*.

PREPARED BY: Joshua Hill, Assistant Superintendent, Curriculum and Instruction, Secondary

APPROVED BY: Susan Holliday, Associate Superintendent, Education Services

GRADUATION CEREMONIES AND ACTIVITIES

High school graduation ceremonies shall be held to recognize those students who have successfully completed the required course of study, passed all proficiency standards, and thereby earned the right to receive a diploma. The ~~Board of Trustees~~Governing Board believes that these students deserve a public celebration that recognizes the significance of their achievement, and encourages them to continue the pursuit of learning throughout their lives.

~~(cf. 5133—Withholding Grades, Diploma or Transcripts)~~

~~(cf. 6146.1—High School Graduation Requirements/Standards of Proficiency)~~

Students who have passed California High School Proficiency Examination or the General Education Development Test must also meet District graduation requirements in order to participate in graduation ceremonies.

Invocations and/or benedictions shall not be included in graduation ceremonies. Ceremonies or programs involving prayer for graduates may not be sponsored by the school or District.

~~(cf. 1330—Use of School Facilities)~~

~~(cf. 5184—Freedom of Speech/Expression)~~

Disciplinary Considerations

While recognizing the importance of graduation ceremonies, the Board also desires to maintain high standards of student conduct and behavior. Graduation ceremonies are offered for students in good standing. The principal may deny the privilege of participating in these ceremonies in accordance with school rules which provide for due process.

~~(cf. 5150—Discipline)~~

Honors and Awards

The valedictorians of each high school's graduating class shall be all the students with cumulative grade point averages of 4.0 or higher, based on all courses taken, except physical education courses. The valedictorian GPA calculation shall include second semester progress reports issued in the eighth semester. Students are responsible to verify the accuracy of their academic records and to report any errors to the school administration for resolution within ten days following the posting of twelve week grades.

Each high school will identify and recognize a "Scholar of Scholars" who will be the student with the highest overall weighted grade point average based only upon coursework in the following academic disciplines: English, History/Social Science, Mathematics, Science, and Foreign Language, as well as all Advanced Placement/International Baccalaureate courses. Transferable college-level coursework taken as part of concurrent enrollment will also be used to identify the "Scholar of Scholars." This "Scholar of Scholars" will be given the opportunity to speak at graduation ceremonies.

GRADUATION CEREMONIES AND ACTIVITIES (continued)

In the event of a tie, the student who has taken the most honors level and/or advanced placement courses will be the "Scholar of Scholars."

If a tie still exists, the student who has earned the most credits will be selected. If still tied, the student with the highest SAT scores will be selected.

~~(cf. 5121.1—Grades/Evaluation of Student Achievement)~~

Each high school principal and/or graduation committee may identify other school-sponsored awards which may be given out during graduation exercises. A separate awards program may be held to recognize graduating students receiving other school and non-school awards.

~~(cf. 5123—Awards for Achievement)~~

Foreign exchange students may receive honorary diplomas during the graduation ceremony. (Education Code 51225.5)

*Legal Reference:*EDUCATION CODE

40014 *Lease of personal property; caps and gowns*

48904 *Liability of parent or guardian; withholding of grades, diplomas, transcripts*

51225.5 *Honorary diplomas; foreign exchange students*

51400-51403 *Elementary school diploma*

51410 *Diplomas: no indication of intellectual classification*

51411 *Residence as condition for graduation; prohibition*

51412 *Standards of proficiency*

Sands v. Morongo Unified School District (1991 53 Cal. 3d 863

Lemon v. Kurtzman (1971) 403 US 602

Mifflin County School District v. Stewart (PA. Cmwlth. 1986) 503 A.2d 1012 30 Educ.

L.R. 403

Fowler v. Board of Education of the Hickory Administrative School Unit (1978) 448 F.

Supp. 497

*Management Resources:*CDE PROGRAM ADVISORIES

0615.89 *Granting credit for passing GED, SPB:88/89-11*

Policy

adopted: August 18, 1997

revised: June 12, 2000

revised: August 13, 2001

CAPISTRANO UNIFIED SCHOOL DISTRICT

San Juan Capistrano, California

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

January 24, 2018

**PRESENTATION AND RECEIPT OF THE DISTRICT AND COMMUNITY
FACILITIES DISTRICTS ANNUAL FINANCIAL REPORTS FOR THE FISCAL
YEAR ENDING JUNE 30, 2017**

BACKGROUND INFORMATION

State law requires each school district in California have an annual audit conducted by a state-certified independent auditor. The audit is conducted according to generally accepted auditing standards, specific guidelines, and procedures set by the State Controller's office. This audit, when completed, is to be presented to Trustees at a public meeting.

Under state law, annual fiscal audits are neither accepted nor rejected by a board, but merely received by the district. For record keeping purposes, the Board of Trustees has annually adopted a motion indicating recognition of receipt of the District and Community Facilities Districts (CFDs) annual audit reports.

CURRENT CONSIDERATION

This item pertains to the presentation of the 2016-2017 fiscal year District and CFDs Annual Financial Reports to the Board of Trustees. The Annual Financial Reports for the fiscal year ending June 30, 2017, were completed by the firm Nigro and Nigro, PC, Certified Public Accountants.

The audit firm is required to make any recommendations regarding state and federal compliance issues as well as items that are appropriate for improving the fiscal or internal controls of the District. The 2016-2017 fiscal year Annual Financial Reports contains three findings, all relatively minor, and corrective action plans were developed to address each of these issues.

The auditor also provides letters to District management that presents items observed during the audit process where improvements could be made to internal controls and operational efficiencies. The letter of the District audit report, lists observations found in the area of Associated Student Body accounts. Business Services and Education Services staff members, as appropriate, are working with school sites and relevant District departments to ensure improvements are made.

FINANCIAL IMPLICATIONS

There is a minor financial impact of \$255 for one of the findings.

STAFF RECOMMENDATION

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, who will introduce a partner from the audit firm Nigro and Nigro, PC, to present a summary of the audit reports for the year ending June 30, 2017.

Following discussion, it is recommended the Board of Trustees receive the District and Community Facilities Districts Annual Financial Reports for the District for the fiscal year ending June 30, 2017.

**CAPISTRANO UNIFIED
SCHOOL DISTRICT
AUDIT REPORT
For the Fiscal Year Ended
June 30, 2017**



CAPISTRANO UNIFIED SCHOOL DISTRICT

For the Fiscal Year Ended June 30, 2017

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CAPISTRANO UNIFIED SCHOOL DISTRICT

For the Fiscal Year Ended June 30, 2017

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Financial Section

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INDEPENDENT AUDITORS' REPORT

Board of Trustees
Capistrano Unified School District
San Juan Capistrano, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Capistrano Unified School District, as of and for the fiscal year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *2016-17 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Capistrano Unified School District, as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

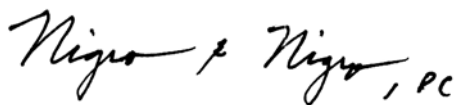
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of funding progress, schedule of proportionate share of the net pension liability, schedule of pension contributions, and the notes to the required supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements. The supplementary information on pages 60 to 63 and the schedule of expenditures of federal awards on page 64 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole. The information on pages 59 and 65 has not been subjected to the auditing procedures applied in the audit of the basic financial statements and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 7, 2017, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



Murrieta, California
December 7, 2017

CAPISTRANO UNIFIED SCHOOL DISTRICT

Management's Discussion and Analysis (Unaudited)

For the Fiscal Year Ended June 30, 2017

This discussion and analysis of Capistrano Unified School District's financial performance provides an overview of the District's financial activities for the fiscal year ended June 30, 2017. Please read it in conjunction with the District's financial statements, which immediately follow this section.

FINANCIAL HIGHLIGHTS

- The District's financial status increased overall as a result of this year's operations. Net position of governmental activities increased by \$34.2 million, or 8.4%.
- Governmental expenses were about \$522.9 million. Revenues were about \$557.0 million.
- The District acquired over \$63.5 million in new capital assets during the year. These additions were incurred primarily from CFD and other capital projects funds, as well as the acquisition of \$33.8 million of land for the Esencia K-8 site.
- The District decreased its outstanding long-term debt by \$3.95 million. This was primarily due to payments on general obligation bonds.
- Grades K-12 average daily attendance (ADA) decreased by 727, or 1.5%.

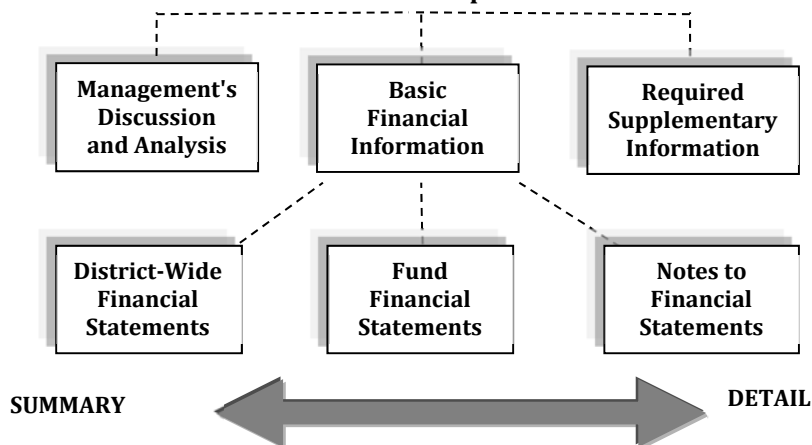
OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts – management discussion and analysis (this section), the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the District:

- The first two statements are *district-wide financial statements* that provide both short-term and long-term information about the District's overall financial status.
- The remaining statements are *fund financial statements* that focus on individual parts of the District, reporting the District's operations in more detail than the district-wide statements.
 - The *governmental funds* statements tell how basic services like regular and special education were financed in the short term as well as what remains for future spending.
 - Short and long-term financial information about the activities of the District that operate like businesses (self-insurance funds) are provided in the *proprietary funds statements*.
 - *Fiduciary funds* statement provides information about the financial relationships in which the District acts solely as a trustee or agent for the benefit of others to whom the resources belong.

The financial statements also include *notes* that explain some of the information in the statements and provide more detailed data. Figure A-1 shows how the various parts of this annual report are arranged and related to one another.

Figure A-1. Organization of Capistrano Unified School District's Annual Financial Report



CAPISTRANO UNIFIED SCHOOL DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2017

OVERVIEW OF THE FINANCIAL STATEMENTS (continued)

Figure A-2 summarizes the major features of the District's financial statements, including the portion of the District's activities they cover and the types of information they contain.

Figure A-2. Major Features of the District-Wide and Fund Financial Statements

Type of Statements	District-Wide	Governmental Funds	Proprietary Funds	Fiduciary Funds
<i>Scope</i>	Entire District, except fiduciary activities	The activities of the District that are not proprietary or fiduciary, such as special education and building maintenance	Activities of the District that operate like a business, such as self-insurance funds	Instances in which the District administers resources on behalf of someone else, such as scholarship programs and student activities monies
<i>Required financial statements</i>	<ul style="list-style-type: none"> • Statement of Net Position • Statement of Activities 	<ul style="list-style-type: none"> • Balance Sheet • Statement of Revenues, Expenditures & Changes in Fund Balances 	<ul style="list-style-type: none"> • Statement of Net Position • Statement of Revenues, Expenses, & Changes in Net Position • Statement of Cash Flows 	<ul style="list-style-type: none"> • Statement of Fiduciary Net Position
<i>Accounting basis and measurement focus</i>	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus	Accrual accounting
<i>Type of asset/liability information</i>	All assets and liabilities, both financial and capital, short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included	All assets and liabilities, both short-term and long-term; The District's funds do not currently contain nonfinancial assets, though they can	All assets and liabilities, both short-term and long-term; The District's funds do not currently contain nonfinancial assets, though they can
<i>Type of inflow/outflow information</i>	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during the year, regardless of when cash is received or paid	All revenues and expenses during the year, regardless of when cash is received or paid

CAPISTRANO UNIFIED SCHOOL DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2017

OVERVIEW OF THE FINANCIAL STATEMENTS (continued)

The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements.

District-Wide Statements

The district-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the District's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two district-wide statements report the District's net position and how it has changed. Net position – the difference between the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources – is one way to measure the District's financial health, or *position*.

- Over time, increases and decreases in the District's net position are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the overall health of the District, you need to consider additional nonfinancial factors such as changes in the District's demographics and the condition of school buildings and other facilities.
- In the district-wide financial statements, the District's activities are categorized as *Governmental Activities*. Most of the District's basic services are included here, such as regular and special education, transportation, and administration. Property taxes and state aid finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the District's most significant funds – not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs:

- Some funds are required by State law and by bond covenants.
- The District establishes other funds to control and manage money for particular purposes (like repaying its long-term debt) or to show that is properly using certain revenues.

The District has three kinds of funds:

- 1) ***Governmental funds*** – Most of the District's basic services are included in governmental funds, which generally focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Because this information does not encompass the additional long-term focus of the district-wide statements, we provide additional information on a separate reconciliation page that explains the relationship (or differences) between them.

CAPISTRANO UNIFIED SCHOOL DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2017

Fund Financial Statements (continued)

- 2) **Proprietary funds** – When the District charges other District funds for the services it provides, these services are reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and Statement of Activities. In fact, the District's internal service fund is included within the governmental activities reported in the district-wide statements but provide more detail and additional information, such as cash flows. The District uses the internal service fund to report activities that relate to the District's self-insured programs for workers compensation claims, health and welfare benefits, and property and liability claims.
- 3) **Fiduciary funds** – The District is the trustee, or fiduciary, for assets that belong to others, such as the student activities funds and CFD Debt Service. The District is responsible for ensuring that the assets reported in these funds are used only for their intended purposes and by those to whom the assets belong. All of the District's fiduciary activities are reported in a separate statement of fiduciary net position. We exclude these activities from the district-wide financial statements because the District cannot use these assets to finance its operations.

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE

Net Position. The District's combined net position was higher on June 30, 2017, than it was the year before – increasing 8.4% to \$442.3 million (See Table A-1).

Table A-1: Statement of Net Position

	Governmental Activities		
	2017	2016*	Net Change
Assets			
Current assets	\$ 204,052,057	\$ 209,199,361	\$ (5,147,304)
Capital assets	737,291,425	694,720,154	42,571,271
Total assets	<u>941,343,482</u>	<u>903,919,515</u>	<u>37,423,967</u>
Deferred outflows of resources	<u>106,499,193</u>	<u>85,351,551</u>	<u>21,147,642</u>
Liabilities			
Current liabilities	28,676,003	31,923,323	(3,247,320)
Long-term liabilities	101,149,018	105,101,881	(3,952,863)
Net pension liability	454,232,651	370,721,675	83,510,976
Total liabilities	<u>584,057,672</u>	<u>507,746,879</u>	<u>76,310,793</u>
Deferred inflows of resources	<u>21,433,807</u>	<u>73,334,622</u>	<u>(51,900,815)</u>
Net position			
Net investment in capital assets	697,927,812	704,282,797	(6,354,985)
Restricted	93,885,846	42,380,865	51,504,981
Unrestricted	(349,462,462)	(338,474,097)	(10,988,365)
Total net position	<u>\$ 442,351,196</u>	<u>\$ 408,189,565</u>	<u>\$ 34,161,631</u>

* As restated

CAPISTRANO UNIFIED SCHOOL DISTRICT
Management's Discussion and Analysis (Unaudited)
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FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE (continued)

Changes in net position, governmental activities. The District's total revenues increased 5.9% to \$557.0 million (See Table A-2). The increase is due primarily to increased state funding and the recognition of a contribution for the land acquisition.

The total cost of all programs and services increased 6.8% to \$522.9 million. The District's expenses are predominantly related to educating and caring for students, 82.6%. The purely administrative activities of the District accounted for just 5.0% of total costs. A significant contributor to the increase in costs was increased operating costs and pension contributions.

Table A-2: Statement of Activities

	Governmental Activities		
	2017	2016	Net Change
Revenues			
Program Revenues:			
Charges for services	\$ 6,624,016	\$ 10,213,975	\$ (3,589,959)
Operating grants and contributions	85,000,085	74,274,983	10,725,102
Capital grants and contributions	8,841	12,065	(3,224)
General Revenues:			
Property taxes	337,284,237	307,453,129	29,831,108
Federal and state aid not restricted	85,453,657	110,334,980	(24,881,323)
Other general revenues	42,658,937	23,668,940	18,989,997
Total Revenues	557,029,773	525,958,072	31,071,701
Expenses			
Instruction-related	381,637,916	365,676,360	15,961,556
Pupil services	50,289,345	48,128,383	2,160,962
Administration	26,068,281	18,638,101	7,430,180
Plant services	41,390,541	42,800,871	(1,410,330)
All other activities	23,482,059	14,448,925	9,033,134
Total Expenses	522,868,142	489,692,640	33,175,502
Increase (decrease) in net position	\$ 34,161,631	\$ 36,265,432	\$ (2,103,801)

CAPISTRANO UNIFIED SCHOOL DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2017

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

The financial performance of the District as a whole is reflected in its governmental funds as well. As the District completed this year, its governmental funds reported a combined fund balance of \$156.0 million, which is below last year's ending fund balance of \$159.4 million. The primary cause of the decreased fund balance is ongoing construction and modernization costs.

Table A-3: The District's Fund Balances

Fund	Fund Balances				
	July 1, 2016	Revenues	Expenditures	Other Sources and (Uses)	June 30, 2017
General Fund	\$ 58,240,070	\$ 483,298,096	\$ 466,797,311	\$ -	\$ 74,740,855
Adult Education Fund	-	(15,368)	(15,368)	-	-
Child Development Fund	173,270	4,955,213	4,755,529	-	372,954
Cafeteria Fund	4,198,786	11,216,533	10,714,284	-	4,701,035
Deferred Maintenance Fund	2,007,567	3,010,148	3,208,067	-	1,809,648
Special Reserve Fund (Postemployment Benefits)	79,315	643	-	-	79,958
Building Fund	589,994	4,598	78,163	-	516,429
Capital Facilities Fund	21,022,174	(99,351)	9,601,170	-	11,321,653
County School Facilities Fund	1,574,863	8,841	1,583,704	-	-
Special Reserve Fund (Capital Outlay)	16,416,231	3,623,627	1,657,720	9,722,980	28,105,118
Capital Projects Fund for Blended Component Units	50,635,167	10,860,499	14,120,622	(17,607,087)	29,767,957
Bond Interest and Redemption Fund	4,449,914	4,868,776	4,757,526	-	4,561,164
Debt Service Fund	-	24	1,353,270	1,353,265	19
	<u>\$ 159,387,351</u>	<u>\$ 521,732,279</u>	<u>\$ 518,611,998</u>	<u>\$ (6,530,842)</u>	<u>\$ 155,976,790</u>

General Fund Budgetary Highlights

Over the course of the year, the District revised the annual operating budget several times. The major budget amendments fall into these categories:

- Revenues – increased by \$11.0 million primarily to reflect federal and state budget actions.
- Salaries and benefits costs – increased \$5.4 million due to reflect revised cost estimates.
- Other non-personnel expenses – decreased \$3.0 million to revise operational cost estimates.

While the District's final budget for the General Fund anticipated that revenues would exceed expenditures by about \$6.7 million, the actual results for the year show that revenues exceeded expenditures by roughly \$16.5 million. Actual revenues were \$2.4 million less than anticipated, but expenditures were \$12.2 million less than budgeted. That amount consists primarily of restricted categorical program dollars that were not spent as of June 30, 2017, that will be carried over into the 2017-18 budget.

CAPISTRANO UNIFIED SCHOOL DISTRICT
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For the Fiscal Year Ended June 30, 2017

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

By the end of 2016-17 the District had acquired \$63.5 million in new capital assets, related to land, construction in progress, site improvements, and equipment purchases. (More detailed information about capital assets can be found in Note 6 to the financial statements). Total depreciation expense for the year was \$21.0 million.

Table A-4: Capital Assets at Year End, Net of Depreciation

	Governmental Activities		
	2017	2016*	Net Change
Land	\$ 318,838,330	\$ 282,996,968	\$ 35,841,362
Improvement of sites	20,773,933	22,461,910	(1,687,977)
Buildings	362,293,389	367,597,368	(5,303,979)
Equipment	11,104,745	11,712,945	(608,200)
Construction in progress	24,281,028	9,950,963	14,330,065
Total	<u>\$ 737,291,425</u>	<u>\$ 694,720,154</u>	<u>\$ 42,571,271</u>

* As restated

Long-Term Debt

At year-end the District had \$101.1 million in general obligation bonds, certificates of participation, accrued vacation, claims liability, and postemployment benefits – a decrease of 3.8% from last year – as shown in Table A-5. (More detailed information about the District's long-term liabilities is presented in Note 7 to the financial statements).

Table A-5: Outstanding Long-Term Debt at Year-End

	Governmental Activities		
	2017	2016	Net Change
General obligation bonds	\$ 41,025,906	\$ 44,392,011	\$ (3,366,105)
Certificates of participation	10,129,525	11,281,231	(1,151,706)
Capital lease obligations	47,960	94,132	(46,172)
Compensated absences	3,153,034	2,993,252	159,782
Supplemental early retirement plan	-	2,401,682	(2,401,682)
Other postemployment benefits	34,149,378	32,073,072	2,076,306
Claims liability	12,643,215	11,866,501	776,714
Total	<u>\$ 101,149,018</u>	<u>\$ 105,101,881</u>	<u>\$ (3,952,863)</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT
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For the Fiscal Year Ended June 30, 2017

FACTORS BEARING ON THE DISTRICT'S FUTURE

The Governor signed the 2017-18 *Budget Act* and other budget-related bills on June 27, 2017.

Proposition 98

Overview

State budgeting for schools and community colleges is based primarily on Proposition 98, approved by voters in 1988 and amended in 1990. In this section, we provide an overview of Proposition 98 changes under the enacted budget package.

Proposition 98 Establishes Minimum Spending Level

Proposition 98 establishes a minimum spending requirement commonly called the minimum guarantee. The minimum guarantee is determined by three main formulas (known as tests) and various inputs, including General Fund revenue, per capita personal income, and K-12 attendance. The state can spend at the minimum guarantee or any level above it. Spending above the minimum guarantee one year typically becomes part of the base for calculating the minimum guarantee the next year. If the minimum guarantee increases after budget enactment due to updated inputs, the state owes a “settle-up” obligation. In some years, the state also creates or pays “maintenance factor.” Maintenance factor is created when General Fund revenue is weak relative to per capita personal income and is paid when General Fund revenue is stronger.

2015-16 and 2016-17 Minimum Guarantees Down but Total Spending Up Slightly

The 2015-16 minimum guarantee has decreased \$379 million due to lower-than-expected General Fund revenue. Proposition 98 spending that year, however, has increased \$53 million due to various minor adjustments involving the Local Control Funding Formula (LCFF) and community college apportionments. The 2016-17 minimum guarantee has decreased \$558 million, again due to lower estimates of General Fund revenue. Proposition 98 spending that year has decreased by \$484 million, but total spending, including a settle-up payment of \$514 million, is up slightly (\$29 million) from the June 2016 level. The settle-up payment allows the state to cover some 2016-17 LCFF costs using funds set aside for Proposition 2 (2014) debt payments. In both 2015-16 and 2016-17, Proposition 98 spending is above the calculated minimum guarantees.

2017-18 Spending Up \$3.1 Billion Over Revised 2016-17 Level

In 2017-18, total spending across all segments is \$74.5 billion, an increase of \$3.1 billion (4.4 percent) from the revised 2016-17 level. For 2017-18, the state funds at the estimate of the minimum guarantee. This estimate builds upon the higher levels of spending provided in 2015-16 and 2016-17. (Had the state not funded above the guarantee in those two years, the 2017-18 guarantee would have been \$542 million lower.) Test 2 is the operative test in 2017-18, with the change in the guarantee attributable to a 3.7 percent increase in per capita personal income and a 0.05 percent decline in K-12 attendance. The increase in the guarantee also reflects a maintenance factor payment of \$536 million. Under the administration’s estimates, the state would end 2017-18 with an outstanding maintenance factor obligation of \$900 million.

CAPISTRANO UNIFIED SCHOOL DISTRICT
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FACTORS BEARING ON THE DISTRICT'S FUTURE (continued)

Proposition 98 (continued)

Overview (continued)

About One-Third of Increase Covered With Higher Property Tax Revenue

Of the total Proposition 98 spending provided in 2017-18, \$52.6 billion is state General Fund and \$21.9 billion is local property tax revenue. From 2016-17 to 2017-18, state General Fund increases \$2.1 billion (accounting for about two-thirds of the \$3.1 billion increase in spending) and property tax revenue increases by \$1 billion. The primary factor explaining the growth in property tax revenue is the projected 5.3 percent growth in assessed property values, which is similar to the average growth rate over the past 20 years. Regarding local revenue associated with the dissolution of redevelopment agencies, the budget plan assumes a net increase of \$31 million. This consists of a \$131 million increase in the ongoing revenue shifted to schools and community colleges, offset by a \$100 million decrease in revenue from the sale of assets formerly owned by redevelopment agencies.

Spending Package Reduces Outstanding Settle-Up Obligation by \$603 Million

The budget plan includes a \$603 million settle-up payment related to meeting the 2009-10 minimum guarantee. This payment reduces the state's outstanding settle-up obligation from slightly above \$1 billion to \$440 million. Of the \$603 million provided, the budget plan allocates \$514 million for covering 2016-17 LCFF costs, \$86 million for the community college guided pathways initiative, and \$3 million for the Career Technical Education Incentive Grant program. The state budget package scores all of the settle-up spending as a Proposition 2 debt payment.

K-12 Education

\$64.7 Billion Proposition 98 Funding for K-12 Education in 2017-18

The budgeted 2017-18 level is \$2.7 billion (4.3 percent) more than revised 2016-17 level and \$2.2 billion (3.6 percent) more than the 2016-17 Budget Act level. The budget increases funding per student by \$450 (4.3 percent) over the 2016-17 Budget Act level, bringing Proposition 98 funding per student up to \$10,863.

Package Includes Mix of Ongoing and One-Time Spending

The budget includes \$2.4 billion in augmentations for K-12 education. Of these augmentations, \$1.5 billion are ongoing increases and \$933 million are one-time initiatives. In addition to these changes, the budget package includes \$328 million in one-time initiatives funded from other sources. (Of this amount, \$325 million is from Proposition 98 reversion dollars and \$3 million is from a settle-up payment. Of the reversion dollars, \$114 million is for a fund swap primarily relating to special education.) The budget also authorizes \$593 million from Proposition 51 (2016) general obligation bond proceeds for school facilities.

CAPISTRANO UNIFIED SCHOOL DISTRICT
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For the Fiscal Year Ended June 30, 2017

FACTORS BEARING ON THE DISTRICT'S FUTURE (continued)

Proposition 98 (continued)

General Purpose Funding

Accelerates Implementation of LCFF for School Districts and Charter Schools

The budget provides an additional \$1.4 billion ongoing Proposition 98 funding for this purpose, bringing total LCFF funding for school districts and charter schools to \$57.4 billion, a 2.7% increase over the revised 2016-17 level. The administration estimates this funding will result in the LCFF-target level being 97 percent-funded. School districts and charter schools may use LCFF monies for any educational purpose.

Funds One-Time Discretionary Grants

The largest one-time augmentation for K-12 education is \$877 million that local education agencies (LEAs) may use for any educational purpose. Funding is distributed based on average daily attendance (\$147 per ADA). If an LEA has unpaid mandate claims, funding counts toward those claims. As most LEAs do not have any such claims, we estimate only about one-third (\$268 million) of the funding will end up reducing the K-12 mandates backlog. We estimate the K-12 mandates backlog will be \$799 million at the end of 2017-18.

Other Changes

Specifies Use of Remaining Proposition 39 Funds and Extends Energy-Efficiency Programs Indefinitely

The budget provides \$423 million Proposition 98 funding for energy-efficiency projects at schools and community colleges. This reflects the fifth and final year of Proposition 39 (2012) funding. Trailer legislation, however, extends the date for schools to use this funding by one year, to June 30, 2019, and sets rules for how any remaining uncommitted funds are to be used. The first \$75 million in remaining funds is earmarked for school districts and COEs to replace or retrofit school buses. Priority is given to LEAs having the oldest buses, serving disadvantaged communities, or serving high shares of low-income students. The next \$100 million is earmarked for a competitive grant program to provide K-12 LEAs with low- and no-interest loans for energy projects. Any funding still remaining is to be distributed as grants to K-12 LEAs according to Proposition 39 rules. The trailer legislation also extends the Proposition 39 energy-efficiency programs for K-12 and CCC LEAs beginning in 2018-19, contingent upon funds being made available through the annual budget act or other statute.

Augments After School Education and Safety (ASES) Program

Proposition 49, passed by the voters in 2002, requires the state to provide \$550 million in Proposition 98 funds annually for the ASES program. Since Proposition 49 was enacted, ASES providers have received \$7.50 per child per day. The budget increases ASES funding by \$50 million (9%)—bringing total funding to \$600 million. The augmentation will increase the per-child per-day rate.

CAPISTRANO UNIFIED SCHOOL DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2017

FACTORS BEARING ON THE DISTRICT'S FUTURE (continued)

Proposition 98 (continued)

School Facilities

Provides First Installment of Proposition 51 Bond Funding for School Facilities

Passed by the voters in November 2016, Proposition 51 authorizes the state to sell \$9 billion in general obligation bonds—\$7 billion for schools and \$2 billion for community colleges. The state plans to issue \$593 million of these bonds for K-12 facility projects in 2017-18. This would fully fund the state's list of \$368 million in already approved facility projects, as well as \$225 million in additional projects.

Establishes New Audit Rules

Trailer legislation shifts audit responsibilities for state-funded school facility projects from the Office of Public School Construction to local independent auditors. Moving forward, the local auditors are to review facility expenditures to ensure that they comply with the rules of the state's School Facilities Program. In June 2017, the State Allocation Board also enacted a regulatory change requiring districts to sign grant agreements prior to receiving state funding that specify allowable project expenditures.

All of these factors were considered in preparing the Capistrano Unified School District budget for the 2017-18 fiscal year.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact those listed below at Capistrano Unified School District, 33122 Valle Road, San Juan Capistrano, California, 92675:

Clark Hampton, Deputy Superintendent, Business and Support Services, 949-234-9211, cdhampton@capousd.org and Philippa Townsend, Assistant Superintendent, Fiscal Services, 949-234-9316, pktownsend@capousd.org.

CAPISTRANO UNIFIED SCHOOL DISTRICT*Statement of Net Position**June 30, 2017*

	Governmental Activities
ASSETS	
Cash	\$ 155,049,744
Investments	31,867,059
Accounts receivable	16,762,121
Prepaid expenses	43,769
Inventories	329,364
Capital assets:	
Non-depreciable capital assets	343,119,358
Depreciable capital assets	750,924,037
Less accumulated depreciation	<u>(356,751,970)</u>
Total assets	<u>941,343,482</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred amounts on refunding	806,569
Deferred outflows related to pensions	<u>105,692,624</u>
Total deferred outflows of resources	<u>106,499,193</u>
LIABILITIES	
Accounts payable	24,156,580
Unearned revenue	4,519,423
Long-term liabilities:	
Portion due or payable within one year	5,658,750
Portion due or payable after one year	95,490,268
Net pension liability	<u>454,232,651</u>
Total liabilities	<u>584,057,672</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to pensions	<u>21,433,807</u>
NET POSITION	
Net investment in capital assets	697,927,812
Restricted for:	
Capital projects	68,730,276
Debt service	4,561,183
Categorical programs	20,594,387
Unrestricted	<u>(349,462,462)</u>
Total net position	<u>\$ 442,351,196</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT

Statement of Activities

For the Fiscal Year Ended June 30, 2017

Functions/Programs	Expenses	Program Revenues			Net Revenue (Expense) and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental Activities:					Governmental Activities
Instruction	\$ 332,510,414	\$ 103,543	\$ 15,822,253	\$ 8,841	\$ (316,575,777)
Instruction-Related Services:					
Supervision of instruction	15,756,954	29,686	5,382,317	-	(10,344,951)
Instructional library, media and technology	2,606,951	-	38,691	-	(2,568,260)
School site administration	30,763,597	24,127	1,341,247	-	(29,398,223)
Pupil Support Services:					
Home-to-school transportation	10,849,959	-	37,065	-	(10,812,894)
Food services	9,775,405	5,051,950	5,330,498	-	607,043
All other pupil services	29,663,981	17,797	46,058,708	-	16,412,524
General Administration Services:					
Data processing services	6,489,128	979	1,877	-	(6,486,272)
Other general administration	19,579,153	6,055	1,763,576	-	(17,809,522)
Plant services	41,390,541	904,994	6,729,388	-	(33,756,159)
Ancillary services	3,449,926	-	11,677	-	(3,438,249)
Community services	248	-	-	-	(248)
Enterprise activities	54,256	-	-	-	(54,256)
Interest on long-term debt	1,673,406	-	-	-	(1,673,406)
Other outgo	18,304,223	484,885	2,482,788	-	(15,336,550)
Total Governmental Activities	<u>\$ 522,868,142</u>	<u>\$ 6,624,016</u>	<u>\$ 85,000,085</u>	<u>\$ 8,841</u>	<u>(431,235,200)</u>
General Revenues:					
Property taxes					337,284,237
Federal and state aid not restricted to specific purpose					85,453,657
Interest and investment earnings					898,480
Miscellaneous					<u>41,760,457</u>
Subtotal general revenues					<u>465,396,831</u>
Change in net position					<u>34,161,631</u>
Net position - July 1, 2016, as originally stated					409,252,321
Adjustments for restatements (Note 13)					<u>(1,062,756)</u>
Net position - July 1, 2016					<u>408,189,565</u>
Net position - June 30, 2017					<u>\$ 442,351,196</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT*Balance Sheet – Governmental Funds**June 30, 2017*

	General Fund	Special Reserve Fund for Capital Outlay Projects	Capital Projects Fund for Blended Component Units	Non-Major Governmental Funds	Total Governmental Funds
ASSETS					
Cash	\$ 85,614,403	\$ 28,201,327	\$ -	\$ 22,780,125	\$ 136,595,855
Investments	-	-	31,867,040	19	31,867,059
Accounts receivable	14,833,758	20,651	13,200	1,856,879	16,724,488
Due from other funds	2,757,652	-	-	465,763	3,223,415
Stores inventories	143,450	-	-	185,914	329,364
Prepaid expenditures	43,769	-	-	-	43,769
Total Assets	<u>\$ 103,393,032</u>	<u>\$ 28,221,978</u>	<u>\$ 31,880,240</u>	<u>\$ 25,288,700</u>	<u>\$ 188,783,950</u>
LIABILITIES AND FUND BALANCES					
Liabilities					
Accounts payable	\$ 19,168,089	\$ 116,860	\$ 1,963,075	\$ 2,304,319	\$ 23,552,343
Due to other funds	3,786,191	-	149,208	799,995	4,735,394
Unearned revenue	3,808,291	-	-	711,132	4,519,423
Total Liabilities	<u>26,762,571</u>	<u>116,860</u>	<u>2,112,283</u>	<u>3,815,446</u>	<u>32,807,160</u>
Fund Balances					
Nonspendable	362,219	-	-	198,664	560,883
Restricted	15,520,397	27,640,666	29,767,957	21,274,590	94,203,610
Assigned	21,937,090	464,452	-	-	22,401,542
Unassigned	38,810,755	-	-	-	38,810,755
Total Fund Balances	<u>76,630,461</u>	<u>28,105,118</u>	<u>29,767,957</u>	<u>21,473,254</u>	<u>155,976,790</u>
Total Liabilities and Fund Balances	<u>\$ 103,393,032</u>	<u>\$ 28,221,978</u>	<u>\$ 31,880,240</u>	<u>\$ 25,288,700</u>	<u>\$ 188,783,950</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position June 30, 2017

Total fund balances - governmental funds \$ 155,976,790

In governmental funds, only current assets are reported. In the statement of net position, all assets are reported, including capital assets and accumulated depreciation.

Capital assets at historical cost:	1,094,043,395	
Accumulated depreciation:	<u>(356,751,970)</u>	
Net:		737,291,425

In governmental funds, interest on long-term debt is not recognized until the period in which it matures and is paid. In the government-wide statement of activities, it is recognized in the period that it is incurred. The additional liability for unmatured interest owing at the end of the period was: (323,037)

Deferred amounts on refunding represent amounts paid to an escrow agent in excess of the outstanding debt at the time of the payment for refunded bonds which have been defeased. In the government-wide statements it is recognized as a deferred outflow. The remaining deferred amounts on refunding at the end of the period were: 806,569

In governmental funds, only current liabilities are reported. In the statement of net position, all liabilities, including long-term liabilities, are reported. Long-term liabilities relating to governmental activities consist of:

General obligation bonds payable	41,025,906	
Certificates of participation payable	10,129,525	
Capital leases payable	47,960	
Compensated absences payable	3,153,034	
Other postemployment benefits	<u>34,149,378</u>	
Total		(88,505,803)

The net pension liability is not due and payable in the current reporting period, and therefore is not reported as a liability in the fund financial statements. (454,232,651)

Internal service funds are used to conduct certain activities for which costs are charged to other funds on a full cost-recovery basis. Because internal service funds are presumed to operate for the benefit of governmental activities, assets and liabilities of internal service funds are reported with governmental activities in the statement of net position. Net position for internal service funds is: 7,079,086

In governmental funds, deferred outflows and inflows of resources relating to pensions are not reported because they are applicable to future periods. In the statement of net position, deferred outflows and inflows of resources relating to pensions are reported. Deferred inflows and outflows relating to pensions for the period were:

Deferred outflows of resources	105,692,624	
Deferred inflows of resources	<u>(21,433,807)</u>	
Total		<u>84,258,817</u>

Total net position - governmental activities \$ 442,351,196

CAPISTRANO UNIFIED SCHOOL DISTRICT

Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds For the Fiscal Year Ended June 30, 2017

	General Fund	Special Reserve Fund for Capital Outlay Projects	Capital Projects Fund for Blended Component Units	Non-Major Governmental Funds	Total Governmental Funds
REVENUES					
LCFF sources	\$ 384,598,559	\$ -	\$ -	\$ -	\$ 384,598,559
Federal sources	17,132,191	-	-	5,744,177	22,876,368
Other state sources	76,178,218	-	-	3,018,491	79,196,709
Other local sources	8,384,551	3,623,627	10,860,499	12,191,966	35,060,643
Total Revenues	486,293,519	3,623,627	10,860,499	20,954,634	521,732,279
EXPENDITURES					
Current:					
Instruction	300,961,879	-	-	3,068,294	304,030,173
Instruction-Related Services:					
Supervision of instruction	15,207,932	-	-	619,197	15,827,129
Instructional library, media and technology	2,448,822	-	-	-	2,448,822
School site administration	29,885,644	-	-	541,056	30,426,700
Pupil Support Services:					
Home-to-school transportation	10,801,631	-	-	-	10,801,631
Food services	-	-	-	10,372,799	10,372,799
All other pupil services	29,081,497	-	-	267,972	29,349,469
Ancillary services	3,474,074	-	-	-	3,474,074
Community services	248	-	-	-	248
Enterprise activities	29	-	-	-	29
General Administration Services:					
Data processing services	6,035,108	-	-	-	6,035,108
Other general administration	14,391,915	-	818,671	-	15,210,586
Transfers of indirect costs	(522,835)	-	-	522,835	-
Plant services	39,765,111	-	-	60,000	39,825,111
Capital outlay	5,744,187	1,657,720	13,301,951	11,280,697	31,984,555
Intergovernmental transfers	12,664,952	-	-	-	12,664,952
Debt service:					
Principal	46,172	-	-	3,799,554	3,845,726
Interest	3,644	-	-	2,311,242	2,314,886
Total Expenditures	469,990,010	1,657,720	14,120,622	32,843,646	518,611,998
Excess (Deficiency) of Revenues Over (Under) Expenditures	16,303,509	1,965,907	(3,260,123)	(11,889,012)	3,120,281
OTHER FINANCING SOURCES (USES)					
Interfund transfers in	-	-	-	1,353,265	1,353,265
Interfund transfers out	-	(1,353,265)	-	-	(1,353,265)
Proceeds from non-obligatory debt	-	-	1,659,957	-	1,659,957
All other financing sources	-	11,076,245	2,022,956	-	13,099,201
Retirement of non-obligatory debt	-	-	(21,290,000)	-	(21,290,000)
Total Other Financing Sources and Uses	-	9,722,980	(17,607,087)	1,353,265	(6,530,842)
Net Change in Fund Balances	16,303,509	11,688,887	(20,867,210)	(10,535,747)	(3,410,561)
Fund Balances, July 1, 2016, as originally stated	61,969,100	16,416,231	50,635,167	32,006,159	161,026,657
Adjustments for restatements (Note 13)	(1,642,148)	-	-	2,842	(1,639,306)
Fund Balances, July 1, 2016, as restated	60,326,952	16,416,231	50,635,167	32,009,001	159,387,351
Fund Balances, June 30, 2017	\$ 76,630,461	\$ 28,105,118	\$ 29,767,957	\$ 21,473,254	\$ 155,976,790

CAPISTRANO UNIFIED SCHOOL DISTRICT

Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities *For the Fiscal Year Ended June 30, 2017*

Total net change in fund balances - governmental funds \$ (3,410,561)

Amounts reported for governmental *activities* in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. The difference between capital outlay expenditures and depreciation expense for the period was:

Expenditures for capital outlay	29,701,259	
Depreciation expense	<u>(20,989,988)</u>	8,711,271

In governmental funds, repayments of long-term debt are reported as expenditures. In the government-wide statements, repayments of long-term debt are reported as a reduction of liabilities. Expenditures for repayment of the principal portion of long-term debt were:

3,845,726

In governmental funds, donated capital assets are not reported because they do not affect current financial resources. In the government-wide statements, donated capital assets are reported as revenue and as increases to capital assets, at their fair market value on the date of donation. The fair market value of capital assets donated was:

33,860,000

Deferred amounts on refunding represent amounts paid to an escrow agent in excess of the outstanding debt at the time of the payment for refunded bonds which have been defeased. In governmental funds these charges are recognized as an expenditure. However, in the statement of activities these amounts are amortized over the shorter of the life of the refunded bonds or the refunding bonds. The difference between current year amounts and the current year amortization was:

(89,586)

In governmental funds, accreted interest on capital appreciation bonds is not recorded as an expenditure from current resources. In the government-wide statement of activities, however, this is recorded as interest expense for the period. Accreted interest additions less accreted interest paid during the year was:

393,917

In governmental funds, if debt is issued at a premium or at a discount, the premium or discount is recognized as an other financing source or an other financing use in the period it is incurred. In the government-wide statements, the premium or discount is amortized over the life of the debt. Amortization of premiums or discount for the period was:

324,340

In governmental funds, interest on long-term debt is recognized in the period that it becomes due. In the government-wide statement of activities, it is recognized in the period that it is incurred. Unmatured interest owing at the end of the period, less matured interest paid during the period but owing from the prior period, was:

12,811

In the statement of activities, compensated absences are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid).

(159,782)

In governmental funds, postemployment benefits costs are recognized as expenditures in the period they are paid. In the government-wide statements, postemployment benefits costs are recognized in the period that they are incurred. The increase in the net OPEB liability at the end of the period was:

(2,076,306)

In the government-wide statements, expenses must be accrued in connection with any liabilities incurred during the period that are not expected to be liquidated with current financial resources, in addition to compensated absences and long-term debt. Examples include special termination benefits such as retirement incentives financed over time and structured legal settlements. This year, expenses incurred for such obligations were:

2,401,682

The internal service fund is used by management to charge the cost of self-insurance activities. The net revenue (expense) of the internal service fund is reported with governmental activities.

721,052

In government funds, pension costs are recognized when employer contributions are made in the statement of activities, pension costs are recognized on the accrual basis. This year, the difference between accrual-basis pension costs and actual employer contributions was:

(10,372,933)

Change in net position of governmental activities \$ 34,161,631

CAPISTRANO UNIFIED SCHOOL DISTRICT
Statement of Net Position – Proprietary Fund
June 30, 2017

	Governmental Activities Internal Service Funds
ASSETS	
Cash and cash equivalents	\$ 18,453,889
Accounts receivable	37,633
Due from other funds	3,912,222
Total Assets	22,403,744
LIABILITIES	
Current Liabilities	
Accrued liabilities	281,200
Due to other funds	2,400,243
Total current liabilities	2,681,443
Non-Current Liabilities	
Claims liability	12,643,215
Total liabilities	15,324,658
NET POSITION	
Unrestricted	\$ 7,079,086

CAPISTRANO UNIFIED SCHOOL DISTRICT*Statement of Revenues, Expenses, and Changes in Fund Net Position – Proprietary Fund
For the Fiscal Year Ended June 30, 2017*

	<u>Governmental Activities Internal Service Funds</u>
OPERATING REVENUES	
Charges to other funds	\$ 58,160,445
All other fees and contracts	<u>84,275</u>
Total operating revenues	<u>58,244,720</u>
OPERATING EXPENSES	
Salaries and benefits	500,112
Supplies and materials	12,395
Services and other operating expenses	<u>57,172,095</u>
Operating Income (Loss)	560,118
NON-OPERATING REVENUES	
Interest income	<u>160,934</u>
Change in net position	721,052
Net position, July 1, 2016	<u>6,358,034</u>
Net position, June 30, 2017	<u><u>\$ 7,079,086</u></u>

CAPISTRANO UNIFIED SCHOOL DISTRICT
Statement of Cash Flows – Proprietary Fund
For the Fiscal Year Ended June 30, 2017

	Governmental Activities Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES	
Cash received from assessments made to other funds	\$ 56,578,315
Cash received from all other sources	84,275
Cash payments for payroll, insurance and operating costs	<u>(54,460,106)</u>
Net cash provided (used) by operating activities	2,202,484
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest received	<u>141,656</u>
Net increase (decrease) in cash and cash equivalents	2,344,140
Cash, July 1, 2016	<u>16,109,749</u>
Cash, June 30, 2017	<u><u>\$ 18,453,889</u></u>
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:	
Operating income (loss)	\$ 560,118
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:	
Changes in assets and liabilities:	
(Increase) decrease in accounts receivable	511,762
(Increase) decrease in due from other funds	(2,093,892)
Increase (decrease) in accounts payable	47,711
Increase (decrease) in due to other funds	2,400,071
Increase (decrease) in claims liability	<u>776,714</u>
Net cash provided (used) by operating activities	<u><u>\$ 2,202,484</u></u>

CAPISTRANO UNIFIED SCHOOL DISTRICT*Statement of Fiduciary Net Position**June 30, 2017*

	Agency Funds		
	Student	Debt Service Fund	
	Body Funds	for Blended	
		Component Units	Totals
Assets			
Cash	\$ 6,207,590	\$ -	\$ 6,207,590
Investments	-	20,900,518	20,900,518
Accounts receivable	-	8,454	8,454
Total Assets	<u>\$ 6,207,590</u>	<u>\$ 20,908,972</u>	<u>\$ 27,116,562</u>
Liabilities			
Accounts payable	738	\$ 196,869	\$ 197,607
Due to bondholders	-	20,712,103	20,712,103
Due to student groups	6,206,852	-	6,206,852
Total Liabilities	<u>\$ 6,207,590</u>	<u>\$ 20,908,972</u>	<u>\$ 27,116,562</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Capistrano Unified School District (the "District") accounts for its financial transactions in accordance with the policies and procedures of the California Department of Education's *California School Accounting Manual*. The accounting policies of the District conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board. The following is a summary of the more significant policies:

A. Reporting Entity

A reporting entity is comprised of the primary government, component units, and other organizations that are included to ensure the financial statements are not misleading. The primary government of the District consists of all funds, departments, and agencies that are not legally separate from the District. For Capistrano Unified School District, this includes general operations, food service, and student related activities of the District.

Component units are legally separate organizations for which the District is financially accountable. Component units may also include organizations that are fiscally dependent on the District, in that the District approves their budget, the issuance of their debt or the levying of their taxes. In addition, component units are other legally separate organizations for which the District is not financially accountable but the nature and significance of the organization's relationship with the District is such that exclusion would cause the District's financial statements to be misleading or incomplete.

For financial reporting purposes, the component units have a financial and operational relationship which meets the reporting entity definition criteria of the Governmental Accounting Standards Board (GASB) Statement No. 14, *The Financial Reporting Entity*, and thus are included in the financial statements using the blended presentation method as if they were part of the District's operations because the Board of Trustees of the component units is essentially the same as the Board of Trustees of the District and because their purpose is to finance the construction of facilities to be used for the direct benefit of the District.

The Capistrano USD Financing Authority (the Authority) and Capistrano USD Financing Corporation (the Corporation) financial activity are presented in the financial statements as the Debt Service Fund. Certificates of participation and other debt issued by the Authority and the Corporation are included as long-term liabilities in the government-wide financial statements. Individually prepared financial statements are not prepared for the Authority or the Corporation.

The Capistrano Unified School District Community Facilities Districts (CFDs) financial activity is presented in the financial statements as the Capital Projects Fund for Blended Component Units and in the Fiduciary Funds Statement as the Debt Service Fund for Special Tax Bonds. Special Tax Bonds issued by the CFDs are not included in the long-term obligations of the *Statement of Net Position* as they are not obligations of the District. Individually prepared financial statements are available for the CFDs through the Business Office.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Presentation, Basis of Accounting

1. Basis of Presentation

Government-Wide Financial Statements

The statement of net position and the statement of activities display information about the primary government (the District) and its component units. These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements

The fund financial statements provide information about the District's funds, including its fiduciary funds (and blended component units). Separate statements for each fund category - *governmental*, *proprietary*, and *fiduciary* - are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

Major Governmental Funds

The District maintains the following major governmental funds:

General Fund: This fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund. The District also maintains an Adult Education Fund, a Deferred Maintenance Fund, and a Special Reserve Fund for Postemployment Benefits. These funds do not currently meet the definition of special revenue funds as they are not primarily composed of restricted or committed revenue sources. Because these funds do not meet the definition of special revenue funds under GASB 54, the activity in those funds is being reported within the General Fund.

Special Reserve Fund for Capital Outlay Projects: This fund is used to account for funds set aside for Board designated construction projects.

Capital Projects Fund for Blended Component Units: This fund is used to account for the capital activity of the Community Facilities Districts.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Presentation, Basis of Accounting (continued)

1. Basis of Presentation (continued)

Non-Major Governmental Funds

Special Revenue Funds:

Charter Schools Fund: This fund is used to account for the activities of district-operated charter schools that would otherwise be reported in the authorizing District's General Fund.

Child Development Fund: This fund is used to account for resources committed to child development programs maintained by the District.

Cafeteria Fund: This fund is used to account for revenues received and expenditures made to operate the District's food service operations.

Capital Projects Funds:

Building Fund: This fund is used to account for the acquisition of major governmental capital facilities and buildings from the sale of general obligation bonds.

Capital Facilities Fund: This fund is used to account for resources received from developer impact fees assessed under provisions of the California Environmental Quality Act.

County School Facilities Fund: This fund is used to account for state apportionments provided for modernization of school facilities under SB50.

Debt Service Funds:

Bond Interest and Redemption Fund: This Fund is used to account for the accumulation of resources for, and the repayment of, District bonds, interest, and related costs.

Debt Service Fund: This fund is used to account for the accumulation of resources for, and the repayment of, certificates of participation issued for the District.

Proprietary Funds

Proprietary fund reporting focuses on the determination of operating income, changes in net position, financial position, and cash flows. Proprietary funds are classified as enterprise or internal service. The District has the following proprietary fund:

Internal Service Funds: These funds are used to account for services rendered on a cost-reimbursement basis within the District. The District operates workers' compensation and property and liability insurance programs that are accounted for in the Internal Service Fund. In addition, the District's health and welfare benefit programs are accounted for in the Internal Service Fund.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Presentation, Basis of Accounting (continued)

1. Basis of Presentation (continued)

Fiduciary Funds

Fiduciary fund reporting focuses on net position and changes in net position. Fiduciary funds are used to report assets held in a trustee or agency capacity for others and therefore cannot be used to support the District's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds. The District maintains the following fiduciary funds:

Agency Funds: The District maintains a separate agency fund for each school that operates an Associated Student Body (ASB) Fund, whether it is organized or not.

Debt Service Fund for Special Tax Bonds: This fund is used to account for the accumulation of resources for, and the repayment, of Community Facility District bonds, interest and related costs.

2. Measurement Focus, Basis of Accounting

Government-Wide and Fiduciary Fund Financial Statements

The government-wide and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental Fund Financial Statements

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and financing from capital leases are reported as other financing sources.

3. Revenues - Exchange and Non-Exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year. Generally, available is defined as collectible within 60 days. However, to achieve comparability of reporting among California districts and so as not to distort normal revenue patterns, with specific respect to reimbursement grants and corrections to state-aid apportionments, the California Department of Education has defined available for districts as collectible within one year. The following revenue sources are considered to be both measurable and available at fiscal year-end: State apportionments, interest, certain grants, and other local sources.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Presentation, Basis of Accounting (continued)

4. Revenues - Exchange and Non-Exchange Transactions (continued)

Non-exchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, certain grants, entitlements, and donations. Revenue from property taxes is recognized in the fiscal year in which the taxes are received. Revenue from certain grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time and purpose requirements. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

C. Budgetary Data

The budgetary process is prescribed by provisions of the California *Education Code* and requires the Board of Trustees to hold a public hearing and adopt an operating budget no later than July 1 of each year. The District Board of Trustees satisfied these requirements. The adopted budget is subject to amendment throughout the year to give consideration to unanticipated revenue and expenditures primarily resulting from events unknown at the time of budget adoption with the legal restriction that expenditures cannot exceed appropriations by major object account.

The amounts reported as the original budgeted amounts in the budgetary statements reflect the amounts when the original appropriations were adopted. The amounts reported as the final budgeted amounts in the budgetary statements reflect the amounts after all budget amendments have been accounted for. For budget purposes, on behalf payments have not been included as revenue and expenditures as required under generally accepted accounting principles.

D. Encumbrances

Encumbrance accounting is used in all budgeted funds to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid. All encumbrances are liquidated as of June 30.

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position

1. Cash and Cash Equivalents

The District considers cash and cash equivalents to be cash on hand and demand deposits. In addition, because the Treasury Pool is sufficiently liquid to permit withdrawal of cash at any time without prior notice or penalty, equity in the pool is also deemed to be a cash equivalent.

2. Inventories

Inventories are valued at cost using the first-in/first-out (FIFO) method. The costs of governmental fund-type inventories are recorded as expenditures when consumed rather than when purchased.

3. Capital Assets

Purchased or constructed capital assets are reported at cost or estimated historical cost. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are reported at acquisition value rather than fair value. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

3. Capital Assets (continued)

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Description	Estimated Lives
Buildings	20-50 years
Improvements/Infrastructure	5-50 years
Equipment	5-20 years

4. Unearned Revenue

Unearned revenue arises when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period or when resources are received by the District prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the District has a legal claim to the resources, the liability for unearned revenue is removed from the combined balance sheet and revenue is recognized.

Certain grants received that have not met eligibility requirements are recorded as unearned revenue. On the governmental fund financial statements, receivables that will not be collected within the available period are also recorded as unearned revenue.

5. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. The District has two items that qualify for reporting in this category. The first item is related to its pension plans as more fully described in the footnote entitled "Pension Plans". The second is deferred amount on refunding, which resulted from the difference in the carrying value of refunded debt and its reacquisition price. This amount is shown as deferred and amortized over the shorter of the life of the refunded or refunding debt.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time. The District has one item that qualifies for reporting in this category. That item is to recognize the District's proportionate share of the deferred inflows of resources related to its pension plans as more fully described in the footnote entitled "Pension Plans".

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

6. Compensated Absences

The liability for compensated absences reported in the government-wide statements consists of unpaid, accumulated vacation leave balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included.

7. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California State Teachers Retirement System (CalSTRS) and California Public Employees' Retirement System (CalPERS) plans and addition to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalSTRS and CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

8. Fund Balances

The fund balance for governmental funds is reported in classifications based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Nonspendable: Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a nonspendable form or legally or contractually required to be maintained intact. Resources in nonspendable form include inventories and prepaid assets.

Restricted: Fund balance is reported as restricted when the constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provision or by enabling legislation.

Committed: The District's highest decision-making level of authority rests with the District's Board. Fund balance is reported as committed when the Board passes a resolution that places specified constraints on how resources may be used. The Board can modify or rescind a commitment of resources through passage of a new resolution.

Assigned: Resources that are constrained by the District's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent may be expressed by either the Board, committees (such as budget or finance), or officials to which the Board has delegated authority.

Unassigned: Unassigned fund balance represents fund balance that has not been restricted, committed, or assigned and may be utilized by the District for any purpose. When expenditures are incurred, and both restricted and unrestricted resources are available, it is the District's policy to use restricted resources first, then unrestricted resources in the order of committed, assigned, and then unassigned, as they are needed.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, and Net Position (continued)

9. Net Position

Net position is classified into three components: net investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

- **Net investment in capital assets** - This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.
- **Restricted** - This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- **Unrestricted net position** - This component of net position consists of net position that does not meet the definition of "net investment in capital assets" or "restricted".

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

F. Minimum Fund Balance Policy

This Fund Balance Policy establishes the procedures for reporting unrestricted fund balance in the General Fund financial statements. Certain commitments and assignments of fund balance will help ensure that there will be adequate financial resources to protect the District against unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures. The policy also authorizes and directs the Chief Financial Officer to prepare financial reports which accurately categorize fund balance as per Governmental Accounting Standards Board (GASB) No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

The District's minimum reserve standard is 2% as per the recommended level for districts with more than 30,000 ADA (California Department of Education) or not less than two months of General Fund operating expenditures, or up to 17% of General Fund expenditures and other financing uses.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed unless the Board of Trustees has provided otherwise in its commitment or assignment actions.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

G. Property Tax Calendar

The County is responsible for the assessment, collection, and apportionment of property taxes for all jurisdictions including the schools and special districts within the County. The Board of Supervisors levies property taxes as of September 1 on property values assessed on July 1. Secured property tax payments are due in two equal installments. The first is generally due November 1 and is delinquent with penalties on December 10, and the second is generally due on February 1 and is delinquent with penalties on April 10. Secured property taxes become a lien on the property on January 1.

H. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reported period. Actual results could differ from those estimates.

I. New GASB Pronouncements

During the 2016-17 fiscal year, the following GASB Pronouncements became effective:

1. Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not Within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68 (Issued 06/15)*

The requirements of this Statement extend the approach to accounting and financial reporting established in Statement 68 to all pensions, with modifications as necessary to reflect that for accounting and financial reporting purposes, any assets accumulated for pensions that are provided through pension plans that are not administered through trusts that meet the criteria specified in Statement 68 should not be considered pension plan assets. It also requires that information similar to that required by Statement 68 be included in notes to financial statements and required supplementary information by all similarly situated employers and nonemployer contributing entities.

2. Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans (Issued 06/15)*

This Statement replaces Statements No. 43, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, as amended, and No. 57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans*. Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, establishes new accounting and financial reporting requirements for governments whose employees are provided with OPEB, as well as for certain nonemployer governments that have a legal obligation to provide financial support for OPEB provided to the employees of other entities. The scope of this Statement includes OPEB plans – defined benefit and defined contribution – administered through trusts that meet the following criteria:

- Contributions from employers and nonemployer contributing entities to the OPEB plan and earnings on those contributions are irrevocable.
- OPEB plan assets are dedicated to providing OPEB to plan members in accordance with the benefit terms.
- OPEB plan assets are legally protected from the creditors of employers, nonemployer contributing entities, and the OPEB plan administrator. If the plan is a defined benefit OPEB plan, plan assets also are legally protected from creditors of the plan members.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

I. New GASB Pronouncements (continued)

3. Statement No. 77, *Tax Abatement Disclosures (Issued 08/15)*

For financial reporting purposes, this Statement defines a tax abatement as resulting from an agreement between a government and an individual or entity in which the government promises to forgo tax revenues and the individual or entity promises to subsequently take a specific action that contributes to economic development or otherwise benefits the government or its citizens. This Statement requires disclosure of tax abatement information about (1) a reporting government's own tax abatement agreements, and (2) those that are entered into by other governments and that reduce the reporting government's tax revenues.

4. Statement No. 78, *Pensions Provided Through Certain Multiple-Employer Defined Benefit Pension Plans (Issued 12/15)*

This Statement amends the scope and applicability of Statement 68 to exclude pensions provided to employees of state or local governmental employers through a cost-sharing multiple-employer defined benefit pension plan that (1) is not a state or local governmental pension plan, (2) is used to provide defined benefit pensions both to employees of state or local governmental employers and to employees of employers that are not state or local governmental employers, and (3) has no predominant state or local governmental employer (either individually or collectively with other state or local governmental employers that provide pensions through the pension plan).

5. Statement No. 80, *Blending Requirements for Certain Component Units – An Amendment of GASB Statement No. 14 (Issued 01/16)*

This Statement amends the blending requirements for the financial statement presentation of component units of all state and local governments. The additional criterion requires blending of a component unit incorporated as a not-for-profit corporation in which the primary government is the sole corporate member.

6. Statement No. 82, *Pension Issues – An Amendment of GASB Statements No. 67, No. 68, and No. 73 (Issued 03/16)*

The objective of this Statement is to address certain issues that have been raised with respect to Statements No. 67, *Financial Reporting for Pension Plans*, No. 68, *Accounting and Financial Reporting for Pensions*, and No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. Specifically, this Statement addresses issues regarding (1) the presentation of payroll-related measures in required supplementary information, (2) the selection of assumptions and the treatment of deviations from the guidance in an Actuarial Standard of Practice for financial reporting purposes, and (3) the classification of payments made by employers to satisfy employee (plan member) contribution requirements.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 2 – CASH AND INVESTMENTS

Cash and investments at June 30, 2017, are reported at fair value and consisted of the following:

	Rating	Governmental Activities			Fiduciary Funds
		Governmental Funds	Proprietary Fund	Total	
Pooled Funds:					
Cash in County Treasury		\$ 136,402,106	\$ 17,773,889	\$ 154,175,995	\$ -
Deposits:					
Cash on hand and in banks		5,999	-	5,999	6,207,590
Cash in revolving fund		187,750	680,000	867,750	-
Total Deposits		193,749	680,000	873,749	6,207,590
Total Cash		\$ 136,595,855	\$ 18,453,889	\$ 155,049,744	\$ 6,207,590
Investments:					
U.S. Bank First American Treasury Obligations	AAAm	\$ 31,867,059	\$ -	\$ 31,867,059	\$ 20,900,518
Total Investments		\$ 31,867,059	\$ -	\$ 31,867,059	\$ 20,900,518

Pooled Funds

In accordance with Education Code Section 41001, the District maintains substantially all of its cash in the County Treasury. The County pools and invests the cash. These pooled funds are carried at cost which approximates fair value. Interest earned is deposited annually to participating funds. Any investment losses are proportionately shared by all funds in the pool.

Because the District's deposits are maintained in a recognized pooled investment fund under the care of a third party and the District's share of the pool does not consist of specific, identifiable investment securities owned by the District, no disclosure of the individual deposits and investments or related custodial credit risk classifications is required.

In accordance with applicable state laws, the County Treasurer may invest in derivative securities with the State of California. However, at June 30, 2017, the County Treasurer has represented that the Pooled Investment Fund contained no derivatives or other investments with similar risk profiles.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a policy for custodial credit risk for deposits. Cash balances held in banks are insured up to \$250,000 by the Federal Depositary Insurance Corporation (FDIC) and are collateralized by the respective financial institutions. In addition, the California Government Code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the governmental unit).

The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits.

As of June 30, 2017, \$5,716,140 of the District's bank balances was exposed to custodial credit risk because it was uninsured and collateralized with securities held by the pledging financial institution's trust department or agency, but not in the name of the District.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 2 – CASH AND INVESTMENTS (continued)

Investments - Interest Rate Risk

The District's investment policy limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The District's investment policy limits investment purchases to investments with a term not to exceed three years. Investments purchased with maturity terms greater than three years require approval by the Board of Trustees. Investments purchased with maturities greater than one year require written approval by the Superintendent prior to commitment. Maturities of investments held at June 30, 2017, consist of the following:

	Cost Basis	Fair Value	Maturity		
			Less Than One Year	One Year Through Five Years	Over Five Years
Investment maturities:					
U.S. Bank First American Treasury Obligations	\$ 52,767,577	\$ 52,767,577	\$ 52,767,577	\$ -	\$ -
Build America Mutual Assurance Co Bond Insurance	-	10,191,000	-	10,191,000	-
FSA Capital Management Services GIC Investment Agreement	-	7,804,125	-	7,804,125	-
Assured Guaranty Municipal Bond Insurance	-	535,600	-	-	535,600
Total Investments	\$ 52,767,577	\$ 71,298,302	\$ 52,767,577	\$ 17,995,125	\$ 535,600

Investments - Credit Risk

The District's investment policy limits investment choices to obligations of local, state and federal agencies, commercial paper, certificates of deposit, repurchase agreements, corporate notes, banker acceptances, and other securities allowed by State Government Code Section 53600. At June 30, 2017, all investments represented governmental securities which were issued, registered and held by the District's agent in the District's name.

Investments - Concentration of Credit Risk

The District does not place limits on the amount it may invest in any one issuer. At June 30, 2017, the District had the following investments that represents more than five percent of the District's net investments.

U.S. Bank First American Treasury Obligations	100.0%
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Fair Value Measurements

The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 – Quoted prices in active markets for identical assets that the District has the ability to access at the measurement date. Level 1 assets may include debt and equity securities that are traded in an active exchange market and that are highly liquid and are actively traded in over-the-counter markets.

Level 2 – Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, such as interest rates and curves observable at commonly quoted intervals, implied volatilities, and credit spreads. For financial reporting purposes, if an asset has a specified term, a Level 2 input is required to be observable for substantially the full term of the asset.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 2 – CASH AND INVESTMENTS (continued)

Fair Value Measurements (continued)

Level 3 – Unobservable inputs should be developed using the best information available under the circumstances, which might include the District's own data. The District should adjust that date if reasonably available information indicates that other market participants would use different data or certain circumstances specific to the District are not available to other market participants.

Uncategorized – Investments in the Orange County Treasury Investment Pool are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

The District's fair value measurements are as follows at June 30, 2017:

Investment Type:	Fair Value	Fair Value Measurements Using		
		Level 1 Inputs	Level 2 Inputs	Level 3 Inputs
U.S. Bank First American Treasury Obligations	\$ 52,767,577	\$ 52,767,577	\$ -	\$ -
Build America Mutual Assurance Co Bond Insurance	10,191,000	10,191,000	-	-
FSA Capital Management Services GIC Investment Agreement	7,804,125	7,804,125	-	-
Assured Guaranty Municipal Bond Insurance	535,600	535,600	-	-
	<u>\$ 71,298,302</u>	<u>\$ 71,298,302</u>	<u>\$ -</u>	<u>\$ -</u>

All assets have been valued using a market approach, with quoted market prices.

NOTE 3 – ACCOUNTS RECEIVABLE

Accounts receivable as of June 30, 2017, consisted of the following:

	Governmental Activities					Self-Insurance Funds	Fiduciary Funds
	General Fund	Special Reserve Fund for Capital Outlay	Capital Projects Fund for Blended Component Units	Non-Major Governmental Funds	Total Governmental Funds		
Federal Government:							
Categorical aid programs	\$ 3,891,468	\$ -	\$ -	\$ 632,376	\$ 4,523,844	\$ -	\$ -
State Government:							
LCFF apportionment	356,290	-	-	273,238	629,528	-	-
Lottery	4,526,580	-	-	-	4,526,580	-	-
Categorical aid programs	992,610	-	-	800,633	1,793,243	-	-
Local:							
Interest	101,425	20,651	13,200	25,036	160,312	19,278	-
ASB funds	2,473,526	-	-	-	2,473,526	-	-
Miscellaneous	2,491,859	-	-	125,596	2,617,455	18,355	8,454
Total	<u>\$ 14,833,758</u>	<u>\$ 20,651</u>	<u>\$ 13,200</u>	<u>\$ 1,856,879</u>	<u>\$ 16,724,488</u>	<u>\$ 37,633</u>	<u>\$ 8,454</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 4 – INTERFUND TRANSACTIONS

A. Balances Due To/From Other Funds

Balances due to/from other funds at June 30, 2017, consisted of the following:

	Due From Other Funds				Total
	General Fund	Non-Major Governmental Funds	Total Governmental Funds	Self-Insurance Fund	
General Fund	\$ -	\$ 1,114	\$ 1,114	\$ 3,785,077	\$ 3,786,191
Capital Projects Fund for Blended Component Units	149,208	-	149,208	-	149,208
Non-Major Governmental Funds	208,201	464,649	672,850	127,145	799,995
Self-Insurance Fund	2,400,243	-	2,400,243	-	2,400,243
Total	<u>\$ 2,757,652</u>	<u>\$ 465,763</u>	<u>\$ 3,223,415</u>	<u>\$ 3,912,222</u>	<u>\$ 7,135,637</u>

Due to General Fund from Adult Education Fund to close out the fund	\$ 3,897
Due to General Fund from Child Development Fund for indirect costs	175,430
Due to General Fund from Cafeteria Fund for fuel and labor costs	28,373
Due to General Fund from Capital Facilities Fund for retiree benefits	191
Due to General Fund from Capital Projects Fund for Blended Component Units for CFD reimbursements	149,208
Due to General Fund From Self-Insurance Fund for retiree benefits	2,400,243
Due to General Fund From Adult Education Fund to close out a negative balance	310
Due to Cafeteria Fund from General Fund for food services invoice	1,114
Due to Cafeteria Fund from Child Development for transportation related expenses	33
Due to Capital Facilities Fund from County School Facilities Fund for construction expenses	464,616
Due to Self-Insurance Fund from General Fund for workers comp	3,785,077
Due to Self-Insurance Fund from Child Development Fund for workers comp	56,336
Due to Self-Insurance Fund from Cafeteria Fund for workers comp	65,644
Due to Self-Insurance Fund from Capital Facilities for workers comp	4,698
Due to Self-Insurance Fund from other non-major funds	467
Total	<u>\$ 7,135,637</u>

B. Transfers To/From Other Funds

Transfers to/from other funds during the year ended June 30, 2017, consisted of the following:

Transfer to the Debt Service Fund from the Special Reserve Fund for Capital Outlay for debt service payments on certificates of participation	<u>\$ 1,353,265</u>
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CAPISTRANO UNIFIED SCHOOL DISTRICT*Notes to Financial Statements**June 30, 2017***NOTE 5 – FUND BALANCES**

At June 30, 2017, fund balances of the District's governmental funds were classified as follows:

	General Fund	Special Reserve for Capital Outlay Fund	Capital Project Fund for Blended Component Units	Non-Major Governmental Funds	Total
Nonspendable:					
Revolving cash	\$ 175,000	\$ -	\$ -	\$ 12,750	\$ 187,750
Stores inventories	143,450	-	-	185,914	329,364
Prepaid expenditures	43,769	-	-	-	43,769
Total Nonspendable	362,219	-	-	198,664	560,883
Restricted:					
Categorical programs	13,710,749	-	-	4,875,325	18,586,074
Capital projects	1,809,648	27,640,666	29,767,957	11,838,082	71,056,353
Debt service	-	-	-	4,561,183	4,561,183
Total Restricted	15,520,397	27,640,666	29,767,957	21,274,590	94,203,610
Assigned:					
One-time revenues	10,106,868	-	-	-	10,106,868
Chromebook refresh	7,716,502	-	-	-	7,716,502
Library abatement carryover for site	130,160	-	-	-	130,160
Teacher development carryover	186,536	-	-	-	186,536
Site supply carryover	1,366,802	-	-	-	1,366,802
Ed Division carryover	640,176	-	-	-	640,176
Gift carryover for sites	1,710,088	-	-	-	1,710,088
Other	79,958	464,452	-	-	544,410
Total Assigned	21,937,090	464,452	-	-	22,401,542
Unassigned:					
Reserve for economic uncertainties	15,500,000	-	-	-	15,500,000
Remaining unassigned balances	23,310,755	-	-	-	23,310,755
Total Unassigned	38,810,755	-	-	-	38,810,755
Total	\$ 76,630,461	\$ 28,105,118	\$ 29,767,957	\$ 21,473,254	\$155,976,790

CAPISTRANO UNIFIED SCHOOL DISTRICT
Notes to Financial Statements
June 30, 2017

NOTE 6 – CAPITAL ASSETS AND DEPRECIATION

Capital asset activity for the year ended June 30, 2017, was as follows:

	Balance, July 1, 2016*	Additions	Deletions	Balance, June 30, 2017
Governmental Activities:				
Capital assets not being depreciated				
Land	\$ 282,996,968	\$ 35,841,362	\$ -	\$ 318,838,330
Construction in progress	9,950,963	22,536,143	8,206,078	24,281,028
Total capital assets not being depreciated	<u>292,947,931</u>	<u>58,377,505</u>	<u>8,206,078</u>	<u>343,119,358</u>
Capital assets being depreciated				
Site improvements	41,584,201	401,265	-	41,985,466
Buildings	661,541,651	11,444,428	-	672,986,079
Furniture and equipment	34,408,353	1,544,139	-	35,952,492
Total capital assets being depreciated	<u>737,534,205</u>	<u>13,389,832</u>	<u>-</u>	<u>750,924,037</u>
Less accumulated depreciation:				
Site improvements	(19,122,291)	(2,089,242)	-	(21,211,533)
Buildings	(293,944,283)	(16,748,407)	-	(310,692,690)
Furniture and equipment	(22,695,408)	(2,152,339)	-	(24,847,747)
Total accumulated depreciation	<u>(335,761,982)</u>	<u>(20,989,988)</u>	<u>-</u>	<u>(356,751,970)</u>
Governmental Activities Capital Assets, net	<u>\$ 694,720,154</u>	<u>\$ 50,777,349</u>	<u>\$ 8,206,078</u>	<u>\$ 737,291,425</u>

* Restated by \$576,550 to correct the beginning balance of Construction In Progress.

Depreciation expense was charged to governmental activities as follows:

Governmental Activities:	
Instruction	\$ 19,625,639
Home-to-school transportation	524,750
Data processing	209,900
Plant services	<u>629,699</u>
Total	<u>\$ 20,989,988</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT
Notes to Financial Statements
June 30, 2017

NOTE 7 – GENERAL LONG-TERM DEBT

Changes in long-term debt for the fiscal year ended June 30, 2017, were as follows:

	Balance, July 1, 2016	Additions	Deductions	Balance, June 30, 2017	Amount Due Within One Year
General Obligation Bonds:					
Principal repayments	\$ 29,882,520	\$ -	\$ 2,669,554	\$ 27,212,966	\$ 2,714,179
Accreted interest component	11,717,266	956,529	1,350,446	11,323,349	1,455,821
Unamortized issuance premium	2,792,225	-	302,634	2,489,591	274,084
Total - Bonds	44,392,011	956,529	4,322,634	41,025,906	4,444,084
Certificates of Participation:					
Principal repayments	11,075,000	-	1,130,000	9,945,000	1,145,000
Unamortized issuance premium	206,231	-	21,706	184,525	21,706
Total - Certificates of participation	11,281,231	-	1,151,706	10,129,525	1,166,706
Capital Lease Obligations	94,132	-	46,172	47,960	47,960
Compensated Absences	2,993,252	159,782	-	3,153,034	-
Supplemental Early Retirement Plan	2,401,682	-	2,401,682	-	-
Other Postemployment Benefits	32,073,072	2,076,306	-	34,149,378	-
Claims Liability	11,866,501	776,714	-	12,643,215	-
Totals	\$ 105,101,881	\$ 3,969,331	\$ 7,922,194	\$ 101,149,018	\$ 5,658,750

Payments on the General Obligation Bonds are made by the Bond Interest and Redemption Fund with local property tax revenues. Payments on the Certificates of Participation are made by the Debt Service Fund. Capital leases are paid by the General Fund. The compensated absences and OPEB will be paid by the fund for which the employee worked. The claims liability will be paid by the Internal Service Fund.

A. General Obligation Bonds

1999 General Obligation Bonds, Series B

In February 2001, the Capistrano Unified School District issued both current and capital appreciation, 1999 General Obligation Bonds, Series B in the amount of \$29,999,930, with the value of the capital appreciation bonds accreting \$22,550,070, and an aggregate debt service balance of \$52,550,000. The bonds have a final maturity occurring on August 1, 2025, with interest rates ranging from 4.00 to 5.10 percent. The bonds were issued for the acquisition, construction, and repair of schools.

2012 General Obligation Refunding Bonds

In December 2012, the Capistrano Unified School District issued the \$27,455,000 of 2012 General Obligation Refunding Bonds. The current interest bonds mature August 1, 2026, with interest yields of 3.00 to 4.00 percent. The bonds were issued at an aggregate price of \$31,177,966 (representing the principal amount of \$27,455,000 plus an original issue premium of \$3,722,966 less cost of issuance of \$336,695).

Proceeds from the bonds were to be used to advance refund the District's outstanding 1999 General Obligation Bonds, Series A, a portion of the District's outstanding 1999 General Obligation Bonds, Series B, the District's outstanding General Obligations Bonds, Series C, and pay costs associated with the issuance of the bonds. The prepayment for these refunding bonds occurred December 19, 2012.

Prior-Year Defeasance of Debt

In prior years, the District defeased certain general obligation bonds by placing the proceeds of new refunding bonds in an irrevocable trust to provide for all future debt service payments on the old bonds. Accordingly, the trust account assets and the liability for the defeased bonds are not included in the District's financial statements. At June 30, 2017, none of the defeased bonds remain outstanding.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 7 – GENERAL LONG-TERM DEBT (continued)

A. General Obligation Bonds (continued)

Prior-Year Defeasance of Debt (continued)

The difference between the reacquisition price and the net carrying amount of the old debt is reported as a deferred outflow of resources and recognized as a component of interest expense in a systematic and rational manner over the remaining life of the old debt or the life of the new debt, whichever is shorter. At June 30, 2017, deferred amounts on refunding were \$428,359.

Below is a schedule of bonds issued and outstanding as of June 30, 2017.

Series	Issue Date	Maturity Date	Interest Rate	Original Issue	Balance, July 1, 2016	Issuances	Redemptions	Balance, June 30, 2017
1999, Series B	3/14/2001	8/1/2025	4.0% - 5.1%	\$ 29,999,930	\$ 9,667,520	\$ -	\$ 1,154,554	\$ 8,512,966
2012 Ref.	12/19/2012	8/1/2026	3.0% - 4.0%	27,455,000	20,215,000	-	1,515,000	18,700,000
					<u>\$ 29,882,520</u>	<u>\$ -</u>	<u>\$ 2,669,554</u>	<u>\$ 27,212,966</u>

The annual requirements to amortize general obligation bonds payable are as follows:

Fiscal Year	Principal	Interest	Total
2017-18	\$ 2,714,179	\$ 2,146,471	\$ 4,860,650
2018-19	2,750,034	2,217,663	4,967,697
2019-20	2,822,868	2,245,210	5,068,078
2020-21	2,912,489	2,261,411	5,173,900
2021-22	2,998,152	2,288,123	5,286,275
2022-27	13,015,244	9,217,897	22,233,141
Total	<u>\$ 27,212,966</u>	<u>\$ 20,376,775</u>	<u>\$ 47,589,741</u>

B. Certificates of Participation

2012 Refunding Certificates of Participation

In November 2012, the Capistrano Unified School District issued the \$19,635,000 of 2012 Refunding Certificates of Participation, pursuant to a lease agreement between the Corporation and the District. Under the agreement, the District will lease certain District property to the Corporation and will lease the property back from the Corporation. The current interest certificates have a final maturity occurring on August 1, 2025, with interest yields of 1.00 to 3.00 percent. The certificates were issued at an aggregate price of \$19,319,921 (representing the principal amount of \$19,635,000 plus an original issue premium of \$282,182 less cost of issuance of \$597,261).

Proceeds from the bonds were to be used to advance refund the District's outstanding 2002 Certificates of Participation and pay costs associated with the issuance of the certificates. The prepayment for the refunding occurred December 1, 2012.

At June 30, 2017, the principal balance outstanding on the 2012 Refunding Certificates of Participation was \$9,945,000.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 7 – GENERAL LONG-TERM DEBT (continued)

B. Certificates of Participation (continued)

Prior-Year Defeasance of Debt

In prior years, the District defeased certain certificates of participation by placing the proceeds of new refunding certificates in an irrevocable trust to provide for all future debt service payments on the old certificates. Accordingly, the trust account assets and the liability for the defeased certificates are not included in the District's financial statements. At June 30, 2017, none of the defeased certificates remain outstanding.

The difference between the reacquisition price and the net carrying amount of the old debt is reported as a deferred outflow of resources and recognized as a component of interest expense in a systematic and rational manner over the remaining life of the old debt or the life of the new debt, whichever is shorter. At June 30, 2017, deferred amounts on refunding were \$378,210.

The annual requirements to amortize all certificates are as follows:

Fiscal Year	Principal	Interest	Total
2017-18	\$ 1,145,000	\$ 206,170	\$ 1,351,170
2018-19	1,165,000	183,070	1,348,070
2019-20	1,185,000	159,570	1,344,570
2020-21	1,205,000	135,670	1,340,670
2021-22	1,230,000	109,783	1,339,783
2022-26	4,015,000	156,442	4,171,442
Total	<u>\$ 9,945,000</u>	<u>\$ 950,705</u>	<u>\$ 10,895,705</u>

C. Capital Leases

The District has entered into an agreement to lease buses valued at more than \$640,000. The agreement is, in substance, a purchase (capital lease) and is reported as a capital lease obligation. The District's liability on lease agreements with options to purchase is summarized below:

Fiscal Year	Principal	Interest	Total
2018	<u>\$ 47,960</u>	<u>\$ 1,856</u>	<u>\$ 49,816</u>

D. Non-Obligatory Debt

Non-obligatory debt relates to debt issuances by the Community Facilities Districts as authorized by the Mello- Roos Community Facilities Act of 1982 as amended, and the Mark-Roos Local Bond Pooling Act of 1985, and are payable from special taxes levied on property within the Community Facilities Districts according to a methodology approved by the voters within the District. Neither the faith and credit nor taxing power of the District is pledged to the payment of the bonds. Reserves have been established from the bond proceeds to meet delinquencies should they occur. If delinquencies occur beyond the amounts held in those reserves, the District has no duty to pay the delinquency out of any available funds of the District. The District acts solely as an agent for those paying taxes levied and the bondholders, and may initiate foreclosure proceedings. Special assessment debt of \$239,108,863 as of June 30, 2017, does not represent debt of the District and, as such, does not appear in the accompanying basic financial statements.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 8 – JOINT VENTURES

The District is a member of ASCIP public entity risk pool, College and Career Advantage (CCA) and Orange County Special Education Legal Alliance (OCSELA) joint powers authorities (JPA's). Payments for the District's regional occupational program and special education legal services are paid to the JPA's. The District pays an annual premium to ASCIP for its property and liability and excess liability coverage. The relationships between the District, the pools, and the JPA's are such that they are not component units of the District for financial reporting purposes.

These entities have budgeting and financial reporting requirements independent of member units and their financial statements are not presented in these financial statements; however, fund transactions between the entities and the District are included in these statements. Audited financial statements are generally available from the respective entities.

During the year ended June 30, 2017, the District made payments of \$2,056,097, \$2,786,455, and \$4,723 to ASCIP, CCA, and OCSELA, respectively for purposes described above.

NOTE 9 – COMMITMENTS AND CONTINGENCIES

A. State and Federal Allowances, Awards, and Grants

The District has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate expenditure disallowances under terms of the grants, it is believed that any required reimbursement will not be material.

B. Construction Commitments

As of June 30, 2017, the District had commitments with respect to unfinished capital projects of approximately \$60.8 million.

C. Litigation

The District is involved in certain legal matters that arose out of the normal course of business. The District has not accrued a liability for any potential litigation against it because it does not meet the criteria to be considered a liability at June 30, 2017.

D. Penalty Waivers

At June 30, 2017, the District accrued a liability in the amount of \$1,094,064 to accrue a penalty for class size per Education Code Sections 41376(a), (c), and (d), relating to grades 1 through 3. On September 21, 2017, the District was notified that it was granted a waiver from the California Department of Education, and therefore, the liability will be removed from the District's financial statements and a restatement to the beginning fund balance will be recorded in 2017-18.

E. Land Acquisition

The District acquired real property for the future K-8 Esencia School valued at \$33,860,000. One half of the purchase price was paid by a CFD through the County of Orange. The other half of the purchase price was "forgiven" by the developer, but must be repaid by the District if it receives state construction funds for the project. No liability has been accrued for this contingency.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 10 – RISK MANAGEMENT

Property and Liability

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. During fiscal year ending June 30, 2016, the District contracted with Alliance of Schools Cooperative Insurance Programs (ASCIP) for property and liability insurance coverage. Excess liability coverage is obtained through participation in Schools Excess Liability Fund (SELF) (through ASCIP). Settled claims have not exceeded this commercial coverage in any of the past three years. There has not been a significant reduction in coverage from the prior year. In addition, property and liability claims for which the District retains the risk of loss (claims below the District's retained limits), are administered by the Self- Insurance Fund.

Workers' Compensation

Beginning in 2009, the District has established a fund to self-insure itself for workers' compensation coverage. The workers' compensation experience of the District was calculated and applied to a premium rate, which was utilized to charge funds for the administration of the program. Excess liability coverage for workers' compensation claims is provided through the purchase of commercial insurance.

Employee Medical Benefits

The District has contracted with the Metropolitan Employee Benefit Association (MEBA), an employee/employer benefits trust to provide employee medical and surgical benefits. MEBA obtains benefit programs on behalf of the District through the purchase of commercial insurance. Rates are set through an annual calculation process. The District pays a monthly contribution, which is placed in a common fund from which claim payments are made for all participating districts.

Claims Liabilities

The District records an estimated liability for indemnity torts and other claims against the District. Claims liabilities are based on estimates of the ultimate cost of reported claims (including future claim adjustment expenses) and an estimate for claims incurred, but not reported based on historical experience.

Unpaid Claims Liabilities

The District establishes a liability for both reported and unreported events, which includes estimates of both future payments of losses and related claim adjustment expenses. The following represent the changes in approximate aggregate liabilities for the District from July 1, 2015 to June 30, 2017:

	Workers' Compensation	Property and Liability	Total
Liability Balance, July 1, 2015	\$ 10,830,285	\$ 452,425	\$ 11,282,710
Claims and changes in estimates	1,930,463	702,203	2,632,666
Claims payments	(1,736,636)	(312,239)	(2,048,875)
Liability Balance, June 30, 2016	11,024,112	842,389	11,866,501
Claims and changes in estimates	1,907,782	545,011	2,452,793
Claims payments	(1,159,660)	(516,419)	(1,676,079)
Liability Balance, June 30, 2017	<u>\$ 11,772,234</u>	<u>\$ 870,981</u>	<u>\$ 12,643,215</u>
Assets available to pay claims at June 30, 2017	<u>\$ 14,399,850</u>	<u>\$ 1,879,379</u>	<u>\$ 16,279,229</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 11 – PENSION PLANS

Qualified employees are covered under multiple-employer defined benefit pension plans maintained by agencies of the State of California. Certificated employees are members of the California State Teachers' Retirement System (CalSTRS), and classified employees are members of California Public Employees' Retirement System (CalPERS).

A. General Information about the Pension Plans

Plan Descriptions

The District contributes to the California State Teachers' Retirement System (CalSTRS), a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalSTRS. Benefit provisions under the Plan are established by State statute and District resolution. CalSTRS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions, and membership information that can be found on the CalSTRS website.

The District also contributes to the School Employer Pool under the California Public Employees' Retirement System (CalPERS), a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. Benefit provisions under the Plan are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions, and membership information that can be found on the CalPERS website.

Benefits Provided

CalSTRS provides retirement, disability, and death benefits. Retirement benefits are determined as 2% of final compensation for each year of credited service at age 60 for members under *CalSTRS 2% at 60*, or age 62 for members under *CalSTRS 2% at 62*, increasing to a maximum of 2.4% at age 63 for members under *CalSTRS 2% at 60*, or age 65 for members under *CalSTRS 2% at 62*. The normal retirement eligibility requirements are age 60 for members under *CalSTRS 2% at 60*, or age 62 for members under *CalSTRS 2% at 62*, with a minimum of five years of service credited under the Defined Benefit Program, which can include service purchased from teaching in an out-of-state or foreign public school. Employees are eligible for service-related disability benefits after five years of service, unless the member is disabled due to an unlawful act of bodily injury committed by another person while working in CalSTRS covered employment, in which case the minimum is one year. Disability benefits are equal to fifty percent of final compensation regardless of age and service credit. Designated recipients of CalSTRS retired members receive a \$6,163 lump-sum death payment. There is a 2% simple increase each September 1 following the first anniversary of the date on which the monthly benefit began to accrue. The annual 2% increase is applied to all continuing benefits other than Defined Benefit Supplement annuities. However, if the member retires with a Reduced Benefit Election, the increase does not begin to accrue until the member reaches age 60 and is not payable until the member receives the full benefit. This increase is also known as the improvement factor.

CalPERS also provides retirement, disability, and death benefits. Retirement benefits are determined as 1.1% of final compensation for each year of credited service at age 50 for members under *2% at 55*, or 1.0% at age 52 for members under *2% at 62*, increasing to a maximum of 2.5 percent at age 63 for members under *2% at 55*, or age 67 for members under *2% at 62*. To be eligible for service retirement, members must be at least age 50 and have a minimum of five years of CalPERS-credited service. Members joining on or after January 1, 2013 must be at least age 52. Disability retirement has no minimum age requirement and the disability does not have to be job related. However, members must have a minimum of five years of CalPERS service credit.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 11 – PENSION PLANS (continued)

A. General Information about the Pension Plans (continued)

Benefits Provided (continued)

Pre-retirement death benefits range from a simple return of member contributions plus interest to a monthly allowance equal to half of what the member would have received at retirement paid to a spouse or domestic partner. To be eligible for any type of monthly pre-retirement death benefit, a spouse or domestic partner must have been either married to the member or legally registered before the occurrence of the injury or the onset of the illness that resulted in death, or for at least one year prior to death. Cost-of-living adjustments are provided by law and are based on the Consumer Price Index for all United States cities. Cost-of-living adjustments are paid the second calendar year of the member's retirement on the May 1 check and then every year thereafter. The standard cost-of-living adjustment is a maximum of 2% per year.

Contributions

Active CalSTRS plan members under 2% at 60 were required to contribute 10.25% and plan members under 2% at 62 were required to contribute 9.205% of their salary in 2016-17. The required employer contribution rate for fiscal year 2016-17 was 12.58% of annual payroll. The contribution requirements of the plan members are established by State statute. Active CalPERS plan members are required to contribute 7.0% of their salary, and the District is required to contribute an actuarially determined rate. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The required employer contribution for fiscal year 2016-17 was 13.888%. The contribution requirements of the plan members are established by State statute.

For the fiscal year ended June 30, 2017, the contributions recognized as part of pension expense for each Plan were as follows:

	CalSTRS	CalPERS
Employer contributions	\$ 27,121,941	\$ 8,518,639
Employee contributions paid by employer	\$ -	\$ -
Employer contributions paid by State	\$ 17,430,895	\$ -

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2017, the District reported net pension liabilities for its proportionate shares of the net pension liability of each Plan as follows:

	Proportionate Share of Net Pension Liability
CalSTRS	\$ 355,067,590
CalPERS	99,165,061
Total Net Pension Liability	<u>\$ 454,232,651</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT*Notes to Financial Statements**June 30, 2017***NOTE 11 – PENSION PLANS (continued)****B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)**

The District's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2016, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2015, rolled forward to June 30, 2016, using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The District's proportionate share of the net pension liability for each Plan as of June 30, 2015 and 2016, was as follows:

	CalSTRS	CalPERS
Proportion - June 30, 2015	0.4442%	0.4863%
Proportion - June 30, 2016	0.4390%	0.5021%
Change - Increase (Decrease)	-0.0052%	0.0158%

For the year ended June 30, 2017, the District recognized pension expense of \$48,165,155. At June 30, 2017, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 35,640,580	\$ -
Differences between actual and expected experience	4,265,048	(8,661,470)
Changes in assumptions	-	(2,979,319)
Adjustment due to differences in proportions	12,379,050	-
Net differences between projected and actual earnings on plan investments	53,407,946	(9,793,018)
	<u>\$ 105,692,624</u>	<u>\$ (21,433,807)</u>

The total amount of \$35,640,580 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30,	Amount
2018	\$ 9,976,502
2019	9,369,873
2020	13,515,370
2021	4,367,393
2022	(1,785,508)
Thereafter	-

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 11 – PENSION PLANS (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

Actuarial Assumptions – The total pension liabilities in the June 30, 2015, actuarial valuations were determined using the following actuarial assumptions:

	CalSTRS	CalPERS
Valuation Date	June 30, 2015	June 30, 2015
Measurement Date	June 30, 2016	June 30, 2016
Actuarial Cost Method	Entry age normal	Entry age normal
Actuarial Assumptions:		
Discount Rate	7.60%	7.65%
Inflation	3.00%	2.75%
Wage Growth	3.75%	Varies
Post-retirement Benefit Increase	2.00%	2.00%
Investment Rate of Return	7.60%	7.65%

CalSTRS uses custom mortality tables to best fit the patterns of mortality among its members. These custom tables are based on RP2000 series tables adjusted to fit CalSTRS experience. RP2000 series tables are an industry standard set of mortality rates published by the Society of Actuaries. See CalSTRS July 1, 2006 - June 30, 2010 Experience Analysis for more information. The underlying mortality assumptions and all other actuarial assumptions used in the CalPERS June 30, 2015, valuation were based on the results of an actuarial experience study for the period 1997 to 2011. Further details of the Experience Study can be found on the CalPERS website.

Discount Rate – for CalSTRS

The discount rate used to measure the total pension liability was 7.60%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at statutory contribution rates in accordance with the rate increase per Assembly Bill 1469. Projected inflows from investment earnings were calculated using the long-term assumed investment rate of return (7.60%) and assuming that contributions, benefit payments, and administrative expense occur midyear. Based on those assumptions, the STRP's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members.

Therefore, the long-term assumed investment rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

Discount Rate – for CalPERS

The discount rate used to measure the total pension liability for PERF B was 7.65%. A projection of expected benefit payments and contributions was performed to determine if the assets would run out. The test revealed the assets would not run out. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability for PERF B. The results of the crossover testing for the Plan are presented in a detailed report that can be obtained on CalPERS' website.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 11 – PENSION PLANS (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

Discount Rate – for CalPERS (continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, both short-term and long-term market return expectations as well as the expected pension fund cash flows were taken into account. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the short term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The long-term expected real rates of return by asset class can be found in CalPERS' Comprehensive Annual Financial Report for the fiscal year ended June 30, 2016.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	Target Allocation		Long-Term Expected Rate of Return	
	CalSTRS	CalPERS	CalSTRS	CalPERS
Global Equity	47%	51%	6.30%	5.71%
Global Debt Securities	N/A	20%	N/A	2.43%
Inflation Sensitive	4%	6%	3.80%	3.36%
Private Equity	13%	10%	9.30%	6.95%
Absolute Return/Risk Mitigating Strategies	9%	N/A	2.90%	N/A
Real Estate	13%	10%	5.20%	5.13%
Infrastructure and Forestland	N/A	2%	N/A	5.09%
Fixed Income	12%	N/A	0.30%	N/A
Cash/Liquidity	2%	1%	-1.00%	-1.05%
	100%	100%		

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 11 – PENSION PLANS (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	CalSTRS	CalPERS
1% Decrease	6.60%	6.65%
Net Pension Liability	\$ 511,022,340	\$ 147,954,823
Current Discount Rate	7.60%	7.65%
Net Pension Liability	\$ 355,067,590	\$ 99,165,061
1% Increase	8.60%	8.65%
Net Pension Liability	\$ 225,540,640	\$ 58,537,982

Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalSTRS and CalPERS financial reports.

C. Payable to the Pension Plans

At June 30, 2017, the District reported a payable of \$968,169 and \$0 for the outstanding amount of contributions to the CalSTRS and CalPERS pension plans, respectively, required for the fiscal year ended June 30, 2017.

NOTE 12 – OTHER POSTEMPLOYMENT BENEFITS

Plan Descriptions

The Postemployment Benefits Plan (the Plan) is a single-employer defined benefit healthcare plan administered by the Capistrano Unified School District. The Plan provides medical and dental insurance benefits to eligible retirees and their spouses. Eligible retirees are those individuals who retired on or after attaining the age of 53 for classified retirees or 55 for certificated retirees and have at least 10 years of service with the District. Benefits will continue for these retirees until they reach the age of 65. Membership of the Plan consists of 284 retirees and beneficiaries currently receiving benefits, and 3,031 active Plan members.

Contribution Information

The contribution requirements of plan members and the District are established and may be amended by the District and the Capistrano Unified Education Association (CUEA), the local California Service Employees Association (CSEA), and unrepresented groups. The required contribution is based on projected pay-as-you-go financing requirements, with an additional amount to prefund benefits as determined annually through the agreements between the District, CUEA, CSEA and the unrepresented groups. For fiscal year 2016-17, the District contributed \$2,958,913 to the Plan, all of which was used for current premiums. The implicit rate subsidies accounted for an additional \$774,050 of contributions.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Notes to Financial Statements

June 30, 2017

NOTE 12 – OTHER POSTEMPLOYMENT BENEFITS (continued)

Annual OPEB Cost and Net OPEB Obligation

The District's annual OPEB cost is calculated based on the Annual Required Contribution (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

The following table shows the components of the District's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the District's net OPEB obligation:

Annual required contribution (ARC)	\$ 6,192,662
Interest on net OPEB obligation	1,603,654
Adjustment to ARC	<u>(1,987,047)</u>
Annual OPEB cost	5,809,269
Contributions made	<u>(3,732,963)</u>
Increase in net OPEB obligation	2,076,306
Net OPEB obligation - July 1, 2016	<u>32,073,072</u>
Net OPEB obligation - June 30, 2017	<u><u>\$ 34,149,378</u></u>

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for 2016-17 and the preceding two years are as follows:

Year Ended June 30,	Annual OPEB Cost	Percentage Contributed	Net OPEB Obligation
2015	\$ 6,468,051	51%	\$ 30,044,234
2016	\$ 5,833,521	65%	\$ 32,073,072
2017	\$ 5,809,269	64%	\$ 34,149,378

Funded Status and Funding Progress – OPEB Plans

As of July 1, 2015, the most recent actuarial valuation date, the District did not have a funded plan. The actuarial accrued liability (AAL) for benefits was \$52.8 million and the unfunded actuarial accrued liability (UAAL) was \$52.8 million.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Actuarially determined amounts are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedules of funding progress present multiyear trend information about whether the actuarial values of plan assets are increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

CAPISTRANO UNIFIED SCHOOL DISTRICT*Notes to Financial Statements**June 30, 2017*

NOTE 12 – OTHER POSTEMPLOYMENT BENEFITS (continued)**Actuarial Methods and Assumptions**

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designated to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

Additional information as of the latest actuarial valuation follows:

Valuation Date	July 1, 2015
Actuarial Cost Method	Projected unit credit
Amortization Method	Level-dollar
Remaining Amortization Period	30
Asset Valuation	N/A
Actuarial Assumptions:	
Investment rate of return	5.0%
Discount Rate	5.0%
Healthcare cost trend rates	5% - 11%

NOTE 13 – ADJUSTMENTS FOR RESTATEMENTS

The District made the following adjustments to prior periods:

	Statement of Activities	Statement of Revenues, Expenditures, and Changes in Fund Balances
CTE Incentive Grant over-reported revenue in 2015-16	\$ (1,642,148)	\$ (1,642,148)
Construction In Progress under-reported at June 30, 2016	576,550	-
County adjustments to the Bond Interest & Redemption Fund	2,842	2,842
Total adjustments for restatements	<u>\$ (1,062,756)</u>	<u>\$ (1,639,306)</u>

Required Supplementary Information

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CAPISTRANO UNIFIED SCHOOL DISTRICT
Budgetary Comparison Schedule – General Fund
For the Fiscal Year Ended June 30, 2017

	Budgeted Amounts		Actual* (Budgetary Basis)	Variance with Final Budget -
	Original	Final		Pos (Neg)
Revenues				
LCFF Sources	\$ 383,251,171	\$ 381,234,302	\$ 381,598,559	\$ 364,257
Federal	17,503,915	19,035,294	17,132,192	(1,903,102)
Other State	68,731,960	77,136,339	76,194,757	(941,582)
Other Local	5,210,626	8,273,094	8,372,588	99,494
Total Revenues	474,697,672	485,679,029	483,298,096	(2,380,933)
Expenditures				
Current:				
Certificated Salaries	214,740,030	215,972,499	215,158,478	814,021
Classified Salaries	64,514,562	68,687,900	68,632,090	55,810
Employee Benefits	110,699,468	110,728,669	109,354,702	1,373,967
Books and Supplies	32,474,502	22,173,002	14,662,994	7,510,008
Services and Other Operating Expenditures	38,885,570	43,921,775	42,616,652	1,305,123
Transfers of indirect costs	(532,182)	(538,213)	(522,835)	(15,378)
Capital Outlay	1,313,780	4,381,390	4,180,460	200,930
Other Outgo	14,345,230	13,631,732	12,714,768	916,964
Total Expenditures	476,440,960	478,958,754	466,797,309	12,161,445
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,743,288)	6,720,275	16,500,787	9,780,512
Fund Balance, July 1, 2016	50,828,691	58,240,068	58,240,068	-
Fund Balance, June 30, 2017	\$ 49,085,403	\$ 64,960,343	\$ 74,740,855	\$ 9,780,512

*The actual amounts reported in this schedule are for the General Fund only, and do not agree with the amounts reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances because the amounts on that schedule include the financial activity of the Adult Education Fund, the Deferred Maintenance Fund, and the Special Reserve Fund for Postemployment Benefits, in accordance with the fund type definitions promulgated by GASB Statement No. 54.

CAPISTRANO UNIFIED SCHOOL DISTRICT*Schedule of Funding Progress**For the Fiscal Year Ended June 30, 2017*

Actuarial Valuation Date	Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
July 1, 2011	\$ -	\$ 49,680,278	\$ 49,680,278	0%	\$ 227,932,753	22%
July 1, 2013	\$ -	\$ 57,265,077	\$ 57,265,077	0%	\$ 256,594,868	22%
July 1, 2015	\$ -	\$ 52,818,201	\$ 52,818,201	0%	\$ 278,046,828	19%

CAPISTRANO UNIFIED SCHOOL DISTRICT
Schedule of Proportionate Share of the Net Pension Liability
For the Fiscal Year Ended June 30, 2017

	Last Ten Fiscal Years*		
	<u>2016</u>	<u>2015</u>	<u>2014</u>
CalSTRS			
District's proportion of the net pension liability	<u>0.439%</u>	<u>0.444%</u>	<u>0.424%</u>
District's proportionate share of the net pension liability	<u>\$ 355,067,590</u>	<u>\$ 299,046,251</u>	<u>\$ 247,568,061</u>
State's proportionate share of the net pension liability associated with the District	<u>202,163,405</u>	<u>158,162,501</u>	<u>149,492,284</u>
Totals	<u>\$ 557,230,995</u>	<u>\$ 457,208,752</u>	<u>\$ 397,060,345</u>
District's covered-employee payroll	<u>\$ 218,549,935</u>	<u>\$ 203,198,773</u>	<u>\$ 190,051,460</u>
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	<u>162.47%</u>	<u>147.17%</u>	<u>130.26%</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>70%</u>	<u>74%</u>	<u>77%</u>
CalPERS			
District's proportion of the net pension liability	<u>0.5021%</u>	<u>0.4863%</u>	<u>0.4712%</u>
District's proportionate share of the net pension liability	<u>\$ 99,165,061</u>	<u>\$ 71,675,424</u>	<u>\$ 53,496,722</u>
District's covered-employee payroll	<u>\$ 59,496,894</u>	<u>\$ 53,396,092</u>	<u>\$ 49,422,822</u>
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	<u>166.67%</u>	<u>134.23%</u>	<u>108.24%</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>74%</u>	<u>79%</u>	<u>83%</u>

* This schedule is required to show information for ten years; however, until a full ten year trend is compiled, information is presented for those years for which information is available.

CAPISTRANO UNIFIED SCHOOL DISTRICT
Schedule of Pension Contributions
For the Fiscal Year Ended June 30, 2017

Last Ten Fiscal Years*

	<u>2017</u>	<u>2016</u>	<u>2015</u>
CalSTRS			
Contractually required contribution	\$ 27,121,941	\$ 23,450,408	\$ 18,044,051
Contributions in relation to the contractually required contribution	<u>27,121,941</u>	<u>23,450,408</u>	<u>18,044,051</u>
Contribution deficiency (excess):	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
District's covered-employee payroll	<u>\$ 215,595,715</u>	<u>\$ 218,549,935</u>	<u>\$ 203,198,773</u>
Contributions as a percentage of covered-employee payroll	<u>12.58%</u>	<u>10.73%</u>	<u>8.88%</u>
CalPERS			
Contractually required contribution	\$ 8,518,639	\$ 7,048,597	\$ 6,285,254
Contributions in relation to the contractually required contribution	<u>8,518,639</u>	<u>7,048,597</u>	<u>6,285,254</u>
Contribution deficiency (excess):	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
District's covered-employee payroll	<u>\$ 61,338,126</u>	<u>\$ 59,496,894</u>	<u>\$ 53,396,092</u>
Contributions as a percentage of covered-employee payroll	<u>13.888%</u>	<u>11.847%</u>	<u>11.771%</u>

* This schedule is required to show information for ten years; however, until a full ten year trend is compiled, information is presented for those years for which information is available.

CAPISTRANO UNIFIED SCHOOL DISTRICT
Notes to the Required Supplementary Information
For the Fiscal Year Ended June 30, 2017

NOTE 1 – PURPOSE OF SCHEDULES

Budgetary Comparison Schedule

This schedule is required by GASB Statement No. 34 as required supplementary information (RSI) for the General Fund and for each major special revenue fund that has a legally adopted annual budget. The budgetary comparison schedule presents both (a) the original and (b) the final appropriated budgets for the reporting period as well as (c) actual inflows, outflows, and balances, stated on the District's budgetary basis. A separate column to report the variance between the final budget and actual amounts is also presented, although not required.

Schedule of Funding Progress

This schedule is required by GASB Statement No. 45 for all sole and agent employers that provide other postemployment benefits (OPEB). The schedule presents, for the most recent actuarial valuation and the two preceding valuations, information about the funding progress of the plan, including, for each valuation, the actuarial valuation date, the actuarial value of assets, the actuarial accrued liability, the total unfunded actuarial liability (or funding excess), the actuarial value of assets as a percentage of the actuarial accrued liability (funded ratio), the annual covered payroll, and the ratio of the total unfunded actuarial liability (or funding excess) to annual covered payroll.

Schedule of Proportionate Share of the Net Pension Liability

This schedule is required by GASB Statement No. 68 and is required for all employers in a cost-sharing pension plan. The schedule reports the following information:

- The proportion (percentage) of the collective net pension liability (similar to the note disclosure)
- The proportionate share (amount) of the collective net pension liability
- The employer's covered-employee payroll
- The proportionate share (amount) of the collective net pension liability as a percentage of the employer's covered-employee payroll
- The pension plan's fiduciary net position as a percentage of the total pension liability

Schedule of Pension Contributions

This schedule is required by GASB Statement No. 68 and is required for all employers in a cost-sharing pension plan. The schedule reports the following information:

- If an employer's contributions to the plan are actuarially determined or based on statutory or contractual requirements: the employer's actuarially determined contribution to the pension plan (or, if applicable, its statutorily or contractually required contribution), the employer's actual contributions, the difference between the actual and actuarially determined contributions (or statutorily or contractually required), and a ratio of the actual contributions divided by covered-employee payroll.

NOTE 2 – SUMMARY OF CHANGES OF BENEFITS OR ASSUMPTIONS

Benefit Changes

There were no changes to benefit terms that applied to all members of the Schools Pool.

Changes of Assumptions

There were no changes of assumptions.

CAPISTRANO UNIFIED SCHOOL DISTRICT

*Notes to the Required Supplementary Information
For the Fiscal Year Ended June 30, 2017*

NOTE 3 – EXCESS OF EXPENDITURES OVER APPROPRIATIONS

At June 30, 2017, the District did not incur any excess of expenditures over appropriations in the individual major fund presented in the Budgetary Comparison Schedule.

Supplementary Information

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CAPISTRANO UNIFIED SCHOOL DISTRICT

Local Educational Agency Organization Structure

June 30, 2017

The Capistrano Unified School District was unified in 1965 under the laws of the State of California. The District encompasses 195 square miles in seven cities and a portion of the unincorporated portion of Orange County. The District includes all or a part of the cities of San Clemente, Dana Point, San Juan Capistrano, Laguna Niguel, Aliso Viejo, Mission Viejo and Rancho Santa Margarita, and the communities of Las Flores, Coto de Caza, Dove Canyon, Ladera Ranch, Sendero/Rancho Mission Viejo, and Wagon Wheel. The District operates 33 elementary schools, 10 middle schools, 2 grades K-8 schools, 6 comprehensive high schools, 5 charter schools, and 8 alternative schools/programs. There were no boundary changes during the year.

BOARD OF TRUSTEES

Member	Office	Term Expires
Martha McNicholas	President	2018
Gila Jones	Vice President	2018
Patricia Holloway	Clerk	2020
Judy Bullockus	Member	2018
Amy Hanacek	Member	2020
Dr. Gary Pritchard	Member	2020
Jim Reardon	Member	2020

DISTRICT ADMINISTRATORS

Kirsten M. Vital,
Superintendent

Clark Hampton,
Deputy Superintendent, Business and Support Services

Dr. Gordon Amerson,
Associate Superintendent, Human Resource Services

Dr. Susan Holliday,
Associate Superintendent, Education Services

Dr. Gregory Merwin,
Associate Superintendent, Student Support Services

Donald Mahoney,
Assistant Superintendent, SELPA, Special Education Services

Brad Shearer,
Assistant Superintendent, Curriculum & Instruction (Preschool – Grade 5)

Joshua Hill,
Assistant Superintendent, Curriculum & Instruction (Grades 6-12, K-8, Alternative Education)

Philippa Townsend,
Assistant Superintendent, Fiscal Services

CAPISTRANO UNIFIED SCHOOL DISTRICT*Schedule of Average Daily Attendance
For the Fiscal Year Ended June 30, 2017*

	Second Period Report	Annual Report
	Certificate No. (8BB708C4)	Certificate No. (5E455883)
Regular ADA:		
Transitional Kindergarten through Third	12,523.74	12,531.14
Fourth through Sixth	10,776.40	10,778.75
Seventh through Eighth	7,544.03	7,532.98
Ninth through Twelfth	15,456.18	15,393.47
Total Regular ADA	46,300.35	46,236.34
Special Education, Nonpublic, Nonsectarian Schools:		
Transitional Kindergarten through Third	11.39	11.67
Fourth through Sixth	15.55	15.05
Seventh through Eighth	5.65	5.62
Ninth through Twelfth	36.00	34.86
Total Regular ADA	68.59	67.20
Community Day School ADA:		
Ninth through Twelfth	7.86	7.76
Total ADA	46,376.80	46,311.30
Attendance Supplement:		
Fallbrook Union High School District students in grades 9-12 attending Capistrano USD	101.24	99.66

CAPISTRANO UNIFIED SCHOOL DISTRICT*Schedule of Instructional Time**For the Fiscal Year Ended June 30, 2017*

Grade Level	Requirement	2016-17 Actual Minutes	Number of Days Traditional Calendar	Status
Kindergarten	36,000	36,084	180	Complied
Grade 1	50,400	50,930	180	Complied
Grade 2	50,400	50,930	180	Complied
Grade 3	50,400	50,930	180	Complied
Grade 4	54,000	54,197	180	Complied
Grade 5	54,000	54,197	180	Complied
Grade 6	54,000	58,404	180	Complied
Grade 7	54,000	58,404	180	Complied
Grade 8	54,000	58,404	180	Complied
Grade 9	64,800	64,941	180	Complied
Grade 10	64,800	64,941	180	Complied
Grade 11	64,800	64,941	180	Complied
Grade 12	64,800	64,941	180	Complied

CAPISTRANO UNIFIED SCHOOL DISTRICT
Schedule of Financial Trends and Analysis
For the Fiscal Year Ended June 30, 2017

General Fund	(Budget) 2018 ²	2017 ³	2016	2015
Revenues and other financing sources	\$ 470,585,340	\$ 483,298,096	\$ 482,249,721	\$ 412,834,932
Expenditures and other financing uses	486,507,352	466,797,309	453,598,227	414,981,824
Change in fund balance (deficit)	(15,922,012)	16,500,787	28,651,494	(2,146,892)
Ending fund balance	\$ 58,818,843	\$ 74,740,855	\$ 59,882,217	\$ 31,230,723
Available reserves ¹	\$ 46,165,298	\$ 38,810,755	\$ 25,106,486	\$ 13,040,346
Available reserves as a percentage of total outgo	9.5%	8.3%	5.5%	3.1%
Total long-term debt	\$ 550,741,773	\$ 555,381,669	\$ 475,823,556	\$ 415,200,152
Average daily attendance at P-2	45,665	46,377	47,104	47,933

The General Fund balance has increased by \$43.5 million over the past two years. The fiscal year 2017-18 adopted budget projects a decrease of \$15.9 million. For a district of this size, the state recommends available reserves of at least 2% of total general fund expenditures, transfers out, and other uses (total outgo).

The District has incurred an operating deficit in only one of the past three years, but anticipates incurring an operating deficit during the 2017-18 fiscal year. Long-term debt has increased by \$140.2 million over the past two years.

Average daily attendance has decreased by 1,556 over the past two years. An additional decrease of 712 ADA is anticipated during fiscal year 2017-18.

¹ Available reserves consist of all unassigned fund balances in the General Fund.

² Revised budget September, 2017.

³ The actual amounts reported in this schedule are for the General Fund only, and do not agree with the amounts reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances because the amounts on that schedule include the financial activity of the Adult Education Fund, the Deferred Maintenance Fund, and the Special Reserve Fund for Postemployment Benefits, in accordance with the fund type definitions promulgated by GASB Statement No. 54.

CAPISTRANO UNIFIED SCHOOL DISTRICT

*Reconciliation of Annual Financial and Budget Report with Audited Financial Statements
For the Fiscal Year Ended June 30, 2017*

*There were no differences between the Annual Financial and Budget Report and the
Audited Financial Statements in any funds.*

CAPISTRANO UNIFIED SCHOOL DISTRICT
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2017

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Cluster Expenditures	Federal Expenditures
Federal Programs:				
U.S. Department of Agriculture:				
Passed through California Dept. of Education (CDE):				
School Breakfast Program - Basic	10.553	13525	\$ 55,552	
School Breakfast Program - Especially Needy	10.553	13526	972,646	
Summer Food Service Program	10.559	13004	30,001	
National School Lunch Program	10.555	13523	4,026,853	
USDA Donated Foods	10.555	N/A	<u>659,125</u>	
Total Child Nutrition Cluster				\$ 5,744,177
Passed through Orange County Office of Education:				
Forest Reserve Funds	10.665	10044		<u>1,760</u>
Total U.S. Department of Agriculture				<u>5,745,937</u>
U.S. Department of Education:				
Indian Education	84.060	N/A		36,908
Passed through California Dept. of Education (CDE):				
No Child Left Behind (NCLB):				
Title I, Part A, Basic Grants, Low-Income and Neglected	84.010	14329		4,694,108
Title I, Part G, Advanced Placement Test Reimbursement Program	84.330B	14831		34,884
Title II, Part A, Supporting Effective Instruction	84.367	14341		889,656
English Language Acquisition State Grants Cluster				
Title III, Immigrant Education Program	84.365	15146	118,967	
Title III, Limited English Proficiency	84.365	14346	<u>244,449</u>	
Subtotal English Language Acquisition State Grants Cluster				363,416
Early Intervention Grants	84.181	23761		51,073
Carl D. Perkins Career and Technical Education: Adult, Sec. 132	84.048	14893		269,819
Department of Rehabilitation: Workability II, Transition Partnership	84.126	10006		674,592
Passed through East County SELPA:				
Individuals with Disabilities Education Act (IDEA):				
Basic Local Assistance Entitlement	84.027	13379	7,546,441	
Local Assistance, Part B, Sec 611, Private School ISPs	84.027	10119	233,378	
Preschol Grants, Part B, Section 619 (Age 3-4-5)	84.173	13430	198,709	
Preschool Local Entitlement, Part B, Section 611 (Age 3-4-5)	84.027A	13682	842,023	
Mental Health Allocation Plan, Part B, Sec 611	84.027A	15197	555,785	
Preschool Staff Development, Part B, Sec 619	84.173A	13431	<u>2,611</u>	
Total Special Education (IDEA) Cluster				<u>9,378,947</u>
Total U.S. Department of Education				<u>16,356,495</u>
U.S. Department of Health & Human Services:				
Passed through California Dept. of Education (CDE):				
Medi-Cal Billing Option	93.778	10013	536,640	
Medi-Cal Administrative Activities (MAA)	N/A	10060	<u>381,652</u>	
Total Medicaid Cluster				<u>918,292</u>
Total U.S. Department of Health & Human Services				<u>918,292</u>
Total Expenditures of Federal Awards				<u>\$ 23,057,632</u>

Of the Federal expenditures presented in the schedule, the District provided no Federal awards to recipients.

CAPISTRANO UNIFIED SCHOOL DISTRICT*Schedule of Charter Schools**For the Fiscal Year Ended June 30, 2017*

Charter School		Inclusion in Financial
Name	Number	Statements
Journey	0294	Not included
Opportunities for Learning - Capistrano	0463	Not included
Capistrano Connections Academy	0664	Not included
Community Roots Academy	1274	Not included
Oxford Preparatory Academy - South Orange County	1324	Not included

CAPISTRANO UNIFIED SCHOOL DISTRICT

Note to the Supplementary Information

June 30, 2017

NOTE 1 – PURPOSE OF SCHEDULES

Schedule of Average Daily Attendance (ADA)

Average daily attendance (ADA) is a measurement of the number of pupils attending classes of the District. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of State funds are made to school districts. This schedule provides information regarding the attendance of students at various grade levels and in different programs.

Schedule of Instructional Time

The District has participated in the Incentives for Longer Instructional Day and Longer Instructional Year. The District has not met its target funding. This schedule presents information on the amount of instructional time offered by the District and whether the District complied with the provisions of Education Code Sections 46200 through 46206.

Schedule of Financial Trends and Analysis

This schedule discloses the District's financial trends by displaying past years' data along with current year budget information. These financial trend disclosures are used to evaluate the District's ability to continue as a going concern for a reasonable period of time.

Reconciliation of Annual Financial and Budget Report with Audited Financial Statements

This schedule provides the information necessary to reconcile the fund balance of all funds reported on the Unaudited Actual financial report to the audited financial statements.

Schedule of Expenditures of Federal Awards

The schedule of expenditures of Federal awards includes the Federal grant activity of the District and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of the Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the financial statements. The District did not elect to use the ten percent de minimis indirect cost rate.

The following schedule provides a reconciliation between revenues reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances and the related expenditures reported on the Schedule of Expenditures of Federal Awards. The reconciling amounts represent Federal funds that have been recorded as revenues that have not been expended by June 30, 2017.

	<u>CFDA Number</u>	<u>Amount</u>
Total Federal Revenues from the Statement of Revenues, Expenditures, and Changes in Fund Balances		\$ 22,876,368
Differences between Federal Revenues and Expenditures:		
Medi-Cal Billing Option	93.778	<u>181,264</u>
Total Schedule of Expenditures of Federal Awards		<u>\$ 23,057,632</u>

Schedule of Charter Schools

This schedule lists all charter schools chartered by the District, and displays information for each charter school and whether or not the charter school is included in the District audit.

Other Independent Auditors' Reports

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NIGRO & NIGRO^{PC}

A PROFESSIONAL ACCOUNTANCY CORPORATION

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

Board of Trustees
Capistrano Unified School District
San Juan Capistrano, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Capistrano Unified School District as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise Capistrano Unified School District's basic financial statements, and have issued our report thereon dated December 7, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Capistrano Unified School District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Capistrano Unified School District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Capistrano Unified School District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

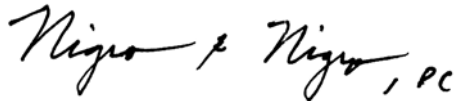
As part of obtaining reasonable assurance about whether Capistrano Unified School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as Findings 2017-001 through 2017-003.

Capistrano Unified School District's Responses to Findings

Capistrano Unified School District's responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. Capistrano Unified School District's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Nigro & Nigro, PC". The signature is written in a cursive, flowing style.

Murrieta, California
December 7, 2017

INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

Board of Trustees
Capistrano Unified School District
San Juan Capistrano, California

Report on State Compliance

We have audited Capistrano Unified School District's compliance with the types of compliance requirements described in the *2016-17 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* that could have a direct and material effect on each of the Capistrano Unified School District's state government programs as noted on the following page for the fiscal year ended June 30, 2017.

Management's Responsibility

Management is responsible for compliance with state laws, regulations, and the terms and conditions of its State programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Capistrano Unified School District's state programs based on our audit of the types of compliance requirements referred to on the following page. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *2016-17 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to on the following page that could have a direct and material effect on a state program occurred. An audit includes examining, on a test basis, evidence about Capistrano Unified School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each state program. However, our audit does not provide a legal determination of Capistrano Unified School District's compliance.

In connection with the audit referred to above, we selected and tested transactions and records to determine the District's compliance with the State laws and regulations applicable to the following items:

Description	Procedures Performed
Attendance	Yes
Teacher Certification and Misassignments	Yes
Kindergarten Continuance	Yes
Independent Study	Yes
Continuation Education	Yes
Instructional Time	Yes
Instructional Materials	Yes
Ratio of Administrative Employees to Teachers	Yes

Description	Procedures Performed
Classroom Teacher Salaries	Yes
Early Retirement Incentive	Not Applicable
Gann Limit Calculation	Yes
School Accountability Report Card	Yes
Juvenile Court Schools	Not Applicable
Middle or Early College High Schools	Not Applicable
K-3 Grade Span Adjustment	Yes
Transportation Maintenance of Effort	Yes
Mental Health Expenditures	Yes
Educator Effectiveness	Yes
California Clean Energy Jobs Act	Yes
After School Education and Safety Program	Yes
Proper Expenditure of Education Protection Account Funds	Yes
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Local Control and Accountability Plan	Yes
Independent Study - Course Based	Not Applicable
Immunizations	Yes
Charter Schools:	
Attendance	Not Applicable
Mode of Instruction	Not Applicable
Nonclassroom-Based Instruction/Independent Study	Not Applicable
Determination of Funding for Nonclassroom-Based Instruction	Not Applicable
Annual Instructional Minutes – Classroom Based	Not Applicable
Charter School Facility Grant Program	Not Applicable

Unmodified Opinion on Compliance with State Programs

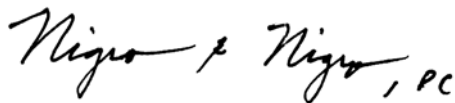
In our opinion, Capistrano Unified School District complied, in all material respects, with the types of compliance requirements referred to above for the year ended June 30, 2017.

Other Matter(s)

The results of our auditing procedures disclosed instances of noncompliance with the compliance requirements referred to previously, which are required to be reported in accordance with the *2016-17 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, and which are described in the accompanying schedule of findings and questioned costs as Findings 2017-002 and 2017-003. Our opinion on each state program is not modified with respect to these matters.

District's Responses to Findings

Capistrano Unified School District's responses to the internal control over compliance findings identified in our audit are described in the accompanying schedule of findings and questioned costs. Capistrano Unified School District's responses were not subjected to the auditing procedures in the audit of compliance and, accordingly, we express no opinion on the responses.



Murrieta, California
December 7, 2017

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR
EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

Board of Trustees
Capistrano Unified School District
San Juan Capistrano, California

Report on Compliance for Each Major Federal Program

We have audited Capistrano Unified School District's compliance with the types of compliance requirements described in the OMB *Compliance Supplement* that could have a direct and material effect on each of Capistrano Unified School District's major federal programs for the year ended June 30, 2017. Capistrano Unified School District's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Capistrano Unified School District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Capistrano Unified School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Capistrano Unified School District's compliance.

Opinion on Each Major Federal Program

In our opinion, Capistrano Unified School District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2017.

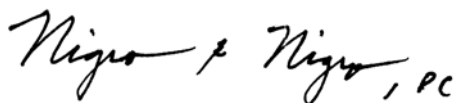
Report on Internal Control Over Compliance

Management of Capistrano Unified School District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Capistrano Unified School District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Murrieta, California
December 7, 2017

Findings and Questioned Costs

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CAPISTRANO UNIFIED SCHOOL DISTRICT
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2017

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued	<u>Unmodified</u>
Internal control over financial reporting:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(s) identified not considered to be material weaknesses?	<u>No</u>
Noncompliance material to financial statements noted?	<u>Yes</u>

Federal Awards

Internal control over major programs:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(s) identified not considered to be material weaknesses?	<u>None reported</u>
Type of auditor's report issued on compliance for major programs:	<u>Unmodified</u>
Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance Sec. 200.516	<u>No</u>
Identification of major programs:	
<u>CFDA Numbers</u> <u>Name of Federal Program or Cluster</u>	
 84.010	<u>Title I, Part A, Basic Grants</u>
 93.778	<u>Medicaid Cluster</u>

Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$ 750,000</u>
Auditee qualified as low-risk auditee?	<u>Yes</u>

State Awards

Type of auditor's report issued on compliance for state programs:	<u>Unmodified</u>
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CAPISTRANO UNIFIED SCHOOL DISTRICT
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2017

SECTION II - FINANCIAL STATEMENT FINDINGS

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*. Pursuant to Assembly Bill (AB) 3627, all audit findings must be identified as one or more of the following categories:

<u>Five Digit Code</u>	<u>AB 3627 Finding Types</u>
10000	Attendance
20000	Inventory of Equipment
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Programs
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

Finding 2017-001: Accrued Vacation (60000)

Criteria: CSEA unit members may accrue and carry a maximum of 20 days of vacation at a time. Employees covered by the CSEA agreement who have reached the maximum accrual may request permission for excess accrual. Such request shall be in writing to the immediate supervisor. The immediate supervisor shall make a recommendation and forward such request to the District Office. Final decision shall be made by the Superintendent or designee. If for any reason an employee is not permitted to take all or any part of his/her annual vacation, the amount not taken shall be paid for.

Condition: There are numerous CSEA bargaining unit members carrying vacation balances at June 30, 2017, well in excess of the maximum carryover allowed per the agreement. As a result, the District's liability for accrued vacation continues to grow unchecked.

Cause: The requirement to request written permission for excess vacation balances has not been followed or enforced.

Recommendation: We recommend that the District start implementing the requirement to request written permission for excess vacation balances.

Views of Responsible Officials: The District will discuss the implications of this finding with the bargaining unit and implement measures to follow the current agreement.

CAPISTRANO UNIFIED SCHOOL DISTRICT
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2017

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

This section identifies the audit findings required to be reported by the Uniform Guidance, Section 200.516 (e.g., significant deficiencies, material weaknesses, and instances of noncompliance, including questioned costs).

There were no federal award findings or questioned costs in 2016-17.

CAPISTRANO UNIFIED SCHOOL DISTRICT
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2017

SECTION IV - STATE AWARD FINDINGS AND QUESTIONED COSTS

This section identifies the audit findings pertaining to noncompliance with state program rules and regulations.

Finding 2017-002: CALPADS Unduplicated Pupil Count (40000)

Criteria: Supplemental and concentration grant amounts are calculated based on the percentage of "unduplicated pupils" enrolled in the LEA on Census Day (first Wednesday in October). The percentage equals:

- Unduplicated count of pupils who (1) are English learners, (2) meet income or categorical eligibility requirements for free or reduced-price meals under the National School Lunch Program, or (3) are foster youth. "Unduplicated count" means that each pupil is counted only once even if the pupil meets more than one of these criteria (*EC* sections 2574(b)(2) and 42238.02(b)(1)).
- Divided by total enrollment in the LEA (*EC* sections 2574(b)(1) and 42238.02(b)(5)). All pupil counts are based on Fall 1 certified enrollment reported in the CALPADS as of Census Day.

Condition: During our testing of the English Learners (EL) students reported in the CALPADS 1.17 and 1.18 reports, we noted one student who was classified as EL but did not have evidence to support the designation.

Context: We noted one EL exception in our sample of 10 schools. This appears to be an isolated incident.

Cause: We recognize that the District makes every attempt to comply with regulations; however, this error appears to be an isolated instance of human oversight.

Questioned Cost: \$255. This amount was calculated using the CDE audit penalty calculator.

Effect: The unduplicated pupil counts in the CALPADS 1.17 and 1.18 reports should be adjusted for the following changes:

Program/Site:	Adjusted based on eligibility for:	
	CALPADS	EL
Oak Grove Elementary	133	(1)
Aggregate remaining sites	11,161	-
District-wide	11,294	(1)

Total enrollment of 48,256 was not adjusted based on the results of our procedures.

Recommendation: We recommend that the District implement a procedure to review the CALPADS information prior to the reports submission to the California Department of Education.

Views of Responsible Officials: The District diligently checks all CALPADS data but will be extra vigilant about classification of unduplicated students. As noted, this was an isolated incident and was an oversight.

CAPISTRANO UNIFIED SCHOOL DISTRICT
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2017

SECTION IV - STATE AWARD FINDINGS AND QUESTIONED COSTS (continued)

Finding 2017-003: School Accountability Report Card (72000)

Criteria: In accordance with Education Code §33126, the school is to provide an accountability report card to include safety, cleanliness, and adequacy of school facilities, to include any needed maintenance to ensure good repair. The condition reported should be supported by the school's Facilities Inspection Tool (FIT), School Facilities Condition Evaluation as required by Ed Code §17002. In addition, according to Education Code §35256, the governing board must publish the School Accountability Report Card (SARC) for each school by February 1st of each year.

Condition: It was noted that the School Facility Repair Status on the SARC for Serra High School did not match the corresponding FIT Form. It was also noted that the District was not able to provide a corresponding FIT Form for California Preparatory Academy.

Questioned Cost: None

Context: The error was noted on two of 13 schools tested.

Cause: The SARC reported the Repair Status for the structural system as "Fair" while the FIT noted a "Good" Repair Status. The District was not able to provide a corresponding FIT Form for California Preparatory Academy.

Effect: Without proper compliance, the public will be misinformed on the status of the school's facilities.

Recommendation: We recommend that an employee verify the information presented in the SARC. This information is essential to present the image of the school fairly to the public. In addition, the SARCs should be published on an annual basis by February 1st.

Views of Responsible Officials: The District has implemented measures to verify the consistency of data between the SARC and the FIT report and to ensure no sites are missed in the FIT inspection.

CAPISTRANO UNIFIED SCHOOL DISTRICT

Summary Schedule of Prior Audit Findings

For the Fiscal Year Ended June 30, 2017

Original Finding No.	Finding	Code	Recommendation	Current Status
<i>Finding 2016-001: After School Education and Safety Program – Attendance and Reporting</i>	<p>According to Education Code Section 8483(a)(1), elementary school pupils are to participate in the full day of the program every day during which pupils participate and pupils in middle or junior high schools are to attend the after school program a minimum of nine hours a week and three days a week, except as consistent with the established early release policy. Adequate documentation that supports attendance participation must be maintained by each site that documents that students are attending the program as consistent with the early release policy.</p> <p>There appear to be instances in which the reasons for early releases were not recorded on attendance sign out forms. The district's policy states that early releases must be substantiated by an explanation for why a student is leaving early. However, during review of Las Palmas Elementary School's sign out sheets, it was noted that there were 99 instances in which a student was released early without a documented explanation.</p>	40000	The District should strive to improve implemented procedures requiring site personnel to document on the attendance form the reason for a pupil's early release. In addition, sites should ensure that students are being signed out on the attendance form. Stricter review procedures should be implemented in order to identify attendance forms that have not been completed. The District should communicate to the sites the importance of following the established procedures to ensure compliance with program requirements.	Implemented.

To the Board of Trustees
Capistrano Unified School District
San Juan Capistrano, California

In planning and performing our audit of the basic financial statements of Capistrano Unified School District for the year ending June 30, 2017, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements and not to provide assurance on the internal control structure.

However, during our audit we noted matters that are an opportunity for strengthening internal controls and operating efficiency. The following items represent conditions noted by our audit that we consider important enough to bring to your attention. This letter does not affect our report dated December 7, 2017 on the financial statements of Capistrano Unified School District.

ASSOCIATED STUDENT BODY (ASB) FUNDS

Observation: During our review of the ASB financial statements at **Aliso Niguel High**, we noted that the ASB currently has trust accounts established for graduating classes that are no longer active.

Recommendation: We recommend that the ASB adopt a policy to close out the trust accounts and transfer any remaining balances to the general ASB trust account.

Observation: During our testing at **Aliso Niguel High**, **San Juan Hills High**, and **Bernice Ayer Middle**, we noted that bank reconciliations are not being prepared timely. Reconciliations were completed as late as two months after statements were received. Timely and accurate bank reconciliations are prudent and necessary to ensure that the accounting records match the amounts held on deposit.

Recommendation: We recommend the bookkeeper perform monthly bank reconciliations within two weeks after the statement arrives.

Observation: In our testing of cash receipts, we found deposits that lacked sufficient supporting documentation. This occurred at the following sites:

- **Aliso Niguel High** – 8 of 10
- **Aliso Viejo Middle** – 4 of 5
- **Arroyo Vista Middle** – 3 of 10
- **Bernice Ayer Middle** – 1 of 4
- **Carl Hankey Middle** – 1 of 4
- **Las Flores Middle** – 3 of 10
- **Ladera Ranch Middle** – 5 of 6
- **Marco Foster Middle** – 2 of 5
- **San Clemente High** – 1 of 10

ASSOCIATED STUDENT BODY (ASB) FUNDS (continued)

Observation (continued): Without supporting documentation, we could not verify whether all cash collected had been deposited intact and into the correct ASB account. Sound internal controls for handling cash discourage theft of ASB funds and protect those who handle the cash. It is important to tie all proceeds to the specific fundraiser from which they were generated and to ensure that all proceeds from an event are turned in and properly accounted for.

Recommendation: We recommend that before any events are held, control procedures should be established that will allow for the reconciliation between money collected and fundraiser sales.

Observation: During our testing of cash disbursements at most of the school sites, we noted that disbursements lacked evidence of receipt of goods or services.

Recommendation: We recommend that the site document a physical receipt of the goods or services on the corresponding invoice, packing slip, or other documentation, such as writing “ok to pay” or “received” and initialing the document prior to issuing the check for payment. This ensures that payment is not being made for items received incorrectly or not received at all.

Observation: During our testing of cash disbursements, our samples included expenditures that appear to be an unallowable or questionable disbursement, such as gift card purchases and staff lunches. This occurred at the following sites:

- **Aliso Niguel High** – 5 of 25
 - Logan Cheshire, \$108.59 on 9/9/16 for classroom supplies
 - Ann Zender, \$306.79 on 9/29/16 for a staff barbeque
 - Andrea Tong, \$64.80 on 9/29/16 for a book for campus security
 - Casey Quiggle, \$90.57 on 10/13/16 for coaches lunch
 - Brian Brosamer, \$94.95 on 12/19/16 for pizza for campus security
- **Dana Hills High** – 1 of 25
 - Steve Arizobal, \$16.16 on 12/5/16 for water for school proctors
- **Don Juan Avila Middle** – 1 of 11
 - Antoinette McManigal on, \$75.00 9/19/16 for a gift card purchase
- **Ladera Ranch Middle** – 1 of 12
 - Joni Potter, \$1,558.12 on 8/24/16 for gift card purchases
- **Las Flores Middle** – 5 of 24
 - Jill Brotherton, \$231.25 on 12/16/16 for gift card purchases
 - Jill Brotherton, \$240.00 on 12/16/16 for gift card purchases
 - Jill Brotherton, \$434.57 on 12/16/16 for gift card purchases
 - Lynn Cusey, \$75.00 on 12/16/16 for cash prize for cookbook sales
 - Petra Davis, \$40.00 on 9/21/16 for gift card purchases
- **Niguel Hills Middle** – 1 of 4
 - Megan Sneadager, \$299.90 on 9/8/16 for gift card purchases
- **San Clemente High** – 1 of 25
 - Dave Probian, \$39.97 on 11/2/16 for snacks for a faculty council meeting

Such items are usually not allowable because they are either considered a gift of public funds, a District expense, or personal expenses of employees. ASB funds are considered public funds because they are raised through the District’s tax identification number and receive the benefit of nontaxable status. Anything that is purchased must be for goods and services that promote the students’ general welfare, morale, and educational experiences.

ASSOCIATED STUDENT BODY (ASB) FUNDS (continued)

Recommendation: We recommend that the sites discontinue issuing such payments from ASB funds.

Observation: During our testing of cash disbursements, we noted instances in which purchased items were shipped directly to the purchaser's home address rather to the school site. This occurred at the following sites:

- Ladera Ranch Middle
- Las Flores Middle
- Newhart Middle
- San Clemente High
- San Juan Hills High
- Tesoro High
- Vista Del Mar Middle

Allowing items to be shipped directly to the purchaser allows the possibility for fraudulent transactions to occur and go undetected. All goods or services purchased with ASB funds should be received by an individual other than the original purchaser and signed off.

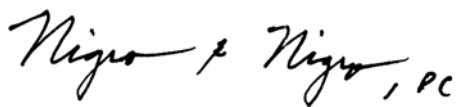
Recommendation: We recommend that the sites require purchased items to be shipped directly to the sites to be signed off by someone other than the original purchaser.

CAFETERIA FUNDS

Observation: At June 30, 2017, fund balance in the Cafeteria Fund was \$4,701,035, which exceeds the average of three months expenditures by \$1,349,315. The District had an excessive yearly fund balance in the food service account because of increasing revenues and transfers over expenditures. The District has created a multi-year spending plan to get into compliance. The school food authority should limit its net cash resources to an amount that does not exceed three months average expenditures in accordance with 7 CFR Section 210.14(b).

Recommendation: We recommend the District continue following the spending plan submitted to the CDE.

We will review the status of the current year comments during our next audit engagement.



Murrieta, California
December 7, 2017

**CAPISTRANO UNIFIED SCHOOL DISTRICT
COMMUNITY FACILITIES DISTRICTS
FINANCIAL AND PERFORMANCE
AUDIT REPORT
For the Fiscal Year Ended
June 30, 2017**



CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

For the Fiscal Year Ended June 30, 2017

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Financial Section

INDEPENDENT AUDITORS' REPORT

Governing Board
Capistrano Unified School District
San Juan Capistrano, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Capistrano Unified School District (the District), Capital Project Fund for Blended Component Units Specific to the Community Facilities Districts (CFDs) No. 87-1, 90-2, 92-1, 98-1A, 98-2, 2004-1, and 2005-1, the related fiduciary funds, and the related notes to the financial statements, as of and for the fiscal year ended June 30, 2017, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Capital Projects Fund for Blended Component Units and the related fiduciary funds of the Capistrano Unified School District, as of June 30, 2017, and the respective changes in financial position for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Capital Projects Fund for Blended Component Units and the related fiduciary funds and do not purport to, and do not, present fairly the financial position of the Capistrano Unified School District, as of June 30, 2017, or the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

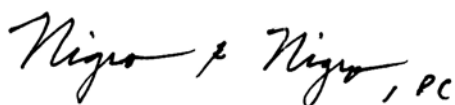
Other Matters

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Capistrano Unified School District's Capital Project Fund for Blended Component Units and the related fiduciary funds. The combining statements and other supplementary information listed on the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplementary information is the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the Capital Project Fund for Blended Component Units and the related fiduciary funds, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 9, 2018 on our consideration of the District's Capital Projects Fund for Blended Component Units and the related fiduciary funds internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's Capital Projects Fund for Blended Component Units and the related fiduciary funds internal control over financial reporting and compliance.



Murrieta, California
January 9, 2018

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS*Balance Sheet – Governmental Fund**June 30, 2017*

	Capital Projects Fund for Blended Component Units
ASSETS	
Cash and investments	\$ 31,867,040
Accounts receivable	<u>13,200</u>
Total assets	<u><u>\$ 31,880,240</u></u>
LIABILITIES AND FUND BALANCE	
Liabilities	
Accounts payable	\$ 1,963,075
Due to other funds	<u>149,208</u>
Total liabilities	2,112,283
Fund Balance	
Restricted for capital projects	<u>29,767,957</u>
Total liabilities and fund balance	<u><u>\$ 31,880,240</u></u>

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS
Governmental Fund - Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal Year Ended June 30, 2017

	Capital Projects Fund for Blended Component Units
REVENUES	
Other local revenue sources	<u>\$ 10,860,499</u>
EXPENDITURES	
Current:	
General administration	818,671
Capital outlay	<u>13,301,951</u>
Total Expenditures	<u>14,120,622</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(3,260,123)</u>
OTHER FINANCING SOURCES (USES)	
All other financing sources	2,022,956
Proceeds from non-obligatory debt	1,659,957
Retirement of non-obligatory debt	<u>(21,290,000)</u>
Total Other Financing Sources (Uses)	<u>(17,607,087)</u>
Net Change in Fund Balance	(20,867,210)
Fund Balance, July 1, 2016	<u>50,635,167</u>
Fund Balance, June 30, 2017	<u><u>\$ 29,767,957</u></u>

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS*Statement of Fiduciary Net Position**June 30, 2017*

	CFD Agency Funds
ASSETS	
Cash and investments	\$ 20,900,518
Accounts receivable	8,454
Total assets	\$ 20,908,972
LIABILITIES	
Accounts payable	\$ 196,869
Due to bondholders	20,712,103
Total liabilities	\$ 20,908,972

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Notes to Financial Statements

June 30, 2017

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The financial statements include the Capital Project Fund for Blended Component Units and the related Fiduciary Funds specific to the Community Facilities Districts No. 87-1, 90-2, 92-1, 98-1A, 98-2, 2004-1 and 2005-1 of the Capistrano Unified School District used to account for capital projects financed by Mello-Roos Community Facilities Districts and the receipt of special taxes for payment of debt required for the CFDs. These financial statements are not intended to present fairly the financial position and results of operations of the Capistrano Unified School District in compliance with accounting principles generally accepted in the United States of America.

B. Accounting Policies

The financial statements of the Community Facilities Districts No. 87-1, 90-2, 92-1, 98-1A, 98-2, 2004-1, and 2005-1 (CFDs) of Capistrano Unified School District (the District) have been prepared in conformity with accounting principles applicable to governmental units which are generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

C. Basis of Accounting

The CFDs capital projects activity is accounted for using a flow of current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (revenues and other financing sources) and uses (expenditures and other financing uses) of current financial resources.

Fiduciary funds accounted for the CFD's receipt of special taxes for payment of debt using the flow of economic resources measurement focus and the accrual basis of accounting.

D. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

E. Encumbrances

Encumbrance accounting is used in all budgeted funds to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid. All encumbrances are liquidated as of June 30.

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Notes to Financial Statements

June 30, 2017

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)

F. Fund Balances

The fund balance for governmental funds is reported in classifications based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Nonspendable: Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a nonspendable form or legally or contractually required to be maintained intact. Resources in nonspendable form include inventories and prepaid assets.

Restricted: Fund balance is reported as restricted when the constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provision or by enabling legislation.

Committed: The District's highest decision-making level of authority rests with the District's Board. Fund balance is reported as committed when the Board passes a resolution that places specified constraints on how resources may be used. The Board can modify or rescind a commitment of resources through passage of a new resolution.

Assigned: Resources that are constrained by the District's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent may be expressed by either the Board, committees (such as budget or finance), or officials to which the Board has delegated authority.

Unassigned: Unassigned fund balance represents fund balance that has not been restricted, committed, or assigned and may be utilized by the District for any purpose. When expenditures are incurred, and both restricted and unrestricted resources are available, it is the District's policy to use restricted resources first, then unrestricted resources in the order of committed, assigned, and then unassigned, as they are needed.

G. Spending Order Policy

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the governing board has provided otherwise in its commitment or assignment actions.

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Notes to Financial Statements

June 30, 2017

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)

H. New GASB Pronouncements

During the 2016-17 fiscal year, the following GASB Pronouncements became effective:

1. Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not Within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68 (Issued 06/15)*

The requirements of this Statement extend the approach to accounting and financial reporting established in Statement 68 to all pensions, with modifications as necessary to reflect that for accounting and financial reporting purposes, any assets accumulated for pensions that are provided through pension plans that are not administered through trusts that meet the criteria specified in Statement 68 should not be considered pension plan assets. It also requires that information similar to that required by Statement 68 be included in notes to financial statements and required supplementary information by all similarly situated employers and nonemployer contributing entities.

2. Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans (Issued 06/15)*

This Statement replaces Statements No. 43, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, as amended, and No. 57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans*. Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, establishes new accounting and financial reporting requirements for governments whose employees are provided with OPEB, as well as for certain nonemployer governments that have a legal obligation to provide financial support for OPEB provided to the employees of other entities. The scope of this Statement includes OPEB plans – defined benefit and defined contribution – administered through trusts that meet the following criteria:

- Contributions from employers and nonemployer contributing entities to the OPEB plan and earnings on those contributions are irrevocable.
- OPEB plan assets are dedicated to providing OPEB to plan members in accordance with the benefit terms.
- OPEB plan assets are legally protected from the creditors of employers, nonemployer contributing entities, and the OPEB plan administrator. If the plan is a defined benefit OPEB plan, plan assets also are legally protected from creditors of the plan members.

3. Statement No. 77, *Tax Abatement Disclosures (Issued 08/15)*

For financial reporting purposes, this Statement defines a tax abatement as resulting from an agreement between a government and an individual or entity in which the government promises to forgo tax revenues and the individual or entity promises to subsequently take a specific action that contributes to economic development or otherwise benefits the government or its citizens. This Statement requires disclosure of tax abatement information about (1) a reporting government's own tax abatement agreements, and (2) those that are entered into by other governments and that reduce the reporting government's tax revenues.

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Notes to Financial Statements

June 30, 2017

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)

H. New GASB Pronouncements (continued)

4. Statement No. 78, *Pensions Provided Through Certain Multiple-Employer Defined Benefit Pension Plans* (Issued 12/15)

This Statement amends the scope and applicability of Statement 68 to exclude pensions provided to employees of state or local governmental employers through a cost-sharing multiple-employer defined benefit pension plan that (1) is not a state or local governmental pension plan, (2) is used to provide defined benefit pensions both to employees of state or local governmental employers and to employees of employers that are not state or local governmental employers, and (3) has no predominant state or local governmental employer (either individually or collectively with other state or local governmental employers that provide pensions through the pension plan).

5. Statement No. 80, *Blending Requirements for Certain Component Units – An Amendment of GASB Statement No. 14* (Issued 01/16)

This Statement amends the blending requirements for the financial statement presentation of component units of all state and local governments. The additional criterion requires blending of a component unit incorporated as a not-for-profit corporation in which the primary government is the sole corporate member.

6. Statement No. 82, *Pension Issues – An Amendment of GASB Statements No. 67, No. 68, and No. 73* (Issued 03/16)

The objective of this Statement is to address certain issues that have been raised with respect to Statements No. 67, *Financial Reporting for Pension Plans*, No. 68, *Accounting and Financial Reporting for Pensions*, and No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. Specifically, this Statement addresses issues regarding (1) the presentation of payroll-related measures in required supplementary information, (2) the selection of assumptions and the treatment of deviations from the guidance in an Actuarial Standard of Practice for financial reporting purposes, and (3) the classification of payments made by employers to satisfy employee (plan member) contribution requirements.

NOTE 2 – CASH AND INVESTMENTS

Cash and investments at June 30, 2017, consisted of the following:

Governmental Funds	\$ 31,867,040
Fiduciary Funds	<u>20,900,518</u>
Total cash & investments	<u><u>\$ 52,767,558</u></u>

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Notes to Financial Statements

June 30, 2017

NOTE 2 – CASH AND INVESTMENTS (continued)

Investments - Interest Rate Risk

The District's investment policy limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The District's investment policy limits investment purchases to investments with a term not to exceed three years. Investments purchased with maturity terms greater than three years require approval by the Board of Trustees. Investments purchased with maturities greater than one year require written approval by the Superintendent prior to commitment. Maturities of investments held at June 30, 2017, consist of the following:

	Cost Basis	Fair Value	Maturity		
			Less Than One Year	One Year Through Five Years	Over Five Years
Investment maturities:					
U.S. Bank First American Treasury Obligations	\$ 52,767,558	\$ 52,767,558	\$ 52,767,558	\$ -	\$ -
Build America Mutual Assurance Co Bond Insurance	-	10,191,000	-	10,191,000	-
FSA Capital Management Services GIC Investment Agreement	-	7,804,125	-	7,804,125	-
Assured Guaranty Municipal Bond Insurance	-	535,600	-	-	535,600
Total Investments	\$ 52,767,558	\$ 71,298,283	\$ 52,767,558	\$ 17,995,125	\$ 535,600

Investments - Credit Risk

The District's investment policy limits investment choices to obligations of local, state and federal agencies, commercial paper, certificates of deposit, repurchase agreements, corporate notes, banker acceptances, and other securities allowed by State Government Code Section 53600. At June 30, 2017, all investments represented governmental securities which were issued, registered and held by the District's agent in the District's name.

Investments - Concentration of Credit Risk

The District does not place limits on the amount it may invest in any one issuer. At June 30, 2017, the District had the following investments that represents more than five percent of the District's net investments.

U.S. Bank First American Treasury Obligations	100.0%
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Fair Value Measurements

The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 – Quoted prices in active markets for identical assets that the District has the ability to access at the measurement date. Level 1 assets may include debt and equity securities that are traded in an active exchange market and that are highly liquid and are actively traded in over-the-counter markets.

Level 2 – Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, such as interest rates and curves observable at commonly quoted intervals, implied volatilities, and credit spreads. For financial reporting purposes, if an asset has a specified term, a Level 2 input is required to be observable for substantially the full term of the asset.

Level 3 – Unobservable inputs should be developed using the best information available under the circumstances, which might include the District's own data. The District should adjust that date if reasonably available information indicates that other market participants would use different data or certain circumstances specific to the District are not available to other market participants.

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Notes to Financial Statements

June 30, 2017

NOTE 2 – CASH AND INVESTMENTS (continued)

Fair Value Measurements (continued)

Uncategorized – Investments in the Orange County Treasury Investment Pool are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

The District's fair value measurements are as follows at June 30, 2017:

Investment Type:	Fair Value	Fair Value Measurements Using		
		Level 1 Inputs	Level 2 Inputs	Level 3 Inputs
U.S. Bank First American Treasury Obligations	\$ 52,767,558	\$ 52,767,558	\$ -	\$ -
Build America Mutual Assurance Co Bond Insurance	10,191,000	10,191,000	-	-
FSA Capital Management Services GIC Investment Agreement	7,804,125	7,804,125	-	-
Assured Guaranty Municipal Bond Insurance	535,600	535,600	-	-
Total	<u>\$ 71,298,283</u>	<u>\$ 71,298,283</u>	<u>\$ -</u>	<u>\$ -</u>

All assets have been valued using a market approach, with quoted market prices.

NOTE 3 – ACCOUNTS RECEIVABLE

Accounts receivable as of June 30, 2017, consisted of the following:

	Interest Receivable	
	Governmental Funds	CFD Agency Funds
CFD 90-2	\$ 3,042	\$ 1,880
CFD 92-1	3,323	795
CFD 98-1A	672	1,031
CFD 98-2	2,961	3,660
CFD 04-1	779	147
CFD 05-1	2,423	941
Total	<u>\$ 13,200</u>	<u>\$ 8,454</u>

NOTE 4 – NON-OBLIGATORY DEBT

Non-obligatory debt relates to debt issuances by the Community Facilities Districts as authorized by the Mello-Roos Community Facilities Act of 1982 as amended, and the Marks-Roos Local Bond Pooling Act of 1985, and are payable from special taxes levied on property within the Community Facilities Districts according to a methodology approved by the voters within the District. Neither the faith and credit nor taxing power of the District is pledged to the payment of the bonds. Reserves have been established from the bond proceeds to meet delinquencies should they occur. If delinquencies occur beyond the amounts held in those reserves, the District has no duty to pay the delinquency out of any available funds of the District.

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Notes to Financial Statements

June 30, 2017

NOTE 4 – NON-OBLIGATORY DEBT (continued)

The District acts solely as an agent for those paying taxes levied and the bondholders, and may initiate foreclosure proceedings. Special assessment debt of \$217,818,863 as of June 30, 2017, does not represent debt of the District and, as such, does not appear in the accompanying basic financial statements.

A summary of all CFD bonds issued and outstanding is as follows:

Series	Issue Date	Maturity Date	Interest Rate	Original Issue	Balance, July 1, 2016	Additions	Deductions	Advance Refunded	Balance, June 30, 2017
CFD 87-1, 2006 Ref.	6/8/2006	9/1/2020	4.0% - 5.0%	\$ 71,810,000	\$ 26,020,000	\$ -	\$ 4,730,000	\$ 21,290,000	\$ -
CFD 90-2, 2006 Ref.	6/8/2006	9/1/2032	2.3% - 6.0%	44,980,000	38,060,000	-	-	38,060,000	-
CFD 90-2, 2013 Ref.	11/5/2003	9/1/2033	4.0% - 4.625%	49,675,000	40,905,000	-	1,315,000	-	39,590,000
CFD 90-2, 2016 Ref.	7/28/2016	9/1/2032	1.15% - 4.0%	33,020,000	-	33,020,000	-	-	33,020,000
CFD 92-1, 2013 Ref.	7/31/2013	9/1/2022	2.0% - 5.0%	14,430,000	11,545,000	-	1,505,000	-	10,040,000
CFD 98-1A, Ser. 2016	7/13/2016	9/1/2044	2.0% - 3.2%	6,375,000	-	6,375,000	-	-	6,375,000
CFD 98-2, 2005 Ref.	4/28/2005	9/1/2033	3.0% - 5.25%	119,099,491	17,282,031	936,832	-	-	18,218,863
CFD 98-2, 2015 Ref.	7/30/2015	9/1/2029	3.0% - 5.0%	87,480,000	87,480,000	-	3,400,000	-	84,080,000
CFD 04-1, 2015 Ref.	7/30/2015	9/1/2034	2.0% - 4.0%	6,015,000	6,015,000	-	160,000	-	5,855,000
CFD 05-1, Ser. 2013	11/6/2013	9/1/2043	2.0% - 5.5%	8,190,000	8,100,000	-	35,000	-	8,065,000
CFD 05-1, Ser. 2016	9/7/2016	9/1/2046	2.0% - 4.0%	12,575,000	-	12,575,000	-	-	12,575,000
					<u>\$ 235,407,031</u>	<u>\$ 52,906,832</u>	<u>\$ 11,145,000</u>	<u>\$ 59,350,000</u>	<u>\$ 217,818,863</u>

Future payments are as follows:

Fiscal Year	Principal	Interest	Total
2017-2018	\$ 8,670,000	\$ 7,463,379	\$ 16,133,379
2018-2019	9,390,000	7,083,594	16,473,594
2019-2020	10,025,000	6,718,026	16,743,026
2020-2021	10,725,000	6,302,981	17,027,981
2021-2022	11,470,000	5,847,121	17,317,121
2022-2027	61,455,000	22,355,527	83,810,527
2027-2032	70,243,038	20,879,563	91,122,601
2032-2037	20,295,825	15,245,802	35,541,627
2037-2042	6,905,000	2,571,841	9,476,841
2042-2047	8,640,000	860,105	9,500,105
	<u>\$ 217,818,863</u>	<u>\$ 95,327,939</u>	<u>\$ 313,146,802</u>

NOTE 5 – COMMITMENTS AND CONTINGENCIES

Land Acquisition

The District acquired real property for the future K-8 Esencia School valued at \$33,860,000. One half of the purchase price was paid by a CFD through the County of Orange. The other half of the purchase price was “forgiven” by the developer, but must be repaid by the District if it receives state construction funds for the project. No liability has been accrued for this contingency.

Supplementary Information

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Combining Balance Sheet – Governmental Funds

June 30, 2017

	CFD 87-1	CFD 90-2	CFD 92-1	CFD 98-1A	CFD 98-2	CFD 04-1	CFD 05-1	TOTAL
ASSETS								
Cash and investments	\$ -	\$ 7,114,109	\$ 8,217,266	\$ 1,661,983	\$ 7,011,647	\$ 1,836,287	\$ 6,025,748	\$ 31,867,040
Accounts receivable	-	3,042	3,323	672	2,961	779	2,423	13,200
Total assets	\$ -	\$ 7,117,151	\$ 8,220,589	\$ 1,662,655	\$ 7,014,608	\$ 1,837,066	\$ 6,028,171	\$ 31,880,240
LIABILITIES AND FUND BALANCE								
Liabilities								
Accounts payable	\$ -	\$ 1,067,554	\$ 182,193	\$ -	\$ 559,964	\$ 153,364	\$ -	\$ 1,963,075
Due to other funds	-	111,428	-	-	20,087	6,093	11,600	149,208
Total liabilities	-	1,178,982	182,193	-	580,051	159,457	11,600	2,112,283
Fund Balance								
Restricted for capital projects	-	5,938,169	8,038,396	1,662,655	6,434,557	1,677,609	6,016,571	29,767,957
Total liabilities and fund balance	\$ -	\$ 7,117,151	\$ 8,220,589	\$ 1,662,655	\$ 7,014,608	\$ 1,837,066	\$ 6,028,171	\$ 31,880,240

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds For the Fiscal Year Ended June 30, 2017

	CFD 87-1	CFD 90-2	CFD 92-1	CFD 98-1A	CFD 98-2	CFD 04-1	CFD 05-1	TOTAL
REVENUES								
Other local revenue sources	\$ 386	\$ 398,668	\$ 13,402	\$ 2,698	\$ 13,509	\$ 3,586	\$ 10,428,250	\$ 10,860,499
EXPENDITURES								
Current:								
General administration	1,561	566,066	53,976	-	17,064	23,986	156,018	818,671
Capital outlay	(15,013)	4,075,990	186,612	-	3,164,698	649,061	5,240,603	13,301,951
Total Expenditures	(13,452)	4,642,056	240,588	-	3,181,762	673,047	5,396,621	14,120,622
Excess (Deficiency) of Revenues Over (Under) Expenditures	13,838	(4,243,388)	(227,186)	2,698	(3,168,253)	(669,461)	5,031,629	(3,260,123)
OTHER FINANCING SOURCES (USES)								
All other financing sources (uses)	(2,496,733)	302,215	731,341	-	2,754,082	328,174	403,877	2,022,956
Proceeds from non-obligatory debt	-	-	-	1,659,957	-	-	-	1,659,957
Retirement of non-obligatory debt	(21,290,000)	-	-	-	-	-	-	(21,290,000)
Total Other Financing Sources (Uses)	(23,786,733)	302,215	731,341	1,659,957	2,754,082	328,174	403,877	(17,607,087)
Net Change in Fund Balance	(23,772,895)	(3,941,173)	504,155	1,662,655	(414,171)	(341,287)	5,435,506	(20,867,210)
Fund Balance, July 1, 2016	23,772,895	9,879,342	7,534,241	-	6,848,728	2,018,896	581,065	50,635,167
Fund Balance, June 30, 2017	\$ -	\$ 5,938,169	\$ 8,038,396	\$ 1,662,655	\$ 6,434,557	\$ 1,677,609	\$ 6,016,571	\$ 29,767,957

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Combining Statement of Fiduciary Net Position

June 30, 2017

	CFD 90-2	CFD 92-1	CFD 98-1A	CFD 98-2	CFD 04-1	CFD 05-1	TOTAL
ASSETS							
Cash and investments	\$ 4,651,546	\$ 1,965,638	\$ 2,539,713	\$ 9,054,086	\$ 363,205	\$ 2,326,330	\$ 20,900,518
Accounts receivable	1,880	795	1,031	3,660	147	941	8,454
Total assets	<u>\$ 4,653,426</u>	<u>\$ 1,966,433</u>	<u>\$ 2,540,744</u>	<u>\$ 9,057,746</u>	<u>\$ 363,352</u>	<u>\$ 2,327,271</u>	<u>\$ 20,908,972</u>
LIABILITIES							
Accounts payable	\$ -	\$ -	\$ 196,869	\$ -	\$ -	\$ -	\$ 196,869
Due to bondholders	4,653,426	1,966,433	2,343,875	9,057,746	363,352	2,327,271	20,712,103
Total liabilities	<u>\$ 4,653,426</u>	<u>\$ 1,966,433</u>	<u>\$ 2,540,744</u>	<u>\$ 9,057,746</u>	<u>\$ 363,352</u>	<u>\$ 2,327,271</u>	<u>\$ 20,908,972</u>

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Schedule of Debt Service Activity for Agency Funds

For the Fiscal Year Ended June 30, 2017

	Debt Service Agency Funds Beginning Balance	Sources			Contributions to Capital Projects	Uses			Debt Service Agency Funds Ending Balance
		Special Tax Collections	Interest Earnings	Other		Debt Service Principal	Debt Service Interest	Other	
Community Facilities District:									
87-1	\$ 13,805,727	\$ 117,405	\$ 63,098	\$ 2,496,733	\$ 11,076,245	\$ 4,730,000	\$ 638,675	\$ 38,043	\$ -
90-2	8,343,521	5,844,523	23,341	33,174,506	254,818	39,375,000	3,102,647	-	4,653,426
92-1	2,459,157	2,158,388	2,482	-	744,744	1,505,000	403,850	-	1,966,433
98-1A	1,994,458	333,735	4,143	639,295	195,999	-	113,602	318,155	2,343,875
98-2	10,497,406	8,122,696	12,388	-	2,732,100	3,400,000	3,442,644	-	9,057,746
04-1	532,002	459,836	471	-	273,463	160,000	195,494	-	363,352
05-1	1,467,844	2,002,762	3,074	-	471,390	35,000	640,019	-	2,327,271
Totals	\$ 39,100,115	\$ 19,039,345	\$ 108,997	\$ 36,310,534	\$ 15,748,759	\$ 49,205,000	\$ 8,536,931	\$ 356,198	\$ 20,712,103

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

Note to the Supplementary Information

June 30, 2017

Combining Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balances

The Combining Balance Sheet and Combining Statement of Revenues, Expenditures, and Changes in Fund Balances are included to provide information regarding the individual CFDs that have been included in the Governmental Funds Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balances.

Combining Statement of Net Position

The Combining Statement of Net Position is included to provide information regarding the individual CFDs that have been included in the Fiduciary Funds Statement of Net Position.

Schedule of Debt Service Activity for Agency Funds

This schedule discloses the receipt of special taxes and other revenues along with the payment of non-obligatory debt and other uses of the individual CFDs that have been included in the Fiduciary Funds Statement of Net Position.

Other Independent Auditors' Reports



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

Governing Board
Capistrano Unified School District
San Juan Capistrano, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Capistrano Unified School District (the District) Capital Projects Fund for Blended Component Units and the related fiduciary funds as of and for the year ending June 30, 2017, and the related notes to the financial statements, and have issued our report thereon dated January 9, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Capistrano Unified School District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Capistrano Unified School District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Capistrano Unified School District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

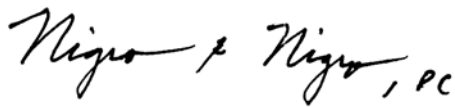
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Capistrano Unified School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Nigro & Nigro, PC". The signature is written in a cursive, flowing style.

Murrieta, California
January 9, 2018

INDEPENDENT AUDITORS' REPORT ON PERFORMANCE

Governing Board
Capistrano Unified School District
San Juan Capistrano, California

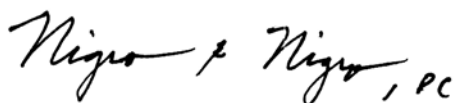
We were engaged to conduct a performance audit of the Community Facilities Districts (CFDs) No. 87-1, 90-2, 92-1, 98-1A, 98-2, 2004-1, and 2005-1 of Capistrano Unified School District for the year ended June 30, 2017.

We conducted this performance audit in accordance with the standards applicable to performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusion based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our conclusions based on our audit objectives.

Our audit was limited to the objectives listed within the report which includes determining the District's compliance with the permitted uses as authorized by CFD voters. Management is responsible for the District's compliance with those requirements.

In planning and performing our performance audit, we obtained an understanding of the District's internal control in order to determine if the internal controls were adequate to help ensure the District's compliance with the permitted uses as authorized by CFD voters. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

The results of our tests indicated that the District expended Community Facilities Districts No. 87-1, 90-2, 92-1, 98-1A, 98-2, 2004-1, and 2005-1 funds only on authorized projects as approved by the voters of the community facilities districts.



Murrieta, California
January 9, 2018

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

For the Fiscal Year Ended June 30, 2017

Performance Audit

AUTHORITY FOR ISSUANCE

The bonds are issued pursuant to the Melo-Roos Community Facilities Act of 1982, as amended, Section 53311 et seq. of the California Government Code. The laws were enacted by the State Legislature to provide an alternative method of financing certain public capital facilities and services. Only established by the legislative board of a local agency, a community facilities district is a legally constituted governmental entity with defined boundaries, with the governing board or legislative body of the local agency acting on its behalf. Subject to approval by a two thirds vote of qualified electors and compliance with the provisions of the laws, a legislative body of a local agency may issue bonds for a community facilities district and may levy and collect a special tax within such district to repay such indebtedness.

PURPOSE OF ISSUANCE

The CFDs may use its special taxes proportionally on the school facilities, including modernization and rehabilitation that serve the project students, including the facilities and central support and administrative facilities, interim housing, transportation and lease payments for financings.

OBJECTIVES OF THE AUDIT

1. Determine whether expenditures charged to the CFDs have been made only on authorized projects as approved by the voters of the Community Facilities Districts.

SCOPE OF THE AUDIT

The scope of our performance audit covered the period of July 1, 2016 to June 30, 2017. The population of expenditures tested included all object and project codes associated with the CFD projects. The propriety of expenditures for capital projects and maintenance projects funded through other State or local funding sources, other than CFD bond proceeds, were not included within the scope of the audit. Expenditures incurred subsequent to June 30, 2017, were not reviewed or included within the scope of our audit or in this report.

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS

For the Fiscal Year Ended June 30, 2017

Performance Audit

PROCEDURES PERFORMED

We obtained the general ledger and the project expenditure reports prepared by the District for the fiscal year ended June 30, 2017, for the Community Facilities Districts No. 87-1, 90-2, 92-1, 98-1A, 98-2, 2004-1, and 2005-1 of Capistrano Unified School District. Within the fiscal year audited, we obtained the actual invoices and other supporting documentation for a sample of expenditures to ensure compliance with the permitted uses as authorized by CFD voters. We performed the following procedures:

1. We selected from each CFD a sample of expenditures for the period starting July 1, 2016, and ending June 30, 2017, and reviewed supporting documentation to ensure that such funds were properly expended on the authorized projects.
2. Our sample included 34 transactions totaling \$11,260,963. This represents 79.7 percent of the total expenditures of \$14,120,622 (not including funds expended for debt service activities from Agency Funds).
3. Based on our testing, we verified that funds from the Community Facilities Districts No. 87-1, 90-2, 92-1, 98-1A, 98-2, 2004-1, and 2005-1 of Capistrano Unified School District were expended on the school facilities, including modernization and rehabilitation that serve the project students, including the facilities and central support and administrative facilities, interim housing, transportation and lease payments for financings.

CONCLUSION

The results of our tests indicated that, in all significant respects, the Capistrano Unified School District has properly accounted for the expenditures held in the Community Facilities Districts No. 87-1, 90-2, 92-1, 98-1A, 98-2, 2004-1, and 2005-1 and that such expenditures were made for authorized voter approved projects.

Findings and Recommendations

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS
Schedule of Audit Findings and Recommendations
For the Fiscal Year Ended June 30, 2017

FINANCIAL STATEMENT FINDINGS

There were no findings in 2016-17.

CAPISTRANO UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICTS
Summary Schedule of Prior Audit Findings
For the Fiscal Year Ended June 30, 2017

There were no findings in 2015-16.

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

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

Date: January 24, 2018

Board Item: Financing Results of Clean Renewable Energy Bonds for Solar Energy Projects

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 Clean Renewable Energy Bonds and the process to provide financing for the projects. On November 9, 2017, the Board of Trustees received an information presentation from ARC Alternatives on the status of the Request for Proposals (RFP) to solar vendors and preliminary results. On December 6, 2017, the Board of Trustees received an information presentation from ARC Alternatives on final RFP results, and the Board approved a resolution awarding an energy service contract to REC Solar.

CURRENT CONSIDERATIONS

Government Financial Strategies will present information on the results of the Clean Renewable Energy Bonds to finance the solar energy projects, along with an updated savings analysis.

FINANCIAL IMPLICATIONS

It is estimated the District will achieve savings in the general fund from the reduction in energy cost.

DATA

The District was awarded an allocation of Clean Renewable Energy Bonds by the US Department of the Treasury on August 15, 2017 in the amount of \$23.87 million for the seven project sites.

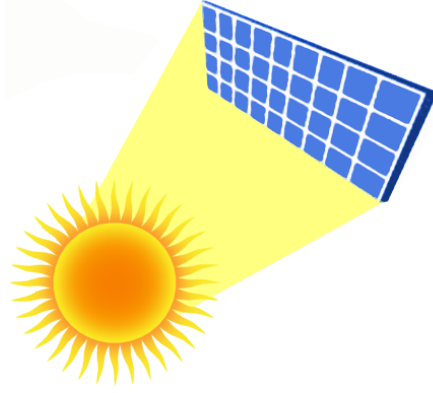
STAFF RECOMMENDATION

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

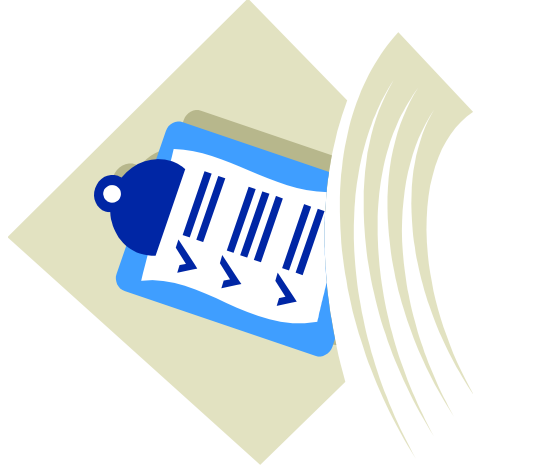
Financing Results of Clean Renewable Energy Bonds for Solar Energy Projects



Presented by Keith Weaver
January 24, 2018

Tonight's Agenda

- ◆ Process for Issuing CREBs
- ◆ Results for the District
- ◆ Next Steps



Several GFOA Best Practices Utilized

◆ Government Finance Officers Association (GFOA):



- ▶ Use of Independent Financial Advisor
- ▶ Competitive Process to Select Underwriter/Bank
- ▶ Adopted Written Debt Management Policy
- ▶ Evaluated and Selected a Credit Rating Agency
- ▶ Managed the Cost of Debt Issuance
- ▶ Call Features Incorporated into the New Issuance



CREB Competitive Bid Process

- ◆ Sale of bonds via competitive bid process on December 7th.

IPREO Prospectus		Q capistrano			
Manager/FA		Deal Type	Region/State	Sector	Doc Type
		06/30/2017 - 12/27/2018			Clear All
Documents (1-1 of 1)					
Date	Issue	Manager/FA		Par Amt (\$)	Doc Type
12/07/2017	Capistrano USD, CA 2017 COP (Srs A-Direct Subsidy) & (Srs B-Taxable)	Government Financial Strategies inc (FA)		21,155,000.00	Final
					Comp
					3.36

- ◆ Internet bidding platform:
 - ▶ Used to notify potential bidders and to accept bids.
 - ▶ Also posting in *The Bond Buyer* industry newspaper.
 - ▶ Any bank or underwriter was allowed to bid.
 - ▶ Bidding allowed within flexible parameters.

- ✓ More competition ➔ better results for the District

Credit Rating Process

- ◆ In preparation for the sale of CREBs, the bonds were evaluated for a credit rating by one of the main credit rating agencies:

S&P Global

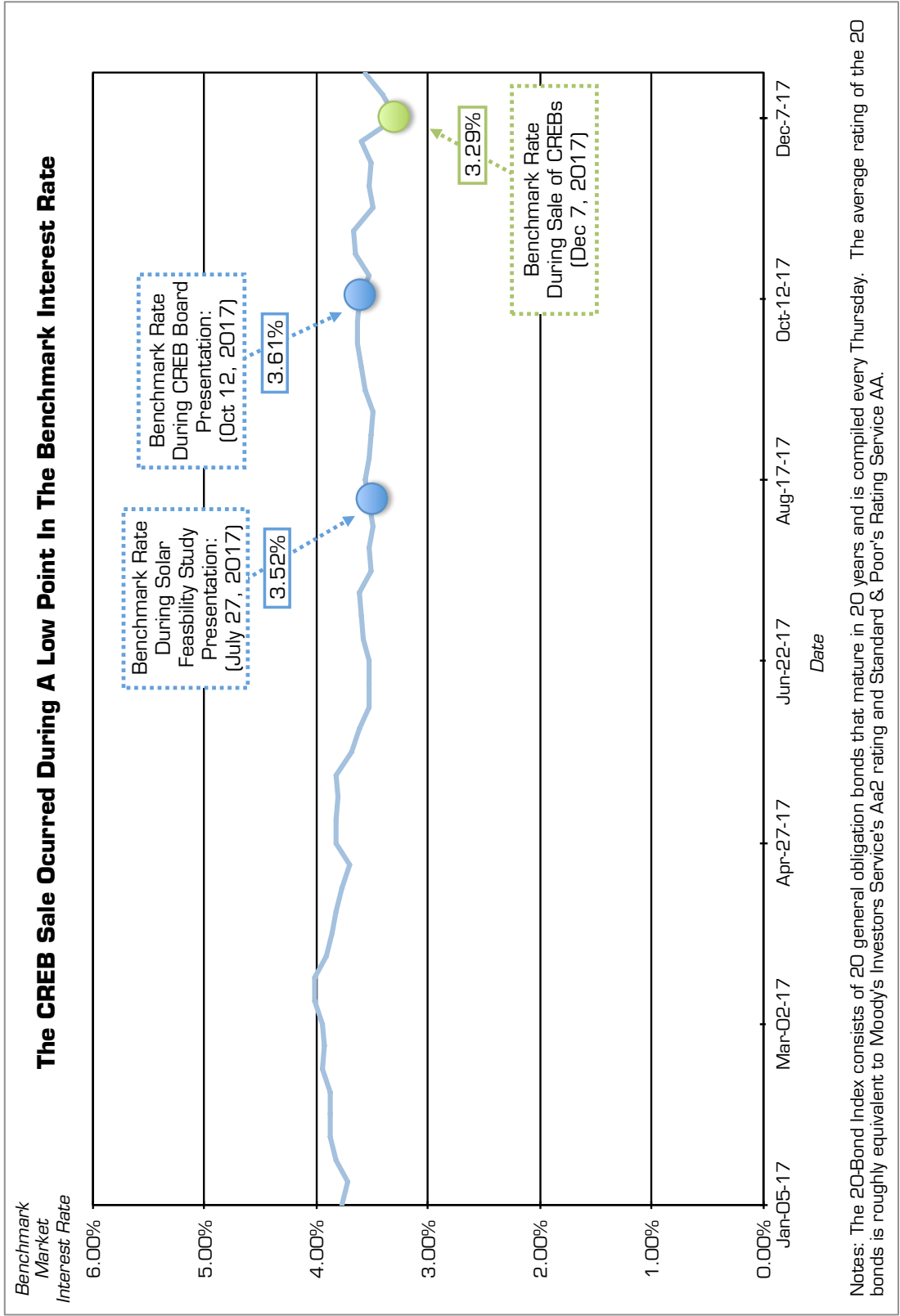
Ratings

- ◆ S&P upgraded the District's credit ratings:
 - ▶ GO bonds (SFID #1) upgraded from "A+" to "AA-".
 - ▶ COPs/CREBs upgraded from "A" to "A+".

- ◆ The following reasons were cited:
 - ▶ Strong local economy and tax base
 - ▶ Available General Fund reserves
 - ▶ Financial management policies and practices

Note: credit ratings were considered from S&P, Moody's, and Fitch, and S&P was selected based on their rating criteria and market reception.

Market Benchmark Interest Rate



Market Flooded with Bonds

THE BOND BUYER

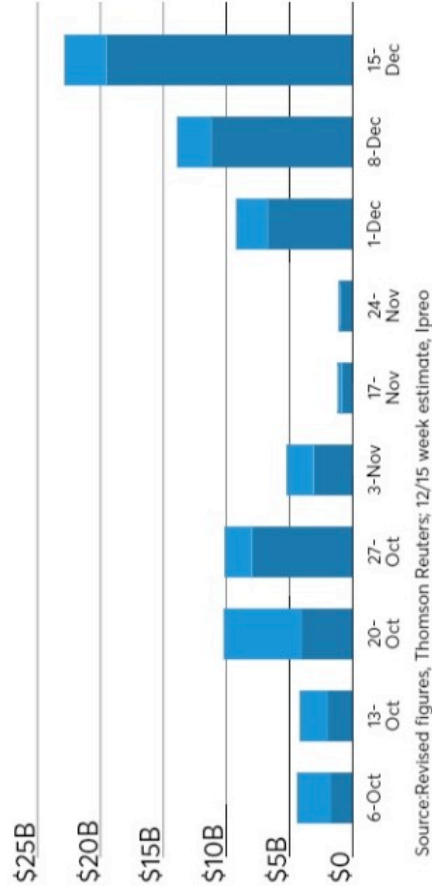
By
Aaron Weitzman
Chip Barnett

Published
December 08 2017, 3:41pm EST

When it rains it pours: market floodgates remain open with \$22.9B

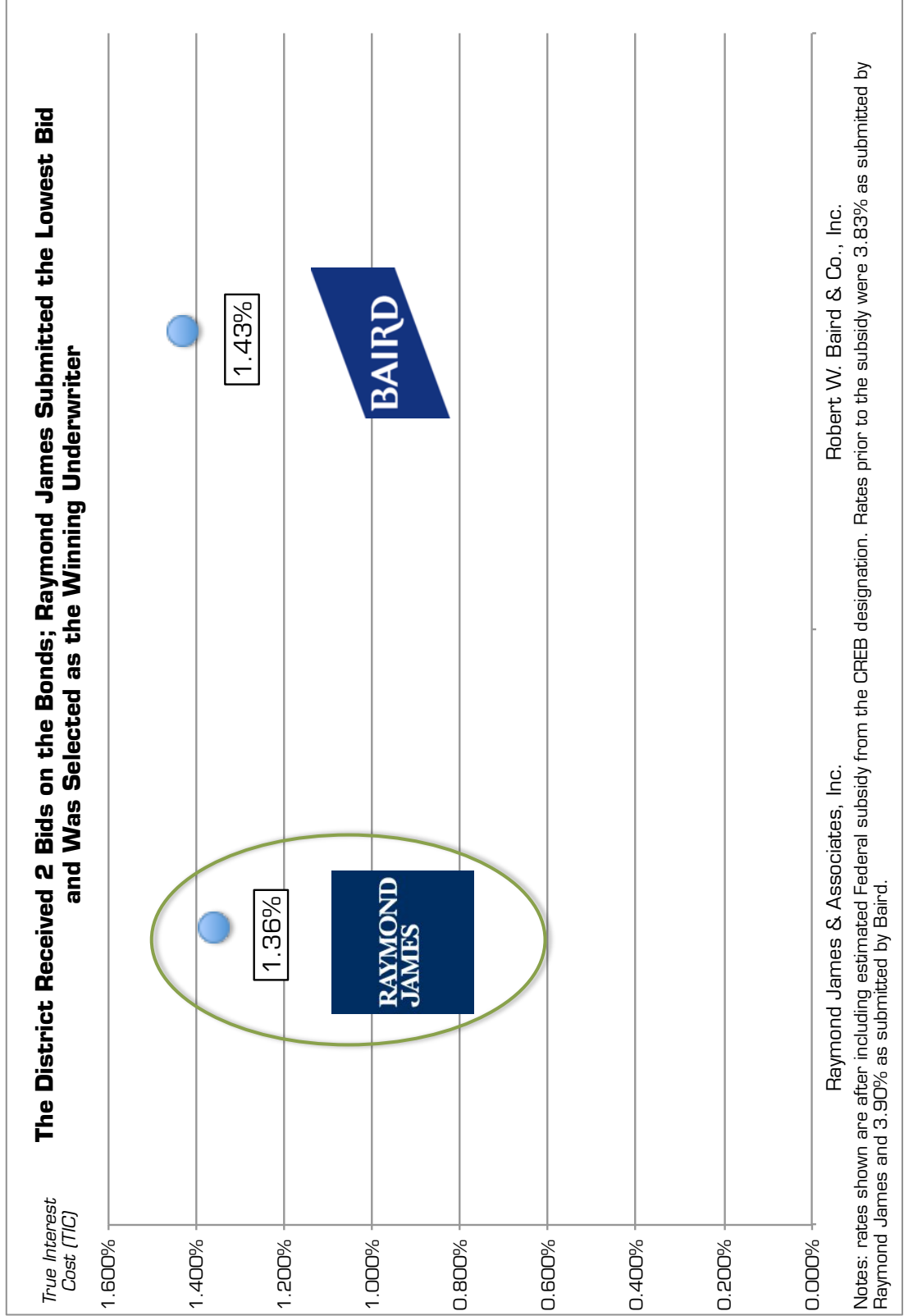
Weekly sales

Municipal bond issuance

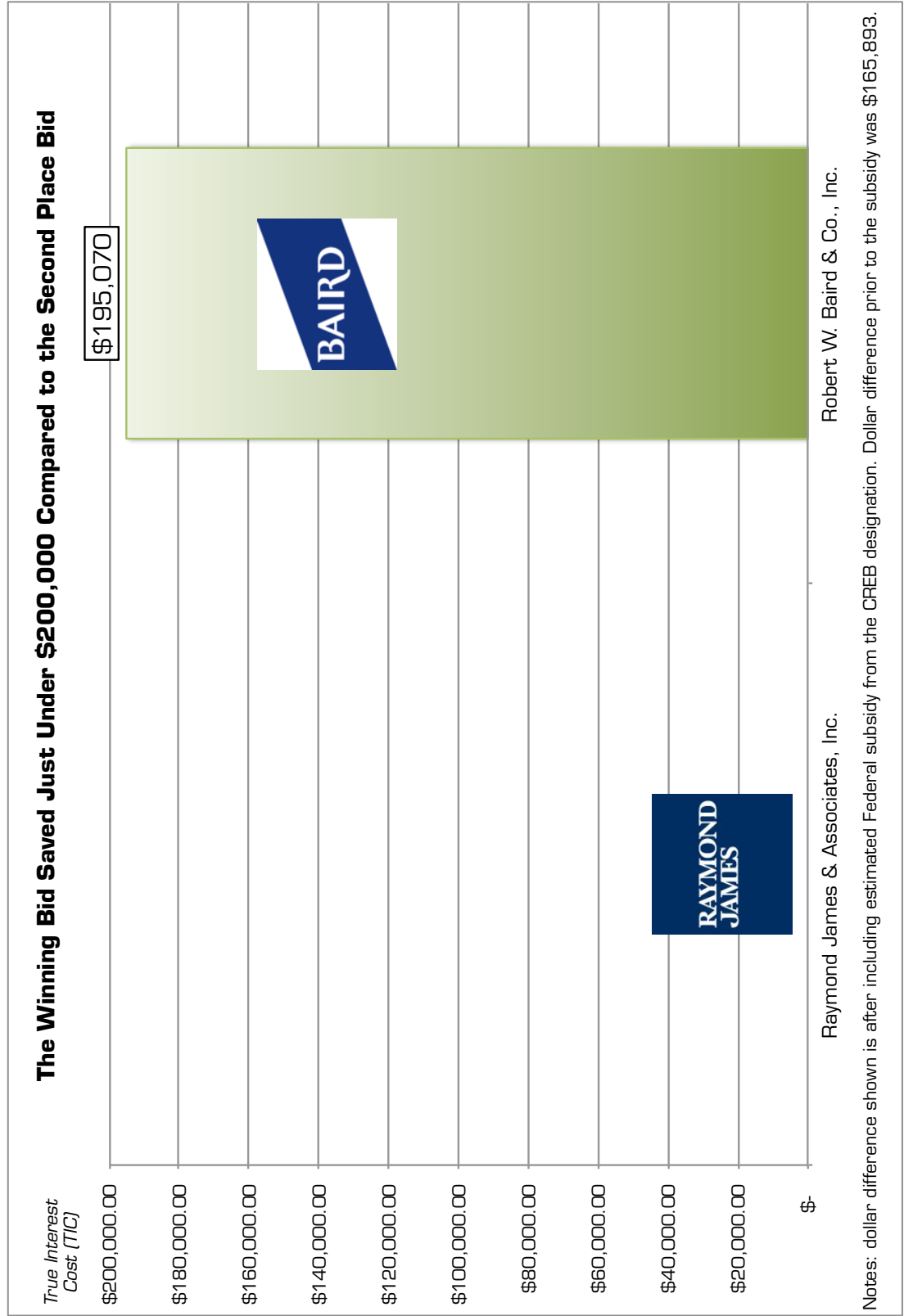


Municipal issuers continue to race to market with deals before the calendar turns over, as the tax bill may limit issuance in 2018.

Bid Results



Dollar Difference Between Bids



Less Debt Needed to Fund Projects

	<u>Budgeted</u>	<u>Actual</u>	<u>Difference</u>
CREBs Issued	\$21,705,000	\$21,155,000	(\$550,000)
Underwriter's Discount	(\$433,600)	(\$188,509)	(\$245,091)
Bond Insurance	(\$229,905)	(\$63,097)	(\$166,808)
Surety Bond	(\$69,613)	(\$32,553)	(\$37,060)
Other Costs	(\$249,758)	(\$248,717)	(\$1,041)
Capitalized Interest	(\$100,000)	\$0	(\$100,000)
Net Project Funds	\$20,622,124	\$20,622,124	\$0

- ▶ The same amount of funds for the solar energy projects were obtained with \$550,000 less debt, due to estimated costs being lower than expected.

Notes: budgeted figures as shown in memorandum dated November 27, 2017 re: *Update on Solar Project Savings with Clean Renewable Energy Bonds*, and also factored into cash flow shown in Board information presentation dated December 6, 2017 titled *Solar Procurement Update*. Other costs include financial advisor; legal counsel; credit rating agency, and other misc. expenses.

Updated Estimated Savings

Project Year	Fiscal Year	Est. Annual Savings BUDGETED	Est. Annual Savings CURRENT
0	2017 - 18	\$0	\$0
1	2018 - 19	\$99,015	\$346,826
2	2019 - 20	\$551,477	\$685,849
3	2020 - 21	\$763,928	\$910,431
4	2021 - 22	\$826,162	\$969,649
5	2022 - 23	\$828,356	\$980,255
6	2023 - 24	\$834,413	\$992,356
7	2024 - 25	\$839,526	\$1,001,711
8	2025 - 26	\$842,261	\$1,013,746
9	2026 - 27	\$847,668	\$1,028,019
10	2027 - 28	\$850,579	\$1,034,449
11	2028 - 29	\$840,689	\$973,268
12	2029 - 30	\$843,499	\$984,854
13	2030 - 31	\$848,749	\$993,632
14	2031 - 32	\$851,551	\$1,004,740
15	2032 - 33	\$857,023	\$1,018,296
16	2033 - 34	\$861,344	\$1,029,658
17	2034 - 35	\$864,777	\$1,038,587
18	2035 - 36	\$871,471	\$1,054,529
19	2036 - 37	\$876,563	\$1,062,547
20	2037 - 38	\$879,851	\$1,077,706
21	2038 - 39	\$886,763	\$1,090,985
22	2039 - 40	\$892,845	\$1,102,533
23	2040 - 41	\$898,023	\$1,116,530
24	2041 - 42	\$907,454	\$1,137,977
25	2042 - 43	\$911,360	\$1,146,980
26	2043 - 44	\$856,516	\$896,604
		\$21,231,863	\$25,692,716

Variables Completed:

- ◆ Solar System Cost
- ◆ SCE and SDG&E Rate Structure
- ◆ CREB Interest Rate
- ◆ CREB Federal Subsidy Rate

Variables Estimated:

- ◆ Potential Tariffs – \$0.15/watt
- ◆ Annual Rate Escalation – 3.00%
- ◆ Sequestration – 7.00%

Notes: estimated annual savings is net of annual costs including O&M and CREB payments. Budgeted figures as shown in memorandum dated November 27, 2017 re: *Update on Solar Project Savings with Clean Renewable Energy Bonds*, and also as shown in Board information presentation dated December 6, 2017 titled *Solar Procurement Update*.

CREBs Completed Just In Time

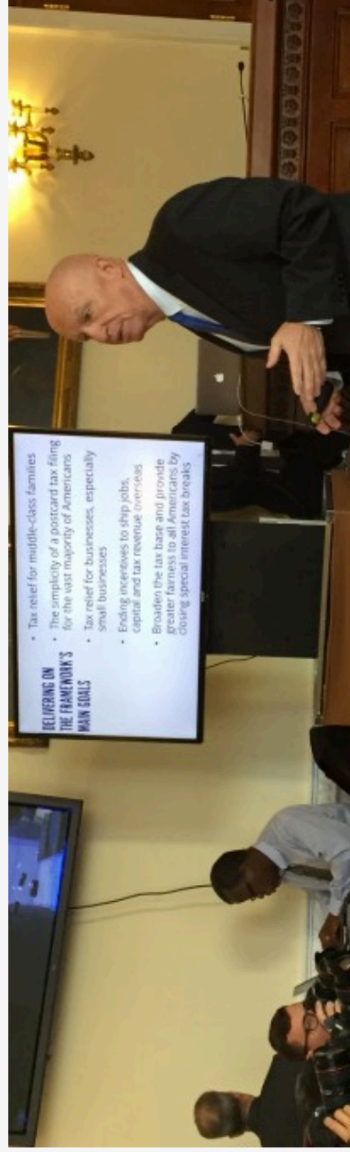
THE BOND BUYER

By
Lynn Hume

Published

December 18 2017, 4:57pm EST

Tax bill will lead to radical transformation of muni market



House Ways and Means Committee chairman Rep. Kevin Brady, R-Texas, briefs reporters on Republican tax reform plan.

The biggest disappointment for muni issuers and other market participants is that advance refundings will be terminated at the end of the year, along with tax credit bonds.

Note: text shown is excerpt from full article.

Federal Subsidies Maintained

THE BOND BUYER

By
Brian Tumulty

Published
December 22 2017, 11:22am EST

Trump signs tax bill after Congress waives PayGo spending cuts



Trump eyes deregulation
President Donald Trump
Bloomberg News

Trump had considered waiting until January to sign the tax bill to postpone the \$136 billion in across-the-board spending cuts until 2019. The cuts would have included an estimated a \$25 billion reduction in Medicare funding, according to the nonpartisan Congressional Budget Office. They also could have wiped out federal subsidy payments for Build American Bonds and other direct-pay bonds.

An estimated \$8.3 million of Federal subsidies will be received over 26 years to help with the repayment of the CREBs.

Note: text shown is excerpt from full article.

THE ORANGE COUNTY
REGISTER

Capistrano Unified district embraces students' proposal: High schools are going solar



Members of a student coalition celebrate the Capistrano Unified School District's Dec. 6 decision to go solar. From left are Jackson Hinkle, Jack Hartstein, Millad Schokraee, Yi-Ann Li, Ally Novales, Erika Hunting, Declan Hayworth, Kyle Krueger and Raul Duarte. (Courtesy of Kyle Krueger)

By Fred Swegles | fswegles@scng.com | Orange County Register
December 19, 2017 at 3:14 pm

Sparked by a student initiative, the Capistrano Unified School District has agreed to convert six high schools and the district's education center to solar power.

A coalition of high school students broke into applause at a Dec. 6 school board meeting when trustees voted unanimously to award an \$18 million contract to REC Solar Commercial Corporation to do the work.

The project, funded with help from a subsidized Clean Renewable Energy Bonds program, figures to save the school district some \$849,000 in energy costs annually over the 26-year bond repayment period – or more than \$21 million after anticipated expenses, trustees were told.

The financial benefits could be significantly higher, district spokesman Ryan Burris said, because the bonds to finance the work were sold at lower interest than anticipated.

High schools going solar will include San Clemente, Dana Hills, Capistrano Valley, San Juan Hills, Tesoro and Aliso Niguel.

Note: text shown is excerpt from full article.

Next Steps

- ◆ CREB funds were deposited on December 21.
- ◆ Project implementation plan:
 - ▶ Summer 2018: Aliso Niguel HS, San Juan Hills HS, Tesoro HS
 - ▶ Winter 2018: District Office
 - ▶ Summer 2019: Capistrano Valley HS, Dana Hills HS, San Clemente HS

- ◆ Apply for State funding (project qualifies us for just under \$10 million of modernization funds).



- ◆ Congratulations on the great success!
- ◆ Questions?

**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: January 24, 2018

Board Item: Resolution No. 1718-31, Authorizing the Acceptance and Recordation of a Quitclaim Deed Relative to Orange County Assessor Parcel No. 125-096-82

HISTORY

The District recently identified a discrepancy in recorded public records relative to certain real property owned by the District adjacent to Tesoro High School, identified as Orange County Assessor Parcel No. 125-096-82 (Parcel 82). Specifically, the District identified that:

1. On or about March 31, 1997, San Juan Partnership No. I transferred Parcel 82 to the District, evidenced by grant deed recorded as Orange County Recorder Instrument No. 19970143928 (CUSD Deed); and
2. On or about October 29, 2004, DMB San Juan Investment North, LLC (a successor-in-interest to San Juan Partnership No. I) transferred and assigned to RMV Middle Chiquita, LLC, certain real property, including Parcel 82, in a grant deed recorded as Orange County Recorder Instrument No. 2004000978175 (RMV Deed). Specifically, the RMV Deed included all that real property described in Certificate of Compliance No. CC-2001-01, recorded July 26, 2001, as Orange County Recorder Instrument No. 20010508635 (Certificate of Compliance), which included Parcel 82 within an area described as Parcel 4 therein.

BACKGROUND INFORMATION

Based on the review, the District concluded it owned Parcel 82, as it acquired the property in 1997, before DMB San Juan Investment North, LLC attempted to transfer the same to RMV Middle Chiquita LLC. As DMB San Juan Investment North, LLC could not transfer property it did not own, Parcel 82 was not transferred to RMV Middle Chiquita, LLC. The District met with Rancho Mission Viejo (RMV), which concurred with the District's assessment, and identified an error made in the 2001 Certificate of Compliance (one that had already been rectified in future certificates of compliance).

CURRENT CONSIDERATIONS

RMV and the District have prepared a Quitclaim deed, which would transfer any and all interest and claim RMV had in Parcel 82, if any, to the District. While the District has always owned

Parcel 82, this Quitclaim Deed would formerly correct the title record, as the Orange County Recorder's Office reflects title to Parcel 82 to be in the name of RMV Middle Chiquita, LLC.

FINANCIAL IMPLICATIONS

There are no financial implications.

STAFF RECOMMENDATION

It is recommended the Board of Trustees adopt Resolution No. 1718-31, Authorizing the Acceptance and Recordation of a Quitclaim Deed Relative to Orange County Assessor Parcel No. 125-096-82.

PREPARED BY: John Forney, Chief Facilities Officer

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

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

RESOLUTION NO. 1718-31

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO
UNIFIED SCHOOL DISTRICT AUTHORIZING THE ACCEPTANCE AND
RECORDATION OF A QUITCLAIM DEED RELATIVE TO ORANGE
COUNTY ASSESSOR PARCEL NO. 125-096-82**

WHEREAS, the Capistrano Unified School District (District) acquired certain real property, including, but not limited to, property now identified as Orange County Assessor Parcel No. 125-096-82 (Parcel -82) from San Juan Partnership No. I on March 31, 1997, as set forth in Orange County Recorder Instrument No. 19970143928 (CUSD Deed). A depiction of the property is attached hereto as Exhibit A, which is incorporated herein by this reference; and

WHEREAS, on or about October 29, 2004, DMB San Juan Investment North, LLC (a successor-in-interest to San Juan Partnership No. I) transferred and assigned to RMV Middle Chiquita, LLC (RMV), certain real property, inadvertently and erroneously including Parcel -82, as set forth in Orange County Recorder Instrument No. 2004000978175 (RMV Transfer), based on Certificate of Compliance No. CC-2001-01, recorded July 26, 2001, as Orange County Recorder Instrument No. 20010508635 (Certificate of Compliance); and

WHEREAS, the District owned Parcel -82 at the time of the RMV Transfer, such that ownership of Parcel -82 could not, and was not, legally transferred to RMV;

WHEREAS, as a result of the RMV Transfer, and the mistaken inclusion of Parcel -82, record title reflects RMV as the owner of the parcel, rather than the District;

WHEREAS, the District and RMV have agreed that the RMV Transfer, as it related to Parcel -82, was in error, and that the District is the true and correct owner of Parcel -82;

WHEREAS, RMV has agreed to execute a quitclaim deed to the District for Parcel -82, which would have the effect of transferring any legal right and claim RMV might have in Parcel -82, if any, to the District, and otherwise clarify and clear up title as to Parcel -82 to reflect the District as the true and correct owner of the property. A copy of the proposed quitclaim deed is attached hereto as Exhibit B (Quitclaim Deed).

NOW, THEREFORE, THE BOARD OF TRUSTEES (BOARD) DOES HEREBY DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:

Section 1. The above recitals are true and correct, and shall constitute findings of the Board.

Section 2. The Board does hereby authorize the Superintendent, or the

Superintendent's designee, to (1) accept the Quitclaim Deed, in substantially the form set forth in Exhibit B, once executed by RMV; and (2) deliver, record, or cause to be delivered or recorded, the Quitclaim Deed with the Orange County Recorder; and (3) take all other actions as may be reasonably necessary to effectuate the purpose of this Resolution.

Section 3. The acceptance and consent given pursuant to Section 2, above, shall be evidenced by the execution of a "Certificate of Acceptance" by the Superintendent, or designee, either attached to or set forth on the face of the deed or other instrument conveying any portion of Parcel -82 to the District, in substantially the following form:

CERTIFICATE OF ACCEPTANCE: This is to certify that the interests in real property conveyed by this deed or grant, dated _____, from _____ to the Capistrano Unified School District, a political corporation and/or governmental agency, is hereby accepted by the undersigned officer or agent on behalf of the Board of Trustees of the Capistrano Unified School District, pursuant to authority conferred by Resolution No. 1718-31 adopted by said Board on January 24, 2018, and the grantee consents to recording hereof by the undersigned, duly authorized officer.

Section 4. This Resolution shall take effect immediately upon approval and adoption by the Board.

PASSED AND ADOPTED by the Board of Trustees of the Capistrano Unified School District on January 24, 2018, 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 January 24, 2018, by a roll call vote.

Patricia Holloway
Clerk of the Board of Trustees

Kirsten M. Vital
Secretary of the Board of Trustees

EXHIBIT B

RECORDED AT REQUEST OF:

Chicago Title Insurance Company

AND WHEN RECORDED MAIL TO:

Capistrano Unified School District
33122 Valle Road
San Juan Capistrano, CA 92675
Attn: Deputy Superintendent, Business

MAIL TAX STATEMENTS TO: SAME AS ABOVE

[Space Above This Line Is for Recorder's Use Only]

This document is exempt from recording fees per Government Code Section 27383 and is exempt from payment of documentary transfer tax per Revenue and Taxation Code Section 11922.

QUITCLAIM DEED

**** Explanatory Note:** This Quitclaim Deed has been prepared, executed and recorded for the purpose of correcting a chain of title issue created by that certain Grant Deed dated October 27, 2004 and recorded in the Official Records of Orange County, California on October 29, 2004 as Instrument No. 2004000978175 (the “**Grant Deed**”). Specifically, the legal description appended to the Grant Deed inadvertently identified, as part of the conveyance property, certain real property owned by the Capistrano Unified School District (“**CUSD**”). Accordingly, this Quitclaim Deed is intended to confirm that (i) CUSD is the owner of the real property more particularly described in the attached Exhibit A (the “**School Parcel**”) and (ii) the Grant Deed did not effectuate a transfer of the School Parcel at the time of recordation of said instrument.

NOW, THEREFORE, FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, DMB SAN JUAN INVESTMENT NORTH, LLC, a Delaware limited liability company, and RMV MIDDLE CHIQUITA, LLC, a California limited liability company (collectively, “**Grantors**”), do hereby remise, release, reconvey and forever quitclaim to CAPISTRANO UNIFIED SCHOOL DISTRICT, a public body, corporate and politic (“**Grantee**”), all of Grantors’ right, title and interest in that real property located in the unincorporated area of the County of Orange, State of California, described as follows:

See Legal Description attached hereto as Exhibit A and incorporated herein by this reference

SUBJECT TO all covenants, conditions, reservations, restrictions, rights of way and easements, if any, of record.

IN WITNESS WHEREOF, Grantors have executed this Quitclaim Deed on the day and year hereafter written.

Dated: _____, 2018

“GRANTORS”

DMB San Juan Investment North, LLC,
a Delaware limited liability company

By: Rancho Mission Viejo, LLC,
a Delaware limited liability company
Its: Authorized agent and manager

By: _____
Name: _____
Its: _____

By: _____
Name: _____
Its: _____

RMV Middle Chiquita, LLC,
a California limited liability company

By: Rancho Mission Viejo, LLC,
a Delaware limited liability company
Its: Authorized agent and manager

By: _____
Name: _____
Its: _____

By: _____
Name: _____
Its: _____

CERTIFICATE OF ACCEPTANCE
(Govt. Code § 27281)

This is to certify that the interest in real property conveyed by the quitclaim deed dated _____, 2018, from DMB SAN JUAN INVESTMENT NORTH, LLC, a Delaware limited liability company, and RMV MIDDLE CHIQUITA, LLC, a California limited liability company (Grantor), to the Capistrano Unified School District (Grantee), a California public school district, is hereby accepted by the undersigned officer on behalf of the Capistrano Unified School District Board of Trustees (Board), pursuant to authority conferred by Resolution 1718-31 of the Board, dated January 24, 2018, and Grantee consents to recordation thereof by its duly authorized officer.

Dated: _____

By: _____

Kirsten M. Vital, Superintendent
Capistrano Unified School District

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)
)
) ss.
COUNTY OF ORANGE)

On _____, 20____ before me, _____,
Notary Public, personally appeared _____,
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 _____

Exhibit A

Description of the Property

TO BE ADDED

** Property Commonly Identified as Orange County Assessor Parcel No. 125-096-82

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

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

Date: January 24, 2018

Board Item: Governor's January Budget Proposal for Fiscal Year 2018-2019

HISTORY

Each year on January 10, the Governor provides a proposed budget for the following fiscal year. This budget proposal provides a starting point for negotiations in the Legislature. The next step in the budget process is the May revise followed by the final budget adoption in June.

BACKGROUND INFORMATION

On January 17, 2018, staff attended a School Services of California presentation on the proposed budget. These budget assumptions will be incorporated into the District's second interim report and subsequently updated after the May revise and upon adoption of the final State budget.

CURRENT CONSIDERATIONS

This is Governor Brown's final year in office and with the extra \$4.7 billion in higher revenue available to him he has chosen to complete the process he began five years ago with implementation of the Local Control Funding Formula (LCFF). The original intention was for the LCFF to be fully implemented in 2020-2021, but State revenues have been sufficient to fully implement two years earlier.

Along with full implementation of the LCFF, increases to the cost of living adjustment (COLA) will increase revenues in future years when compared to prior estimates and this will provide increased ongoing revenues. As in prior budgets, the Governor has also proposed to give schools additional one-time revenues which will be approximately \$295 per average daily attendance (ADA).

FINANCIAL IMPLICATIONS

A comprehensive analysis of the financial implications of the Governor's budget will be presented to the Board at the March 14, 2018 Board meeting in the second interim report.

STAFF RECOMMENDATION

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to give a brief presentation of the Governor's 2018-2019 proposed budget.

PREPARED BY: Clark Hampton, Deputy Superintendent, Business and Support Services



Capistrano Unified School District

2018-2019 Governor's Budget Proposal

January 24, 2018

Capistrano Unified School District

Vision

An unwavering commitment to
student success



Mission

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

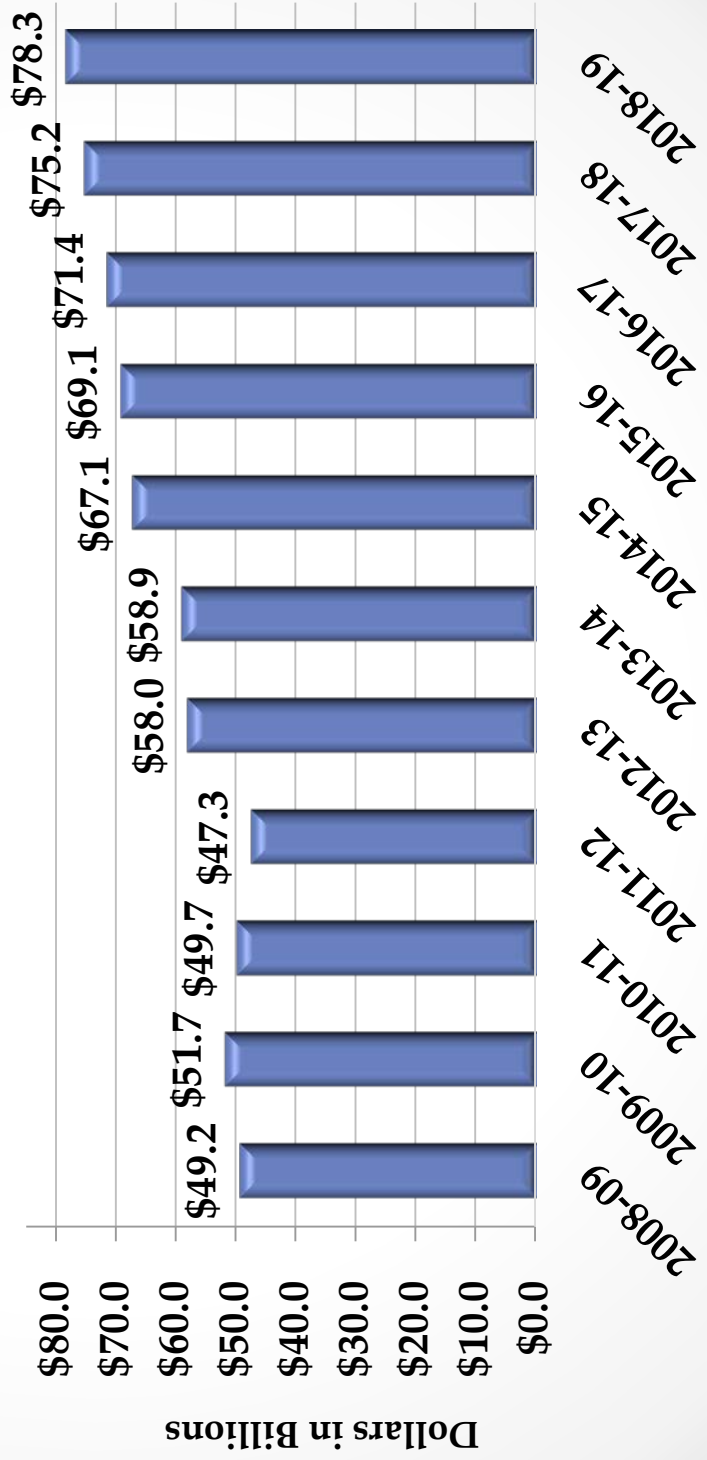
Governor's Budget Summary

2018-2019 Fiscal Year



Governor's Proposal

- Economic Outlook
 - Proposal assumes growing state economic strength
 - The continued growth in the economy results in 2018-2019 State General Fund revenue growth, and this translates to an estimated increase in Proposition 98 spending to **\$78.3 billion** in 2018-2019, \$3.1 billion above the 2017-2018 budgeted level.



Source: School Services of California, Inc.

Governor's Proposal

- Prior Year Mandated Cost Reimbursements
 - The budget includes additional money to fund the outstanding debt for prior-year mandated costs. This money is estimated to be around \$295 per ADA or about \$13 million in one-time discretionary funds
- Special Education
 - Additional budget transparency is proposed for special education to ensure expenditures align with the goals identified in the district's Local Control Accountability Plan
- Career Technical Education (CTE)
 - Career technical education for K-12 school districts is not funded in this budget although funding is proposed for community college districts. A bill has been introduced to reauthorize the CTEIG programs for three more years beyond the 17-18 fiscal year

Governor's Proposal

- In addition to the items summarized above, the budget contains other proposals such as:
 - Slightly higher cost of living adjustment (2.51% compared to 2.15%)
- More details will be learned as budget negotiations progress in Sacramento
- The Governor has proposed to finish funding the "Rainy Day Fund" with an additional \$3.5 billion for a total of \$13.5 billion which is the maximum allowed under the constitution
- One unknown - the May Revise will incorporate the impact of the new Federal tax bill

Areas of Concern

- STRS/PERS Increases
 - STRS/PERS increases continue to impact district budgets
- Risk of Future Recession
 - After many years of growth a future recession is inevitable at some point and the rainy day fund will likely not be sufficient to backfill all lost revenues
- Declining Enrollment
 - District funding is based on average daily attendance (ADA). Enrollment declines, although mild, mean less revenue

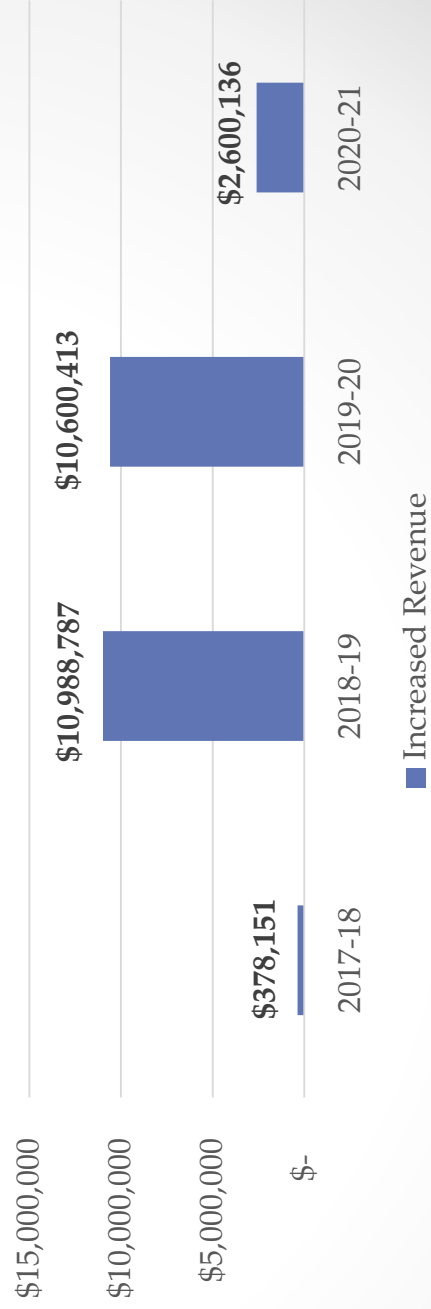
CUSD Projection

2018-2019 Fiscal Year Based on Governor's Budget Proposal



District Impact

Assumption of LCFF full funding in 2018-19				
	2017-18	2018-19	2019-20	2020-21
2017-18 1st Interim Budget	389,020,402	395,446,715	398,822,401	412,419,766
2017-18 LCFF at target	389,398,553	406,435,502	409,422,814	415,019,902
Increased Revenue	378,151	10,988,787	10,600,413	2,600,136



Questions?

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Trustee McNicholas and Trustee Jones

Date: January 24, 2018

Board Item: **RESOLUTION NO. 1718-32, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT SUPPORTING FULL AND FAIR FUNDING OF PUBLIC EDUCATION IN CALIFORNIA:**

This item was placed on the agenda at the request of Trustee McNicholas and Trustee Jones for the Board's review and consideration.

HISTORY

The Local Control Funding Formula (LCFF) was enacted in 2013-14 and replaced the previous kindergarten through grade 12 (K-12) finance system. For school districts and charter schools, the LCFF establishes base, supplemental, and concentration grants in place of the myriad of previously existing K-12 funding streams, including revenue limits, general purpose block grants, and most of the 50-plus state categorical programs that existed at the time.

BACKGROUND INFORMATION

The modest revenue increases since the implementation of Local Control Funding Formula (LCFF) have been eroded by rapidly increasing costs associated with unfunded mandates, employee health insurance, pensions, transportation, and utilities.

California has consistently underfunded public education while widening its scope, adding new requirements and raising standards without providing appropriate resources to prepare all students for college, career and civic life.

CURRENT CONSIDERATIONS

The proposed Resolution urges the State Legislature to pass legislation requiring the State to:

- Provide funds for every new K-12 compliance measure that becomes law;
- Provide funds to ease the unfair financial burden brought about by CalPERS and CalSTRS;
- Fund California public schools at the national average or higher by the year 2020, and at a level equal to or above the average of the top 10 states nationally by 2025, and maintain, at a minimum, this level of funding otherwise decreed.

FINANCIAL IMPLICATIONS

None.

STAFF RECOMMENDATION

It is recommended the Board recognize President McNicholas and Trustee Jones to present this item.

Following discussion, it is recommended that the Board adopt Resolution No. 1718-32 Resolution of the Board of Trustees of the Capistrano Unified School District Supporting Full and Fair Funding of Public Education in California, and authorize the Superintendent to forward a copy of the Resolution to the District's State legislative representatives.

PREPARED BY: Pauline Colvin, Executive Secretary, Board Operations

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

RESOLUTION NO. 1718-32

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO
UNIFIED SCHOOL DISTRICT SUPPORTING FULL AND FAIR FUNDING
OF PUBLIC EDUCATION IN CALIFORNIA**

WHEREAS, Despite California's leadership in the global economy, the state falls in the nation's bottom quintile on nearly every measure of public K-12 school funding and school staffing; and

WHEREAS, K-12 public school funding has not substantially increased, on an inflation-adjusted basis, for more than a decade; and

WHEREAS, K-12 districts and employees are now bearing the entire financial burden of poor pension financing decisions, decisions in which our districts and employees were never involved and which take funds away from the classroom; and

WHEREAS, Unfunded public K-12 mandates increase every year, and compliance expenses increasingly take funds away from the classroom; and

WHEREAS, The modest revenue increases since the implementation of Local Control Funding Formula (LCFF) have been eroded by rapidly increasing costs associated with unfunded mandates, employee health insurance, pensions, transportation, and utilities; and

WHEREAS, California trails the average of the top 10 states by almost \$7,000 in per-pupil funding, while our compliance and pension burdens are significantly greater than those of many other states; and

WHEREAS, Despite its vast wealth and need for a well-educated workforce, California has consistently underfunded public education while widening its scope, adding new requirements and raising standards without providing appropriate resources to prepare all students for college, career and civic life; and

WHEREAS, If California is to close opportunity and achievement gaps and create a public school system that offers consistently high levels of education, the State must cease making expensive demands on its schools and provide school districts with the resources to meet the needs of their specific populations.

NOW, THEREFORE, BE IT RESOLVED, that the governing board of the 8th largest school district in California, the Capistrano Unified School District, urges the State Legislature to pass legislation requiring that the State provide funds for every new K-12 compliance measure that becomes law.

BE IT FURTHER RESOLVED, that the governing board of the Capistrano Unified School District urges the State Legislature to provide funds to ease the unfair financial burden brought about by

CalPERS and CalSTRS underfunding by the State itself.

BE IT FURTHER RESOLVED that the governing board of the Capistrano Unified School District urges the State Legislature to fund California public schools at the national average or higher by the year 2020, and at a level that is equal to or above the average of the top 10 states nationally by 2025 and to maintain, at a minimum, this level of funding until otherwise decreed; be it further

BE IT FURTHER RESOLVED that copies of this Resolution be forwarded to Assembly Member Bill Brough and State Senator Patricia Bates.

PASSED AND ADOPTED by the Board of Trustees of the Capistrano Unified School District on January 24, 2018, 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 January 24, 2018, by a roll call vote.

Patricia Holloway
Clerk of the Board of Trustees

Kirsten M. Vital
Secretary of the Board of Trustees

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

From: Trustee McNicholas and Trustee Jones

Date: January 24, 2018

Board Item: **LETTER IN SUPPORT OF ASSEMBLY BILL 1743 (AB-1743)
CALIFORNIA CAREER TECHNICAL EDUCATION INCENTIVE
GRANT PROGRAM**

This item was placed on the agenda at the request of Trustee McNicholas and Trustee Jones for the Board's review and consideration.

HISTORY

The District's CTE program has grown tremendously over the last several years, enhancing the opportunities for our students in Career and Technical Education. Our District relies on these State funds to support our students and grow the program.

BACKGROUND INFORMATION

AB-1743 is co-authored by Assembly Members Arambula, Berman, Grayson, Mayes, and Waldron. If enacted, AB-1743 would extend the provisions of the K-12 CTE Incentive Grant (CTEIG) program for three more years and provide \$500 million annually for that purpose.

CURRENT CONSIDERATIONS

Trustees McNicholas and Jones request the Board's consideration and support to send a letter (draft attached) to the authors of the bill.

FINANCIAL IMPLICATIONS

There are no financial impacts to send a letter. However, passage of this bill would ensure funding opportunities for an additional three years.

STAFF RECOMMENDATION

It is recommended the Board recognize Trustee McNicholas and Trustee Jones to present this item.

Following discussion, it is recommended that the Board authorize the Superintendent to send a letter to the District's State legislative representatives urging their support of AB-1743.

PREPARED BY: Pauline Colvin, Executive Secretary, Board Operations

The Honorable Patrick O'Donnell
The Honorable Kevin McCarty
Members, California State Assembly
State Capitol, Room 2196
Sacramento, CA 95814

RE: Support for Assembly Bill 1743 – Continued funding for Career Technical Education Programs

Dear Assembly Members O'Donnell and McCarty:

On behalf of Capistrano Unified School District, we support Assembly Bill 1743 and its goal of creating a continued funding source for California's Career Technical Education (CTE) programs. We appreciate your bipartisan joint authorship of the bill and look forward to working with you as the bill moves through the legislative process. Our CTE and ROP JPA serves 12,243 students in career technical education pathways with regional courses offered to all students after the bell schedule as well as during the bell schedule. Many of our courses articulate with Saddleback Community College.

We believe that robust CTE programs make a significant contribution to California's economy by providing thousands of students with the training and skills necessary to be productive, income-earning and tax-paying citizens.

High quality CTE programs also provide students, particularly those at risk of dropping out, with valuable career and college readiness skills. Cutting-edge, rigorous and relevant CTE programs prepare youth and adults for a wide range of high-wage, high-skilled, and high-demand careers.

AB 1743 would extend the provisions of the K-12 CTE Incentive Grant (CTEIG) program and provide \$500 million annually for that purpose. We believe this grant, while temporary can lead to a reliable, dedicated CTE funding source that would allow our CTE JPA to develop long-term plans to offer high quality CTE programs that attract local business partners, and give our teachers and staff confidence regarding their future employment.

Again, thank you for your leadership on this issue and for ensuring that competitive and skilled workers are ready, willing, and capable of holding jobs in high-wage, high-skill, and in-demand career fields vital in keeping California competitive in the global economy.

We are in strong support of this measure and will urge our local legislators to support the bill.

Sincerely,

Kirsten Vital
Superintendent

cc: Assembly Member William Brough
Senator Pat Bates
Members, Assembly Education Committee


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AB-1743 California Career Technical Education Incentive Grant Program. (2017-2018)

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Date Published: 01/03/2018 09:00 PM

CALIFORNIA LEGISLATURE— 2017–2018 REGULAR SESSION

ASSEMBLY BILL

No. 1743

Introduced by Assembly Members O'Donnell, Burke, Chávez, Cunningham, McCarty, Quirk-Silva, and Thurmond

(Coauthors: Assembly Members Arambula, Berman, Grayson, Mayes, and Waldron)

January 03, 2018

An act to amend Sections 53070, 53071, 53073, 53075, and 53076 of the Education Code, relating to career technical education.

LEGISLATIVE COUNSEL'S DIGEST

AB 1743, as introduced, O'Donnell. California Career Technical Education Incentive Grant Program.

Existing law establishes the California Career Technical Education Incentive Grant Program, administered by the State Department of Education, with the purpose of encouraging and maintaining the delivery of career technical education programs during implementation of the school district and charter school local control funding formula. Existing law appropriates specified amounts for the program from the General Fund for the 2015–16, 2016–17, and 2017–18 fiscal years and provides minimum eligibility standards for grant applicants.

This bill would instead specify that the purpose of the program is to encourage and maintain the delivery of high quality career technical education programs during implementation of the school district and charter school local control funding formula and the development of career readiness metrics within the California School Dashboard. The bill would specify that, upon appropriation by the Legislature, \$500,000,000 shall be made available for the program to the department each year for the 2018–19, 2019–20, and 2020–21 fiscal years, and would require a grant applicant to demonstrate a proportional dollar-for-dollar match for a grant award for those fiscal years. The bill would add to the minimum eligibility standards that a grant applicant demonstrate that it provides opportunities for pupils to participate in leadership development opportunities, career and technical education student organizations, and opportunities for pupils who are individuals with exceptional needs to participate in all of the grant applicant's programs. The bill would revise reporting requirements for program participants, and would require the Superintendent of Public Instruction to evaluate and deem successful a grant recipient's program as a condition of receiving a renewal grant.

Existing law requires the department and the State Board of Education to give positive consideration for specified characteristics when determining grant recipients, including that the applicant did not operate a career technical

Page 918 of 947

education program during the 2014–15 fiscal year.

This bill would instead require the department and state board to give positive consideration to an applicant that has not received a grant award in an unspecified fiscal year. The bill would also authorize the Superintendent to determine, in collaboration with the executive director of the state board, the purposes for which grant funds may be used.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 53070 of the Education Code is amended to read:

53070. (a) The California Career Technical Education Incentive Grant Program is hereby established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten and grades 1 to 12, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of *high quality* career technical education programs during implementation of the school district and charter school local control funding formula pursuant to Section ~~42238.02. There~~ *42238.02 and the development of career readiness metrics within the California School Dashboard.*

(b) There is hereby appropriated to the department from the General Fund for the program established pursuant to this chapter the following amounts:

- (1) For the 2015–16 fiscal year, four hundred million dollars (\$400,000,000).
- (2) For the 2016–17 fiscal year, three hundred million dollars (\$300,000,000).
- (3) For the 2017–18 fiscal year, two hundred million dollars (\$200,000,000).

(c) The following funds shall be made available to the department upon appropriation by the Legislature in the annual Budget Act or another statute for the program established pursuant to this chapter:

- (1) For the 2018–19 fiscal year, five hundred million dollars (\$500,000,000).*
- (2) For the 2019–20 fiscal year, five hundred million dollars (\$500,000,000).*
- (3) For the 2020–21 fiscal year, five hundred million dollars (\$500,000,000).*

~~(b)~~

(d) Of the amounts appropriated in ~~paragraphs (1) through (3), inclusive, of subdivision (a), subdivisions (b) and (c),~~ 4 percent is designated for applicants with average daily attendance of less than or equal to 140, 8 percent is designated for applicants with average daily attendance of more than 140 and less than or equal to 550, and 88 percent is designated for applicants with average daily attendance of more than 550, unless otherwise determined by the Superintendent in collaboration with the executive director of the state board. For purposes of this section, average daily attendance shall be those figures that are reported at the time of the second principal apportionment for the previous fiscal year for pupils in grades 7 to 12, inclusive. For any applicant consisting of more than one school district, county office of education, charter school, or regional occupational center or program operated by a joint powers authority, or of any combination of those entities, the sum of the average daily attendance for each of the constituent entities shall be used for purposes of this subdivision.

SEC. 2. Section 53071 of the Education Code is amended to read:

53071. The department shall administer this program as a competitive grant program. An applicant shall demonstrate all of the following to be considered for a grant award:

(a) (1) A proportional dollar-for-dollar match as follows for any funding received from this program:

(A) For the fiscal year beginning July 1, 2015, one dollar (\$1) for every one dollar (\$1) received from this program.

(B) For the fiscal year beginning July 1, 2016, one dollar and fifty cents (\$1.50) for every one dollar (\$1) received from this program.

(C) For the fiscal year beginning July 1, 2017, two dollars (\$2) for every one dollar (\$1) received from this program.

(D) For fiscal years 2018–19, 2019–20, and 2020–21, one dollar (\$1) for every one dollar (\$1) received from this program.

(2) That local match may include funding from school district and charter school local control funding formula apportionments pursuant to Section 42238.02, the federal Carl D. Perkins Career and Technical Education Improvement Act of 2006, the California Partnership Academies, the Agricultural Career Technical Education Incentive Grant, or any other source except as provided in paragraph (3).

(3) That local match shall not include funding from the California Career Pathways Trust established pursuant to Section 53010.

(b) ~~At least a~~ *A* three-year plan for continued support of career technical education programs after grant funding expires. The plan, at a minimum, shall include the identification of available funding within an applicant's current or projected budget to continue to support career technical education programs and a written commitment to do so. If an applicant consisting of more than one school district, county office of education, charter school, or regional occupational center or program operated by a joint powers authority, or any combination of these entities, is applying for grant funding from this program, identification of available funding and a written commitment must be demonstrated by each participating constituent entity.

(c) The applicant, or the applicant's career technical education program, as applicable, meets all of the following minimum eligibility standards:

(1) Offers high quality curriculum and instruction aligned with the California Career Technical Education Model Curriculum Standards, including, but not limited to, providing a coherent sequence of career technical education courses that enable pupils to transition to postsecondary education programs that lead to a career pathway or attain employment upon graduation from high school.

(2) Provides pupils with quality career exploration and guidance.

(3) Provides pupil support services, including counseling and leadership development.

(4) Provides for system alignment, coherence, and articulation, including ongoing and structural regional or local partnerships with postsecondary educational institutions, documented through formal written agreements.

(5) Forms ongoing and structural industry and labor partnerships, documented through formal written agreements and through participation on advisory committees.

(6) Provides opportunities for pupils to participate in after school, extended day, and out-of-school internships, competitions, *leadership development opportunities, career and technical education student organizations*, and other work-based learning opportunities.

(7) Reflects regional or local labor market demands and focuses on current or emerging high-skill, high-wage, or high-demand occupations.

(8) Leads to an industry-recognized credential or certificate, or appropriate postsecondary training or employment.

(9) Is staffed by skilled teachers or faculty and provides professional development opportunities for those teachers or faculty members.

(10) Provides opportunities for pupils who are individuals with exceptional needs to participate in all programs.

~~(10)~~

(11) (A) Reports ~~data,~~ *data to the Superintendent*, as a program participation requirement, to allow for an evaluation of the program.

(B) Data reported pursuant to this paragraph shall include, but not be limited to, metrics aligned with the core metrics required by the federal Workforce Innovation and Opportunity Act and the quality indicators described in the California State Plan for Career Technical Education required by the federal Carl D. Perkins Career and Technical Education Improvement Act of 2006, and the following metrics:

(i) The number of pupils completing high school.

- (ii) The number of pupils completing career technical education coursework.
- (iii) The number of pupils obtaining an industry-recognized credential, certificate, license, or other measure of technical skill attainment.
- (iv) The number of former pupils employed and the types of businesses in which they are employed.
- (v) The number of former pupils enrolled in a postsecondary educational institution, a state apprenticeship program, or another form of job training.

SEC. 3. Section 53073 of the Education Code is amended to read:

53073. (a) An applicant receiving a grant from this program in ~~the 2015-16~~ *a prior* fiscal year shall be eligible to receive a renewal grant ~~in the 2016-17 fiscal year and in the 2017-18 fiscal year. An applicant that does not receive a grant in the 2015-16 fiscal year, but receives a grant in the 2016-17 fiscal year, shall be eligible to receive a renewal grant in the 2017-18 fiscal year. if the applicant's program has been evaluated and deemed successful by the Superintendent based on the metrics specified in paragraph (1) of subdivision (b).~~ No applicant shall be eligible for a renewal grant in the ~~2018-19~~ *2021-22* fiscal year.

(b) (1) The department, in collaboration with the state board, shall determine *reporting requirements and* renewal grant eligibility using metrics identified pursuant to paragraph ~~(10)~~ *(11)* of subdivision (c) of Section 53071.

(2) If an applicant for a renewal grant is subject to the requirements of Sections 52060 and 52061, Sections 52066 and 52067, or Section 47606.5, the inclusion of career technical education programs in the applicant's local control and accountability plan shall be required to be eligible for a renewal grant.

SEC. 4. Section 53075 of the Education Code is amended to read:

53075. (a) When determining grant recipients, the department and the state board shall do both of the following:

(1) Give positive consideration to each of the following characteristics in an applicant:

~~(A) Did not operate a career technical education program during the 2014-15 fiscal year.~~

(A) Has not received a grant award pursuant to this chapter in the ____ fiscal year.

(B) Serving unduplicated pupils as defined in Section 42238.02.

(C) Serving pupil subgroups that have higher than average dropout rates as identified by the Superintendent.

(D) Located in an area of the state with a high unemployment rate.

(2) Give positive consideration to programs to the extent they do any of the following:

(A) Successfully leverage one or both of the following:

(i) Existing structures, requirements, and resources of the federal Carl D. Perkins Career and Technical Education Improvement Act of 2006, California Partnership Academies, or Agricultural Career Technical Education Incentive Grants.

(ii) Contributions from industry, labor, and philanthropic sources.

(B) Engage in regional collaboration with postsecondary education or other local educational agencies.

(C) Make significant investment in career technical education ~~infrastructure and equipment.~~ *infrastructure, equipment, and facilities.*

(D) Operate within rural school districts.

(b) When determining grant recipients, the department and the state board shall give greatest weight to the applicant characteristics included in paragraph (1) of subdivision (a).

SEC. 5. Section 53076 of the Education Code is amended to read:

53076. For purposes of administering the program established by this chapter, the Superintendent may do any of the following:

- (a) Determine, in collaboration with the executive director of the state board, specific funding ~~amounts~~ *amounts, the purposes for which grant funds may be used*, and the number of grants to be awarded.
- (b) Distribute funding on a multiyear schedule, establish a process for monitoring the use of the funding, and, if necessary, cease distribution of funding and recover previously distributed funding in the case of a recipient's failure to comply with a grant prerequisite or minimum standard.
- (c) Annually review grant recipients' expenditures on career technical education programs for purposes of determining if the grant recipients have met the dollar-for-dollar match requirement specified in subdivision (a) of Section 53071. If after review, the Superintendent determines that a grant recipient failed to meet the matching funds requirement, the Superintendent shall reduce the following year's grant allocation in an amount equal to the unmet portion of the match requirement. The reduction shall not reduce the grant recipient's match requirement for the year in which the Superintendent reduces the allocation.
- (d) Require grant recipients to submit program ~~reports~~ *reports pursuant to paragraph (11) of subdivision (c) of Section 53071*.
- (e) Set aside up to ~~1~~ ____ percent of the total amount provided for the program for one or both of the following purposes:
 - (1) To provide planning grants.
 - (2) To contract with a local educational agency for the provision of technical assistance to applicants and grant recipients.

**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

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

Date: January 24, 2018

Board Item: Consideration to Request Amendment of the Forster Canyon Community Development Plan from the City of San Juan Capistrano

HISTORY

The Forster Canyon Comprehensive Development Plan was first adopted in March 1981 and changed the Existing General Plan Designation from high density to planned community. In September 2003 a rezone was approved relocating the residential development and park and moving the potential school use to the property, changing the designation to Public Institutional. Under the Mitigation Agreement entered into in November 2005 for the Pacifica San Juan development, the District has an option to purchase the property. In March 2016, the District entered into a Purchase and Sale Agreement with the owner, Pacific Point Development Partners, LLC, to formalize the purchase process.

BACKGROUND INFORMATION

On January 18, 2017, the Board of Trustees held a Board workshop to explore various options for properties with the intent of generating funding for District capital facilities' needs. On September 19, 2017, the San Juan Capistrano City Council considered a request to initiate an amendment to permit an overlay with a high density residential designation which was denied. As a result, community outreach meetings were held at the District office on October 26, 2017 and November 28, 2017 where the District committed to a 64 percent reduction in the density to a maximum of 47 homes. This reduced density is the basis of the revised request for the initiation of an amendment.

CURRENT CONSIDERATIONS

The Board of Trustees is asked to consider requesting from the City of San Juan Capistrano an amendment to the Forster Canyon Planned Community District Comprehensive Development Plan which will allow City staff to study the residential land use option to determine an acceptable level of development to the environment and the community.

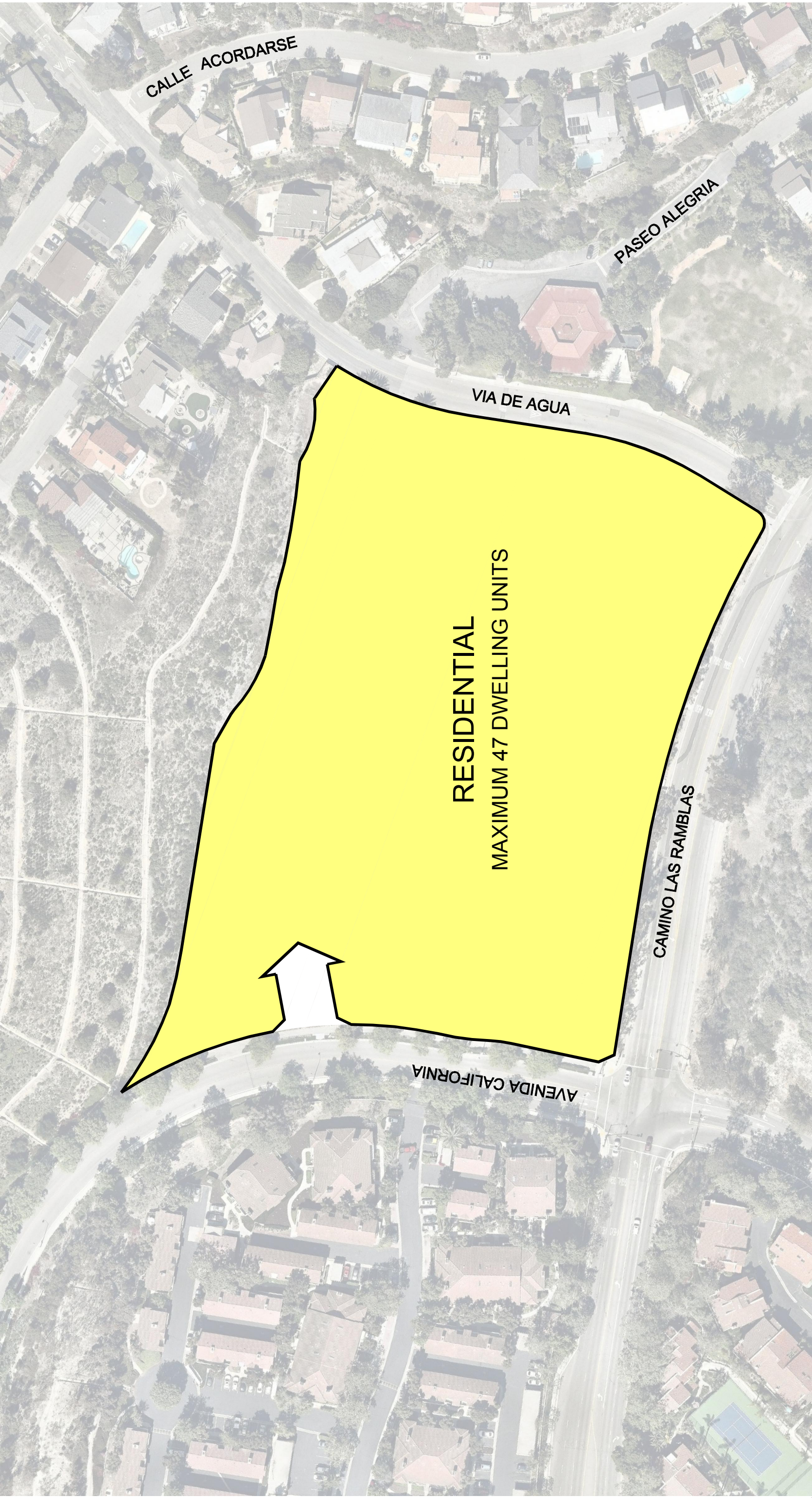
FINANCIAL IMPLICATIONS

The rezoning of the property would result in an enhanced value of the property and if the option is sold at a higher value than the purchase price option, the net proceeds may be invested in the schools that serve the Pacifica San Juan development.

STAFF RECOMMENDATION


It is recommended the Board of Trustees approve the request to amend the Forster Canyon Community Development Plan from the City of San Juan Capistrano.

PREPARED BY: Clark Hampton, Deputy Superintendent, Business and Support Services



LAND USE SITE PLAN

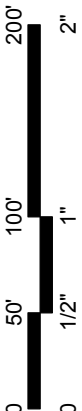
PACIFIC POINT - TRACT 15687 | CITY OF SAN JUAN CAPISTRANO

PREPARED BY:  HUNSAKER & ASSOCIATES
ENGINEERS

PREPARED FOR: CUSD

DECEMBER 15, 2017

CONCEPTUAL SITE PLAN



**CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD REPORT**

To: Board of Trustees

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

Date: January 24, 2018

Board Item: Consideration of Ordinance Authorizing Levy of Special Taxes in CFD 98-1B

HISTORY

On February 24, 2016, the Board of Trustees received an information presentation from Government Financial Strategies, the District's financial advisor, on plans for Community Facilities District (CFD) 98-1 (Pacifica San Juan), which included a proposal to amend the CFD into two groups: CFD 98-1A and CFD 98-1B. In response to a petition from the landowner of the proposed CFD 98-1B, on May 11, 2016, the Board of Trustees adopted a resolution forming CFD 98-1B, and on the same day, the landowner approved the formation of the CFD via an election.

BACKGROUND INFORMATION

Each year (most recently August 23, 2017) the Board considers the adoption of resolutions that set the special tax levy in each CFD for the upcoming fiscal year. In the recently formed CFD 98-1B, no tax has yet been levied since no bonds have been issued by the CFD. It is expected that bonds will first be issued, and special taxes levied, in CFD 98-1B for fiscal year 2018-2019.

CURRENT CONSIDERATIONS

Approval of the ordinance will provide authorization for the Board to consider adoption of a resolution later this year that sets the special tax levy in CFD 98-1B for fiscal year 2018-2019.

FINANCIAL IMPLICATIONS

Authorization to set the special tax levy in CFD 98-1B will allow the District to consider issuing bonds later this year, which will provide mitigation funds for the schools that serve the CFD.

DATA

The resolution establishing the CFD authorized the issuance of up to \$14 million of bonds with a special tax of up to 40 years. It is planned that total mitigation funds from both CFD 98-1A and CFD 98-1B will be \$13.8 million to the District and \$13.8 million to the City of San Juan Capistrano.

STAFF RECOMMENDATION

District staff recommends the Board of Trustees approve the ordinance.

PREPARED BY: Clark Hampton, Deputy Superintendent, Business and Support Services

ORDINANCE NO. 98-1B-1

**AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE
CAPISTRANO UNIFIED SCHOOL DISTRICT LEVYING
SPECIAL TAXES WITHIN COMMUNITY FACILITIES
DISTRICT NO. 98-1B OF THE CAPISTRANO UNIFIED
SCHOOL DISTRICT (PACIFICA SAN JUAN)**

**Community Facilities District No. 98-1B
of the Capistrano Unified School District (Pacifica San Juan)**

WHEREAS, on May 11, 2016, the Board of Trustees (the Board of Trustees) of the Capistrano Unified School District (CUSD) adopted a resolution entitled “A Resolution of the Board of Trustees of the Capistrano Unified School District of Formation of Community Facilities District No. 98-1B of the Capistrano Unified School District (Pacifica San Juan), Authorizing the Levy of a Special Tax within the District and Establishing an Appropriations Limit for the District” (the Resolution of Formation), establishing Community Facilities District No. 98-1B of the Capistrano Unified School District (the Community Facilities District), authorizing the levy of a special tax within the Community Facilities District and establishing an appropriations limit for the Community Facilities District;

WHEREAS, on May 11, 2016, the Board of Trustees held a noticed public hearing on the establishment of the Community Facilities District as required by the Mello-Roos Community Facilities Act of 1982 (Act);

WHEREAS, subsequent to the close of said hearing, the Board of Trustees adopted resolutions establishing the Community Facilities District, authorizing the levy of a special tax within the Community Facilities District and calling an election within the Community Facilities District on the proposition of incurring indebtedness, levying a special tax within the Community Facilities District and establishing an appropriations limit for the Community Facilities District; and;

WHEREAS, on May 11, 2016, an election was held in which the qualified electors of the Community Facilities District approved said proposition by more than the two-thirds vote required by the Act;

*THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT
DOES ORDAIN AS FOLLOWS:*

Section 1. The Board of Trustees hereby authorizes and levies special taxes within the Community Facilities District pursuant to Sections 53328 and 53340 of the Act, at the rates and in accordance with the method of apportionment set forth in Exhibit A attached to this Ordinance (the Rate and Method of Apportionment). The special taxes are hereby levied commencing in fiscal year 2018-2019 and in each fiscal year thereafter until the last fiscal year in which such

special taxes are authorized to be levied pursuant to the Rate and Method of Apportionment, subject to the limitations contained in Section D of the Rate and Method of Apportionment.

Section 2. The Board of Trustees may, in accordance with subdivision (b) of Section 53340 of the Act, provide, by resolution, for the levy of the special tax in future tax years at the same rate or at a lower rate than the rate provided by this Ordinance, subject, in all cases, to the provisions of the Rate and Method of Apportionment, the Amended and Restated Impact Mitigation Agreement Related to Community Facilities District No. 98-1A and Community Facilities District No. 98-1B, dated as of March 1, 2016, by and among Pacific Point Development Partners LLC (PPDP), CUSD, and the Community Facilities District (the Amended and Restated Mitigation Agreement), and any other document relating to the levy of special taxes in the Community Facilities District. In no event shall the special tax be levied on any parcel within the Community Facilities District in excess of the maximum tax specified therefor in the Rate and Method of Apportionment.

Section 3. The special tax shall be levied on all of the parcels in the Community Facilities District, unless exempted by law or by the Rate and Method of Apportionment.

Section 4. The proceeds of the special tax shall only be used to pay, in whole or in part, the costs of, and/or the financing costs of, the acquisition and construction of certain public capital facilities, as more particularly described in the Resolution of Formation, the Rate and Method of Apportionment, the Amended and Restated Mitigation Agreement, and the Second Amended and Restated Joint Community Facilities Agreement, dated as of March 1, 2016, by and among the City of San Juan Capistrano, PPDP, CUSD, and the Community Facilities District.

Section 5. The special tax shall be collected in the same manner as ordinary *ad valorem* property taxes are collected and shall be subject to the same penalties and the same procedure, sale and lien priority in the case of delinquency as is provided for *ad valorem* taxes, unless another procedure is adopted by the Board of Trustees. In addition, the provisions of Section 53356.1 of the Act shall apply to delinquent special tax payments. The staff and officers of CUSD are each hereby authorized and directed to provide all necessary information to the Treasurer and Tax Collector of Orange County and to otherwise take all actions necessary in order to effect proper billing and collection of the special tax, so that the special tax shall be levied and collected in sufficient amounts and at the times necessary to satisfy the financial obligations of the Community Facilities District in each fiscal year.

Notwithstanding the foregoing, the staff and officers of CUSD may collect one or more installments of the special taxes by means of direct billing by the Community Facilities District of the property owners within the Community Facilities District if, in the judgment of the staff and officers of CUSD, such means of collection will reduce the burden of administering the Community Facilities District or is otherwise appropriate in the circumstances. In such event, the special taxes shall become delinquent if not paid when due as set forth in any such respective billing to the property owners.

Section 6. If for any reason any portion of this Ordinance is found to be invalid, or if the special tax is found inapplicable to any particular parcel within the Community Facilities

District, by a court of competent jurisdiction, the balance of this Ordinance and the application of the special tax to the remaining parcels within the Community Facilities District shall not be affected.

Section 7. This Ordinance shall take effect and shall be in force 30 days after the date of its adoption and prior to the expiration of 15 days from the passage thereof shall be published at least once in *The Orange County Register*, a newspaper of general circulation, printed and published in the area of the Community Facilities District, together with the names of the Board of Trustees members voting for and against the same.

PASSED and ADOPTED this 24th day of January, 2018, by the Capistrano Unified School District Board of Trustees, Orange County, California.

Martha McNicholas
President of the Board of Trustees

Patricia Holloway
Clerk of the Board of Trustees

APPROVED AS TO FORM AND
LEGALITY

By _____
District Counsel
Capistrano Unified School District

CLERK'S CERTIFICATE

I, Patricia Holloway, Clerk of the Capistrano Unified School District Board of Trustees, do hereby certify as follows:

The foregoing Ordinance is a full, true and correct copy of an Ordinance duly adopted at a regular meeting of the Board of Trustees of said District duly and regularly held at the regular meeting place thereof on the 24th day of January, 2018, of which meeting all of the members of said Board of Trustees had due notice and at which a majority thereof were present; and that at said meeting said Ordinance was adopted by the following vote:

AYES:

NOES:

ABSTENTION:

ABSENT:

An agenda of said meeting was posted at least 72 hours before said meeting at 33122 Valle Road, San Juan Capistrano, California 92675, a location freely accessible to members of the public, and a brief description of said Ordinance appeared on said agenda.

I have carefully compared the foregoing with the original minutes of said meeting on file and of record in my office, and the foregoing is a full, true and correct copy of the original Ordinance adopted at said meeting and entered in said minutes.

Said Ordinance has not been amended, modified or rescinded since the date of its adoption and the same is now in full force and effect.

Dated: January 24, 2018

Patricia Holloway
Clerk of the Board of Trustees

EXHIBIT A

RATE AND METHOD OF APPORTIONMENT FOR CFD NO. 98-1B

**RATE AND METHOD OF APPORTIONMENT FOR
CAPISTRANO UNIFIED SCHOOL DISTRICT
COMMUNITY FACILITIES DISTRICT NO. 98-1B
(PACIFICA SAN JUAN)**

A Special Tax as hereinafter defined shall be levied on all Assessor's Parcels in Capistrano Unified School District Community Facilities District No. 98-1B ("CFD No. 98-1B") and collected each Fiscal Year commencing in Fiscal Year 2016-2017, in an amount determined by the Board through the application of the appropriate Special Tax for "Developed Property," "Taxable Property Owner Association Property," "Taxable Public Property," "Taxable Religious Property" and "Undeveloped Property" as described below. All of the real property in CFD No. 98-1B, unless exempted by law or by the provisions hereof, shall be taxed for the purposes, to the extent and in the manner herein provided.

A. DEFINITIONS

The terms hereinafter set forth have the following meanings:

"Acre" or "Acreage" means the land area of an Assessor's Parcel as shown on an Assessor's Parcel Map, or if the land area is not shown on an Assessor's Parcel Map, the land area shown on the applicable final map, parcel map, condominium plan, or other recorded County parcel map.

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Division 2 of Title 5 of the Government Code of the State of California.

"Administrative Expenses" means the following actual or reasonably estimated costs directly related to the administration of CFD No. 98-1B: the costs of computing the Special Taxes and preparing the annual Special Tax collection schedules (whether by the School District or designee thereof or both); the costs of collecting the Special Taxes (whether by the County or otherwise); the costs of remitting the Special Taxes to the Trustee; the costs of the Trustee (including its legal counsel) in the discharge of the duties required of it under the Indenture; the costs to the School District, CFD No. 98-1B or any designee thereof of complying with arbitrage rebate requirements; the costs to the School District, CFD No. 98-1B or any designee thereof of complying with School District, CFD No. 98-1B or obligated persons disclosure requirements associated with applicable federal and state securities laws and of the Act; the costs associated with preparing Special Tax disclosure statements and responding to public inquiries regarding the Special Taxes; the costs of the School District, CFD No. 98-1B or any designee thereof related to an appeal of the Special Tax; the costs associated with the release of funds from an escrow account; and the School District's annual administration fees, including, without limitation, expenses incurred in pursuit of State funding with respect to CFD No. 98-1B public facilities, and third party expenses. Administrative Expenses shall also include amounts estimated or advanced by the School District or CFD No. 98-1B for any other administrative purposes of CFD No. 98-1B, including attorney's fees and other costs related to commencing and pursuing to completion any foreclosure of delinquent Special Taxes.

"Assessor's Parcel" means a lot or parcel shown in an Assessor's Parcel Map with an assigned Assessor's parcel number.

"Assessor's Parcel Map" means an official map of the Assessor of the County designating parcels by Assessor's parcel number.

"Assigned Special Tax" means the Special Tax for Residential Property and Non-Residential Property, as determined in accordance with Section C below.

"Backup Special Tax" means the Special Tax applicable to each Assessor's Parcel of Developed Property, as determined in accordance with Section C below.

"Board" means the Board of Trustees of the Capistrano Unified School District, acting as the legislative body of CFD No. 98-1B.

"Bonds" means any bonds or other debt (as defined in Section 53317(d) of the Act), whether in one or more series, issued by CFD No. 98-1B under the Act.

"CFD Administrator" means an official of the School District, or designee thereof, responsible for determining the Special Tax Requirement and providing for the levy and collection of the Special Taxes.

"CFD No. 98-1B" means Capistrano Unified School District Community Facilities District No. 98-1B (Pacifica San Juan).

"County" means the County of Orange.

"Developed Property" means, for each Fiscal Year, all Taxable Property, exclusive of Taxable Property Owner Association Property, Taxable Public Property, or Taxable Religious Property, for which a building permit for new construction was issued prior to January 1 of the prior Fiscal Year.

"Fiscal Year" means the period starting July 1 and ending on the following June 30.

"Indenture" means the indenture, fiscal agent agreement, resolution or other instrument pursuant to which Bonds are issued, as modified, amended and/or supplemented from time to time, and any instrument replacing or supplementing the same.

"Maximum Special Tax" means the maximum Special Tax, determined in accordance with Section C below, that can be levied in any Fiscal Year on any Assessor's Parcel.

"Non-Residential Property" means all Assessor's Parcels of Developed Property for which a building permit(s) was issued for a non-residential use.

"Outstanding Bonds" means all Bonds which remain outstanding.

"Property Owner Association Property" means any property within the boundaries of CFD No. 98-1B that is owned in fee or by easement, or dedicated to, a property owner association, including any master or sub-association.

"Proportionately" means for Developed Property that the ratio of the actual Special Tax levy to the Assigned Special Tax is equal for all Assessor's Parcels of Developed Property within CFD No. 98-1B. For Undeveloped Property, "Proportionately" means that the ratio of the actual Special Tax levy per Acre to the Maximum Special Tax per Acre is equal for all Assessor's Parcels of Undeveloped Property in CFD No. 98-1B. For Taxable Public Property, Taxable Property Owner Association Property and Taxable Religious Property, "Proportionately" means that the ratio of the actual Special Tax levy per Acre to the Maximum Special Tax per Acre is equal for all Assessor's Parcels of Taxable Public Property, Taxable Property Owner Association Property or Taxable Religious Property, as applicable.

"Public Property" means any property within the boundaries of CFD No. 98-1B that is used for rights-of-way or any other purpose and is owned by or dedicated to the federal government, the State of California, the County, the City of San Juan Capistrano, or any other public agency, provided however that any property leased by a public agency to a private entity and subject to taxation under Section 53340.1 of the Act shall be taxed and classified in accordance with its use.

"Religious Property" means all property within the boundaries of CFD No. 98-1B which is used primarily as a place of worship and is exempt from *ad valorem* property taxes because it is owned by a religious organization. Religious Property, without limitation, does not include any Assessor's Parcels used primarily for religious schools, day care centers, or congregate care facilities.

"Residential Property" means all Assessor's Parcels of Developed Property for which a building permit has been issued for purposes of constructing one or more residential dwelling units.

"School District" means the Capistrano Unified School District.

"Special Tax" means the special tax to be levied in each Fiscal Year on each Assessor's Parcel of Developed Property, Undeveloped Property, Taxable Property Owner Association Property, Taxable Public Property, and Taxable Religious Property to fund the Special Tax Requirement.

"Special Tax Requirement" means that amount required in any Fiscal Year for CFD No. 98-1B to: (i) pay debt service on all Outstanding Bonds; (ii) pay periodic costs on the Bonds, including but not limited to, credit enhancement and rebate payments on the Bonds; (iii) pay reasonable Administrative Expenses; (iv) pay any amounts required to establish or replenish any reserve funds established by the Indenture for all Outstanding Bonds; (v) pay directly for construction of facilities eligible under the Act to the extent that the inclusion of such amount does not result in a Special Tax levy on Undeveloped Property; and (vi) pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special

Taxes levied in the previous Fiscal Year; (vii) less a credit for funds available to reduce the annual Special Tax levy, as determined by the CFD Administrator pursuant to the Indenture.

"State" means the State of California.

"Taxable Property" means all of the Assessor's Parcels within the boundaries of CFD No. 98-1B which are not exempt from the Special Tax pursuant to law or Section E below.

"Taxable Property Owner Association Property" means all Assessor's Parcels of Property Owner Association Property that are not exempt pursuant to Section E below.

"Taxable Public Property" means all Assessor's Parcels of Public Property that are not exempt pursuant to Section E below.

"Taxable Religious Property" means all Assessor's Parcels of Religious Property that are not exempt pursuant to Section E below.

"Trustee" means the trustee or fiscal agent under the Indenture.

"Undeveloped Property" means, for each Fiscal Year, all Taxable Property not classified as Developed Property, Taxable Property Owner Association Property, Taxable Public Property or Taxable Religious Property.

"Zone" means any one of the separate geographic areas within CFD No. 98-1B designated on the boundary map and on Exhibit A herein as: Zone 1, Zone 2, Zone 3, Zone 4, Zone 5, or Zone 6.

B. ASSIGNMENT TO LAND USE CATEGORIES

Each Fiscal Year, all Taxable Property within CFD No. 98-1B shall be classified as Developed Property, Taxable Public Property, Taxable Property Owner Association Property, Taxable Religious Property or Undeveloped Property, and shall be subject to Special Taxes in accordance with the rate and method of apportionment determined pursuant to Sections C and D below.

The Assigned Special Tax for Residential Property shall be based on the Zone in which the Assessor's Parcel is located. The Assigned Special Tax for Non-Residential Property shall be based on the Zone in which the Assessor's Parcel is located and the Acreage of the Assessor's Parcel.

C. MAXIMUM SPECIAL TAX RATE

1. Developed Property

a. Maximum Special Tax

The Maximum Special Tax for each Assessor's Parcel classified as Developed Property within a particular Zone shall be the greater of (i) the

amount derived by application of the Assigned Special Tax for such Zone or (ii) the amount derived by application of the Backup Special Tax for such Zone.

b. Assigned Special Tax

The Assigned Special Tax for Residential Property and Non-Residential Property within each Zone for Fiscal Year 2016-2017 is shown below in Tables 1 and 2.

TABLE 1
Assigned Special Taxes for Residential Property
For Fiscal Year 2016-2017

Zone	Residential Property
1	\$2,299.53 per unit
2	\$2,458.28 per unit
3	\$2,845.48 per unit
4	\$4,217.04 per unit
5	\$939.87 per unit
6	\$2,530.10 per unit

TABLE 2
Assigned Special Taxes for Non-Residential Property
For Fiscal Year 2016-2017

Zone	Non-Residential Property
1	\$9,987 per Acre
2	\$13,027 per Acre
3	\$11,265 per Acre
4	\$10,275 per Acre
5	\$18,896 per Acre
6	\$32,308 per Acre

c. Multiple Land Use Categories

In some instances an Assessor's Parcel may contain both Undeveloped Property and Developed Property or both Residential Property and Non-

Residential Property.

In such cases, the Acreage of the Assessor's Parcel shall be allocated between Developed Property and Undeveloped Property based on the portion of the Assessor's Parcel for which building permits had been issued prior to January 1 of the prior Fiscal Year and the portion of the Assessor's Parcel for which building permits had not been issued prior to January 1 of the prior Fiscal Year. The Acreage that is considered Developed Property shall be allocated between Residential Property and Non-Residential Property based on the site plan. The Maximum Special Tax that can be levied on such Assessor's Parcel shall be the sum of the Maximum Special Tax that can be levied on each type of property located on that Assessor's Parcel.

d. Backup Special Tax

The Backup Special Tax in CFD No. 98-1B shall equal an amount per Acre for each Zone as shown below in Table 3.

TABLE 3
Backup Special Tax
For Fiscal Year 2016-2017

Zone	FY 2016-2017 Backup Special Tax
1	\$9,987 per Acre
2	\$13,027 per Acre
3	\$11,265 per Acre
4	\$10,275 per Acre
5	\$18,896 per Acre
6	\$32,308 per Acre

e. Increase in the Assigned Special Tax and the Backup Special Tax

On each July 1, commencing on July 1, 2017, the Assigned Special and the Backup Special Tax shall be increased by an amount equal to two percent (2%) of the amount in effect for the previous Fiscal Year.

2. Undeveloped Property, Taxable Property Owner Association Property, Taxable Public Property and Taxable Religious Property

a. Maximum Special Tax

The Maximum Special Tax for Undeveloped Property, Taxable Property

Owner Association Property, Taxable Public Property and Taxable Religious Property within each Zone is shown below in Table 4.

TABLE 4
Maximum Special Tax for Undeveloped Property, Taxable Property Owner Association Property, Taxable Public Property, and Taxable Religious Property
For Fiscal Year 2016-2017

Zone	FY 2016-2017 Maximum Special Tax
1	\$9,987 per Acre
2	\$13,027 per Acre
3	\$11,265 per Acre
4	\$10,275 per Acre
5	\$18,896 per Acre
6	\$32,308 per Acre

b. Increase in the Maximum Special Tax

On each July 1, commencing on July 1, 2017, the Maximum Special Tax for Undeveloped Property, Taxable Property Owner Association Property, Taxable Public Property, and Taxable Religious Property shall be increased by an amount equal to two percent (2%) of the amount in effect for the previous Fiscal Year.

D. METHOD OF APPORTIONMENT OF THE SPECIAL TAX

Commencing with Fiscal Year 2016-2017 and for each following Fiscal Year, the Board shall levy the Special Tax until the amount of Special Taxes equals the Special Tax Requirement. The Special Tax shall be levied each Fiscal Year as follows:

First: The Special Tax shall be levied Proportionately on each Assessor's Parcel of Developed Property at up to 100% of the applicable Assigned Special Tax.

Second: If additional monies are needed to satisfy the Special Tax Requirement after the first step has been completed, the Special Tax shall be levied Proportionately on each Assessor's Parcel of Undeveloped Property at up to 100% of the Maximum Special Tax for Undeveloped Property.

Third: If additional monies are needed to satisfy the Special Tax Requirement after the first two steps have been completed, then the levy of the Special Tax on each Assessor's Parcel of Developed Property whose Maximum Special Tax is determined through the application of

the Backup Special Tax shall be increased in equal percentages from the Assigned Special Tax up to the Maximum Special Tax for each such Assessor's Parcel.

Fourth: If additional monies are needed to satisfy the Special Tax Requirement after the first three steps have been completed, then the Special Tax shall be levied Proportionately on each Assessor's Parcel of Taxable Property Owner Association Property, Taxable Public Property and Taxable Religious Property at up to the Maximum Special Tax for Taxable Property Owner Association Property, Taxable Public Property and Taxable Religious Property.

Notwithstanding the above, under no circumstances will the Special Tax levied in a Fiscal Year against any Assessor's Parcel of Residential Property for which an occupancy permit for private residential use has been issued be increased by more than ten percent (10%) above the amount that would have been levied in that Fiscal Year as a consequence of delinquency or default by the owner of any other Assessor's Parcel within CFD No. 98-1B. To the extent that the levy of the Special Tax on Residential Property is limited by the provision in the previous sentence, the levy of the Special Tax on all other Assessor's Parcels shall continue in equal percentages at up to 100% of the Maximum Special Tax.

E. EXEMPTIONS

There shall be no exemptions for property in Zone 1, Zone 2, Zone 3, and Zone 4.

No Special Tax shall be levied on Property Owner Association Property, Public Property, and/or Religious Property in Zone 5 and Zone 6 at up to the Acreage amounts shown in Table 5 below:

TABLE 5

Zone	Exempt Acreage
5	2.89 Acres
6	4.56 Acres

Tax-exempt status will be assigned by the CFD Administrator in the chronological order in which property within Zone 5 and Zone 6 become Property Owner Association Property, Public Property or Religious Property. However, should an Assessor's Parcel no longer be classified as Property Owner Association Property, Public Property or Religious Property, its tax-exempt status will be revoked.

Property Owner Association Property, Public Property or Religious Property that is not exempt from Special Taxes under this section shall be subject to the levy of the Special Tax and shall be taxed Proportionately as part of the fourth step in Section D above, at up to 100% of the applicable Maximum Special Tax for Taxable Property Owner Association Property, Taxable Public Property or Taxable Religious Property.

F. REVIEW/APPEAL COMMITTEE

Any taxpayer may file a written appeal of the Special Tax levied on his/her property with the CFD Administrator, provided that the appellant is current in his/her payments of Special Taxes. During the pendency of an appeal, all Special Taxes previously levied must be paid on or before the payment date established when the levy was made. The appeal must specify the reasons why the appellant claims the calculation of the Special Tax is in error. The CFD Administrator shall review the appeal, meet with the appellant if the CFD Administrator deems necessary, and advise the appellant of its determination. If the CFD Administrator agrees with the appellant, the CFD Administrator shall eliminate or reduce the Special Tax on the appellant's property and/or provide a refund to the appellant. If the CFD Administrator disagrees with the appellant and the appellant is dissatisfied with the determination, the appellant then has 30 days in which to appeal to the Board by filing a written notice of appeal with the clerk of the Board, provided that the appellant is current in his/her payments of Special Taxes. The second appeal must specify the reasons for its disagreement with the CFD Administrator's determination.

Interpretations may be made by the Board by ordinance or resolution for purposes of clarifying any vagueness or ambiguity in this Rate and Method of Apportionment.

G. MANNER OF COLLECTION

The Special Tax shall be collected in the same manner and at the same time as ordinary *ad valorem* property taxes; provided, however, that CFD No. 98-1B may directly bill the Special Tax, may collect Special Taxes at a different time or in a different manner if necessary to meet its financial obligations, and may covenant to foreclose and may actually foreclose on delinquent Assessor's Parcels as permitted by the Act.

H. PREPAYMENT OF SPECIAL TAX

The following definitions apply to this Section H:

"CFD Public Facilities" means either \$11.5 million in 2016 dollars, which shall increase by the Construction Inflation Index on July 1, 2017, and on each July 1 thereafter, or such lower number as (i) shall be determined by the CFD Administrator as sufficient to provide the public facilities to be provided by CFD No. 98-1B under the authorized financing program for CFD No. 98-1B, or (ii) shall be determined by the Board concurrently with a covenant that it will not issue any more Bonds to be supported by Special Taxes levied under this Rate and Method of Apportionment as described in Section D.

"Construction Fund" means an account specifically identified in the Indenture to hold funds which are currently available for expenditure to acquire or construct public facilities eligible under the Act.

"Construction Inflation Index" means the annual percentage change in the Engineering News-Record Building Cost Index for the City of Los Angeles, measured as of the calendar year which ends in the previous Fiscal Year. In the event this index ceases to be published,

the Construction Inflation Index shall be another index as determined by the CFD Administrator that is reasonably comparable to the Engineering News-Record Building Cost Index for the City of Los Angeles.

"Future Facilities Costs" means the CFD Public Facilities minus (i) public facility costs previously paid from the Construction Fund; (ii) moneys currently on deposit in the Construction Fund; and (iii) moneys currently on deposit in an escrow fund, if any, that are expected to be available to finance public facilities costs.

"Outstanding Bonds" means all Previously Issued Bonds which are deemed to be outstanding under the Indenture after the first interest and/or principal payment date following the current Fiscal Year.

"Previously Issued Bonds" means all Bonds that have been issued by CFD No. 98-1B prior to the date of prepayment.

1. Prepayment in Full

All Assessor's Parcels of Developed Property and Assessor's Parcels of Undeveloped Property for which a building permit has been issued may be prepaid. The Special Tax obligation applicable to such Assessor's Parcel in CFD No. 98-1B may be fully prepaid and the obligation of the Assessor's Parcel to pay the Special Tax permanently satisfied as described herein; provided that a prepayment may be made only if there are no delinquent Special Taxes with respect to such Assessor's Parcel or any other Assessor's Parcel owned by such owner at the time of prepayment. An owner of an Assessor's Parcel intending to prepay the Special Tax obligation shall provide the CFD Administrator with written notice of intent to prepay. Within 30 days of receipt of such written notice, the CFD Administrator shall notify such owner of the prepayment amount of such Assessor's Parcel. The CFD Administrator will charge a fee to the owner requesting prepayment for providing this figure. Prepayment must be made not less than 45 days prior to the next occurring date that notice of redemption of Bonds from the proceeds of such prepayment may be given to the Trustee pursuant to the Indenture.

The Prepayment Amount (defined below) shall be calculated as summarized below (capitalized terms as defined below):

	Bond Redemption Amount
plus	Redemption Premium
plus	Future Facilities Amount
plus	Defeasance Amount
plus	Administrative Fees and Expenses
less	Reserve Fund Credit
less	<u>Capitalized Interest Credit</u>
Total: equals	Prepayment Amount

As of the proposed date of prepayment, the Prepayment Amount (defined below) shall be calculated as follows:

Paragraph No.:

1. Confirm that no Special Tax delinquencies apply to such Assessor's Parcel.
2. For Assessor's Parcels of Developed Property compute the Assigned Special Tax and Backup Special Tax applicable for the Assessor's Parcel to be prepaid. For Assessor's Parcels of Undeveloped Property (for which a building permit has been issued), compute the Assigned Special Tax and Backup Special Tax for that Assessor's Parcel as though it was already designated as Developed Property, based upon the building permit which has already been issued for that Assessor's Parcel.
3. (a) Divide the Assigned Special Tax computed pursuant to paragraph 2 by the total estimated Assigned Special Taxes for the entire CFD No. 98-1B based on the Developed Property Special Taxes which could be charged in the current Fiscal Year on all expected development through buildout of CFD No. 98-1B, excluding any Assessor's Parcels which have been prepaid, and

(b) Divide the Backup Special Tax computed pursuant to paragraph 2 by the estimated Backup Special Taxes at buildout of CFD No. 98-1B using the Backup Special Tax amount for the current Fiscal Year, excluding any Assessor's Parcels which have been prepaid.
4. Multiply the larger quotient computed pursuant to paragraph 3(a) or 3(b) by the Outstanding Bonds to compute the amount of Outstanding Bonds to be retired and prepaid (the "Bond Redemption Amount").
5. Multiply the Bond Redemption Amount computed pursuant to paragraph 4 by the applicable redemption premium, if any, on the Outstanding Bonds to be redeemed (the "Redemption Premium").
6. Compute the current Future Facilities Costs.
7. Multiply the larger quotient computed pursuant to paragraph 3(a) or 3(b) by the amount determined pursuant to paragraph 6 to compute the amount of Future Facilities Costs to be prepaid (the "Future Facilities Amount").
8. Compute the amount needed to pay interest on the Bond Redemption Amount from the first bond interest and/or principal payment date following the current Fiscal Year until the earliest redemption date for the Outstanding Bonds.
9. Determine the Special Taxes levied on the Assessor's Parcel in the current Fiscal Year which have not yet been paid.
10. Compute the minimum amount the CFD Administrator reasonably expects to derive from the reinvestment of the Prepayment Amount less the Future Facilities Amount

and the Administrative Fees and Expenses from the date of prepayment until the redemption date for the Outstanding Bonds to be redeemed with the prepayment.

11. Add the amounts computed pursuant to paragraphs 8 and 9 and subtract the amount computed pursuant to paragraph 10 (the "Defeasance Amount").
12. Verify the administrative fees and expenses of No. 98-1B, including the costs of computation of the prepayment, the costs to invest the prepayment proceeds, the costs of redeeming Bonds, and the costs of recording any notices to evidence the prepayment and the redemption (the "Administrative Fees and Expenses").
13. The reserve fund credit (the "Reserve Fund Credit") shall equal the lesser of: (a) the expected reduction in the reserve requirement (as defined in the Indenture), if any, associated with the redemption of Outstanding Bonds as a result of the prepayment, or (b) the amount derived by subtracting the new reserve requirement (as defined in the Indenture) in effect after the redemption of Outstanding Bonds as a result of the prepayment from the balance in the reserve fund on the prepayment date, but in no event shall such amount be less than zero.
14. If any capitalized interest for the Outstanding Bonds will not have been expended at the time of the first interest and/or principal payment following the current Fiscal Year, a capitalized interest credit shall be calculated by multiplying the larger quotient computed pursuant to paragraph 3(a) or 3(b) by the expected balance in the capitalized interest fund after such first interest and/or principal payment (the "Capitalized Interest Credit").
15. The Special Tax prepayment is equal to the sum of the amounts computed pursuant to paragraphs 4, 5, 7, 11 and 12, less the amounts computed pursuant to paragraphs 13 and 14 (the "Prepayment Amount").
16. From the Prepayment Amount, the amounts computed pursuant to paragraphs 4, 5, 11, 13 and 14 shall be deposited into the appropriate fund as established under the Indenture and be used to retire Outstanding Bonds or make debt service payments. The amount computed pursuant to paragraph 7 shall be deposited into the Construction Fund. The amount computed pursuant to paragraph 12 shall be retained by CFD No. 98-1B.

The Prepayment Amount may be sufficient to redeem other than a \$5,000 increment of Bonds. In such cases, the increment above \$5,000 or integral multiple thereof will be retained in the appropriate fund established under the Indenture to be used with the next prepayment of Bonds or to make debt service payments.

As a result of the payment of the current Fiscal Year's Special Tax levy as determined under paragraph 9 (above), the CFD Administrator shall remove the current Fiscal Year's Special Tax levy for such Assessor's Parcel from the County tax rolls. With respect to any Assessor's Parcel that is prepaid, the Board shall cause a suitable notice to be recorded in compliance with the Act, to indicate the prepayment of Special Taxes and

the release of the Special Tax lien on such Assessor's Parcel, and the obligation of such Assessor's Parcel to pay the Special Tax shall cease.

2. Prepayment in Part

The Maximum Special Tax on an Assessor's Parcel of Developed Property or an Assessor's Parcel of Undeveloped Property for which a building permit has been issued may be partially prepaid. The amount of the prepayment shall be calculated as in Section H.1; except that a partial prepayment shall be calculated according to the following formula:

$$PP = (P_E - A) \times F + A$$

These terms have the following meaning:

PP = the partial prepayment

P_E = the Prepayment Amount calculated according to Section H.1

F = the percent by which the owner of the Assessor's Parcel(s) is partially prepaying the Maximum Annual Special Tax.

A = the Administration Fees and Expenses from Section H.1

The owner of an Assessor's Parcel who desires to partially prepay the Maximum Special Tax shall notify the CFD Administrator of such owner's intent to partially prepay the Maximum Special Tax and the percentage by which the Maximum Special Tax shall be prepaid. The CFD Administrator shall provide the owner with a statement of the amount required for the partial prepayment of the Maximum Special Tax for an Assessor's Parcel within 30 days of the request and will charge a fee to the owner requesting prepayment for providing this figure.

With respect to any Assessor's Parcel that is partially prepaid, the School District shall (i) distribute the funds remitted to it according to Paragraph 16 of Section H.1. and (ii) indicate in the records of CFD No. 98-1B that there has been a partial prepayment of the Maximum Special Tax and that a portion of the Maximum Special Tax equal to the outstanding percentage (1.00 - F) of the remaining Maximum Special Tax shall continue to be authorized to be levied on such Assessor's Parcel pursuant to Section D.

Notwithstanding the foregoing, no full or partial Special Tax prepayment shall be allowed unless the amount of Assigned Special Taxes that may be levied on Taxable Property within CFD No. 98-1B both prior to and after the proposed prepayment, less expected Administrative Expenses, is at least 1.1 times the maximum annual debt service on all Outstanding Bonds.

I. TERM OF SPECIAL TAX

The Special Tax shall be levied each year to fully satisfy the Special Tax Requirement, but in no event shall it be levied after Fiscal Year 2055-56.

EXHIBIT A
ZONE DESIGNATION