

WESTSIDE UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
HILLVIEW MIDDLE SCHOOL

August 7, 2018

Mission Statement: Recognizing the exceptionalism of every child, the mission of Westside Union School District is to educate all students to universally high levels of academic competence. We are committed to comprehensive systems of instructional delivery that include research-based best practices to assure this outcome by “pointing the way, providing the path” to success.

Vision Statement: Our vision is to graduate students who have acquired the knowledge, skills and attitudes necessary to achieve significant career, educational, civic and personal goals, which will enrich our society as positive role models and responsible citizens.

5:00 p.m. – Regular Session

Adjourn to Closed Session

6:00 p.m. – Reconvene to Regular Session

CALL TO ORDER _____ p.m.

I. OPEN SESSION _____ p.m.

A. Flag Salute

B. Roll Call

BOARD OF TRUSTEES

John Curiel _____

Patricia Shaw _____

Linda Jones _____

Jennifer Navarro _____

Steve DeMarzio _____

SUPERINTENDENT

Regina Rossall _____

II. ITEMS FROM THE FLOOR – Closed Session

Please submit a yellow “Request To Speak To The Board of Trustees” in the folder on the exhibit table for agenda and non-agenda items to the Secretary of the Board prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, no more than twenty (20) minutes on the same subject. This portion of the agenda is for presentations to the Board regarding closed session items only. This is not a question and answer period where the Board enters into dialogue. Testimony is not protected from damage claims for libel. Public Charges or allegations may result in legal action being brought by those individuals. If you have questions for the Board, please provide the Board President with a copy and an administrator will provide answers at a later date.

III. CLOSED SESSION

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

Opened: _____ Closed: _____

- a. Conference with Labor Negotiators (Gov’t. Code §54957.6)
- b. Existing/Anticipated/Pending Litigation (Gov’t Code §54956.9)
2 Claims
- c. Conference with Real Property Negotiator
- d. Public Employee Discipline/Dismissal/Release/Appointment (Gov’t Code §54957)
Superintendent’s Evaluation

8-7-18

- e. Pupil Personnel (Ed Code 35146 and 48918)
1 Case

IV. RECONVENE TO OPEN SESSION at _____ p.m.

V. REPORT OF CLOSED SESSION ACTION

VI. PRESENTATIONS
None

VII. HEARING SESSION/STAFF REPORTS
A. Board Comments
B. Staff Reports
1. Assistant Superintendent Administrative Services
2. Assistant Superintendent Educational Services
3. Deputy Superintendent
4. Superintendent

VIII. PERSONAL APPEARANCES
A. Westside Union Teachers Association Representatives
B. California School Employees Association Representatives
C. Parent Teacher Association Representatives
D. West Antelope Valley Educational Foundation Representatives

IX. ITEMS FROM THE FLOOR
Please submit a yellow "Request To Speak To The Board of Trustees" in the folder on the exhibit table for agenda and non-agenda items to the Secretary of the Board prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, no more than twenty (20) minutes on the same subject. This is not a question and answer period where the Board enters into dialogue. Testimony is not protected from damage claims for libel. Public Charges or allegations may result in legal action being brought by those individuals. If you have questions for the Board, please provide the Board President with a copy and an administrator will provide answers at a later date.

X. PUBLIC HEARING

XI. BUSINESS SESSION
A. Organizational/Governance
1. Agenda

Goal #

Item 1

Moved by _____ Seconded by _____

To approve the Agenda of the Regular Meeting of
August 7, 2018

Ayes: _____ Noes: _____ Abstain: _____

Actions proposed for the Consent Calendar, are items with adopted policies and approved practices of the District and are deemed routine in nature. They will be acted upon in one motion, without discussions, unless members of the Board request an item's removal. The item will then be removed from the motion to approve and after the approval of the consent agenda the item(s) will be heard.

Items 2a -2h

2. Consent Goal #
- a. Minutes of the Regular Meeting on June 26, 2018
 - b. Fundraising Authorization
 - c. Williams Uniform Complaint Quarterly Report
 - d. Personnel Report
 - e. Purchase Orders
 - f. Consultant/Contract Schedule
 - g. Conference/Workshop Schedule
 - h. PTA/PTSA/PTO

Moved by _____ Seconded by _____

Approval of the Consent Items as presented

Ayes: _____ Noes: _____ Abstain: _____

3. Inter District Attendance Agreement between Westside Union School District and Southern Kern Unified School District Item 3

Moved by _____ Seconded by _____

Approval of the Inter District Attendance Agreement between Westside Union School District and Southern Kern Unified School District

Ayes: _____ Noes: _____ Abstain: _____

4. Discussion Item Item 4
- Board Governance

B. Educational Services

5. Revised Board Policies, Administrative Regulations and Exhibits Item 5
- BP 0400, Comprehensive Plans
 - BP/AR/E 0520.2, Title I Program Improvement Schools
 - BP 0520.3, Title I Program Improvement Districts
 - BP/AR 5113.12, District School Attendance Review Board
 - AR 5125.2, Withholding Grades, Diploma or Transcripts

Moved by _____ Seconded by _____

Approval of the first reading of the Revised, New and Deleted Board Policies, Administrative Regulations and Exhibits

Ayes: _____ Noes: _____ Abstain: _____

- | | | | |
|-----|--|---------|--------|
| C. | Personnel | | Goal # |
| 6. | Provisional Intern Permit (PIP) | Item 6 | |
| | Moved by _____ Seconded by _____ | | |
| | Approval of the Provisional Intern Permits (PIP) | | |
| | Ayes: _____ Noes: _____ Abstain: _____ | | |
| 7. | Short Term Staffing Permits | Item 7 | |
| | Moved by _____ Seconded by _____ | | |
| | Approval of the Short Term Staffing Permits | | |
| | Ayes: _____ Noes: _____ Abstain: _____ | | |
| 8. | Variable Term Waiver | Item 8 | |
| | Moved by _____ Seconded by _____ | | |
| | Approval of the Variable Term Waiver | | |
| | Ayes: _____ Noes: _____ Abstain: _____ | | |
| D. | Business Services | | |
| 9. | Notice of Completion: Cottonwood Grading | Item 9 | |
| | Moved by _____ Seconded by _____ | | |
| | Approval of the Notice of Completion: Cottonwood Grading | | |
| | Ayes: _____ Noes: _____ Abstain: _____ | | |
| 10. | Board Policy and Administrative Regulation 1113, District and School Web Sites | Item 10 | |
| | Moved by _____ Seconded by _____ | | |
| | Approval of the second and final reading of Board Policy and Administrative Regulation 1113, District and School Web Sites | | |
| | Ayes: _____ Noes: _____ Abstain: _____ | | |
| 11. | Formation of Community Facilities District 2018-1 | Item 11 | |
| | Moved by _____ Seconded by _____ | | |

Approval of the Formation of Community Facilities
District 2018-1

Goal #

Ayes: _____ Noes: _____ Abstain: _____

- | | | | |
|-----|--|---------|---|
| 12. | 2017-18 Citizens' Bond Oversight Committee Annual Report | Item 12 | 5 |
|-----|--|---------|---|

Moved by _____ Seconded by _____

Approval of the 2017-18 Citizens' Bond Oversight
Committee Annual Report

Ayes: _____ Noes: _____ Abstain: _____

- | | | |
|-----|--|---------|
| 13. | Revised Board Policy and Administrative Regulation
3516, Emergencies and Disaster Preparedness Plan | Item 13 |
|-----|--|---------|

Moved by _____ Seconded by _____

Approval of the first reading of the revised Board Policy
and Administrative Regulation 3516, Emergencies and
Disaster Preparedness Plan

Ayes: _____ Noes: _____ Abstain: _____

- | | | | |
|-----|---------------------------------------|---------|---|
| 14. | 45 Day Revision to the Adopted Budget | Item 14 | 5 |
|-----|---------------------------------------|---------|---|

Moved by _____ Seconded by _____

Approval of the 45 Day Revision to the Adopted Budget

Ayes: _____ Noes: _____ Abstain: _____

XII. INFORMATION SESSION

- A. Items From The Floor – Continued
- B. Dates to Remember:
 - 1. Regular Meeting on August 21, 2018
 - 2. Regular Meeting on September 4, 2018
- C. Board Comments – Continued/

XIII. NEW BUSINESS

Future Board Meeting Items

XIV. CLOSED SESSION - Continued

XV. RECONVENE TO OPEN SESSION at _____ p.m.

XVI. REPORT OF CLOSED SESSION ACTION

8-7-18

XVII. ADJOURNMENT

There being no further business to come before the Board, the regular meeting of August 7, 2018, is adjourned at _____p.m. by the Board President.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Tonya Williams at (661) 722-0716. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting room.

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection on the District Web Site, www.westside.k12.ca.us or in the District Office located at 41914 50th St. West, Quartz Hill, CA 93536 during normal business hours (8:00 a.m. – 4:00 p.m.).

Core Beliefs and Board Goals 2018-2019

The District uses data to create a learning-oriented culture for both staff and students which defines success in terms of improvement and progress.

- 1. WE BELIEVE THAT OUR TEACHERS AND STAFF ARE OUR MOST VALUABLE ASSETS AND RESOURCES**
- 2. WE OPERATE WITH TRANSPARENCY, TRUST AND INTEGRITY, GOVERNING IN A DIGNIFIED, PROFESSIONAL MANNER, TREATING EVERYONE WITH CIVILITY AND RESPECT**
- 3. WE ARE ABSOLUTELY COMMITTED TO PROVIDING A SAFE, DISTINGUISHED AND ENGAGING LEARNING ENVIRONMENT THAT ENSURES ALL STUDENTS LEARN TO THEIR HIGHEST POTENTIAL**
 - ❧ A. Build the capacity of board and district staff in developing and monitoring data related to goals and priorities specifically in the area of cultural responsiveness and educational equity
 - ❧ B. A key concern and priority for this governing board is improving the accuracy and consistency of grading which should measure what students know, as they play a crucial role in every aspect of students' academic lives and future lives as global citizens. Areas of concern are: 1) Grades reflect progressive and mastery of content. 2) They are predictable and understood by parents and third parties. 3) That non-academic factors are graded separately. 4) The system adopted is not overwhelming for teachers.
 - ❧ C. The district will continue to develop School Safety protocols.
 - ❖ Annual Report by Educational Services
- 4. WE ARE ABSOLUTELY COMMITTED TO PROVIDING THE NECESSARY FACILITIES TO MEET THE HOUSING AND EDUCATION NEEDS OF OUR CHANGING STUDENT POPULATION AND A VISION THAT PROMOTES AND SUPPORTS THEIR FUTURE**
 - ❧ A. Continue the Cottonwood Elementary School modernization
 - ❖ Annual Report by Business Services
- 5. WE ARE FISCALLY TRUSTWORTHY AND DEDICATED TO RESPONSIBLE FINANCIAL ACCOUNTABILITY**
- 6. WE BELIEVE IN AND PROMOTE PARENT AND COMMUNITY INVOLVEMENT IN WESTSIDE UNION SCHOOL DISTRICT**

2018-2019 Board Expectations

The District uses data to create a learning-oriented culture for both staff and students which defines success in terms of improvement and progress.

1. WE BELIEVE THAT OUR TEACHERS AND STAFF ARE OUR MOST VALUABLE ASSETS AND RESOURCES

EXPECTATIONS:

- a. Provide staff development to enable employees in a job classifications to maintain and improve their skills to meet stated goals of the Board to meet the needs of students. Continuously monitor and re-evaluate formula-driven staffing levels that adequately address student ratios and campus needs for all classifications of employees (classified, certificated, confidential, and administration)
- b. Maintain and monitor administrative training programs to enable existing staff to become administrators or to increase the skills of current administrators to assume increasing levels of responsibility in the future as well as immediately assisting with the reduction of attendance issues, traffic safety and student discipline at all school sites. Create programs that enable classified employees who want to become teachers to obtain the necessary information to do so, and work with the CSEA Board to make sure members know about contractual benefits available when taking college classes. As grants become available to help classified employees become teachers, apply for any for which the District is eligible.
- c. Provide ongoing recognition for school achievement, program development, i.e., California Gold Ribbon, Golden Bell, Employee of the Year, and Program Innovation: Joe Walker STEALTH, Gregg Anderson Academy, The IDEA Academy at Cottonwood, Westside Academy and Hillview 6th Grade Academy
- d. Continue a long-term plan to provide total compensation for all positions within the district that is competitive with the surrounding Antelope Valley elementary school districts
- e. Provide ongoing training to ensure a safe work place for all employees
- f. As funds are available revenues will be placed in a separate account to pay for long term post-employment benefits

∞ a, d & e - Annual Report by Human Resources

∞ b & c – Annual Report from Superintendent

∞ f – Annual Report by Business Services

2. WE OPERATE WITH TRANSPARENCY, TRUST AND INTEGRITY, GOVERNING IN A DIGNIFIED, PROFESSIONAL MANNER, TREATING EVERYONE WITH CIVILITY AND RESPECT

EXPECTATIONS

- a. Continue to improve the knowledge level of trustees through ongoing training, participation in political actions that influence improved funding and legislation for educational programs, and programs of independent study. All Board Members will attend the CSBA Annual Education Conference, with a report of sessions attended at a future Board Meeting, and receive a Masters in Governance certification
- b. The board will initiate the annual process for self-evaluation in June
- c. Annually set objectives to meet the goals of the district in June
- d. Continue to improve working relationship with employee unions to enable communications that enhance the overall well-being of the district including all employees
- e. A public-friendly version of the three major budget reports of the year shall be posted on the website

3. WE ARE ABSOLUTELY COMMITTED TO PROVIDING A SAFE, DISTINGUISHED AND ENGAGING LEARNING ENVIRONMENT THAT ENSURES ALL STUDENTS LEARN TO THEIR HIGHEST POTENTIAL

EXPECTATIONS:

- a. Staff will monitor comprehensive plans for improving student achievement including the Local Control Accountability Plan (LCAP) and the Comprehensive Safety Plans including the sections related to student discipline.
- b. All students will receive rigorous and effective instruction, support and intervention that afford equitable access to a high quality educational experience in an environment that nurtures critical thinking, communication, collaboration, creativity and social responsibility.
- c. Teachers will use research-based best practices to design and deliver instruction, which addresses the knowledge, concepts and skills outlined in the State Standards. Teachers will design lessons that actively engage the minds of all learners with that which is to be learned. Learning objectives that describe what students will be able to do successfully and independently at the end of each lesson will be clearly articulated. Formative assessment will be used to guide and inform instruction. Summative assessment will be used to measure student learning.
- d. Professional Development will be aligned to improve student outcomes. Data will be collected to substantiate growth in student achievement.

4. WE ARE ABSOLUTELY COMMITTED TO PROVIDING THE NECESSARY FACILITIES TO MEET THE HOUSING AND EDUCATION NEEDS OF OUR CHANGING STUDENT POPULATION AND A VISION THAT PROMOTES AND SUPPORTS THEIR FUTURE

EXPECTATION

- a. Monitor and maintain high-quality information technology systems throughout the District
- b. Continue to implement sustainable clean energy programs that promote the long-term well-being of both the District's finances and the environment.
- c. Receive annual updates to the District's Facilities Master Plan while exploring and securing options to finance the plan.

☞ b & c – Annual Report by Business Services

5. WE ARE FISCALLY TRUSTWORTHY AND DEDICATED TO RESPONSIBLE FINANCIAL ACCOUNTABILITY

EXPECTATIONS:

- a. Continue to decrease encroachment of general funds by Special Education
- b. Continue to update and implement the adopted Technology Plan
- c. Continue to increase operational efficiency
- d. Citizens Oversight Committee will hold required meetings
- e. Set budget priorities based on the goals of the District
- f. Support and retain partnerships that have a mutual priority to maximize the available dollars for improving programs for students
- g. Maintain student Average Daily Attendance to exceed 96% percent.
- h. Senior Staff to hold twice-yearly fiscal status updates at employee work locations in order to educate and inform our stakeholders
- i. Maintain a financially responsible, positive District budget for the current year and two out years in order to preserve Westside's financial solvency, educational programs and the continued payment of employee salaries.

☞ g - Annual ADA Report by Business Services

☞ a, b, c, d, e, f, h & i - Budget Presentations by Business Services

6. **WE BELIEVE IN AND PROMOTE PARENT AND COMMUNITY INVOLVEMENT IN WESTSIDE UNION SCHOOL DISTRICT**

EXPECTATIONS:

- a. Continue to monitor and implement plans to increase communication and participation with parents regarding their children's education including the use of PowerSchool/PowerTeacher by all teachers.
- b. Implement plans to improve parent communication and participation with parents of all students.
- c. Explore ongoing efforts to increase communication with the community, utilizing methods that are cost effective.
- d. Strengthen partnerships with businesses, community organizations, and public agencies.
- e. Annually share the Board's goals and accomplishments with the stakeholders. Each school year will begin with a State of the District presentation by Superintendent and staff where maximum efforts are made to assure that the meeting is well-attended by the public.
- f. Create, administer and compile surveys for constituents that will generate data to measure district effectiveness to drive district decisions.
- g. Continue to explore means of obtaining input from stakeholders.
- h. Each Trustee will regularly attend community and school site events
- i. The Board will play an active role in promoting our district's image in the community and positive working relationships with all stakeholders.
- j. Keep public postings and communications current. Staff will monitor weekly.
Partner with parents and community to develop and implement school programs.

~ e - Posted on District Website

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Regina L. Rossall, Superintendent
SUBJECT: Board Meeting Agenda

BACKGROUND:

The Board is requested to approve the Agenda for August 7, 2018.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Regina L. Rossall, Superintendent
SUBJECT: Board Minutes

BACKGROUND:

The Board is requested to approve the Minutes of the Regular Meeting on June 26, 2018.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval

WESTSIDE UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
MINUTES
June 26, 2018

I. CALL TO ORDER

At 5:00 p.m. Patricia K. Shaw, Vice President, called to order the Regular Board Meeting of the Westside Union School District Board of Trustees.

II. Flag Salute

Regina Rossall, Superintendent

III. ROLL CALL

John Curiel, President – Absent
Patricia K. Shaw, Vice President - Present
Dr. Linda Jones, Clerk – Absent
Jennifer Navarro, Member – Present
Steven DeMarzio, Member – Present

SUPERINTENDENT

Regina Rossall – Present

IV. ITEMS FROM THE FLOOR

None

V. OTHERS PRESENT

Bob Dunham, Jeri Gonzalez, Pancho Gonzalez, Brian Schiller, J Bartee, Elvia Valenzuela

VI. M18-230 - The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to adjourn to closed session at 5:03 p.m. to consider:

- a. Conference with Labor Negotiators (Gov't Code §54957.6)
- b. Existing/Anticipated/Pending Litigation (Gov't Code §54956.9)
- c. Conference with Real Property Negotiator
- d. Public Employee Discipline/Dismissal/Release/Appointment Unrepresented Management (Gov't Code §54957)
Superintendent's Evaluation
- e. Pupil Personnel (Ed Code 35146 and 48918)

VII. RECONVENE TO OPEN SESSION at 6:18 p.m.

VIII. CLOSED SESSION ACTION

- a. M18-231 - The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the Claim Number 1718-09.

IX. PRESENTATIONS

None

X. HEARING SESSION/STAFF REPORTS

A. Board Comments:

Steve DeMarzio:

- I hope everyone has a great summer vacation and I look forward to another great year.

Jennifer Navarro

- I hope everyone enjoys their summer.

Patricia K. Shaw:

- Thank goodness we have Gina.

B. Staff Reports:

1. Assistant Superintendent Administrative Services – Shawn Cabey
 - a. The solar panels are coming down at Hillview. We are planning a visit to Coachella on July 9, 2018, to see the new solar panels. The new panels will not go up until after the start of school.
2. Assistant Superintendent Educational Services - Marguerite Johnson
 - a. Our ESY is winding down; Friday is the last day.
 - b. I hope everyone has a good break this summer.
3. Deputy Superintendent - Robert Hughes
 - a. We are still working on our hiring; we have seven more teaching positions to fill, 45 classified positions and a couple of management positions.
 - b. It's nice to see Bob Dunham and Jeri Holmes here this evening.
 - c. Shawn's correct step on his contract amendment for the 2017-18 school year was step 9, not step 8. His step has been corrected in his contract amendment that is up for approval this evening.
4. Superintendent – Regina Rossall
Mrs. Rossall reviewed the following items with the Trustees:
 - a. Maintenance is busy working at the sites.
 - b. Lots of registration is going on at the district office.

XI. PERSONAL APPEARANCES

- A. Westside Union Teachers Association Representative – Bob Dunham, President
 - I would like to wish everyone a good break.
 - The Janus ruling is coming out tomorrow morning.
- B. California School Employee Association Representative – Jeri Holmes, President
 - I would like to wish everyone a good summer.
- C. Parent Teachers Association Representative
- D. WAVE Representative – Jennifer Navarro and Robert Hughes

XII. ITEMS FROM THE FLOOR – Regular Session

None

XIII. PUBLIC HEARING

- A. A hearing on the proposed formation of Westside Union School District Community Facilities District No. 2018-1 with Improvement Areas Nos. 1 and 2. (to be held during the Business Session) opened at 6:14 p.m. and closed at 6:15 p.m.

XIV. BUSINESS SESSION

Organizational/Governance

1. M18-232 - Item 1. Approval of the agenda of the Regular Board Meeting of June 26, 2018, as submitted. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0.
2. M18-233 - Items 2a – 2f. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the consent agenda.

- 2a Minutes of the Workshop and Regular Meeting on June 19, 2018 and the Regular Meeting on June 5, 2018
- 2b Personnel Report
- 2c Purchase Orders
- 2d Consultant/Contract Agreement Schedule
- 2e Conference/Workshop Schedule
- 2f Job Descriptions
- 3. M18-234 - Item 3. The Board is now considering the contract amendments for the Superintendent, Deputy Superintendent, Assistant Superintendent Educational Services and Assistant Superintendent Administrative Services, which include:
 - Annual move on the salary schedule
 - Receiving the same raise and bonus as other Westside employees for the 2018-19 and 2019-20 school year approved on June 26, 2018
 - Extension of contract for an additional year
 - Deputy Superintendent and Assistant Superintendent Educational Services and Assistant Superintendent Administrative Services severance rights are amended to increase from 12 months to 18 monthsThe motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the Superintendent, Deputy Superintendent, Assistant Superintendent Educational Services and Assistant Superintendent Administrative Services Contract Amendments.
- 4. M18-235 - Item 4. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the 2018-19 Board Goals and Expectations.
- 5. M18-236 - Item 5. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve the 2018-19 Board Agenda Calendar

XV. EDUCATIONAL SERVICES

- 6. M18-237 - Item 6. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the Consolidated Application, Spring Data Collection
- 7. M18-238 - Item 7. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve the second and final reading of the revised Board Policy and Administrative Regulation 6154, Homework/Makeup Work.
- 8. M18-239 - Item 8. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the Site Plans for:
 - Anaverde Hills
 - IDEA Academy at Cottonwood
 - Esperanza
 - Gregg Anderson
 - Rancho Vista
 - Sundown
- 9. M18-240 - Item 9. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve the Local Control Funding Formula Budget and Local Control and Accountability Program (LCAP).

XVI. BUSINESS

- 10. M18-241 - Item 10. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve the California Student Data Privacy Agreement (CSDPA)

11. M18-242 - Item 11. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the second and final reading of the revised Board Policies and Administrative Regulations
 - AR 3230, Federal Grant Funds
 - AR 3514.2, Integrated Pest Management
 - BP/AR 3551, Food Service Operations/Cafeteria Fund
 - BP/AR 3553, Free and Reduced Price Meals
12. M18-243 - Item 12. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve the first reading of the Board Policy and Administrative Regulation 1113, District and School Web Sites
13. M18-244 - Item 13. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve Resolution 18-79, Amended Boundary Map for Westside Union School District Community Facilities District No. 2018-1 with Improvement Areas Nos. 1 and 2.
- 13a. M18-245 - Item 13a. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve Resolution 18-80, Formation of Community Facilities District No. 2018-1 with Improvement Areas Nos. 1 and 2
- 13b. M18-246 - Item 13b. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve Resolution 18-81, Determining the Need to Incur Debt, Westside Union School District Community Facilities District No. 2018-1 with Improvement Area Nos. 1 and 2.
- 13c. M18-247 - Item 13c. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve Resolution 18-82, Canvassing Election Results, Westside Union School District Community Facilities District No. 2018-1 with Improvement Area Nos. 1 and 2.
- 13d. M18-248- Item 13d. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve Resolution 18-83, First Reading of Ordinance, Westside Union School District Community Facilities District No. 2018-1, Authorizing the Levy of a Special Tax.
14. M18-249 - Item 14. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve Resolutions 18-84, 18-85, 18-86, and 18-87 of The Westside Union School District Board of Trustees, Acting as the Legislative Body of the Westside Union School District Community Facilities District (CFD) Nos. 2005-1, 2005-2, 2005-3, and 2007-1 Improvement Areas ("IA") Authorizing The Levy of Special Taxes for Fiscal Year 2018-2019.
15. M18-250 - Item 15. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the 2018-19 Budget
16. M18-251 - Item 16. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the AB1200:
17. M18-252 - Item 17. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve Resolution 18-88, Temporary Interfund Transfers of Special or Restricted Fund Moneys for 2018-19.
18. M18-253 - Item 18. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve Resolution 18-89, Education Protection Account (EPA).
19. M18-254 - Item 19. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve Resolution 18-90, Annual Delegation to Process Routine Budget Revisions, Adjustments and Transfers.

20. M18-255 - Item 20. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve the Authorization to Make Appropriation Transfers
21. M18-256 - Item 21. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve Amendment to Johnson Controls, Inc. Power Agreement

XVII. PERSONNEL

22. M18-257 - The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve the Tentative Agreement for the 2018-2019 and 2019-2020 Collective Bargaining Agreement and Memorandum of Understanding 18-08, Article 5 – Instructional Minutes, between Westside Union School District and Westside Union Teachers Association.
23. M18-258 - Item 23. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the Tentative Agreement for the 2018-2019 and 2019-2020 Collective Bargaining Agreement between Westside Union School District and California School Employees Association (CSEA) Chapter #398 and Resolution 18-92, Change in Observance Date for Lincoln's Day for 2018-2019 and 2019-2020 School Years.
24. M18-259 - Item 24. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the Unrepresented Employee Groups (All Management, Confidential, Playground Supervisors and Crossing Guards) Settlement Agreement for the 2018-19 and 2019-20 School Years.
25. M18-260 - Item 25. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve the Variable Term Waiver.
26. M18-261 - Item 26. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve the Revised Provisional Intern Permit (PIP).
27. M18-262 - Item 27. The motion was made by Steve DeMarzio seconded by Jennifer Navarro and carried 3/0 to approve the Short Term Staff Permit (STSP).

XVIII. NEW BUSINESS

None

XIX. UNFINISHED BUSINESS

None

XX. ADJOURNMENT – The meeting was adjourned at 6:42 p.m. by the Board Vice President.

Linda Jones, Clerk
August 7, 2018

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Regina L. Rossall, Superintendent
SUBJECT: Fund Raiser Approval List

BACKGROUND:

Attached for review and approval by the Board are individual requests from school organizations for fund raising activities. Each is presented on the District's pre-approved form.

PROGRAM/EDUCATIONAL IMPLICATION:

Funds raised as a result of the activities benefit the individual schools as described in each form.

COST ANALYSIS/FUNDING SOURCE:

Approval of these activities increases the funding available for the affected schools as noted on each form.

SUPERINTENDENT'S RECOMMENDATION:

Approval

FUND RAISER APPROVAL LIST

Approved at the Board Meeting of August 7, 2018

Gregg Anderson

- Description: PTA Membership Dues
Date: August 2018 – June 2019
Purpose: Membership dues for PTA.
Requesting Group: Gregg Anderson Academy PTA
- Description: Spirit wear
Date: August 2018 – June 2019
Purpose: To provide school spirit and provide funds to support the Aviator Store that rewards student for good behavior.
Requesting Group: Gregg Anderson Academy PTA
- Description: Grade Level Pledge Drive
Date: August 20 – September 7, 2018
Purpose: To raise money for on-site computer licensing.
Requesting Group: Gregg Anderson Academy PTA
- Description: AV Duck Race
Date: August 2018
Purpose: Community Fundraiser that supports education and other youth programs.
Requesting Group: Gregg Anderson Academy PTA
- Description: Fall Festival
Date: October 19, 2018
Purpose: To raise money for field trips and assemblies.
Requesting Group: Gregg Anderson Academy PTA

Hillview

- Description: Yearbook Sales
Date: 2018-19 school year
Purpose: Collection of fees to purchase yearbooks.
Requesting Group: Hillview ASB
- Description: PE Clothing Sales
Date: 2018-19 school year
Purpose: Raise money for school activities.
Requesting Group: Hillview ASB

Hillview	Description:	Donations made to announce celebratory occasions on HV monitors
	Date:	2018-19 school year
	Purpose:	Student activities
	Requesting Group:	Hillview ASB
	Description:	Collection of funds to replace student binders/planners
	Date:	2018-19 school year
	Purpose:	All students
	Requesting Group:	Hillview ASB
	Description:	Donation Drive
	Date:	August – September 2018
	Purpose:	Student activities
	Requesting Group:	Hillview ASB
	Description:	Spirit Wear
	Date:	1 st quarter of 2018-19 school year
	Purpose:	Promote school spirit
	Requesting Group:	Hillview ASB
Quartz Hill	Description:	Smencil Sales
	Date:	1 st Friday of every month – August 2018 - May 2019
	Purpose:	Student incentives, assemblies, field trips and family nights.
	Requesting Group:	Quartz Hill PTA
	Description:	Community Discount Cards
	Date:	August 13-23, 2017
	Purpose:	Kinder t-shirts, 6 th grade shirts, field trips, assemblies and student incentives.
	Requesting Group:	Quartz Hill PTA
	Description:	Kids Are First Fall Catalog sales
	Date:	September 3-14, 2018
	Purpose:	Assemblies, Field trips, family nights, red ribbon week and P.E. equipment.
	Requesting Group:	Quartz Hill PTA
	Description:	Kids Are First Santa Shop Catalog Sales
	Date:	December 3-7, 2018
	Purpose:	Student incentives, field trips, assemblies, field day and 6 th grade activities.
	Requesting Group:	Quartz Hill PTA

Quartz Hill

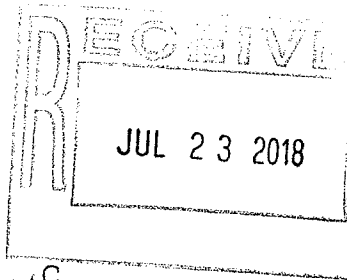
Description: Spring Scholastic Book Fair

Date: February 26 – March 1, 2019

Purpose: Student incentives, field trips, assemblies, classroom cubbies and AR program.

Requesting Group: Quartz Hill PTA

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645



FUNDRAISING AUTHORIZATION
Elementary School

School Greggs Anderson Academy Date July 1, 2018

Requesting Group: ☒ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser Aug 2018 - June 2019 Event Start Time _____

Location of Fund Raiser Greggs Anderson Academy

Description of Fund Raiser Membership Dues

Purpose of the Fund Raiser Membership dues for PTA.

For the benefit of (be specific) Money raised goes to fund school gift budget and operating expenses (taxes, insurance, PTAEX software) for PTA

Person Supervising Fund Raiser Megan Riley, Membership chair

Person Responsible for the Money GAA PTA Treasurer, Wendy Cullen

Projected Expenses \$ 500.-

Projected Profit \$ 4,000.-

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
Sanitary and safety procedures shall comply with the State and County Uniform Retail Food Facilities Law. Home-baked goods may not be sold. (BB3554, CURFLL 113700-114455, AR3554)
Food sales will not begin until after the close of the regularly scheduled midday food service period. (Code of Regulations, Title 5 15500, Ed Code 51520)
Organizations are encouraged to select items of good nutritional quality (BP3554)
The food item being sold cannot be an item sold in the food service program at that school during that school day. (Code of Regulations, Title 5)

Signature of PTA/PTO/PTSA President GAA Beckm Date 7/1/18

Signature of Principal or Assistant J. Barrington Date 6/10/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

Note – Edible items that do not comply with the District's Wellness Policy may be sold to students a half an hour after the end of the school day.

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645

JUL 23 2018

FUNDRAISING AUTHORIZATION
Elementary School

School Gregg Anderson Academy Date July 1, 2018

Requesting Group: ☒ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser Aug. 2018 - June 2019 Event Start Time _____

Location of Fund Raiser Gregg Anderson Academy

Description of Fund Raiser Spiritwear

Purpose of the Fund Raiser to provide ^{school} spirit + provide funds
to support the Aviator store that rewards students for good behavior.

For the benefit of (be specific) Student can wear spiritwear shirts
on Fridays. Benefits all GAA students.

Person Supervising Fund Raiser Bachel Klug

Person Responsible for the Money Treasurer

Projected Expenses \$ 9,000 (Proj income ^{\$11,000}
Exp. \$9,000) Projected Profit \$ 2,000
2,000

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Signature of PTA/PTO/PTSA President Beckm Freitag Date 7/1/18

Signature of Principal or Assistant J. Haring Date 6/14/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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JUL 23 2018

FUNDRAISING AUTHORIZATION
Elementary School

School Gregg Anderson

Date 7/1/18

Requesting Group: ☐ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser Aug. 20 - Sept. 7, 2018 Event Start Time _____

Location of Fund Raiser Gregg Anderson Academy

Description of Fund Raiser Grade Level Pledge Drive

Purpose of the Fund Raiser to raise money for on-site computer licencing

For the benefit of (be specific) to provide computer labs / chrome book with (educational) Learning software.

Person Supervising Fund Raiser Mara Elizondo

Person Responsible for the Money GAA PTA Treasurer

Projected Expenses \$ 500.00

Projected Profit \$ 10,000.00

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Signature of PTA PTO/PTSA President Becky M. Freitag Date 7/1/18

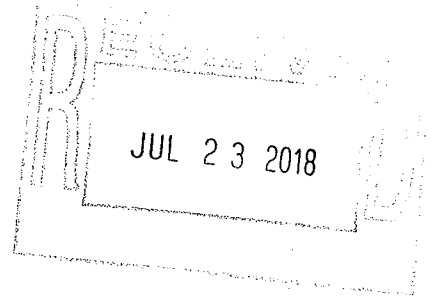
Signature of Principal or Assistant [Signature] Date 6/10/18

I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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41914 50th Street West
Quartz Hill, CA. 93536
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FUNDRAISING AUTHORIZATION

Elementary School

School Gregg Anderson Academy Date July 1, 2018

Requesting Group: ☒ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser August 2018 Event Start Time _____

Location of Fund Raiser Drytown waterpark Palmdale

Description of Fund Raiser AV Duck Race

Purpose of the Fund Raiser Community Fundraiser that supports education & other youth programs.

For the benefit of (be specific) Money raised will go to benefit all GAA student. Money raised will go toward Family nights.

Person Supervising Fund Raiser Rodney Taylor

Person Responsible for the Money Treasurer, Wendy Cullen

Projected Expenses \$ 200.- Projected Profit \$ 1,300.-

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The food item being sold cannot be an item sold in the food service program at that school during that school day. (Code of Regulations, Title 5)

Signature of PTA/PTO/PTSA President GAA [Signature] Date 7/1/18

Signature of Principal or Assistant [Signature] Date 6/16/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

Note – Edible items that do not comply with the District's Wellness Policy may be sold to students a half an hour after the end of the school day.

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JUL 23 2018

FUNDRAISING AUTHORIZATION
Elementary School

School Gregg Anderson

Date July 1, 2018

Requesting Group: ☒ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser Oct. 19, 2018 Event Start Time 5pm - 8pm

Location of Fund Raiser Gregg Anderson Academy

Description of Fund Raiser Fall Festival

Purpose of the Fund Raiser to raise money for fieldtrips and assemblies.

For the benefit of (be specific) all grade levels at Gregg Anderson Academy

Person Supervising Fund Raiser Kristin Forshee, Fall Festival Chair

Person Responsible for the Money GAA PTA Treasurer

Projected Expenses \$ 9,000.-

Projected Profit \$ 15,000.-

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
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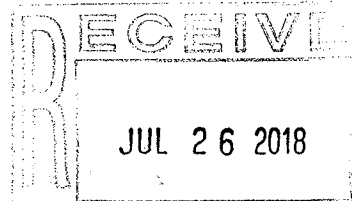
Signature of PTA PTO/PTSA President GAA President Becky M. Freese Date 7/1/18

Signature of Principal or Assistant [Signature] Date 6/18/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 974-8588



FUNDRAISING AUTHORIZATION
Middle School

School HV Date 5-18-18
Requesting Group HUASB
Indicate if requesting group is under the auspices of ASB/PTA/PTSA/PTO: ☒ ASB ☐ PTA/PTSA/PTO
Date(s) of Fund Raiser 2018/19 school year Event Start Time _____
Location of Fund Raiser Hillview M.S.
Description of Fund Raiser Yearbook Sales

Purpose of the Fund Raiser Collection of fees to purchase yearbooks

For the benefit of (be specific) HV students

Person Supervising Fund Raiser Dave Hendrix

Person Responsible for the Money Betty Dyer

Projected Expenses \$ 10,000.-

Projected Profit \$ 2500.-

Approved by ASB in the meeting minutes of _____

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
Sanitary and safety procedures shall comply with the State and County Uniform Retail Food Facilities Law. Home-baked goods may not be sold. (BB3554, CURFLL 113700-114455, AR3554)
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Signature of ASB President Colin Silva Francesca Ryu Date 7/29/18

Signature of ASB Advisor hangul Date 5/29/18

Signature of PTA/PTO/PTSA President _____ Date _____

Signature of Principal or Assistant [Signature] Date 6/4/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

Note – Edible items that do not comply with the District's Wellness Policy may be sold to students a half an hour after the end of the school day.

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 974-8588

RECEIVED
JUL 26 2018

FUNDRAISING AUTHORIZATION
Middle School

School HV Date 5-18-18

Requesting Group HUASB
Indicate if requesting group is under the auspices of ASB/PTA/PTSA/PTO: ☒ ASB ☐ PTA/PTSA/PTO

Date(s) of Fund Raiser 2018/19 School Year Event Start Time _____

Location of Fund Raiser Hillview M.S.

Description of Fund Raiser PE Clothing Sales

Purpose of the Fund Raiser Raise money for school activities

For the benefit of (be specific) All students

Person Supervising Fund Raiser School Office Sales

Person Responsible for the Money Betty Dyer

Projected Expenses \$ 10,000.-

Projected Profit \$ 5,000.-

Approved by ASB in the meeting minutes of _____

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Signature of ASB President Francesca Rye Date 5/29/18

Signature of ASB Advisor Raquel Date 5/29/18

Signature of PTA/PTO/PTSA President _____ Date _____

Signature of Principal or Assistant [Signature] Date 6/4/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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RECEIVED

JUL 26 2018

FUNDRAISING AUTHORIZATION
Middle School

School HV Date 5-18-18
Requesting Group HV ASB
Indicate if requesting group is under the auspices of ASB/PTA/PTSA/PTO: ☒ ASB ☐ PTA/PTSA/PTO
Date(s) of Fund Raiser 2018/19 school year Event Start Time _____
Location of Fund Raiser Hillview M.S.
Description of Fund Raiser Donations made to announce
celebratory occasions on HV monitors
Purpose of the Fund Raiser Student Activities

For the benefit of (be specific) HV students

Person Supervising Fund Raiser Principals Lots E Slater Sanchez

Person Responsible for the Money Betty Dyer

Projected Expenses \$ 0

Projected Profit \$ 500.-

Approved by ASB in the meeting minutes of _____

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Signature of ASB President Francesca Ryu Date 5/29/18

Signature of ASB Advisor [Signature] Date 5/29/18

Signature of PTA/PTO/PTSA President _____ Date _____

Signature of Principal or Assistant [Signature] Date 6/4/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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41914 50th Street West
Quartz Hill, CA. 93536
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JUL 26 2018

FUNDRAISING AUTHORIZATION
Middle School

School HV Date 5-18-18
Requesting Group HV ASB
Indicate if requesting group is under the auspices of ASB/PTA/PTSA/PTO: ☒ ASB ☐ PTA/PTSA/PTO
Date(s) of Fund Raiser 2018/19 School Year Event Start Time _____
Location of Fund Raiser Hillview M.S.
Description of Fund Raiser collection of funds to replace student binders/planners
Purpose of the Fund Raiser All students
For the benefit of (be specific) HV students

Person Supervising Fund Raiser Principals Lots E Slater Sanchez
Person Responsible for the Money Betty Dyer

Projected Expenses \$ 5500.-
Projected Profit \$ 0

Approved by ASB in the meeting minutes of _____

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Signature of ASB President Francesca Rye Date 5/29/18
Signature of ASB Advisor [Signature] Date 5/29/18
Signature of PTA/PTO/PTSA President _____ Date _____

Signature of Principal or Assistant [Signature] Date 6/4/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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Westside Union School District
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JUL 26 2018

FUNDRAISING AUTHORIZATION
Middle School

School HV Date 5-18-18
Requesting Group HUASB
Indicate if requesting group is under the auspices of ASB/PTA/PTSA/PTO: ☒ ASB ☐ PTA/PTSA/PTO
Date(s) of Fund Raiser August 2018 / September 2018 Event Start Time _____
Location of Fund Raiser Hillview M.S.
Description of Fund Raiser Donation Drive

Purpose of the Fund Raiser Student Activities

For the benefit of (be specific) HV students

Person Supervising Fund Raiser Principals Lots E Slater Sanchez

Person Responsible for the Money Betty Dyer

Projected Expenses \$ 0

Projected Profit \$ 5000.-

Approved by ASB in the meeting minutes of _____

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Signature of ASB President Francesca Ryu Date 5/29/18

Signature of ASB Advisor [Signature] Date 5/29/18

Signature of PTA/PTO/PTSA President _____ Date _____

Signature of Principal or Assistant [Signature] Date 6/4/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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JUL 26 2018

FUNDRAISING AUTHORIZATION
Middle School

School HV Date 5-18-18
Requesting Group HV ASB
Indicate if requesting group is under the auspices of ASB/PTA/PTSA/PTO: ☒ ASB ☐ PTA/PTSA/PTO
Date(s) of Fund Raiser 1st qtr of 2018/19 school year Event Start Time _____
Location of Fund Raiser Hillview M.S.
Description of Fund Raiser Spirit Wear
Purpose of the Fund Raiser Promote School Spirit
For the benefit of (be specific) HV students
Person Supervising Fund Raiser Principal Slater Sanchez
Person Responsible for the Money Betty Dyer
Projected Expenses \$ 3500.-
Projected Profit \$ 1000.-
Approved by ASB in the meeting minutes of _____

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Signature of ASB President Colin Wilber Francesca Ryo Date 5/29/18
Signature of ASB Advisor Randy Date 5/29/18
Signature of PTA/PTO/PTSA President _____ Date _____

Signature of Principal or Assistant [Signature] Date 6/4/18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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BU-13 10-14 Original to District Office for Approval at next Board Meeting. An approved copy will be sent back to school site.

Aug. 10

Jan. 11

Sept. 7

Feb. 1 March 1

Oct. 5

April 5

Nov. 2

May 3

Dec. - canceled

June - canceled

Westside Union School District

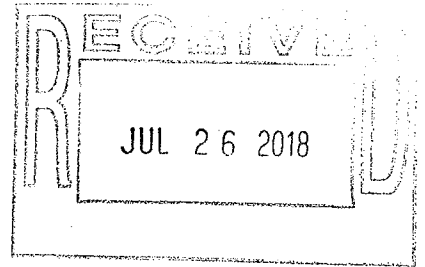
41914 50th Street West

Quartz Hill, CA. 93536

(661) 722-0716 FAX: (661) 206-3645

FUNDRAISING AUTHORIZATION

Elementary School



School QHE

Date 6/6/18

Requesting Group: ☒ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser 1st Friday every month Event Start Time _____

Location of Fund Raiser QHE

Description of Fund Raiser Pencil sales

Purpose of the Fund Raiser Student incentives, assemblies, field trips, Family Nights

For the benefit of (be specific) all students

Person Supervising Fund Raiser Meagan Myers

Person Responsible for the Money Yara Lopes

Projected Expenses \$ 307.09

Projected Profit \$ 192.91

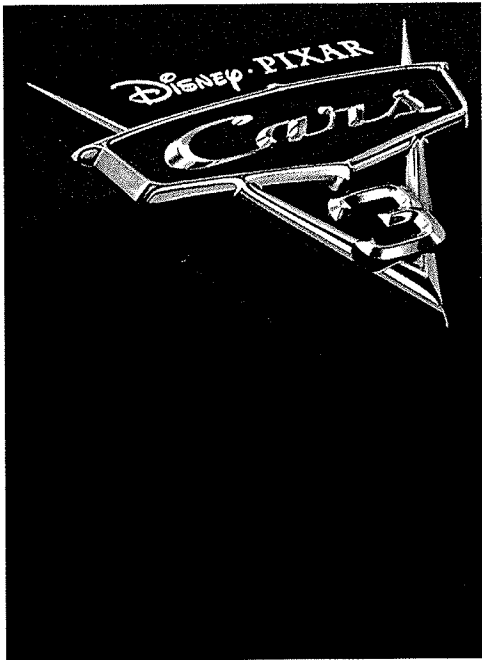
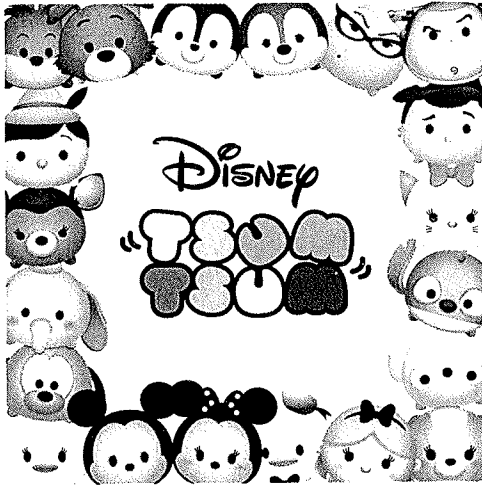
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Signature of PTA/PTO/PTSA President Beverly Adams Date 6/6/18

Signature of Principal or Assistant E. Pardo Date 6-12-18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

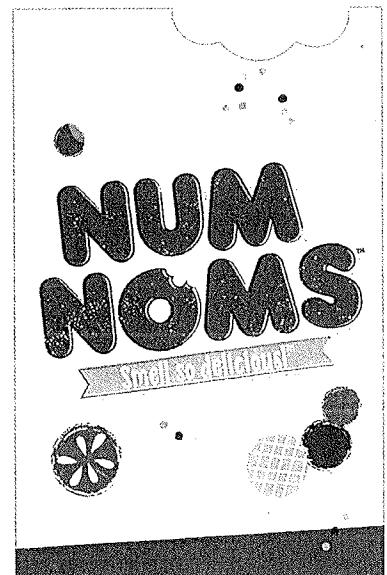
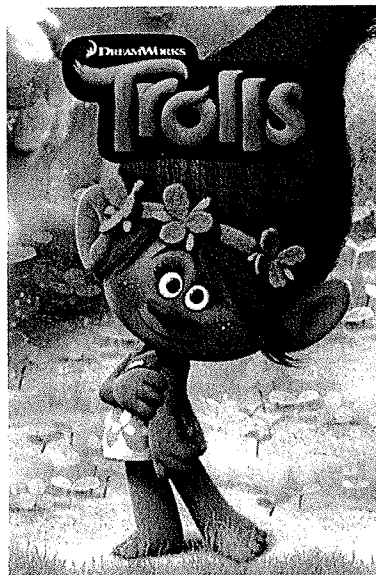
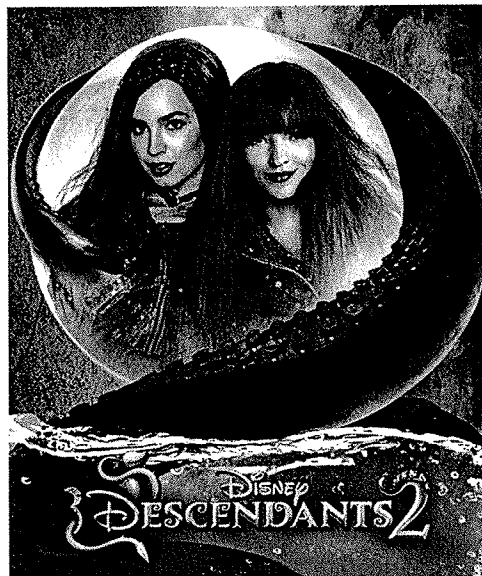
Note - Edible items that do not comply with the District's Wellness Policy may be sold to students a half an hour after the end of the school day.



ScentCo
Fundraising

Incorporated®

www.scentcofundraising.com



ON-SO YUMMY
backpack buddies

Try not to feel hungry
after you smell these

Sell for
\$5



Backpack Buddies Free Table Display

smanimals
BACKPACK BUDDIES

Make your backpack smell awesome

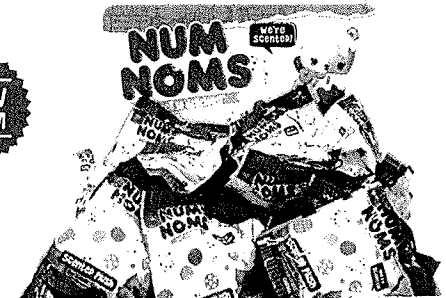
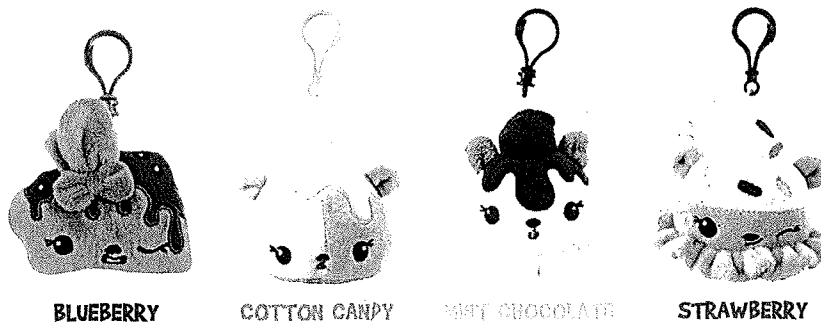
Sell for
\$5



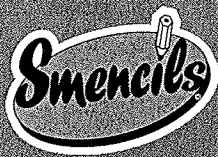
Backpack Buddies Free Table Display



Backpack Buddies Mystery Blind Bags featuring Num Noms



Backpack Buddies Free Table Display



Sell for
\$1

Smencils for every need



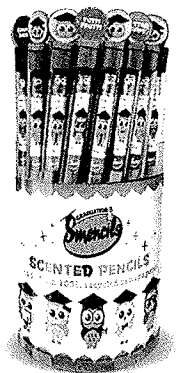
Smencils



Sport
Smencils



Smart
Smencils



Graduation
Smencils



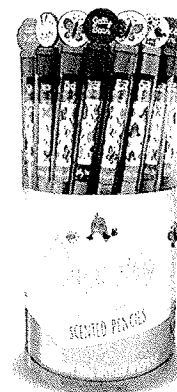
Sell for
\$1



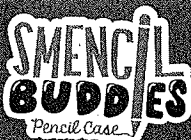
Birthday
Smencils



Sweet Heart
Smencils



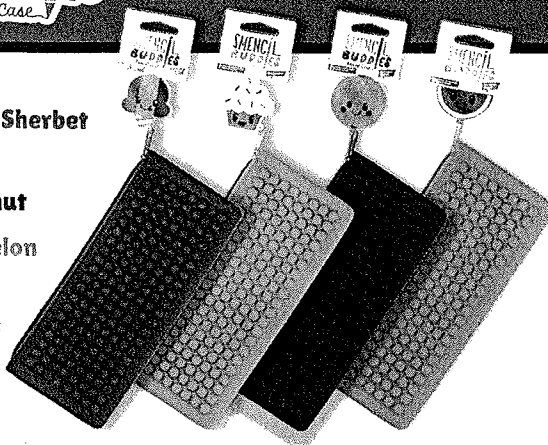
Spring
Smencils



The World's Best Smelling Pencil Cases

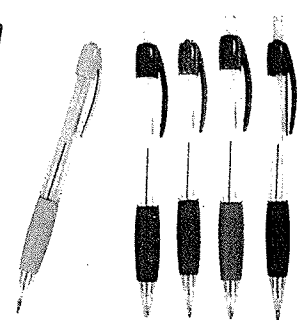
Rainbow Sherbet
Cupcake
Jelly Donut
Watermelon

Sell for
\$8



The First Time Mechanical Pencils Have Been COOL

Sell for
\$1

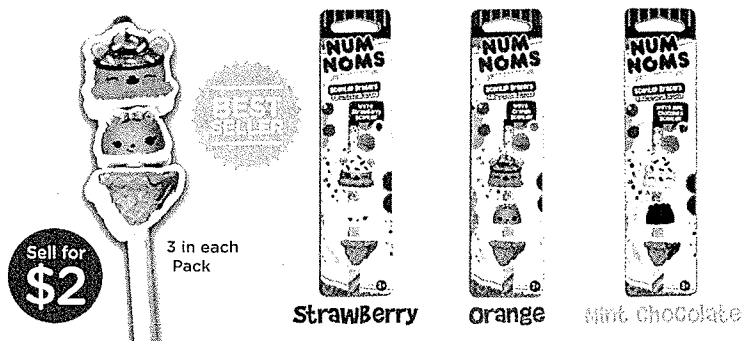


Pineapple
Cherry
Ice Cream
Watermelon
Donut



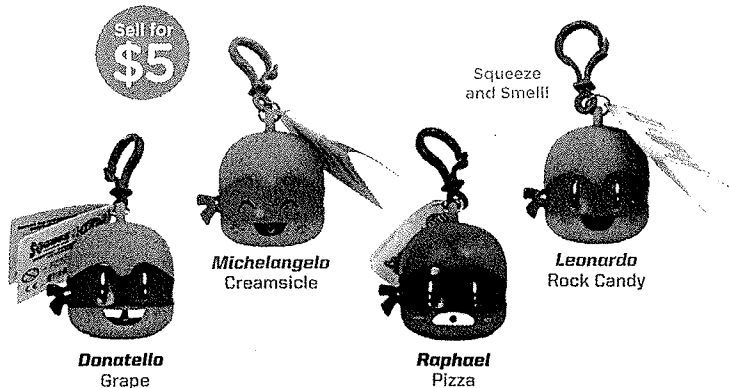
Scented eraser sets featuring Num Noms

Smencils featuring Num Noms



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DreamWorks Trolls © 2017 DreamWorks Animation LLC. All Rights Reserved.



Squeezables Backpack Clips featuring TMNT



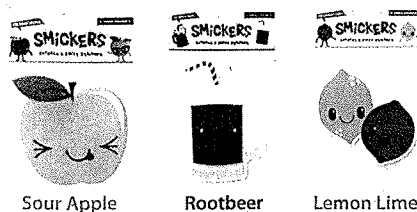
Jumbo Smickers featuring Dreamworks' Trolls

Smencils featuring Dreamworks' Trolls

SMICKERS Jumbo Scratch & Sniff Stickers

Sell for \$1

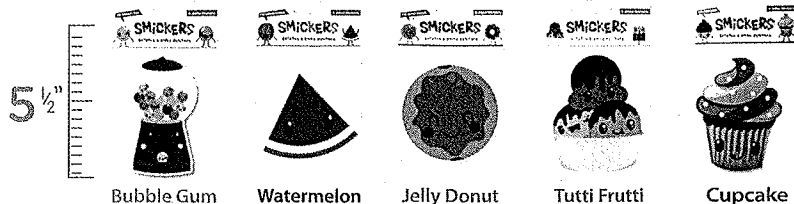
2 Smickers per pack



Sour Apple

Rootbeer

Lemon Lime



Bubble Gum

Watermelon

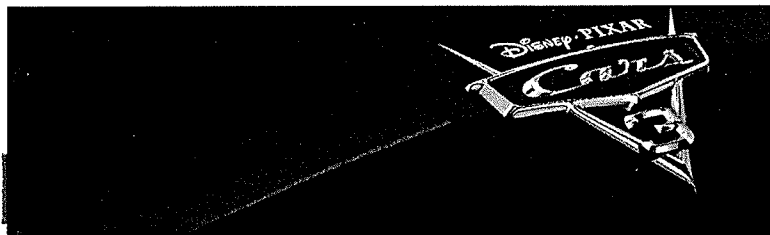
Jelly Donut

Tutti Frutti

Cupcake

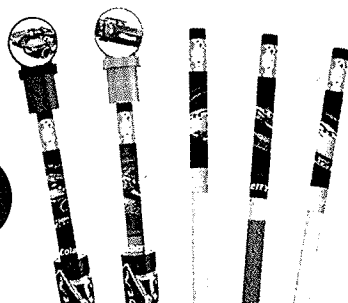


Smickers Free Table Display



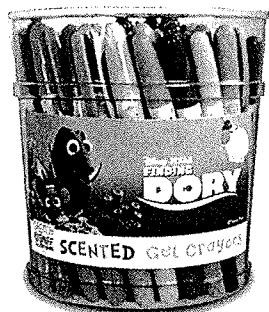
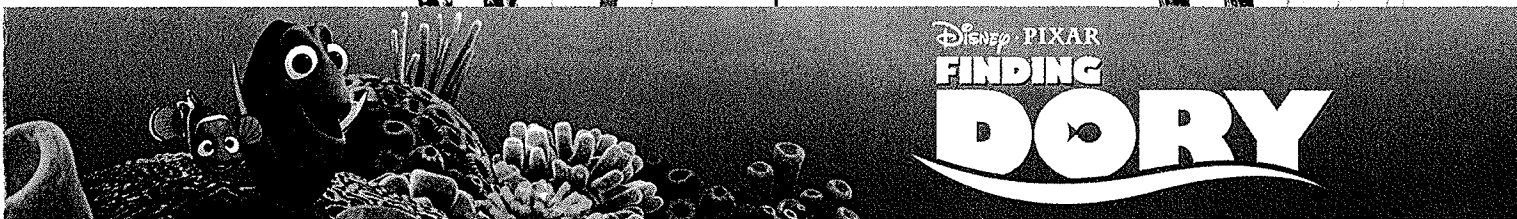
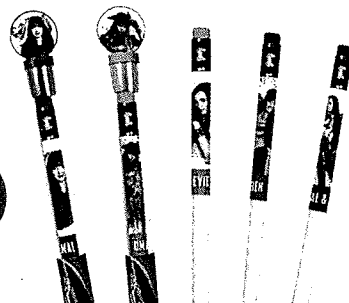
Smencils featuring Disney•Pixar Cars 3

Sell for
\$1



Smencils featuring Disney Descendants 2

Sell for
\$1



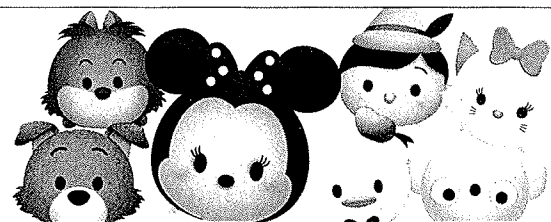
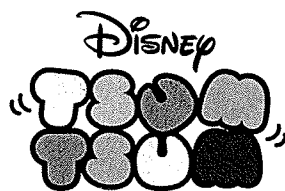
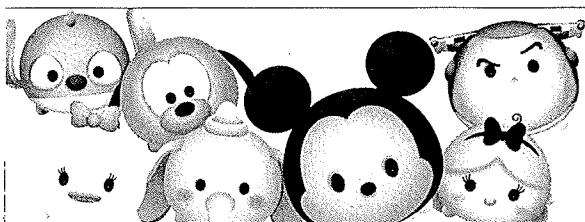
Sell for
\$1

Sketch & Sniff
Gel Crayons
featuring
Disney•Pixar
Finding Dory



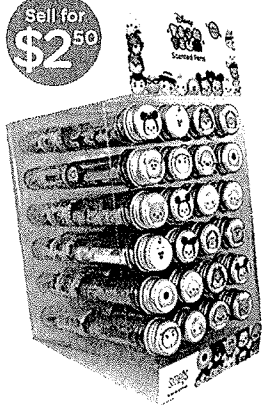
Scented Keychains featuring
Disney •Pixar Finding Dory

Sell for
\$2



Smens featuring
Disney Tsum Tsum

Sell for
\$2.50



Smencils featuring
Disney Tsum Tsum

Sell for
\$1

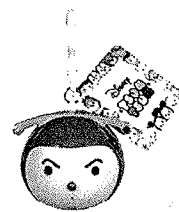


Squeezables Backpack Clips featuring Disney Tsum Tsum

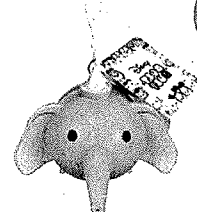
Sell for
\$5



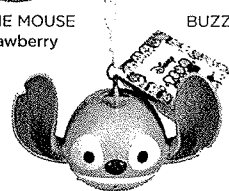
MINNIE MOUSE
Strawberry



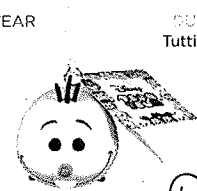
BUZZ LIGHTYEAR
Grape



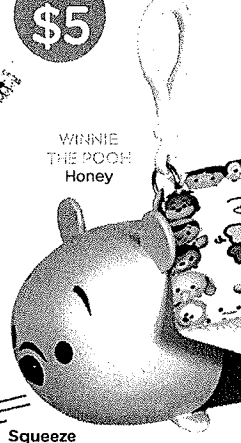
DUMBO
Tutti Frutti



STITCH
Blue Raspberry



OLAF
Cookies 'N' Cream



Squeeze
and Smell!

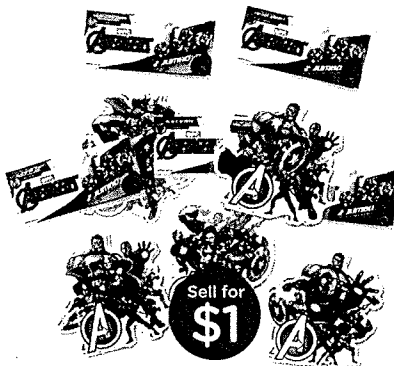
MARVEL AVENGERS

© 2017 MARVEL



Sell for
\$1

Sketch & Sniff
Gel Crayons featuring
Marvel's Avengers



Sell for
\$1

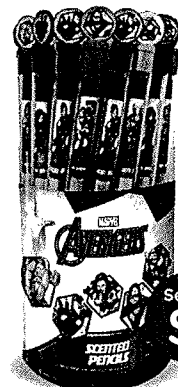
Jumbo Smickers featuring
Marvel's Avengers (2 Smickers per Pack)



Sell for
\$5

Squeeze
and
Smell!

Squeezables
Backpack Clips featuring
Marvel's Avengers



Sell for
\$1

Smencils featuring
Marvel's Avengers

MARVEL SPIDER-MAN

Spider-Gwen
Bubble Gum

Spider-Man 2099
Blue Raspberry

Spider-Man
Watermelon

Miles Morales
Black Cherry

Agent Venom
Cookies 'N' Cream

Squeezables
Backpack Clips
featuring Spider-Man

Sell for
\$5



Squeeze and Smell!



Sell for
\$1

Smencils featuring Spider-Man



© 2017 MARVEL



MARVEL GUARDIANS OF THE GALAXY

© 2017 MARVEL

Smencils featuring
Guardians of the Galaxy

Sell for
\$1



Sell for
\$1

glitter gel
SMEAS

Tri-color
SMEAS

NEON
SMEAS

AVAILABLE
FEB. 1



NEW
scented
grip



Bubble Gum
Watermelon
Cotton Candy
Cupcake



COLORED GLITTER GEL INK



Watermelon
Sour Apple
Orange
Grape



TRI-COLORED INK



Watermelon
Lime
Tangerine
Tutti Frutti

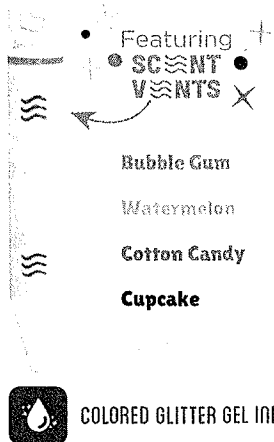


COLORED NEON GEL INK

glitter gel
SMEAS

Five Irresistible
Scents!

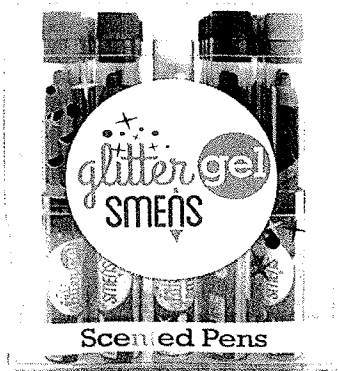
Sell for
\$1



Bubble Gum
Watermelon
Cotton Candy
Cupcake



COLORED GLITTER GEL INK



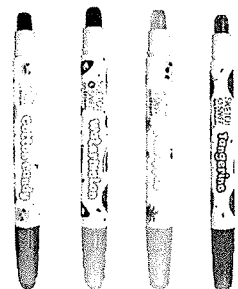
SKETCH
SNIFF
Gel Crayons

Super Smooth Gliding
Gel Crayons

Sell for
\$1



Bubble Gum
Cotton Candy
Watermelon
Pineapple
Tangerine



Scented
KEYCHAINS

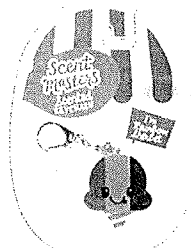
Hang on to the newest collection

Sell for
\$2

Clips onto your backpack



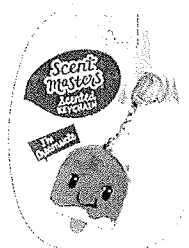
Watermelon



Rainbow Sherbet



Cupcake

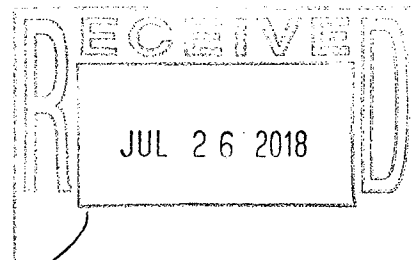


Creamsicle



Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645

FUNDRAISING AUTHORIZATION
Elementary School



School QHE Date 5/24/18

Requesting Group: ☒ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser Aug. 13 - 23, 2019 Event Start Time N/A

Location of Fund Raiser Send Home

Description of Fund Raiser Community Discount Cards

Purpose of the Fund Raiser Kinder T-shirts, 6th gr. shirts, Field Trips, Assemblies, student incentives

For the benefit of (be specific) All students

Person Supervising Fund Raiser Margan Myers

Person Responsible for the Money Yare Lopez

Projected Expenses \$ ~~2,000~~ 1,500

Projected Profit \$ ~~2,000~~ 3,500

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
Sanitary and safety procedures shall comply with the State and County Uniform Retail Food Facilities Law. Home-baked goods may not be sold. (BB3554, CURFFL 113700-114455, AR3554)
Food sales will not begin until after the close of the regularly scheduled midday food service period. (Code of Regulations, Title 5 15500, Ed Code 51520)
Organizations are encouraged to select items of good nutritional quality (BP3554)
The food item being sold cannot be an item sold in the food service program at that school during that school day. (Code of Regulations, Title 5)

Signature of PTA/PTO/PTSA President Beverly Adams Date 5/24/18

Signature of Principal or Assistant P. Paulson Date 6-12-18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

Note - Edible items that do not comply with the District's Wellness Policy may be sold to students a half an hour after the end of the school day.

FREQUENTLY ASKED QUESTIONS:

Can I select the merchants on my cards?
-We ask you for your wish list of 20+ merchants. Then we reach out to nearly 100 others until we secure 10-15 discounts for your cards.

How many cards can I sell?
-Each group is different, but the average group sells 15-20 cards per person. we suggest ordering 20 cards per member (more if you have a team of superstars.)

How long does it take to get my cards?
-Our process takes 3-4 weeks on average. Rush orders are available for faster delivery. (10 days or less.)

Can I sell \$15 or \$20 cards instead of \$10?
-Yes, \$15 and \$20 cards are available. They require more merchants and cost more to produce. We have found that \$10 cards make the most profit for you.

Can I see the card before it is printed?
-Yes, we will send you a .pdf proof of your card before printing.

How much can I make?
-You will make as much as you can sell. The more cards you order, the more money you will make. See pricing on the back of this brochure.

WHY DISCOUNT FUNDRAISING?

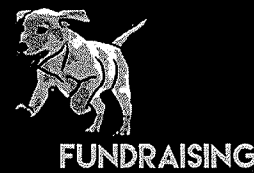
- Flexible payment options
- Volume rebate pricing
- Experience
- Keep most profit available

How does it work?

1. Decide how much you need to raise
2. We secure all merchant discounts
3. We design, print, and ship for one low price

Payment options:

- Pre-pay in full for 100 extra FREE cards
- 25% down/75% prior to shipping



- Highest Profit - Lowest cost - Best design -
- Most experience - Trusted company

CARD DESIGN:

The front of your cards will include your full-color logo and design

\$10
BOONEVILLE HIGH SCHOOL FOOTBALL

WWW.DISCOUNTFUNDRAISING.COM

 Domino's FREE pizza w/purch or same at reg menu price Booneville	 Mama's FREE Breadsticks w/purch of Lg Pizza Carryout only. Corinth	 Chili's FREE Chips & Salsa w/purchase Tupelo	 SUBWAY \$1 off 12" or \$1.50 off 6" Booneville
 10% off all products Corinth	 Lowe's FREE reg chips & drink w/purch of any sandwich Tupelo	 Crackin' 10% off Tupelo	 ZAXBY'S FREE kids meal w/purch of our most popular menu item Corinth
 Dodge's FREE pizza sticks w/purch of pizza sticks Booneville	 McALISTER'S FREE cookie w/purchase Corinth	 YAMATO 10% off purchase Booneville	 WING STOP FREE reg. fry w/purchase Tupelo
 Lick's FREE Hot N Ready pepperoni w/purch of any 2 Lg specialty OR FREE crazy combo w/purch of any deep dish pizza Booneville & Corinth	 DICK'S \$10 OFF \$50 PURCHASE 10003720		

Must present card at time of pur. Not valid w/any other offers, discounts, or specials. Limit 1 offer per merchant per person per day. Discounts off menu/retail price. Buy 1 get 1 free offers are equal lesser value. Excl. alcohol, tax & gratuity. Good only at local listed. Offers subject to change without notice. Additional terms & conditions may apply.

The back of your cards will contain 10-15 local merchants and high value discounts

\$10 Expires 4/15/16

WWW.DISCOUNTFUNDRAISING.COM

 Chili's FREE chips & salsa w/purchase any entree	 Domino's FREE pizza w/purchase any entree	 Lowe's FREE reg chips & drink w/purchase any sandwich	 SUBWAY \$1 off 12" or \$1.50 off 6"
 IHOP 10% off all purchases	 McALISTER'S FREE cookie w/purchase	 YAMATO 10% off purchase	 WING STOP FREE reg. fry w/purchase
 DICK'S \$10 OFF \$50 PURCHASE	 DICK'S \$10 OFF \$50 PURCHASE		

\$10 Expires 4/15/16

WWW.DISCOUNTFUNDRAISING.COM

 Chili's FREE chips & salsa w/purchase any entree	 Domino's FREE pizza w/purchase any entree	 Lowe's FREE reg chips & drink w/purchase any sandwich	 SUBWAY \$1 off 12" or \$1.50 off 6"
 IHOP 10% off all purchases	 McALISTER'S FREE cookie w/purchase	 YAMATO 10% off purchase	 WING STOP FREE reg. fry w/purchase
 DICK'S \$10 OFF \$50 PURCHASE	 DICK'S \$10 OFF \$50 PURCHASE		

\$10 Expires 4/15/16

WWW.DISCOUNTFUNDRAISING.COM

 Chili's FREE chips & salsa w/purchase any entree	 Domino's FREE pizza w/purchase any entree	 Lowe's FREE reg chips & drink w/purchase any sandwich	 SUBWAY \$1 off 12" or \$1.50 off 6"
 IHOP 10% off all purchases	 McALISTER'S FREE cookie w/purchase	 YAMATO 10% off purchase	 WING STOP FREE reg. fry w/purchase
 DICK'S \$10 OFF \$50 PURCHASE	 DICK'S \$10 OFF \$50 PURCHASE		

FUNDRAISING PARTNER,

THANK YOU FOR YOUR RECENT INTEREST IN OUR FUNDRAISING PROGRAM. ENCLOSED YOU WILL FIND A SAMPLE OF OUR DISCOUNT CARDS, AND THIS BROCHURE FEATURES OUR PROGRAM'S BENEFITS FOR YOUR ORGANIZATION.

IF YOU HAVE ANY QUESTIONS ABOUT OUR PROGRAM, FEEL FREE TO CALL ME AT ANY TIME ON MY DIRECT LINE LISTED BELOW.

OUR PROGRAM IS AS SIMPLE AS THIS:

-YOU DECIDE HOW MUCH MONEY YOU NEED TO RAISE OR HOW MANY CARDS YOUR GROUP CAN SELL.

-WE SECURE 10-20 BEST DISCOUNTS FROM YOUR LOCAL MERCHANTS FOR YOUR CARDS.

-WE DESIGN, PRINT, AND SHIP YOUR CARDS FOR ONE LOW PRICE AGREED UPON UP FRONT.

-YOU WILL SELL YOUR CARDS FOR 60%-95% PROFIT!!!

WE LOOK FORWARD TO FUNDRAISING WITH YOU,

MATT GOODIN
CHIEF FUNDRAISING OFFICER
DISCOUNTFUNDRAISING.COM
(423) 744-4547 -TEXT OR CALL
MATT@DISCOUNTFUNDRAISING.COM



DISCOUNTFUNDRAISING

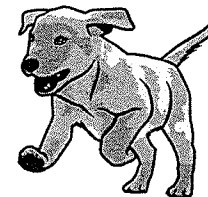
PRICING

# CARDS	PRICE/CARD	PROFIT
300 (MIN.)	\$4/CARD	\$1,800
500	\$3/CARD	\$3,500
1,000	\$2/CARD	\$8,000
2,000	\$1.75/CARD	\$16,500
5,000	\$1.50/CARD	\$42,500
10,000	CONTACT	(423) 744-4547

\$1,000 WORTH OF FREE CARDS WITH
PREPAYMENT
PRICE MATCH GUARANTEE OR 10% OFF

DISCOUNT FUNDRAISING

(423) 744-4547 (TEXT OR VOICE)



DISCOUNTFUNDRAISING

DISCOUNT CARD FUNDRAISER

WE DO ALL THE WORK, YOU MAKE ALL THE MONEY.

SPECIAL OFFER:

TEXT CODE: BESTCARD FOR
\$2,000 IN FREE CARDS W/ORDER*

*500 CARD MINIMUM FOR SPECIAL OFFER

MATT@DISCOUNTFUNDRAISING.COM

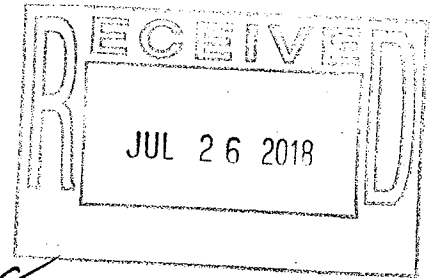
DISCOUNTFUNDRAISING.COM



DISCOUNTFUNDRAISING.COM

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645

FUNDRAISING AUTHORIZATION
Elementary School



School QHE Date 5/14/18

Requesting Group: ☒ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser Sept. 3 - 14, 2018 Event Start Time N/A

Location of Fund Raiser Catalog - send home

Description of Fund Raiser Kids Are First Fall Catalog

Purpose of the Fund Raiser assemblies, field trips, family nights
Red Ribbon Week, P.E. Equipment

For the benefit of (be specific) All students

Person Supervising Fund Raiser Meagan Myers

Person Responsible for the Money Meagan Myers / Yare Lopez

Projected Expenses \$ ~~14,000.00~~ 0 Projected Profit \$ 14,000.00

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
Sanitary and safety procedures shall comply with the State and County Uniform Retail Food Facilities Law. Home-baked goods may not be sold. (BB3554, CURFFL 113700-114455, AR3554)
Food sales will not begin until after the close of the regularly scheduled midday food service period. (Code of Regulations, Title 5 15500, Ed Code 51520)
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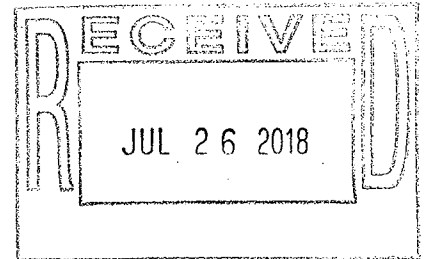
Signature of PTA/PTO/PTSA President Beverly Adams Date 5/24/18

Signature of Principal or Assistant [Signature] Date 6-12-18
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

Note - Edible items that do not comply with the District's Wellness Policy may be sold to students a half an hour after the end of the school day.

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645



FUNDRAISING AUTHORIZATION
Elementary School

School QHE # Date 6/6/18

Requesting Group: ☒ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser Dec. 3 - 7, 2018 Event Start Time 8a - 3p

Location of Fund Raiser QHE Cafeteria

Description of Fund Raiser Kids Are First Santa Shop

Purpose of the Fund Raiser Student incentives, fieldtrips, assemblies, field day, 6th grade activities.

For the benefit of (be specific) All students, 6th grade

Person Supervising Fund Raiser Meagan Myers

Person Responsible for the Money Yare Lopez

Projected Expenses \$ 0 Projected Profit \$ 2,000

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
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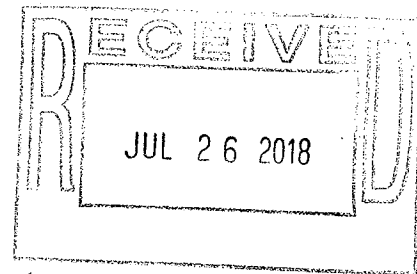
Signature of PTA/PTO/PTSA President Benny Adams Date 6/6/18

Signature of Principal or Assistant _____ Date _____
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

Note - Edible items that do not comply with the District's Wellness Policy may be sold to students a half an hour after the end of the school day.

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645



FUNDRAISING AUTHORIZATION
Elementary School

School QHE

Date 5/14/18

Requesting Group: ☒ PTA ☐ PTO ☐ PTSA

Date(s) of Fund Raiser Feb. 26 - Mar. 1, 2019 Event Start Time 8:00 am - 3:30p

Location of Fund Raiser QHE

Description of Fund Raiser Spring Scholastic Book Fair

Purpose of the Fund Raiser Student Incentives, Field trips,
Assemblies, Classroom supplies, AR program

For the benefit of (be specific) all students

Person Supervising Fund Raiser Meagan Myers

Person Responsible for the Money Meagan Myers

Projected Expenses \$ 200.00

Projected Profit \$ 2,000.00

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
Sanitary and safety procedures shall comply with the State and County Uniform Retail Food Facilities Law. Home-baked goods may not be sold. (BB3554, CURFFL 113700-114455, AR3554)
Food sales will not begin until after the close of the regularly scheduled midday food service period. (Code of Regulations, Title 5 15500, Ed Code 51520)
Organizations are encouraged to select items of good nutritional quality (BP3554)
The food item being sold cannot be an item sold in the food service program at that school during that school day. (Code of Regulations, Title 5)

Signature of PTA/PTO/PTSA President Benny Adams

Date 5/24/18

Signature of Principal or Assistant [Signature]

Date 5-24-18

I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

Note – Edible items that do not comply with the District's Wellness Policy may be sold to students a half an hour after the end of the school day.

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Regina L. Rossall, Superintendent

SUBJECT: Board Certification of Williams Uniform Complaint Quarterly Report Summary

BACKGROUND:

As a result of the Williams Lawsuit, the Board must certify on a quarterly basis that its members have been informed of complaints made under this settlement.

PROGRAM/EDUCATIONAL IMPLICATION:

Since the District receives both state and federal funds for educational programs, we are required to comply with this part of the Williams settlement.

COST ANALYSIS:

There is no immediate cost to this action other than staff time required to track and respond to complaints. Currently that is minimal.

SUPERINTENDENT'S RECOMMENDATION:

Approval



**Los Angeles County
Office of Education**
Serving Students • Supporting Communities
Leading Educators

Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2017-2018

District Name: Westside Union School District

Date: August 2, 2018

Person completing this form: Tonya Williams

Title: Admin. Secretary

Quarter covered by this report (Check One Below):

- | | | |
|---|--------------------------|-----------------|
| <input type="checkbox"/> 1st QTR | July 1 to September 30 | Due 20-Oct 2017 |
| <input type="checkbox"/> 2nd QTR | October 1 to December 31 | Due 19-Jan 2018 |
| <input type="checkbox"/> 3rd QTR | January 1 to March 31 | Due 20-Apr 2018 |
| <input checked="" type="checkbox"/> 4th QTR | April 1 to June 30 | Due 20-Jul 2018 |

Date for information to be reported publicly at governing board meeting: August 7, 2018

Please 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 these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
TOTAL	0	0	0

Print Name of District Superintendent Regina L. Rossall

Signature of District Superintendent _____ Date _____

Return the **Quarterly Summary** to:
Williams Legislation Implementation Project
Los Angeles County Office of Education
c/o Kirit Chauhan, Williams Settlement Legislation
9300 Imperial Highway, ASM/Williams ECW 284
Downey, CA 90242

Telephone: (562) 803-8382
FAX: (562) 803-8325
E-Mail: Chauhan_Kirit@lacoe.edu

WESTSIDE UNION SCHOOL DISTRICT
BOARD AGENDA
August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Personnel Report #19-01

BACKGROUND: The Board is requested to approve/ratify the following personnel Recommendations:

MANAGEMENT

<u>Employment</u>	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u>
Campos, Sharonne	Psychologist/Step 1/SSS/August 1, 2018/URGF

Khoury, Christina	Psychologist/Step 3/SSS/July 1, 2018/URGF
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Madrigal, Carmen	Vice Principal/CW and RV/Step 6/July 1, 2018/URGF
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Rutkowski-Hines, Deborah	Substitute Administrator/August 1, 2018/URGF
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<u>Change</u>	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u>
Massari, Laurie	Coordinator II to <u>Coordinator IV</u> /ESF/Step 5/July 1, 2018/ URGF/Req# 15665

<u>Separation</u>	<u>Position/Location/Effective Date</u>
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CERTIFICATED

<u>Employment</u>	
Adams, Michelle	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452

Baker, Samantha	Robotics Advisor/QH/Stipend/2017-2018/URGF/Req# 15552
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Bennett, Carly	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
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Brand, Cindy	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Brown, Kelli	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Chavez, Carolina	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Clarke, Hayley	Teacher/Column I Step 1/July 1, 2018/URGF
Cox, Debbie	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Duenez, Sondra	Teacher/Column I Step 1/July 1, 2018/URGF
Fitzgerald, Joanne	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Golyer-Blair,	Dancing Feet Advisor/QH/Stipend/2017-2018/URGF/Req# 15551
Guiellen, Griselda	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Haight, Shannon	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Hartel, Donna	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Henderson, Stacey	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Hendrickson Autmn	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Hendrix, Vicki	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Hetland, Lauren	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Hirsch, Shannon	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Hofmann, Renee	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663

Hrabik, Darrell	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Hyman, Ani	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Jacobe, Piamor	Teacher/Column I Step 1/July 1, 2018/URGF
Jacobe, Piamor	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Jacobsohn, Sandra	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Jaffal, Monica	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Jakeway, Kristie	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Jensen, Christine	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Jitosho, Stephanie	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Jones, Noelle	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Kalmes, Heather	Teacher/Column I Step 1/July 1, 2018/URGF
Kennedy, Daniel	Teacher/Column I Step 1/July 1, 2018/URGF
Khalifa, Shine	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Knittel, Katrina	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Koukourikos, Kelli	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Lamison, Alexis	Teacher/Column I Step 1/July 1, 2018/URGF

Larsen, Sarah	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Lathrop, Becky	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Ledezma, Juan	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Litel, Ashley	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Lister, Dale	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Lopez, Rose	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Mann, Jennifer	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Marriott, Lauren	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Marriott, Lauren	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Matthews, Ashley	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Maze, Buffie	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
McDonald, Claudia	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
McKeon, Lawrence	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
McMillan, Lisa	Teacher/Column I Step I/July 1, 2018/URGF
Mears, Janel	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452

Mears, Janel	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Melendez, Elena	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Morreale, Kelly	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Murphy, Colleen	Teacher/Column I Step 1/July 1, 2018/URGF
Negrete, Michelle	Teacher Hourly, LCAP/August 2-3, 2018/Supp Grant/Req# 15675
Norlin, Marie	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Nosovitskiy, Dmitry	Teacher/Column I Step 1/July 1, 2018/URGF
Nuss, Erica	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Oddo, Alix	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Olegine, Anna	Teacher/Column I Step 1/July 1, 2018/URGF
Paguyo, Miriam	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Parish, Eileen	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Parish, Eileen	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Pasillas, Katrina	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Pecorino, Patricia	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Pinkney-Walker, Andriea	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663

Plaisance, Laura	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Rivera, So Mei	Teacher/Column I Step 1/July 1, 2018/URGF
Salas, Katherine	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Sarna, Sheryl	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Scanlon, Kendra	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Sessions, Michelle	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Sipes, David	Teacher/Column I Step 1/July 1, 2018/URGF
Sill, David	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Simons, Cheree	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Skinner, Kevin	Teacher/Column I Step 1/July 1, 2018/URGF
Soto, Christina	Teacher/Column I Step 1/July 1, 2018/URGF
Squires, Sonja	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Stecker, Carli	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Stephens, Lisa	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Stilson, Diane	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663

Stowers, Shi	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Tallosi, Brittany	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Taylor, Jennifer	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Thompson, Breanna	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Tremba, Monica	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Tucker, Rachel	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Tucker, Rachel	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Tumbaga, Amy	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Tyson, Shaun	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Udomratsak, Janet	Teacher/Column I Step 1/July 1, 2018/URGF
Valenzuela, Trudy	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Vetter, Linda	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Walker, Lisa	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Walker, Lisa	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Wallasky, David	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663

Wang-Quinn, Eileen	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Warne, Erika	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Warner, Angela	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Weaver, Lindsey	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Weber, Jonathan	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Weir, Lisa	Kinder Camp/ESF/July 30 th to August 1, 2018/Supp Grant/Req# 15452
Wertman, Jesse	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663
Woolston, Denise	Teacher Extra Duty, Collaborative Common Assessments/ESF/ July 18-19, 2018/Supp Grant/Req# 15663

<u>Change</u>	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u>
Dymowski, Johanna	Regular Ed Teacher to <u>Special Education Teacher/VV/July 1, 2018</u>
Coleman, Jonathon	Regular Ed Teacher/EZ to <u>Special Education Teacher/RV/July 1, 2018</u>

<u>Leaves</u>	<u>Position/Location/Effective Date</u>
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<u>Separation</u>	<u>Position/Location/Effective Date</u>
Banks, Brittany	Teacher/QH/June 30, 2018/Resignation
Bice, Kevin	Teacher/HV/June 30, 2018/Resignation
Burns-Porter, Alexis	Teacher/AH/June 7, 2018/Resignation
Dunn, Lauren	Teacher/HV/June 7, 2018/Resignation
Hatchitt, Caitlin	Teacher/VV/June 7, 2018/Resignation

Kachold, Paige	Teacher/SDC/EZ/June 7, 2018/Resignation
Lemus, Samantha	Teacher-Speech/SSS//June 8, 2018/Resignation
Martin, Sheri	Teacher/VV/August 2, 2018/ District Health and Welfare Coverage Early Retirement
Matro, Barbara	Teacher/EZ/June 8, 2018/Retirement
Miller, Pamela	Teacher/SD/June 7, 2018/Resignation
Potter, Janice	Teacher/VV/June 8, 2018/Retirement
Riddle, Kanani	Substitute Teacher/July 2, 2018/Resignation
Rodriguez, Gabrielle	Teacher/SDC/RV/June 7, 2018/Resignation
Statsmann, Amanda	Teacher/RV/June 7, 2018/Resignation
Stidfole, Bonnie	Teacher/RV/June 7, 2018/Resignation
Whitman, Larry	Teacher/DS/June 7, 2018/Resignation
Wilson, Jourdan	Teacher/VV/June 26, 2018/Resignation

CLASSIFIED

<u>Employment</u>	<u>Position/Location/Effective Date/Salary/Funding/Req.#</u>
Beckinger, Jennifer	Instructional Assistant II/DS/3.5 hrs/per/day/Step 1/July 31, 2018/SDC/Req# 15620
Chielli, Maria	Extra-Duty Instructional Assistant II/ESF/Not to Exceed 12 hrs/Step 4/June 19, 2018/URGF/Req# 15585
Chielli, Maria	Extra-Duty Instructional Assistant-Bilingual/ESF/8 hrs/per/day/Step 4/June 11-12, 2018/Sup Grant/Req# 15556
Conaway, Jacob	Instructional Assistant II/RV/3 hrs/per/day/Step 1/July 31, 2018/SDC/Req# 15351
Diaz, Lorena	Child Nutrition Assistant I/GA/2.5 hrs/per/day/Step 1/August 6, 2018/URGF/Req# 15533
Diaz-Salazar, Karla	Short-Term Instructional Assistant II/HV/4.5 hrs/per/day/Step 1/June 11-15, 2018/URGF/Req# 15521

Gleason, Claudia	Extra-Duty Instructional Assistant II/ESF/Not to Exceed 12 hrs/ Step 7/June 19, 2018/URGF/Req# 15585
Gleason, Claudia	Extra-Duty Instructional Assistant-Bilingual/ESF/8 hrs/per/day/ Step 7/June 11-12, 2018/Sup Grant/Req# 15556
Gonzalez, Ivonne	Short-Term Technician-LVN/ESF/Not to Exceed 10 hrs/per/day/ Step 4/June 11-August 10, 2018/URGF/Req# 15417
Gregg, Ginger	Short-Term Health Clerk/ESF/Not to Exceed 10 hrs/per/day/ Step 9/June 11-August 10, 2018/URGF/Req# 15417
Grice, Naomi	Instructional Assistant II/QH/3 hrs/per/day/Step 1/July 1, 2018/ SDC/Req# 15491
Holmes, Ashley	Instructional Assistant IIHVS/3.25 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 15343
Holmes, Ashley	Playground Supervisor/HV/.5 hrs/per/day/Step 1/July 31, 2018/ URGF/Req# 15343
Horn, Glenn	Instructional Assistant II/GA/3 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 15460
Malechikos, Jennifer	Instructional Assistant II-Speech/GA/3 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 15637
Martinez, Kelly	Extra-Duty Instructional Assistant-Bilingual/ESF/8 hrs/per/day/ Step 7/June 11-12, 2018/Sup Grant/Req# 15556
Maynard, Kelly	Technician I-Development/MO/8 hrs/per/day/5% Out of Class/ January 11, 2018/URGF/Req# 15644
McKay, Jessica	Instructional Assistant II/DS/3.25 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 15220
McLaren, Jessie	Extra-Duty Instructional Assistant-Bilingual/ESF/8 hrs/per/day/ Step 10/June 11-12, 2018/Sup Grant/Req# 15556
Mendez-Lopez, Jennifer	Instructional Assistant II/VV/3.25 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 15234
Moreno, Lorena	Instructional Assistant II/GA/3 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 15438

Nunez, Tricia	Instructional Assistant II/GA/3 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 14750
Riegel, Kimberly	Substitute Playground Supervisor/Step 1/August 8, 2018
Rosenstock, Erin	Clerk IV-Library/ESF/3.95 hrs/per/day/Step 1/August 6, 2018/ URGF/Req# 15325
Salazar, Denise	Instructional Assistant II/RV/3 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 14995
Salcedo, Jenna	Instructional Assistant II/GA/3 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 15469
Sanchez, Lisa	Coordinator II-School Office/HV/8 hrs/per/day/Step 1/ July 16, 2018/URGF/Req# 15467
Underwood, Rebecca	Instructional Assistant II/QH/3 hrs/per/day/Step 1/July 31, 2018/ SDC/Req# 15520
Word, Tyler	Seasonal Grounds/MO/8 hrs/per/day/5% Out of Class/ June 11-July 6, 2018/URGF/Req# 15608
<u>Change</u> Acevedo, Violeta	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u> Crossing Guard (.58 hrs/per/day) to (.75 hrs/per/day)/RV/Step 1/ July 1, 2018/URGF/Req# 15553
Ayala, Yazvel	Substitute Playground Supervisor to <u>Instructional Assistant II-Bilingual</u> <u>(3.95 hrs/per/day)/QH/Step 1/July 31, 2018/SDC/Req# 15347</u>
Banks, Suzanne	Administrative Assistant-Confidential to <u>Administrative Secretary IV-</u> <u>Confidential/DO/Step XI/July 1, 2018/URGF/Req# 15667</u>
Blackstone, Kimberly	Administrative Secretary II-Confidential to <u>Administrative Secretary III-</u> <u>Confidential/HR/Step 7/July 1, 2018/URGF/Req# 15668</u>
Cardenas, Julieta	Instructional Assistant I (3 hrs/per/day) to <u>Instructional Assistant II</u> <u>(3 hrs/per/day)/QH/Step 1/July 31, 2018/SDC/Req# 15456</u>
Cole, Jasmine	Substitute Playground Supervisor to <u>Instructional Assistant II</u> <u>(3.25 hrs/per/day)/SD/Step 1/July 31, 2018/SDC/Req# 15034</u>
Combs, Lindsay	Playground Supervisor (2.42 hrs/per/day) to <u>Instructional Assistant II</u> <u>(3 hrs/per/day)/SD/Step 1/July 31, 2018/URGF/Req# 15550</u>

Dickerson, Linda	Instructional Assistant I (3 hrs/per/day) to <u>Instructional Assistant II (3 hrs/per/day)</u> /GA/Step 2/July 31, 2018/SDC/Req# 15610
Hill, Kimberly	Instructional Assistant II (3.25 hrs/per/day) to <u>(3.75 hrs/per/day)</u> /LV/Step 1/July 31, 2018/SDC/Req# 15366
Lauterio, Corina	Child Nutrition Assistant I (1 hr/per/day) to <u>(3.92 hrs/per/day)</u> /CN/Step 2/August 6, 2018/URGF/Req# 15493
Llarena, Joy	Clerk II-HR (8 hrs/per/day) to <u>Receptionist-HR (8 hrs/per/day)</u> /HR/Step VII/July 1, 2018/URGF/Req# 15657
Marino, Vanessa	Playground Supervisor (1.75 hrs/per/day) to <u>(2.67 hrs/per/day)</u> /CW/Step 1/May 7, 2018/URGF/Req# 15433
Rogers, Reiana	Instructional Assistant II (3 hrs/per/day) to <u>(3.25 hrs/per/day)</u> /CW/Step 3/July 31, 2018/SDC/Req# 15635
Tiffany, Karen	Clerk II-ESF (8 hrs/per/day) to <u>Administrative Secretary I-ESF (8 hrs/per/day)</u> /ESF/Step VII/July 1,2018/URGF/Req# 15660
Vallejos, Hannah	Crossing Guard (.5 hrs/per/day) to <u>(.67 hrs/per/day)</u> /RV/Step 1/July 1, 2018/Req# 15555
Villanueva, Melissa	Child Nutrition Assistant I (2 hrs/per/day) to <u>(3.5 hrs/per/day)</u> /CN/Step 3/August 6, 2018/URGF/Req# 15526
Weber, Jessica	Instructional Assistant I (3 hrs/per/day) to <u>Instructional Assistant II (3.25 hrs/per/day)</u> /CW/Step 1/July 31, 2018/SDC/Req# 15504
Williams, Tonya	Administrative Secretary III-Confidential to <u>Administrative Secretary IV-Confidential</u> /DO/Step 10/July 1, 2018/URGF/Req# 15666

<u>Leaves</u>	<u>Position/Location/Effective Date/</u>
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<u>Separation</u>	<u>Position/Location/Effective Date/</u>
Adeoye, Brianna	Instructional Assistant II/HV/June 30, 2018/Resignation
Aguilar, Christine	Instructional Assistant II/HV/June 7, 2018/Probationary Release
Arce, Suzanne	Instructional Assistant II-RSP/AH/July 5, 2018/Resignation
Barnes, Kaylyn	Instructional Assistant II/HV/July 7, 2018/Resignation

Bloomgren, Meagan	Campus Climate Assistant/RV/July 16, 2018/Resignation
Clarke, Hayley	Instructional Assistant II-Speech/GA/June 19, 2018/Resignation
Fitzgerald, Mary	Instructional Assistant II/QH/July 3, 2018/Resignation
Kraus, Miranda	Instructional Assistant II/DS/June 30, 2018/Resignation
Olegine, Anna	Instructional Assistant II/AH/June 20, 2018/Resignation
Paguyo, Miriam	Instructional Assistant II/EZ/July 9, 2018/Resignation
Perez, Nathen	Instructional Assistant II/DS/June 18, 2018/Resignation
Rosas, Melina	Instructional Assistant II/AH/June 7, 2018/Resignation

DEPUTY SUPERINTENDENT RECOMMENDATION:

Approval

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Terri Rowitz, Accountant on behalf of Jeri Holmes, Purchasing

SUBJECT: Purchase Order Approval List

BACKGROUND:

Purchase orders are submitted for pre-approval if the purchase is over \$7,500. Purchase orders are submitted for ratification for items under \$7,500 per the adopted policy. Items that have already been approved by virtue of individual board action/direction are also included on the ratification list, even if their value is over \$7,500

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

With approval of this action, the Board authorizes expenditures of:

Approval Items:

All Funds	1,224,787.79
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Ratification Items:

General Fund (01.0)	125,236.83
Child Nutrition Fund (13.0)	0.00
Deferred Maintenance Fund (14.0)	0.00
Building Fund: Bonds (21.0)	0.00
Capital Facilities Fund (25.0)	1,144.25
County Facilities Fund (35.0)	0.00
Anaverde Settlement (40.0)	0.00
CFD's (49.0)	0.00

Total 1,351,168.87

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

PURCHASE ORDERS
Approved/Ratified at the Meeting of August 7, 2018

PO's for Board Approval (note: General Fund (01.0) moneys unless otherwise noted)

<u>P.O. #</u>	<u>Vendor/Location</u>	<u>Description/Funding Source Detail</u>	<u>Amount</u>
P53583	AVSTA	Field Trip Transportation: May 16-29, 2018	25,402.11
	All Sites	Various Funding Sources	
P53584	AVSTA	Field Trip Transportation: June 1-15, 2018	11,989.08
	All Sites	Various Funding Sources	
P53586	CDWG Computer Centers Inc	Technology Switches, etc for New Classrooms	13,537.70
	Joe Walker & Esperanza	Fund 25 (Building)	
		<i>Note: PO released to facilitate timely receipt of materials</i>	
P53594	CSBA	2018-19 Memberships (general and ELA)	14,460.00
	Board of Trustees	General Funding	
P53637	ConvergeOne Inc	Dell Chromebooks (100)	27,108.50
	Sundown	Title I	
P53646	SIRMA I	2018-2019 Workers Compensation Insurance	1,120,266.06
	District	General Funding	
M20941	Desert Lock Company	Safes	12,024.34
	All Sites	Operations	
		<i>Note: PO released to facilitate timely receipt of materials</i>	

Total 1,224,787.79

PO's for Board Ratification

<u>P.O. #</u>	<u>Vendor/Location</u>	<u>Description/Funding Source Detail</u>	<u>Amount</u>
P53585	Southwest School Supplies	Office Supplies	500.00
	Maintenance	General Funding	
P53587	Fed-Ex	2018-19 Estimated Express Mail Fees	2,500.00
	Reprographics	General Funding	
P53589	Amazon.com Corporate Credit	Lithium Batteries	21.30
	Technology	Technology Maintenance	
P53590	CDWG Computer Centers Inc	USB Extenders	371.80
	Technology	Technology Maintenance	
P53591	2nd Gear LLC	LCD Monitors (2)	234.33
	Human Resources	General Funding	
P53593	ACSA Foundation for Ed Admin	2018-19 Membership Renewal	440.00
	Board of Trustees	General Funding	
P53595	AASA	2018-19 Membership Renewal	460.00
	Board of Trustees	General Funding	
P53596	Urban Supts Assoc of America	2018-19 Membership Renewal	400.00
	Board of Trustees	General Funding	
P53597	AV School Boards Association	2018-19 Membership Renewal	400.00
	Board of Trustees	General Funding	
P53598	Christina Fitzgerald	Reimburse: Training Supplies	500.00
	Educational Services	General Funding	
P53599	West Ed	Assorted Surveys and Reports	6,000.00
	Educational Services	General Funding	
P53611	Southwest School Supplies	School and Office Supplies	5,000.00
	Anaverde Hills	General Funding	
P53612	Southwest School Supplies	Office Supplies	2,000.00
	Maintenance	General Funding	
P53613	Southwest School Supplies	Snacks for Boys Town Training	400.00
	Student Support Services	Supplemental Grant	
P53614	Southwest School Supplies	School and Office Supplies	5,000.00
	Rancho Vista	General Funding	
P53615	Southwest School Supplies	Westside Institute Supplies	1,000.00
	Educational Services	Supplemental Grant	
P53616	Southwest School Supplies	Snacks for Westside Institute	1,000.00
	Educational Services	Supplemental Grant	
P53617	CDWG Computer Centers Inc	Powergistics Charging Towers (7)	6,890.84
	Sundown	Title I	

P53618	CDWG Computer Centers Inc Sundown	Epson Projector Lamps (2) Local Site Funds	109.41
P53619	Southwest School Supplies Administrative Services	Office Supplies MAA: Medi-Cal Admin Activities	160.09
P53620	Brianna Pierce Human Resources	General Funding Classified to Credentialed Grant	555.00
P53621	Megan Wilson Human Resources	General Funding Classified to Credentialed Grant	3,673.58
P53622	Shawnte Breschi Human Resources	General Funding Classified to Credentialed Grant	3,800.00
P53623	Alicia Contreras Human Resources	General Funding Classified to Credentialed Grant	140.00
P53624	Laura Regalado Human Resources	General Funding Classified to Credentialed Grant	173.41
P53625	Miranda Kraus Human Resources	General Funding Classified to Credentialed Grant	3,800.00
P53626	Amanda Olson Human Resources	General Funding Classified to Credentialed Grant	3,738.94
P53627	Sandra Malloy Human Resources	General Funding Classified to Credentialed Grant	3,800.00
P53628	Christine Bastian Human Resources	General Funding Classified to Credentialed Grant	402.55
P53629	Stephanie Penuela Human Resources	General Funding Classified to Credentialed Grant	2,728.00
P53630	Melissa Goldovsky Human Resources	General Funding Classified to Credentialed Grant	3,800.00
P53631	Miriam Paguyo Human Resources	General Funding Classified to Credentialed Grant	501.00
P53632	Melissa Marino Human Resources	General Funding Classified to Credentialed Grant	3,800.00
P53638	Team Prime Time Inc Joe Walker and Hillview	Prime Time Games and Program Supplies Supplemental Grant	4,697.55
P53639	Panera Bread Educational Services	Lunch for Professional Development Attendees Supplemental Grant	7,000.00
P53645	Vinsa Insurance Associates District	2018-2019 Cyber Liability Policy Renewal Technology Maintenance	1,731.40
P53647	SISC II Property and Liability Risk Management	Claim Deductibles (3 files) General Funding	3,000.00
P53648	Susan Mendez Student Support Services	Reimburse: Home Hospital Supplies for Student(s) Special Education	150.00
P53649	Demco Sundown	Library Supplies Local Site Funds	330.32
P53650	Sierra School Equipment Company Human Resources	Dual Monitor Arms General Funding	443.48
P53652	Submarina Educational Services	Lunch for July 31 Training General Funding	585.64
P53653	Submarina Educational Services	Lunch for August 2 Westside Institute Training Supplemental Grant	4,500.00
P53654	Submarina Educational Services	Lunch for August 3 Westside Institute Training Supplemental Grant	595.00
P53655	4AllPromos Educational Services	Stadium Cushions Supplemental Grant	3,253.22
M20710C	Sinclair Sanitary Various Sites	Ripsaw Floor Stripper Operations	462.46
M20792	Lowe's Various Sites	Maintenance Supplies - May Maintenance	248.79
M20805	Signs and Designs Various Sites	Braille Signs Maintenance	1,105.95
M20820	Quartz Hill Garden Center Operations	Lodge Poles Operations	10.93
M20839	All Phase	Electrical Supplies - June	181.77

M20840	Maintenance AutoZone Maintenance	Maintenance Maintenance Supplies - June Maintenance	119.17 16.38
M20842	Desert Industrial Supply Maintenance	Maintenance Supplies - June Maintenance	111.05
M20843	Desert Lock Company Maintenance	Key Hardware - June Maintenance	57.65
M20844	Dewolfe Lumber Maintenance	Maintenance Supplies - June Maintenance	65.10
M20847	HVAC Supplies Maintenance	HVAC supplies - June Maintenance	207.81
M20849	Johnstone Supply Various Sites	HVAC supplies - June Maintenance	1,460.17
M20850	Lancaster Plumbing Various Sites	Plumbing Supplies - June Maintenance	172.45
M20852	Motion Industries Joe Walker	HVAC Supplies - June Maintenance	96.36
M20853	Omega Maintenance Maintenance	Maintenance Supplies - June Maintenance	6,603.08
M20854A	PPG Architectural Finishes Various Sites	Paint Supplies - June Operations/Maintenance	1,031.02
M20855A	SEA Supply Various Sites	Custodial Supplies - June Operations	1,488.94
M20856	Smith Pipe and Supply Various Sites	Landscape Supplies - June Operations	572.24
M20857	United Refrigeration Various Sites	HVAC Supplies - June Maintenance	6.49
M20859A	Van Dam Farms Maintenance	Maintenance Supplies- June Operations	402.00
M20861	Westside Equipment Rentals Maintenance	Maintenance Supplies - June Maintenance	238.41
M20873	Interstate Batteries Maintenance	Lt Core Battery Maintenance	225.00
M20875	Backflow Prevention Valley View	Backflow Testing Maintenance	112.03
M20883	Tire Xpress Maintenance	Grounds Equipment Parts Operations	502.15
M20885	Bob Howle Automotive Maintenance	Repairs- Truck 74 Operations	450.19
M20888	B & M Lawn and Garden Maintenance	Hustler Mower Repair Parts Maintenance	329.79
M20890	Empire Floor Supply Maintenance	Pad Driver Retainer Knobs Maintenance	253.21
M20891	The Shop In Quartz Hill Operations	Repairs - Truck 75 Operations	6.46
M20892	Kern Machinery Maintenance	Maintenance Supplies Maintenance	50.40
M20894	Berchtold Company Maintenance	Kubota Tractor Repair Parts Maintenance	375.63
M20895	Empire Floor Supply Maintenance	Pad Drivers Maintenance	448.08
M20896	Access Hardware Supply Maintenance	Key Hardware Maintenance	374.50
M20897	Tire Xpress Maintenance	Tires-Truck78 Maintenance	92.62
M20898	Uline Various Sites	Unisex Handicap Restroom Signs Maintenance	180.00
M20901	Universal Electronic Alarms Maintenance	Troubleshoot and Repair Security Alarm System Maintenance	1,554.90
M20903	Stover Seed Company Various Sites	Grass Seed and Fiber Operations	

M20929	Meldon Glass Anaverde Hills	Replace Window - Room 820 Maintenance	150.00
M20930	TelPro Voice and Data Gregg Anderson	Repair Damaged Fiber Cables Maintenance	95.00
M20932	Clinical Lab of San Bernardino Del Sur	Water Testing Maintenance	60.00
M20934	Tip Top Arborists Del Sur	Complete Removal of 2 Diseased Mulberry Trees Maintenance	1,925.00
M20936	School Specialty Anaverde Hills	Tricycles Operations	1,352.96
M20937	Sinclair Sanitary Various Sites	Floor Finish Operations	1,088.06
M20938	Roto Rooter Plumbers Del Sur	Septic Tank Pumping Maintenance	1,900.00
M20939	Commercial Landscape Supply Various Sites	Gopher Traps Operations	353.95
M20940	Clinical Lab of San Bernardino Del Sur	Nitrate Testing Maintenance	20.00
M20944	Praxair Maintenance	Welder Supplies Operations	280.06
M20969	California Rural Water Assoc Maintenance	Membership Dues Maintenance	198.00
M20973	McKinley Elevator Corp. Quartz Hill	Chair Lift Repair Maintenance	495.00
M20976	Empire Floor Supply Maintenance	Maintenance Repair Supplies Maintenance	258.02
M20981	Westside Lancaster LLC Maintenance	Maintenance Supplies Maintenance	153.21
M20984	Meldon Glass Cottonwood	Glass Repair Maintenance	105.00
M20985	McMor Chlorination Del Sur	Provide and Install Liquid Chlorine Maintenance	422.25
M20986	Vortex Industries Maintenance Shop	Repair Roll Up Steel Doors Maintenance	5,341.28
M20987	Coalition for Adequate School Housing Maintenance	Annual Membership Dues Maintenance	839.00

Total 125,236.83

CAPITAL FACILITIES (25)

M20974	Flewelling and Moody	Professional Services - May/June	1,144.25
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Total 1,144.25

CHILD NUTRITION (13)

DEFERRED MAINTENANCE (14)

BUILDING FUND: BONDS (21)

COUNTY FACILITIES (35)

ANAVERDE SETTLEMENT (40)

CFD's (49)

No Purchase Orders for Funds 13, 14, 21, 35, 40, or 49

Total 0.00

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Paula Sterk on behalf of Jeri Holmes, Purchasing

SUBJECT: Consultant/Contract Agreement Schedule

BACKGROUND:

Consultant agreements and contracts are brought to the Board in accordance with Board Policy 3312 for various purposes including student assemblies, in-house staff workshops, and vendor provided services.

PROGRAM/EDUCATIONAL IMPLICATION:

These Consultant Agreements and Contracts provide support to the District's Educational Program.

COST ANALYSIS/FUNDING SOURCE:

With approval of this action, the Board authorizes expenditures and incoming funds of:

Student Assemblies	0.00
In-house Staff/Parent Workshops	15,490.00
Vendor Provided Services	116,593.95
Rental/Lease Contracts	0.00
Total	<u>132,083.95</u>

Incoming Funds	6,955.55
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ASSISTANT SUPERINTENDENT, ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

CONSULTANT/CONTRACT AGREEMENT SCHEDULE

Ratified/Approved at the Board Meeting of August 7, 2018

<u>Dates</u>	<u>Name/School Site</u>	<u>Description/Funding Source</u>	<u>Cost</u>	<u>Income</u>
2018-2019	American Youth Soccer Organization: Region 638 District	Use of Athletic Fields at JW, QH, VV, HV, GA, RV, SD, EZ General Funding		6,955.55
2018-2019	CSBA Board of Trustees	Manual Maintenance and Gamut Online General Funding	6,615.00	
2018-2019	Dimension Data North American ESF, AH, GA	Industry Weapon Licensing Renewal Technology Maintenance	3,374.95	
2018-2019	Document Tracking Services LLC Educational Services	Translation Services General Funding	50,000.00	
2018-2019	Flewelling & Moody Inc District	Architectural Services TBD dependent on project funding	TBD	
2018-2019	Illuminate Education Educational Services	DnA and KDS Inspect Licensing Technology Maintenance	56,604.00	
2018-2019	Quartz Hill Little League Association District	Use of Little League Field at Quartz Hill N/A		0.00
2018-2019	Team Prime Time Inc HV, JW	Prime Time Games Training and Support Supplemental Grant	11,500.00	
August 2-3, 2018	Thinking in Common LLC Educational Services	Professional Development Sessions (2) for Staff Supplemental Grant	3,990.00	

Change

No Changes

Total	132,083.95	6,955.55
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Individual Services Agreements

These individual service agreements fall under previously Board approved Master Contracts. All agreements are funded through Special Education general funds.

<u>Nonpublic School/Agency</u>	<u>Service</u>	<u>Student ID</u>
None		

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Jeri Holmes, Purchasing
SUBJECT: Conference/Workshop Schedule

BACKGROUND:

Conference requests are processed in compliance with Board Policy 3350.

PROGRAM/EDUCATIONAL IMPLICATION:

On-going staff development is a key to the success of the District's programs.

COST ANALYSIS/FUNDING SOURCE:

With approval of this action, the Board authorizes expenditures of \$99,451.83.

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

CONFERENCE/WORKSHOP SCHEDULE
Ratified/Approved at the Board Meeting of August 7, 2018

<u>Dates/Location</u>	<u>Title/Attendees/Funding Location</u>	<u>Fund. Source</u>	<u>Registration</u>	<u>Lodging</u>	<u>Meals</u>	<u>Mileage</u>	<u>Parking</u>	<u>Subs</u>	<u>Other</u>
2018-2019 Norco	ACSA iLearn iLead, iTech Academy Kristin Kruizinga, Jessica Kott Educational Services	Supplemental Grant	2,570.00	1,440.00	400.00	685.63	80.00	0.00	0.00
2018-2019 Ontario	ACSA Personnel Administrators Academy Rodney Lots, Andrea Paxton Educational Services	Supplemental Grant	2,990.00	2,520.00	700.00	666.61	140.00	0.00	0.00
2018-2019 Ontario	ACSA Personnel Administrators Academy Jeanice Peterson Educational Services	Supplemental Grant	1,295.00	1,050.00	350.00	668.75	0.00	0.00	0.00
2018-2019 Los Alamitos	ACSA Personnel Administrators Academy Shannon Rossall Educational Services	Supplemental Grant	1,495.00	1,680.00	350.00	748.47	140.00	0.00	0.00
2018-2019 Ontario	ACSA Pupil Services Academy Rebecca Davis Educational Services	Supplemental Grant	1,285.00	2,520.00	350.00	666.61	140.00	0.00	0.00
2018-2019 San Bernardino	ACSA School Business Academy Scott Brewer, Laura Duran Business Services	General Funding	3,390.00	3,400.00	1,000.00	824.97	200.00	0.00	0.00
2018-2019 Bakersfield	ACSA Special Education Academy Amy Brouwer, Reyna Smith, Antoinette Griffin Educational Services	Supplemental Grant	4,425.00	3,780.00	1,050.00	623.92	140.00	0.00	0.00
July 8-9, 2018 Various Locations	Solar Site Visits Shawn Cabey Administrative Services	General Funding	0.00	203.93	50.00	183.01	12.00	0.00	0.00
July 14-17, 2018 Los Angeles	American School Counselor Assoc Annual Conference Korina Barefield, Lisa Fiore, Judi Hynan, Donnelle McMillan, Gabriella Rendon, Anne Marie Sharma, Jennifer Schmid, Alva Torres Educational Services	Supplemental Grant	previously approved	3,300.00	1,320.00	245.25	360.00	0.00	0.00
July 23-26, 2018 San Antonio, TX	Professional Learning Communities at Work Institute Tim Barker, Erin Belcher, Cathy Bennett, Amy Brouwer, Kristin Kruizinga Educational Services	Supplemental Grant	previously approved	4,845.15	825.00	156.22	160.00	1,950.00	0.00
August 14-16, 2018 Seattle, WA	Professional Learning Communities at Work Institute Jake Briggs, Antoinette Griffin, Andrea Paxton, Laura Duran, Nicole Hernandez Educational Services	Supplemental Grant	previously approved	6,000.00	950.00	160.50	160.00	2,200.00	0.00
August 20-21, 2018 Irvine	Illuminate Camp DnA Cheree Simons, Drew Warden Educational Services	General Funding	0.00	6,300.00	150.00	0.00	46.00	0.00	0.00
September 19-21, 2018 San Luis Obispo	ACSA School Business Academy Jake Briggs Business Services	General Funding	1,695.00	1,700.00	500.00	824.97	200.00	0.00	0.00
September 19-21, 2018 Long Beach	Professional Learning Communities at Work Institute Rebecca Davis, Jessica Kott, Reyna Smith, Shelly Dearing, Shannon Rossall Educational Services	Supplemental Grant	previously approved	4,650.00	875.00	201.16	200.00	0.00	0.00
September 19-21, 2018 Long Beach	Solution Tree PLC at Work Institute Robert Hughes Educational Services	Supplemental Grant	689.00	930.00	175.00	100.58	80.00	0.00	0.00
September 26-28, 2018 Newport Beach	2018 AASA/ACSA/NASS Women in School Leadership Kristin Kruizinga Educational Services	Supplemental Grant	459.00	500.00	50.00	121.98	90.00	0.00	0.00
October 8-10, 2018 Salt Lake City, UT	Solution Tree PLC at Work Institute Marguerite Johnson Educational Services	Supplemental Grant	689.00	750.00	190.00	80.25	80.00	290.00	0.00
October 8-10, 2018 Salt Lake City, UT	Professional Learning Communities at Work Institute Sylvia Borg-Otting, Kristin Gellinck-Frye, Steve Wood, Scott Cusak, Sandy Jones Educational Services	Supplemental Grant	previously approved	3,750.00	950.00	160.50	160.00	1,450.00	0.00
October 16-18, 2018 City of Industry	Soluciones-Empowering Hispanic & Latino Students Kristin Gellinck-Frye, Sylvia Borg-Otting, Samara Gugler Educational Services	Title III	2,067.00	1,200.00	150.00	101.37	0.00	0.00	0.00
Changes	None								
	Subtotals		23,049.00	50,519.08	10,385.00	7,220.75	2,388.00	5,890.00	0.00
	Grand Total		99,451.83						

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Shawn Cabey, Assistant Superintendent Administrative Services

SUBJECT: PTA/PTSA/PTO Documents

PLACE HOLDER

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Regina L. Rossall, Superintendent
SUBJECT: Inter District Attendance Agreements

BACKGROUND:

Attached is the Inter District Attendance Agreements between Westside Union School District and Southern Kern Unified School District. Students from this district may apply for an Inter District Transfer to our District and will be approved on the availability of space based on current enrollment and anticipated growth on a case by case basis by the Administrator at the requested site.

PROGRAM/EDUCATIONAL IMPLICATION:

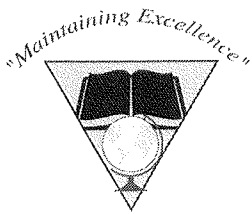
The formal agreement with the named district specify how transfers between the districts will be enacted.

COST ANALYSIS/FUNDING SOURCE:

Transfers require personnel time to process. ADA may be impacted by the transfer of students between the districts.

SUPERINTENDENT'S RECOMMENDATION:

Approval



SOUTHERN KERN UNIFIED SCHOOL DISTRICT

2601 W Rosamond Blvd.
P. O. Drawer CC
Rosamond, CA 93560
(661)256-5000 Fax (661)256-1247

Governing Board
Yolanda Sanchez, President
Patrick Reader, Vice President
Mario Gutierrez, Clerk
Sandra Kirk
Chief Administrative Officer
Jeffrey Weinstein
Associate Superintendent
Leanne Hargus
Chief Business Officer
Arik Avanesyans

INTER-DISTRICT ATTENDANCE AGREEMENT

THE GOVERNING BOARD OF THE SOUTHERN KERN UNIFIED SCHOOL DISTRICT OF KERN COUNTY AND THE GOVERNING BOARD OF THE **WESTSIDE UNION SCHOOL DISTRICT** OF LOS ANGELES COUNTY AGREE AS FOLLOWS:

Applicability of this agreement is limited to grade levels mutually maintained by the contracting parties;

1. Except as provided in Paragraph 2 thereof, each of these districts shall accept, insofar as facilities permit, pupils who are residents of the other of these districts who have proper permits for attendance from the Superintendent or authorized representative of the school district of residence and district of proposed attendance.
2. For any program, each district shall establish the availability of space based on current enrollment and anticipated growth. Program includes any special program, alternative program and any regular education grade level. Each district shall establish a specific maximum number of student transfers that may be accepted for each program. Each district may deny approval of a request for an Inter-district attendance permit for a student if there is no available space in the existing program or programs operated by the district that the student requires. A district shall not be required to establish new programs solely for the purpose of accepting requests for Inter-district attendance permits. This agreement applies only to those grade levels mutually operated by both districts.
3. The respective districts shall furnish pupils covered by this agreement the same advantages, equipment, supplies, and services as are furnished to other pupils in attendance in their schools, exclusive of transportation between home and school, which may be furnished at the option of the district of attendance.
4. Notwithstanding Paragraph 1 above, the respective districts shall establish appropriate controls for issuance of permits and acceptance of pupils so that an appropriate balance is maintained in districts with regard to the number of Inter-district attending students. The district of residence shall provide the district of attendance a copy of all permits issued, and the district of attendance shall notify the district of residence upon its acceptance of pupils with valid permits.
5. Apportionments and average daily attendance shall be based upon, computed and distributed to the district of attendance in accordance with the provisions of the Education Code and of the Administrative Code of the State of California.
6. No financial obligation shall be incurred by the district of residence for services rendered under this agreement unless pre-approved pupil excess cost rates have been agreed to by the district of residence and district of attendance.
7. This agreement shall be in effect for one school year, commencing July 1, 2018, and ending June 30, 2019, and shall be renewable by mutual consent for a period not to exceed five (5) years, provided however, that agreement on such renewal shall be accomplished no later than June 1, preceding the expiration date.

SIGNED by the authorized representatives of the respective governing boards.



Superintendent
Jeff Weinstein
Southern Kern Unified School District

By: _____

Title: _____

Date of Board Authorization: June 20, 2018

Date of Board Authorization: _____

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Regina L. Rossall, Superintendent

SUBJECT: Discussion Items:

- Board Governance

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Marguerite Johnson, Assistant Superintendent, Educational Services

SUBJECT: Board Policies, Administrative Regulations and Exhibits – First Reading

BACKGROUND:

Annually policies are reviewed by CSBA and changes are suggested as a result of either recent judicial rulings or legislative enactment. Changes to these policies and regulations make our policies consistent with law.

PROGRAM/EDUCATIONAL IMPLICATION:

Board Policy 0400 Comprehensive Plans - Revised

The policy has been updated to include the local control and accountability plan (LCAP) as a comprehensive plan of the district and to emphasize the need for consistency among documents and plans that set direction for the district.

Board Policy/Administrative Regulation/Exhibit 0520.2 Title I Program Improvement Schools – Delete

The policy, regulation, and exhibit have been deleted as federal program improvement requirements have been suspended for the 2017-18 school year and will, beginning in the 2018-19 school year, be replaced by a new system of comprehensive and targeted improvement established by the Every Student Succeeds Act.

Board Policy 0520.3- Title I Program Improvement Districts - Delete

The policy deleted as federal program improvement requirements have been suspended for the 2017-18 school year and will, beginning in the 2018-19 school year, be replaced by a new system of comprehensive and targeted improvement established by the Every Student Succeeds Act.

Board Policy/Administrative Regulation 5113.12 - District School Attendance Review Board - New

The new policy and regulation are to be used by districts that have established their own local school attendance review board (SARB).

Administrative Regulation 5125.2- Withholding Grades, Diploma or Transcripts - Replace

The regulation has been updated to clarify the circumstances under which the district may withhold a student's grades, diploma, and/or transcripts until the student's parents/guardians have paid for the damages to or loss of district property willfully caused by the student. Revisions also clarify the student's due process rights, as well as the requirement to continue to withhold the grades, diploma, and/or transcripts when such a student transfers from one district to another.

COST ANALYSIS:

There are no costs associated with updating these policies and administrative regulations.

ASSISTANT SUPERINTENDENT EDUCATIONAL SERVICES RECOMMENDATION:

Approval

Westside Union SD

Board Policy - Revised

Comprehensive Plans

Philosophy, Goals, Objectives and Comprehensive Plans

BP 0400(a)

The Board of Trustees believes that careful planning is essential to effective implementation of district programs and policies. Comprehensive plans shall identify cohesive strategies for school improvement, and provide stability in district operations, and be aligned to ensure consistency among district approaches for student academic growth and achievement.

~~The Superintendent or designee shall develop comprehensive plans for the implementation of the district's vision and goals, on specific policy topics and on other areas as required by law. As appropriate, comprehensive~~ Comprehensive plans adopted by the district shall include the local control and accountability plan (LCAP) and other plans required by law or determined by the Board to be in the best interest of the district. Such may describe, but not be limited to, anticipated short- and long-term needs, measurable outcomes, priorities, activities, available resources, timelines, staff responsibilities, and strategies for internal and external communications regarding the plan.

- (cf. 0000 - Vision)
- (cf. 0200 - Goals for the School District)
- (cf. 0430 - Comprehensive Local Plan for Special Education)
- (cf. 0440 - District Technology Plan)
- (cf. 0450 - Comprehensive Safety Plan)
- (cf. 0500 - Accountability)
- (cf. 1112 - Media Relations)
- (cf. 2123 - Evaluation of the Superintendent)
- (cf. 3516 - Emergencies and Disaster Preparedness Plan)
- (cf. 3543 - Transportation Safety and Emergencies)
- (cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)
- (cf. 6010 - Goals and Objectives)
- (cf. 6171 - Title I Programs)
- (cf. 6190 - Evaluation of the Instructional Program)
- (cf. 7110 - Facilities Master Plan)

Comprehensive plans may be subject to review and approval by the Board.

The process for developing comprehensive plans shall invite broad participation of school and community representatives. Committees may be appointed to assist in the development of plans. Comprehensive plans shall be available to the public and shall be reviewed at regular intervals as specified within the plan.

(cf. 0420.5 - School-Based Decision Making)

BP 0400(b)

(cf. 1220 - Citizen Advisory Committees)

(cf. 2230 - Representative and Deliberative Groups)

(cf. 6020 - Parent Involvement)

(cf. 9130 - Board Committees)

In addition, school-level plans may be developed to meet the unique circumstances of individual school sites provided that they are consistent with law, district vision, Board policies, administrative regulations and districtwide plans. School plans may be subject to review and approval of the Superintendent or designee and/or the Board.

(cf. 0420 - School Plans/Site Councils)

(cf. 0420.1 - School-Based Coordinated Program)

(cf. 0420.2 - School Improvement Program)

(cf. 0420.3 - School-Based Student Motivation and Maintenance Program)

Legal Reference:

EDUCATION CODE

35035 Powers and duties of Superintendent

35291 Rules (power of governing board)

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Leadership: Vision, 1996

WEB SITES

CSBA: <http://www.csba.org>

Policy WESTSIDE UNION SCHOOL DISTRICT

adopted: June 15, 1998 Lancaster, California

Westside Union SD

Board Policy – Delete

Title I Program Improvement Schools

Philosophy, Goals, Objectives and Comprehensive Plans

BP 0520.2(a)

The Board of Trustees is committed to enabling all district students to meet state academic achievement standards and to narrowing the achievement gap among student groups. To that end, the district shall provide support and assistance to increase student achievement in any school that receives federal Title I funding and has been identified by the California Department of Education as a program improvement (PI) school.

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - Standardized Testing and Reporting Program)

(cf. 6171 - Title I Programs)

Whenever a school is identified for Year 4 PI but is not identified as a "persistently lowest achieving school" pursuant to Education Code 53201, the parents/guardians of students attending that school may petition the Board to implement an intervention for the purpose of improving academic achievement or student safety, provided that the state limit on the number of such schools has not yet been reached. To be considered by the Board, the petition shall contain all required content and signatures and specify one of four intervention models (i.e., turnaround model, restart model, school closure, or transformation model) or an alternative governance arrangement, as described in 5 CCR 4803-4807. The district shall implement the option requested by the parents/guardians unless, at a regularly scheduled public hearing, the Board makes a finding in writing stating the reason it cannot implement the recommended option and instead designates one of the other options to be implemented. (Education Code 53300-53303; 5 CCR 4800-4808)

Program Evaluation

The Superintendent or designee shall develop an annual report card that includes the information specified in 20 USC 6311 for each district school and for the district as a whole. The required information may be incorporated into each school's school accountability report card. (20 USC 6311)

(cf. 0510 - School Accountability Report Card)

(cf. 6190 - Evaluation of the Instructional Program)

The report card shall be concise, presented in an understandable and uniform format and, to the

extent practicable, in a language that parents/guardians can understand. It shall be made
BP 0520.2(b)
accessible to the public on the district's web site. (20 USC 6311)

(cf. 1113 - District and School Web Sites)

As necessary based on the results of this evaluation, the Board may require the Superintendent or designee to review and revise any of the school's reform plans, including the school's Single Plan for Student Achievement, allocate additional resources toward the implementation of the plan, and/or require more frequent monitoring of the school's progress in order to raise student achievement.

Legal Reference:

EDUCATION CODE

35256 School accountability report card

53200-53203 Persistently lowest achieving schools

53300-53303 Parent Empowerment Act

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

CODE OF REGULATIONS, TITLE 5

4800-4808 Parent Empowerment petitions

11992-11994 Persistently dangerous schools, definition

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

6301 Title I program purpose

6311 State plan; state and local educational agency report cards

6312 Local educational agency plan

6313 Eligibility of schools and school attendance areas; funding allocation

7912 Persistently dangerous schools

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

200.49-200.51 State responsibilities

200.52-200.53 District improvement

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

FEDERAL REGISTER

Final Rule and Supplementary Information, October 29, 2008. Vol. 73, No. 210, pages
64436-64513

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev.

May 4, 2016

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Program Improvement:

<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>

U.S. Department of Education: <http://www.ed.gov>

Policy WESTSIDE UNION SCHOOL DISTRICT

adopted: September 1, 2009 Quartz Hill, California

revised: August 15, 2017

Westside Union SD

Administrative Regulation - Delete

Title I Program Improvement Schools

Philosophy, Goals, Objectives and Comprehensive Plans

AR 0520.2(a)

Year 1 Program Improvement

For any district school in its first year of program improvement (PI), the Superintendent or designee shall implement a school improvement plan that was approved by the Board of Trustees.

(cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that the school receives technical assistance either from the district, the California Department of Education (CDE), an institution of higher education, a private organization, an educational service agency, or another entity with experience in helping schools improve academic achievement, including assistance in: (20 USC 6316)

1. Analyzing data from state assessments and other examples of student work to identify and address problems in instruction and/or problems in implementing Title I requirements pertaining to parent involvement, professional development, or school and district responsibilities identified in the school plan
2. Identifying and implementing professional development, instructional strategies, and methods of instruction that are based on scientifically based research and that have proven effective in addressing the specific instructional issues that caused the school to be identified for PI
3. Analyzing and revising the school's budget so that the school's resources are more effectively allocated to the activities most likely to increase student achievement and remove the school from PI status

(cf. 3100 - Budget)

Year 2 Program Improvement

For any district school in its second year of PI, the Superintendent or designee shall continue to implement the school improvement plan and to provide for technical assistance in accordance with the section "Year 1 Program Improvement" above.

In addition, the Superintendent or designee shall arrange for the provision of alternative supports to eligible students from low-income families, as described below in the section "Alternative Supports."

Year 3 Program Improvement: Corrective Action

After the second full school year after identification for PI, the Superintendent or designee shall continue to implement all elements of Year 1 and Year 2 PI specified above, as well as the corrective action(s) determined by the Board, which may include:

1. Replacing school staff relevant to the failure
 (cf. 4113 - Assignment)
 (cf. 4114 - Transfers)
 (cf. 4314 - Transfers)
2. Implementing a new curriculum and related professional development
 (cf. 4131 - Staff Development)
 (cf. 4231 - Staff Development)
 (cf. 4331 - Staff Development)
3. Significantly decreasing management authority at the school level
4. Appointing an outside expert to advise the school
5. Extending the school year or school day for the school
 (cf. 6111 - School Calendar)
 (cf. 6112 - School Day)
6. Restructuring the internal organization of the school

Year 4 Program Improvement and Beyond: Restructuring

For any school in Year 4 of PI or beyond, the Superintendent or designee shall continue to implement all elements of Year 1 and Year 2 PI specified above, as well as one of the following options for alternative governance and restructuring, as determined by the Board:

1. Reopening the school as a charter school
2. Replacing all or most of the school staff relevant to the failure
3. Entering into a contract with an entity with a demonstrated record of effectiveness to operate the school
4. Turning the operation of the school over to the CDE
5. Instituting any other major restructuring of the school's governance arrangements that

makes fundamental reforms

Alternative Supports

In any school identified for Year 2 PI or beyond, eligible students from low-income families shall be offered district-selected alternative supports designed to improve their academic achievement. Alternative supports may include, but are not limited to, any of the following:

1. Academic support offered during school hours, before school, after school, during intercession, and/or during summer learning programs

(cf. 5148.2 - Before/After School Programs)

(cf. 6176 - Weekend/Saturday Classes)

(cf. 6177 - Summer Learning Programs)

(cf. 6179 - Supplemental Instruction)

2. Small group instruction and/or pull-out interventions offered during the regular school day

3. Interventions offered during After School Education and Safety or 21st Century Community Learning Center programs

4. High quality academic tutoring

5. Provision of supplemental materials that support alternative support services

6. Provision of a crisis, intervention, and/or academic counselor to meet with eligible students

7. Services and programs that remove barriers to promote academic achievement of eligible students

The types of alternative supports and the criteria used to identify eligible students may be included in the district's local control and accountability plan and shall be consistent and aligned with local priorities.

(cf. 0460 - Local Control and Accountability Plan)

If the district contracts with outside entities or community partners to provide alternative supports to eligible students, the Superintendent or designee shall ensure that no electronic device or other items of value are given, retained, or used as an incentive or achievement award and that funds are expended only on direct services to eligible students.

The district shall set aside a reasonable amount of Title I, Part A funds for alternative supports. Whenever the district does not have sufficient funds to serve all eligible students, it may give

priority to the lowest achieving PI schools or the lowest achieving eligible students attending a PI school. The Superintendent or designee may identify the lowest achieving eligible students based on assessment scores, grades, teacher evaluations, or another locally defined measure.

Regulation WESTSIDE UNION SCHOOL DISTRICT
approved: September 1, 2009 Quartz Hill, California
revised: August 15, 2017

Westside Union SD

Exhibit - Delete

Title I Program Improvement Schools

Philosophy, Goals, Objectives and Comprehensive Plans

E 0520.2(a)

PARENT/GUARDIAN TRANSFER REQUEST BASED ON SCHOOL'S PROGRAM IMPROVEMENT STATUS

Instructions: To request a transfer for your child out of a school that has been identified for [program improvement, corrective action or restructuring], please complete the following form and return it by [date] to [the district office or to the principal at your child's school]. You will be notified by [date] regarding your child's school assignment for the next school year and your options if you decide to decline the school assignment at that time.

Child's Name: _____

Parent/Guardian's Name: _____ Signature: _____

School Child Currently Attends: _____

Please write numbers in the boxes below to rank your top [number] choices of available schools:

[] _____ [school name] _____

[] _____ [school name] _____

[] _____ [school name] _____

If you have any questions, please contact the [district office or principal] at [phone number].

Exhibit WESTSIDE UNION SCHOOL DISTRICT
version: September 1, 2009 Quartz Hill, California

E(2) 0520.2

TITLE I PROGRAM IMPROVEMENT SCHOOLS

PARENT/GUARDIAN SELECTION OF SUPPLEMENTAL EDUCATIONAL SERVICES

Instructions: To select supplemental educational services for your child, please complete the following form and mail, fax, or deliver it to the principal of your child's school or to the district office by [date].

Student's Name: _____ School: _____

Parent/Guardian's Name: _____ Signature: _____

Please write numbers in the boxes below to indicate your top [number] choices of service providers:

[] _____ [name of service provider] _____
E 0520.2(b)

[] _____ [name of service provider] _____

[] _____ [name of service provider] _____

[] _____ [name of service provider] _____

Once a service provider has been determined for your child, the district will enter into a formal contract with the provider in accordance with law.

If you have any questions or need assistance selecting a provider, please contact [name] at [phone number].

Exhibit WESTSIDE UNION SCHOOL DISTRICT
version: September 1, 2009 Quartz Hill, California

Westside Union SD

Board Policy - Delete

Title I Program Improvement Districts

Philosophy, Goals, Objectives and Comprehensive Plans

BP 0520.3(a)

The Board of Trustees desires to continuously improve educational programs and district operations to enable all students to achieve proficiency. The Superintendent or designee shall ensure the implementation and coordination of all district improvement plans and shall annually report to the Board regarding the district's performance in making progress toward student achievement standards.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0500 - Accountability)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 6011 - Academic Standards)

(cf. 6162.51 - State Academic Achievement Tests)

The district shall implement all actions required for Title I program improvement (PI) as required by law and the California Department of Education (CDE).

The development of district improvement strategies shall be based upon the results of a self-assessment conducted with state program assessment tools that identify specific problems contributing to low student achievement.

Each year that the district is in PI status, it shall:

1. Review the Title I local educational agency (LEA) plan and, as needed, revise the plan. Revisions may be made in an addendum to the existing plan. The revised LEA plan or plan addendum shall be approved by the Board and electronically submitted to the CDE.

(cf. 6171 - Title I Programs)

2. Reserve and spend at least 10 percent of its Title I, Part A allocation to provide high-quality professional development for instructional staff

(cf. 4131 - Staff Development)

(cf. 4331 - Staff Development)

In addition, during Year 3 of PI or beyond, the Board shall cooperate with the Superintendent of Public Instruction and the State Board of Education (SBE) in the identification and implementation of appropriate corrective actions. As applicable, the district shall implement the recommendations of the district assistance and intervention team (DAIT) that has been assigned to assist the district pursuant to Education Code 52055.57.

The Superintendent or designee shall submit to the CDE an annual report regarding the district's evidence of progress, including a summary description of the district's progress toward implementing the strategies in the LEA plan, an analysis of the district's progress toward student achievement goals in the LEA plan based on state or local assessment data, and documentation that the Board has been notified of the report.

In the event that the district is required to appear before the SBE within Year 3 of PI to review the district's progress, the Superintendent or designee, the DAIT, and/or the County Superintendent of Schools shall provide testimony and written data sufficient for the SBE to determine whether an alternative corrective action is needed. (Education Code 52055.57)

Legal Reference:

EDUCATION CODE

52055.57-52055.59 Districts identified or at risk of identification for program improvement

52059 Statewide system of school support

UNITED STATES CODE, TITLE 20

6301 Title I program purpose

6311 State plan

6312 Local educational agency plan

6321 Fiscal responsibilities

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

Local Educational Agency Program Improvement Plan Addendum Template, rev. April 2016

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Program Improvement:

<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>

U.S. Department of Education: <http://www.ed.gov>

Policy WESTSIDE UNION SCHOOL DISTRICT

adopted: August 15, 2017 Quartz Hill, California

Westside Union SD

Board Policy - New

District School Attendance Review Board

Students

BP 5113.12(a)

The Board of Trustees recognizes that poor school attendance and behavior problems negatively impact student achievement and put students at greater risk of dropping out of school. The Superintendent or designee shall establish a comprehensive and integrated system for the early identification of attendance problems and shall implement strategies to encourage students' attendance. After other interventions have been exhausted, students with a pattern of unexcused absences may be referred to a school attendance review board (SARB), in accordance with applicable law, in order to receive intensive guidance and assistance.

(cf. 5113 - Absences and Excuses)
(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5113.11 - Attendance Supervision)
(cf. 5147 - Dropout Prevention)

The SARB shall maintain a continuing inventory of community resources, including alternative educational programs.

The Superintendent or designee shall collaborate with the SARB and appropriate community agencies, including, but not limited to, law enforcement agencies, child welfare agencies, and health services, to provide school-based and/or community-based interventions tailored to the specific needs of the student.

(cf. 1020 - Youth Services)
(cf. 5030 - Student Wellness)
(cf. 5126 - Awards for Achievement)
(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 5137 - Positive School Climate)
(cf. 5141.6 - School Health Services)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6158 - Independent Study)
(cf. 6164.2 - Guidance/Counseling Services)
(cf. 6164.5 - Student Success Teams)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)
(cf. 6175 - Migrant Education Program)
(cf. 6179 - Supplemental Instruction)
(cf. 6181 - Alternative Schools/Programs of Choice)

(cf. 6183 - Home and Hospital Instruction)
(cf. 6184 - Continuation Education)
(cf. 6185 - Community Day School)

The Board shall appoint members to the district's SARB, who may include a parent/guardian as well as representatives of various agencies including, but not limited to, school districts; the county probation department; the county welfare department; the County Superintendent of Schools; law enforcement agencies; community-based youth service centers; school guidance personnel; child welfare and attendance personnel; school or county health care personnel; school, county, or community mental health personnel; the county district attorney's office; and the county public defender's office. (Education Code 48321)

The district's SARB shall provide support to improve student attendance and behavior through proactive efforts focused on building positive school environments and improved school connectedness, early identification and immediate intervention to re-engage students with poor attendance or behavior, and intensive intervention with students and families to address severe or persistent attendance or behavior issues.

The district's SARB shall operate in accordance with Education Code 48320-48325, the Brown Act (Government Code 54950-54963), and the bylaws of the SARB.

The SARB shall collect data and annually report outcomes on SARB referrals to the Governing Board, Superintendent or designee, and County Superintendent of Schools. (Education Code 48273)

Legal Reference:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

1980-1986 County community school

46010-46014 Absences

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-48297 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

48660-48666 Community day school

49067 Unexcused absences as cause of failing grade

CODE OF CIVIL PROCEDURE

1985-1997 Production of evidence; means of production

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy

830.1 Peace officers

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Attendance Review Board Handbook: A Road Map for Improved School Attendance and Behavior, 2015

School Attendance Improvement Handbook, 2000

WEB SITES

CSBA: <http://www.csba.org>

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

California Department of Education: <http://www.cde.ca.gov>

Westside Union SD

Administrative Regulation - New

District School Attendance Review Board

Students

AR 5113.12(a)

Upon receiving a referral of a student with attendance and/or behavior problems, a designated member of the school attendance review board (SARB) shall review the case and may meet with school personnel to determine whether the school has provided sufficient information about the student's attendance record or behavior. If the referral is complete and is an appropriate matter for the SARB to consider, the SARB chairperson shall provide written notification to the student's parents/guardians stating the reasons a referral has been made, explaining the SARB process, advising whether additional information is needed, and describing school-level interventions that have previously been attempted.

The SARB shall meet with the student and his/her parents/guardians, give them an opportunity to present their understanding of the problem, and discuss the school and/or community resources appropriate for the student's circumstances.

Any SARB meeting to consider matters related to an individual student shall be held in closed session unless the parent/guardian requests, in writing, that the meeting be held in open session.

(cf. 9321 - Closed Session Purposes and Agendas)

The SARB shall have access to relevant student records, but shall not provide access to others without written consent of the student's parent/guardian. (Education Code 49076)

(cf. 5125 - Student Records)

For the limited purpose of making a proper disposition of the referral of a student, the SARB may issue subpoenas pursuant to Code of Civil Procedure 1985-1997 or may request the juvenile court to issue subpoenas to require the attendance of the student, parents/guardians or other person having control of the student, the school authority referring the student, or any other person who has pertinent or material information concerning the matter. The SARB shall not issue any subpoena that includes a request for production of written materials, but may request a juvenile court to issue such subpoena for the production of written materials. (Education Code 48263, 48321.5)

The SARB shall issue written directives stating the responsibilities of all persons involved, detailed resource referrals, and follow-up dates for the school's reports on the student's progress. The written directives shall include an agreement that the student will attend school or improve classroom behavior as applicable, and shall be signed by the student, his/her parents/guardians, the SARB chairperson, and the Superintendent or designee.

When referred by the SARB, a student may be assigned to a community day school or a county

community school. (Education Code 1981, 48662)

(cf. 6185 - Community Day School)

At any time it deems proper, the SARB may require the student or his/her parents/guardians to furnish satisfactory evidence of participation in any available community services that the student or parents/guardians have been directed to use. (Education Code 48263)

Based on progress reports submitted by the school, the SARB may terminate the agreement upon the successful completion of the terms of the agreement, extend the time for completion of the agreement, or schedule another meeting with the student and his/her parents/guardians.

If the student's attendance or behavior problems cannot be resolved by the SARB, or if the student and/or the student's parents/guardians continually and willfully fail to respond to SARB directives or the services provided, the student or parents/guardians shall be referred to the appropriate agency, including law enforcement agencies when necessary. (Education Code 48263, 48290-48291)

10/17

Westside Union SD

Administrative Regulation - Replace

Withholding Grades, Diploma Or Transcripts

Students

AR 5125.2(a)

When a minor student willfully cuts, defaces, or otherwise injures real or personal property of the district or does not return district property that has been loaned to him/her upon demand of a district employee, the student's parents/guardians may be required to pay the costs of all damages within the limits established pursuant to Education Code 48904. Until the student's parents/guardians have paid for the damages, the Superintendent or designee may withhold the student's grades, diploma, and/or transcripts. (Education Code 48904)

(cf. 3515.4 - Recovery for Property Loss or Damage)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 5125 - Student Records)
(cf. 5131.5 - Vandalism and Graffiti)
(cf. 6161.2 - Damaged or Lost Instructional Materials)

Before withholding the student's grades, diploma, and/or transcripts, the Superintendent or designee shall inform the student's parents/guardians in writing of the student's alleged misconduct. (Education Code 48904)

(cf. 5145.6 - Parental Notifications)

The student shall be afforded due process consistent with procedures established for the expulsion of students. (Education Code 48904)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

If the student and parents/guardians are unable to pay for the damages or return the property, the Superintendent or designee shall provide a program of voluntary work for the student in lieu of monetary damages. Upon completion of the voluntary work, the student's grades, diploma, and/or transcripts shall be released. (Education Code 48904)

When a student who is transferring into the district has had his/her grades, diploma, and/or transcripts withheld by the previous district, the Superintendent or designee shall continue to withhold the student's grades, diploma, and/or transcripts until notified by the previous district that the decision to withhold has been rescinded. (Education Code 48904.3)

Upon receiving notice that a student whose grades, diploma, and/or transcripts have been withheld by this district has transferred to another district in California, the Superintendent or designee shall provide the student's records to the new district and notify the new district that the student's grades, diploma, and/or transcripts are being withheld from the student and parents/guardians pursuant to Education Code 48904.

The Superintendent or designee shall also notify the student's parents/guardians in writing that the decision to withhold the student's grades, diploma, and/or transcripts will be enforced by the new district. (Education Code 48904.3)

Legal Reference:

EDUCATION CODE

48904 Liability of parent

48904.3 Withholding grades, diplomas, or transcripts of pupils causing property damage or injury; transfer of pupils to new school districts; notice to rescind decision to withhold

48911 Suspension by principal, designee or superintendent

49069 Absolute right to access

(12/91) 10/17

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Robert Hughes, Deputy Superintendent
SUBJECT: Provisional Intern Permit

BACKGROUND:

Provisional Intern Permits are designed to allow employing agencies to hire qualified individuals to fill a position for which they have not yet completed a credential program. Provisional Intern Permits are issued in 1 year periods and require adequate progress toward the requirements for admittance into a university internship for renewal.

PROGRAM/EDUCATIONAL IMPLICATION:

The Provisional Intern Permit allows for utilization and retention of qualified candidates who have yet to start or complete the appropriate credential program.

COST ANALYSIS/FUNDING SOURCE:

None

DEPUTY SUPERINTENDENT'S RECOMMENDATION:

Approval

Teacher Assignments Authorized by Provisional Intern Permit

Madia Fowler	100% Education Specialist
Miriam Paguyo	100% Education Specialist
Johanna Dymowski	100% Education Specialist
Shawnte Breschi	100% Education Specialist

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Robert Hughes, Deputy Superintendent
SUBJECT: Short Term Staff Permit

BACKGROUND:

Provisional Intern Permits are designed to allow employing agencies to hire qualified individuals to fill a position for which they have not yet completed a credential program. Provisional Intern Permits are issued in 1 year periods and require adequate progress toward the requirements for admittance into a university internship for renewal.

PROGRAM/EDUCATIONAL IMPLICATION:

The Provisional Intern Permit allows for utilization and retention of qualified candidates who have yet to start or complete the appropriate credential program.

COST ANALYSIS/FUNDING SOURCE:

None

DEPUTY SUPERINTENDENT'S RECOMMENDATION:

Approval

Teacher Assignments Authorized by Short Term Staff Permit

Austin Sill	100% Single Subject Language Arts
Jonathan Diaz	100% Single Subject PE
Jonathan Coleman	100% Education Specialist
Daniel Kennedy	60% Multiple Subject

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Robert Hughes, Deputy Superintendent
SUBJECT: Variable Term Waiver

BACKGROUND:

Variable Term Waivers are designed to allow employing agencies to hire qualified individuals to fill a position for which they have not yet completed a credential program. Variable Term Waivers are issued in 1 year periods and require adequate progress toward the credential goal for renewal.

PROGRAM/EDUCATIONAL IMPLICATION:

The Variable Term Waiver allows for utilization and retention of qualified candidates who have yet to start or complete the appropriate credential program.

COST ANALYSIS/FUNDING SOURCE:

Not applicable

DEPUTY SUPERINTENDENT'S RECOMMENDATION:

Approval

Teacher Assignments Authorized by Variable Term Waiver:

Heather Kalmes

100% Education Specialist

David Sipes

100% Education Specialist

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Wayne Trussell, Director, Maintenance, Operations & Facilities

SUBJECT: Notice of Completion: Cottonwood Grading

BACKGROUND:

The recording of a valid "Notice of Completion" with the County Recorder is an event of significance to owners, contractors, subcontractors and suppliers alike. Although the recording of a Notice of Completion is not required on any given project, all those working in the construction industry should understand the significance as it is one of several methods used to trigger the time period for the filing of mechanics' liens and stop notices.

This Notice is for the grading of the Cottonwood Modernization Project.

PROGRAM/EDUCATIONAL IMPLICATION:

To provide the Cottonwood students, teachers and community with efficient, safe and updated facilities.

COST ANALYSIS/FUNDING:

There is no cost associated with the filing of this Notice

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

RECORDING REQUESTED BY:

WHEN RECORDED MAIL TO:

Name
Street
Address
City
State
Zip
L

Westside Union School District
41910 N. 50th Street West
Quartz Hill, CA 93536

Space above this line for recorder's use

WOLCOTT'S FORMS, INC.

Since 1893

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. (See reverse side for complete requirements.)
Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the owner is Westside Union School District
3. The full address of the owner is 41910 N. 50th Street West, Quartz Hill, CA 93536
4. The nature of the interest or estate of the owner is: In fee.

(If other than Fee, strike "In fee" and insert, for example, "purchaser under contract of purchase," or "Lessee")

5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES

ADDRESSES

6. The full names and full addresses of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work or improvements herein referred to:

NAMES

ADDRESSES

7. A work of improvement on the property hereinafter described was completed on July 14, 2018. The work done was:
Grading for building pad and parking lot

8. The names of the contractor, if any, for such work of improvement was _____

(If no contractor for work of improvement as a whole, insert "None")

(Date of Contract)

9. The property on which said work of improvement was completed is in the City of Palmdale
County of Los Angeles, State of CA, and is described as follows: 2740 West Avenue P8, Palmdale 93551

10. The street address of said property is _____

(If no street address has been officially assigned, insert "none".)

Westside Union School District

Dated August 1, 2018

(Signature of Owner or corporate officer of Owner named in paragraph 2, or his agent)

Shawn Cabey, Assistant Superintendent

VERIFICATION

I, the undersigned, say: I am the Asst. Superintendent, Admin. Services, the Declarant of the foregoing Notice of Completion;
(President of, Manager of, Partner of, Owner of, etc.)

I have read said Notice of Completion and know the contents thereof; the same is true to my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 20____ at Quartz Hill, CA.

(Personal signature of the individual who is swearing that the contents of the Notice of Completion are true)

Shawn Cabey

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FORM 1114 Rev. 10-05

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Shawn Cabey, Assistant Superintendent Administrative Services

SUBJECT: New Board Policy Administrative Regulation – Second Reading

BACKGROUND:

Board Policy and Administrative Regulation 1113 – District and School Web Sites – New

[BP/AR New. To align with applicable statutes (CSBA)]

Policy to (1) clarify the district's responsibility to make district and school web sites accessible to individuals with disabilities; (2) reflect laws prohibiting web site operators from using web site information to amass a profile about a student, engage in targeted advertising to students, or sell or disclose a student's information, including NEW LAW (AB 2799, 2016) which prohibits such activities for web sites used primarily for preschool and prekindergarten purposes; and (3) clarify options related to posting student photographs on district and school web sites together with their names. Regulation to (1) add section on "Design Standards," including standards for web site accessibility to individuals with disabilities; (2) reflect NEW LAW (AB 2257, 2016) which requires posting a prominent, direct link to the current board meeting agenda or to an integrated agenda management platform, effective January 1, 2019; and (3) clarify requirements related to posting copyrighted material.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING:

There are no costs associated with adding the Board Policy and Administrative Regulation

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

Westside Union SD

Board Policy - New

District And School Web Sites

Community Relations

BP 1113(a)

To enhance communication with students, parents/guardians, staff, and community members, the Governing Board encourages the Superintendent or designee to develop and maintain district and school web sites. The use of district and school web sites shall support the district's vision and goals and shall be coordinated with other district communications strategies.

(cf. 0000 - Vision)

(cf. 0440 - District Technology Plan)

(cf. 1100 - Communication with the Public)

(cf. 1112 - Media Relations)

(cf. 1114 - District-Sponsored Social Media)

(cf. 6020 - Parent Involvement)

Design Standards

The Superintendent or designee shall establish design standards for district and school web sites in order to maintain a consistent identity, professional appearance, and ease of use.

The district's design standards shall address the accessibility of district and school web sites to individuals with disabilities, including compatibility with commonly used assistive technologies.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Web Site Content

The Superintendent or designee shall develop content guidelines for district and school web sites and assign staff to review and approve content prior to posting.

Board policy pertaining to advertising in district and school publications, as specified in BP 1325 - Advertising and Promotion, shall also apply to advertising on district and school web sites.

(cf. 1325 - Advertising and Promotion)

Privacy Rights

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on district and school web sites.

(cf. 1340 - Access to District Records)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5022 - Student and Family Privacy Rights)
(cf. 5125 - Student Records)

Telephone numbers and home and email addresses of students and/or their parents/guardians shall not be published on district or school web sites.

(cf. 5125.1 - Release of Directory Information)

OPTION 1: The district regards photographs as a category of directory information that would not generally be considered harmful or an invasion of privacy if disclosed. Therefore, a student's photograph, together with his/her name, may be published on district or school web sites unless the student's parent/guardian has notified the district in writing to not release the student's photograph without prior written consent, in accordance with BP/AR 5125.1 - Release of Directory Information.

OPTION 2: Photographs of individual students shall not be published on district or school web sites accompanied by the student's name or other personally identifiable information without the prior written consent of the student's parent/guardian.

If students' names are not included, photographs of individual students or groups of students, such as at a school event, may be published on school or district web sites.

Employees' home addresses, personal telephone numbers, and personal email addresses shall not be posted on district or school web sites.

The home address or telephone number of any elected or appointed official including, but not limited to, a Board member or public safety official, shall not be posted on district or school web sites without the prior written permission of that individual. (Government Code 3307.5, 6254.21, 6254.24)

No public safety official shall be required to consent to the posting on the Internet of his/her photograph or identity as a public safety officer for any purpose if that officer reasonably believes that the disclosure may result in a threat, harassment, intimidation, or harm to the officer or his/her family. (Government Code 3307.5)

(cf. 3515.3 - District Police/Security Department)

Legal Reference:

EDUCATION CODE

35182.5 Contracts for advertising

35258 Internet access to school accountability report cards

48907 Exercise of free expression; rules and regulations

48950 Speech and other communication
49061 Definitions, directory information
49073 Release of directory information
60048 Commercial brand names, contracts or logos
BUSINESS AND PROFESSIONS CODE
22580-22582 Digital privacy
22584-22585 Student Online Personal Information Protection Act
22586 Preschool and prekindergarten privacy
GOVERNMENT CODE
3307.5 Publishing identity of public safety officers
6254.21 Publishing addresses and telephone numbers of officials
6254.24 Definition of public safety official
11135 Nondiscrimination; accessibility to state web sites
PENAL CODE
14029.5 Prohibition against publishing personal information of person in witness protection program
UNITED STATES CODE, TITLE 17
101-122 Subject matter and scope of copyright
504 Penalties for copyright infringement
UNITED STATES CODE, TITLE 20
1232g Federal Family Educational Rights and Privacy Act
UNITED STATES CODE, TITLE 29
705 Definitions; Vocational Rehabilitation Act
794 Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites
UNITED STATES CODE, TITLE 42
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 16
312.1-312.12 Children's Online Privacy
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy
104.1-104.61 Nondiscrimination on the basis of disability
COURT DECISIONS
City of San Jose v. Superior Court, (2017) 2 Cal.5th 608
Aaris v. Las Virgenes Unified School District, (1998) 64 Cal.App.4th 1112

Management Resources:

U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Dear Colleague Letter, May 26, 2011
Joint Dear Colleague Letter: Electronic Book Readers, June 2010
U.S. DEPARTMENT OF JUSTICE PUBLICATIONS
Accessibility of State and Local Government Websites to People with Disabilities, June 2003
WORLD WIDE WEB CONSORTIUM PUBLICATIONS
Web Content Accessibility Guidelines, December 2008
WEB SITES
CSBA: <http://www.csba.org>

California Department of Education, Web Accessibility Standards:

<http://www.cde.ca.gov/re/di/ws/webaccessstds.asp>

California School Public Relations Association: <http://www.calspra.org>

U.S. Department of Education, Office for Civil Rights:

<http://www2.ed.gov/about/offices/list/ocr>

U.S. Department of Justice, Americans with Disabilities Act: <http://www.ada.gov>

World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

(7/07 7/11) 10/17

Westside Union SD

Administrative Regulation - New

District And School Web Sites

Community Relations

AR 1113(a)

Design Standards

The Superintendent or designee shall develop design standards for district and school web sites that include, but are not limited to, guidelines to ensure the clear organization of the material, readability of the font type and size, and simplicity of the navigation structure linking the content on the web site. Such standards shall take into consideration the ease of use on a wide range of devices.

In accordance with the requirements of the Americans with Disabilities Act and Section 504 of the federal Rehabilitation Act of 1973, district and school web sites shall contain features that ensure accessibility for individuals with disabilities, which may include, but are not limited to, captions for videos and multimedia presentations, text alternatives to images, provision of sufficient time to use the content, avoidance of flashing images, adequate contrast in visual presentations, and/or other features that meet applicable standards for web site accessibility. The Superintendent or designee shall regularly review district and school web sites and modify them as needed to ensure legal compliance with accessibility standards.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Web Site Content

As applicable, district and school web sites shall provide current information regarding the district's mission and goals, district/school programs and operations, district/school news, agendas and minutes of Governing Board meetings, School Accountability Report Cards, school calendars, and links to educational resources.

(cf. 0440 - District Technology Plan)

(cf. 0510 - School Accountability Report Card)

(cf. 1100 - Communication with the Public)

(cf. 9322 - Agenda/Meeting Materials)

With approval of the principal, individual teachers may create web sub-pages within the district or school web site to provide information pertaining to class assignments, expectations, and activities.

Student work may be published on district or school web sites provided that both the student and his/her parent/guardian provide written permission or the work is part of an existing publication such as a school newspaper.

Any copyrighted material to be posted on a district or school web site shall be submitted to the Superintendent or designee together with the permission of the copyright owner to reprint the material. Any copyrighted material submitted without the copyright owner's permission shall only be posted on a district or school web site if the Superintendent or designee determines that the material is in the public domain or that the intended use meets the criteria for fair use or another exception pursuant to 17 USC 107-122. When any copyrighted material is posted, the web site shall include a notice crediting the copyright owner and, as necessary, shall note that permission to reprint the material was granted.

(cf. 4132/4232/4332 - Publication or Creation of Materials)

(cf. 6162.6 - Use of Copyrighted Materials)

Whenever a district or school web site includes links to external web sites, it shall include a disclaimer that the district is not responsible for the content of external web sites.

Roles and Responsibilities

Any employee assigned as a district or school webmaster shall be responsible for the uploading of material to the web site(s) upon approval of the Superintendent or designee. He/she shall review district and school web sites to ensure consistency with district standards, regularly check links for accuracy and appropriateness, keep the web server free of outdated or unused files, and provide technical assistance as needed.

The Superintendent or designee may assign additional staff members to conduct editorial reviews of all materials submitted for publication on district or school web sites and to make corrections as needed in spelling, grammar, or accuracy of content.

The Superintendent or designee shall provide staff development opportunities related to district content guidelines, design standards, and accessibility laws and standards to district communications and technology staff, district and school webmasters, and/or other appropriate staff.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Security

The Superintendent or designee shall establish security procedures for the district's computer network to prevent unauthorized access and changes to district and school web sites. To the extent possible, the host computer(s) shall be in a lockable room with restricted access.

BOARD AGENDA

August 7, 2018

TO: Board of Trustees

PREPARED BY: Shawn Cabey, Assistant Superintendent Administrative Services

SUBJECT: Formation of Community Facilities District 2018-1

BACKGROUND

Two items are before the Board for action tonight related to the formation of Westside Community Facilities District No. 2018-1 with Improvement Area Nos. 1 and 2. The first item is the second reading of the ordinance authorizing the levy of special taxes within the CFD. The second item is an ordinance to dissolve CFD 2007-1 with respect to property that is now within CFD No. 2018-1.

STG is the owner of approximately 35 undeveloped acres in the City of Lancaster on which it plans to construct approximately 147 single family homes. The District and prior owner of the STG property previously entered into a mitigation agreement, dated September 18, 2007, to mitigate the impact of then planned development. Based on that prior agreement, the District formed CFD 2007-1 with improvements areas A, B and C. No bonds have been issued in CFD 2007-1.

Since the formation of CFD No. 2007-1, home prices within the Antelope Valley have decreased making the level of property taxes within CFD No. 2007-1 undesirable to potential homebuyers. Additionally, the property within Improvement Area B of CFD No. 2007-1 is now owned by a different developer. As a result, STG (Now the owner of property within CFD No. 2007-1 Improvement Areas A and C) and the District entered into an amended mitigation agreement to restructure the special tax obligation on the STG property. Under the amended agreement, a new CFD would be formed and CFD 2007-1 would be dissolved for the STG property within the new CFD. CFD 2007-1 would remain in place as to Improvement Area B.

Prior Actions

At its April 3, 2018 meeting, the Board approved the following items: (1) an amended mitigation agreement; (2) a resolution of intent to form CFD No. 2018-1; (3) a resolution of intent to incur debt within CFD No. 2018-1; and (4) a resolution approving the CFD's boundaries. Those actions established a date for a required public hearing on the formation of the CFD for the Board's May 15, 2018 meeting. The hearing was continued to the Board's June 5, 2018 meeting at which time the Board took the following actions: (1) adopted a resolution approving an amended boundary map for CFD No. 2018-1; (2) held a public hearing; (3) adopted a resolution of formation; (4) adopted a resolution of intent to incur debt; (5) adopted a resolution canvassing

election results, and (6) a first reading of an ordinance authorizing the levy of special taxes within CFD No. 2018-1.

August 7, 2018 Actions

Tonight's items are required to complete the formation of CFD No. 2018-1 and dissolve CFD No. 2007-1 as to the STG property now within CFD No. 2018-1. The items include:

- The Board must adopt an ordinance authorizing the levy of the special taxes within each improvement area of the CFD. The rate of the special taxes will be set each year based on the formulas set forth in the Amended Rate and Method of Apportionment of Special Taxes. This is the last step required for the formation of the CFD.
- Adopt Ordinance Dissolve CFD No. 2007-1 for Improvement Areas A and C.

PROGRAM/EDUCATIONAL IMPLICATION

The formation of CFD No. 2018-1 will provide funding above the District's current Level II developer fees, which will assist with the impact on the District's facilities from STG's proposed development. The dissolution of CFD No. 2007-1 as to Improvement Areas A and C will not have a financial impact as the funding provided will be replaced by the funding to now be provided by CFD No. 2018-1.

COST ANALYSIS/FUNDING SOURCE

All costs associated with the formation of CFD No. 2018-1 are currently being paid from special taxes collected within CFD No. 2007-1. Ultimately, all costs will be paid from the issuance of bonds by CFD No. 2018-1. District staff has requested that Owner make a deposit to the District to pay costs associated with the formation of CFD No. 2018-1. These deposits as well as any costs incurred by the District which are not covered by the Owner's deposit will be repaid if and when bonds are sold by CFD No. 2018-1. Once CFD No. 2018-1 is formed any ordinary and necessary administrative expenses will be funded with a portion of the special taxes of the CFD.

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Shawn Cabey, Assistant Superintendent Administrative Services

SUBJECT: Citizens' Bond Oversight Committee – Annual Report – 2017/2018

BACKGROUND:

Pursuant to California Education Code Section 15280(b), the Citizens' Bond Oversight Committee shall issue regular reports on the results of its activities. A report shall be issued at least once a year. Such report shall be presented to the Board of Trustees in public session.

PROGRAM/EDUCATIONAL IMPLICATION:

Maintain the accountability requirements of Proposition 39 (2000).

COST ANALYSIS/FUNDING SOURCE:

None

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

Westside Union School District
Measure WS & Measure WR
Citizens' Bond Oversight Committee
Annual Report
July 1, 2017 – June 30, 2018

Measure WS was approved by voters on November 4, 2008, and authorized the issuance of \$63,500,000.00 in general obligation bonds. Pursuant to the California Education Code Section 15278 (b), the Westside Union School District (District) established the Citizens' Bond Oversight Committee to satisfy the accountability requirements of Proposition 39.

Measure WR was approved by voters on November 6, 2012, and reauthorized the issuance of \$18,500,000.00 in general obligation bonds.

A Merged Citizens' Oversight Committee was established for Measure WS & Measure WR on January 15, 2013.

Purpose

The purpose of the Merged Citizens' Bond Oversight Committee is to inform the public of the Districts' expenditure of bond proceeds for the Measure WS & Measure WR Bonds, as described in Article XIII A, Section 1(b)(3) of the California Constitution.

Committee Activities

In accordance with the Citizens' Bond Oversight Committee By-Laws, the Committee:

- 1) Nominated and elected officers
- 2) Adhered to The Brown Act requirements
- 3) Visited school site construction project - Cottonwood Elementary
- 4) Reviewed expenditure reports and Annual Independent Financial and Performance Audit

Statement of Compliance

The Merged Citizens' Bond Oversight Committee advises the public that the District is in compliance with Article XIII A, Section 1 (b)(3) of the California Constitution and California Education Code Sections 15278 – 15282. Bond proceeds have been expended on projects as set forth in the ballot measure and no funds were used for teacher, administrative or other school operating expenses. Audits have been performed as prescribed by law.

Approved by the Merged Citizens' Bond Oversight Committee
for Measure WS & Measure WR

Isaac D. Barcelona
Gwendolyn Farrell
Carol Moore
Kathy Owen
Cade Peterson
Miriam S. Rushall
Winnie L. Tang
Stan Ulvin

Signed by _____
Gwendolyn Farrell, Secretary Date

Merged Citizens' Bond Oversight Committee
for Measure WS & Measure WR
Westside Union School District

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Shawn Cabey, Assistant Superintendent Administrative Services

SUBJECT: Board Policy and Administrative Regulation - First Reading

BACKGROUND:

Board Policy and Administrative Regulation 3516 – Emergencies and Disaster Preparedness Plan Revised

[BP/AR Revised. To align with applicable statutes (CSBA)]

Policy expands paragraph on the involvement of staff and community groups in plan development, consistent with U.S. Department of Education recommendation. Policy also adds training on staff responsibilities in an emergency or disaster, clarifies staff's legal obligation to serve as disaster service workers, and clarifies that board members are not considered disaster service workers. Regulation expands prevention strategies to include measures to increase the security of school facilities, expands crisis communications methods to include social media and electronic communications, and adds assembly of key information into a "crisis response box" that can be easily accessed in an emergency.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING:

There are no costs associated with adding the Board Policy and Administrative Regulation.

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

Westside Union SD

Board Policy - Revised

Emergencies And Disaster Preparedness Plan

Business and Noninstructional Operations

BP 3516(a)

~~In order to save lives and protect property,~~ The Governing Board recognizes that all district staff and students must be prepared to respond quickly and responsibly to emergencies, disasters, and events which threaten to result in a disaster. threats of disaster. The district shall take all reasonable steps to prevent and/or mitigate the impact of a disaster on district students, staff, and schools.

The Superintendent or designee shall develop and maintain a disaster preparedness plan which contains routine and emergency disaster procedures, including, but not limited to, earthquake emergency procedures, and adaptations for individuals with disabilities in accordance with the Americans with Disabilities Act. Such procedures shall be incorporated into the comprehensive school safety plan. ~~details provisions for handling all foreseeable emergencies and disasters.~~ The Superintendent or designee may appoint a committee to regularly review the disaster preparedness plan and recommend changes. (Education Code 32282)

(cf. 0400 - Comprehensive Plans)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516.3 - Earthquake Emergency Procedure System)

In developing the disaster preparedness plan, the Superintendent or designee shall involve district staff at all levels, including administrators, district police or security officers, facilities managers, transportation managers, food services personnel, school psychologists, counselors, school nurses, teachers, classified employees, and public information officers. As appropriate, he/she shall also collaborate with law enforcement, fire safety officials, emergency medical services, health and mental health professionals, parents/guardians, and students.

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

(cf. 3513.3 - District Police/Security Department)

~~The principal or designee shall augment the district plan with working plans and procedures specific to each school. He/she shall present a copy of these site plans and procedures to the Superintendent.~~

~~District and site plans shall address at least the following situations:~~

~~1. Fire on or off school grounds which endangers students~~

~~2. Natural or man-made disasters~~

~~(cf. 3516.3—Earthquake Emergency Procedure System)~~

3. ~~—— Bomb threat or actual detonation~~

~~(cf. 3516.2—Bomb Threats)~~

4. ~~—— Attack or disturbance by individuals or groups~~

~~(cf. 3515.2—Disruptions)~~

~~(cf. 3530—Risk Management/Insurance)~~

~~(cf. 5131.4—Campus Disturbances)~~

~~The Superintendent or designee should ensure that the plan includes:~~

1. ~~—— Procedures for personal safety and security~~

2. ~~—— Ways to ensure smooth administrative control of operations during a crisis~~

3. ~~—— Procedures to establish a clear, effective communications system~~

4. ~~—— Guidelines for law enforcement involvement, including specific steps for law enforcement intervention depending upon the intensity of the crisis~~

~~The Superintendent or designee~~ The plan shall comply with use state-approved Standard Emergency Management System (SEMS) guidelines established for multiple jurisdiction or multiple agency operations and with and the National Incident Management System. Command-System when updating district and site level emergency and disaster preparedness plans.

The Superintendent or designee shall provide training to employees regarding their responsibilities, including periodic drills and exercises to test and refine staff's responsiveness in the event of an emergency.

~~(cf. 4131 - Staff Development)~~

~~(cf. 4231 - Staff Development)~~

~~(cf. 4331 - Staff Development)~~

~~The Superintendent or designee shall consult with city and/or county agencies so that district and site plans may provide the best possible way of handling each situation and also provide for emergency communications systems between these agencies and each district school.~~

The Superintendent or designee may provide a plan which allows bus seating capacity limits to be exceeded when a disaster or hazard requires students to be moved immediately to ensure their safety. —(Education Code 39834)

~~(cf. 3543—Transportation Safety and Emergencies)~~

~~Disaster preparedness exercises shall be held regularly at each school site and shall demonstrate how safety procedures may be applied to various types of emergencies. All students and employees shall receive instruction regarding emergency plans.~~

~~The Board of Trustees encourages all employees to become proficient in first aid and cardiopulmonary resuscitation (CPR). The Superintendent or designee shall ascertain that at least one staff member at each school holds a valid certificate in these areas. The Superintendent or designee shall provide for CPR inservice training to be offered at least once a year for district staff.~~

The Board shall grant the use of school buildings, grounds, and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The Board shall cooperate with such agencies in furnishing and maintaining whatever services ~~they~~ the district may deem necessary to meet the community's needs. (Education Code 32282)

(cf. 1330 - Use of School Facilities)

~~School District~~ employees are considered disaster service workers and are subject to disaster service activities assigned to them. (Government Code 3100)

(cf. 4112.3/4212.3/4312.3 - Oath or Affirmation)

(cf. 4119.3/4219.3/4319.3 - Duties of Personnel)

Legal Reference:

EDUCATION CODE

32001 Fire alarms and drills

32040 Duty to equip school with first aid kit

32280-32289 School safety plans

32290 Safety devices

39834 Operating overloaded bus

46390-46392 Emergency average daily attendance in case of disaster

49505 Natural disaster; meals for homeless students; reimbursement

CIVIL CODE

1714.5 Release from liability for disaster service workers and shelters

GOVERNMENT CODE

3100-3109 Public employees as disaster service workers; oath or affirmation

8607 Standardized emergency management system

CODE OF REGULATIONS, TITLE 5

550 Fire drills

560 Civil defense and disaster preparedness plans

CODE OF REGULATIONS, TITLE 19

2400-2450 Standardized emergency management system

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

Management Resources:

~~CSBA PUBLICATIONS~~~~Avian Influenza, Governance and Policy Services Fact Sheet, April 2006~~~~911!— A Manual for Schools and the Media During a Campus Crisis, 2001~~~~CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS~~~~Pandemic Influenza Planning Checklist, 2006~~~~CONTRA COSTA COUNTY OFFICE OF EDUCATION~~~~Pandemic Flu School Action Kit, June 2006~~~~GOVERNOR'S OFFICE OF EMERGENCY SERVICES~~~~School Emergency Response: Using SEMS at Districts and Sites, June 1998~~~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~~~Crisis Response Box, 2000~~~~CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES PUBLICATIONS~~~~Active Shooter Awareness Guidance, February 2018~~~~State of California Emergency Plan, 2017~~~~School Emergency Response: Using SEMS at Districts and Sites, June 1998~~~~FEDERAL EMERGENCY MANAGEMENT AGENCY PUBLICATIONS~~~~National Incident Management System, 3rd ed., October 2017~~~~U.S. DEPARTMENT OF EDUCATION PUBLICATIONS~~~~Practical Information on Crisis Planning: A Guide for Schools and Communities, May 2003~~~~Guide for Developing High-Quality School Emergency Operations Plans, 2013~~

WEB SITES

CSBA: <http://www.csba.org>American Red Cross: <http://www.redcross.org>California Attorney General's Office: <http://oag.ca.gov>California Department of Education, Crisis Preparedness: <http://www.cde.ca.gov/lr/ss/cp>California Governor's Office of Emergency Services: <http://www.caloes.ca.gov>~~California Office of Emergency Services: <http://www.oes.ca.gov>~~California Seismic Safety Commission: <http://www.seismic.ca.gov>Centers for Disease Control and Prevention: <http://www.cdc.gov>

Contra Costa County Office of Education, Pandemic influenza resources:

~~http://www.cccoe.k12.ca.us/about/flu/resources_flu_action_kit~~Federal Emergency Management Agency: <http://www.fema.gov>

U.S. Department of Education, Emergency Planning:

~~<http://www2.ed.gov/admins/lead/safety/emergencyplancrisisplanning.html>~~U.S. Department of Homeland Security: <http://www.dhs.gov>

Policy WESTSIDE UNION SCHOOL DISTRICT

adopted: October 2, 2007 Lancaster, California

Westside Union SD

Administrative Regulation - Revised

Emergencies And Disaster Preparedness Plan

Business and Noninstructional Operations

AR 3516(a)

Components of the Plan

The Superintendent or designee shall ensure that district and/or school site comprehensive safety plans address, at a minimum, the following types of emergencies and disasters:

1. Fire on or off school grounds which endangers students and staff

(cf. 3516.1 - Fire Drills and Fires)

2. Earthquake, flood, or other natural disasters

(cf. 3516.3 - Earthquake Emergency Procedure System)

3. Environmental hazards, such as leakages or spills of hazardous materials

(cf. 3514 - Environmental Safety)

(cf. 3514.2 - Integrated Pest Management)

4. Attack or disturbance, or threat of attack or disturbance, by an individual or group

(cf. 3515 - Campus Security)

(cf. 3515.2 - Disruptions)

(cf. 3515.7 - Firearms on School Grounds)

(cf. 5131.4 - Student Disturbances)

5. Bomb threat or actual detonation

(cf. 3516.2 - Bomb Threats)

6. Biological, radiological, chemical, and other activities, or heightened warning of such activities

7. Medical emergencies and quarantines, such as a pandemic influenza outbreak

(cf. 5141.22 - Infectious Diseases)

The Superintendent or designee shall ensure that the district's procedures include strategies and actions for prevention/mitigation, preparedness, response, and recovery, including, but not limited to, the following:

1. Regular inspection of school facilities and equipment and , identification of risks, and implementation of strategies and measures to increase the safety and security of school facilities

(cf. 3513.3 - District Police/Security Department)

(cf. 3515 - Campus Security)

(cf. 3517 - Facilities Inspection)

(cf. 3530 - Risk Management/Insurance)

2. Instruction and practice for students and employees regarding emergency plans, including:

a. Training of staff in first aid and cardiopulmonary resuscitation

b. Regular practice of emergency procedures by students and staff

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

3. Specific determination of roles and responsibilities of staff during a disaster or other emergency, including determination of:

a. The appropriate chain of command at the district and, if communication between the district and site is not possible, at each site

b. Individuals responsible for specific duties

c. Designation of the principal for the overall control and supervision of activities at each school during the emergency, including authorization to use his/her discretion in situations which do not permit execution of prearranged plans

d. Identification of at least one person at each site who holds a valid certificate in first aid and cardiopulmonary resuscitation

e. Assignment of responsibility for identification of injured persons and administration of first aid

4. Personal safety and security, including:

a. Identification of areas of responsibility for supervision of students

b. Procedures for evacuation of students and staff, including posting of evacuation routes

c. Procedures for release of students, including a procedure to release students when reference to the emergency card is not feasible

(cf. 5141 - Health Care and Emergencies)

(cf. 5142 - Safety)

d. Identification of transportation needs, including a plan which allows bus seating capacity limits to be exceeded when a disaster or hazard requires students to be moved immediately to ensure their safety

(cf. 3543 - Transportation Safety and Emergencies)

e. Provision of a first aid kit to each classroom

f. Arrangements for students and staff with special needs

(cf. 4032 - Reasonable Accommodation)

(cf. 6159 - Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

g. Upon notification that a pandemic situation exists, adjustment of attendance policies for students and sick leave policies for staff with known or suspected pandemic influenza or other infectious disease

(cf. 4161.1/4361.1 - Personal Illness/ Injury Leave)

(cf. 4261.1 - Personal Illness/Injury Leave)

(cf. 5113 - Absences and Excuses)

(cf. 6183 - Home and Hospital Instruction)

5. Closure of schools, including an analysis of:

a. The impact on student learning and methods to ensure continuity of instruction

b. How to provide for continuity of operations for essential central office functions, such as payroll and ongoing communication with students and parents/guardians

(cf. 3516.5 - Emergency Schedules)

6. Communication among staff, parents/guardians, the Board of Trustees, other governmental agencies, and the media during an emergency, including:

a. Identification of spokesperson(s)

(cf. 1112 - Media Relations)

b. Development and testing of communication platforms, such as hotlines, telephone trees, and web sites, social media, and electronic notifications

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)

- c. Development of methods to ensure that communications are, to the extent practicable, in a language and format that is easy for parents/guardians to understand
- d. Distribution of information about district and school site emergency procedures to staff, students, and parents/guardians

7. Cooperation with other state and local agencies, including:

- a. Development of guidelines for law enforcement involvement and intervention
- b. Collaboration with the local health department, including development of a tracking system to alert the local health department to a substantial increase of student or staff absenteeism as indicative of a potential outbreak of an infectious disease

(cf. 1400 - Relations between Other Governmental Agencies and the Schools)

8. Steps to be taken after the disaster or emergency, including:

- a. Inspection of school facilities
- b. Provision of mental health services for students and staff, as needed

(cf. 6164.2 - Guidance/Counseling Services)

The Superintendent or designee shall assemble key information that would be needed in an emergency. Such information may include, but is not limited to, a list of individuals and organizations who should be contacted for assistance in an emergency, current layouts and blueprints of school buildings, aerial photos of the campus, maps of evacuation routes and alternate routes, a roster of employees with their work locations, student photographs and their emergency contact information, a clearly labeled set of keys, location of first aid supplies, and procedures and locations for turning off fire alarms, sprinklers, utilities, and other systems. Such information shall be stored in a box in a secure, easily accessible location, with a duplicate kept at another location in case the primary location is inaccessible.

Regulation WESTSIDE UNION SCHOOL DISTRICT
approved: December 12, 2017 Quartz Hill, California

BOARD AGENDA

August 7, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Lisa Jehlicka, Director of Business Services

SUBJECT: Revisions to the 2018-19 Adopted Budget

BACKGROUND:

Education Code (EC) Section 42127(h) requires that within 45 days of the Governor signing the annual Budget Act, each school district shall make available for public review any revisions that it has made to its adopted budget as a result of the signed Budget Act and any trailer legislation. Governor Jerry Brown signed the 2018-19 Budget Act on June 27, 2018.

The adjustments made to the adopted budget shall be submitted to the Los Angeles County Office of Education (LACOE) upon Governing Board approval.

PROGRAM/EDUCATIONAL IMPLICATION:

See Cost Analysis below.

COST ANALYSIS:

The following General Fund **Revenue** budget revisions are proposed for the 2018-19 Adopted Budget:

Description	Adopted Budget	45-Day Revision	Revision Amount
LCFF COLA	2.51%	3.70%	
LCFF Base Grant			\$ 479,374 ↑
LCFF Supplemental Grant			\$ 46,921 ↑
Mandated Block Grant	\$30.34 <i>per</i> ADA	\$31.16 <i>per</i> ADA	\$ 7,362 ↑
One-Time Discretionary Funds	\$344 <i>per</i> ADA	\$184 <i>per</i> ADA	\$ 1,448,640 ↓
Unrestricted Lottery	\$146 <i>per</i> ADA	\$151 <i>per</i> ADA	\$ 47,288 ↑
Restricted Lottery	\$48 <i>per</i> ADA	\$53 <i>per</i> ADA	\$ 47,288 ↑
TOTAL REVENUE BUDGET REVISIONS			\$ 820,407 ↓

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval



**Los Angeles County
Office of Education**

Serving Students ■ Supporting Communities ■ Leading Educators

**Budget Adjustment Summary
K-12/ROPs/JPA's**

PERIOD AFFECTED:

- ☒ Adopted Budget
☐ First Interim
☐ Second Interim
☐ Third Interim
☐ Unaudited Actuals

Submit one (1) certified original of this form.

DISTRICT NUMBER 65102	GL JOURNAL ID NUMBER BA45A	FUND NUMBER 01.0
FISCAL YEAR 2018-19	FUND NAME General Fund	<input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> RESTRICTED

DATE OF SUMMARY	NAME OF SCHOOL DISTRICT Westside Union School District
-----------------	---

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. LCFF Sources	8010-8099			\$ 526,295.00
2. Federal Revenue	8100-8299			
3. Other State Revenue	8300-8599			(1,393,990.00)
4. Other Local Revenue	8600-8799			
5. Interfund Transfers In	8900-8929			
6. All Other Financing Sources	8930-8979			
7. Contributions	8980-8999			47,288.00
8. Total Revenues/Other Financing Sources				\$ (820,407.00)

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$
2. Classified Personnel Salaries	2000-2999		
3. Employee Benefits	3000-3999		
4. Books and Supplies	4000-4999		
5. Services and Other Operating Expenditures	5000-5999		
6. Capital Outlay	6000-6999		
7. Tuition	7100-7199		
8. Interagency Transfers Out	7200-7299		
9. Transfers of Indirect Costs	7300-7399		
10. Debt Service	7430-7439		
11. Interfund Transfers Out	7600-7629		
12. All Other Financing Uses	7630-7699		
13. Total Expenditures/Other Financing Uses			\$ 0.00

C. Subtotal A8 - B13 [This amount will Increase (Decrease) Ending Fund Balance]	\$ (820,407.00)
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NOTES: Line A5 - Interfund Transfers In and Line B11 - Interfund Transfers Out must equal.

Line A7 - Contributions must net to zero at the total fund level.

If Section C is not zero, you must complete Section D on Page 2.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			
Revolving Cash	9711		\$
Stores	9712		
Prepaid Expenditures	9713		
All Others	9719		
Total Nonspendable Amounts			0.00
2. Restricted Amounts			
Restricted	9740		\$
Total Restricted Amounts			0.00
3. Committed Amounts			
Stabilization Arrangements	9750		\$
Other Commitments	9760		
Total Committed Amounts			0.00
4. Assigned Amounts			
Other Assignments	9780		\$
Total Assigned Amounts			0.00
5. Unassigned/Unappropriated Amounts			
Reserve for Economic Uncertainties	9789		\$
Unassigned/Unappropriated/Unrestricted Net Position	9790		(820,407.00)
Total Unassigned/Unappropriated Amounts			(820,407.00)
6. Total Components of Ending Fund Balance (Must Equal the Total in Section C)			\$ (820,407.00)

E. Narrative Explanation for this Revision - Must be Completed

Budget Revisions to the 2018-19 Adopted Budget, required within 45 days of the enactment of the 2018-19 State Budget.

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT CONTACT PERSON		TELEPHONE NUMBER OF CONTACT PERSON	EMAIL ADDRESS OF CONTACT PERSON
Lisa Jehlicka		(661) 722-0716, ext. 79103	l.jehlicka@westside.k12.ca.us
DATE OF BOARD APPROVAL	SIGNATURE OF AUTHORIZED SIGNATORY OR DESIGNEE OF THE BOARD	PRINT NAME AND TITLE	DATE SIGNED
08/07/2018			

Submit one (1) certified original of this form to:

Los Angeles County Office of Education
Business Advisory Services
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Debra Duardo, M.S.W., Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY

DATE SIGNED



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Serving Students • Supporting Communities • Leading Educators

**Budget Adjustment Summary
K-12/ROPs/JPA's**

PERIOD AFFECTED:
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☐ First Interim
☐ Second Interim
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FISCAL YEAR 2018-19	FUND NAME General Fund	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 08/07/2018	NAME OF SCHOOL DISTRICT Westside Union School District
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Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY

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