

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BOARD OF TRUSTEES



**Special Board Meeting
June 26, 2018**



Tuesday, June 26, 2018
AGENDA -- SPECIAL BOARD MEETING

Type: SPECIAL

Time: 6:00 p.m.

Code: SPECIAL #22-16/17

Location: ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT, 2930 Gay Avenue, San Jose, CA 95127; Board Room.

In compliance with the Americans with Disabilities Act, if you need special assistance in order to participate in the public meeting of the Board of Trustees, please contact the Office of the Superintendent at (408) 928-6822. Notification 24 hours prior to the meeting will enable the District to make reasonable accommodations.

1. OPEN SESSION - CALL TO ORDER AND ROLL CALL

1.01 CALL TO ORDER / ROLL CALL -- PRESIDENT ESAU RUIZ HERRERA.

2. PUBLIC MEMBERS WHO WISH TO ADDRESS THE BOARD

2.01 "REQUESTS TO ADDRESS THE BOARD" provides members of the public an opportunity to speak to the Board. Comments are limited to the matters on the Special Board Meeting for Tuesday, June 26, 2018.

3. PUBLIC HEARING

3.01 PUBLIC HEARING: 2018-19 Local Control and Accountability Plan (LCAP) continued Public Hearing from the June 14, 2018 meeting.

3.02 PUBLIC HEARING: Proposed 2018-2019 Budget Adoption continued Public Hearing from the June 14, 2018 meeting.

4. CONTRACTS OVER \$100,000

4.01 ACTION: Addendum for the Extension Request- RFP#1718-CNS02 Fresh Produce and Services for 2018-19 School Year.

4.02 ACTION: Addendum for the Extension Request- RFP#1718-CNS01 Juice, Dairy Products and Services for 2018-19 School Year.

5. INSTRUCTIONAL SERVICES

5.01 ACTION: Review, Approve, and Adopt the Annual Update for the Local Control Accountability Plan (LCAP) 2017-2020.

5.02 INFORMATION: Local Control Accountability Plan (LCAP) 2018-2019- Aptitud Community Academy.

6. BUSINESS SERVICES

6.01 ACTION: Adoption of the District's Proposed 2018-2019 Budget.

7. CONSENT CALENDAR

7.01 ACTION: Approve Contracts for Professional Services - Firms.

7.02 ACTION: Approve Out of State Travel, Innovative School Summit, Las Vegas, NV, July 10-13, 2018 for Dana Yamaguchi. Estimated cost \$1575.

7.03 ACTION: Approve Out of State Travel, Innovative School Summit, Las Vegas, NV, July 10-13, 2018 for Yareni Carrasco. Estimated cost \$1575.

7.04 ACTION: Approve Out of State Travel, National Spanish Spelling Bee, San Antonio, TX, July 13-15 for Dr. Hilaria Bauer. Estimated cost \$1950.

7.05 ACTION: Approval of CSEA, Teamsters, Supervisory and Management/Confidential Calendars, 2018-2019.

7.06 ACTION: ARUESD 2018-2019 Instructional Calendar.

8. ADJOURNMENT

8.01 President adjourns the meeting.

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

3.01

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: June 20, 2018

Subject: **Public Hearing:**
Local Control and Accountability Plan (LCAP)

Staff Analysis: The Public Hearing is scheduled at 5:30 p.m., or soon thereafter, to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the District's LCAP or annual update to the LCAP. A copy of the District's Proposed LCAP is available for inspection at the District Office, Reception Area, 2930 Gay Avenue, San Jose, CA 95127.

PUBLIC HEARING

Submitted by: Sandra Garcia Title: Director of State and Federal Programs

Submitted by: Rene Sanchez *RS* Title: Assistant Superintendent, Instructional Services

To the Board of Trustees:

Meeting: June 26, 2018
Special Board Meeting

PUBLIC HEARING

3.01
Agenda Placement

H. Bauer
Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

3.02

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: June 21, 2018

Subject: **Public Hearing:**
Proposed 2018-2019 Budget Adoption

Staff Analysis: The Public Hearing is scheduled at 5:30 p.m., or soon thereafter, to solicit the recommendations and comments of members of the public regarding the Proposed Budget for Adoption for 2018-19 school year. The Proposed Budget is available for inspection at the District Office, Business Services Department, 2930 Gay Avenue, San Jose, CA 95127.

PUBLIC HEARING

Submitted by: Kolvira Chheng Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: June 26, 2018
Special Board Meeting

PUBLIC HEARING

3.02
Agenda Placement

Hilaria Bauer
Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

4.01

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: June 20, 2018

Subject: **Addendum for the Extension Request- RFP#1718-CNS02
Fresh Produce and Services for 2018-19 School Year**

Staff Analysis: The Child Nutrition Program (CNS) solicited RFP's for Fresh Produce and Services for the school year of 2017-2018 and Daylight Foods Produce was granted the award. Federal procurement regulations allow for RFP extension for up to three years. Based on pricing, quality of products and services received during the 17/18 school year, the Child Nutrition Services Department is exercising this right. CNS is submitting an addendum for the extension of the RFP award for 2018-2019. As quantities are estimated, we anticipate the RFP award at \$450,000.00.

Recommendation: Staff recommends approval of the addendum for the extension of the 2017-2018 Fresh Produce and Services RFP for the 2018-2019 School Year.

Prepared by: Mary H. Fell, SNS Title: Director, Child Nutrition Services
Approved by: Kolvira Chheng Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: June 26, 2018
Special Board Meeting

Recommend Approval

4.01
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127

Phone: 408-928-6800

Fax: 408-928-6416

www.arusd.org

ADDENDUM NO. 1 PRODUCE TO EXTEND RFP AWARD CONTRACT #1718-CNS02 Fresh Produce and Services

AGREEMENT

This Agreement is entered into by and between the Alum Rock Union Elementary School District, hereinafter referred to as "District", and Daylight Foods Inc. hereinafter referred to as "Vendor".

In consideration of the promises and mutual covenants contained herein, it is agreed between the parties as follows:

I TERM

The term of this Agreement- #1718-CNS02 shall be extended for an additional one year from August 1, 2018-July 31st, 2019 with the option of continuation for a second year from August 1, 2019 -July 31st, 2020. The Agreement shall include the extension of firm pricing for the time frame identified.

All indemnification provisions contained in the Agreement shall survive beyond the expiration of the Agreement.

II WORK

The Vendor shall provide the supplies and items as prescribed and required by the Buy American Requirement, Instructions for Request for Proposal (RFP) and all documents forming a part of the bid package and any other documents signed by both parties relating to the subject matter of the Agreement, all of which are incorporated by reference as though set forth in full herein.

- Manufacturer Product Specifications
- Nutritional Analysis Information
- CN Labeling When Available or
- Product Contribution to Reimbursable Meal Pattern (signed and dated)

III TERMINATION

This Agreement may be terminated by the District upon thirty (30) days written notice to the Vendor. The District's right to terminate under this paragraph shall be in addition to any other rights reserved to the District under this contract.

IV COMPENSATION

The Vendor shall be compensated for the performance of its obligations under this Agreement as specified in the executed Vendor Documents, incorporated herein by reference.

Hilaria Bauer, Ph.D., Superintendent

Board of Trustees: Esau Ruiz Herrera, President · Karen Martinez, Vice-President
Dolores Márquez-Frausto, Clerk · Khanh Tran, Member · Andrés Quintero, Member

Re:
Page 2 of 3
May 17, 2018

V
METHOD OF PAYMENT

Vendor will be paid on a monthly basis by check. All checks are prepared by Alum Rock Union School District's (ARUSD) Accounts Payable department. Checks are sent via mail to Daylight Foods Inc. 660 Vista Way, Milpitas CA 95035. For prompt payment, billing must be accurate in all details, and invoices must be submitted with each delivery (twice weekly) to each of 5 delivery sites:

George Middle School	277 Mahoney Drive	San Jose, CA 95127
Fischer Middle School	1720 Hopkins Drive	San Jose, CA 95122
Mathson Middle School	2050 Kammerer Avenue	San Jose, CA 95116
Ocala Middle School	2800 Ocala Avenue	San Jose, CA 95148
Sheppard Middle School	480 Rough & Road	San Jose, CA 95133

Vendor must submit a monthly statement directly to ARUSD Child Nutrition Services (CNS) via email to Aurora Amutan: aurora.amutan@arUSD.org or fax: 408-928-6413.

VI
CONTRACT DOCUMENTS

The Agreement shall include the terms and conditions specified in the Buy American Requirement, Instructions for Request for Proposal (RFP) and all documents forming a part of the bid package and any other documents signed by both parties relating to the subject matter of the Agreement, all of which are incorporated by reference as though set forth in full herein. The following documents must be signed and returned with the Agreement:

- Worker's Compensation Insurance Certificate
- Notice of policy on business gifts and conflict of interest
- USDA Form #AD-1048, Suspension and Debarment Certification
- Certification Regarding Lobbying
- Disclosure of Lobbying Activities
- List of Products with Pricing
- Acceptance of Contract

VII
EXECUTION OF CONTRACT

Issuance of the purchase order shall evidence the contractual agreement between the bidder and the District for subsequent years.

VIII
HOLD HARMLESS CLAUSE

The successful bidder agree to indemnify, defend and save harmless the District, its governing board, its officers, agents and employees from and against any and all claims, demands, losses, defense cost or liability of any kind or nature in which the District, its officers, agents and employees may sustain in or incur or which may be imposed upon them for injury to or death of persons or damage to property as a result of, arising out of or the Vendor's performance under the terms of this contract excepting only liability arising out of the sole negligence of the District.

IX
ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties. There are no understandings, agreements or representations not specified in this Agreement. Vendor, by execution of the Agreement, acknowledges that the Vendor has read the Agreement, understands it and agrees to be bound by its terms and conditions.

Hilaria Bauer, Ph.D., Superintendent

Board of Trustees: Esau Ruiz Herrera, President • Karen Martinez, Vice-President
Dolores Márquez-Frausto, Clerk • Khanh Tran, Member • Andrés Quintero, Member

Re:
Page 3 of 3
May 17, 2018

All documentation shall be signed in blue ink and returned to the attention of Mary H. Fell, SNS, Child Nutrition Services, Alum Rock Union School District, 2930 Gay Avenue, San Jose CA, 95127.

In Witness Whereof, the parties have caused this Agreement to be executed on their behalf by their fully authorized representatives.

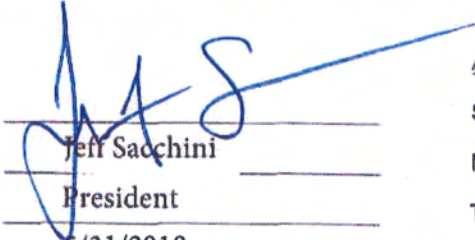
VENDOR

Signature: _____

Name: _____

Title: _____

Date: _____



Jeff Sacchini

President

5/31/2018

Alum Rock Union Elementary School District

Signature: _____

Name: _____

Title: _____

Date: _____

Hilaria Bauer, Ph.D., Superintendent

Board of Trustees: Esau Ruiz Herrera, President • Karen Martinez, Vice-President
Dolores Márquez-Frausto, Clerk • Khanh Tran, Member • Andrés Quintero, Member

DATE: 6/21/2018

PRODUCE PRODUCT LIST

VENDOR: Daylight Foods, Inc.

2018-2019 PRICING SHEET

Alum Rock

Please complete ALL information including Pack size and Unit price for ALL items. ****Note: Case counts may be altered to reflect your offerings****

Produce BID 2018 - 2019 - FRUIT

ITEM DESCRIPTION	EQUIVALENT	PACK	APPROX ANNUAL USAGE	FIRM UNIT PRICE
Apple Fuji (138)	1/2 cup	40#		\$ 20.95
Apple Fuji (163)	1/2 cup	40#		\$ 20.95
Apple Fuji, Sliced, INDV Bags	1/2 cup	200/2 oz		\$ 48.00
Apple, Gala (138)	1/2 cup	40#		\$ 20.95
Apple Gala (163)	1/2 cup	40#		\$ 20.95
Apple, Gala (198)	1/2 cup	40#		\$ 20.95
Apple, Green (138)	1/2 cup	40#		\$ 20.95
Apple, Green (163)	1/2 cup	40#		\$ 20.95
Apple, Green, Indv Bags	1/2 cup	200/2 oz		\$ 48.00
Apple, Red (138)	1/2 cup	40#		\$ 20.95
Apple, Red (163)	1/2 cup	40#		\$ 20.95
Apple, Red (198)	1/2 cup	40#		\$ 20.95
Apples, Red, Sliced, Indv Bags	1/2 cup	200/2 oz		\$ 48.00
Apples, Fuji, Sliced Indv, bags	1/2 cup	200/2 oz		\$ 48.00
Apples, Fuji, Sliced Bulk	1/2 cup	36#/cs 12/3#		\$ 64.00
Apples, Fuji (198)	1/2 cup	40#		\$ 20.95
Apple, Pink Lady (138)	1/2 cup			\$ 20.95
Bananas, Green Tip		40#		\$ 19.95
Bananas, Regular, Petite		40#/150ct		\$ 19.95
Cantaloupe, 3ct	1/2 cup	9-12 ct/case		\$ 2.50
Cantaloupe, Cubes		1/5#		\$ 14.00
Cantaloupe Chunks (Individually Wrapped)		Bulk		\$ n/a
Cantaloupe, Split		3 ct/case		\$ 7.00
Fruit Mix		20#tub		\$ 60.00
Fruit Salad		Bulk/5#Bag		\$ 12.00
Fruit Salad/Individually Wrapped)	1/2 cup	2 oz		\$ n/a
Grape Escapes, Indv Bags	1/2 cup	100/3 oz		\$ 54.00
Grape, Lunch Bunch (Bunches)	1/2 cup	22#/140		\$ 23.85
Grapes, Seedless		CASE		\$ 24.50
Grapes Seedless, split		2# Bag		\$ 4.00
Honeydew Melon, 6 ct		CASE		\$ 16.50

[illegible]

DATE:

PRODUCE PRODUCT LIST

VENDOR:

2018-2019 PRICING SHEET

Alum Rock

Please complete ALL information including Pack size and Unit price for ALL items. ****Note: Case counts may be altered to reflect your offerings***

Produce BID 2018 - 2019 - VEGETABLE

ITEM DESCRIPTION	EQUIVALENT	PACK	APPROX. ANNUAL USAGE	FIRM UNIT PRICE
Avocado		48 ea box		\$ 62.00
Bell Pepper	1/2 cup	5#		\$ 3.95
Bell Pepper Sliced (Green)		5#		\$ 14.50
Bell Pepper, Split (Green)		5#		\$ 8.50
Bell Pepper, Sliced (Red)		5#		\$ 15.50
Bell Pepper, Split (Red)		5#		\$ 9.50
Broccoli Florettes, Pre Cut		3# bag		\$ 5.25
Broccoli Florettes, Pre Cut		4/3# case		\$ 17.45
Broccoli, Slaw		2/3#		\$ n/a
Broccoli, Slaw		4/3#		\$ 16.00
Cabbage, Grn, Shred 1/16"		5# bag		\$ 3.25
Cabbage, Grn, Shred 1/16"		4/5#		\$ 15.50
Cabbage, Red, Shred 1/16"		5# bag		\$ 4.85
Cabbage, Red, Shred 1/16"		5/1#		\$ 6.25
Cabbage, Red		Each		\$ 2.25
Carrots, Baby, Peeled	1/2 cup	5# bag		\$ 3.95
Carrots, Baby Peeled	1/2 cup	8/5# case		\$ 29.00
Carrots, Baby Peeled, Indv Bags	1/2 cup	72/3 oz		\$ 15.35
Carrots, Crunchables IW cc-300 Good 4 U Fis	1/2 cup	100/2.6 oz		\$ 18.48
Carrots, Diced 1/8"		5#		\$ 6.50
Carrots, Diced 1/8"		4/5#		\$ 24.00
Carrots, Mimi Peeled 100/3 oz		72/ 3 oz		\$ 15.35
Cauliflower Florettes, Pre-cut		1/3# bag		\$ 5.95
Cauliflower, Florettes, Pre-cut		4/3# case		\$ 22.00
Celery Sticks, 4" Pre Cut	1/2 cup	5# bag		\$ 6.50
Celery Sticks, 4" Pre Cut, 5# bag"	1/2 cup	4/5# case		\$ 26.00
Cilantro		6ct		\$ 2.75
Cilantro, Split		12 ct		\$ 9.90
Coleslaw Mix		5# bag		\$ 3.25

Coleslaw Mix		4/5# case	\$	15.00	-
Cucumber		5#	\$	3.95	-
Cucumbers		36ct 1/24# bx	\$	14.35	-
Cucumber Sticks Indv Wrapped	1/2 cup	2 oz bag	\$	n/a	-
Cucumber , Split		5# bag	\$	6.50	-
Fajita, Blend		5# bag	\$	9.00	-
Fajita, Blend		4/5#	\$	36.00	-
Garlic, Jumbo		1# bag	\$	1.99	-
Jalapeno		2# bag	\$	1.75	-
Jicama, 4" Sticks, 5# Bag		1/5# bag	\$	9.25	-
Jicama, 4" Sticks, Indv Bags"	1/2 cup	2 oz bags	\$	n/a	-
Jicama, Whole		1#	\$	0.90	-
Jicama, Whole		35# Case	\$	19.00	-
Kale, Green		24ct	\$	16.00	-
Kale, Green		Each	\$	0.90	-
Kale, Italian Blend		3/1# bag	\$	12.00	-
Lettuce, Iceberg, Shredded, 5# Bag		1/5# case	\$	3.10	-
Lettuce, Greenleaf-Split		6ct	\$	5.50	-
Lettuce, Greenleaf		24ct/case	\$	17.00	-
Lettuce, Iceberg		Each	\$	1.25	-
Lettuce, Iceberg		24ct/case	\$	17.00	-
Lettuce, Iceberg and Romaine Mix, 5# bag		5# bag	\$	6.50	-
Lettuce, Redleaf-Split		6ct	\$	6.50	-
Lettuce, Red Leaf		24ct case	\$	17.00	-
Lettuce, Romaine, Chopped		1/2# bag	\$	2.50	-
Lettuce, Romaine, Chopped		6/2# bag	\$	15.00	-
Lettuce, Salad Mix		1/5# bag	\$	3.45	-
Lettuce, Salad Mix		4/5# case	\$	15.50	-
Mesclun Salad Mix		3# bag	\$	n/a	-
Mesclun Salad Mix		4/3# bag	\$	n/a	-
Mushrooms, Medium		1/10# box	\$	21.00	-
Mushrooms, Medium		1/5# bag	\$	9.00	-
Onions, Green - case split		6 ct	\$	3.00	-
Onions, Green Cleaned		4/2# case 4 ct	\$	13.95	-
Onions, Yellow Medium		5# bag	\$	2.50	-
Onions, White Jumbo		5# bag	\$	2.60	-
Parsley		6 ct	\$	6.00	-
Radish		Bunch	\$	1.20	-

Radishes Cleaned					
Snap Peas, Indv Bags		1/2 cup	5# bag	\$	4.95
Snap Peas		1/2 cup	10# Case	\$	16.50
Spinach, Clipped, Cleaned			1# bag	\$	2.99
Spinach, Clipped, Cleaned			1/2.5# bag	\$	3.50
Stir Fry Vegetables			4/2.5# case	\$	16.50
Tomatoes, Red, Loose			5# bag	\$	8.50
Tomatoes, Red, Loose			5# case	\$	3.95
Tomatoes-Cherry			25# case	\$	21.50
Tomatoes-Cherry			basket	\$	2.50
Tomatoes-Cherry			12ct case	\$	16.00
Tomatoes- Grape Bulk 5#- 1/2 case			5 LB	\$	8.75
Yam, Sticks			5# bag	\$	9.95
Yam, Sticks			4/5# bag	\$	36.00
Yam Sticks			50/4 oz bag	\$	n/a
Zucchini, Whole			5# bag	\$	4.95
Zucchini, Sticks			5# bag	\$	9.50
				\$	
				\$	
				\$	

Addendum

2017-2018

Item Description	Equivalent	Pack	Price
Oranges 138ct	½ cup	40#/138	\$19.95
Bananas, Regular, Petite	½ cup	40#/150	\$19.95

Wonderful citrus™

May 31st, 2018

Stephanie Fyle
Produce Alliance

Dear Stephanie,

The purpose of this letter is to convey the current state of the upcoming Valencia orange crop, detail the impacts on the current agreement in place, and to enact a force majeure or Act of God clause on the contract in place. This letter is stemming from us being unable to uphold our obligations due to an intervening event beyond our reasonable control. Valencia growers in the San Joaquin Valley were affected by post-bloom conditions, primarily a heat wave in June, that contributed to the following unforeseeable outcomes:

- Lighter crop. Crop volume is expected to be down 17% year-on-year, following a decrease of 18% from the 2016 to 2017 crop.
- Larger sizes. Evaluations indicate a larger than normal size structure this season. Last season's average starting diameter was 2.89 inches which is a large 88/smaller 72. The current crop's starting diameter is 3.15 inches which is a larger 72/smaller 56. This is a significant increase in size structure, which is very concerning given the challenges with excess large fruit experienced during navel season.
- Abnormally high prices for oranges. Current market has opened with \$22-24 per carton FOBs and is expected to increase through the month of June as navels come to an end. Last year's Valencia trading prices ended with FOBs topping \$30 in September- the aftermath of another light crop. Conditions are primed for a similar event.

We value Produce Alliance as partner and look to continue working together through the current season and beyond.

Sincerely,

Bryan Koch

4.02

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: June 20, 2018

Subject: **Addendum for the Extension Request- RFP#1718-CNS01
Juice, Dairy Products and Services for 2018-19 School Year**

Staff Analysis: The Child Nutrition Program (CNS) solicited RFP's for Juice, Dairy Products and Services for the school year of 2017-2018 and Crystal Creamery was granted the award. Federal procurement regulations allow for RFP extension for up to three years. Based on pricing, quality of products and services received during the 17/18 school year, the Child Nutrition Services Department is exercising this right. CNS is submitting an addendum for the extension of the RFP award for 2018-2019. As quantities are estimated, we anticipate the RFP award at \$600,000.00.

Recommendation: Staff recommends approval of the addendum for the extension of the 2017-2018 Juice, Dairy Products and Services RFP for the 2018-2019 School Year.

Prepared by: Mary H. Fell, SNS Title: Director, Child Nutrition Services

Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: June 26, 2018
Special Board Meeting

Recommend Approval

4.02
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 · Phone: 408-928-6800 · Fax: 408-928-6416 · www.arusd.org

ADDENDUM NO. 1 DAIRY/JUICE TO EXTEND RFP AWARD CONTRACT #1718-CNS01 DAIRY PRODUCTS AND JUICE

AGREEMENT

This Agreement is entered into by and between the Alum Rock Union Elementary School District, hereinafter referred to as "District", and Crystal Creamery, hereinafter referred to as "Vendor".

In consideration of the promises and mutual covenants contained herein, it is agreed between the parties as follows:

I TERM

The term of this Agreement- #1718-CNS01 shall be extended for an additional one year from August 1, 2018-July 31st, 2019 with the option of continuation for a second year from August 1, 2019 -July 31st, 2020. The Agreement shall include the extension of firm pricing for the time frame identified.

All indemnification provisions contained in the Agreement shall survive beyond the expiration of the Agreement.

II WORK

The Vendor shall provide the supplies and items as prescribed and required by the Buy American Requirement, Instructions for Request for Proposal (RFP) and all documents forming a part of the bid package and any other documents signed by both parties relating to the subject matter of the Agreement, all of which are incorporated by reference as though set forth in full herein.

- Manufacturer Product Specifications
- Nutritional Analysis Information
- CN Labeling When Available or
- Product Contribution to Reimbursable Meal Pattern (signed and dated)

III TERMINATION

This Agreement may be terminated by the District upon thirty (30) days written notice to the Vendor. The District's right to terminate under this paragraph shall be in addition to any other rights reserved to the District under this contract.

IV COMPENSATION

The Vendor shall be compensated for the performance of its obligations under this Agreement as specified in the executed Vendor Documents, incorporated herein by reference.

Hilaria Bauer, Ph.D., Superintendent

Board of Trustees: Esau Ruiz Herrera, President · Karen Martinez, Vice-President
Dolores Márquez-Frausto, Clerk · Khanh Tran, Member · Andrés Quintero, Member

V
METHOD OF PAYMENT

Vendor will be paid on a monthly basis by check. All checks are prepared by Alum Rock Union School District's (ARUSD) Accounts Payable department. Checks are sent via mail to Crystal Creamery 529 Kansas Avenue, Modesto, CA. For prompt payment, billing must be accurate in all details, and invoices must be submitted with each daily delivery to each of 22 delivery sites:

Arbuckle	1970 Cinderella Lane	San Jose 95127
Cassell	1300 Tallahassee Drive	San Jose 95122
Chavez	2000 Kammerer Avenue	San Jose 95116
Cureton	3720 East Hills Drive	San Jose 95127
Dorsa	1290 Bal Harbor Drive	San Jose 95122
Fischer**	1720 Hopkins Drive	San Jose 95122
George	277 Mahoney Drive	San Jose 95127
Goss/Aptitud**	2475 Van Winkle Lane	San Jose 95116
Hubbard	1680 Foley Avenue	San Jose 95122
Linda Vista	100 Kirk Avenue	San Jose 95127
Lyndale	13901 Nordyke Drive	San Jose 95127
Mathson**	2050 Kammerer Avenue	San Jose 95116
McCollam	3311 Lucian Avenue	San Jose 95127
Meyer	1824 Daytona Drive	San Jose 95122
KIPP	1250 S. King Road	San Jose 95122
LUCHA**	1711 E. San Antonio Road	San Jose 95122
Ocala	2800 Ocala Avenue	San Jose 95148
Adelante**	2999 Ridgemont Drive	San Jose 95127
Russo/McEntee	2851 Gay Avenue	San Jose 95127
Ryan**	1241 McGinness Drive	San Jose 95127
San Antonio	1721 E. San Antonio Street	San Jose 95116
Sheppard/Painter**	480 Rough and Ready Road	San Jose 95133

Vendor must submit a monthly statement directly to ARUSD Child Nutrition Services (CNS) via email to Aurora Amutan: aurora.amutan@arUSD.org or fax: 408-928-6413.

VI
CONTRACT DOCUMENTS

The Agreement shall include the terms and conditions specified in the Buy American Requirement, Instructions for Request for Proposal (RFP) and all documents forming a part of the bid package and any other documents signed by both parties relating to the subject matter of the Agreement, all of which are incorporated by reference as though set forth in full herein. The following documents must be signed and returned with the Agreement:

- Worker's Compensation Insurance Certificate
- Notice of policy on business gifts and conflict of interest
- USDA Form #AD-1048, Suspension and Debarment Certification
- Certification Regarding Lobbying
- Disclosure of Lobbying Activities
- List of Products with Pricing
- Acceptance of Contract

Hilaria Bauer, Ph.D., Superintendent

Board of Trustees: Esau Ruiz Herrera, President • Karen Martinez, Vice-President
Dolores Márquez-Frausto, Clerk • Khanh Tran, Member • Andrés Quintero, Member

VII
EXECUTION OF CONTRACT

Issuance of the purchase order shall evidence the contractual agreement between the bidder and the District for subsequent years.

VIII
HOLD HARMLESS CLAUSE

The successful bidder agree to indemnify, defend and save harmless the District, its governing board, its officers, agents and employees from and against any and all claims, demands, losses, defense cost or liability of any kind or nature in which the District, its officers, agents and employees may sustain in or incur or which may be imposed upon them for injury to or death of persons or damage to property as a result of, arising out of or the Vendor's performance under the terms of this contract excepting only liability arising out of the sole negligence of the District.

IX
ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties. There are no understandings, agreements or representations not specified in this Agreement. Vendor, by execution of the Agreement, acknowledges that the Vendor has read the Agreement, understands it and agrees to be bound by its terms and conditions.

All documentation shall be signed in blue ink and returned to the attention of Mary H. Fell, SNS, Child Nutrition Services, Alum Rock Union School District, 2930 Gay Avenue, San Jose CA, 95127.

In Witness Whereof, the parties have caused this Agreement to be executed on their behalf by their fully authorized representatives.

VENDOR

Signature: _____

Name: _____

Title: _____

Date: _____



KEXOIA COX

DIRECTOR OF FP+A

5/30/2018

Alum Rock Union Elementary School District

Signature: _____

Name: _____

Title: _____

Date: _____

Hilaria Bauer, Ph.D., Superintendent

Board of Trustees: Esau Ruiz Herrera, President • Karen Martinez, Vice-President
Dolores Márquez-Frausto, Clerk • Khanh Tran, Member • Andrés Quintero, Member

Product Range:
1 to 999999999

Price List
as of 6/01/18

Page.

830 - ALUM ROCK SD

Product #	PAC	Description		Price	Changes
* 160010	GAL	CR 1% LF GAL PL	0-70910-00010	3.1336	.0830
* 160088	HPT	CR 1% LF CLCW HPT EC	0-70910-00088	.1967	.0052
* 160090	HPT	CR CHOC 1% CLCW HPT	0-70910-00090	.2484	.0045
* 160114	HPT	CR CHOC NF CLCW HPT	0-70910-00114	.2049	.0038
* 160120	HPT	CR STRAW NF HPT PPR	0-70910-00095	.1991	.0038
15210	4OZ	YAMI LF STRAW/BAN YO	0-11384-10422	.3037	
15212	4OZ	YAMI LF RASP YOG 48/	0-11384-10421	.3037	
15230	HPT	YAMI LF PEACH YOG 24	0-11384-10887	.5664	
15232	HPT	YAMI LF STRAW YOG 24	0-11384-10880	.5664	
160583	QT	CR LF VAN YOG QT	0-70910-00583	2.1735	
160820	6OZ	CR LF STRAW YOG 6Z	0-70910-00820	.5806	
160821	6OZ	CR LF STRAW/BAN YOG	0-70910-00821	.5806	
160822	6OZ	CR LF BLUEBRY YOG 6Z	0-70910-08220	.5806	
160823	6OZ	CR LF MXD BERRY YOG	0-70910-00823	.5806	
160824	6OZ	CR LF PEACH YOG 6Z	0-70910-00824	.5806	
160825	6OZ	CR LF RASPBY YOG 6Z	0-70910-08250	.5806	
160828	6OZ	CR LF PLAIN YOG 6Z	0-70910-00828	.5806	
160829	6OZ	CR LF VAN YOG 6Z	0-70910-00829	.5806	
160294	4OZ	CR O.J. 4Z PPR	0-70910-00294	.1896	
160297	4OZ	CR APPLE JUICE 4Z PP	0-70910-00297	.1715	
50232	HPT	LACTAID NF W/CALCIUM	0-41383-09032	.5996	
123	EA	CRV 24Z-LESS THAN	0-76998-00123	.0500	
456	EA	CRV 24Z & MORE	0-76998-00456	.1000	

* = CHANGE IN PRICE

= NEW PRODUCT

PRICE SHEET - A

FLUID MILK AND MILK BY-PRODUCTS SPECIFICATIONS

This will be an all or nothing award. Vendor must bid on all items to be considered responsive.

All Milk Products shall be Grade "A" pasteurized milk ordinance per Government Standard, conforming with the Agriculture code, gluten free, with no added hormones (rBst or rbGH), no Antibiotic residue, no High Fructose Corn Syrup, and contain no artificial colors or flavors, produced and processed in California and meet USDA federal meal program nutrient standards. Nutritional analysis and ingredient list to be submitted with proposal. Packed in translucent plastic containers, printed paperboard cartons.

Item Description	Brand	Approximate Annual Usage (units)	Units/Case	Each Unit Price
Milk, Low Fat 1% Homogenized Vitamin D ½ pint 8 (oz) carton	CRYSTAL	710,000	50/case	.1967
Milk, Fat Free, Homogenized, Vitamin D Chocolate ½ pint 8 (oz.) carton, (maximum 19 gms. sugar per serving) Specify type of added sweetener used: _____	CRYSTAL	1,126,000	50/case	.2049
Milk, Fat Free, Homogenized, Vitamin D Strawberry ½ pint 8(oz.) carton (maximum 19 gms. sugar per serving) Specify type of added sweetener used: _____	CRYSTAL	100,000	50/case	.1991
Yogurt, Lowfat, Assorted fruit flavors, packed in 8 oz. easy to open container. Must meet USDA Meal Pattern requirements for a two (2) oz. meat/meat alternative Specify type of added sweetener used: _____ Specify available flavors: _____				
Yogurt, Lowfat, (Yami or like brand) Assorted fruit flavors packed in a 4 oz. easy to open container. Must meet USDA Meal Pattern requirements for a one (1) oz. meat/meat alternative Specify type of added sweetener used: _____ Specify available flavors: _____				
Yogurt, Lowfat, Vanilla flavored, packed in a Quart tub. A 4 oz. serving must meet USDA Meal Pattern requirements for a one (1) oz. meat/meat alternative. Specify type of added sweetener used: _____				

PRICE SHEET- B

JUICE SPECIFICATIONS

This will be an all or nothing award. Vendor must bid on all items to be considered responsive.

Specifications: All frozen juices to contain 100% pure fruit juice, must not contain added sweeteners, preservatives or additives, and must meet the required standards of "USDA Grade A." Juice shall be thawed upon delivery.

Nutritional analysis and ingredient list to be submitted with proposal

Item Description	Unit	Approximate Annual Usage	Units/Case	Unit Price
Orange, individual 100% juice. No sugar added, brix not less than 10.5	4 oz.	347,000	75/case	.1896
Apple, individual 100% juice, No sugar added, brix not less than 11.5	4 oz.	375,000	75/case	.1715

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: June 20, 2018

Subject: Review and approve the Annual Update for the Local Control Accountability Plan (LCAP) 2017-2020

Staff Analysis: Districts are required annually to submit an update for the Local Control Accountability Plan (LCAP) to the Santa Clara County Office of Education. For each of the state priorities and any locally identified priorities, the 2017-2020 LCAP provides details of goals and specific actions to achieve those goals for all pupils and each subgroup of pupils including pupils with disabilities. The LCAP also contains expenditures to support pupil outcomes and overall performance pursuant to Education Code sections 52060, 52066, 47605, 47605.5 and 47606.5.

Materials will be available for review in the Superintendent's office on June 21st.

Recommendation: Staff recommends approval of the Annual Update for the Local Control Accountability Plan (LCAP) 2017-2020.

Submitted by: Sandra García

Title: Director of State and Federal Programs

Approved by: Rene Sanchez *RS*

Title: Assistant Superintendent of Instructional Services

To the Board of Trustees:

Meeting: June 26, 2018
Special Board Meeting

Recommend Approval

5.01
Agenda Placement

[Signature]
Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____

Seconded by: _____

Approved: _____

Not Approved: _____

Tabled: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

S.O.Z

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: June 15, 2018

Subject: Local Control Accountability Plan (LCAP) 2018-2019 - Aptitud Community Academy

Staff Analysis: Pursuant to EC Section 47604.33, a charter school is required to submit its LCAP and annual update to its chartering authority and the county superintendent of schools. Statute does not require the authorizer to approve the LCAP and annual update.

The LCAP 2018-2019 for Aptitud Community Academy provides details of goals and specific actions to achieve those goals pursuant to Education Code sections 52060, 52066, 47605, 47605.5, and 47606.5.

Materials will be available for review in the Superintendent's office on June 21st.

Recommendation: Informational Item

Submitted by: Sandra Garcia Title: Director of State and Federal Programs
Approved by: Rene Sanchez *RS* Title: Assistant Superintendent of Instructional Services

To the Board of Trustees:

Meeting: June 26, 2018
Special Board Meeting

Information Only

S.O.Z

Agenda Placement

H. Bauer
Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

6.01

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: June 13, 2018

Subject: Adoption of the District's Proposed 2018-2019 Budget

Staff Analysis: Education Code Section 42127 requires the governing board of each school district to adopt a budget for the subsequent year on or before July 1st. The budget is also subject to the review and approval of the County Superintendent. Any revisions to the school district's budget that result from the passage of the state budget will be presented to the governing board within 45 days after the Governor signs the State Budget Act.

Revenue projections are based on guidelines from Santa Clara County Office of Education and Department of Finance (DOF). Considering declining enrollment, and the impact of the LCFF funding shift, we are presenting a multi-year projection which shows the District will meet its financial obligations in the current and two subsequent fiscal years. The District is committed to a balanced budget, and continues to work on a multi-year budget plan to maintain fiscal solvency.

Recommendation: Staff recommends adoption of the District's proposed 2018 – 2019 Budget.

Prepared by: Kolvira Chheng

Title: Assistant Superintendent Business Services

To the Board of Trustees:
Recommend Approval

Meeting: June 26, 2018
Special Board Meeting

6.01
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San Jose, CA 95127

7.01

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Board of Trustees:

Subject: CONTRACTS FOR PROFESSIONAL SERVICES – FIRMS/ORGANIZATIONS

Staff Analysis:

The following contracts for professional services are being presented to the Board of Trustees for review and approval.

Recommendation:

Staff recommends approval of the following contracts for professional services on the attached sheet. Contract details are on file in the Purchasing Office.

Prepared by: Maria Martinez *m.m.* Title: Procurement Manager

Approved by: Kolvira Chheng Title: Assistant Superintendent of Business Services

To the Board of Trustees:

Recommend Approval

7.01

Agenda Placement

Meeting: June 26, 2018

Special Board Meeting

[Signature]
Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

**Alum Rock Union Elementary School District
June 26, 2018 Special Board Meeting**

PROFESSIONAL CONSULTANT SERVICES – FIRMS/ORGANIZATIONS

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
State & Federal Sandra Garcia	06/25/18- 07/20/18	ALearn Silicon Valley Education Elevate, Jr.	\$20,000.00	Summer Math intervention program for rising 3 rd grade students at Dorsa & San Antonio E.S. Funding: General
Superintendent Hilaria Bauer	06/08/18- 06/08/18	Elma's Catering and Events	\$4,643.13	Catering support for the Hubbard Media Arts Academy Film Festival Funding: General
Superintendent Hilaria Bauer	07/01/18- 06/30/19	San Jose Community Media Access – CreaTV	\$5,770.00	Videotaping of regular board meetings unless special request submitted by board Funding: General
Academic Services Jason Sorich	07/30/18 - 08/01/18	Buck Institute For Education	\$12,000.00	Professional development to strengthen project based learning pedagogy and practice Funding: Restricted



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

RECEIVED
PURCHASING

2018 JUN -7 PM 3:17

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: STATE & FEDERAL (School/Dept.)

VENDOR NO. 18650

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: ALFARN SILICON VALLEY EDUCATION-ELEVATE, IR.

Address: 1400 Parkmoor Ave #200 City: SAN JOSE State: CA Zip: _____

Phone: (408) 521-0884 Fax: ()

SSN: _____ Fed I.D. #: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates June 25, 2018 to July 20, 2018

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report: Math Intervention program for rising 3rd grade students at Dorsa & San Antonio elementary schools.

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Summer Math Intervention program for rising 3rd grade students to succeed in math for successful completion of standards essential to high school success.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
03	360	5051	5815	\$20,000		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.

8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT PURCHASING

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: Supt. Office (School/Dept.)

VENDOR NO. 22222

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Elma's Catering & Events

Address: 2217 Quimby Rd. City: San Jose State: CA Zip: 95122

Phone: (408) 375-0538 Fax: ()

SSN: _____ Fed I.D. #: 47-384818

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates June 8, 2018 to June 8, 2018
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Catering support for the Hubbard Media Arts Academy Film Festival

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Catering finger food and popcorn for students and families attending the Film Festival.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

 a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

 b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

 X c. **Other:** \$ 4,643.13 (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
03	305	5310	5815	\$4,643.13		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

RECEIVED
PURCHASING

2018 JUN -7 PM 4:06

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____

FROM: Superintendent's Office (School/Dept.) VENDOR NO. 20878

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: San Jose Community Media Access - CreaTV

Address: 255 W. Julian St., Suite 100 City: San Jose State: CA Zip: 95110

Phone: (408) 295-8810 Fax: ()

SSN: _____ Fed I.D. #: 26-2041299

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 7/1/2018 to 6/30/2019

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Videotaping of board meetings - Regular mtgs only unless special request

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Membership renewal, camera operator for 12 board meetings, and
editor time for each meeting.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

 a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

X b. **Flat Rate:** \$ 5,770 to be the total payment to the Contractor including travel and/or other expenses.

 c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
03	700	71000	5815	\$5,770		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT PURCHASING

INDEPENDENT CONTRACTOR AGREEMENT 2018 JUN 20 PM 3:18

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____
 FROM: Academic Services (School/Dept.) VENDOR NO. _____

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Buck Institute for Education
 Address: 3 Hamilton Landing City: Novato State: CA Zip: 94949
Ste 200
 Phone: () Fax: ()
 SSN: _____ Fed I.D. #: 68-0160429
 Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates July 30, 2018 to August 1, 2018
 3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

In-district professional development to strengthen project-based learning pedagogy and practice.

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

This Services agreement between Buck Institute for Education and the Alum Rock Union School District is designed to create knowledge and understanding of Project Based Learning and to strengthen the learning pedagogy and practice.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

_____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

☒ b. **Flat Rate:** \$ 12,000.00 to be the total payment to the Contractor including travel and/or other expenses.

_____ c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
<u>06</u>	<u>305</u>	<u>1461/0</u>	<u>5815</u>	<u>\$12,000.00</u>	<u>Title II</u>	

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

7.02

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: Out of State Travel

**Innovative Schools Summit
Las Vegas, NV
July 10-13, 2018**

Summary:

The conference features 3 days of courses covering various topics from renowned speakers and professors. Topics include Mental Health, Behavior Strategies, Autism, Executive Functioning, Learning Disabilities and supporting special education students in the classroom and curriculum strategies. Estimated cost \$1575.

Recommendation:

Staff recommends approval of out-of-state travel for Dana Yamaguchi.

Submitted by: Jess Serna Title: Interim Assistant Superintendent,
Human Resources

To the Board of Trustees:
Recommend Approval

Meeting: June 26, 2018
Special Board Meeting

7.02
Agenda Placement

Hilario Bauer
Hilario Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

TRAVEL APPROVAL FORM Attach Supporting Document

Date of Request: 4/23/18

1. Program Manager / Principal: JACKIE MONTGOMERY Dept. / School Site: SHEPPARD MIDDLE
2. Title of Conference / Meeting: INNOVATIVE SCHOOLS SUMMIT
3. Place: Las Vegas
4. Purpose: PROFESSIONAL DEVELOPMENT
5. Date (s) of Conference / Meetings: JULY 10 - JULY 13TH, 2018
6. Principal / Program Manager Approval: [Signature] NE / R.S. Date 4/24/18
7. Departure Date / Time: JULY 9th, 2018 11:00 Hour: AM ☐ PM ☐
8. Return Date / Time: JULY 13th, 2018 6:00 Hour: AM ☐ PM ☒
9. Human Resources:

Names(s) of Employees Attending	Sub?		Bilingual		Sub Request?: (Name)	Code Sub To:
	Yes	No	Yes	No		
<u>Dana Yamaguchi</u>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		

Substitute: ☐ Available ☐ Unavailable ☒ No Sub Needed
Remarks: 4/20/18
Human Resources Dept. Approval: ☒ Yes ☐ No [Signature] 5/2/18
Asst. Superintendent of Human Resources Date

10. Business Services:

Cost Description	Total Estimated Costs	Reimbursement Requested
Transportation	\$ <u>400.00</u>	\$
Registration	\$ <u>525.00</u>	
Lodging	\$ <u>650.00</u>	
Meals		
Shuttle / Parking		
Other		
Total	\$ <u>1,575.00</u>	\$

Attach Purchase Order(s), Invoice(s) and Registration Form(s).

11. Account Code: 0617091165200 (Measure A)

Approved by: [Signature] 4/25/18 Date Business Services / Purchasing
Approved By: _____ Date Superintendent

- This form must be completed and submitted at least 60 days prior to the proposed trip.
- Cash advance request, submit the completed form 60 days prior to cash advance due date.
- The approved yellow travel approval copy will be returned to the originator. This authorization must be received by the originator before the trip begins.

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

7.03

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: Out of State Travel

**Innovative Schools Summit
Las Vegas, NV
July 10-13, 2018**

Summary:

The conference features practical, real-world initiatives that are successfully transforming the quality, character and personality of schools. It showcases programs, assessments and tools proven to improve school culture and climate. Evidence-based and research-based interventions will be introduced, while the forum also highlights high-potential efforts currently being implemented in the laboratory of everyday school life. Estimated cost \$1575.

Recommendation:

Staff recommends approval of out-of-state travel for Yareni Carrasco.

Submitted by: Jess Serna Title: Interim Assistant Superintendent,
Human Resources

To the Board of Trustees:
Recommend Approval

Meeting:

June 26, 2018
Special Board Meeting

7.03
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

TRAVEL APPROVAL FORM Attach Supporting Document

Date of Request: 4/23/18

1. Program Manager / Principal: George Kleidon Dept. / School Site: Painta Elementary
2. Title of Conference / Meeting: Individual Schools Support
3. Place: Las Vegas
4. Purpose: PROFESSIONAL DEVELOPMENT
5. Date (s) of Conference / Meetings: JULY 10 - JULY 13th, 2018
6. Principal / Program Manager Approval: [Signature] Date: 4/23/18
7. Departure Date / Time: JULY 9th, 2018 11:00 PM Hour: AM ☒ PM ☐
8. Return Date / Time: JULY 13th, 2018 6:00 Hour: AM ☐ PM ☒
9. Human Resources:

Names(s) of Employees Attending	Sub? Yes No	Bilingual Yes No	Sub Request?: (Name)	Code Sub To:
<u>Yaheli Canasco</u>	<input type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>		
	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		

Substitute: ☐ Available ☐ Unavailable ☐ No Sub Needed

Remarks: 7/4/18

Human Resources Dept. Approval: ☒ Yes ☐ No [Signature] 5/2/18
Asst. Superintendent of Human Resources Date

10. Business Services:

Cost Description	Total Estimated Costs	Reimbursement Requested
Transportation	\$ <u>400.00</u>	\$
Registration	\$ <u>575.00</u>	
Lodging	\$ <u>600.00</u>	
Meals		
Shuttle / Parking		
Other		
Total	\$ <u>1,575.00</u>	\$

Attach Purchase Order(s), Invoice(s) and Registration Form(s).

11. Account Code: 0616091165200 (Measure A)

Approved by: [Signature] Date: 4/25/18 Business Services / Purchasing

Approved By: _____ Date: _____ Superintendent

- This form must be completed and submitted at least 60 days prior to the proposed trip.
- Cash advance request, submit the completed form 60 days prior to cash advance due date.
- The approved yellow travel approval copy will be returned to the originator. This authorization must be received by the originator before the trip begins.

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

7.04

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: Out of State Travel

**National Spanish Spelling Bee
San Antonio, TX
July 13 –15, 2018**

Summary:

The National Spanish Spelling Bee, sponsored by the New Mexico Association for Bilingual Education, is a competition for students in grades 4th – 8th. Participation in this event will give our Adelante students an opportunity to represent Alum Rock in the National Spelling Bee Contest. Estimated cost \$1950.

Recommendation:

Staff recommends approval of out-of-state travel for Dr. Hilaria Bauer.

Submitted by: Jess Serna Title: Interim Assistant Superintendent,
Human Resources

To the Board of Trustees:
Recommend Approval

Meeting: June 26, 2018
Special Board Meeting

7.04
Agenda Placement

H. Bauer
Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

TRAVEL APPROVAL FORM Attach Supporting Document

Date of Request: 6/18/2018

1. Program Manager / Principal: Board President Dept. / School Site: Supt's Office
2. Title of Conference / Meeting: National Spanish Spelling Bee
3. Place: San Antonio, TX
4. Purpose: To attend the National Spanish Spelling Bee
5. Date (s) of Conference / Meetings: July 13 - 15, 2018
6. Principal / Program Manager Approval: _____ Date _____
7. Departure Date / Time: July 13, 2018 Hour: AM ☒ PM ☐
8. Return Date / Time: July 15, 2018 Hour: AM ☐ PM ☒
9. Human Resources:

Names(s) of Employees Attending	Sub?		Bilingual		Sub Request?: (Name)	Code Sub To:
	Yes	No	Yes	No		
Hilaria Bauer		X				

Substitute: ☐ Available ☐ Unavailable ☐ No Sub Needed

Remarks: _____

Human Resources Dept. Approval: ☐ Yes ☐ No _____

Asst. Superintendent of Human Resources _____ Date _____

10. Business Services:

Cost Description	Total Estimated Costs	Reimbursement Requested
Transportation	\$ 1,200.00	\$
Registration	250.00	
Lodging		
Meals	300.00	
Shuttle / Parking		
Other	200.00	
Total	\$ 1,950.00	\$

Attach Purchase Order(s), Invoice(s) and Registration Form(s).

11. Account Code: 03-710-71100

Approved by: _____ Date _____ Approved By: _____ Date _____
Business Services / Purchasing Superintendent

1. This form must be completed and submitted at least 60 days prior to the proposed trip.
2. Cash advance request, submit the completed form 60 days prior to cash advance due date.
3. The approved yellow travel approval copy will be returned to the originator. This authorization must be received by the originator before the trip begins.

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

7.05

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: Approval of CSEA, Teamsters, Supervisory and Management/Confidential
Calendars, 2018-2019

Staff Analysis:

Administration met with AREA, CSEA, Teamsters and management/confidential groups to develop coordinated calendars for the 2018-2019 school year.

Recommendation:

The staff recommends that the Board of Trustees approve the 2018-2019 calendars.

Submitted by: Jess Serna Title: Interim Assistant Superintendent,
Human Resources

To the Board of Trustees:
Recommend Approval

Meeting:

June 26, 2018

Special Board Meeting

7.05
Agenda Placement

Hilaria Bauer
Hilaria Bauer, Ph. D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

CSEA 2018-2019

JULY				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

7/4 Fourth of July

JANUARY				
M	T	W	TH	F
	1	2*	3*	4*
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

1/1 New Year's Day

1/21 MLK

AUGUST				
M	T	W	TH	F
		1	2+	3
6	7	8★	9♦	10♦
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

8/9 Admin. Asst. Training

8/10 Office Asst. Training

8/20 Paraeducator In-service

FEBRUARY				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19*	20*	21*	22
25	26	27	28	

2/18 President's Day

SEPTEMBER				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

9/3 Labor Day

MARCH				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

3/29 Cesar Chavez (Observed)

OCTOBER				
M	T	W	TH	F
1	2	3	4	5
8* ^{NWD}	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

10/8 Teacher In-Service

Non-work day for

9.5/10 month

APRIL				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22*	23*	24* ^{NWD}	25* ^{NWD}	26* ^{NWD}
29	30			

4/22 - 4/23 Spring Break

4/24 - 4/26 Non-work Days
for 9.5/10 month

NOVEMBER				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19*	20*	21*	22	23
26	27	28	29	30

11/12 Veteran's Day

11/23 Thanksgiving Day




MAY				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

5/27 Memorial Day

DECEMBER				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

12/25 Christmas Day

JUNE				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14★
17	18	19	20	21
24	25	26	27	28

	Legal Holiday
	Local Holiday
*	Students Not In Attendance
	Starting/Ending Dates for Students

Board Approved: TBD

★	1st & Last Day for School Admin. Asst.'s
★	1st & Last Day for School Office Asst.'s
♦	Clerical In-service
●	Paraeducator In-Service / 1st Day
▲	Classified In-service

Handwritten notes:
6/6/18
SS - CSEA
6/6/18

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT TEAMSTERS 2018-2019

JULY				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

7/4 Fourth of July

JANUARY				
M	T	W	TH	F
	1	2*	3*	4*
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

1/1 New Year's Day

1/21 MLK

AUGUST				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14 ♦	15	16	17
20 ★	21 ★	22	23	24
27	28	29	30	31

FEBRUARY				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19*	20*	21*	22
25	26	27	28	

2/18 President's Day

SEPTEMBER				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

9/3 Labor Day

MARCH				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

3/29 Cesar Chavez (Observed)

OCTOBER				
M	T	W	TH	F
1	2	3	4	5
8* ^{NWD}	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

10/8 Teacher In-Service
Non-work Day for 9.5/10 mo.

APRIL				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22*	23* ^{NWD}	24* ^{NWD}	25* ^{NWD}	26* ^{NWD}
29	30			

4/22 Spring Break
4/23 - 4/26 Non-work Days
for 9.5/10 month

NOVEMBER				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19*	20*	21*	22	23
26	27	28	29	30

11/12 Veteran's Day
11/23 Thanksgiving Day

MAY				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

5/27 Memorial Day

DECEMBER				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

12/25 Christmas Day

JUNE				
M	T	W	TH	F
3	4	5	6	7
10	11 ★	12 ♦	13	14
17	18	19	20	21
24	25	26	27	28

	Legal Holiday
	Local Holiday
*	Students Not In Attendance
	Starting/Ending Dates for Students

★	1st & Last Day for CNA I (180 Days)
★	1st & Last Day for CNA II (181 Days)
♦	1st & Last Day for Bus Drivers (186 Days)

Board Approved: TBD

Am 6/6/18 *BP*

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT SUPERVISORY 2018-2019

JULY				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

7/4 Fourth of July

JANUARY				
M	T	W	TH	F
	1	2*	3*	4*
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

1/1 New Year's Day

1/21 MLK

AUGUST				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16★	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19*	20*	21*	22
25	26	27	28	

2/18 President's Day

SEPTEMBER				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

9/3 Labor Day

MARCH				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

3/29 Cesar Chavez (Observed)

OCTOBER				
M	T	W	TH	F
1	2	3	4	5
8*	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

10/8 Teacher In-Service

APRIL				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22*	23*	24*	25*	26*
29	30			

4/22 - 4/23 Spring Break

NOVEMBER				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19*	20*	21*	22	23
26	27	28	29	30

11/12 Veteran's Day

11/23 Thanksgiving Day

MAY				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

5/27 Memorial Day

DECEMBER				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26*	27*	28*
31				




12/25 Christmas Day

JUNE				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13★	14
17	18	19	20	21
24	25	26	27	28

★ 1st & Last Day for Kitchen/Satellite Supervisors (185 Days)

12 Month Supervisor Work Year = 225 Days

10 Month Supervisor Work Year = 185 Days

	Legal Holiday
	Local Holiday
*	Students Not In Attendance
	Starting/Ending Dates for Students

Board Approved: TBD

CM
6/10/18

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT MANAGEMENT/CONFIDENTIAL 2018-2019

JULY				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

7/4 Fourth of July

JANUARY				
M	T	W	TH	F
	1	2*	3*	4*
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

1/1 New Year's Day

1/21 MLK

AUGUST				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14★	15■	16■	17★
20★	21★	22	23	24
27	28	29	30	31

FEBRUARY				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19*	20*	21*	22
25	26	27	28	

2/18 President's Day

SEPTEMBER				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

9/3 Labor Day

MARCH				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

3/29 Cesar Chavez (Observed)

OCTOBER				
M	T	W	TH	F
1	2	3	4	5
8■	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

APRIL				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22*	23*	24*	25*	26*
29	30			

4/22 - 4/23 Spring Break

NOVEMBER				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19*	20*	21*	22	23
26	27	28	29	30

11/12 Veteran's Day

11/23 Thanksgiving Day





MAY				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31




5/27 Memorial Day

DECEMBER				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26*	27*	28*
31				

12/25 Christmas Day

JUNE				
M	T	W	TH	F
3	4	5	6	7
10	11★	12	13★	14
17	18	19	20	21
24	25	26	27	28

	Legal Holiday
	Local Holiday
	Students Not In Attendance
	Starting/Ending Dates for Students

	Mandatory Teacher Work Days
	Teacher Professional Development Days
	New Teacher Institute

Board Approved: TBD

*One
6/6/19*

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San Jose, CA 95127

7.06

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: June 5, 2018


Subject: ARUESD 2018-2019 Instructional Calendar

The Instructional Calendar reflects report card timelines, minimum days and holidays.

Staff Analysis:

The Instructional Calendar is an agreed upon calendar that includes report card timelines, minimum days and holidays. The instructional calendar reflects the 180 days students are in attendance.

Recommendation: Staff recommends approval of the **2018-2019** Instructional Calendar.

Submitted by: Rene Sanchez 

Title: Assistant Superintendent, Instructional Services

To the Board of Trustees:

Meeting: June 26, 2018
Special Board Meeting

Recommend Approval


Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____



Alum Rock Union Elementary School District
2018 - 2019 Instructional Calendar / QUARTER



July						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

7/04 Independence Day

August						
Su	M	Tu	W	Th	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

8/14 New Teacher Institute

8/15, 8/16 Teacher PD Days

8/17, 8/20 Teacher Prep Days

8/21 First Day of School

September						
Su	M	Tu	W	Th	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

9/03 Labor Day

October						
Su	M	Tu	W	Th	F	S
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

10/8 Teacher PD Day

10/24 End of First Quarter

10/26, 10/29-31 MS Conferences

November						
Su	M	Tu	W	Th	F	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

11/12 Veteran's Day Observed

11/21-11/22 Thanksgiving Break

11/19-20, 2: Non-student Day

January						
Su	M	Tu	W	Th	F	S
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1/01 - 1/04 Holiday Break

1/21 Martin Luther King Day

1/17 End of Second Quarter

February						
Su	M	Tu	W	Th	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

2/18 - 2/22 Presidents' Day/Winter Break

2/19 - 2/21 Non-student Days

March						
Su	M	Tu	W	Th	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

3/29 Cesar Chavez Day

April						
Su	M	Tu	W	Th	F	S
7	8	9	10	11	12	13
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

4/01 End of Third Quarter

4/21 Easter

4/22 - 4/26 Spring Break

May						
Su	M	Tu	W	Th	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

5/27 Memorial Day

June						
Su	M	Tu	W	Th	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

6/7, 6/10 Minimum Days

6/11 End of Fourth Quarter

6/11 Last Day of School



NON STUDENT DAYS
ELEM. & M.S. MINIMUM INSTRUCTIONAL DAYS: See back of page
NEW TEACHER ORIENTATION:
MANDATORY TEACHER WORKDAYS
STARTING/ENDING DATES OF SCHOOL
Elementary Schools:
K-5 Progress Reports sent home to parents who did not attend conferences: 11/5
K-5 Progress Reports for "At-Risk" students only go home: 4/16
K-5 Standards-based Report Cards go home: 1/22, 6/11

End of Quarters 10/24, 1/17, 4/1, 6/10
NON STUDENT DAYS/TEACHER PD DAYS 8/15, 8/16, 10/8

Middle Schools:

6-8 Report Card grades to be electronically Submitted 11/6, 1/24, 4/10, 6/11

6-8 Progress Report dates: 9/27, 12/10, 3/5, 5/14

Conferences:

Middle & Elementary Schools: 10/26, 10/29, 10/30, 10/31, 11/02

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT



2018 - 2019



Minimum Instructional Days

Oct. 26, 29, 30, 31
Nov. 2, 2018

Elementary and Middle School Minimum Days:

- K-5 Progress Reports for all students completed
- 6-8 Report Cards (regular) for all students completed
- There is a reduction of 80 minutes of instructional time for the minimum days for the purpose of preparing reports and conferencing.
- 6-8 Report Cards **to be electronically submitted**
- K-5 Progress Reports sent home to parents who did not attend conferences.

November 6, 2018
November 5, 2018

Jan. 16 & 18, 2019

Elementary and Middle School Minimum Days:

- K-5 Report Cards (standards-based) for all students completed
- 6-8 Report Cards (regular) for all students completed
- There is a reduction of 80 minutes of instructional time for the minimum days for the purpose of preparing reports.
- 6-8 Report Card grades **to be electronically submitted**
- K-5 Report Cards sent home with students

January 24, 2019
January 22, 2019

April 3, 5, 2019

Elementary and Middle School Minimum Days:

- K-5 Progress Reports for "At-Risk" students only completed
- 6-8 Report Cards (regular) for all students completed
- There is a reduction of 80 minutes of instructional time for the minimum days for the purpose of preparing reports.
- K-5 Progress Reports for "At-Risk" students only sent home with students
- 6-8 Report Card grades **to be electronically submitted**

April 8, 2019
April 10, 2019

June 7, 10, 11, 2019

Elementary and Middle School Minimum Days:

- K-5 Report Cards (standards-based) for all students completed
- 6-8 Report Cards (regular) for all students** completed
- There is a reduction of 80 minutes of instructional time for the minimum days for the purpose of preparing reports.
- K-5 Report Cards sent home with students
- 6-8 Report Card grades **to be electronically submitted**

June 11, 2019

*** Due date for 8th graders report card grades TBD @ site*

Middle School Academic Progress Reports

- | | | |
|--------------------|---|--|
| September 27, 2018 | • | Quarter 1 Progress Reports to be electronically submitted |
| December 10, 2018 | • | Quarter 2 Progress Reports to be electronically submitted |
| March 5, 2019 | • | Quarter 3 Progress Reports to be electronically submitted |
| May 14, 2019 | • | Quarter 4 Progress Reports to be electronically submitted |