ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BOARD OF TRUSTEES

Regular Board Meeting
October 10, 2019
Book 2 of 2
(Items 9.06-12.13)

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

9.06

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: October 10, 2019

Agenda Item: 9.06

Subject: **DISCUSSION/CONSIDERATION/ACTION – Preservation of District Art** (requested by Board Member Andres Quintero)

Recent media reports have highlighted the controversy regarding the destruction of artist Jose Meza Velasquez's mural "El Mural de la Raza" on Story Road.

The District has several murals and other artistic works at several school sites and at the District office. Some of the murals were painted by community members and/or other volunteers, while others were commissioned by, or donated to, the District.

Currently, the District lacks any policy or regulation prescribing how, when or under what circumstances and processes such murals and other artistic should be preserved, altered, moved, modified or destroyed.

Recommendation:
The Board is requested to discuss the status of the murals and other artistic works on District buildings and provide direction and guidance to the Administration on the desirability for the development of a Board policy and/or administrative regulation or other formal action (e.g., resolution) regarding the preservation of the District's murals and other artistic works.

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To the Board of Trustees:	Meeting: October 10, 2019 Special Board Meeting
Recommend Approval 9.06	
Agenda Placement	Hilaria Bauer, Ph.D., Superintendent

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

9.07

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: **October 10**, 2019

Agenda Item: 9.07

Subject: **DISCUSSION/CONSIDERATION/ACTION – Discontinue Board Policy 3547 (Facilities Inspection); Adopt (New) Administrative Regulation 3547 (Facilities Inspection)**

The District subscribes to the form Board policies developed and promulgated by the California School Boards Association (Gamut). The District's current Board Policy 3547 (Facilities Inspection) has been discontinued by CSBA and replaced by Administrative Regulation 3547.

In addition, at the May 9, 2019, Board meeting, the Board approved agenda item 9.03 as follows:

> "**Inspections, Testing, and Maintenance of Fire Suppression Systems**
> (1) All inspection on a Fire Sprinkler System shall be performed by an ASSE 15000 certified Sprinkler Fitter that is registered with the Office of the California State Fire Marshall;
> (2) All testing and/or maintenance performed on any Fire Sprinkler System shall be performed by an individual whom has graduated from a state approved apprenticeship program; and
> (3) All apprentices working on fire protection systems shall be registered with a state approved apprenticeship program."

Attached is a copy of the CSBA form Administrative Regulation 3547 (Facilities Inspection) incorporating the Board's May 9 action into the new proposed AR 3547. The addition of the requirements for inspections, testing and maintenance adopted by the Board on May 9 are highlighted in blue font in the attached draft AR 3547.

Recommendation: The Board is requested to consider and approve: (1) the discontinuance and elimination of Board Policy 3547, and (2) the adoption of Administrative Regulation 3547 in the form presented.

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To the Board of Trustees:	Meeting: October 10, 2019 Special Board Meeting
Recommend Approval	

9.07

Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

Administrative Regulation 3517 Business and Noninstructional Operations

Facilities Inspection

The Superintendent or designee shall inspect school facilities to ensure that they are maintained in good repair. At a minimum, he/she shall assess those facility conditions specified on the facilities inspection tool developed by the Office of Public School Construction, including, but not limited to, the following: (Education Code 17002, 35292.5)

1. Gas Leaks: Gas systems and pipes appear and smell safe, functional, and free of leaks.

2. Mechanical Systems: Heating, ventilation, and air conditioning systems, as applicable, are functional and unobstructed; appear to supply an adequate amount of air to all classrooms, work spaces, and facilities; and maintain interior temperatures within normally acceptable ranges.

3. Windows and Doors: Windows and doors are intact, functional, and open, close, and lock as designed, unless there is a valid reason they should not function as designed.

4. Fences and Gates: Fences and gates are intact, functional, and free of holes and other conditions that could present a safety hazard to students, staff, or others. Locks and other security hardware function as designed.

5. Interior Surfaces (walls, floors, ceilings): Interior surfaces are free of safety hazards from tears, holes, missing floor and ceiling tiles, torn carpet, water damage, or other cause. Ceiling tiles are intact. Surfaces display no evidence of mold or mildew.

6. Hazardous Materials: Hazardous and flammable materials are stored properly. No evidence of peeling, chipping, or cracking paint is apparent. No indicators of mold, mildew, or asbestos exposure are evident. There does not appear to be evidence of hazardous materials that may pose a threat to the health and safety of students or staff.

(cf. 3514 - Environmental Safety)

7. Structures: Posts, beams, supports for portable classrooms and ramps, and other structures appear intact, secure, and functional as designed. Ceilings and floors are not sloping or sagging beyond their intended design. There is no visible evidence of severe cracks, dry rot, mold, or damage that undermines structural components.

8. Fire Safety and Emergency Equipment: Fire sprinklers, fire extinguishers, emergency alarm systems, and all emergency equipment and systems appear to be functioning properly. Fire alarm pull stations are clearly visible. Fire extinguishers are current and placed in all required areas, including every classroom and assembly area. Emergency exits are clearly marked and unobstructed. In addition to any requirements imposed by federal or state law and regulation, all inspections, testing and maintenance on the District's fire sprinkler systems shall be by a state-certified fire sprinkler fitter registered with the Office of the California State Fire Marshal and who also possesses the current ASSE 15000 Water-Based Fire Protection Certification. In addition, all apprentices performing any installation, repairs, alterations, inspection, testing or maintenance on the District's fire sprinkler systems shall be registered in a state approved apprenticeship program.

9. Electrical Systems: Electrical systems, components, and equipment, including switches, junction boxes, panels, wiring, outlets, and light fixtures, are securely enclosed, properly covered and guarded from student access, and appear to be working properly.

10. Lighting: Interior and exterior lighting appears to be adequate and working properly. Lights do not flicker, dim, or malfunction, and there is no unusual hum or noise from light fixtures.

11. Pest/Vermin Infestation: No visible or odorous indicators of pest or vermin infestation are evident.

12. Drinking Fountains: Interior and exterior drinking fountains are functional, accessible, and free of leaks. Drinking water pressure is adequate. Fountain water is clear and without unusual taste or odor, and moss, mold, or excessive staining is not evident.

13. Restrooms: Restrooms are fully operational, maintained and cleaned regularly, and stocked at all times with supplies (including toilet paper, soap, and paper towels or functional hand dryers) in accordance with Education Code 35292.5. The school keeps all restrooms open during school hours when students are not in classes and keeps a sufficient number of restrooms open during school hours when students are in classes, except when necessary to temporarily close a restroom for student safety or to repair the facility.

In addition, in a school serving any of grades 6-8 in which 40 percent or more of the students in the school or school attendance area are from low-income families, at least 50 percent of the school's restrooms are stocked with feminine hygiene products, for which students are not charged. (Education Code 35292.6; 20 USC 6314)

14. Sewers: The sanitary sewer system controls odors as designed, displays no signs of stoppage, backup, or flooding in school facilities or on school grounds, and appears to be functioning properly.

15. Roofs: Roofs, gutters, roof drains, and downspouts appear to be functioning properly and are free of visible damage and evidence of disrepair when observed from the ground from inside and outside the building.

16. Drainage: School grounds do not exhibit signs of drainage problems, such as visible evidence of flooded areas, eroded soil, water damage to asphalt playgrounds or parking areas, or clogged storm drain inlets.

17. Playground/School Grounds: Playground equipment (exterior fixtures, seating, tables, and equipment), school grounds, fields, walkways, and parking lot surfaces are functional and free of significant cracks, trip hazards, holes, deterioration that affects functionality or safety, and other health and safety hazards.

18. Overall Cleanliness: School grounds, buildings, common areas, and individual rooms appear to have been cleaned regularly and are free of accumulated refuse and unabated graffiti. Restrooms, drinking fountains, and food preparation or serving areas appear to have been cleaned each day that school is in session.

In addition, to ensure the health and safety of students, the Superintendent or designee shall provide for the testing of drinking water on campus and of the soil and painted surfaces of school facilities for the presence of lead and/or other harmful substances, in accordance with state and federal standards.

The Superintendent or designee shall ensure that any necessary repairs or removal of hazards identified during the inspection are made in a timely and expeditious manner.

An assessment of the safety, cleanliness, and adequacy of school facilities, including any needed maintenance to ensure good repair as defined in Education Code 17002, shall be reported on the school accountability report card. (Education Code 33126)

(cf. 0510 - School Accountability Report Card)

Any complaint alleging a school facility condition that poses an emergency or urgent threat to the health or safety of students or staff, or alleging that a school restroom is not clean, maintained, or kept open, shall be addressed in accordance with AR 1312.4 - Williams Uniform Complaint Procedures.

(cf. 1312.4 - Williams Uniform Complaint Procedures)

The Superintendent or designee shall provide the Board with regular reports regarding the district's facility inspection program and updates of any visits to district schools by the County Superintendent of Schools.

Legal Reference:

EDUCATION CODE

1240 County superintendent of schools, duties

17002 Definitions

17070.10-17077.10 Leroy F. Greene School Facilities Act of 1998

17565-17591 Property maintenance and control

17592.72 Urgent or emergency repairs, School Facility Emergency Repair Account

33126 School accountability report card

35186 Williams uniform complaint procedure

35292.5-35292.6 School maintenance

HEALTH AND SAFETY CODE

116277 Lead testing in drinking water

CODE OF REGULATIONS, TITLE 2

1859.300-1859.330 Emergency Repair Program

UNITED STATES CODE, TITLE 20

6314 Title I schoolwide program

UNITED STATES CODE, TITLE 42

300f-300j-27 Safe Drinking Water Act

Management Resources:

COALITION OF ADEQUATE SCHOOL HOUSING PUBLICATIONS

Facility Inspection Tool Guidebook, February 2008

STATE ALLOCATION BOARD, OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

Facility Inspection Tool: School Facility Conditions Evaluation

WEB SITES

CSBA: http://www.csba.org

California County Superintendents Educational Services Association: http://www.ccsesa.org

California Department of Education, Williams Case: http://www.cde.ca.gov/eo/ce/wc/index.asp

Coalition of Adequate School Housing: http://www.cashnet.org

State Allocation Board, Office of Public School Construction: http://www.opsc.dgs.ca.gov

U.S. Environmental Protection Agency: http://www.epa.gov

9.08

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

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: **DISCUSSION/ACTION: Board Policy 1114, Second Reading – District Social Media Platform**

Staff Analysis:

Attached is the new Board Policy 1114 – District Social Media Platform. Staff recognizes the value of technology such as social media platforms in promoting community involvement and collaboration. The purpose of any district social media platform shall be to further the district's vision and mission, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

Recommendation:

Staff recommends approval of second reading.

Submitted by: Hilaria Bauer, Ph.D. Title: Superintendent

To the Board of Trustees: **Recommend Approval**

9.08

Agenda Placement

Meeting: October 10, 2019
Regular Board Meeting

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union ESD

Board Policy

District Social Media Platform

BP 1114
Community Relations

The Board of Education recognizes the value of technology such as social media platforms in promoting community involvement and collaboration. The purpose of any district social media platform shall be to further the district's vision and mission, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

Definitions

"Social Media" includes the various online technology tools that enable people to communicate easily over the internet to share information and resources. Social media can include text, audio, video, images, podcasts, and other multimedia communications. These websites and applications not only provide information, but allows for interaction during this informational exchange through user-generated content.

"District Technology" includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, web resources, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, cameras, copiers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

"District Technology" is that which is owned or provided by the district.

"Personal Technology" is non-district technology.

(cf. 0000 - Vision)
(cf. 0440 - District Technology Plan)
(cf. 1100 - Communication with the Public)
(cf. 1112 - Media Relations)
(cf. 1113 - District and School Web Sites)
(cf. 4040 - Employee Use of Technology)
(cf. 6020 - Parent Involvement)
(cf. 6145.5 - Student Organizations and Equal Access)
(cf. 6163.4 - Student Use of Technology)

The Superintendent or designee shall develop content guidelines and protocols for official district social media platforms to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation.

Requirements for Social Media Platform

1. Platform must be secure and require individual logins, no anonymous posting allowed.
2. Social media platform must be age appropriate and users must abide by the social media terms of use.
3. Must allow for more than one teacher or administrator to monitor, moderate and suspend posts and comments.
4. Direct conversations can only be educational and must use district supported platforms.
5. Student and teacher profiles must not be made public and searchable online.

Teacher Expectations

1. Teachers must use their district email when establishing a social media account involving any ARUESD students.
2. Each social media platform must be co-moderated by at least two staff members, including the teachers and/or administrator.
3. Before implementing a social media platform in class, teachers need to communicate with school administration and obtain approval.
4. Direct conversations with students can only be educational and must use district supported platforms.
5. Obtain parent approval prior to a student creating an account via the Acceptable Use Agreement.
6. Provide an alternative for students who do not participate in social media platforms.
7. Daily monitoring when group is active.
8. Immediate removal of inappropriate posts and reporting of any cyberbullying to school administration ~~and law enforcement~~.
9. Offer parents the option to participate and view activity, and provide a handout with instructions.
10. Must be used exclusively for communication of educational or school related purposes.
11. Only district staff, enrolled students and their parents can have access.
12. All images and comments must represent the school in a professional manner.
13. Use the most restrictive security and privacy settings.
14. Posting inappropriate, threatening (This may involve law enforcement), harassing, racist, biased, derogatory, disparaging or bullying comments toward or about any student or employee on any website is prohibited and may be subject to discipline.

Staff Expectations

1. All non-certificated staff should only have access to the school's social media platform upon approval of administration.
2. All staff shall follow the District's Acceptable Use Agreement.

Student Expectations

1. Must abide by all school rules and district policies.
2. Posting inappropriate, threatening (This may involve law enforcement), harassing, racist, biased, derogatory, disparaging or bullying comments toward or about any student or employee on any website is prohibited and may be subject to discipline.
3. Communication is limited to educational or school related activities only.
4. Direct conversations with teachers can only be educational and must use district supported platforms.
5. Notify teacher or parent of any inappropriate behavior or posts.

Parent Expectations

1. Monitor their children's online activity and only allow them to register for platforms supported by the school.
2. Communicate internet safety and cyberbullying with their child consistent with district provided training.
3. Model positive online etiquette and behavior.
4. If discovered, report to school administration postings that are inappropriate, threatening, harassing, racist, biased, derogatory, disparaging or bullying comments toward or about any student or employee on any website.

School Administration Expectations

1. Review teacher's social media platform requests prior to approval.
2. Be aware of all social media activity connected to your school site.
3. Review with teachers the district's expectations annually (see above).
4. Maintain yearly copies (digitally or on paper) of Acceptable Use Agreement.
5. Immediate removal of inappropriate posts and reporting of any cyberbullying to school administration ~~and law enforcement~~.
6. School administration shall have access to social media post and/or edit rights as a moderator as needed.

Guidelines for Content

Official district social media platforms shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. By creating these sites and allowing for public comment, the Board does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech.

Inappropriate postings may be documented by taking and printing screen shots or downloading them onto a flash drive. Evidence should be collected with the permission of the site administrator for the sole purpose of the investigative process and stored in a secured location. This evidence may be used in conference with the employee(s) or associated persons in question. Caution: Do not download or print images of minors or any content that may be considered child

pornography. Law enforcement should gather evidence of child pornography, not a District employee.

(cf. 5145.2 - Freedom of Speech/Expression)
(cf. 6145.5 - Student Organizations and Equal Access)

The Superintendent or designee shall ensure that the limited purpose of the district social media platforms is clearly communicated to users. Each site shall contain a statement that specifies the site's purposes along with a statement that users are expected to use the site only for those purposes. Each site shall also contain a statement that users are personally responsible for the content of their posts.

District social media platforms may not contain content that is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation. Any images of students posted on any District Social Media platforms shall have the written permission from the parent/guardian.

(cf. 5131 - Conduct)

All activity on social media platforms must be for educational purposes or support school related activities. All users should conduct themselves according to the same standards set forth in the Acceptable Use Agreement. Communication regarding student performance shall not be discussed or posted in open forums. It is recommended that a disclaimer is posted on your social media page stating "The views on this page do not reflect the views of Alum Rock Union Elementary School District."

Teachers and staff should keep personal social media accounts separate from work related accounts. When a student or minor wishes to link to the employee's personal page they should be redirected to the school approved page. Any attempt to communicate privately needs to be redirected to public posts. Any school-related social media pages must have the capability of being monitored or viewed by the school site administrator and/or Educational Technology Staff.

Staff or students who post prohibited content shall be subject to discipline in accordance with district policies and administrative regulations.

(cf. 4040 - Employee Use of Technology)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 6163.4 - Student Use of Technology)

Users of official district social media platforms should be aware of the public nature and accessibility of social media and that information posted may be considered a public record

subject to disclosure under the Public Records Act. The Board expects users to conduct themselves in a respectful, courteous, and professional manner.

(cf. 1340 - Access to District Records)
(cf. 9012 - Board Member Electronic Communications)

Privacy

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official district social media platforms.

Board policy pertaining to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses, as specified in BP 1113 - District and School Web Sites, shall also apply to official district social media platforms.

(cf. 5125.1 - Release of Directory Information)

Social media and networking sites and other online platforms shall not be used by district employees to transmit confidential information about students, employees, or district operations. Information gathered through the district Social Media Platform will only pertain directly to school or student safety. The district will provide students access to any information about the student obtained from social media. Information gathered will be maintained in our records within one year of the students turning 18 or discontinuing attendance, whichever is sooner.

If any third party is used to monitor student activity the information gathered will only satisfy the terms of the contract. The contract will include restrictions from selling or sharing the information with outside persons or entities and restrictions on the destruction of information by the third party.

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

Legal Reference:
EDUCATION CODE
32261 School safety, definitions of bullying and electronic act
35182.5 Contracts for advertising
48900 Grounds for suspension and expulsion
48907 Exercise of free expression; rules and regulations
48950 Speech and other communication
49061 Definitions, directory information
49073 Release of directory information

49073.6 Collection of Student Information from Social Media
60048 Commercial brand names, contracts or logos
GOVERNMENT CODE
3307.5 Publishing identity of public safety officers
6250-6270 Public Records Act, especially:
6254.21 Publishing addresses and phone numbers of officials
6254.24 Definition of public safety official
54952.2 Brown Act, definition of meeting
UNITED STATES CODE, TITLE 17
101-1101 Federal copyright law
UNITED STATES CODE, TITLE 20
1232g Federal Family Educational Rights and Privacy Act
UNITED STATES CODE, TITLE 29
157 Employee rights to engage in concerted, protected activity
794 Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy
COURT DECISIONS
Page v. Lexington County School District, (2008, 4th Cir.) 531 F.3d 275
Downs v. Los Angeles Unified School District, (2000) 228 F.3d 1003
Aaris v. Las Virgenes Unified School District, (1998) 64 Cal.App.4th 1112
Perry Education Association v. Perry Local Educators' Association, (1983) 460 U.S. 37
Board of Education, Island Trees Union Free School District, et.al. v. Pico, (1982) 457 U.S. 853
NATIONAL LABOR RELATIONS BOARD DECISIONS
18-CA-19081 Sears Holdings, December 4, 2009
Management Resources:
FACEBOOK PUBLICATIONS
Facebook for Educators Guide, 2011
WEB SITES
CSBA: http://www.csba.org
California School Public Relations Association: http://www.calspra.org
Facebook in Education: http://www.facebook.com/education
Facebook for Educators: http://facebookforeducators.org
Facebook, privacy resources: http://www.facebook.com/fbprivacy

Policy ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
adopted: October 10, 2019 San Jose, California

9.09

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

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: **DISCUSSION/ACTION: Board Policy 4040, Second Reading – Employee Use of Technology**

Staff Analysis:

Attached is the Board Policy 4040 – Employee Use of Technology. Staff recognizes that technological resources can enhance employee performance by offering effective tools to assist in providing a quality instructional program; facilitating communications with parents/guardians, students, and the community; supporting district and school operations; and improving access to and exchange of information. The Board expects all employees to learn to use the available technological resources that will assist them in the performance of their job responsibilities. As needed, employees shall receive professional development in the appropriate use of these resources.

Recommendation:

Staff recommends approval of second reading.

Submitted by: Hilaria Bauer, Ph.D. Title: Superintendent

To the Board of Trustees: **Recommend Approval**

Meeting: October 10, 2019
Regular Board Meeting

9.09
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union ESD

Board Policy

Employee Use oOf Technology

BP 4040
Personnel

The Board of Trustees recognizes that technological resources can enhance employee performance by offering effective tools to assist in providing a quality instructional program,; facilitating communications with parents/guardians, students, and the community,; supporting district and school operations,; and improving access to and exchange of information. The Board expects all employees to learn to use the available technological resources that will assist them in the performance of their job responsibilities. As needed, employees shall receive professional development in the appropriate use of these resources.

(cf. 0440 - District Technology Plan)
(cf. 1100 - Communication with the Public)
(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 4032 - Reasonable Accommodation)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
(cf. 6163.4 - Student Use of Technology)

Employees shall be responsible for the appropriate use of technology and shall use the district's technological resources primarily for purposes related to their employment.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)
(cf. 5125 - Student Records)
(cf. 5125.1 - Release of Directory Information)
(cf. 6162.6 - Use of Copyrighted Materials)
(cf. 6163.4 - Student Use of Technology)

District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, web resources, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, cameras, copiers, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or

through district-owned or personally owned equipment or devices.
District technology is that which is owned or provided by the district.

Personal technology is non-district technology.

Impersonating includes knowingly and without consent creating or accessing an account under another person's name for purposes of harming, intimidating, threatening, or defrauding an individual or entity. (Penal Code § 528.5)

The Superintendent or designee shall establish an Acceptable Use Agreement which outlines employee obligations and responsibilities related to the use of district technology. Upon employment and whenever significant changes are made to the district's Acceptable Use Agreement, employees shall be required to acknowledge in writing that they have read and agreed to the district's Acceptable Use Agreement.

Employees shall not use district technology to access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, sexually explicit, or unethical or that promotes any activity prohibited by law, Board policy, or administrative regulations.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)
~~Employees shall be notified that computer files and electronic communications, including email and voice mail, are not private. Technological resources shall not be used to transmit confidential information about students, employees, or district operations without authority.~~

~~(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)~~
~~(cf. 5125 - Student Records)~~
~~(cf. 5125.1 - Release of Directory Information)~~

~~Online/Internet Services~~

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that ~~prevents~~ protects against access to visual depictions that are obscene, ~~or~~ child pornography, or harmful to minors and that the operation of such measures is enforced. The Superintendent or designee may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. (20 USC 6777; 47 USC 254)

The Superintendent or designee shall annually notify employees in writing that they have no reasonable expectation of privacy in the use of any equipment or other technological resources provided by or maintained by the district, including, but not limited to, computer files, email, text messages, instant messaging, and other electronic communications, even when provided their own password.
To ensure proper use, the Superintendent or designee may monitor employee usage of district

technologyical resources, including the accessing of email and stored files. Monitoring may occur at any time without advance notice or consent and for any reason allowed by law. When passwords are used, they must be known to the Superintendent or designee so that he/she may have system access.

The Superintendent or designee shall establish administrative regulations and an Acceptable Use Agreement which outline employee obligations and responsibilities related to the use of district technology. He/she also may establish guidelines and limits on the use of technological resources.
In addition, employees shall be notified that records maintained on any personal device or messages sent or received on a personal device that is being used to conduct district business may be subject to disclosure, pursuant to a subpoena or other lawful request.

Employee(s) shall be prohibited against impersonating other user accounts.

Employees shall report any security problem or misuse of district technology to the Superintendent or designee.
Inappropriate use may result in a cancellation of the employee's user privileges, disciplinary action, and/or legal action in accordance with law, Board policy, and administrative regulation.

(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

The Superintendent or designee shall provide copies of related policies, regulations, and guidelines to all employees who use the district's technological resources. Employees shall be required to acknowledge in writing that they have read and understood the district's Acceptable Use Agreement.

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Use of Cellular Phone or Mobile Communications Device

An employee shall not use a cellular phone or other mobile communications device for personal business while on duty, except in emergency situations and/or during scheduled work breaks.

Any employee that uses a cell phone or mobile communications device in violation of law, Board policy, or administrative regulation shall be subject to discipline and may be referred to law enforcement officials as appropriate.

(cf. 3513.1 - Cellular Phone Reimbursement)
(cf. 3542 - School Bus Drivers)
(cf. 4156.3/4256.3/4356.3 - Employee Property Reimbursement)

Inappropriate use of district technology may result in a cancellation of the employee's user privileges, disciplinary action, and/or legal action in accordance with law, Board policy, and administrative regulation.

(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:
~~EDUCATION CODE~~
~~51870-51874 Education technology~~
~~52270-52272 Education technology and professional development grants~~
~~52295.10-52295.55 Implementation of Enhancing Education Through Technology grant program~~
GOVERNMENT CODE
3543.1 Rights of employee organizations
6250-6270 California Public Records Act
PENAL CODE
502 Computer crimes, remedies
632 Eavesdropping on or recording confidential communications
VEHICLE CODE
23123 Wireless telephones in vehicles
23123.5 Mobile communication devices; text messaging while driving
23125 Wireless telephones in school buses
UNITED STATES CODE, TITLE 20
7101-7122 Student Support and Academic Enrichment Grants
7131 Internet safety
~~6751-6777 Enhancing Education Through Technology Act, Title II, Part D, especially:~~
~~6777 Internet safety~~
UNITED STATES CODE, TITLE 47
254 Universal service discounts (E-rate)
CODE OF FEDERAL REGULATIONS, TITLE 47
54.520 Internet safety policy and technology protection measures, E-rate discounts
COURT DECISIONS
City of San Jose v. Superior Court (2017) 2 Cal.5th 608
City of Ontario v. Quon et al. (2010) 000 U.S. 08-1332

Management Resources:
WEB SITES
CSBA: http://www.csba.org
American Library Association: http://www.ala.org
California Department of Education: http://www.cde.ca.gov
Federal Communications Commission: http://www.fcc.gov
U.S. Department of Education: http://www.ed.gov

Policy ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
adopted: July 2, 2013 San Jose, California
Revised: ~~2018September 12~~October 10, 2019

SECOND READING

9.10

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

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: **DISCUSSION/ACTION: Exhibit 4040, Second Reading – Employee Use of Technology**

Staff Analysis:

Attached is the new Exhibit 4040 – Employee Use of Technology. The Alum Rock Union Elementary School District authorizes district employees to use technology owned or otherwise provided by the district as necessary to fulfill the requirements of their position. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Agreement.

Recommendation:

Staff recommends approval of second reading.

Submitted by: Hilaria Bauer, Ph.D. Title: Superintendent

To the Board of Trustees: **Recommend Approval**

9.10

Agenda Placement

Meeting: October 10, 2019
Regular Board Meeting

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union ESD

Exhibit

Employee Use of Technology

E 4040
Personnel

ACCEPTABLE USE AGREEMENT

AND RELEASE OF DISTRICT FROM LIABILITY (EMPLOYEES)

The Alum Rock Union Elementary School District authorizes district employees to use technology owned or otherwise provided by the district as necessary to fulfill the requirements of their position. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Agreement. The district reserves the right to suspend access at any time, without notice, for any reason.

The district expects all employees to use technology responsibly in order to avoid potential problems and liability. The district may place reasonable restrictions on the sites, material, and/or information that employees may access through the system.

The district makes no guarantee that the functions or services provided by or through the district will be without defect. In addition, the district is not responsible for financial obligations arising from unauthorized use of the system.

Each employee who is authorized to use district technology shall sign this Acceptable Use Agreement as an indication that he/she has read and understands the agreement.

Definitions

District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, web resources, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, cameras, copiers, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

District technology is that which is owned or provided by the district.

Personal technology is non-district technology.

Impersonating includes knowingly and without consent creating or accessing an account under

another person's name for purposes of harming, intimidating, threatening, or defrauding an individual or entity. (Penal Code § 528.5)

Employee Obligations and Responsibilities

Employees are expected to use district technology safely, responsibly, and for work-related purposes. Any incidental personal use of district technology shall not interfere with district business and operations, the work and productivity of any district employee, or the safety and security of district technology. The district is not responsible for any loss or damage incurred by an employee as a result of his/her personal use of district technology.

The employee in whose name district technology is issued is responsible for its proper use at all times. Employees shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned. Employees shall not gain unauthorized access to the files or equipment of others, access electronic resources by using another person's name or electronic identification, or send anonymous electronic communications. Furthermore, employees shall not attempt to access any data, documents, emails, or programs in the district's system for which they do not have authorization.

Employees are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:

1. Access, post, display, or otherwise use material that is discriminatory, defamatory, obscene, sexually explicit, harassing, intimidating, threatening, or disruptive

2. Disclose or in any way cause to be disclosed confidential or sensitive district, employee, or student information without prior authorization from a supervisor

3. Engage in personal commercial or other for-profit activities without permission of the Superintendent or designee

4. Engage in unlawful use of district technology for political lobbying

5. Infringe on copyright, license, trademark, patent, or other intellectual property rights

6. Intentionally disrupt or harm district technology or other district operations (such as destroying district equipment, placing a virus on district computers, adding or removing a computer program without permission, changing settings on shared computers)

7. Install unauthorized software

8. Engage in or promote unethical practices or violate any law or Board policy,

administrative regulation, or district practice

9. Impersonating other user accounts.

Privacy

Since the use of district technology is intended for use in conducting district business, no employee should have any expectation of privacy in any use of district technology.

The district reserves the right to monitor and record all use of district technology, including, but not limited to, access to the Internet or social media, communications sent or received from district technology, or other uses within the jurisdiction of the district. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Employees should be aware that, in most instances, their use of district technology (such as web searches or emails) cannot be erased or deleted.

All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by an employee on district technology does not create a reasonable expectation of privacy.

Personally Owned Devices

If an employee uses a personally owned device to access district technology or conduct district business, he/she shall abide by all applicable Board policies, administrative regulations, and this Acceptable Use Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

Records

Any electronically stored information generated or received by an employee which constitutes a district or student record shall be classified, retained, and destroyed in accordance with BP/AR 3580 - District Records, BP/AR 5125 - Student Records, or other applicable policies and regulations addressing the retention of district or student records.

Reporting

If an employee becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of district technology, he/she shall immediately report such information to the Superintendent or designee.

Consequences for Violation

Violations of the law, Board policy, or this Acceptable Use Agreement may result in revocation

of an employee's access to district technology and/or discipline, up to and including termination. In addition, violations of the law, Board policy, or this agreement may be reported to law enforcement agencies as appropriate.

Employee Acknowledgment

I have received, read, understand, and agree to abide by this Acceptable Use Agreement, BP 4040 - Employee Use of Technology, and other applicable laws and district policies and regulations governing the use of district technology. I understand that there is no expectation of privacy when using district technology or when my personal electronic devices use district technology. I further understand that any violation may result in revocation of user privileges, disciplinary action, and/or appropriate legal action.

I hereby release the district and its personnel from any and all claims and damages arising from my use of district technology or from the failure of any technology protection measures employed by the district.

Name: _____ Position: _____
(Please print)

School/Work Site: _____

Signature: _____ Date: _____

Exhibit adopted: ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
October 10, 2019 San Jose, California

9.11

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

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: **CONSIDERATION/DISCUSSION: Board Policy 6163.4, First Reading – Student Use of Technology**

Staff Analysis:

Attached is the Board Policy 6163.4 – Student Use of Technology. The Alum Rock Union Elementary School District intends that all district technological resources be used in a safe, responsible, ethical, legal, and proper manner in support of the instructional program and for the advancement of student learning. The use of District technology is a privilege permitted at the District's discretion and is subject to the conditions and restrictions set forth in this Board policy and other applicable Board policies, administrative regulations, and the Acceptable Use Agreement. All students using these resources shall receive instruction on their proper and appropriate use.

Recommendation:

Staff recommends approval of first reading.

Submitted by: Hilaria Bauer, Ph.D. Title: Superintendent

To the Board of Trustees: **Recommend Approval**

9.11

Agenda Placement

Meeting: October 10, 2019
Regular Board Meeting

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union ESD_

Board Policy

Student Use oOf Technology BP 6163.4(a)

BP 6163.4
BP 6163.4
Instruction

The Board of Trustees intends that all district technological resources with or without internet access **provided by the district** be used in a safe,, responsible, ethical, legal, and proper, and proper manner in support of the instructional program and for the advancement of student learning. All students using these resources shall receive instruction on their proper and appropriate use.

(cf. 0440 - District Technology Plan)
(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)

(cf. 4040 - Employee Use of Technology)
(cf. 5131 - Conduct)
(cf. 6163.1 - Library Media Centers)

Teachers, administrators, and/or library media specialistsdesignated staff are expected to review/prescreen the technological resources and online sites that will be used later in the classroom or assigned to students in order to ensure that they are appropriate for the intended purpose and the age of the students.

The Superintendent or designee shall notify students and parents/guardians about authorized uses of district computers, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with district regulations and the district's Acceptable Use Agreement.

Definitions
(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 5145.12 - Search and Seizure)

District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, Internet

FIRST READING

hotspots, web resources, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, cameras, copiers, telephones, cellular telephones, personal digital assistants, pagers, ~~cameras, copiers,~~ MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

District technology is that which is owned or provided by the district.

Personal technology is non-district technology.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code § 313)

Impersonating includes knowingly and without consent creating or accessing an account under another person's name for purposes of harming, intimidating, threatening, or defrauding an individual or entity. (Penal Code § 528.5)

Notice to Students and Parents/Guardians ~~BP 6163.4(b)~~

At the beginning of each instructional year, or upon student enrollment, the Superintendent or designee shall notify students and parents/guardians about authorized uses of district technology, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with this Board policy, Exhibit 6163.4, the district's Student Use of Technology Acceptable Use Agreement and Release of District from Liability (Students) referred to as "Acceptable Use Agreement," other Board policies, administrative regulations, and exhibits relating to the use of District technology, and applicable state and federal laws.

Before a student is authorized to use district technology ~~the district's technological resources~~, the student and his/her parent/guardian shall sign and return the Acceptable Use Agreement ~~specifying user obligations and responsibilities~~. In that agreement, the ~~student and his/her~~ parent/guardian shall agree not to hold the district or any district staff responsible for the failure of any technology protection measures, violations of copyright restrictions, or user mistakes or negligence and shall . ~~They shall also~~ agree to indemnify and hold harmless the district and district personnel for any damages or costs incurred.

(cf. 6162.6 - Use of Copyrighted Materials)

FIRST READING

As per the Children's Internet Protection Act (CIPA) federal law, the district reserves the right to monitor student use of technology within the jurisdiction of the district without advance notice or consent. Students shall be informed that their use of district technology, including, but not limited to, computer files, email, text messages, instant messaging, social media activity, and other electronic communications, is not private and may be accessed by the district for the purpose of ensuring proper use. Students have no reasonable expectation of privacy in use of the district technology. Students' personally owned devices shall not be searched except in cases where there is a reasonable suspicion, based on specific and objective facts, that the search will uncover evidence of a violation of law, district policy, or school rules and when the search is reasonably related to the objectives of the search and not excessively intrusive in light of the student's age, gender, and/or the nature of the infraction.

(cf. 5145.12 - Search and Seizure)

The Superintendent or designee may gather and maintain information pertaining directly to school safety or student safety from the social media activity of any district student in accordance with Education Code 49073.6 and BP/AR 5125 - Student Records.

(cf. 5125 - Student Records)

Whenever a student is found to have violated Board policy or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's equipment and all other technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process) ~~BP 6163.4(c)~~
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

The Legislature finds that the use by any person, including a pupil, of any electronic listening or recording device in any classroom of the elementary and secondary schools without prior consent of the teacher and the principal of the school given to promote an educational purpose disrupts and impairs the teaching process and discipline in the elementary and secondary schools, and such use is prohibited. Any person, other than a pupil, who willfully violates this section shall be guilty of a misdemeanor. Any pupil violating this section shall be subject to appropriate disciplinary action. This section shall not be construed as affecting the powers, rights, and liabilities arising from the use of electronic listening or recording devices as provided for by any other provision of law. (Education Code 51512)

The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update this policy, the accompanying exhibit, and other relevant ~~this policy, the accompanying administrative regulation, and other relevant~~ procedures to enhance the safety and security of students using technological resources on or off district property ~~the district's technological resources~~ and to help ensure that the district adapts to changing technologies and

DRAFT

circumstances.

Internet Safety ~~Use of District Computers for Online Services/Internet Access~~

The Superintendent or designee ~~shall ensure that all district computers with Internet access have~~ shall ensure that all district computers with Internet access have a ~~-~~technology protection measure that ~~filtersprotects against blocks or filters Internet~~ access to visual depictions that are obscene, ~~-child~~ child pornography~~y~~, or harmful to minors and that the operation of such measures is enforced. (20 USC 6777, 47 USC 254, 47 CFR 54.520)

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities. ~~Staff shall supervise students while they are using online services and may have teacher aides, student aides, and volunteers assist in this supervision.~~

~~The Superintendent or designee also shall establish regulations to address the safety and security of students and student information when using email, chat rooms, and other forms of direct electronic communication.~~

The district's Acceptable Use Agreement shall outline appropriate student conduct when using the Internet or other forms of electronic communication, including, but not limited to, prohibitions against:

1. Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter on any social media platform or website that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs

(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)
(cf. 1114 - District Social Media Platform)

2. Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking"

3. Disclosing, using, or disseminating personal identification information (such as name, address, telephone number, Social Security number, or other personal information) of another student, staff member, or other persons~~Distributing personal identification~~

~~information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other person with the intent to impersonate, threaten, intimidate, harass, ridicule or otherwise harm that person~~

4. Bullying, harassing, intimidating, or threatening other students, staff, or other individuals ("cyberbullying")

5. Impersonating other user accounts

6. Engaging in or promoting any practice that is unethical or violates any law or Board policy, administrative regulation, exhibit, or District practice

~~BP 6163.4(d)~~

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, electronic communication, messaging, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting one's own personal identification information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

~~Student use of district computers to access social networking sites is prohibited. To the extent possible, the Superintendent or designee shall block access to such sites on district computers with Internet access.~~

FIRST READING

Legal Reference:
EDUCATION CODE
49073.6 Student records; social media
51006 Computer education and resources
51007 Programs to strengthen technological skills
~~51870-51874 Education technology~~
60044 Prohibited instructional materials
PENAL CODE
313 Harmful matter
502 Computer crimes, remedies
632 Eavesdropping on or recording confidential communications
653.2 Electronic communication devices, threats to safety

SB 1411
UNITED STATES CODE, TITLE 15
6501-6506 Children's Online Privacy Protection Act
UNITED STATES CODE, TITLE 20
6751-6777 Enhancing Education Through Technology Act, Title II, Part D, especially:
6777 Internet safety
UNITED STATES CODE, TITLE 47
254 Universal service discounts (E-rate)
CODE OF FEDERAL REGULATIONS, TITLE 16
312.1-312.12 Children's Online Privacy Protection Act
CODE OF FEDERAL REGULATIONS, TITLE 47
54.520 Internet safety policy and technology protection measures, E-rate discounts
COURT DECISIONS
New Jersey v. T.L.O., (1985) 469 U.S. 325
Management Resources:
CSBA PUBLICATIONS
Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007
FEDERAL TRADE COMMISSION PUBLICATIONS
How to Protect Kids' Privacy Online: A Guide for Teachers, December 2000
~~MY SPACE.COM PUBLICATIONS~~
~~The Official School Administrator's Guide to Understanding MySpace and Resolving Social Networking Issues~~
WEB SITES
CSBA: http://www.csba.org
American Library Association: http://www.ala.org
California Coalition for Children's Internet Safety: http://www.cybersafety.ca.gov
~~California Department of Education: http://www.cde.ca.gov~~
Center for Safe and Responsible Internet Use: http://csriu.org ~~BP 6163.4(e)~~
Federal Communications Commission: http://www.fcc.gov
Federal Trade Commission, Children's Online Privacy Protection:
http://www.ftc.gov/privacy/privacyinitiatives/childrens.html
U.S. Department of Education: http://www.ed.gov
~~Web Wise Kids: http://www.webwisekids.org~~

FINAL PENDING

FIRST READING

Policy ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
adopted: July 2, 2013 San Jose, California
Revised: October 10, ~~2018~~ 2019

9.12

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

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: **CONSIDERATION/DISCUSSION: Exhibit 6163.4, First Reading – Student Use of Technology**

Staff Analysis:

Attached is the Exhibit 6163.4 – Student Use of Technology. The Alum Rock Union Elementary School District authorizes students to use technology owned or provided by the District for instructional purposes. The use of District technology is a privilege permitted at the District's discretion and is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Agreement.

Recommendation:

Staff recommends approval of first reading.

Submitted by: Hilaria Bauer, Ph.D. Title: Superintendent

To the Board of Trustees: Meeting: October 10, 2019
Recommend Approval Regular Board Meeting

9.12
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union ESD

Exhibit

Student Use of Technology

E 6163.4
Instruction ~~E 6163.4(a)~~

~~**STUDENT USE OF TECHNOLOGY**~~

ACCEPTABLE USE AGREEMENT

AND RELEASE OF DISTRICT FROM LIABILITY (STUDENTS)

~~**Acceptable Use Of Internet Policy For Students**~~

~~E 6163.4~~
~~**Instruction**~~

The Alum Rock Union Elementary School District ("District") authorizes students to use technology owned or provided by the District for instructional purposes. The use of District technology is a privilege permitted at the District's discretion and is subject to the conditions and restrictions set forth in Board Policy 6163.4, Student Use of Technology, ~~Board policies, administrative regulations, and~~ this Exhibit 6163.4, the district's Student Use of Technology Acceptable Use Agreement and Release of District from Liability (Students) referred to as "Acceptable Use Agreement," other Board policies, administrative regulations, and exhibits relating to the use of District technology, and applicable state and federal laws. ~~Acceptable Use Agreement.~~ The District has the right to stop access at any time, without notice, for any reason.

The District expects all students to use technology responsibly. The District may place reasonable restrictions on the sites, material, and/or information that students may access through the system.

Each student who is authorized to use District technology and his/her parent/guardian shall sign this Acceptable Use Agreement ~~("Agreement")~~. Signing the Acceptable Use Agreement means it has been read and understood.

Definitions

District technology includes, but is not limited to, computers, the District's computer network including servers and wireless computer networking technology (wi-fi), the Internet, Internet hotspots, web resources, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, cameras, copiers, telephones, cellular telephones, personal digital assistants, pagers, ~~cameras, copiers,~~ MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations,

PENDING

whether accessed on or off a school site or through District-owned or personally owned equipment or devices.

Impersonating includes knowingly and without consent creating or accessing an account under another person's name for purposes of harming, intimidating, threatening, or defrauding an individual or entity. (Penal Code § 528.5)

Privacy

Since the use of District technology is only intended for educational purposes, students shall not have any expectation of privacy in any use of District technology. The use of District technology shall constitute express consent to being monitored. This consent shall authorize District representatives to monitor, without prior notification or consent, all use of District technology, including, but not limited to, Internet or social media, emails and other communications sent or received from District technology, audios or visual material, computer transmissions, stored information and deleted information or files. Any use in support of illegal activities must be reported to the authorities. Such reviewing/recording may occur at any time without notice for

~~**STUDENT USE OF TECHNOLOGY** (continued) E 6163.4(b)~~

any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Students should be aware that, in most instances, their use of District technology (such as web searches and emails) cannot be erased or deleted.

All passwords created for or used on any District technology are only the property of the District. The creation or use of a password by a student on District technology does not create a reasonable expectation of privacy, nor does it prevent the District from impersonating/reviewing/recording student's account and its usage.

Student Obligations and Responsibilities

Students are expected to use District technology safely, responsibly, and for educational purposes only. The student in whose name District technology is issued is responsible for its proper use at all times. Under Education Code Section 48904, the District can be reimbursed for *willful* destruction of instructional materials and property, and diplomas, transcripts, etc., can be withheld until damages are paid. Students shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes. Students shall use the system only under the account to which they have been assigned.

Students cannot use District technology for improper purposes. Improper uses include, but are not limited to:

1. Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter on any social media platform or website that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others

based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefsAccessing, posting, displaying, or using material that is discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive

2. Bullying, harassing, intimidating, or threatening other students, staff, or other individuals ("cyberbullying")

3. Disclosing, using, or disseminating personal identification information (such as name, address, telephone number, Social Security number, or other personal information) of another student, staff member, or other persons

4. Infringing on copyright, license, trademark, patent, or other intellectual property rights

5. Intentionally and/or maliciously disrupting or harming District technology or other District operations (such as damaging, vandalizing, or destroying District equipment, placing a virus on District computers, adding, sharing, or removing a computer program without permission from a teacher or other District personnel, changing settings on shared computers)

6. Downloading, sharing, or iInstalling unauthorizedany software or applications

76. "Hacking" into the system in an attempt to harm or destroy District equipment or materials or to change data of the District or other users

87. Impersonating other user accounts

8. Engaging in or promoting any practice that is unethical or violates any law or Board policy, administrative regulation, exhibit, or District practice

9. Impersonating other user accounts which includes knowingly and without consent creating or accessing an account under another person's name for purposes of harming, intimidating, threatening, or defrauding an individual or entity (Penal Code § 528.5)

Personally Owned Devices

If a student uses a personally owned device to access District technology, the student shall follow all applicable Board policies, administrative regulations, and this Acceptable Use Agreement.

FIRST READING

Any use of a personally owned device may subject the contents and use of the device to disclosure because of a lawful subpoena or public records request. Inappropriate use of a personally owned device at school may lead to discipline.

Reporting

If a student becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of District technology, the student shall immediately report such information to the teacher or principal.

Consequences for Violation

Violations of the law, Board policy, or this Acceptable Use Agreement may result in the District taking away student's access to District technology and/or discipline, including suspension or expulsion. In addition, violations of the law, Board policy, or this Acceptable Use Agreement could lead to the District notifying ~~the police or sheriff~~ a law enforcement agency.

Disclaimer:

Alum Rock Union Elementary School District is not responsible for any damages suffered by the student, including those arising from non-deliveries, misdeliveries, service interruptions, unauthorized use, loss of data, and exposure to potentially harmful or inappropriate material or people. Use of any information obtained through the Internet or communications technologies is at the student's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through the Internet. The District assumes no liability for personal technology, including computers, smart phones, network access devices, or other electronic signaling devices, if such devices are –

damaged, lost or stolen. The student and his/her parent/guardian shall indemnify and hold Alum Rock Union Elementary School District harmless from any losses sustained as the result of use or misuse of the District's technology resources by the student, or the loss or damage of personal technology.

Student Acknowledgment

I have received, read, understand, and agree to follow this Acceptable Use Agreement, the Student/Parent Information Handbook, Board Policy 6163.4, Student Use of Technology, and other applicable laws and District policies, regulations, and exhibits relating to the use of District technology. I understand that the student named below has no expectation of privacy when using

District technology, and I understand that any violation may result in loss of user privileges, disciplinary action, and/or appropriate legal action.

Name: _____ Grade: _____
(Please print)
~~(Please print)~~
School: _____

Signature: _____ Date: _____

Parent or Legal Guardian Acknowledgment

If the student is under 18 years of age, a parent/guardian must also read and sign the aAcceptable Use Agreement.

As the parent/guardian of the above-named student, I have read, understand, and agree that my child shall comply with the terms of this Acceptable Use Agreement.

I release and agree to indemnify and hold harmless the District, its personnel, governing board, and any affiliated persons or institutions from any and all costs incurred, claims, damages of any nature arising from my child's use of, or inability to use, the Internet or the District's computers, network, or other technologies or technology devices including, but not limited to, claims that may arise from the unauthorized purchase of products or services, failure of any District technology or Internet protection measures, copyright infringement, user mistakes or negligence, or exposure to potentially harmful or inappropriate material or behavior. I understand that I can be held liable for damages caused by my child's intentional or unintentional misuse of the Internet or District computers, network, technologies, or technology devices. Further, I accept full responsibility for supervising my child's use of his/her access account when such access is not in the school setting.

I understand if my child breaks any of these rules or uses the District computer system, District technologies, or network in an inappropriate way, his/her privilege to use these technologies may be taken away, I may be called, and my child may be subject to discipline.

PENDING

By signing this Acceptable Use Agreement, I give permission for my child to use the District's network, computer systems, cloud services and other technology and agree to the terms and conditions in the Acceptable Use Agreement.

Name: _____ Date: _____

(Please print)

Signature: _____

FIRST READING

Exhibit ~~The Internet is an electronic network connecting computers and people all over the~~

world. Internet access is now available to students and teachers at all schools in the Alum Rock Union Elementary School District. We ask all parents and students to carefully read this policy in order to be aware of the district's expectations in relation to the use of the Internet.

With global access also comes the availability of material that may not be of educational value. The district has taken the precautions to restrict access to inappropriate materials; however, on a global network it is impossible to control all materials. The district firmly believes that the valuable information and interaction available on this worldwide network far outweighs the possibility that students my access information that is not consistent with the educational goals of the district.

Students will be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, cyberbullying awareness, and response.

The district feels that the use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. Each student who uses the Internet, will participate in a discussion with his/her teacher about the proper use of the Internet as stated in the Alum Rock Union Elementary School District's Technology and Internet Code of Conduct. If the student is not following the rules for proper use of the Internet, a warning will result and access may be suspended or canceled based on the severity of the violation.

All students are expected to read, understand, and follow the rules of conduct listed below regarding the use of the school and district's computers and use of the Internet.

1. I will treat all computer equipment with care.

2. I will honor all software copyright laws.

3. I will leave computers and software as configured.

4. I will use computers and the Internet only in ways appropriate to my assignments.

5. If I encounter inappropriate material, I will immediately notify the teacher or other adult in charge.

6. I will not engage in any unlawful activities online, including unauthorized access, also known as "hacking."

7. I will not give personal information to others online; I will not give information about other students, my parents, relatives, or teachers online.

8. I will not enter and participate in chat rooms or "instant messaging" without teacher permission.

9. I will use proper network etiquette, also known as "netiquette."

FIRST READING

~~* I will send factual and appropriate messages to others.~~

~~* I will follow Internet copyright laws and cite all resources used.~~

~~10. If I get an email account, I will keep my password to myself.~~

~~Acceptable Use of Internet Agreement for Students~~

~~As the parent or guardian, I have read the Acceptable Use of Internet Policy for Students and the district's Technology and Internet Code of Conduct. I understand that Internet access is designed for educational purposes and that the school and district have taken precautions to control inappropriate material. However, I also recognize that it is impossible for the school or district to restrict access to all undesirable information and I will work with my child to follow the district's policy in regard to acceptable use.~~

~~Parent/Guardian's Name~~ _____

~~Signature~~ _____ ~~Date~~ _____

~~Student's Name~~ _____ ~~Grade~~ _____

~~Signature~~ _____ ~~Date~~ _____

~~School Name~~ _____ ~~Teacher~~ _____

~~--Board Policy 6163.4, adopted 4/8/04; updated 7/9/12~~

~~Exhibit~~ALUM ROCK UNION ELEMENTARY SCHOOL ~~DISTRICT~~DISTRICT
~~version~~adopted: July 2, 2013 San Jose, California
Revised: October 10, 20189

FINAL READING

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

9.13

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: Board will reconsider setting the January 2020 Board Meeting to January 16, 2020.

Submitted by: Hilaria Bauer Title: Superintendent

To the Board of Trustees: Meeting: October 10, 2019
Regular Board Meeting

Discussion/Action

9.13
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
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

10.01

ITEM REQUIRING ATTENTION - BOARD OF TRUSTEES

To the Board of Trustees: Date: September 26, 2019

Subject: **Resolution No. 20-18/19 *UPDATE***
Agreement Between the Governing Board of the Alum Rock Union Elementary School District and the Santa Clara County Superintendent of Schools Regarding Necessary Revisions for Compliance with Statutory Budget Requirements in Conjunction with the Local Control Accountability Plan (Education Code § 42127 and 52070)

At a regular board meeting held on December 13, 2018, the board adopted RESOLUTON NO. 20-18/19, a resolution establishing agreement between the governing board of the Alum Rock Union Elementary School District (ARUSD) and the Santa Clara County Superintendent of Schools regarding necessary revisions for compliance with the statutory budget requirements in conjunction with the Local Control Accountability Plan (LCAP). As a result, the District is required to comply with the recommendations and necessary revisions as outlined in said resolution. Staff will provide a status update to the board on a monthly basis.

****INFORMATION/UPDATE****

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

To the Board of Trustees: Meeting: October 10, 2019
Regular Board Meeting

INFORMATION/UPDATE

10.01
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

To: Hilaria Bauer, Ph.D., Superintendent

From: Kolvira Chheng, Assistant Superintendent, Business Services

Re: Resolution No. 20-18/19 Update

Date: October 10, 2019

At a regular board meeting held on December 13, 2018, the board adopted RESOLUTON NO. 20-18/19, a resolution establishing agreement between the governing board of the Alum Rock Union Elementary School District (ARUSD) and the Santa Clara County Superintendent of Schools regarding necessary revisions for compliance with the statutory budget requirements in conjunction with the Local Control Accountability Plan (LCAP). As a result, the District is required to comply with the recommendations and necessary revisions as outlined in said resolution. Staff will provide a status update to the board on a monthly basis.

Below are updates at the October 10, 2019 Board Meeting

Pursuant of RESOLUTION NO. 20-18/19, the District is required to comply with the following items:

1. Starting in January 2019 and continuing at a minimum through January 2020, the District will present to the board a monthly report of certificated FTE. The monthly report of FTE will be reconciled monthly with payroll to ensure the accuracy of the count. The monthly report of FTE will be compared to the current budgeted FTE to ensure the budget is on track.

   Status
   Completed and ongoing. Attachment A includes the position control report and payroll register report for the month of September.

2. Starting in January 2019 and continuing at a minimum through January 2020, the District will present to the board a monthly report of cash reconciliation for all funds.

   Status
   Completed and ongoing. Attachment B includes cash reconciliation for the all funds for July and August.

ATTACHMENT

A

Monthly Report of Certificated FTE for Month of September 30, 2019
Position Control - Ran on September 25, 2019

Class Type
FTE

Certificated
FTE

Sum of fill_fte Distr classify	title	location	acct 1100
2000	**TEACHER - ELEMENTARY**	010 CURETON ELEMENTARY	13
		020 LINDA VISTA ELEM	19
		030 LYNDALE ELEMENTARY	11.8
		040 MCCOLLAM ELEMENTARY	20
		060 CHAVEZ ELEMENTARY	13
		080 HUBBARD ELEMENTARY	18
		100 RYAN ELEMENTARY	9
		120 APTITUD COMM AT GOSS	12
		140 ARBUCKLE ELEMENTARY	5
		150 DORSA ELEMENTARY	13
		160 PAINTER ELEMENTARY	12
		180 MEYER ELEMENTARY	13
		200 CASSELL ELEMENTARY	13
		240 SAN ANTONIO ELEM	12
		270 L.U.C.H.A. ACADEMY	11
		280 ADELANTE ACADEMY	18
		285 ADELANTE II	12
		320 RUSSO/MCENTEE ACDMY	15
2000 Total			**239.8**
2001	**TEACHER-MIDDLE SCHOOL**	050 MATHSON MDD SCHOOL	11
		080 HUBBARD ELEMENTARY	5
		120 APTITUD COMM AT GOSS	6
		130 FISCHER MIDD SCHOOL	10
		170 SHEPPARD MDD SCHOOL	20
		250 GEORGE MIDD SCHOOL	20
		260 OCALA MDD SCHOOL	16
		280 ADELANTE ACADEMY	6
		290 RENAISSANCE ACADEMY	10
		295 RENAISSANCE II	11
2001 Total			**115**
2004	**SDC, SPECIAL ED**	380 SPECIAL EDUC DEPT.	29
2004 Total			**29**
2008	**TEACHER, PREP**	300 INST. SERVICES	4
2008 Total			**4**
2009	**TEACHER, MUSIC**	300 INST. SERVICES	16.75
2009 Total			**16.75**
2013	**ADDITIONAL FTE**	050 MATHSON MDD SCHOOL	0.2
		080 HUBBARD ELEMENTARY	0.4
		170 SHEPPARD MDD SCHOOL	0.8
		260 OCALA MDD SCHOOL	0.8
		280 ADELANTE ACADEMY	0.2
		290 RENAISSANCE ACADEMY	0.4
		295 RENAISSANCE II	0.6
2013 Total			**3.4**
2014	**ADAPTED P.E.**	380 SPECIAL EDUC DEPT.	3
2014 Total			**3**
2015	**SPEECH THERAPIST**	380 SPECIAL EDUC DEPT.	16.3
2015 Total			**16.3**
2016	**SDC, PRE K**	380 SPECIAL EDUC DEPT.	7
2016 Total			**7**
2017	**BEHAVIOR SPECIALIST**	380 SPECIAL EDUC DEPT.	2
2017 Total			**2**
2018	**PROGRAM SPECIALIST-SP ED**	380 SPECIAL EDUC DEPT.	1
2018 Total			**1**
2019	**RSP, SPECIAL ED**	380 SPECIAL EDUC DEPT.	30.6
2019 Total			**30.6**
Grand Total			**467.85**

1100 - TEACHER SALARIES
Job ClassAdditional FTE - Middle school teachers working additional time

Distribution Detail Report
Check Date: September 30, 2019
Object Code: 1100 "Certificated Teachers"

Row Labels	Sum of DISTRIBUTION DOLLAR AMOUNT	Sum of FTE
010	125,105.40	13.00
020	179,006.60	19.00
030	117,458.28	12.00
040	193,205.10	20.00
050	91,738.66	10.80
060	130,694.10	13.00
080	199,128.50	22.00
100	84,010.10	9.00
120	159,931.90	18.00
130	102,308.80	11.00
140	41,785.50	5.00
150	123,605.90	13.00
160	115,143.40	12.00
170	187,193.38	20.80
180	130,962.40	13.00
200	119,771.30	13.00
240	123,996.10	12.00
250	177,003.90	19.00
260	147,236.10	16.00
270	87,063.70	11.00
280	212,137.80	24.20
285	80,515.00	10.00
290	78,253.70	10.00
295	84,747.30	11.00
305	30,297.70	5.00
310	175,346.00	20.75
320	142,698.40	15.00
380	746,000.37	87.90
Grand Total	**4,186,345.39**	**466.45**

Sum of fill_fte Distr acct Location Paid from	1100	Diff	
010	13.000	0.00	
020	19.000	0.00	
030	11.800	0.20	
040	20.000	0.00	
050	10.800	0.00	
060	13.000	0.00	
080	22.000	0.00	
100	9.000	0.00	
120	18.000	0.00	
130	10.000	1.00	Fischer, System Error 11 is OK
140	5.000	0.00	
150	13.000	0.00	
160	12.000	0.00	
170	20.800	0.00	
180	13.000	0.00	
200	13.000	0.00	
240	12.000	0.00	
250	20.000	(1.00)	
260	16.200	(0.20)	Ocala, System Error 16 is OK
270	11.000	0.00	
280	24.200	0.00	
285	10.000	0.00	
290	10.000	0.00	
295	11.000	0.00	
305	5.400	(0.40)	
310	20.750	0.00	
320	15.000	0.00	
380	88.900	(1.00)	
Grand Total	**467.850**	**(1.40)**	

ATTACHMENT

B

Alum Rock Union School District
General Fund Cash Reconciliation
FOR MONTH ENDED: July 31, 2019

	Controller	*District*	*Variance*
Ending Balance	**19,203,828.53**	**18,584,489.65**	**619,338.88**
Adjustments			
Less Wells Fargo Bank AP Outstanding Checks	(312,324.20)		
Less Wells Fargo Bank PR Outstanding Checks	(115,474.10)		
Less Manual Adjustments	0.00	**191,540.58**	
Add Manual Adjustments	0.00		
Total Adjustments	**(427,798.30)**	**191,540.58**	
Adjusted Ending Balance	**18,776,030.23**	**18,776,030.23**	**0.00**

APRROVED BY: **DATE APPROVED**

9/13/19

Efrain Robles
Director, Fiscal Services

PREPARED BY: **DATE Prepared**

9/13/2019

Maria Bonilla
Senior Accountant

Other Funds RECONCILIATION
FOR MONTH ENDED: July 31, 2019

FD-Fund
CC-Cost Center

	FD - 12 CC - 4043	FD - 13 CC - 4046	FD - 14 CC - 4047	FD - 21 CC - 4042	FD - 25 CC- 4044	FD - 35 CC - 3982	FD - 40 CC - 4045	FD - 67 CC - 4050	FD - 68 CC - 4051	Total
District Ending Balance	$ (2,022.24)	$1,261,417.18	$ 236,884.58	$ 5,418,936.44	$3,359,592.69	$ 569,289.67	$ 134,686.32	$ 584,043.35	$ 1,827,222.56	$ 13,390,050.55
Controller Ending Balance	$ (2,022.24)	$1,261,417.18	$ 236,884.58	$ 5,418,936.44	$3,359,592.69	$ 569,289.67	$ 134,686.32	$ 584,043.35	$ 1,827,222.56	$ 13,390,050.55
Variance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
District- Net Adjustments	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Controller- Net Adjustments	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Total Adjustments	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Adjusted District Ending Balance	$ (2,022.24)	$1,261,417.18	$ 236,884.58	$ 5,418,936.44	$3,359,592.69	$ 569,289.67	$ 134,686.32	$ 584,043.35	$ 1,827,222.56	
Adjusted Controller Ending Balance	$ (2,022.24)	$1,261,417.18	$ 236,884.58	$ 5,418,936.44	$3,359,592.69	$ 569,289.67	$ 134,686.32	$ 584,043.35	$ 1,827,222.56	
Variance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	

APRROVED BY: **DATE APPROVED** 9/13/19

Efrain Robles
Director, Fiscal Services

PREPARED BY: **DATE Prepared**

Maria Bonilla **9/13/2019**
Senior Accountant

Alum Rock Union School District
General Fund Cash Reconciliation
FOR MONTH ENDED: August 31, 2019

	Controller	*District*	*Variance*
Ending Balance	**13,670,555.86**	**14,825,144.46**	**(1,154,588.60)**
Adjustments			
Less Wells Fargo Bank AP Outstanding Checks	(732,821.31)		
Less Wells Fargo Bank PR Outstanding Checks	(127,063.06)		
Add Wells Fargo Bank PR Cancelled Checks	14,472.97		
Less Manual Adjustments	2,000,000.00	**0.00**	
Add Manual Adjustments		**0.00**	
Total Adjustments	**1,154,588.60**	**0.00**	
Adjusted Ending Balance	**14,825,144.46**	**14,825,144.46**	**0.00**

APRROVED BY: **DATE APPROVED**

E/C — 9/25/19

Efrain Robles
Director, Fiscal Services

PREPARED BY: **DATE Prepared**

M Bonilla — 9/24/2019

Maria Bonilla
Senior Accountant

Other Funds RECONCILIATION
FOR MONTH ENDED: August 31, 2019

FD-Fund
CC-Cost Center

	FD - 12 CC - 4043	FD - 13 CC - 4046	FD - 14 CC - 4047	FD - 21 CC - 4042	FD - 25 CC- 4044	FD - 35 CC - 3982	FD - 40 CC - 4045	FD - 67 CC - 4050	FD - 68 CC - 4051	Total
District Ending Balance	$ 3,180.14	$1,685,447.72	$ 487,731.60	$ 5,434,326.83	$3,395,342.83	$ 573,768.94	$ 135,167.95	$ 1,316,666.28	$ 1,904,218.87	$ 14,935,851.16
Controller Ending Balance	$ 3,180.14	$1,685,447.72	$ 487,731.60	$ 5,434,326.83	$3,395,342.83	$ 573,768.94	$ 135,167.95	$ 3,316,666.28	$ 1,904,218.87	$ 16,935,851.16
Variance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (2,000,000.00)	$ -	$ (2,000,000.00)
District- Net Adjustments	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Controller- Net Adjustments	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (2,000,000.00)	$ -	
Total Adjustments	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (2,000,000.00)	$ -	
Adjusted District Ending Balance	$ 3,180.14	$1,685,447.72	$ 487,731.60	$ 5,434,326.83	$3,395,342.83	$ 573,768.94	$ 135,167.95	$ 1,316,666.28	$ 1,904,218.87	
Adjusted Controller Ending Balance	$ 3,180.14	$1,685,447.72	$ 487,731.60	$ 5,434,326.83	$3,395,342.83	$ 573,768.94	$ 135,167.95	$ 1,316,666.28	$ 1,904,218.87	
Variance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	

APRROVED BY: **DATE APPROVED** 9/25/19

Efrain Robles
Director, Fiscal Services

PREPARED BY: **DATE Prepared** 9/24/2019

Maria Bonilla
Senior Accountant

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

Office of Superintendent of Schools

10.02

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: September 30, 2019

Subject: **Review and Response to the Conditional Approval of the District's 2019-2020 Adopted Budget from the Santa Clara County Office of Education (SCCOE).**

Staff Analysis: Per the attached letter from SCCOE dated September 6, 2019, the District was notified that its 2019-20 adopted budget was "Conditionally Approved". Education Code 42127(c)(2) provides that the County Superintendent of Schools shall either conditionally approve or disapprove a budget that does not provide adequate assurance that the school district will meet its current and future obligations. Accordingly, the County Superintendent has notified the District that, based on the SCCOE's review, the District's adopted budget is "conditionally" approved.

Pursuant to E.C. 42127 (d)(3), on or before October 8, the governing board of the school district shall revise the adopted budget to include changes in projected income or expenditures subsequent to July 1, and to include any responses to the recommendations of the county superintendent of schools, and shall file the revised budget with the county superintendent of schools. Additionally, the fiscal expert team will continue supporting the District through June 2020 to ensure the District is maintaining a rigorous adherence to the budget plan and monitor the conditions of the December 2018 board resolution to ensure fiscal solvency.

The following revisions were made to the adopted budget:

- Unrestricted General Fund
  - Beginning balance was adjusted from $5,042,600 to $11,249,261 as a result of fiscal year 2018-2019year end closing.
  - The impact of the tentative agreement between the District and AREA for fiscal year 2018-19, including costs of "Me Too" clause for CSEA, Teamsters and Un-Represented employees, although Un-Represented employees do not have "Me Too" clause.
  - Local Control Funding Formula (LCFF) revenue is reduced by $1 M starting in fiscal year 2020-21 to account for additional declining enrollment.
    - For fiscal year 2019-20 adopted budget, the District projected to serve 9,358 California Basic Educational Data System (CBEDS) reportable students. As of September 27, 2019, the District's CBEDS enrollment was 9,193, an additional decrease of 165 students from adopted budget projection.
  - For fiscal year 2020-21, the District shows $2.3 M of unspecified one-time reduction to align with declining enrollment and increased costs of settlements. The District and Board are committed to adopt a resolution specifying the necessary FTE reductions and other reductions by the First Interim Report.
  - For fiscal year 2021-22, the District shows $3.4 M of unspecified one-time reduction to align with declining enrollment and increased cost of settlements. The District and Board are committed to adopt a resolution specifying the necessary FTE reductions and other reductions by the First Interim Report.

The charts below reflect the above revisions for the Unrestricted General Fund, Restricted General Fund and Unrestricted/Restricted Combined General Fund, respectively.

	UNRESTRICTED GENERAL FUND		
	2019-20 Proposed Budget	2020-21 Projected	2021-22 Projected
BEGINNING BALANCE	**11,249,261**	**5,303,836**	**4,017,032**
LCFF	104,136,010	103,470,876	103,309,067
Fed	-	-	-
State	1,779,176	1,738,607	1,698,271
Local	8,275,310	6,621,164	6,749,579
Contribution	(24,018,051)	(24,587,757)	(25,019,306)
TOTAL REVENUES	**90,172,445**	**87,242,890**	**86,737,611**
Certificated Salaries	47,267,548	42,819,945	42,402,767
Classified Salaries	14,780,803	14,514,482	14,780,424
Employee Benefits	23,735,019	22,981,266	23,117,350
Books and Supplies	1,799,302	1,799,302	1,799,302
Services and Other Operating Expenditures	10,785,472	10,785,472	10,285,473
Capital Outlay	183,798	183,798	183,798
Other Outgo	702,521	702,522	702,521
Other Outgo - Indirect Costs	(3,136,592)	(2,957,092)	(2,991,218)
Other Adjustments	-	(2,300,000)	(3,400,000)
TOTAL EXPENDITURES	**96,117,870**	**88,529,695**	**86,880,417**
Surplus/(Deficit)	**(5,945,425)**	**(1,286,805)**	**(142,806)**
ENDING FUND BALANCE	**5,303,836**	**4,017,032**	**3,874,226**
COMPONENTS OF ENDING BALANCE			
Revolving Fund	20,000	20,000	20,000
Restricted	-	-	-
Committed	-	-	-
Assigned	-	-	-
Reserve for Economic Uncertainties	4,116,376	3,883,948	3,842,209
Unassigned/Unappropriated Amount	**1,167,461**	**113,083**	**12,017**

	RESTRICTED GENERAL FUND		
	2019-20 Proposed Budget	2020-21 Projected	2021-22 Projected
BEGINNING BALANCE	**4,491,260**	**4,432,260**	**4,432,260**
LCFF	-	-	-
Fed	7,196,886	7,094,222	6,993,572
State	9,177,648	9,103,262	9,030,334
Local	643,075	150,000	150,000
Contribution	24,018,051	24,587,757	25,019,306
TOTAL REVENUES	**41,035,660**	**40,935,241**	**41,193,212**
Certificated Salaries	11,620,139	11,794,441	11,971,358
Classified Salaries	5,268,241	5,362,706	5,469,260
Employee Benefits	11,198,879	11,462,514	11,584,486
Books and Supplies	2,691,720	2,539,240	2,481,521
Services and Other Operating Expenditures	6,131,437	5,781,831	5,657,951
Capital Outlay	-	-	-
Other Outgo	1,459,121	1,459,121	1,459,121
Other Outgo - Indirect Costs	2,725,122	2,535,388	2,569,515
Other Adjustments	-	-	-
TOTAL EXPENDITURES	**41,094,660**	**40,935,241**	**41,193,212**
Surplus/(Deficit)	**(59,000)**	**-**	**-**
ENDING FUND BALANCE	**4,432,260**	**4,432,260**	**4,432,260**
COMPONENTS OF ENDING BALANCE			
Revolving Fund	-	-	-
Restricted	4,432,260	4,432,260	4,432,260
Committed	-	-	-
Assigned	-	-	-
Reserve for Economic Uncertainties	-	-	-
Unassigned/Unappropriated Amount	-	-	-

	UNRESTRICTED/RESTRICTED GENERAL FUND		
	2019-20 Proposed Budget	2020-21 Projected	2021-22 Projected
BEGINNING BALANCE	**15,740,521**	**9,736,096**	**8,449,292**
LCFF	104,136,010	103,470,876	103,309,067
Fed	7,196,886	7,094,222	6,993,572
State	10,956,824	10,841,869	10,728,605
Local	8,918,385	6,771,164	6,899,579
Contribution	-	-	-
TOTAL REVENUES	**131,208,105**	**128,178,131**	**127,930,823**
Certificated Salaries	58,887,687	54,614,386	54,374,125
Classified Salaries	20,049,044	19,877,188	20,249,684
Employee Benefits	34,933,898	34,443,780	34,701,836
Books and Supplies	4,491,022	4,338,542	4,280,823
Services and Other Operating Expenditures	16,916,909	16,567,303	15,943,424
Capital Outlay	183,798	183,798	183,798
Other Outgo	2,161,642	2,161,643	2,161,642
Other Outgo - Indirect Costs	(411,470)	(421,704)	(421,703)
Other Adjustments	-	(2,300,000)	(3,400,000)
TOTAL EXPENDITURES	**137,212,529**	**129,464,936**	**128,073,629**
Surplus/(Deficit)	**(6,004,424)**	**(1,286,805)**	**(142,806)**
ENDING FUND BALANCE	**9,736,096**	**8,449,292**	**8,306,486**
COMPONENTS OF ENDING BALANCE			
Revolving Fund	20,000	20,000	20,000
Restricted	4,432,260	4,432,260	4,432,260
Committed	-	-	-
Assigned	-	-	-
Reserve for Economic Uncertainties	4,116,376	3,883,948	3,842,209
Unassigned/Unappropriated Amount	**1,167,461**	**113,083**	**12,017**

Recommendation: In order to mitigate the conditional approval of the District's 2019-20 adopted budget, staff is recommending the Board of Trustees adopt all of the recommendations by the SCCOE and revisions listed herein.

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

To the Board of Trustees: Meeting: October 10, 2019 Regular 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
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

10.03

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: September 26, 2019

Subject: **Proposed MOU to Extend Proposition 39 Timelines for Alpha Public Schools: Blanca Alvarado School, for Charter School Facilities**

Staff Analysis: The District and Alpha Public Schools: Blanca Alvarado Middle School are currently parties to a Joint Use Agreement pursuant to which the District provides facilities to Alpha for its Blanca Alvarado Middle School charter school at the former Slonaker school site. The agreement was entered into in lieu of the District providing facilities pursuant to Proposition 39. That agreement was originally approved by the Board for a term of 2 years through June 30, 2015, and has been extended since then. The term of the current extension of the Joint Use Agreement expires on June 20, 2020.

Proposition 39 provides that a school District must provide reasonably equivalent facilities to charter schools like Alpha with more than 80 in-district students. Prop. 39 and its implementing regulations prescribe an extended timeline and series of deadlines by which a school district and a charter school must adhere to when requesting and providing charter school facilities. State regulations provide that a charter school must make a request for such facilities no later than November 1 for the next subsequent school year, and the request must include reasonable projections of in-district and total ADA and in-district and total classroom ADA. The District must then respond to the request in writing no later than December 1, including the ADA projections which the District believes to be reasonable. By January 2, the charter school must respond to the District's counter-projections. By February 1, the District must provide the charter school with a detailed preliminary proposal for charter school facilities. By March 1, the charter school shall respond in writing to the District's preliminary proposal, and by April 1, the District must provide to the charter school its final offer of charter school facilities.

Alpha is proposing to enter into a new multi-year charter school facilities agreement with the District and in satisfaction of the District's Proposition 39 facilities obligations. To facilitate the negotiations and discussions of such a potential multi-year facilities agreement, Alpha is proposing, and Administration recommends, the accompanying MOU to extend the deadlines and timelines provided under Proposition 39.

Recommendation: Administration recommends that the Board approve the accompanying MOU with Alpha Public Schools to extend the Proposition 39 deadlines and timelines to allow for the parties to negotiate a mutually acceptable mutli-year facilities agreement.

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

To the Board of Trustees: Meeting: October 10, 2019
Regular Board Meeting

Recommend Approval

10.03
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Memorandum of Understanding
Between Alum Rock Union School District and
Alpha Public Schools

This Memorandum of Understanding ("MOUMOU") is entered into as of October 15, 2019 ("Effective Date"), by and between the Alum Rock Union School District ("District") and Alpha Public Schools ("APS"), a California non-profit public benefit corporation, operating the Alpha: Blanca Alvarado School ("Charter School"), a public charter school chartered by the District. The District and the Charter School are collectively referred to as the "Parties."

RECITALS

A. WHEREAS, the charter petition for the Charter School was approved on March 9, 2017 by the District;
B. WHEREAS, the Charter School intends to submit a Proposition 39 request for facilities to the District for the 2020-2021 school year;
C. WHEREAS, the District and Charter School wish to extend the statutory and regulatory Proposition 39 deadlines to allow the Parties to first discuss and negotiate an in-lieu agreement for facilities;
D. NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements herein set forth, the Charter School and the District do hereby agree as follows:

I. AND UNDERSTANDING

A. The Charter School shall not be required to submit a Proposition 39 facilities request by the November 1, 2019 statutory and regulatory deadline.
B. The District and the Charter School shall meet in good faith beginning no later than November 8, 2019, to discuss and negotiate for an in-lieu facilities agreement, and shall meet as often as is reasonably necessary to arrive at an in-lieu facilities agreement or make a determination that such an agreement will not be possible. If the Parties are able to reach agreement on an in-lieu facilities agreement, then that this agreement shall be memorialized in writing and shall be presented to the District's Board of Trustee's for approval and ratification at its January 2020 meeting.
C. If the Parties have not finalized and executed an in-lieu agreement for facilities that has been ratified by the District's Board of Trustees by January 17, 2020, the Charter School shall submit a request for facilities under Proposition 39 ("Proposition 39 Request") to the District no later than January 17, 2020 in accordance with Title 5 of the California Code of Regulations §§ 11969.1 – 11969.11. (All section references hereinafter unless otherwise indicated shall be to Title 5 of the California Code of Regulations.)
D. If the Charter School submits a Proposition 39 Request as specified in Paragraph C above, then: (i) the District shall provide any objections in writing to Charter School's projections of in-district and total ADA and in-district and total classroom ADA and state the projections the District considers reasonable in accordance with Section §11969.9(d) no later than February 7, 2020; (ii) pursuant to Section §11969.9(e) Charter School shall respond to any objections expressed by the District and to the District's projections no later than February 17, 2020; (iii) pursuant to Section §11969.9(f) the District shall provide Charter School with a written preliminary proposal regarding the space to be allocated to the Charter School and/or to which the Charter School is to be provided no later than March 17, 2020; (iv) pursuant to Section §11969.9(g) the Charter School shall respond in writing to the District's preliminary proposal, expressing any concerns, addressing differences between the preliminary proposal and the Charter School's facilities request as

submitted pursuant to Section §11969.9(b), and/or make a counter proposal, no later than March 24, 2020; and (v) no later than April 17, 2020, having reviewed any concerns and/or counter proposals made by Charter School pursuant to Section 11969.9(g), the District shall submit in writing a final notification of the space offered to Charter School pursuant to Section 11969.9(h). At all times the Charter School's initial Proposition 39 Request, the District's response, and the Parties' counter-responses thereafter shall comply with Sections 11969.1 – 11969.11. Except as expressly provided herein with respect to the timelines, neither party waives or relinquishes any rights it may have under the Education Code or the California Code of Regulations by entering into this MOU.

E. The Charter School shall notify the District whether it intends to occupy the offered space by no later than May 1, 2020.

II. MISCELLANEOUS PROVISIONS

A. Venue . The validity of this MOU and any of its terms or provisions as well as the rights and duties of the parties shall be governed by the laws of the state of California, and venue shall lie only in Santa Clara County Superior Court.

B. Modifications . No modifications, amendments, changes, or variations or any kind to this MOU are authorized without written consent, evidenced by execution of an amendment by an authorized representative of each Party.

C. Interpretation . The language herein shall be construed as jointly proposed and jointly accepted, and in the event of any subsequent determination of ambiguity, all Parties shall be treated as equally responsible for such ambiguity.

D. Integrated MOU . This MOU is intended by the Parties as the final expression of their understanding with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or supplemented by evidence of consistent additional terms. Each of the Parties acknowledges that no one has made any promise, representation or warranty whatsoever, express or implied, written or oral, not contained herein to induce them to execute this MOU, and that this MOU is not executed in reliance upon any such promise, representation or warranty.

E. Non-Assignability . This MOU may not be assigned by the Parties.

F. Binding Effect . This MOU is binding upon the successors and assigns of the parties.

G. Notices . All notices required by this MOU, the Charter School's initial Proposition 39 Request, the District's response, and the Parties' counter-responses thereafter shall be delivered by United States Mail and Electronic Mail as follows:

To the District at:

Alum Rock Union Elementary School District
Attn: Superintendent
(E-mail address: hilaria.bauer@arusd.org)
2930 Gay Ave
San Jose, CA 95127
Telephone (408) 928-6830

To the Non-Profit and
Charter School at:

Alpha Public Schools
John Glover, Chief Executive Officer
(E-mail address: john@alphapublicschools.org)
PO Box 21366, San Jose, CA 95151
Telephone: (408) 455-1223

Any notices required by this MOU sent by US Mail to the addresses above, and to the email addresses above shall be considered received on the business day they are sent, provided they are sent during in the receiving party's business hours, and further provided the original is promptly placed into the United States mail, postage pre-paid, and addressed as indicated above. Any notices that are personally delivered to the other party shall be considered received on the day they are delivered, with signature of receipt.

H. **Warranty** . Each person below warrants and guarantees that s/he is legally authorized to execute this MOU on behalf of the designated entity and that such execution shall bind the designated entity to the terms of this MOU. This MOU once executed is subject to approval and ratification of the District's Board of Trustees.

I. **Counterparts** . This MOU may be signed in counterpart such that the signatures may appear on separate signature pages. Facsimile or photocopy signatures shall have the same force and effect as original signatures.

Dated: _____

John Glover, Chief Executive Officer
Alpha Public Schools

Dated: _____

Hilaria Bauer
Superintendent
Alum Rock Union Elementary School District

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

Office of Superintendent of Schools

10.04

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: September 30, 2019

Subject: **Memorandum of Understanding (MOU) Between the District and SOMOS Mayfair**

Staff Analysis: SOMOS Mayfair is a non-profit that provides child, family, and community health and school readiness programming and services in and to the Alum Rock community, including District students and families.

SOMOS has received funding to provide such services to District students and families at the Family Resource Centers (FRC) facilities at the Chavez and Painter elementary school sites. The FRCs are funded through FIRST 5 Santa Clara County.

Administration is requesting that the Board approve a memorandum of understanding with SOMOS for the provision of such services by SOMOS at those school sites for the benefit of District students and families and to help strengthen the District's educational program. In consideration and exchange for the benefits to District students and families and the District's educational programs, and per the terms of the proposed MOU, the District will provide facilities for such purposes for use by SOMOS at those sites without charge.

The Education Code provides that the Board may enter into agreements to make vacant classrooms or other space in operating school buildings available for rent or lease to nonprofit organizations and community agencies, including during normal school hours if the school is in session. Pursuant to Education Code section 17529, prior to entering into a such an agreement, the Board must make a determination that the proposed joint occupancy and use of school district property or buildings will not do any of the following:

(a) Interfere with the educational program or activities of any school or class conducted upon the real property or in any building, or
(b) Unduly disrupt the residents in the surrounding neighborhood, or
(c) Jeopardize the safety of the children of the school.

The proposed MOU includes provisions to avoid any interference with the educational programs or activities at those school sites, to avoid any disruption in the surrounding neighborhoods, and to avoid jeopardizing the safety of the children of the schools.

Recommendation: Administration recommends and requests that the Board take the following actions:

(1) Determine that SOMOS's use of the school district facilities at Chavez and Painter Elementary Schools will not: (a) interfere with the educational program or activities of any school or class conducted at those schools, (b) unduly disrupt the residents in the neighborhoods surrounding those schools, or (c) jeopardize the safety of the children of those schools; and

(2) Approve the MOU substantially in the form as presented.

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

To the Board of Trustees: Meeting: October 10, 2019
Regular Board Meeting

Recommend Approval

10.04
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Memorandum of Understanding

This is a **Memorandum of Understanding** (the "MOU"), dated as of _____(the "Effective Date"), between Somos Mayfair ("Somos"), a California nonprofit agency, and **Alum Rock Union Elementary School District** ("District"), a California public school district. The District and Somos are each referred to as a "party" and collectively as the "parties."

Recitals

Whereas, the mission of Somos is to supports children, organizes families, and connects neighbors to uplift the dreams, power, and leadership of community and address systemic inequities.

Whereas, Somos and District wish to work together on a project (the "Project") as described in **Exhibit A** ("Project Plan") and on the basis set out in this MOU to provide services to District students and families.

Now therefore, the parties set forth the terms herein upon which Somos and the District will provide such services.

1. Term

1.1 The term of this Agreement shall be for five Years (5) commencing July 1, 2019, (the "Commencement Date") and terminating on June 30, 2024 unless extended under the provisions below. The initial five year term and any term created by exercise of the options set forth herein are referred to as the "Term". This Agreement is dependent on funding availability and may be termed earlier. If funding is not available section 1.2 will be followed.

This Agreement is entered into pursuant to Education Code sections 17527-17535. This Agreement and any Option is subject to, and conditioned upon, District's governing board passing a Resolution determining that the proposed joint use occupancy and use of School District property will not interfere with the educational programs or activities of the school or classes conducted upon the real property or in any building; unduly disrupt the residents in the surrounding neighborhood; or jeopardize the safety of the children of the school, and such other determinations and conditions as may be required by law.

Provided Somos is in full compliance with this Agreement, the Agreement may be renewed for up to two additional terms, each for a period of five (5) years (each an "Option" or "Option Term"), provided that one year prior to the start of each Option Term, Somos is not then currently in default under this Agreement beyond any applicable notice and cure period, and further provided Somos gives District at least 6 months, but no longer than one year, written notice prior to the beginning of the Option Term, of its intent to exercise each Option. Upon notice of exercise by Somos each Option shall be presented to the District's Governing Board for approval subject to satisfaction of conditions specified above as determined by the District governing board in its sole and absolute discretion.

1.2 Termination by Mutual Agreement and for Convenience. This MOU may be terminated by a writing signed by both Somos and District that states their intent to terminate this MOU and the date upon which such termination will take effect, or unilaterally by either Somos or District by providing written notice of that decision to the other. Such a termination will be effective ninety (90) days after delivery of the notice by the terminating party.

1.3 Termination for Breach. If either party materially breaches any of its obligations under this MOU, the non-breaching party may provide the breaching party with written notice of the breach. The breaching party will attempt to satisfactorily clear the breach within 15 days. If the non-breaching party does not accept the proposed remedy, both parties agree to mediation to resolve the breach, If the breaching party fails to cure the breach within fifteen (15) days after receipt of such notice, the non-breaching party may terminate this MOU upon delivery to the breaching party of a written notice to that effect, with the termination effective upon delivery of such notice to the breaching party. The non-breaching party may in its reasonable discretion determine whether the breach has been cured.

1.4 Effect of Termination. Upon the expiration or termination of this MOU, Somos and District will promptly cease any use of any of the other's materials, names, logos, and other marks, except as permitted under Section. If the MOU terminates, Somos and District will cooperate in transition activities and will use reasonable efforts to minimize interruption and any adverse impacts of the termination.

Somos and District agree as follows:

2. Project

2.1 Objectives and Activities. Project objectives and activities, and Somos' and District's respective Project responsibilities, are set out in the Project Plan. Somos and District will each carry out such responsibilities in accordance with this MOU.

2.2 Project Contacts. Somos and District will each appoint one individual to act as principal contact person and to coordinate activities in connection with the Project. The initial appointees are identified in the Project Plan. Somos and District will notify each other in writing if the contact person specified in the Project Plan changes at any point during the Project.

2.3 Funding. Somos and District will each be responsible for acquiring and maintaining funding for their respective Project activities, unless otherwise specified in the Project Plan.

2.4 Reporting. Somos and District will each provide each other with reports about Project activities as may be described in the Project Plan.

2.5 Responsibility for Own Actions. Somos and District will each have sole responsibility for the planning, management, and implementation of its own activities relating to Project execution, including managing its Project budget, hiring, assigning, and managing employees, independent contractors, and volunteers, and paying expenses.

2.6 Contracts with Other Parties. Somos may be required to enter into contracts with third parties in order to carry out its Project responsibilities. These contracts will be the sole responsibility of Somos and any and all such contractors shall be subject to the terms of this MOU (including but not limited to fingerprinting, background check, insurance and indemnification requirements) and the prior approval of District. Neither Somos nor District assumes any liability for or guarantees the performance of the other in conjunction with any of these contracts.

3. Communications and Records

3.1 Project Evaluation and Data. Each of Somos and District may collect, analyze, and disseminate data about the Project to evaluate its effectiveness, comply with external reporting obligations, and carry out its communication activities. Each will cooperate with the other in these efforts by providing the other with the reports, if any, contemplated by the Project Plan, and such other information as the other may reasonably request.

3.2 Confidentiality. In working together on the Project, Somos and District may share non-public confidential information with one another, including any client data and information about financial, funding and other matters, but not including confidential student records and information. Somos and

District will each use the other party's Confidential Information only in connection with activities under this MOU and will keep this information confidential to the extent required by law. "Confidential Information" means any and all non-public information regarding Somos or District (not including confidential student records and information), including information regarding strategies, personnel, financial position, and funders. Confidential Information does not include information that (i) is or becomes generally available to the public other than as a result of a disclosure by the receiving party; (ii) was already known by the receiving party; or (iii) is independently developed by the receiving party. All Confidential Information furnished under this MOU is and will remain the property of the furnishing party. This Section 3.2 does not preclude Somos from publishing reports under Section 3.1.

3.3 Recordkeeping. Somos and District will each maintain records relating to its Project responsibilities for a period of three (3) years after termination of the Project. Somos and District will each reasonably cooperate with one another in providing information relating to its activities under this MOU in connection with any financial or tax audit, or similar matter, in which the other is engaged.

3.4 Use of Trademarks and Logos. Neither Somos nor District will use each other's trademarks or logo in any promotional materials, or in any website, press release, or public communication, without obtaining the other's prior written consent.

3.5 Organizational Developments. Somos and District will each notify the other promptly of: (i) any changes in its management team or key personnel responsible for carrying out its activities relating to operation of the Project; (ii) any material adverse changes in the amount or source of financial support that it has secured to fund the Project; or (iii) any other development that has or could materially affect its ability to carry out the Project.

4. Intellectual Property

4.1 Mutual Licenses. In carrying out the Project, Somos and District may share proprietary know-how, methodologies, documents and other materials. Somos and District grant to each other a royalty-free, non-exclusive, non-transferable, non-sublicense able, and revocable license to use such intellectual property and materials for the sole purpose of carrying out the Project. For clarity, Somos and District each owns, and will continue to own, all right, title and interest, including all copyright and trademark rights, in and to its own intellectual property and materials. It is further understood and agreed that each party retains all rights, title, and interest in and to any materials it exclusively creates for the Project.

4.2 Funder Requirements. Somos and District may each enter into grant or other funding agreements that require it to share Project data with or license Project materials to the funder. Somos and District will advise the other about any such requirements, and, to the extent necessary to comply with such requirements, and subject to Section 2.2, grants to the other royalty-free licenses to provide data and materials to such funders.

5. Insurance and Indemnification

5.1. Somos agrees to indemnify, hold harmless and defend District, its officers, employees and agents from and against any and all claims, causes of action, judgments, obligations or liabilities, and all reasonable expenses incurred in investigating or resisting the same (including reasonable attorney fees), on account of, or arising out of, the operation or condition of the Project Premises provided by District (the "Premises") and the use or occupancy of the Premises by Somos and all areas appurtenant thereto including the school site areas (not including claims based solely upon District's active negligence or willful misconduct). This Agreement is made on the express condition that District shall not be liable for, or suffer loss by reason of, injury to person or property, from whatever cause (except for District's active negligence or willful misconduct), in any way connected with the condition, use or occupancy of the Premises specifically including, without limitation, any liability for injury to

the person or property of the Somos, its contractors, assignees, subtenants, agents, officers, employees licensees and invitees.

5.2. Somos shall, at Somos 's expense, obtain and keep in force during the term of this Agreement a policy of comprehensive public general liability insurance insuring District and Somos against claims and liabilities arising out of the operation, condition, use, or occupancy of the Premises and all areas appurtenant thereto, including parking areas. Such insurance shall be in an amount of not less than (Two Million Dollars) $2,000,000.00 combined single limit for bodily injury and property damage as a result of any one occurrence for the Term of the MOU.

In addition Somos shall, at Somos' expense, obtain and keep in force during the Term of this MOU a policy of sexual abuse or molestation liability insurance insuring District and Somos against claims and liabilities arising out of the operation, condition, use, or occupancy of the Premises and all areas appurtenant thereto by Somos in connection with the Project. Such insurance shall be in an amount of not less than (Two Million Dollars) $2,000,000.00 combined single limit.

5.3. Worker's Compensation Insurance. During the term of this Agreement, Somos shall comply with all provisions of law applicable to Somos with respect to obtaining and maintaining workers' compensation insurance in at least the minimum amounts required by law. Somos shall provide District with a certificate of insurance.

5.4. Automobile Liability Insurance. During the term of this Agreement, Somos shall maintain auto liability insurance that meets or exceeds the standards of the State of California Financial Responsibility Laws for any vehicles used by Somos at or about the Premises and/or driven by Somos onto District property.

5.5. The insurance required herein shall be with companies approved by District, which approval District agrees not to unreasonably withhold. Somos shall deliver to District, prior to commencement of any work on the Premises, and at least thirty (30) days prior to the expiration thereof, a certificate of insurance evidencing the existence of the policies required hereunder and such certificate(s) shall certify that the policy: names District as an additional insured; shall not be canceled or altered without thirty (30) days prior written notice to District; insures performance of the indemnity provisions set forth in this MOU; the coverage is primary and any coverage by District is in excess thereto; and, contains a cross liability endorsement.

6. PROJECT PREMISES CONDITION; ALTERATIONS AND ADDITIONS.

6.1 Premises Condition. District shall not be required to make or construct any alterations including structural changes, additions or improvements to the Premises. By entry and taking possession of the Premises pursuant to this MOU, Somos accepts the Premises in it's current "as is" condition. Somos acknowledges that neither the District nor District's agents nor other representatives has made any representation or warranty as to the suitability of the Premises to the conduct of the Project or Somos's activities. Any agreements, warranties or representations not expressly contained herein shall in no way bind either District or Somos. Somos expressly waives all claims for damages by reason of any statement, representation, warranty, promise, if any, not contained in this MOU. This MOU constitutes the entire understanding between the parties hereto and no addition to or modification of, any term or provision of this MOU shall be effective until set forth in writing signed by both District and Somos and approved by District's Board of Trustees.

6.2 Alterations and Additions. Somos shall not make or cause to be made, any alterations, additions or improvements upon the Premises except with the written consent of District first had and obtained; and as a condition to said consent shall show and present to the District plans and specifications of said proposed alterations, additions or improvements. District preliminarily approves the installation by Somos of classroom water dispensers, wall mounted changing tables in the adult

bathroom, garden beds (size and location to be determined) and the display of FIRST 5 FRC fence banners with ARUSD logo in a location to be agreed upon and as appropriate.

7. CASUALTY DAMAGE. In the event damage occurs causing a partial destruction or total destruction of the Premises, District may in its own and absolute discretion elect to terminate this Agreement by written notice to Somos at any time within ninety (90) days of the date when District first learns of the damage, which termination shall be effective upon delivery of such notice. In no event shall District have any liability to Somos or its employees or invitees for damage or destruction to any personal property, or any obligation to restore or compensate Somos for any unapproved alterations or improvements to the facilities or property or to disburse to Somos all or any portion of insurance proceeds received by District. District has no obligation to restore any Somos-owned property. Somos shall be responsible for 100% of the cost of repair for any damage or loss in connection with Somos' use

8. USE OF PREMISES; USE FEE.

8.1. Somos may use the Premises for the Family Resource Centers Project, and for no other purpose. Somos shall not use the Premises for any use other than those specified in this MOU without the prior written consent of the District, which consent may be granted, withheld or conditioned by District in District's sole and absolute discretion. Somos shall use the Premises only in conformance with applicable governmental laws, regulations, rules and ordinances. Somos may use the Premises solely for the purpose of operating the Project program, which includes its staff, equipment, supplies, services, and administration of their program, and shall be responsible for all costs and services relating to said operations. Somos shall be solely responsible for providing all interior and exterior equipment and furnishings for its program. Somos and its employees, invitees and guests may access and use the District's internet wi-fi access strictly in accordance with the District's acceptable use policies. Any use of the District's wi-fi for accessing pornography or other inappropriate content shall be grounds for immediate termination of this MOU. Somos shall indemnify, defend, and hold District and its officers, employees and Board members harmless against any loss, expense, damage, attorney fees or liability arising out of failure of Somos to comply with any applicable law. Somos shall comply with District's policy prohibiting the use of tobacco and/or alcoholic beverage products on the Premises at any time. Somos shall not commit or suffer to be committed, any waste upon the Premises, or allow any sale by auction upon the premises, or allow the Premises to be used for any unlawful purpose, or place any loads up on the floor, walls or ceiling which endanger the structure, or place any harmful liquids, in the drainage system of the Premises. No waste materials or refuse shall be dumped upon or permitted to remain upon any part of the Premises except in trash containers designed for that purpose. Any uses which involve the serving and / or sale of alcoholic beverages and the conducting of games of chance are prohibited on the Premises. Somos shall not use or permit the Premises, or any portion thereon to be improved, used or occupied in any manner or for any purpose that is in any way in violation of any law, ordinance, or regulation of any Federal, State, County, or Local Government agency, body or entity.

8.2 Somos represents and warrants that it is a non-profit corporation in good standing under state and federal law and that it shall maintain its non-profit status in good standing at all times during the term of this Agreement. Somos represents and warrants that it has, and shall maintain in good standing at all times during the Term, all licenses, permits, certifications and approvals required by any federal, state or local authority, for the operation of its programs.

8.3 Somos and its contractors and volunteers shall comply with the provisions of Education Code Sections 35021.5 and 45125.1, as applicable, regarding the submission of employee and volunteer fingerprints to the California Department of Justice and the completion of criminal background investigations of its employees and volunteers. Somos and its contractors shall not permit any of their employees and volunteers to have any contact with District's pupils until such time as contractors have verified in writing to the governing board of the District that such employee or volunteer has not been convicted of a felony as defined in Education Code Section 45125.1. Somos' and contractors' responsibilities shall extend to all employees, volunteers, subcontractors, and employees of subcontractors regardless of whether such individuals are paid or unpaid, concurrently employed by the District, and/or acting as independent contractors of the contractors. Verification of compliance with this

section shall be provided in writing to the District prior to each individual's commencement of employment or participation in the Project and prior to permitting contact with pupils.

8.4 Somos shall comply with all federal and state laws and local ordinances and District policies, rules and regulations relating to tuberculosis testing and immunization requirements.

8.5 Somos shall verify employment eligibility of all its staff pursuant to all applicable state and federal requirements. In accordance with Education Section 49406 and Health and Safety Code Sections 121525 -121555, all of Somos' employees shall undergo a tuberculosis ("TB") risk assessment (and examination, if necessary), upon hire and every four years thereafter.

8.6 In consideration for the services and resources to be provided by Somos to District students and families in connection with the Project, the District agrees to provide the facilities without fee to Somos.

9. Hazardous Materials Use Restriction. Somos shall not cause or permit any Hazardous Materials to be used, stored, generated, discharged, transported to or from, or disposed of in or about the Premises, or any other land or improvements in the vicinity of the Premises. Without limiting the generality of the foregoing, Somos at its sole cost shall comply with laws relating to the storage, use, generation, transport, discharge and disposal of Hazardous Materials. If the presence of any Hazardous Materials on the Premises caused or permitted by Somos or its agents, employees, contractors, subtenants or invitees results in contamination of the Premises or any soil, air, ground or surface waters under, through, over, on, in or about the Premises, Somos at its expense, shall promptly take all actions necessary to return the Premises, and/or the surrounding real and personal property to the condition existing prior to the appearance of such Hazardous Materials.

Somos shall defend, protect, hold harmless and indemnify District and its agents and employees with respect to all actions, claims, losses, fines, penalties, fees, costs, damages and liabilities (including, but not limited to, attorneys' and consultants' fees) arising out of or in connection with any Hazardous Materials used, generated, discharged, transported to or from, stored, or disposed of in, on, over, through or about the Premises and/or the surrounding real and personal property. Somos shall not suffer any lien to be recorded against the Premises as a consequence of any Hazardous Materials, including any so called state, federal or local "super fund" lien related to the "clean up" of any Hazardous Materials in, over, on, under, through, or about the Premises.

10. ASSIGNMENT AND SUBLETTING AND ENCUMBERING. Somos shall not sublet, assign or encumber its interest in this Premises or this MOU, whether in whole or in part.

11. INSPECTION OF PREMISES. Somos shall permit District and its agents to enter the Premises at any time for the purpose of inspecting the same, performing District's maintenance and repair responsibilities, and posting a notice of non-responsibility for alterations, additions, or repairs.

12. General Provisions

12.1 Entire Agreement; Amendment. This MOU, together with the Project Plan and any other exhibits, describes Somos' and District's entire agreement, represents the final, complete and exclusive statement of Somos and District, and supersedes all prior or contemporaneous communications between Somos and District, whether oral or written, relating to the Project. If there are any inconsistencies between the Project Plan or other Project documents or communications and this MOU, this MOU will control. This MOU may be amended only as stated in a written document signed by both Somos and District that states that it is an amendment to this MOU.

12.2 Severability. If any provision in this Agreement is held invalid or unenforceable, the

other provisions will remain enforceable, and the invalid or unenforceable provision will be considered modified so that it is valid and enforceable to the maximum extent permitted by law.

12.3 Waiver. Any waiver under this Agreement must be in writing and signed by the party granting the waiver. Waiver of any breach or provision of this Agreement will not be considered a waiver of any later breach or of the right to enforce any provision of this Agreement.

12.4 Assignment. Neither party may assign its rights or delegate its duties under this Agreement to anyone else without the prior written consent of the other party.

12.5 No Third Party Beneficiaries. This MOU is for the exclusive benefit of Somos and District and not for the benefit of any third party, including any employee, affiliate, volunteer, client, or vendor of District or Somos.

12.6 Independence. Somos and District are and will remain independent contracting parties. The arrangements contemplated by this MOU do not create a partnership, joint venture, employment, fiduciary, or similar relationship for any purpose, either with either party or any of either party's volunteers or employees. Neither Somos nor District has the power or authority to bind or obligate the other to a third party or commitment in any manner. Any use of the term "partner" or comparable term in any communications is solely for convenience.

12.7 Non-Discrimination. No discrimination shall be made in the employment of persons involved in the Project or any person served by the Project because of race, religion, gender, gender identity, gender expression, sex, age, nationality, national origin, ancestry, political affiliations, disability, medical condition, marital status, sexual orientation, immigration status or any other basis identified in Education Code section or otherwise protected by law.

12.8 Notices. Notices and consents under this MOU must be in writing and delivered by mail, hand delivery, fax, or e-mail to the contact persons set out in the Project Plan. These addresses may be changed by written notice to the other party. Notices given in the manner provided by this Section 12.8 will be considered given two business days after deposit in the mail, or immediately upon delivery by hand, fax or e-mail.

12.9 Governing Law. This Agreement is governed by California law. The parties consent to the exclusive jurisdiction of the state and federal courts of Santa Clara County, California.

12.10 Counterparts. This MOU may be executed in one or more counterparts, each of which will be deemed an original and all of which will be taken together and deemed to be one instrument. Transmission by fax or PDF of executed counterparts will constitute effective delivery.

Somos and District signed this MOU as of the Effective Date.

Exhibit A

Project Plan

District data and contact person

District name	Alum Rock Union Elementary School District
District address	2930 Gay Ave, San Jose, CA 95127
District contact person	Name: Dr. Hilaria Bauer Fax: 408.928.6416 Email: hilaria.bauer@arusd.org

Somos data and contact person

Somos name	Somos Mayfair
Somos address	370 S. King Road, San Jose CA 95116
Somos contact person	Name: Camille Llanes Fontanilla Phone:408.393-6337 Fax: Email: cfontanilla@somosmayfair.org

Project objectives and activities

Project name (if any)	FIRST 5 Santa Clara County funded sites of the Family Resource Center Initiative • Chavez Family Resource Center @ Chavez Elementary School, 2000 Kammerer Ave., San Jose, CA 95116 • Painter Family Resource Center @ Painter Elementary School, 500 Rough and Ready Rd., San Jose, CA 95133
Project objective	Child, Family, and Community Health and School Readiness
Project core activity	**Family Resource Centers funded by FIRST 5 - Prevention and Early Education**
Project start date and expected completion date	July 2019 and ongoing
Project key performance measures	**Per the SOMOS deliverables (below)**

Somos responsibilities

Somos activities	Family/Community Engagement, Parenting/Caregiver Workshops, Early Education Programming, and

	Resource Provision at the Family Resource Centers (FRCs)
Somos deliverables	• Offer free Research/Evidence Based Programming (i.e., Positive Parenting Program - Triple P, Opening Doors, SEEDS of Early Literacy, 24/7 Dad, Baby Care) and Health Promotion Programming (i.e., Oral Health Screenings/Education, Potter the Otter, Rethink Your Drink, Hearing/Vision Screenings) • Provide developmental screenings for all children 0-5 served by the FRC and ARUSD (with parent/guardian consent) • Partner with ARUSD departments, staff, schools, and partner agencies including CDCs, Elementary, and Adult Education for parent / caregiver outreach and support, including outreach tables at school sponsored events • Meet monthly with school site principals, community liaisons, and other identified school staff members for FRC and school site updates • Offer non-traditional service hours such as evenings and weekends and community events as agreed upon by school site personnel and ARUSD and SOMOS. • Provide custodial services for non-traditional service hour event to maintain the cleanliness of assigned spaces at a level reasonably prescribed by the District • Restrooms: Somos shall have shared use of designated restrooms on the Premises. Adults shall use only adult restrooms designated by the District. When District students are present, Somos staff shall at all times escort its guests at all times to use the assigned restroom facilities. • Parking. Somos shall have the shared use of parking lot on the Premises. Somos shall not designate any parking spaces as reserved for Somos's use; to ensure adequate parking for District staff, the District may in its own discretion designate spaces for use by District staff and guests only.
SOMOS Partners	From time to time, SOMOS will be working with the following partners, Grail Family Services, Amigos de Guadalupe, Veggielution, School of Arts and Culture, Catholic Charities, SCCOE, Bridge Communities, Migrant Education, Kidango, Head Start, Taller Colibri and possibly others . SOMOS shall obtain Certificate of Insurance (COI) from partner agencies - according to Section 5.5 Insurance above.
Somos reporting	Copy of reports to FIRST 5 will be provided to school principal at Chavez and Painter schools as requested
Special Somos insurance obligations	Somos shall take out and maintain during the period of this Agreement such general liability, worker's compensation and vehicle insurance as is required to protect Somos and ARUSD as their interests may appear.

District responsibilities

District activities	Provide existing facilities for children's learning and parent education. Support engagement and outreach to services at FRC, collaborate with Somos in planning and coordinating community events as appropriate.

District deliverables	• Provide appropriate facility space for programming and staff offices
	  ○ Chavez – two classrooms, outdoor grassy area, outdoor picnic table area, access to the adult restrooms, cemented area for storage shed, teacher work room
	  ○ Painter – two portable classrooms, side parking lot gate access, access to the adult restrooms, teacher work room
	  ○ ARUSD to make needed repairs to the facility space prior to Somos move-in date, including carpet cleaning

	/ repair / replacement, ceiling tiles, window sill repair / interior paint as needed per site • Provide facility support including classroom keys, separately zoned alarm systems, telephone service, staff Wi-Fi internet access, , maintenance assistance, staff and family parking access, water for the gardens, and other support as requested and approved by District • Approve installation of classroom water dispensers, adult bathroom wall mounted changing tables, FIRST 5 FRC fence banners with ARUSD logo, and garden beds at FRC school sites as appropriate Subject to the District's rules and regulations, allow families on campus direct access to the FRC and sign in/out privilege from the FRC classrooms with visitor sticker to be provided by ARUSD • Permit use of school copier and teacher work room (paper to be provided by Somos) • Partner with FRC staff for parent / caregiver outreach and support
District reporting	**N/A**
Special District insurance obligations	Per the MOU requirements

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

11.01

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: **Information Regarding Resignations**

Staff Analysis:

Pursuant to Board Policy 4117.2 the Superintendent or her designee has accepted the following resignations.

Submitted by: Carlos Moran Title: Assistant Superintendent, Human Resources

To the Board of Trustees: **Information Only**

Meeting: October 10, 2019
Regular Board Meeting

11.01
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

HUMAN RESOURCES DEPARTMENT
MEETING OF THE BOARD OF TRUSTEES

October 10, 2019

CLASSIFIED RESIGNATIONS:

I. Resignations:

1.	Cruz, Brianda G. Pacheco	Community Liaison/Russo-McEntee Academy	10/07/19
2.	Diaz, Maria De Lourdes Vazquez	Campus Paraeducator/Aptitud	09/19/19
3.	Hale, Sarah E	Paraeducator/Russo-McEntee	09/16/19

II. Substitute Termination/Resignation:

1.	Yepez, Berta	Paraeducator Substitute	08/21/19

HUMAN RESOURCES DEPARTMENT
MEETING OF THE BOARD OF TRUSTEES

October 10, 2019

CERTIFICATED RESIGNATIONS:

I. Substitute Resignation:

1.	Loui, Florence	Substitute Teacher/Residential Substitute Teacher	09/01/19

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

12.01

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: **APPROVAL OF BOARD MEETING MINUTES FOR THE FOLLOWING DATES:**

- May 30, 2019, Special Board Meeting/Study Session, 5:30 pm
- July 11, 2019, Regular Board Meeting, 5:30pm
- August 8, 2019, Regular Board Meeting, 5:30 pm
- September 12, 2019, Regular Board Meeting, 5:30pm

Recommend Approval

Submitted by: Hilaria Bauer, Ph.D. Title: Superintendent

To the Board of Trustees: Meeting: October 10, 2019
Regular Board Meeting

Recommend Approval

12.01
Agenda Placement

Hilaria Bauer
Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

AMENDED DRAFT MINUTES
ALUM ROCK ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San Jose, CA 95127

MINUTES OF A SPECIAL MEETING OF THE BOARD OF TRUSTEES
of the Alum Rock Union School District
Held on Thursday, May 30, 2019, 5:30 p.m. at District Office, 2930 Gay Avenue, San Jose, CA 95127
Meeting #18-18/19

1. OPEN SESSION – CALL TO ORDER AND ROLL CALL

1.01 Call to Order / Roll Call / Pledge of Allegiance

President Linda Chavez welcomed everyone in the audience and called the Board Meeting to order at 5:31 p.m. Patricia Tovar called Roll Call followed by the Pledge of Allegiance.

Board Members Present:

Linda Chavez	President
Ernesto Bejarano	Vice-President
Dolores Marquez-Frausto	Clerk
Andres Quintero	Member *(arrived late at 6:23 p.m.)*
Corina Herrera-Loera	Member

Administrative and Support Staff Members Present:

Dr. Hilaria Bauer	Superintendent
Rene Sanchez	Assistant Superintendent, Instructional Services
Jess Serna	Interim Assistant Superintendent, Human Resources
Kolvira Chheng	Assistant Superintendent, Business Services
Patricia Tovar	Executive Assistant, Business Services

1.02 Announcement and Public Comments Regarding Items to be Discussed in Closed Session

President Linda Chavez announced all the Closed Session items *(2.01 thru 2.02)*.
2.01 PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT; and
2.02 CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

There were no public comments at this time.

1.03 Adjournment to Closed Session

The Board recessed to closed session at 5:34 p.m. and will reconvene approximately in 30 minutes.

3. RECONVENE TO OPEN SESSION – DISTRICT OFFICE BOARD ROOM

3.01 Call to Order/Roll Call

President Linda Chavez called the meeting to order at 6:14 p.m. Patricia Tovar called roll call: all members present except Member Andrés Quintero.

3.02 Report of Action Taken in Closed Session

President Linda Chavez asked Superintendent Hilaria Bauer to report out. Superintendent Hilaria Bauer reported the appointment of Ms. Maribel Carrillo, effective June 10, 2019 under the following item:

2.01 Public Employee Appointment/Employment: Sr. Executive Assistant, Superintendent's Office with a 4-1 (Member Andrés Quintero absent).

MOTION #18-01 ***passed unanimously by consensus to appoint Maribel Carrillo as the Sr. Executive Assistant.***

4. PUBLIC MEMBERS WHO WISH TO ADDRESS THE BOARD

4.01 Requests to Address the Board

President Linda Chavez opened the floor for public comments.

Public Comment:
Rita Minster , McCollam teacher

5. SUPERINTENDENT / BOARD BUSINESS

5.01 Board Budget Study Session

Assistant Superintendent Kolvira Chheng presented the Budget Session with the following agenda:

- **2018-2019 Adopted Budget Timelines and Assumptions**
- **2018-2019 Second Interim Budget Timelines and Assumptions**
- **Budget Mitigation Plan**
- **Future Outlook**

5. SUPERINTENDENT / BOARD BUSINESS (continued)

5.01 Board Budget Study Session

2018-2019 Adopted Budget Timelines and Assumptions-
On May 11, 2018, Governor Jerry Brown released his May Revision for the 2018-19 Budget;
On June 14, 2018, Alum Rock held a public hearing for its 2018-19 LCAP and Budget based on May Revision's assumptions;
On June 26, 2018, Alum Rock adopted its 2018-19 LCAP and Budget based on May Revision's assumptions;
On June 27, 2018, Governor Brown signed 2018-2019 Enacted Budget, which had some significant changes from the May Revision; and
The District 's next budget update would be in December 2018-First Interim Report.

Key Revenue Assumptions Based on the May Revision was a one-time funding amount of $3,342,524 and the one-time funding rate per ADA at 344.

Key Expenditure Assumptions are the following:
Not filling 44 Certificated positions to align with declining enrollment in 2018-2019 (average cost of teacher salary and benefits = $125,000);
Not filling 40 Certificated positions to align with declining enrollment in 2019-2020;
Not filling 40 Certificated positions to align with declining enrollment in 2020-2021;
Savings of $675K in Classified salaries and benefits in 2019-2020 to align with declining enrollment and district's needs; and
Savings of $3.5M starting in 2019-2020 in contract services to align with declining enrollment and district's needs.

The ending balances regarding the Adopted Budget and MYP based on May Revision for Unrestricted in the General Fund for *2018-2019 Adopted $7,299,094*; *2019-2020 Projected $4,231,295*; and *2020-2021 Projected $4,184,381.*

Key Changes from the Adopted Budget to First Interim:
First Interim due to the COE by December 15, 2018;
Adopted Budget was based on May Revision's assumptions;
First Interim was updated to include assumptions from the Enacted Budget's;
To reflect actual enrollment from projected enrollment;
To reflect decrease in One-Time Funding; and
To reflect staffing reduction not materialized.

Changes in Enrollment from the 2018-2019 Adopted Budget in April with 9,808 to the 2018-2019 First Interim in September with 9,626, of a difference of 182.

Clerk Dolores Marquez-Frausto asked for clarification on the one-time funding amount in the 2018-2019 Adopted Budget to the First Interim-Unrestricted General Fund data.

Assistant Superintendent Kolvira Chheng responded with yes this is a one-time funding. Also adds that the Governor provides assumptions in January and adjusts the budget in May (May

5. SUPERINTENDENT / BOARD BUSINESS

5.01 Board Budget Study Session (continued)

Revision). Superintendent Hilaria Bauer stated that other local districts also had to make cuts such as Franklin-McKinley School District (cut approximately $8M).

Key Expenditure Assumptions:
Savings in 2019-2020 from not filling 40 Certificated positions to align with declining enrollment;
Savings in 2020-2021 from not filling 40 Certificated positions to align with declining enrollment;
Saving of $454K in Classified salaries and benefits in 2019-2020 to align with declining enrollment and district's needs;
Saving of $3.8M starting in 2019-2020 in contract services to align with declining enrollment and district's needs;
Savings of $5.7M in 2019-2020 to be determined pending on outcome of SERP and Governor's January budget proposal; and
Savings of $6.6M in 2020-2021 to be determined pending on outcome of SERP and Governor's January budget proposal.

Key Changes from First Interim to Second Interim:
Second Interim due to COE by March 15, 2019;
On January 10, 2019, Governor Newsom released his budget proposal for fiscal year 2019-2020;
Changes in COLA;
Reduction in STRS rate for 2019-2020 and 2020-2021;
District's consideration of SERP; and
On February 14, 2019, the District adopted Resolution No. 28-18/19 to eliminate various certificated positions.

****Member Andrés Quintero arrived at 6:23 p.m.****

Clerk Dolores Marquez-Frausto asked does the District list the Reserves out to the Board.

Assistant Superintendent Kolvira Chheng responded that not upfront/directly, but rather gets presented in the budget to the Board.

Clerk Dolores Marquez-Frausto asked if the one-time funding is going away.

Assistant Superintendent Kolvira Chheng responded that yes at this time.

2018-2019 Second Interim Budget Timelines and Assumptions-
Second Interim Key Expenditure Assumptions:
Savings of approximately $5.6M in Certificated Salaries for 2019-2020;
Savings of approximately $1.5M in Classified Salaries for 2019-2020;
Savings of approximately $1.9M in Employee Benefits for 2019-2020;

5. SUPERINTENDENT / BOARD BUSINESS

5.01 Board Budget Study Session

Second Interim Key Expenditure Assumptions: (continued)
Savings of approximately $1.6M in material and supplies for 2019-2020 to align with declining enrollment and district's needs;
Savings of approximately $1.8M in contract services or 2019-2020 to align with declining enrollment and district's needs; and
Savings of approximately $3.5M in Certificated Salaries for 40 FTEs in 2020-2021 to align with declining enrollment.

Budget Mitigation Plan–
Assistant Superintendent Kolvira Chheng continued with a chart that contained board approved Staff Reductions for Fiscal Year 2019-2020 the number of FTEs, Department, Bargaining Unit and Salary & Benefits. The total number of FTEs 86.9 and total salary & benefits $7,710,047.00. Complete Mitigation Plan for FY 2019-2020 highlights: the SERP Savings of $1.5M; COLA increase from 2.57% to 3.46% = $813,783; Extended Day Programs $600,000.

Clerk Dolores Marquez-Frausto asked is there annuity on the SERP Assumption.

Assistant Superintendent Kolvira Chheng responded there is and that is 3.2.

Clerk Dolores Marquez-Frausto asked what is Supplemental Concentration all Schools.

Assistant Superintendent Kolvira Chheng responded that Supplemental Concentration all Schools is based on the LCFF and LCAP regulations. The amount received in supplemental concentration dollars, the Districts can determine how much to allocate to certain programs. In the past, the District was able to calculate additional funding to school sites based on ADA, based on duplicate account because of declining enrollment, therefore we saw a need to reduce that number to align the allocation to the students we are serving, and this was done for each school.

Future Outlook –
On May 9, 2019, Governor Newsom released his May Revision for 2019-2020 Budget;
Notable changes from January Proposal to May Revision include the following:

- COLA decreased from 3.46% to 3.26% for 2019-2020
  COLA increased from 2.86% to 3.00% in 2020-2021
  STRS rate decreased from 17.10% to 16.70% in 2019-2020;
- District will hold its public hearing for 2019-2020 LCAP and Budget on June 13, 2019 based on May Revision and reductions that have been approved by the Board;
- State Legislature is required to approve the 2019-2020 State Budget by June 15, 2019;
- District is scheduled to adopt its 2019-2020 LCAP and Budget on June 27, 2019; and
- Monitor the outcome of the Enacted Budget for 2019-2020

Member Andrés Quintero stated the COLA is not on something based on the past or contingent on the District, it's just a series of formulas.

5. SUPERINTENDENT / BOARD BUSINESS

5.01 Board Budget Study Session (continued)

Assistant Superintendent Kolvira Chheng responded that yes, it's the same for every district in the State of California. Superintendent Hilaria Bauer added that the COLA is based on specific revenues not on the total. i.e. If the District budget is $100M, the COLA is not based on the total $100M, it's on the specific revenue $70M. Assistant Superintendent Kolvira Chheng stated that the COLA only applies to certain revenues.

Member Andrés Quintero thanked and stated that he appreciated Assistant Superintendent Kolvira Chheng and staff for all the hard work that went into the detailed report.

Vice-President Ernesto Bejarano thanked Assistant Superintendent Kolvira Chheng and agrees with the words of Member Andrés Quintero for all the hard work that went into the detailed reports; the work that we placed upon you above and beyond. (Directed question to Superintendent Hilaria Bauer.) *Is there any way that we could help the community understand how we than took the next steps to decide where we make the decisions that we need to make?*

Superintendent Hilaria Bauer responded for clarification to the question.

Vice-President Ernesto Bejarano asked what is the process and recommendation before us to make the reductions we had to make.

Superintendent Hilaria Bauer responded with a brief summary from beginning to end, starting when Assistant Superintendent Kolvira Chheng had mentioned. We had to talk to department heads and site administrators and in that process, we also were talking about the LCAP Community Forums; we needed to move it to bolder savings and adjustments to the budget. We needed to analyze all the different services that we provided the sites and look at all priorities. We had already realized that in terms of declining enrollment, we are going to have to be tight with the number of teachers we are bringing back for next year. We needed to cut the number of positions and that is one of the things that we recognized; the largest unit that took the hit was AREA, in terms of positions. Assistant Superintendent Kolvira Chheng mentioned we ended with 87 FTEs total positions just for AREA, just reiterating but half of those were teachers. After that, looking at them at a different thing that we offered at the sites because the savings needed to happen in salaries and benefits, because that's where you get the savings that needed to happen. Based on that, talking to the team, informing the community, we had a couple of budget meetings with the community. One at George, in addition to the LCAP Community Forums, and one here with the SPARC. Moving and explaining to them how we were identifying some of these areas. In a nutshell, hopefully this explains and identifies where we needed to make the cuts happen.

Vice-President Ernesto Bejarano commented that Assistant Superintendent Kolvira Chheng had talked about it and I also wanted to make sure that piece of it was called out. In addition, I also wanted to analyze the preliminary observation, part of Assistant Superintendent Kolvira Chheng's presentation, which is what I had recently requested from staff that they had provided. The information consisted of our enrollment vs the opening and proliferation of charter schools

5. SUPERINTENDENT / BOARD BUSINESS

5.01 Board Budget Study Session (continued)

in the district, so we can see what had been the impact with some data. Since the Charter Schools' began, opened up in numbers in 2008, started having 3, then 4, then 5, then 6 with an average enrollment year over year; negative enrollment was -2.75%. Every year the enrollment seems to have gone down almost 3% as charter schools increase, whereas prior to charter schools, a few years before, it looks like we had increased to 2% → 0.01% → almost 1%, and at the time I was with 2 charter schools. So when we had limited number of charter schools, we were holding steady, little bit enrollment, but as charter schools began to proliferate more, looks like we lost 3% to the previous years' enrollment. This is not to say I know enough about data and evaluation - we've had our challenges here on many fronts in the District, and need to seize that. There's at least a correlation that I see between the charter schools that opened up in the area and in our enrollment. When we look at our enrollment, it's a factor to consider. He pointed that out which this leads into our marketing, our economy, our Pre-K. He asked do you have or are aware of any similar trends.

Assistant Superintendent Kolvira Chheng responded that yes based on our enrollment projections, reducing 3% on the out years.

Member Corina Herrera-Loera thanked Assistant Superintendent Kolvira Chheng for the information. In addition, wanted to highlight that the budget will be passed on June 13th (Note: Assistant Superintendent Kolvira Chheng clarifies that the District will be having a public hearing on June 13th) and the Governor will be signing the final budget on June 15th (Note: Assistant Superintendent Kolvira Chheng clarifies that the Governor will be signing anytime between June 15th – 30th and reminded the Board that last year, the Governor signed on June 27th, which was one day after the District approved the budget).

Clerk Dolores Marquez-Frausto stated to have an earlier foresight. And asked the following questions how did we get to a $14M deficit and what is your expert opinion in simple terms.

Assistant Superintendent Kolvira Chheng responded that many factors contributed to the District's planning enrollment; planning enrollment was a major factor, changes at the State level, what they promised us vs what they delivered, it can't be put in a nutshell to pinpoint. The Budget itself is a projection; it's very fluid. There's changes at the State level; there's changes at the Local level. It's up to the District to determine what those changes are and to make those appropriate adjustments necessary and we did that. In December when we looked at our budget, these are the changes that we are facing and asked ourselves, 'what steps do we need to take in order for us to bring the budget back to a balanced position'.

Member Corina Herrera-Loera clarified past comments that was aware of all the cuts, information, and going to the different LCAP meetings of the parents. Much of this information wasn't new to me, but moving forward, as mentioned in October, I think it'll help having the Study Session.

5. SUPERINTENDENT / BOARD BUSINESS

5.01 Board Budget Study Session

Vice-President Ernesto Bejarano commented that we need to consider the external factors that are impacting us. i.e. Charter schools, the direct correlation or causation. As a parent, I've not been very happy, and I have a 2nd daughter graduating and my Alum Rock parent days are coming to an end. In addition, families are shown only the negative and not the positive, why it's important to remember the external things that are happening and we keep an eye on the legislation.

5.02 May 23, 2019, State Audit Findings and Recommendations; Next Steps and Timeline for Addressing Audit Report Findings and Implementing Recommendations

Superintendent Hilaria Bauer introduces Mr. Rogelio Ruiz, Attorney at law with Rehon & Roberts, LLC, whom gives a brief presentation for the next steps and timelines for addressing the audit report findings and implementing recommendations. (2 handouts were distributed to the Board: Board Summary cover and State Audit Report-that contains all 25 findings).

Counsel Rogelio Ruiz states there are 25 findings, but the State Auditor has issued 22 separate specific recommendations in the areas of Operational and Financial Practices Not in Compliance with State Law or Best Practices, Governance, and Operational Practices Not in Compliance with District Policy and Other Requirements. In addition to 3 recommendations in other areas D.1, D.2, and D.3.

A.1-A.6 *Operational and Financial Practices Not in Compliance with State Law or Best Practices*
B.1-B.5 *Governance*
C.1-C.11 *Operational Practices Not in Compliance with District Policy and Other Requirements*

Counsel Rogelio Ruiz continued to state that in respect to the timelines per the State Auditors, there are 3 dates being requested:

July 2019 – Board training, Code of Conduct. (Counsel Rogelio Ruiz feels that those can be met since the Board has already addressed/started the training earlier this year);
August 2019 – Implementation; and
November 2019 – Balance and Response

President Linda Chavez requested an Ad-Hoc Committee for recommendation.

Member Andrés Quintero stated he's comfortable to have President Linda Chavez to represent as an Ad-Hoc Member for the entire Board that works with the Superintendent and legal counsel.

Member Corina Herrera-Loera commented that she agreed to have only the Board President represent.

5. SUPERINTENDENT / BOARD BUSINESS

5.02 May 23, 2019, State Audit Findings and Recommendations; Next Steps and Timeline for Addressing Audit Report Findings and Implementing Recommendations (continued)

Vice-President Ernesto Bejarano asked for clarification in reference to Section A.3 (Operational and Financial Practices Not in Compliance with State Law or Best Practices) to strengthen its ability to oversee district expenditures, coming up in August – monthly summary report. Last month, there was an item that I had requested to see a description of the many things around benefits. Assistant Superintendent Kolvira Chheng provided a long list of contracts. Would this be connected to this?

Superintendent Hilaria Bauer responded yes it is related in the sense that we need to bring more detailed information to the Board.

Vice-President Ernesto Bejarano asked is this specific one is total amount paid to each.

Assistant Superintendent Kolvira Chheng responded yes every month we provide the Board this report.

Vice-President Ernesto Bejarano asked Legal Counsel if the District is doing it the right way and not including my request but just showing the amount of vendors would that satisfy this A.3 item.

Counsel Rogelio Ruiz responded no because what the auditors are requesting and what most other Districts will do is there on the warrant report. There's also a line to indicate a general or provides some information regarding the purpose or type of services which are being paid for. i.e. On a warrant report, it would have, like for instance on Rehon & Roberts, a vendor code, amount being paid, a descriptor line, and that way the Board can keep track of that.

Vice-President Ernesto Bejarano stated that last month, we talked about certain thresholds of $100K. My other question regarding *Monitoring of Contracts, Construction, and Project Management* is it only specific or are they really talking about that construction related contracts or broader requests.

Counsel Ruiz responded it should really be all contracts, including all service contracts, all private contracts should have some deliverable attached to them. And there really needs to be a way to monitor that the deliverables are actually being delivered and people are performing the contract terms.

Vice-President Ernesto Bejarano asked is there a standard on how these deliverables are being combined.

Counsel Ruiz stated it depends on the nature of the service and the goods that might be purchased (these generals sort of oversight responsibilities). There typically not built into board policy itself, but most frequently address either through administrative regulation to implement the board policy, or administrative bulletin developed by staff.

****

President Linda Chavez extends the meeting to 8:15 p.m.

***Time is 7:30 p.m. ***

MOTION #18-02 by Member Andrés Quintero to extend meeting to 8:15 p.m. MOTION #18-02 was seconded by Member Corina Herrera-Loera.

MOTION #18-02 to extend meeting to 8:15 p.m. passed unanimously by consensus.

****

6. ADJOURNMENT

6.01 Board President Adjourns the Meeting

Member Andres Quintero proposed to adjourn the meeting at 7:45 p.m.

MOTION #18-03 ***passed unanimously by consensus to adjourn the meeting.***

Respectfully submitted,

_____

Clerk Dolores Marquez-Frausto
Board Clerk

HB/pt

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

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES of the Alum Rock Union School District Held on Thursday, July 11, 2019, 5:30 p.m. at the Alum Rock Union School District Office Board Room, 2930 Gay Avenue, San Jose, CA 95127 Meeting #1-19/20

1. OPEN SESSION

1.01 Call to Order / Roll Call/ Pledge of Allegiance

President Linda Chavez welcomed everyone in the audience. President Linda Chavez called the Board Meeting to order at 5:36 p.m. followed by Roll Call.

President Linda Chavez announced to the audience that Member Corina Herrera-Loera would be participating via Teleconference from the following location: Paseo Pta. Sta. Cruz MZ2 LT 7, P Chahue, 70989 Bahias de Huatulco, Oaxaca, Mexico, Room 203.

Board Members Present:

Linda Chavez	President
Ernesto Bejarano	Vice-President
Dolores Marquez-Frausto	Clerk
Andrés Quintero	Member *(arrived late at 5:47 p.m.)*
Corina Herrera-Loera	Member (*participating via Teleconference from Mexico)*

Administrative and Support Staff Members Present:

Dr. Hilaria Bauer	Superintendent
Rene Sanchez	Assistant Superintendent, Instructional Services
Carlos Moran	Assistant Superintendent, Human Resources
Kolvira Chheng	Assistant Superintendent, Business Services
Maribel Carrillo	Sr. Executive Assistant, Superintendent's Office

President Linda Chavez welcomed everyone and led the Pledge of Allegiance at this time.

1. **OPEN SESSION** *(continued)*

President Linda Chavez announced to the audience that all votes would be taken by Roll Call.

1.02 Announcement and Public Comments Regarding Items to be Discussed In Closed Session.

President Linda Chavez announced the items that would be discussed in Closed Session.

President Linda Chavez announced that the Board would reconvene to Open Session at approximately 8:41 p.m. The Board adjourned to Closed Session at 5:41 p.m.

3. RECONVENE TO OPEN SESSION

3.01 Call to Order / Roll Call

The Board reconvened to Open Session at 9:03 p.m. President Linda Chavez welcomed everyone and took a second Roll Call in which all Board Members were present.

Counsel Rogelio Ruiz reported that the Board took the following action:

2.01 With a unanimous roll call vote, the Board approved and authorized filing a complaint against Del Terra Real Estate Incorporated the district's former program and construction manager, for breach of contract to seek any other appropriate remedies in connection with the program management and construction management contracts.

Counsel Rogelio Ruiz reported that there was no other action to report at this time.

3.03 Agenda Review and Adoption

There were no items requested to be moved.

4. PUBLIC MEMBERS WHO WISH TO ADDRESS THE BOARD

4.01 Requests to Address the Board

1) Robert Duran from the Citizens Bond Oversight Committee said if anyone is interested in being involved to please fill out an application.
2) Maria Martinez invited everyone to Mexican Heritage Plaza for a meeting to discuss all the construction work that is going on at Alum Rock. She spoke about there being a lot of controversy over the school KIPP.
3) Dustin Keele spoke about a Beautification Day at Linda Vista and that he is seeking parent involvement.

4. PUBLIC MEMBERS WHO WISH TO ADDRESS THE BOARD *(continued)*

4) Male speaker from City Team said that he also is happy about being a part of the Beautification Day at Linda Vista. He said that some boxes of food were given to families for Thanksgiving.

5. COMMENTS AND COMMUNICATION

5.01 Teamsters

There were no representatives from Teamsters at this time.

5.02 California School Employee's Association (CSEA)

There were no representatives from CSEA at this time.

5.03 Alum Rock Administrator's Association (ARAA)

Rigoberto Gomez, Principal at Linda Vista, highlighted all the important things that are happening this summer. He invited the Board members to two events that will take place at Joseph George Middle School.

5.04 Alum Rock Educator's Association (AREA)

There were no representatives from AREA at this time.

5.05 Superintendent

Superintendent Bauer thanked the Verizon Foundation for the lab at Ocala and Sheppard and said that all of the students will have access to it. She said Alum Rock School District's website has been update. A video was shown featuring what was added to the website.

5.06 Board of Trustees

Vice-President Ernesto Bejarano thanked everyone for their patience and for staying for the meeting. He asked if the relationship that City Team has with Alum Rock was a preexisting relationship.

Superintendent Bauer responded that she will follow up with Vice-President Ernesto Bejarano.

5.06 Board of Trustees *(continued)*

Vice-President Ernesto Bejarano wanted to know if the recruitment for the Oversight Committee was posted on social media like he requested. He said that if it was, please have Voler repost it.

Clerk Dolores Marquez-Frausto asked Counsel whether agenda item 6.01 is for action or a discussion because she was confused about it. She would like to have information regarding the event that will take place at the Mexican Heritage Plaza and she asked where in Alum Rock is the construction hindering businesses.

Member Andrés Quintero responded to Clerk Dolores Marquez-Frausto's question. He said the construction work is happening on a long stretch of Alum Rock. City Council had approved this in 2014 and this will affect small businesses. He commented Alum Rock School District cannot give up their schools or land.

6. Contracts over $100,000

6.01 Participation of contract of year 2 for RFP No. 2018-19-01 Administrative and Distribution Services for Schools Linked in Commodities (SLIC) Commodity Cooperative (Co-Op) for 2019-2020 School Year, Child Nutrition Services, $1,400,000.00.

Counsel Rogelio Ruiz responded to Clerk Dolores Marquez-Frausto's question regarding item 6.01 and said it was properly agandized.

MOTION #01-01 by Member Andrés Quintero to approve Action Items 6.01 as presented. MOTION #01-01 was seconded by Vice-President Ernesto Bejarano.

MOTION #01-01 carried with a roll call vote of 5 in favor; no opposition; no absent; and no abstention.

7. Superintendent/ Board Business

7.01 Second Reading and Approval of amended Board Bylaw 9250 and E 9250 (exhibit), Remuneration, Reimbursement and Other Benefits.

MOTION #01-02 by Member Dolores Marquez-Frausto to approve Action Items 7.01 as presented. MOTION #01-02 was seconded by Vice-President Ernesto Bejarano.

Vice-President Ernesto Bejarano asked Counsel Rogelio Ruiz if an excused absence for a board member is determined by a majority vote.

Counsel Rogelio Ruiz responded that it is decided by a majority vote.

Vice-President Ernesto Bejarano asked if it happened here.

7. Superintendent/ Board Business *(continued)*

Counsel Rogelio Ruiz said it does not have to be here and it requires the greater of the majority and that is when it is decided by the bylaw.

MOTION #01-02 carried with a roll call vote of 5 in favor; no opposition; no absent; and no abstention.

7.02 Board will consider the establishment of a Board Led Marketing Committee.

Superintendent Bauer asked President Linda Chavez to have this item removed from the agenda.

President Linda Chavez said this committee has already been established.

Vice-President Ernesto Bejarano asked to clarify that is has been established.

Superintendent Bauer responded that on February 28, 2019, when the committees were established, a marketing committee was established.

Vice-President Ernesto Bejarano asked how this item made it to the agenda.

Superintendent Bauer responded that they forgot that it had already been brought to the Board.

Member Andrés Quintero said they can only establish committees at that meeting.

8. Business

8.01 Resolution No. 20-18/19 Update Agreement Between the Governing Board of the Alum Rock Union Elementary School District and the Santa Clara County Superintendent of Schools Regarding Necessary Revisions for Compliance with Statutory Budget Requirements in Conjunction with the Local Control Accountability Plan (Education Code 42127 and 52070).

8.02 Approve Bradley Concrete's Donation of Time and Material to Repair and Paint Various Concrete Areas at Adelante Dual Language Academy.

MOTION #01-03 by Member Andrés Quintero to approve Action Items 8.01 and 8.02 as presented. MOTION #01-03 was seconded by Vice-President Ernesto Bejarano.

Clerk Dolores Marquez-Frausto asked what was the formality the District follows because the company is talking about a $30,000 project.

8. Business *(continued)*

Counsel Rogelio Ruiz explained there will be a record of a donation for time and materials. If the Board approves the donation there will be a proceeding agreement with Bradley Concrete where they will agree to provide insurance and they will clean the area to make it safe.

Clerk Dolores Marquez-Frausto asked who would work on the agreement.

Counsel Rogelio Ruiz responded that he would work on it with Business Services and they have already started.

Vice-President Ernesto Bejarano asked what authority is required to move forward.

Counsel Rogelio Ruiz responded that he was asked how to approach this donation. It is not normal and that is why it has been brought to the Board for approval. If the Board approves it, the work will be done before school starts.

Clerk Dolores Marquez-Frausto commented that the process has already begun before it was brought to the Board. She requested that the timelines be adhered to these items being brought to the Board have already happened at times.

Member Andrés Quintero said he wanted to clarify that the Board bylaw states that the Superintendent's designee has the authority to reach out to counsel. This is a good opportunity and it has been brought to the Board for further consideration.

Vice-President Ernesto Bejarano said that a lot of things have already happened before they come to the Board.

MOTION #01-03 carried with a roll call vote of 5 in favor; no opposition; no absent; and no abstention.

8.03 Approve Joint Use Agreement with SJB Child Development Centers for Joint Use Facilities at Cassell Elementary and Slonaker School Sites.

MOTION #01-04 by Clerk Dolores Marquez-Frausto to approve Action Items 8.03 as presented. MOTION #01-04 was seconded by Member Andrés Quintero.

MOTION #01-04 carried with a roll call vote of 5 in favor; no opposition; no absent; and no abstention.

9. HUMAN RESOURCES

9.01 Information Regarding Resignations

10. CONSENT CALENDAR

10.01 Approve Contracts for Professional Services-Firms

*There was consensus from the Board to combine and take action on **Agenda Items 10.01, 10.02, 10.03, 10.04, 10.05, 10.06, and 10.07** to discuss.*

MOTION #01-05 by Clerk Dolores Marquez-Frausto to Approve Action Item 10.01, 10.02, 10.03, 10.04, 10.05, 10.06, and 10.07 as presented. MOTION #01-05 was seconded by Member Andrés Quintero.

10.01 Approve Contracts for Professional Services-Firms.
10.02 Acceptance of Donations.
10.03 Approval of Fundraising Activities.
10.04 Acceptance of Enrollment/Attendance Report for Month 10 (May 13, 2019 thru June 7, 2019).
10.05 Acceptance of Vendor & Payroll Warrants.
10.06 Approve/Ratify Notices of Employment and Changes of Status/July 11, 2019/Human Resources Department.
10.07 Quarterly Report on Williams Uniform Complaints.

Member Andrés Quintero commented that he was glad to see Professional Services are firms from San Jose.

MOTION #01-05 carried with a roll call vote of 5 in favor; no opposition; no absent; and no abstention.

11. FUTURE BOARD AGENDA REQUESTS

11.01 Requests from Board of Trustees and/or from the Public

1)Dustin Keele requested to add Beautification Day to a future agenda to help out students.
2) Sandra Rivera Vice-President for AREA asked for the voting to be called out because it is so much clear.

Vice-President Ernesto Bejarano said for item 10.04, he is requesting an average of each individual school for the entire school year.

Vice-President Ernesto Bejarano asked that for item 10.05, if they are close to being there with details of vendors.

Superintendent Bauer replied that she would follow up with him during their one-on-one meeting.

11. FUTURE BOARD AGENDA REQUESTS *(continued)*

Counsel Rogelio Ruiz reported that the Board took the following action in closed session:

> **2.04** ***Approval of the Superintendent's Evaluation, with a roll call vote of 4 in favor, 1 opposition (Dolores Marquez-Frausto), no absent; and no abstention.***

Counsel Rogelio Ruiz reported that there was no other action to report at this time.

12. ADJOURNMENT

12.01 President Adjourns the Meeting

13. Next Meeting (s)

13.01 August 8, 2019, Regular Board Meeting

President Linda Chavez adjourned the meeting at 9:49 p.m.

Respectfully submitted,

_____

Dolores Marquez-Frausto
Board Clerk
mc

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

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES of the Alum Rock Union School District Held on Thursday, August 8, 2019, 4:45 p.m. at the Alum Rock Union School District Office Board Room, 2930 Gay Avenue, San Jose, CA 95127 Meeting #02-19/20

1. OPEN SESSION

1.01 Call to Order / Roll Call / Pledge of Allegiance

President Linda Chavez welcomed everyone in the audience. President Linda Chavez called the Board Meeting to order at 4:58 p.m. followed by Roll Call.

Board Members Present:

Linda Chavez	President
Ernesto Bejarano	Vice-President *(arrived late at 5:30 p.m.)*
Dolores Marquez-Frausto	Clerk *(arrived late at 5:01 p.m.)*
Andrés Quintero	Member
Corina Herrera-Loera	Member

Administrative and Support Staff Members Present:

Dr. Hilaria Bauer	Superintendent
Rene Sanchez	Assistant Superintendent, Instructional Services
Carlos Moran	Assistant Superintendent, Human Resources
Kolvira Chheng	Assistant Superintendent, Business Services
Maribel Carrillo	Sr. Executive Assistant, Superintendent's Office

President Linda Chavez welcomed everyone and led the Pledge of Allegiance at this time.

1. OPEN SESSION *(continued)*

Superintendent Bauer opened the meeting with a moment of silence in memory of Cynthia Mykkanen, a Teacher of Alum Rock School District.

1.02 Announcement and Public Comments Regarding Items to be Discussed In Closed Session

President Linda Chavez announced the items that would be discussed in Closed Session.

Counsel Rogelio Ruiz said that there was a typographical error on item 2.01. The case number is 2019040516.

1.03 Adjournment Closed Session.

President Linda Chavez announced that the Board would reconvene to Open Session at approximately 8:02 p.m. The Board adjourned to Closed Session at 5:02 p.m.

3. RECONVENE TO OPEN SESSION

3.01 Call to Order / Roll Call

The Board reconvened to Open Session at 7:19 p.m. President Linda Chavez welcomed everyone and took a second Roll Call in which all Board Members were present.

3.02 Report of Action Taken in Closed Session

Counsel Rogelio Ruiz reported that the Board took the following action:

2.01 With a unanimous vote, approved a settlement up $50,000 and $19,500 are waivers applied to the agreement. Copy of the settlement is available upon request.

2.02 With unanimous vote, approved a settlement with D. Guerra and R Windnker parents on behalf of the students' nonpublic school provisions for assessment for IEP. C. Alvarez and D. Guerra which include reimbursement to parents in the amount of $11,300.00 for education and related services for speech and language services and attorney fees up to $1,700.

Superintendent reported that the Board took the following action:

2.03 Approved the hiring of Victor Guendulain, Assistant Principal at Joseph George, with a vote of 4 approved and 1 abstention, and Rebecca Jensen, Assistant Principal at Aptitud, with a unanimous vote.

Superintendent Bauer reported that there was no other action to report at this time.

3.03 Agenda Review and Adoption

Member Andrés Quintero asked to move the following agenda item up ***Agenda Item 6.02 Agenda Discussion/Action.***

> ***8.02 Approve Contract with San Jose Police Department Secondary Employment Unit, School Resource Officer Program supports ARUSD middle schools in providing a safe and positive school environment, Student Services, $100,000.00.***

President Linda Chavez stated that members of the public asked to move the following agenda items ***Agenda Item 6.02, 9.02 and 9.04 Agenda Review and Adoption.***

> ***6.02 Approve the Local Control Accountability Plan (LCAP) 2019-2020 (Budget Revision).***
>
> ***9.02 As per Board Bylaw 9130, The Board will complete the establishment of board-led subcommittees, including purpose, duties, authority, and duration of each subcommittee. Board subcommittees established on 2/28/19: Budget and Finance-Vice President Ernesto Bejarano; Curriculum-President Linda Chavez; District Marketing-President Linda Chavez/Dolores Marquez-Frausto; Bond and Facilities-Clerk Dolores Marquez-Frausto; District Growth and Development–President Linda Chavez /Member Corina Herrera-Loera; Safety & Wellness- Vice President Ernesto Bejarano/Member Corina Herrera-Loera; Small Schools & Innovation- Member Andrés Quintero/Vice President Ernesto Bejarano. Board members may be added or deleted from any of these subcommittees.***
>
> ***9.04 The board will consider holding Board Meetings at the Middle Schools.***

Clerk Dolores Marquez-Frausto asked where the items are going to be placed.

President Linda Chavez responded after item 6.01. The order will be 6.02, 8.02, 9.02 and 9.04.

4. PUBLIC MEMBERS WHO WISH TO ADDRESS THE BOARD

4.01 Requests to Address the Board

No one had Public Comments.

5. COMMENTS AND COMMUNICATION

5.01 Teamsters

There were no representatives from Teamsters at this time.

5.02 California School Employee's Association (CSEA)

There were no representatives from CSEA at this time

5.03 Board of Trustees/Communications/Comments

Clerk Dolores Marquez-Frausto mentioned the shooting tragedies that happened and how her daughter said it hit home because she has an 8-month old boy. She asked that the families come to Alum Rock so they can be helped in whatever way possible. She feels there should be gun control.

Member Corina Herrera-Loera said she wanted to echo on the sentiment of her peer. She thanked the teachers, staff and everyone that supports their schools. She commented that she is here to make a difference at the district, to continue to learn and to do the best to lead on behalf of children.

President Linda Chavez thanked everyone for staying with them and thanked Peter Ortiz for staying connected with Alum Rock. She commented that tragedy brings us together to help one another. She asked if there was some type of help going on for the families at the district.

Vice-President Ernesto Bejarano expressed his heartfelt condolences to everyone affected in these events. He looked forward to engaging in those differences as a community and working through them in the interest of our children.

5.04 Alum Rock Administrator's Association (ARAA)

Tara Bickford President of ARAA and Principal at Joseph George, thanked the Board for its support of the summer programs. She spoke about core values that were discussed at the Management Retreat.

5.05 Alum Rock Educator's Association (AREA)

There were no representatives from AREA at this time.

5. COMMENTS AND COMMUNICATION *(continued)*

5.06 Superintendent

Superintendent Bauer mentioned that Jocelyn Merz had surgery. She spoke about the programs that took place this summer and she spoke about the ribbon cutting at Ocala Steam Academy and Sheppard Middle School with state-of-the-art tech labs at both facilities. She said they started the meeting with the news of a loss of a fantastic teacher from Painter her condolences go out to her family and colleagues. She mentioned the tragedy that occurred in Gilroy. The students were not Alum Rock students, but they were Alum Rock residences. She thanked the Board for her evaluation although it was a difficult process. As the Superintendent, she appreciated their support.

6. Instructional Services

6.01 Board will be updated regarding District Wide Social-Emotional Learning initiative.

Dr. Imee Almazan, Coordinator of State & Federal, gave a Power Point presentation. She will be using the 2018 year. Some of the highlights included the following:

Alum Rock 2018-2019		**Family Survey**			
After School Programs **94%**		**Climate of Support for Academic Learning** **94%**	**Knowledge and Fairness of Discipline Rules and Norms** **93%**	**Safety** **89%**	**Sense of Belonging (School Connectedness)** **94%**

The "Why"

- Create shared understanding and vision of SEL
- Consistent, observable patterns
- Structure, processes, incentives

Premise: When social, emotional, and academic development are intentionally coordinated, students benefit from learning that enriches their knowledge of the academic content and increases critical thinking skills.

Connection: Our Needs to SEL

We need to understand the root of the issues that affect our students and what they experience during the critical developmental stages.

9. INSTRUCTIONAL SERVICES *(continued)*

- **Neighborhood Effects**
- **Familial Factors**
- **Health (Physical and/or Emotional)**
- **Culture/Climate at School**
- **Immigration Status**
- **Economic Hardship or Homelessness**

President Linda Chavez asked if anyone had questions.

Vice-President Ernesto Bejarano thanked Coordinator Almazan for her presentation and the level of work that went into putting it all together. He asked for a rough definition in terms of trauma exposure and how it is defined for the students to understand what trauma means for them.

Coordinator Almazan responded that students do not take a survey. Students presented symptoms of direct trauma in areas of physical, sexual and verbal abuse as well as 5 other factors with another family member with mental issues.

Vice-President Ernesto Bejarano asked if the data points are extrapolation.

Coordinator Almazan responded there are data points to consider.

Vice-President Ernesto Bejarano asked if the schools have different services or do they have some level of SEL services.

Coordinator Almazan said that they do have the same level of SEL services.

Vice-President Ernesto Bejarano asked if there are any plans beyond what was presented in terms of implementation to develop SEL services for the schools.

Coordinator Almazan responded that the vision will be created by the school site folks along with the parents or partners and it created a district wide plan for awareness.

Member Corina Herrera-Loera commented it was great to see Coordinator Almazan in her new role. In regards to the SEL practices, she would like to see the outcome of each program, how they are doing and what growth they have.

Clerk Dolores Marquez-Frausto commented that Coordinator Almazan was an awesome principal and that she raised the students' test scores. She requested to have information on the new roles.

Coordinator Almazan said she will provide her a synopsis.

6. INSTRUCTIONAL SERVICES *(continued)*

6.02 Approve the Local Control Accountability Plan (LCAP) 2019-2020 (Budget Revision).

Superintendent Bauer said there were very minor corrections done for the LCAP and, at this point, there is no presentation unless there are questions.

MOTION #02-01 by Member Andrés Quintero to approve Action Item 6.02 as presented. MOTION #02-01 was seconded by Member Corina Herrera-Loera.

Vice-President Ernesto Bejarano asked what the errors were for transparency reasons.

Ms. Sandra Garcia, Director of State & Federal, responded there were two things. The numbers for operating costs were off, but this does not impact the LCAP. Also there was an adjustment on budget goals, actions and services for general cost in Special Education.

President Linda Chavez asked if there was any Public Comment:

1) Flor DeLeon commented it is good to work with the county and community for the LCAP.

MOTION #01-01 carried with a vote of 5 in favor; no opposition; no absent; and no abstention.

8. Contracts Over $100.000

8.02 Approve Contract with San Jose Police Department Secondary Employment Unit, School Resource Officer Program supports ARUSD middle schools in providing a safe and positive school environment, Student Services, $100,000.00.

Superintendent Bauer asked the Board to approve item 8.02.

MOTION #02-02 by Clerk Dolores Marquez-Frausto to approve Action Items 8.02 as presented. MOTION #02-02 was seconded by President Linda Chavez.

President Linda Chavez asked if there was anyone from the community that would like to comment:

1) Natalie Baranet commented that there was a misleading article saying that Alum Rock is getting rid of police officers. Police officers should be supporting all our children to feel safe.

2) Dilza Gonzalez said, as a mother of three students she wants nothing more than their safety. She said law enforcement needs to do its jobs.

8. Contracts Over $100.000 *(continued)*

3) Emelia Bejarano said she was a former student of Alum Rock and she was concerned about the cuts on police officers. She said that she felt a sense of being safe knowing the police officers were present.

4) Flor DeLeon said there are hard times in Alum Rock and people do not understand there is a 14-million-dollar deficit. She said she read an article that said Police Chief Garcia was going to add more police officers to patrol our communities. She asked what was going to be the next cut.

5) Laurie Valdez commented the $100,000 can be used for trauma and collaboration. In 1999, 225 incidents happened on school campuses. Police officers on campus' do not make them safe.

6) Camille Llanes-Fontanilla Executive Director from Somos said there is a budgetary dryer situation at Alum Rock and she feels that 100 thousand dollars is a balance forward from the staff. She said it was shameful to have to choose safety over quality education for her children.

7) Lilanie Castillo said there should be more social and emotional programs without increasing police presence.

8) Male speaker spoke on behalf of AREA President Jocelyn Merz. She said safety of schools is a top priority and her understanding is 100 thousand dollars' contract is only for selected schools and she wanted to know where that money will come from.

9) Brenda Zendejas said there are schools that are combined elementary and middle school there is no security. If this agenda item gets approved how are they going to make all schools safe.

President Linda Chavez asked if there was any Board Discussion.

Vice-President Ernesto Bejarano thanked the community for their feedback. He said he has done his homework too. He commented at his campaign he said he wanted to focus on safety. His decision is based on his commitment. He said he works as a Social Worker in Social Services for the past 20 years for prevention and intervention. In January 2018 there was a memo sent to San Jose Unified School District, East Side Union School District and Campbell Unified School District clarifying the role that Police Officers are at campus is to deal with crisis situations at schools. He confirmed with Superintendent Bauer for each school site there is a layout provided to San Jose Police Officers.

8. Contracts Over $100.000 *(continued)*

Member Corina Herrera-Loera said she is currently in law enforcement and was assigned to the East Side Union High School District for 7 years. She will be supporting this item because San Jose Police Department is great. Some of the police officers are great and some need more training. Her experience has been that youth feel connected with them and will inform them when to watch at someone's backpack or alert them to any other issues on campus.

President Linda Chavez said students will feel more safe if police officers are present. When she was campaigning, she saw there was a lot of need. She commented that they were trying to get creative with the dollars. She thanked everyone for speaking out. She said if money opens up, this item can be revisited.

Member Andrés Quintero said he appreciated the feedback from the community. He commented that they are here in the business of education at the school district. He cannot control what someone is reading and whether he/she gets pumped up and does something. The creep put in social media that he was targeting mestizos like myself, people from the audience, and his children which is really concerning. He feels that safety is super important and he does understand the situation Superintendent and staff are in. He cannot support the item for the reasons he stated.

Clerk Dolores Marquez-Frausto was against it before because the police officers were not of the same culture and they did not understand it. She saw it change in City Hall, bringing Latino officers. She said she was in a position in which she worked out in the field a lot and did home visits at some of the homes she visited, she would need to call the police for backup. She will be supporting this item.

MOTION #02-02 carried with a vote of 3 in favor; 2 oppositions (Vice-President Ernesto Bejarano and Member Andrés Quintero); no absent; and no abstention.

9. Superintendent/ Board Business

9.02 As per Board Bylaw 9130, The Board will complete the establishment of board-led subcommittees, including purpose, duties, authority, and duration of each subcommittee. Board subcommittee established on 2/28/19: Budget and Finance-Vice-President Ernesto Bejarano; Curriculum-President Linda Chavez; District Marketing-President Linda Chavez/Clerk Dolores Marquez-Frausto; Bond and Facilities-Clerk Dolores Marquez-Frausto; District Growth and Development-President Linda Chavez/Member Corina Herrera-Loera; Safety & Wellness-Vice President Ernesto Bejarano/Member Corina Herrera-Loera; Small Schools & Innovation-Member Andrés Quintero/Vice-President Ernesto Bejarano. Board members may be added or deleted from any of these subcommittees.

9. Superintendent/ Board Business *(continued)*

Superintendent Bauer said President Linda Chavez alerted her about the omission of herbeing part of the Budget Committee. There was no evidence reflected in the meeting minutes nor the recording and, for that reason, last sentence was added.

Clerk Dolores Marquez-Frausto feels the last sentence does not need to be added.

President Linda Chavez would like to be added again to the Budget Committee. She said she was originally added and was erased.

Member Corina Herrera-Loera asked President Linda Chavez if she should finish reading it and then ask for any comments.

President Linda Chavez said she would like to address each one at a time. This would be easier for her and easy for Senior Executive Assistant Maribel Carrillo to keep track of it.

Member Corina Herrera-Loera believes this is her second meeting, she thought she would be able to attend all the meetings but now things have changed. She commented to spend their time wisely.

Vice-President Ernesto Bejarano asked for the purpose of this activity and asked if it was to clarify who is on the committee or to determine its very existence.

President Linda Chavez said it's for all of the above.

Superintendent Bauer commented that they are following the bylaws and are also responding to the State Audit finding. The purpose is purpose, authority and duration. Each one of the subcommittees needs to have components to be established and that is why this is brought up to the Board to ratify.

Member Andrés Quintero said he was going to talk about Small Schools & Innovation. There will be new ideas and new ways of doing things. This will be brought up at the committee throughout the year.

Vice-President Ernesto Bejarano asked to be removed from Small Schools and Innovation committee.

Counsel Rogelio Ruiz said one of things that was unclear in the State Audit was the authority of Bonds Committee expenditures of funds. Committee is only advisory meaning the committee will come back and do recommendations to the Board and the Board should decide that or if they are going to be delegating. The Board should decide the duration of the committee. The reason that it is important is it is an Ad Hawk Committee it is not subject to the Brown Act it does not need to be publicized. A standing committee is subject to the Brown Act requirements every time that committee meets.

9. Superintendent/ Board Business *(continued)*

Member Andrés Quintero encourages his colleagues to be an advisory committee not to delegate authority to anybody and the authority should be dealt with the Board.

Clerk Dolores Marquez-Frausto asked Counsel Rogelio Ruiz he did not give the duration of the committee and Ad Hawk does not sunset.

Counsel Rogelio Ruiz said it is not Ad Hawk and you do not limit the duration. He gave an example some Boards review the applications limited duration once the process is completed there is no Brown Act issues there. If there is a Budget Committee year after year standing committee then you need to comply with the Brown Act.

President Linda Chavez spoke the Curriculum Committee is an Ad Hawk will meet every three months just for an advisory purpose. This would be to get the information and see what the children are being taught and maybe helpful for the Board to make decisions and the duration would be a year.

Member Andrés Quintero said that it will not be Ad Hawk because President Linda Chavez said they will be meeting every three months and Ad Hawk you meet once.

President Linda Chavez asked how many times a year for it to be an Ad Hawk.

Counsel Rogelio Ruiz responded if you meet two or three times a year that meets the definition of an Ad Hawk.

President Linda Chavez said Budget Committee will be an advisory to help inform the Board and also the community. This will help answer questions.

The Board had discussion regarding Curriculum Committee.

Counsel Rogelio Ruiz commented that to keep it simple subcommittees through the year. In December the Board will have an organizational meeting.

President Linda Chavez spoke on the District Marketing Committee they will meet every three months and this will be an Ad Hawk. The purpose of the committee to market Alum Rock School District. She suggested of maybe having the PR firm give them feedback. She said it would be advisory committee.

President Linda Chavez said for Bond & Facilities it is Dolores Marquez-Frausto.

Counsel Rogelio Ruiz the Bonds & Facilities it is no required by law and it does not require the Ad Hawk roles and responsibility.

9. Superintendent/ Board Business *(continued)*

Member Andrés Quintero suggested to let the Bonds & Facilities go. He said to let the Board deal with it because it is more transparent in order to avoid any sort of problem. The previous Program Manager would come in say that he gotten direction from the committee and that caused a lot of problems.

Vice-President Ernesto Bejarano asked for clarification about what is the difference between the CBOC and the Bond Facilities.

Counsel Rogelio Ruiz responded the Bond Oversight Committee is required by law and the Bond Facilities was created some time ago by this Board which is not legally required.

Vice-President Ernesto Bejarano asked if this Board Committee would be an advisory.

Clerk Dolores Marquez-Frausto said during the duration of when she served on the Bond Facilities Committee with Member Andrés Quintero it had started as a community input and where the bond money was going to. In those meetings it started out as Ad Hawk. The staff would be at the committee meetings. She said she lobbied for the bond and she wants to see this through. There were no laws that were broken it was halted by administration.

President Linda Chavez said it is now 9:56pm and asked if the Board wanted to extend the time.

The Board was in consensus to wait until 10:30pm to extend time.

Vice-President Ernesto Bejarano said his question was unanswered regarding the difference between the CBOC and Bonds & Facilities.

Member Andrés Quintero commented he stopped going to the Bonds & Facilities Committee meeting because the construction manager said everything has been decided he was given the authority by the committee.

Counsel Rogelio Ruiz does not know the purpose of the committee and there was no charter. He was actually not sure and said in the state audit there was a confusion on the authority.

Clerk Dolores Marquez-Frausto said they did not have the authority to make changes when the staff came to the meetings those decisions were already decided between the staff and the program manager. When it was brought to them it was a done deal.

Member Corina Herrera-Loera commented based on what she is hearing and what was explained to her is it is dangerous. Regardless this is an advisory committee no decisions need to be made. Her question is what is the purpose, duty and duration.

9. Superintendent/ Board Business *(continued)*

President Linda Chavez said seeing that there is still bond money and knowing things need to be repaired at the schools this needs to be revisited. There is a list and we should use to the money. The community has send it over and over that things need to be fixed. She asked if there was anyone else that wanted to be on the Bonds & Facilities Committee. Since there is no one else she is going to be in it.

Clerk Dolores Marquez-Frausto said as far as the purpose the past Board took action to put a priority list. The priority list could have been used for the schools to be fixed. The purpose to finish that list as much as they can and it is an advisory committee. The duration is until the money is gone.

Superintendent Bauer reminded the Board that they approved the action facilities assessment that superseded the list of projects. There is evidence that the Board approved the facilities assessment and the Board said to the community we are going to be using the facilities assessment like the Board approved.

Clerk Dolores Marquez-Frausto asked Mr. Ruiz how does the assessment override what the Board has already done with the priorities already set.

Counsel Rogelio Ruiz responded in the audit reports there is two big issues that the District did not have an up to date assessment facilities and the Board did not approve the facilities master plan. The master plan still does not exist. The priorities would be set considering the needs in the assessment plan approved by the Board. If and when the District assessment master plan would supersede any priority that was previously approved.

Clerk Dolores Marquez-Frausto said there is still money. She really wants to see this through to give our children what they deserve this is the only avenue that she can do this.

President Linda Chavez recommends no meeting until the master plan is ruled out and then we can go from there.

Counsel Rogelio Ruiz until the master plan is approved by the Board.

President Linda Chavez moved to District Growth & Development.

Member Corina Herrera-Loera asked to be removed from that committee.

President Linda Chavez also removed herself from that committee and it was cancelled.

President Linda Chavez moved to Safety & Wellness this would be Vice-President Ernesto Bejarano and Member Corina Herrera-Loera.

9. Superintendent/ Board Business *(continued)*

Vice-President Ernesto Bejarano stated the fact that is was voted to cut their police officers, he is very concerned about the safety and well-being. After having conversations with the community members the reframing of the discussion and safety. He thinks this committee will be a regular meeting because he is concerned about the cut in safety.

Member Corina Herrera-Loera to add the social and emotional learning programs.

Superintendent Bauer asked they state the purpose so the minutes could reflect that.

Vice-President Ernesto Bejarano said the purpose of the committee is to provide safety and wellness for students, children and families. The duration is until December 2019. This will be an advisory committee.

Superintendent Bauer informed the Board this would be action that they need to take.

MOTION #02-03 by Member Andrés Quintero to approve all committees expect Bonds & Facilities Committee (this to be dealt with separately) as presented. MOTION #02-03 was seconded by Member Corina Herrera-Loera.

Public Comments:

1) Flor DeLeon requested to have in writing what was discussed. How are you including the community? This is concerning to her having board members that already there when there was issues and there should be more Board members in the Bonds& Facilities.

2) Female speaker she said she know there is a reduction of funds. She has a suggestion to put both the Bond Committee and the Marketing together.

Clerk Dolores Marquez-Frausto she said she is not offended this not fair to the community. This committee has no authority and there is money. The Board members that are voting against this you are putting a stop to this.

Member Andrés Quintero said there is a misunderstanding about this. He made motion to approve all expect the Bond Committee because of the audits.

President Linda Chavez thanked everyone for their comments and responded to the Flor DeLeon there could only be two Board members for each committee. She encouraged the community to be involved. The problems from the past the Board has corrected. They are trying to get along.

9. Superintendent/ Board Business *(continued)*

MOTION #02-03 carried with a vote of 3 in favor; no oppositions; no absent; and two (President Linda Chavez and Clerk Dolores Marquez-Frausto) abstentions.

MOTION #02-04 by Clerk Dolores Marquez-Frausto to approve Bonds & Facilities Committee as presented. MOTION #02-04 was seconded by Vice-President Ernesto Bejarano.

Clerk Dolores Marquez-Frausto said she wants to move forward and this just an advisory committee and she wants to see this through.

MOTION #02-04 carried with a vote of 3 in favor; two oppositions (Member Andrés Quintero and Member Corina Herrera-Loera); no absent; and no abstentions.

Motion made by Member Andrés Quintero to extend the meeting to 11:00pm. Second by Vice-President Ernesto Bejarano. The Board was consensus.

Vice-President Ernesto Bejarano said he wanted to make a point of parliamentary procedure with item 8.02. He explained to Mr. Ruiz his concern that he heard his colleagues online their vote with a full understanding of the actual vote was.

President Linda Chavez asked if once you voted can you go back.

Counsel Rogelio Ruiz responded to ask for the Board secretary to ask what the motion was and the vote was go from there.

Senior Executive Assistant Maribel Carrillo responded that Clerk Dolores Marquez-Frausto made the motion and President Linda Chavez second the motion.

Vice-President Ernesto Bejarano said the discussion he heard of his colleagues did not seem to online with the vote. He wanted to make sure that there was a clear understanding of what they were voting on and true feelings to be reflected.

Member Andrés Quintero commented for parliamentary the prevailing side can reconsider their vote.

Vice-President Ernesto Bejarano commented unless the maker of the motion reconsider.

Counsel Rogelio Ruiz responded what Member Andrés Quintero said only the persons that voted in favor of the motion can reconsider it he is not unware of any other basis for it.

Clerk Dolores Marquez-Frausto if her colleague has second thoughts about changing his vote if he is she will redo her vote.

9. Superintendent/ Board Business *(continued)*

9.04 The board will consider holding Board Meetings at the Middle Schools.

President Linda Chavez said the Board was reviewing and discussing having a Board Meeting at the Middle Schools and there would be no cost. She respectfully asked if they can hold meetings at the Middle Schools.

President Linda Chavez the Board was reviewing and discussing having a Board Meetings at the Middle Schools. There will be no extra cost. She asked the Board respectfully if they can hold meetings at the middle schools.

Superintendent Bauer said there is extra cost to have Board Meetings at Middle Schools.

President Linda Chavez asked Assistant Superintendent of Business Services Kolvira Chheng how much would it be for the extra cost.

Assistant Superintendent Chheng responded that he does not know.

President Linda Chavez said she was going to do what the community asked. This was discussed prior and it was supposed to be brought up for the next meeting, it never was.

Member Andrés Quintero asked to limit the number is meetings at the Middle Schools. He can support a small amount. There used to be meetings at the Middles Schools and there lasted at 2:00am to 3:00am and it use to be the same people that would show up. This incurs cost.

Clerk Dolores Marquez Frausto commented when they would have the Board meeting at the Middle Schools they were successful. She requested for them to be limited and not during the winter time.

President Linda Chavez said twice a year one in November 2019.

Member Corina Herrera-Loera commented considering the cuts being made she prefers for it to be one meeting at the Middle School and see what the cost would be and go from there. She said that she preferred December this would give us a better idea what the children go through during the winter.

President Linda Chavez said December was hard it is super cold and it is better to have it sooner than later because the parents say it is hard to go to the meetings.

Vice-President Ernesto Bejarano said two events per year in terms of cost should be alright since they saved money tonight. He feels this is way that parents can engage better and it is worth it. He said we can see then what the cost is.

9. Superintendent/ Board Business *(continued)*

MOTION #02-05 by Member Andrés Quintero to hold the November 2019 meeting at a Middle School that President Linda Chavez works out with Superintendent Bauer. MOTION #02-05 was seconded by Clerk Dolores Marquez-Frausto.

President Linda Chavez called out for Public Comments.

1) Dilza Gonzalez said parents are requesting to have meetings nearby their homes. She thanked the Board for having the meetings at the Middle Schools.
2) Frank Chavez commented when he was a Board member they use to do presentations at the District.
3) Male speaker feels this would be a great opportunity for parents to engage and want to join Alum Rock School District.

Vice-President Ernesto Bejarano asked to modify the motion made by Member Andrés Quintero to add Fall and Spring meetings. He asked that their PR firm that handles the social media target the surrounding areas where the meeting will take place.

Member Andrés Quintero said it is not necessary to modify the motion. First we get the cost and then schedule the other two meetings.

Clerk Dolores Marquez-Frausto asked Superintendent Bauer for a ball park figure for the cost for the setup of the Board meeting offsite.

Superintendent Bauer responded she had a conversation with Clerk Dolores Marquez-Frausto regarding costs when she was president and does not remember what the cost was.

MOTION #02-05 carried with a vote of 5 in favor; no oppositions; no absent; and no abstentions.

7. Contract Extensions Over $100,000—Board Discussion And/ Or Action.

7.01 Approve Contract Extension, Original amount $59,000, for Maxim Healthcare, Per Settlement Agreement OAH CASE NO. 2019040516 for Students requiring a 1:1 outside the District, Special Education, New contract amount $123,750.

MOTION #02-06 by Member Andrés Quintero to approve Action Items 7.01 as presented. MOTION #02-06 was seconded by Member Corina Herrera-Loera.

MOTION #02-06 carried with a vote of 5 in favor; no oppositions; no absent; and no abstentions.

8. Contracts Over $100,000

President Linda Chavez asked if there is a motion to approve 8.01, 8.03, 8.04, 8.05 and 8.06.

8.01 Approve Contract with Esther B. Clark School for non-public tuition related cost for students and disabilities, Special Education, $100,296.00.
8.03 Approve Contract with Ro Health, Inc., Provide LVN services for students with medical needs, Student Services, $140,000.
8.04 Approve Contract with City of San Jose, Recreation & Neighborhood Services, Provide 84 students with a comprehensive program that includes: tutoring, homework assistance, science, technology, engineering and math enrichment, State & Federal, $123,045.
8.05 Approve Contract with Think Together, Inc., Provide a comprehensive licensed preschool program at Adelante Dual Language I and II, Early Learning, $485,982.
8.06 Approve Contract with County of Santa Clara Department of Behavioral Health Services, Provide School Linked Coordinators to support students and their families socially and emotionally and assist with academic success, Student Services, $179,000.00.

MOTION #02-07 by Member Andrés Quintero to approve Action Items 8.01, 8.03, 8.04, 8.05 and 8.06 as presented. MOTION #02-07 was seconded by Member Corina Herrera-Loera.

Vice-President Ernesto Bejarano had a question regarding item 8.01 wanted to clarify if services are provided for non-public schools and asked if the service is provided for Charter Schools.

Superintendent Bauer responded if the IEP requires it, yes.

Vice-President Ernesto Bejarano asked how often are these services provided to Charter Schools.

Superintendent Bauer responded she does not have the number of Special Ed Students that are provided services that are from Charter Schools.

Member Andrés Quintero commented Charter Schools will not admit there is students that do comeback. He said these folks send the expenses to the District. Alum Rock School District welcomes all students and provides those services.

Vice-President Ernesto Bejarano requested from staff if there was a way to keep track of students that come back and need to have services provided to them.

Clerk Dolores Marquez-Frausto had a question on item 8.05 the description led her to believe there was a cost for the district it never said it was a grant. She asked it be specific.

8. Contracts Over $100,000 *(continued)*

Vice-President Ernesto Bejarano wanted to clarify that services will be provided to all students with medical needs who may not live in the boundaries of Alum Rock School District but go to school in the Alum Rock School District services will be provided.

MOTION #02-07 carried with a vote of 5 in favor; no oppositions; no absent; and no abstentions.

9. Superintendent/ Board Business

9.01 Board will select a board member to participate in District Strategic Planning Committee.

President Linda Chavez if anyone wanted to be part of the District Strategic Planning Committee. Vice-President Ernesto Bejarano and Clerk Dolores Maquez-Frausto.

MOTION #02-08 by Member Andrés Quintero to approve Vice-President Ernesto Bejarano and Clerk Dolores Marquez-Frausto to be a part of the District Strategic Planning Committee as presented. MOTION #02-08 was seconded by Clerk Dolores Marquez-Frausto.

MOTION #02-08 carried with a vote of 5 in favor; no oppositions; no absent; and no abstentions.

9.03 FIRST READING OF AMENDED BOARD BYLAW 1312.3—Uniform Complaint Procedures and Administrative Regulations 1312.3 Uniform Complaint Procedure.

10. Business-Board Discussion And/Or Action

10.02 Approve Memorandum of Understanding (MOU) Between the District and Catholic Charities of Santa Clara (CCSCC) to Operate the Family Resource Centers at Horace Cureton Elementary and Hubbard Media Arts Academy.

MOTION #02-09 by Member Andrés Quintero to approve Action Item 10.02 as presented. MOTION #02-07 was seconded by Member Corina Herrera-Loera.

Clerk Dolores Marquez-Frausto said she was against this item. She is a strong believer she keeps state and church separate.

MOTION #02-09 carried with a vote of 4 in favor; no oppositions; no absent; and one abstention (Clerk Dolores Marquez-Frausto).

10. Business-Board Discussion And/Or Action

10.03 Approve Agreement Between the District and City of San Jose to Allow the City's Office of Emergency Management to Use Certain Facilities Owned by the District During Emergencies for Shelter or Mass Care Services.

Member Andrés Quintero asked President Linda Chavez he would like to ask Counsel Rogelio Ruiz to excuse himself of item 10.03 because he is employed by the City of San Jose.

Counsel Rogelio Ruiz said this is a non-monetary agreement no financial interest involved so you do not need to excuse yourself.

MOTION #02-10 by Clerk Dolores Marquez-Frausto to approve Action Item 10.03 as presented. MOTION #02-10 was seconded by Member Andrés Quintero.

MOTION #02-10 carried with a vote of 4 in favor; no oppositions; no absent; and one abstention (Vice-President Ernesto Bejarano).

11. Bonds

11.01 Citizen's Bond Oversight Committee (CBOC) Appointment.

MOTION #02-11 by Member Andrés Quintero to approve Gabriel Campbell to Citizen's Oversight Committee as presented. MOTION #02-11 was seconded by Vice-President Ernesto Bejarano.

MOTION #02-11 carried with a vote of 5 in favor; no oppositions; no absent; and no abstention.

12. Human Resources

12.01 Information Regarding Resignations.

Clerk Dolores Marquez-Frausto thanked Angel Rodriguez for the services he gave to Alum Rock.

13. Consent Calendar- Board Discussion And/ Or Action

There was consensus from the Board to combine and take action on ***Agenda Items 13.02, 13.03, 13.04, 13.05, 13.06, 13.07, 13.08, 13.09, 13.10, 13.11, and 13.12*** *to discuss.*

Vice-President Ernesto Bejarano asked to pull ***Agenda Item 13.01 Approval of Minutes for the following meetings: (1) May 30, 2019, Special Board Meeting/Study Session; (2) June 13, 2019, Regular Board Meeting*** *to be discussed separately.*

13. Consent Calendar- Board Discussion And/ Or Action *(continued)*

13.02 Acceptance of Donations.
13.03 Approval of Fundraising Activities.
13.04 Acceptance of Vendor & Payroll Warrants.
13.05 Seal of Biliteracy Achievement Wards- Criteria
13.06 English Language Learners Reclassification Criteria.
13.07 Resolution No. 01-19/20: History Social Science and Benchmark Advance Alignment 2019-2020.
13.08 Approve/Ratify Notices of Employment and Changes of Status/August 8, 2019/Human Resources Department.
13.09 Approve Amended 2019-2020 Supervisory Calendar.
13.10 Approve Contracts for Professional Services- Firms.
13.11 Approve Acceptance of Memorandum (s) of Understanding.
13.12 School-sponsored Field Trip List.

MOTION #02-12 by Member Andrés Quintero to approve Agenda Items 12.02, 12.03, 12.04, 12.05, 12.06, 12.07, 12.08, 12.09, and 12.11 as presented. MOTION #20-21 was seconded by Member Corina Herrera-Loera.

MOTION #02-12 carried with a vote of 5 in favor; no opposition; no absent; and no abstention.

13.01 Approval of Minutes for the following meetings: (1) May 30, 2019, Special Board Meeting/Study Session; (2) June 13, 2019, Regular Board Meeting.

Vice-President Ernesto Bejarano said he did understand there is a transition with the staff however he needs to pull the minutes from May 30, 2019, there is significant amount of corrections. The minutes for June 13, 2019 were of comprehensive nature clear and concise.

MOTION #02-13 by Member Andrés Quintero to approve June 13, 2019 Meeting Minutes as presented. MOTION #20-13 was seconded by Vice-President Ernesto Bejarano.

MOTION #02-13 carried with a vote of 5 in favor; no opposition; no absent; and no abstention.

14. FUTURE BOARD AGENDA REQUESTS

14.01 Requests from Board of Trustees and/or from the Public

There was none.

15. ADJOURNMENT

14.01 President Adjourns the Meeting

President Linda Chavez adjourned the meeting at 10:55 p.m.

Respectfully submitted,

_____

Dolores Marquez-Frausto
Board Clerk

mc

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

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES of the Alum Rock Union School District Held on Thursday, September 12, 2019, 5:30 p.m. at the Alum Rock Union School District Office Board Room, 2930 Gay Avenue, San Jose, CA 95127 Meeting #04-19/20

1. OPEN SESSION

1.01 Call to Order / Roll Call/ Pledge of Allegiance

President Linda Chavez welcomed everyone in the audience. President Linda Chavez called the Board Meeting to order at 5:30 p.m. followed by Roll Call.

Board Members Present:

Linda Chavez	President
Ernesto Bejarano	Vice-President
Dolores Marquez-Frausto	Clerk *(absent)*
Andrés Quintero	Member *(arrived late at 5:38 p.m.)*
Corina Herrera-Loera	Member

Administrative and Support Staff Members Present:

Dr. Hilaria Bauer	Superintendent
Rene Sanchez	Assistant Superintendent, Instructional Services
Carlos Moran	Assistant Superintendent, Human Resources
Kolvira Chheng	Assistant Superintendent, Business Services
Maribel Carrillo	Sr. Executive Assistant, Superintendent's Office

President Linda Chavez welcomed everyone and led the Pledge of Allegiance at this time.

1. OPEN SESSION *(continued)*

Public Comment:

1) Allen Dorem from Teamsters 150 said the Teamsters have reached an agreement he appreciated the relationship he has with staff and they are very professional. He is recommending the contact.
2) Jocelyn Merz from AREA wanted to acknowledge the teachers that they have here after a long workday and dressed in black. Asked the Board to keep them in mind while they are in closed session.

1.02 Announcement and Public Comments Regarding Items to be Discussed In Closed Session

President Linda Chavez announced the items that would be discussed in Closed Session. There were no public comments from the audience at this time.

President Linda Chavez announced that the Board would reconvene to Open Session at approximately 6:33 p.m. The Board adjourned to Closed Session at 5:33 p.m.

Superintendent Bauer asked President Linda Chavez respectfully to reopen the meeting for agenda item 2.01 for a presentation.

President Linda Chavez opened the Board meeting at 5:35 p.m.

2. SPECIAL PRESENTATION/RECOGNITION

2.01 Special Recognition for Elementary Spelling Bee Adelante I- Student Recognition.

Assistant Superintendent Rene Sanchez said over the summer there was a National Spelling Bee where Adelante I students went to led by Principal Ms. Maria Martinez.

Principal Ms. Maria Martinez said she was a proud principal of Adelante I Dual Language Academy was able to share fantastic work with two of her teachers and students. The National Spelling Bee has been happening for the past 7 seven years where students have gone to New Mexico, San Antonio Texas and Denver Colorado.

Teacher Ms. Magdalena Villegas said this was a wonderful opportunity to strengthen their Spanish skills and she was very proud. Thanked the Board for their support.

Teacher Ms. Patricia said there was a lot of participation of students from different schools. The students participated from 9:00 a.m. to 9:00 p.m.

Student Diego said he participated in the National Spelling Bee he was very proud. He said he really liked it and wants to work really hard so he can make it for the next year's National Spelling Bee.

2. SPECIAL PRESENTATION/RECOGNITION

Superintendent Bauer asked Diego how many words do you need to memorize in Spanish to participate.

Diego responded too many.

Vice-President Ernesto Bejarano asked how much time did they spend studying for the competition.

Diego responded he did not spend much time studying.

Principal Ms. Maria Martinez said there was 11 rounds cycling through. She commented she was not only proud of representing Adelante I but also representing Alum Rock School District.

Parent Aracely Rodriguez said she is the mother of Gabriel and Mateo. She said the question Vice-President Ernesto Bejarano should have asked how many times did they complain because her son did not want to study. She commented there was 10 rounds they exhausted the list. There were students from different parts of the world. She thanked everyone for their support.

Principal Maria Martinez had a PowerPoint presentation showing pictures of the students at the National Spelling Bee.

President Linda Chavez announced that the Board would reconvene to Open Session at approximately 6:46 p.m. The Board adjourned to Closed Session at 5:46 p.m.

1.03 The Board will Adjourn to Closed Session at Approximately 5:35 p.m.

President Linda Chavez announced that the Board would reconvene to Open Session at approximately 6:30 p.m. The Board adjourned to Closed Session at 5:35 p.m.

4. RECONVENE TO OPEN SESSION

4.01 Call to Order / Pledge of Allegiance

The Board reconvened to Open Session at 7:20 p.m. President Linda Chavez welcomed everyone and took a second Roll Call in which all Board Members were present.

4.02 Report of Action Taken in Closed Session

Superintendent Bauer reported that the Board took the following actions:

4. RECONVENE TO OPEN SESSION *(continued)*

3.01 With a 4 in favor and 1 absent (Clerk Dolores Marquez-Frausto, the Board approved Matter of EECOC case#556201900489 materials of settlement a one lump payment in the amount of $5,000 to the affected employee paid by the District and credit 25 days of sick release and claims a copy of the settlement agreement is available from the District upon request,

3.06 With a 4 in favor and 1 absent (Dolores Marquez-Frausto), the Board Approved an evaluation instrument for the Superintendent's 2019-2020 evaluation and a copy of the instrument is available at the District upon request.

5. PUBLIC HEARING

President Linda Chavez opened up for Public Hearing at 7:22 p.m.

6. PUBLIC MEMBERS WHO WISH TO ADDRESS THE BOARD

6.01 Requests to Address the Board

Member Andrés Quintero asked to move the following agenda items before ***Agenda Item 5.02 Regarding Sufficiency of Instructional Materials.***

9.07 Consideration of the Stipulation and order by the Fair Political Practices Commission in the matter of Dolores Marquez for School Board 2016, Dolores Marquez for Santa Clara County Board of Education 2014, Dolores Marquez, and Anjelica Frausto; FPPC No. 17/106, on August 15, 2019, and the findings therein, and applicable Board Bylaws, and options for Board action and recourse.

14.10 Resolution No. 07-19/20 Support for California Schools and Local Communities Funding Act.

11.01 Resolution No. 20 18-19 Update Agreement the Governing Board of the Alum Rock Union Elementary School District and the Santa Clara County Superintendent of Schools Regarding Necessary Revisions for Compliance with Statutory Budget Requirements in Conjunction with the Local Control Accountability Plan (Education Code 42127 and 52070).

9. Superintendent/ Board Business

9.07 Consideration of the Stipulation and order by the Fair Political Practices Commission in the matter of Dolores Marquez for School Board 2016, Dolores Marquez for Santa Clara County Board of Education 2014, Dolores Marquez, and Anjelica Frausto; FPPC No. 17/106, on August 15, 2019, and the findings therein, and applicable Board Bylaws, and options for Board action and recourse.

Superintendent Bauer received a message from Clerk Dolores Marquez-Frausto asking if the Board would consider tabling this item.

President Linda Chavez commented Clerk Dolores Marquez-Frausto was given the opportunity to be here today but she is at a conference.

Member Corina Herrera-Loera read Board Resolution #08-19/20 Censure of Board Member Dolores Marquez. She said in the interest of fairness she presented this resolution for consideration.

MOTION #04-01 by Corina Herrera-Loera to place resolution today on the agenda for our next regular board meeting on October 10, 2019; if Dolores Marquez has a response, she is to place it in writing, before the meeting. Response should include publicly disclosing the substantiating the source of the $5,000 cashier's check referenced in the August 15, 2019, California Fair Political Practices Commission approved Stipulation, Decision and Order Case Number 17/0106 to assure the board and public there is no conflict of interest on any matters before the Board of Trustees. MOTION #04-01 was seconded by Member Andrés Quintero.

Vice-President Ernesto Bejarano said he wanted to make an amendment to the resolution to add remove Dolores Marquez from the Bond Committee effective immediately upon approval of the resolution. He asked Counsel Peter Rehon if that would be alright.

Counsel Peter Rehon replied a censure is a formal process one or more its members had a violation it cannot affect Board member's responsibility and duties. He would not recommend the amendment.

Member Corina Herrera-Loera said she spoke to Counsel Rogelio Ruiz before bringing this resolution and asked him about the Bond Committee if it should be added he said since it was voted on to bring it back to the Board.

Vice-President Ernesto Bejarano commented he spoke to Counsel Rogelio Ruiz and asked the same question.

9. Superintendent/ Board Business *(continued)*

Member Andrés Quintero said he agreed with Vice-President Ernesto Bejarano they cannot hold a band-aid and have the community wait around. He said the resolution presented by Corina Herrera-Loera is based on facts. Clerk Dolores Marquez-Frausto had the opportunity to defend herself to the FPPC and it resulted in a $7000 settlement. He commented that basically, Clerk Dolores Marquez-Frausto admitted to it by signing a settlement. He said his concern is where did those $5000 come from. He commented his colleague supported the Del Terra contract and he refused to participate.

Vice-President Ernesto Bejarano asked Counsel Peter Rehon if he feels what they are doing is logical or should they move on with it this evening.

Counsel Peter Rehon replied his recommendation is to what Member Corina Herrera-Loera noted to the calendar for the October 10th meeting. This will give the opportunity for Clerk Dolores Marquez-Frausto to respond in writing or appear before the Board and disclose questions and where the funds came from before the Board votes on the censure.

Member Andrés Quintero encouraged the Board to include the disclosure as to where did the funds come from.

Vice-President Ernesto Bejarano asked Counsel Peter Rehon assuming they did not get an answer from Clerk Dolores Marquez-Frausto at the October 10th meeting then how effective is the censure.

Counsel Peter Rehon replied the censure voted as proposed by Member Corina Herrera-Loera it is sufficient to protect the Board and to guide the Board in the future. The Board would need to take it on a case to case situation and the resolution would be inactive on October 10, 2019, framed by Member Corina Herrera-Loera this would not prejudice the problems and concerns in the future.

Vice-President Ernest Bejarano asked Counsel Peter Rehon if he could elaborate on his statement regarding the case by case situation.

Counsel Peter Rehon responded that clearly, the issue is the Board does not know where the funds came from and they are concerned about a potential conflict. He thinks it is fair to resolve those issues as they come up.

President Linda Chavez asked for Public Comments.

9. Superintendent/ Board Business *(continued)*

Public Comments:

1. Jocelyn Merz AREA President said she was going to read part of an email she sent to President Linda Chavez and Vice-President Ernesto Bejarano dated August 28, 2019, regarding this agenda item. She appreciates that there are being addressed. If Clerk Dolores Marquez-Frausto cannot account where the $5000 came from how can she made decisions for the District with an annual budget of $120,000,000 plus. Where is she going to substantiate where those funds came from. Can she substantiate that they did not come from a vendor that does business with the District which could be a potential conflict of interest.

2. Dilza Gonzalez thanked the Board for bringing this item to the public. She is worried about a Trustee that cannot manage $5000 but is handling programs and money. She agrees that Clerk Dolores Marquez-Frausto should not be a part of the Bond Committee.

3. Flor De Leon thanked the Board for being transparent with this issue. Clerk Dolores Marquez-Frausto should not be part of the Bond Committee. There are schools that do not have air conditioning. She would like to invite the Board to a Community Forum on September 27, 2019, at 7:30 at FRC.

4. Ray Muller said he is highly concerned about having a person that has been here for a long time and has proven to have been doing things illegally. There is nothing she can say that she has not told FPPC. She has a tactic of missing meetings. He said they would be fighting on the issue of the contractor and she would miss month after month. He said Clerk Dolores Marquez-Frausto does not respect the people it would be nice to get this done. He said to the Board has the support of the community.

Member Corina Herrera-Loera asked Counsel Peter Rehon can the Board ask Clerk Dolores Marquez-Frausto to leave her sit and if he could the process if that could be done.

Counsel Peter Rehon replied as freedom of speech, yes you can ask Clerk Dolores Marquez-Frausto to do anything but you cannot direct her or remove her. That is part of the election process.

Vice-President Ernesto Bejarano asked what is the process to remove Clerk Dolores Marquez-Frausto from the Bond Committee.

Superintendent Bauer replied it is to her understanding the items can be moved by the majority and they can bring the item back to the body for amendment. She said Vice-President Ernesto Bejarano wants to know how to undo the Bond Committee.

9. Superintendent/ Board Business *(continued)*

Member Andrés Quintero said there was a previous Board member that attempted to use the parliamentary procedure to bring back an item again only the prevailing side can bring it back to the agenda.

Counsel Peter Rehon replied any item can be brought back to be agenized. He commented he is 80% certain.

Member Andrés Quintero said under the Robert Rules of Order you can bring the item back on the day of the meeting if you were on the prevailing side.

MOTION #20-01 carried with a vote of 4 in favor; no opposition; one absent (Dolores Marquez-Frausto); and no abstention.

Consent Calendar- Board Discussion And/ Or Action

14.10 Resolution No. 07-19/20; Support for California Schools and Local Funding Act.

MOTION #04-02 by Member Andrés Quintero to approve Action Items 6.02 as presented. MOTION #04-02 was seconded by Member Corina Herrera-Loera.

Member Andrés Quintero said the reason he put in this resolution was in support of schools and the community. Schools and community first is an effort to equalize us. He is asking his colleagues to support this resolution forward.

President Linda Chavez said she is not supporting this because proposition 13 will mean higher taxes on businesses and homeowners. Families are leaving because the rent is high.

Vice-President Ernesto Bejarano asked President Linda Chavez what source did she get her information.

President Linda Chavez replied from the Howard Jar Tax Association. They first adopted proposition 13 in California. She said the state said the District is not spending their money right.

Member Andrés Quintero said proposition 13 does not target residential property nor business'. He said there are massive corporations that never change owners and pay the same taxes. Proposition 13 puts us in line with other states.

President Linda Chavez said she is a retired business owner and she got taxed for the inventory space she rented. Her concern is if you are a mom and pop business how this affects them. She will not be supporting this item.

Consent Calendar- Board Discussion And/ Or Action

Member Andrés Quintero wanted to clarify this is a new proposal and business owners are exempt.

President Linda Chavez commented the reason why it has been difficult for small businesses because they cannot afford California tax and the small businesses are moving to the south of Texas.

Member Corina Herrera-Loera said she is supporting this item because she believes it is fair.

Member Andrés Quintero commented if California is a horrible place why is it the 5th largest economy of the world and businesses are doing so well.

President Linda Chavez said in the past 10 years 75% of businesses have left. They open up their business and close in 5 years because they are not successful.

President Chavez asked if there is any public comment.

Public Comments:

1) Flor De Leon said proposition 13 is very important this will bring in $11.5 billion dollars to the community and $4.5 billion for education per year. She said salaries for teachers need to increase. The empuje parents support this proposition. This proposition is already in the ballot for 2020.

2) Alison Lingolani Chair from CBOC said the proposition 13 was from 1978 and the intent was to protect homeowners especially the elderly from losing their homes. The proposition will have everyone pay their fair share. This will protect small businesses and our children deserve this.

3) Camille Llanes-Fontanilla Executive Director from Somos said this proposition will restore $11 million in services. She commented the rest of the money would go into health care and public safety.

4) Dilza Gonzalez commented she is concerned about people misinforming parents the rent will go higher. The policy says otherwise. She said they are losing small businesses it is not because of the tax rate there is a housing problem.

5) Rafael Zarate said he sent a recent email to the Board addressing his concerns regarding his concerns about the Community Liaison cuts. He told President Linda Chavez she had an interest in self-preservation instead of the interest of the community and schools. He formally petitioned to get the minutes where there were cutbacks of the Community Liaisons.

Consent Calendar- Board Discussion And/ Or Action

MOTION #04-02 carried with a vote of 3 in favor; one opposition (President Linda Chavez); one absent (Dolores Marquez-Frausto); and no abstention.

Business Services- Board Discussion And/ Or Action

11.01 Resolution No. 20 18-19 Update Agreement Between the Governing Board of the Alum Rock Union Elementary School District and the Santa Clara County Superintendent of Schools Regarding Necessary Revisions for Compliance with Statutory Budget Requirements in Conjunction with the Local Control Accountability Plan (Education Code 42127 and 52070).

Superintendent Bauer commented this was a recurring item. She asked Member Andrés Quintero if there was something in particular needed.

Member Andrés Quintero replied no the public requested this item to be moved up.

Assistant Superintendent Chheng said this item is a resolution the Board requested. This item will be on the agenda until January 2020. The County office is monitoring the progress.

Vice-President Ernesto Bejarano commented he has asked questions regarding this item. He said Superintendent Bauer has answered his questions. The Board approves the expenditures and it goes to the District from there to the County office.

Assistant Superintendent Chheng replied to Vice-President Ernesto Bejarano he was correct. He said it goes through the process for approval.

President Linda Chavez opened up the public hearing at 8:28 p.m.

5. Public Hearing

5.02 GANN Limit Calculations.

6. Public Members Who Wish to Address the Board

6.01 "Requests To Address the Board" provides members of the public an opportunity to speak to the Board about any matter under the jurisdiction of the Board and not otherwise on the agenda. Those who wish to address specific agenda items will have an opportunity to do so when that agenda item is introduced and presented during this meeting. Individuals wishing to speak are requested to proceed to the podium. There is a three-minute time limit for each speaker. The Board will automatically refer to staff any formal requests that are brought before them at this time. Written matters may be placed on a future meeting.

6. Public Members Who Wish to Address the Board *(continued)*

1) Alma Fajardo a parent from Painter is thankful for the Board Agenda translation to Spanish and Vietnamese. She asked if legal documents be translated also.

2) Ray Muller spoke about the census not making it to this Board Agenda and it will be in the next Board Agenda.

3) Sandra Barra a kindergarten teacher at Cesar Chavez said she did not have air-conditioning in her classroom. She put a work order since August 15, 2019 and it has not been fixed.

4) Teacher at Fisher said in the conditions teachers are put in are hard. Fisher lost their Community Liaison for a couple of hours. They do not have a resource teacher, instructional coach and assistant principal.

5) Rita Mister a 5th grade teacher at Mc Collam stated she is asked to do cover it all even when the computers are not working nor the air-conditioning. She said there is no library books for students.

6) Brenda Zendejas said several parents are concerned about having a substitute teacher and they do not have the proper communication. She commented there is no bathroom for the kindergarten class that her son is in.

7. COMMENTS AND COMMUNICATION

7.01 Teamsters

There were no representatives from Teamsters at this time.

7.02 California School Employee's Association (CSEA)

There were no representatives from CSEA at this time.

7.03 Alum Rock Administrator's Association (ARAA)

Tara Brickford ARAA President and Principal of Joseph George thanked MOT for ensuring that everything was good for the first day of school.

5. COMMENTS AND COMMUNICATION *(continued)*

7.04 Alum Rock Educator's Association (AREA)

Jocelyn Merz said it was a bittersweet start with the tragic passing of Cynthia Mykkanen over the summer. She thanked the district for the monetary donation to Next Door Solutions in Cythina Mykkaen's name. She said AREA acknowledges the turmoil the district has been in. She commented that the district is asking the county for a waiver for the output of the teachers' salaries. She said they are grateful for the articles for the bargaining tentative agreement. She thanked whoever planned out the Back to School BBQ.

6.05 Superintendent

Superintendent Bauer said she appreciated AREA President Jocelyn Merz's remarks. She commented it has been very difficult at the beginning of the school year. She wished she had a magic wand and fix everything. She thanked everyone at Alum Rock School District.

6.06 Board of Trustees

Vice-President Ernesto Bejarano said there had been many challenges and they have made a lot of progress. He commented to expose students to other career paths. He mentioned to staff to follow up with Voler regarding the terms of the deliverables and to discuss an opportunity to do more for the district. He thanked Senior Executive Assistant Maribel Carrillo for setting up computers for the Board Meeting in order for him and the Board members to access Board Docs. He also ackowdleged her hard work.

Member Corina Herrera-Loera said she remembers a year ago sitting in the audience and she knows there are many areas of growth as a new leader. She said as a leader she will continue to do her best. She commented that she spent many hours on the resolution she brought forth today. She said this type of behavior cannot be allowed in their district. She looks forward to seeing everyone at meetings.

Member Andrés Quintero said he shared many of his concerns with a lot of folks. He said he trusts that the staff has been doing a good job. He commented there were mistakes made in the past and he is glad that they moved ahead. The people who sign up to be on the Board need to do a good job. He thanked Superintendent Bauer for the great job she is doing and for bringing back credibility to the district.

President Linda Chavez thanked everyone for being at the Board meeting. She said there has been training for the Board. She commented she respected the staff because they are doing a great job. She said she is learning every day and said being a Board member is not easy.

8. Contracts Over $100,000—Board Discussion And/ Or Action

8.01 Approve Contract with Accountable Healthcare Staffing for Occupational therapy services for students with this requirement in their IEP's, Special Education, $100,800.00.

Superintendent Bauer asked respectfully that the Board approve this item.

MOTION #04-03 by Member Andrés Quintero to approve Action Items 8.01 as presented. MOTION #04-03 was seconded by Member Corina Herrera-Loera.

Vice-President Ernesto Bejarano asked if it will cover all the occupational services for this year.

Anthony Colonna, Director of Special Education Services responded it does cover the occupational services.

Vice-President Ernesto Bejarano asked if it covers all the sites.

Director Anthony Colonna replied yes it does.

President Linda Chavez asked if there was any Public Comment.

President Linda Chavez asked for a vote.

MOTION #04-03 carried with a vote of 4 in favor; no opposition; one absent (Dolores Marquez-Frausto); and no abstention.

9. Superintendent/Board Business

9.01 Second Reading of Amended Board Policy 1312.3 And Administrative Regulations-Uniform Complaint Procedures.

MOTION #04-04 by Member Corina Herrera-Loera to approve Action Items 9.01 as presented. MOTION #04-04 was seconded by Member Andrés Quintero.

MOTION #04-04 carried with a vote of 4 in favor; no opposition; one absent (Dolores Marquez-Frausto); and no abstention.

Superintendent Bauer said items 9.02, 9.03, 9.04, and 9.05 are for first reading this is for consideration and amendments.

President Linda Chavez said she wanted the Board to consider amending Board bylaw 9322.

Superintendent Bauer asked President Linda Chavez what is the change she wants to include.

9. Superintendent/Board Business *(continued)*

President Linda Chavez said she will bring changes for the next Board meeting for consideration.

Member Corina Herrera-Loera wants an amendment to Board bylaw 9220 in regards to the Limitation of Contribution and Expenduires for it to be changed from $500 to $1000. She will send over the changes through email to Superintendent Bauer.

Vice-President Ernesto Bejarano asked how soon are the edits needed.

Superintendent Bauer replied 7 days before the meeting.

MOTION #04-05 by Member Andrés Quintero to approve Action Items 9.03, 9.04 and 9.05 for a first reading as presented. MOTION #04-05 was seconded by Vice-President Ernesto Bejarano.

MOTION #04-05 carried with a vote of 4 in favor; no opposition; one absent (Dolores Marquez-Frausto); and no abstention.

> 9.06 Approve Board Members participation in the CSBA Masters Governance Training to address training recommended by the State Audit Report.

Vice-President Ernesto Bejarano said he will not be supporting this item. His understanding that this is for the Board to receive an additional amount of money from the allotted amount already given to the Board.

President Linda Chavez said she signed up for the Governance class that alone cost over $5000. She commented it does not include meals.

Vice-President Ernesto asked if this was specifically for President Linda Chavez.

President Linda Chavez replied it was for the Board.

The Board had a discussion.

MOTION #04-06 by Member Andrés Quintero provide $100 to Trustee Chavez's professional development fund in addition to her current professional development fund to get the training she needs. MOTION #04-06 was seconded by Vice-President Ernesto Bejarano.

MOTION #04-06 carried with a vote of 4 in favor; no opposition; one absent (Dolores Marquez-Frausto); and no abstention.

10. Instructional Services

10.01 2019 California Assessment of Student Performance and Progress (CAASPP) and English Language Proficiency Assessments for California (ELPAC).

Presentation from Ms. Britany Rykels Coordinator from Academic Services. Some of the highlights included the following:

- ELPAC four areas: reading, writing, and listening.
- Scores by the school- a total of each site
- Language Proficiency
- ELA second language
- ELPAC testing
- Homeless students 131 and 36 foster students
- California Dashboard ELA & Math
- 83% of Social Economic Students

Superintendent Bauer said for the past four years there has been a reduction of English learners.

Vice-President Ernesto Bejarano asked if the foster students in their own subgroup.

Coordinator Ms. Brittany Rykels replied that they do not have their own subgroup for the dashboard.

Vice-President Ernesto Bejarano thanked Coordinator Ms. Brittany Rykels for her presentation. He asked if there was information based on data.

Assistant Superintendent Rene Sanchez replied the data used is an ongoing process that their principals use. He said areas they focus on are through their data.

Vice-President Ernesto Bejarano said Alum Rock families face challenges that are beyond the classroom. He commented on more partnerships and resources for these families.

Member Corina Herrera-Loera said that intervention needs to be provided. She wanted to know if the district is getting grants.

Assistant Superintendent Sanchez asked for the Board members to look at slide 15 and explained this is where students are redesignated to English proficient. They are state average and or they are beyond the state average.

Member Corina Herrera-Loera commented that one thing she wanted to point out is homeless students were not present during the time of testing. She wants to know if there are any type of transportation that could be provided to these students.

10. Instructional Services *(continued)*

Superintendent Bauer commented the presentation of tonight is for the extended year.

President Linda Chavez said she is closing the Public Hearing of Gann Limit Calculations and Sufficiency of Instructional Materials at 9:48 p.m.

10.02 Regarding Sufficiency of Insufficiency of Instructional Materials.

Superintendent Bauer asked the Board to respectfully approve this resolution.

MOTION #04-07 by Member Andrés Quintero to approve Action Item 10.02 as presented. MOTION #04-07 was seconded by Vice-President Ernesto Bejarano.

MOTION #04-07 carried with a vote of 4 in favor; no opposition; one absent (Dolores Marquez-Frausto); and no abstention.

10.03 Presentation Extended Year Programs- Summer 2019

Presentation from Mr. Jason Scorich, Technology and Ms. Sandra Garcia Director of State and Federal.

Director Ms. Sandra Garcia presented Ms. Geinah Nerra and Ms. Gloria Hayas-Perkins to do the presenation.

Some of the highlights included the following:

- Two summers programs at Evergreen Valley College and San Jose City College
- 96.8 % of parents participation
- 91% of home visits
- 33% of Bridge to Kinder
- Advanced math program
- Steam program
- Jose Valdes program
- Special Education programs
- Workshop with Google employees
- Library Night

Gloria and Dina showed a short video of students.

Vice-President Ernesto Bejarano thanked Gloria and Dina for spending time with our kids during the summer. Helping them to develop access for the grade they will be in.

Member Corina Herrera-Loera thanked Gloria and Dina for supporting students especially the one that are struggling.

11. Business Services-Board Disccusion And/Or Action

11.02 Unaudited Actual Financial Reports for 2018-2019 Report to the Board on Unaudited Actuals as Required by Law.

Assistant Superintdent Kolvira Chheng did a presentation of the 2018-2019 report. Some of the highlights included the following:

Combined General Fund Revenue Sources

- LCFF- State Aid & EPA $73,316,094
- Federa/State/Local $23,344,058
- LCFF- Property Taxes $30,980,231

Combined General Fund Expenditures

- Employee Benefits 40,175,371
- Classified Salaries 19,556,817
- Certificated Salaries 60,394, 244
- Books and Supplies 4,241,383
- Capital Outlay 602,237

Superintendent Bauer asked the Board to repestfully approve this item.

MOTION #04-08 by Member Andrés Quintero to approve Action Item 10.02 as presented. MOTION #04-08 was seconded by Member Corina Herrea-Loera.

Member Corina Herrera-Loera thanked Assistant Superintdent Chheng for the report. She said it was easy to understand and for your hard work.

President Linda Chavez asked if there was any Public Comments.

MOTION #04-08 carried with a vote of 4 in favor; no opposition; one absent (Dolores Marquez-Frausto); and no abstention.

11.03 Application for Exemption from the Required Expenditures for Classroom Teachers' Salaries.

Superintendent Bauer asked the Board respectfully support and approve this application.

MOTION #04-09 by Vice-President Ernesto Bejarano to approve Action Item 10.02 as presented. MOTION #04-09 was seconded by Member Andrés Quintero.

Vice-President Ernesto Bejarano asked if Assistant Superintendent Chheng could explain the exemption.

11. Business Services-Board Discussion And/Or Action *(continued)*

Assistant Superintendent Chheng replied half of the elementary schools are not meeting these requirements are outdated. He said CFF and LCAP are coated unrestricted the dollars. He commented ore districts are going to be facing this.

Vice-President Ernesto Bejarano asked if certain districts will feel the impact more than others.

Assistant Superintendent Chheng replied yes, they will feel the impact. Those amounts to those districts described it will be in the way they spend their dollars.

President Linda Chavez asked if there was any Public Comment.

1) Jocelyn Merz said in the last years she has never heard of Alum Rock asking for a waiver except for the last two years. She said restricted funds can be moved to different places.

MOTION #04-08 carried with a vote of 4 in favor; no opposition; one absent (Dolores Marquez-Frausto); and no abstention.

12. Bonds

12.01 Citizen's Bond Oversight Committee (CBOC) Appointment.

MOTION #04-10 by Member Andrés Quintero to approve Action Item 12.01 as presented. MOTION #04-10 was seconded by Vice-President Ernesto Bejarano.

MOTION #04-10 carried with a vote of 4 in favor; no opposition; one absent (Dolores Marquez-Frausto); and no abstention.

Motion made by **Member Andrés Quintero to extend the Board Meeting to 11:00 p.m. Second by Member Corina Herrera-Loera.**

12.02 Citizen's Bond Oversight Committee Report

Presentation from Ms. Allsion Cingolani CBOC Chair. Some of the highlights included the following:

- Introducing the CBOC- Robert Duran
- Committee Activites
- Measure J-Francine Brissey
- Measure I- Francine Brissey

12.02 Citizen's Bond Oversight Committee Report *(continued)*

- Needs of ARUSD facilities
- Conditions impacting the ARUSD Bond program 2017/2018
- Bond projects active in 2017/2018-Allison Cingolanni
- Summary of Measure J Performace Audit, Financial Statements, and Internal Controls Report
- Performance Audit Summary
- Financial Statement Summary
- Internal Controls Report Summary
- Citizens' Bond Oversight Committee Response
- Concerns and Questions
- District's Answers to the Questions raised by the CBOC
- Conclusions of the Committee

Robert Duran said the community wants to regain trust with the district regarding the bonds. That they will be used to fix the schools.

Flor DeLeon said she is also part of this committee. She wanted to thank Minh Pham for all his help. She said this is an example of what kind of committees need to be created in Alum Rock School District.

Vice-President Ernesto Bejarano asked what was the amount that was roughly borrowed.

Alison Cingolani responded she does not know.

Vice-President Ernesto Bejarano asked Counsel Peter Rehon if he could meet with this committee.

Counsel Peter Rehon replied that yes he could as an individual and he does not see it being a problem with the Brown Act.

Alison Cingolani said she welcomed everyone to attend the meeting and told the Board members they are welcomed as long as there are only two Board members.

Vice-President Ernesto Bejarano asked Voler can post on social media postings of slots that need to be filled.

Alison Cingolani said they have one slot that needs to be filled it is for a senior citizen community member.

13. Human Resources

13.01 Information Regarding Resignations

14. CONSENT CALENDAR

There was a consensus from the Board to combine and take action on ***Agenda Items 14.01, 14.02, 14.04, 14.04, 14.05, 14.06, 14.07, 14.08, 14.09, 14.10,14.11, 14.12, 14.13 and 14.15*** *to discuss.*

Member Corina Herrera-Loera asked to pull ***Agenda Item 14.03 Approval of Fundraising Activites*** *to be discussed separately.*

President Linda Chavez asked to pull ***Agenda Item 14.14 Approval of Fundraising Activites*** *to be discussed separately.*

14.01 Approval of Minutes for the following meeting: (1) June 27, 2019, Regular Board Meeting.
14.02 Acceptance of Donations.
14.04 Acceptance of Vendor & Payroll Warrants.
14.05 Approve the Santa Clara County Treasury Investment Portfolio Status.
14.06 Resolution No. 02-19/20: Creating a College Culture.
14.07 Resolution No. 03-19/20: Hispanic Heritage Month-September 15-October 15, 2019.
14.08 Resolution No. 04-19/20: Character Education Month-October, 2019.
14.09 Resolution No. 05-19/20: Week of the Schoo Administrator- October 13-19, 2019.
14.10 Resolution No. 07-19/20: Support for California Schools and Local Communities Funding Act.
14.11 Resolution No. 06-19/20: GANN Limit Calculations
14.12 School-sponsored Field Trip List.
14.13 Approve/Ratify Notices of Employment and Changes of Status/September 12, 2019/Human Resources Department.
14.15 Approve Memorandum(s) of Understanding (s).

MOTION #04-11 by Member Andrés Quintero to approve Agenda Items 14.01 14.02, 14.04, 14.05, 14.06, 14.07, 14.08, 14.09,14.10, 14.11, 14.12, 14.13 and 14.15 as presented. MOTION #04-11 was seconded by Vice-President Ernesto Bejarano.

MOTION #04-11 carried with a vote of 4 in favor; no opposition; one absent(Clerk Dolores-Marquez-Frausto); and no abstention.

14.03 Approval of Fundraising Activites

Member Corina Herrea-Loera mentioned to the staff to be mindful of the dates. This item is coming after the fact. She does not feel comfortable approving items that already occurred.

14. CONSENT CALENDAR *(continued)*

MOTION #04-12 by Member Corina Herrera-Loera to approve Agenda Item 14.03 as presented. MOTION #04-12 was seconded by Vice-President Ernesto Bejarano.

MOTION #04-12 carried with a vote of 4 in favor; no opposition; one absent(Clerk Dolores-Marquez-Frausto); and no abstention.

14.14 Approve Contracts for Professional Services Firms

President Linda Chavez said she is going to approve this item. She wants to state for the record approve Planned Parenthood because the state mandates it but under protest. She would like to see if anyone else could provide this kind of education that Planned Parenthood is offering.

MOTION #04-13 by Vice-President Ernesto Bejarano to approve Agenda Item 14.14 as presented. MOTION #04-13 was seconded by Member Corina Herrera-Loera.

MOTION #04-13 carried with a vote of 4 in favor; no opposition; one absent(Clerk Dolores-Marquez-Frausto); and no abstention.

15. FUTURE BOARD AGENDA REQUESTS

Vice-President Ernesto Bejarano wants to request two items to be on the October 2019 Board Meeting Agenda and one item for the November 2019.

1) The appointment of a new Board member- October 2019
2) Item to remove Trustee Marquez from the Bond Facilities Committee-October 2019.
3) Facilities Assessment- November 2019

Member Andrés Quintero would like a report back on an item regarding the preservation of murals and artwork approved 6 months ago. He would to know the policies in place.

15.01 Requests from Board of Trustees and/or from the Public

16. ADJOURNMENT

16.01 President Adjourns the Meeting

President Linda Chavez adjourned the meeting at 10:55 p.m.

Respectfully submitted,

_____

Dolores Marquez-Frausto
Board Clerk
mc

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

12.02

2930 Gay Avenue
San Jose, CA 95127

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 sheets. Contract details are on file in the Purchasing Office.

Prepared by: Maria Martinez Title: Procurement Manager

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

To the Board of Trustees:

Recommend Approval

12.02

Agenda Placement

Meeting: October 10, 2019

Regular Board Meeting

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union Elementary School District
October 10, 2019 Board Meeting

PROFESSIONAL CONSULTANT SERVICES – FIRMS/ORGANIZATIONS

DEPARTMENT	DATE OF SERVICE	CONSULTANT NAME	COST & FUNDING	PURPOSE
Cureton School Alfredo Acosta	10/28/19- 01/17/20	Starting Arts	$3,680.00	Provide dance instruction to K-3 grade students. Through this program students will learn academic language skills aligned to CA Vapa and CCSS. Funding: General/Restricted
Mathson Vince Iwasaki	10/11/19- 06/15/20	Amigos de Guadalupe	No Cost	Provide after school tutoring support in language arts for our newcomer students along with providing ESL, citizenship and immigration workshops for our families. Funding: N/A
Ryan Raquel Katz	10/14/19- 06/08/20	Community School of Music and Arts	$4,158.00	Provide visual and performing arts curriculum for students TK-2nd grade. Classes will be once a week for 12 weeks, program will end with a school-wide art show. Funding: ASBF
Academic Services Barbara Campbell	09/13/19- 06/30/20	Lazel, Inc., dba: Learning A-Z	No Cost	Provide two 2-hour onsite workshops: one for K-2 teachers and one for grades 3-5 teachers. These sessions are included with the Learning A-Z classroom license subscriptions and are at no additional cost. Funding: N/A
Academic Services Jason Sorich	09/13/19- 06/30/20	Westat	No Cost	Conduct an evaluation of the VILS program. Study will provide Verizon with program impact and improvement information on the effects of providing middle school students at Renaissance I & II with access to mobile technology, in preparing them with 21st century skills. Funding: N/A

PROFESSIONAL CONSULTANT SERVICES – FIRMS/ORGANIZATIONS

Early Learning Dr. Dianna Ballesteros	10/11/19- 06/30/20	New Teacher Center	Grant	Enhance the classroom practice of Alum Rock's TK Teachers, to improve student outcomes and support the evolution of the Early Learning Systems and structures in the district. Funding: Grant
Maintenance Daniel Flores	10/01/19- 06/30/20	Environmental System, Inc. of Northern CA	$44,000.00	Provide HVAC maintenance and repair district-wide as needed. Funding: Restricted
Maintenance Daniel Flores	09/01/19- 06/30/20	Harry L. Murphy, Inc.	$85,000.00	Provide abatement of asbestos containing materials, demo of old flooring and installation of new flooring district-wide on an as needed basis. Funding: Restricted
State & Federal Sandra Garcia	10/11/19- 06/30/20	Bay Area Tutoring Association	$99,000.00 approximate cost district wide	Master Contract: Provide ARUSD students homework help as needed to increase classroom participation and student engagement. Assist specified student groups with the development of effective academic habits as it relates to CCSS, Math and ELA. Funding: Various
State & Federal Sandra Garcia	10/11/19- 06/30/20	Grail Family Services	$10,000.00	Educate parents and caregivers about the importance of reading aloud and sharing stories in the home, to increase line of communication between parents and teachers and ultimately improve children's reading abilities at Dorsa and San Antonio schools. Funding: Restricted

PROFESSIONAL CONSULTANT SERVICES – FIRMS/ORGANIZATIONS

State & Federal Sandra Garcia	10/11/19- 06/30/20	Tutorworks Academic Services	$99,000.00 approximate cost district wide	Master Contract: Provide an on-site academic intervention program that is customized to address student's specific needs. The program integrates certified staff and technology based supports as part of instructional program. Funding: Various
ITSS Avtar Gill	10/11/19 – 06/30/20	Parent Square, Inc.	$40,320.00	District parent engagement Mobil App to simplify communication in a secure manner with parents, teachers, and district staff. Funding: General Fund

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____

FROM: Horace Cureton Elementary (School/Dept.) VENDOR NO. _____

PROGRAM MANAGER: Alfredo Acosta

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: Starting Arts

   Address: 525 Parrot St. City: San Jose State: ca Zip: 95112

   Phone: (408492-9022 Email Address: _____

   SSN: _____ or Fed I.D. #: 01-0552155

Mutually agree and promise as follows:

2. **CONTRACT TERM:** start date October 28, 2019 end date January 17, 2020

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

   A. 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:

   Starting Arts will provide dance instruction to Horace Cureton Elementary K-3. Through this students will learn academic language, skills, behaviors aligned to CA Vapa and CCSS.

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 (Invoice) 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. **Other:** $ 3,680.00 (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	$ AMOUNT	PROG. TITLE	BUS OFC
03	010	5261	5815	$2000.00		
06	010	2110	5815	$1680.00		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon 30-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.

CONTRACTS MUST BE SUBMITTED 30 DAYS PRIOR TO BOARD MEETING

PURCHASING
SEP 25 2019 PM2:

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Contracted Services

To: **BUSINESS OFFICE** Contract No.: _____ Vendor No.: _____

Mathson Middle School (School/Dept) and the Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor wishes to enter a:

- [x] **MOU** (negotiated Agreement)
- [x] Exhibit B & C (Fingerprinting and TB Test)
- [ ] **MASTER CONTRACT PARTICIPATION**
- [x] Scope of Work/Proposal

Note: All Contracts over $5,000 require pre-approval.

* *Use Independent Contractor Agreement (PUR-116) for unincorporated individuals or in the absent of negotiated agreement.*

Name of Individual/Company: Amigos de Guadalupe

Address: 1897 Alum Rock Ave #35 City: San Jose State: CA Zip: 95116

Phone: (408) 341-6080 Email: Amigos95116@gmail.com

SSN: _____ Fed I.D. #: _____

CONTRACT TERM: start dates October 11, 2019 end date June 15, 2020

CONTRACTOR'S OBLIGATION:
Description of services to be provided: (Please attach proposals, scope of work, and other documentation.)

Amigos de Guadalupe will provide after school tutoring support in language arts for struggling readers and for our newcomer students. Amigos de Guadalupe will also provide ESL classes and citizenship and immigration workshops for our families.

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 (Invoice) 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 or b)

____ a. **Fee Rate:** $_____ per _____ Not to Exceed _____ of services.

____ b. **Other:** $_____

Describe other related costs: Mathson will provide classroom space and internet access

BUDGET CODE: _____ _____ Accountant Initials

_____ _____ Accountant Initials

APPROVALS:

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT:

Site/Department Administrator: [signature] R.S Date: 9/24/19

Director of Fiscal Services: _____ Date: _____

Asst. Supt., of Business Services: _____ Date: _____

Superintendent: _____ Date: _____

PURCHASING
SEP 23 2019 PM 2:35

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____

FROM: Ryan Elementary (School/Dept.) VENDOR NO. 21241

PROGRAM MANAGER: Raquel Katz

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: Community School of Music and Arts

   Address: 230 San Antonio Circle City: Mountain View State: CA Zip: 94040

   Phone: (650) 917-6800 Email Address: jmineer@arts4all.org

   SSN: _____ or Fed I.D. #: 23-7023900

   Mutually agree and promise as follows:

2. **CONTRACT TERM:** start date October 14,2019 end date June 8, 2020

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

   A. 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:

   Students will receive art classes by a professional arts educator who will provide visual and performing arts curriculum for students TK-2nd grade. Classes will be once a week for 12 weeks during the 2019-2020 school year. The program will end with a school-wide art show.

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 (Invoice) 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. **Other:** $4,158.00 (describe rate agreement) 12 weeks 1hr a day

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	$ AMOUNT	PROG. TITLE	BUS OFC
95	100	05020	5818	$4,158.00	ASB	

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon 30-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.

CONTRACTS MUST BE SUBMITTED 30 DAYS PRIOR TO BOARD MEETING

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____

FROM: Academic Services (School/Dept.) VENDOR NO. 21123

PROGRAM MANAGER: Barbara Campbell

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: Lazel, Inc. DBA: Learning A-Z

   Address: 1840 E. River Rd., Ste. #320 City: Tucson State: AZ Zip: 85718

   Phone: (520) 999-3828 Email Address: katie.baer@learninga-z.com

   SSN: _____ or Fed I.D. #: _____

   Mutually agree and promise as follows:

2. **CONTRACT TERM:** start date September 13, 2019 end date June 30, 2020

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

   A. 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:

   Learning A-Z will provide two 2-hour onsite workshops: one for K-2 teachers and one for grades 3-5 teachers. These sessions are included with the Learning A-Z classroom license subscriptions and are at no additional cost.

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 (Invoice) 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. **Other:** $ No Cost (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	$ AMOUNT	PROG. TITLE	BUS OFC
				No Cost		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon 30-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.

CONTRACTS MUST BE SUBMITTED 30 DAYS PRIOR TO BOARD MEETING

PURCHASING
SEP 26 2019 PM 12:29

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Contracted Services

To: BUSINESS OFFICE Contract No.: _____ Vendor No.: _____

Academic Services (School/Dept) and the Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor wishes to enter a:

☑ **MOU** (negotiated Agreement) ☐ **MASTER CONTRACT PARTICIPATION**
☐ Exhibit B & C (Fingerprinting and TB Test) ☐ Scope of Work/Proposal

Note: All Contracts over $5,000 require pre-approval.

** Use Independent Contractor Agreement (PUR-116) for unincorporated individuals or in the absent of negotiated agreement.*

Name of Individual/Company: Westat

Address: 1600 Research Blvd. City: Rockville, State: MY Zip: 20805

Phone: (301) 517-4006 Email: joyfrechtling@westat.com

SSN: _____ Fed I.D. #: 84-0529566

CONTRACT TERM: start dates September 13, 2019 end date June 30, 2020

CONTRACTOR'S OBLIGATION:
Description of services to be provided: (Please attach proposals, scope of work, and other documentation.)

Westat, an independent research organization, is conducting an evaluation of the VILS program. The study will provide Verizon with program impact and improvement information on the effects of providing middle school students at Renaissance and Renaissance @ Mathson with access to mobile technology in preparing them with 21st century skills.

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 (Invoice) 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 or b)

____ a. **Fee Rate:** $_____ per _____ Not to Exceed _____ of services.

X b. **Other:** $ NO COST

Describe other related costs: _____

BUDGET CODE: _____ _____
Accountant Initials

_____ _____
Accountant Initials

APPROVALS:

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT:

Site/Department Administrator: _____ Date: 8/27/19

Director of Fiscal Services: _____ Date: _____

Asst. Supt., of Business Services: _____ Date: _____

Superintendent: _____ Date: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Contracted Services

To: **BUSINESS OFFICE** Contract No.: _____ Vendor No.: 20681

Early Learning (School/Dept) and the Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor wishes to enter a:

- [x] **MOU** (negotiated Agreement)
- [ ] **MASTER CONTRACT PARTICIPATION**
- [ ] Exhibit B & C (Fingerprinting and TB Test)
- [ ] Scope of Work/Proposal

Note: All Contracts over $5,000 require pre-approval.

* *Use Independent Contractor Agreement (PUR-116) for unincorporated individuals or in the absent of negotiated agreement.*

Name of Individual/Company: New Teacher Center

Address: 1205 Pacific Avenue, Suite 301 City: Santa Cruz State: CA Zip: 95060

Phone: (831) 600-2200 Email: bfox@newteachercenter.org

SSN: _____ Fed I.D. #: 26-2427526

CONTRACT TERM: start dates October 11, 2019 end date June 30, 2020

CONTRACTOR'S OBLIGATION:
Description of services to be provided: (Please attach proposals, scope of work, and other documentation.)

To enhance the classroom practice of Alum Rock's TK Teachers to improve student outcomes and support the evolution of the Early Learning systems and structures in the district.

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 (Invoice) 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 or b)

____ a. **Fee Rate:** $_____ per _____ Not to Exceed _____ of services.

X b. **Other:** $0.00 cost to Alum Rock School District

Describe other related costs: The services covered are grant funded by the Morgan Family Foundation.

BUDGET CODE: 03-065-5070-5815 _____ Accountant Initials

_____ _____ Accountant Initials

APPROVALS:

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT:

Site/Department Administrator: [signature] / RS Date: 9/4/2019

Director of Fiscal Services: _____ Date: _____

Asst. Supt., of Business Services: _____ Date: _____

Superintendent: _____ Date: _____

ALUM ROCK
UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San José, CA 95127 · Phone: 408-928-6800 · Fax: 408-928-6416 · www.arusd.org

To: Hilaria Bauer, Ph.D., Superintendent

From: Daniel Flores, Director of Maintenance, Operation & Transportation

Re: Contract Approval - Environmental System Inc.

Date: October 10, 2019

Summary:

It is necessary for the District to contract with an experienced and reliable company for completing HVAC repairs as need district-wide. Environmental Systems Inc. is currently part of our energy management system and has proven to be responsible and reliable.

Time and labor rates:

Regular time	$150.00 per hr.
Over time	$200.00 per hr.
Double time	$250.00 per hr.
Office Control Time	$125.00 per hr.
Onside Control Time	$150.00 per hr.

Recommendation:

Staff recommends that the Board of Trustees approve the contract with Environmental System Inc., in the amount of $44,000.00 for the FY 2019-2020.

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

AGREEMENT FOR REPAIR AND MAINTENANCE PROJECTS

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO: _____

FROM: Maintenance, Operations & Transportation (M.O.T.)

INDIVIDUAL/COMPANY NAME: **Environmental System, Inc. of Northern CA** VENDOR NO: 22377

ADDRESS: 3353 De La Cruz Blvd, Santa Clara CA. 95054 FAX NUMBER:

TELEPHONE NUMBER: (408) 955-1100

TAX ID NUMBER: 94-2298197 E-Mail: WWW.esite.net

BOARD APPROVAL DATE: October 10, 2019

CONTRACT TERM: From: October 1, 2019 - June 30, 2020

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 the Governing Board report: Provide HVAC maintenance and repair district-wide.

B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach Scope of work, proposals exhibit and other pertinent documentation.

BUDGET CODE:

FUND	LOCATION	PROGRAM	COUNTER	OBJECT	AMOUNT
05	450	8130	0	5815	$44, 00.00

Program Manager/Principal _____ **Date:** 9/24/2019

Supervisor _____ **Date:** _____

Fiscal Approval _____ **Date:** _____
Accountant

Director of Fiscal Services _____ **Date:** _____

Asst Supt, Bus Services _____ **Date:** _____

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 B-210) 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:** $44,000.00 FY 2019-2020

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

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

To: Hilaria Bauer, Ph.D., Superintendent

From: Daniel Flores, Director of Maintenance, Operation & Transportation

Re: Contract Approval - Harry L. Murphy

Date: October 10, 2019

Summary:
It is necessary for the District to must maintain a contract with a flooring company to respond to emergency floor repairs/replacements as needed at various sites district-wide.

We have reached out to multiple companies but based on pricing, availability, responsiveness and experience, the District recommends to contract with Harry L. Murphy.

Time and labor rates:
Regular time $142.00 (minimum charge 4hrs.)
Over time $188.00 (8 hrs. and over)
Double time $228.00

Recommendation:
Staff recommends that the Board of Trustees approve the contract with Harry L. Murphy in the amount of $85,000.00 for FY 2019-2020.

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

AGREEMENT FOR REPAIR AND MAINTENANCE PROJECTS

PURCHASING
SEP 20 2019 PM2:47

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO: _____

FROM: Maintenance, Operations & Transportation (M.O.T.)

INDIVIDUAL/COMPANY NAME: **HARRY L. MURPHY, INC**

VENDOR NO: 12641

ADDRESS: 42 Bonaventura Drive, San Jose, CA 95134

FAX NUMBER:

TELEPHONE NUMBER: (408)955-1100

TAX ID NUMBER:

E-Mail: daryl@harrylmurphy.com

BOARD APPROVAL DATE: October 10, 2019

CONTRACT TERM: From: September 1, 2019 - June 30, 2020

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 the Governing Board report: Provide small-scale construction, repair, paint and installations district-wide. The district is looking to maintain a contract with a company who can provide small scale construction, repairs, paint and installation for facilities district-wide on an as needed basis.

B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach Scope of work, proposals exhibit and other pertinent documentation.

BUDGET CODE:

FUND	LOCATION	PROGRAM	COUNTER	OBJECT	AMOUNT
05	450	8138	0	5815	$85, 00.00

Program Manager/Principal _____ **Date:** 9/13/2019

Supervisor _____ **Date:** _____

Fiscal Approval _____ **Date:** _____
Accountant

Director of Fiscal Services _____ **Date:** _____

Asst Supt, Bus Services _____ **Date:** _____

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 B-210) 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:** $85,000.00 FY 2019-2020

PURCHASING
OCT 4 2019 PM2:46

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____

FROM: State & Federal (School/Dept.) VENDOR NO. _____

PROGRAM MANAGER: Sandra Garcia

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: Bay Area Tutoring Association

   Address: 510 Valley Way City: Milpitas State: CA Zip: 95035

   Phone: (408) 945-8003 Email Address: _____

   SSN: _____ or Fed I.D. #: 32-0411828

   Mutually agree and promise as follows:

2. **CONTRACT TERM:** start date October 11, 2019 end date June 30, 2020

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

   A. 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:

   ~~BATA (Bay Area Tutoring Association) will provide ARUSD students homework help as~~ needed to increase classroom participation and student engagement. Assist specified student groups with the development of effective academic habits as it relates to CCSS ~~math and ELA.~~

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 (Invoice) 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. **Other:** $99,000 (describe rate agreement) Approximate cost district wide.

   $9.40 per hour/per student.

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	$ AMOUNT	PROG. TITLE	BUS OFC
		Master Contract				

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon 30-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.

CONTRACTS MUST BE SUBMITTED 30 DAYS PRIOR TO BOARD MEETING

PURCHASING
SEP 25 2019 RECVD

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____

FROM: State & Federal (School/Dept.) VENDOR NO. _____

PROGRAM MANAGER: Sandra Garcia

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: Grail Family Services

   Address: 2003 E San Antonio St. City: San Jose State: CA Zip: 95116

   Phone: (408) 347-7892 Email Address: _____

   SSN: _____ or Fed I.D. #: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** start date October 11, 2019 end date June 30, 2020

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

   A. 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:

   The purpose is to educate parents and caregivers about the importance of reading aloud and sharing stories in the home, to increase lines of communication between Parents and Teachers to ultimately improve children's reading abilities at Dorsa & San Antonio.

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 (Invoice) 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. **Other:** $ 10,000.00 (describe rate agreement) Dorsa & San Antonio

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	$ AMOUNT	PROG. TITLE	BUS OFC
06	360	1190-0-	5815	10,000.00		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon 30-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.

CONTRACTS MUST BE SUBMITTED 30 DAYS PRIOR TO BOARD MEETING

PURCHASING
OCT 4 2019 PM2:46

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____

FROM: State & Federal Dept. (School/Dept.) VENDOR NO. _____

PROGRAM MANAGER: Sandra Garcia

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: Tutorworks Academic Services

   Address: 700 Airport Blvd Ste# 450 City: Burlingame State: CA Zip: 94010

   Phone: (650) 298-8867 Email Address: _____

   SSN: _____ or Fed I.D. #: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** start date October 11, 2019 end date June 30, 2020

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

   A. 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:

   Tutorworks provides an on-site-academic intervention program that is customized to address students specific needs. The program integrates certified staff and technology based supports as part of instructional program, dependent on site needs.

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 (Invoice) 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. **Other:** $99,000 (describe rate agreement) Approximate cost district wide. ($42.02 per hour/per student)

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	$ AMOUNT	PROG. TITLE	BUS OFC
		Master Contract				

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon 30-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.

CONTRACTS MUST BE SUBMITTED 30 DAYS PRIOR TO BOARD MEETING

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

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

To: Hilaria Bauer, Ph.D., Superintendent

From: Avtar Gill, Director of Technology

Re: Contract Approval – ParentSquare, Inc. App

Date: October 10, 2019

Summary:
District and school sites were using parent engagement app (Sangha) for two way communication with families. Sangha app has gone out of business. Staff researched, analyzed and collected feedback from other districts and online CTO communities for available solutions. Staff formed a committee comprising of Principals, Assistant Principals, coaches and District staff from academic services, to find a replacement. Committee created a required feature comparison sheet and reviewed seven vendors. Committee then chose final three to present demos. School messenger (@$2/student) had very limited features and was less user friendly; Bloomz (@$6.08/student) was missing some required features, Parent Square met our requirements with a cost of $4 per student for a total of $40,320 for a year. Based on final demos using an evaluation matrix, committee rated ParentSquare the highest.

Recommendation:
Staff recommends approval of the purchase of ParentSquare app for District communication and the need to increase parent engagement, in the amount of $40,320 for fiscal year 2019-2020.

OCT 1 2019 AM8:46

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____

FROM: ITSS (School/Dept.) VENDOR NO. _____

PROGRAM MANAGER: Avtar Gill

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: ParentSquare Inc

   Address: 3905 State St Suite 7502 City: Santa Barbara State: CA Zip: 93105

   Phone: (805) 637-8381 Email Address: Anupama.vaid@parentsquare.com

   SSN: _____ or Fed I.D. #: 45-3139804

   Mutually agree and promise as follows:

2. **CONTRACT TERM:** start date 10/11/2019 end date 06/30/2020

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

   A. 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:

   The ParentSquare App ensures parent engagement by reaching parents where they are and in their preferred language.

   With two-way communication, urgent alerts, parent-teacher conference sign-ups, forms and permission slips, secure document delivery and more, the ParentSquare app streamlines all school-to-home communication.

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 (Invoice) 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. **Other:** $40,320.00 (describe rate agreement) Annual Subscription

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	$ AMOUNT	PROG. TITLE	BUS OFC
03	460	50400	5815	$40,320		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon 30-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.

CONTRACTS MUST BE SUBMITTED 30 DAYS PRIOR TO BOARD MEETING

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT 12.03

2930 Gay Avenue
San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Board of Trustees:

Subject : **ACCEPTANCE OF MEMORANDUM(S) OF UNDERSTANDING**

Staff Analysis:
The District has received the following Memorandum(s) of Understanding(s) as summarized on the sheet dated September 12, 2019.

Recommendation:
Staff recommends acceptance of these memorandum(s) of understanding.

Prepared by:: Maria Martinez Title: Procurement Manager

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

To the Board of Trustees: Meeting: October 10, 2019

Recommend Approval

Regular Board Meeting

12.03

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
October 10, 2019 Board Meeting

MEMORANDUMS OF UNDERSTANDING

DEPARTMENT	DATE OF SERVICE	CONSULTANT NAME	COST	PURPOSE
Human Resources Carlos Moran	11/09/19- 06/30/23	San Jose State University – Internship & Service Learning	No Cost	Internship and Service Learning Student Placement Agreement – Offering an opportunity for meaningful learning experiences through community engagement that formally integrates the student's academic study with practical experience. Funding: N/A
Special Education Anthony Colonna	07/01/19- 06/30/20	Santa Clara County Office of Education	$65.00 per hour NTE $84,000.00	Contract with Intervener on behalf of ARUSD for Individualized Educational Program (IEP), services will provide information that an individual with deaf-blindness is unable to gather on his/her own thus ensuring safety of the student. Funding: Sp Ed
State & Federal Sandra Garcia	08/09/19- 10/17/19	Santa Clara County Office of Education	$810.00	Provide professional development to Principals, Assistant Principals, and School Site Council members pertaining to requirements around School Site Councils. Funding: Restricted
Superintendent Hilaria Bauer	09/13/19- 06/30/24	Michelle Amores, Division Manager/San Jose Public Library	No Cost	Provide all ARUSD students with library card accounts which will allow every student seamless access to library databases and materials. Funding: N/A

PURCHASING
SEP 23 2019 PM 1:02

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
Request for Contracted Services

TO: BUSINESS OFFICE Contract No. _____ Vendor No. _____

Human Resources (School/Dept.) and the Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor wishes to enter into a:

☑ **MOU** (Negotiated Agreement)
☐ Exhibit B & C (Fingerprinting and TB Test)

☐ **MASTER CONTRACT PARTICIPATION**
☐ Scope of Work/Agreement

Note: All Contracts over $5,000 require pre-approval.

* *Use Independent Contractor Agreement form B-252 for unincorporated individuals or in the absent of negotiated agreement.*

Name of Individual/Company San Jose State University - Internship & Service Learning

Address One Washington Square City San Jose ST CA Zip 95192

Telephone 408-924-1000 Fax # _____

SSN _____ Fed. I.D.# 77-0414438

CONTRACT TERM: effective dates 11/09/2018 to 06/30/2023.

CONTRACTOR'S OBLIGATION:
Description of services to be provided. Please attach proposals and other documentation if necessary:

Internship & Service Learning Student Placement Agreement - opportunity for meaningful learning experiences through community engagement that formally integrates the student's academic study with practical experience.

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 B-210) 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 or b)

____ a. ***Fee Rate***: $ _____ per _____ Not To Exceed _____ of services.

✓ b. ***Other***: $ _____ (describe rate agreement or other costs) NO COST

BUDGET CODE: NO COST

APPROVALS:

Alum Rock Union Elementary School District:

Site/Department Administrator _____ Date 9/24/19

Program/Budget Manager _____ Date _____

Asst. Supt. of Business Services _____ Date _____

Superintendent _____ Date _____

ARUESD Board Approval _____

PURCHASING
OCT 23 2019 PM

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Contracted Services

To: **BUSINESS OFFICE** Contract No.: _____ Vendor No.: 10547

Special Education (School/Dept) and the Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor wishes to enter a:

- [x] **MOU** (negotiated Agreement)
- [x] Exhibit B & C (Fingerprinting and TB Test)
- [ ] **MASTER CONTRACT PARTICIPATION**
- [x] Scope of Work/Proposal

Note: All Contracts over $5,000 require pre-approval.

** Use Independent Contractor Agreement (PUR-116) for unincorporated individuals or in the absent of negotiated agreement.*

Name of Individual/Company: Santa Clara County Office of Education

Address: 1290 Ridder Park Dr City: San Jose State: CA Zip: 95131

Phone: (_____) Email: _____

SSN: _____ Fed I.D. #: _____

CONTRACT TERM: start dates July 1, 2019 end date June 30, 2020

CONTRACTOR'S OBLIGATION:
Description of services to be provided: (Please attach proposals, scope of work, and other documentation.)

Contract with Intervener on behalf of the Alum Rock USD for Individualized Educational Program (IEP) driven support services. To provide information that an individual with deaf-blindness is unable to gather on his/her own. Ensuring the safety of the student.

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 (Invoice) 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 or b)

X a. **Fee Rate:** $65 per hr Not to Exceed 200/days of services.

_____ b. **Other:** $_____

Describe other related costs: _____

BUDGET CODE: 08-380-1820-A-5815 08 9/10/19
Accountant Initials

_____ _____
Accountant Initials

APPROVALS:

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT:

Site/Department Administrator: _____ Date: 9/5/19
Director of Fiscal Services: _____ Date: _____
Asst. Supt., of Business Services: _____ Date: _____
Superintendent: _____ Date: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

PURCHASING
SEP 23 2019 PM 1:21

Request for Contracted Services

To: **BUSINESS OFFICE** Contract No.: _____ Vendor No.: 10547

State & Federal (School/Dept) and the Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor wishes to enter a:

- [x] **MOU** (negotiated Agreement)
- [ ] Exhibit B & C (Fingerprinting and TB Test)
- [ ] **MASTER CONTRACT PARTICIPATION**
- [x] Scope of Work/Proposal

Note: All Contracts over $5,000 require pre-approval.

** Use Independent Contractor Agreement (PUR-116) for unincorporated individuals or in the absent of negotiated agreement.*

Name of Individual/Company: Santa Clara County Office of Education

Address: 1290 Ridder Park Drive City: San Jose State: CA Zip: 95131

Phone: (408) 453-6529 Email: _____

SSN: _____ Fed I.D. #: _____

CONTRACT TERM: start dates August 9, 2019 end date October 17, 2019

CONTRACTOR'S OBLIGATION:
Description of services to be provided: (Please attach proposals, scope of work, and other documentation.)

SCCOE to provide professional development to Principals, Assistant Principals and School Site Council members about the requirements around School Site Councils.

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 (Invoice) 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 or b)

____ a. **Fee Rate:** $_____ per _____ Not to Exceed _____ of services.

X b. **Other:** $405.00 half day (less than 4 hours) totaling up to $810.00

Describe other related costs: _____

BUDGET CODE: 06-360-1190-0-5815 _____ Accountant Initials

_____ _____ Accountant Initials

APPROVALS:

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT:

Site/Department Administrator: _____ JRS Date: 8/20/19

Director of Fiscal Services: _____ Date: _____

Asst. Supt., of Business Services: _____ Date: _____

Superintendent: _____ Date: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

PURCHASING
SEP 4 2019 AM 10:22

Request for Contracted Services

To: **BUSINESS OFFICE** Contract No.: _____ Vendor No.: _____

Superintendent's Office (School/Dept) and the Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor wishes to enter a:

- [✓] **MOU** (negotiated Agreement)
- [ ] Exhibit B & C (Fingerprinting and TB Test)
- [ ] **MASTER CONTRACT PARTICIPATION**
- [ ] Scope of Work/Proposal

Note: All Contracts over $5,000 require pre-approval.

** Use Independent Contractor Agreement (PUR-116) for unincorporated individuals or in the absent of negotiated agreement.*

Name of Individual/Company: Michelle Amores, Division Manager/ San Jose Public Library

Address: 150 East San Fernando Street City: San Jose State: CA Zip: 95112

Phone: (408) 808-2197 Email: Michelle.Amores@sjlibrary.org

SSN: _____ Fed I.D. #: _____

CONTRACT TERM: start dates September 13, 2019 end date June 30, 2024

CONTRACTOR'S OBLIGATION:
Description of services to be provided: (Please attach proposals, scope of work, and other documentation.)

City will streamline student access to databases, print and e-materials by integrating ARUSD Student ID numbers to create San Jose Student ID Library Card Accounts, allowing every student in ARUSD schools seamless access to Library databases and materials.

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 (Invoice) 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 or b)

_____ a. **Fee Rate:** $0.00 per _____ Not to Exceed _____ of services.

_____ b. **Other:** $_____

Describe other related costs: _____

BUDGET CODE: _____ _____
Accountant Initials

_____ _____
Accountant Initials

APPROVALS:

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT:

Site/Department Administrator: _____ Date: 9-4-19

Director of Fiscal Services: _____ Date: _____

Asst. Supt., of Business Services: _____ Date: 9/4/19

Superintendent: _____ Date: 9.4.19

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

12.04

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Board of Trustees:

Subject: **CONTRACTS FOR PROFESSIONAL SERVICES – INDIVIDUALS**

Staff Analysis:
The following contract for professional services is being presented to the Board of Trustees for review and approval.

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

Prepared by: Maria Martinez Title: Procurement Manager

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

To the Board of Trustees: Meeting: October 10, 2019

Recommend Approval

12.04

Agenda Placement

Regular Board Meeting

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union Elementary School District
October 10, 2019 Board Meeting

PROFESSIONAL CONSULTANT SERVICES – INDIVIDUALS

SCHOOL / DEPARTMENT	DATE OF SERVICE	CONSULTANT NAME	COST	PURPOSE
Student Services Norma Flores	08/09/19- 06/30/20	Aubrey Uresti	$2,600.00	Develop and facilitate professional development sessions for School Counselor Internes throughout the 2019-2020 school year with a focus on supporting students grieving parental loss due to incarceration or deportation. Funding: Restricted

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO _____

FROM: Student Services (School/Dept.) VENDOR NO. _____

PROGRAM MANAGER: Norma Flores

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: Aubrey Uresti

Address: 25A Crescent Drive, PMB 252 City: Pleasant Hill State: CA Zip: 94523

Phone: (925) 586-2552 Email Address: auresti@ucdavis.edu

SSN: 609-10-1159 or Fed I.D. #: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** start date August 9, 2019 end date June 30, 2020

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

A. 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:

Aubrey Uresti will develop and facilitate professional development for School Counselor Interns throughout the 2019-2020 school year focused on supporting students grieving parental loss due to incarceration or deportation.

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 (Invoice) 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)

X a. **Fee Rate:** $200.00 per hour/day of service as may be requested by ARUESD, not to exceed a maximum of 13 hrs hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service

_____ b. **Other:** $_____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	$ AMOUNT	PROG. TITLE	BUS OFC
06	340	9116 R	5815	$2,600.00		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon 30-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.

CONTRACTS MUST BE SUBMITTED 30 DAYS PRIOR TO BOARD MEETING

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

12.05

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: September 26, 2019

Subject: **Acceptance of Donations**

Staff Analysis: The District has received donations as summarized on the sheet dated October 10, 2019.

Recommendation: Staff recommends approval for acceptance of these donations.

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

To the Board of Trustees:

Recommend Approval

12.05
Agenda Placement

Meeting: October 10, 2019
Regular Board Meeting

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union Elementary School District
October 10, 2019

ACCEPTANCE OF DONATIONS

DONOR NAME	DESCRIPTION OR PURPOSE	ESTIMATED VALUE	RECEIVING SCHOOL OR DEPARTMENT
Mr. & Ms. Matt Walsh	Materials & Supplies	$ 1,000.00	ARUESD-Winter Family Lunch 2019
Lifetouch	Materials & Supplies	$ 152.89	Adelante II Academy
Lifetouch	Materials & Supplies	$ 131.70	Arbuckle Elementary
Lifetouch	Materials & Supplies	$ 360.24	Cureton Elementary
Savemart Supermarkets	Materials & Supplies	$ 29.07	Dorsa Elementary
YourCause, LLC Trustee for Pacific Gas & Electric	Materials & Supplies	$ 480.00	Dorsa Elementary
PTA California Congress of Parents	Materials & Supplies	$ 4,700.00	Dorsa Elementary
YourCause, LLC Trustee for Wells Fargo Community Support	Materials & Supplies	$ 280.00	Lyndale Elementary
YourCause, LLC Trustee for Wells Fargo Foundation Educational	Materials & Supplies	$ 280.00	Lyndale Elementary
YourCause.Com	Materials & Supplies	$ 40.00	McCollam Elementary
YourCause.Com	Materials & Supplies	$ 60.00	McCollam Elementary
YourCause.Com	Materials & Supplies	$ 40.00	McCollam Elementary
YourCause, LLC Trustee for Pacific Gas & Electric	Materials & Supplies	$ 140.00	Ryan Elementary
YourCause, LLC Trustee for Pacific Gas & Electric	Materials & Supplies	$ 120.00	Ryan Elementary
Russo McEntee PTA	Materials & Supplies	$ 9,000.00	Russo/McEntee Academy

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

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

Date: September 10, 2019

To: Hilaria Bauer, Ph.D., Superintendent
Honorable Board Members,
Alum Rock Union Elementary School District

From: Irma Barahona, Coordinator, Human Resources Department

Re: Donation for Winter Family Luncheon 2019

Please accept a donation, a check in the amount of $1000 from Tiffany Walsh. This money will go towards the Winter Family Luncheon which will be held in the 2019-2020 school year.

Please deposit the check accordingly into the following donation account listed above.

Thank you in advance for your approval.

Hilaria Bauer, Ph.D., Superintendent

Board of Trustees: Linda Chavez, President · Ernesto Bejarano, Vice-President
Dolores Márquez-Frausto, Clerk · Andrés Quintero, Member · Corina Herrera-Loera, Member

ADELANTE II DUAL LANGUAGE ACADEMY

1970 Cinderella Lane, San José, CA 95116 Phone: 408-928-7100 Fax: 408-928-7101 Principal: Diederich A. Bonemeyer

RECEIVED
2019 AUG 29

To: Board of Trustees

Fr: Adelante II Dual Language Academy

Date: August 28, 2019

Re: Lifetouch

Please accept the following donation from Lifetouch in the amount of $152.89 to be deposited into Adelante II's donation account. The funds will be used for field trip transportation, materials and supplies for the students.

Thank you,

Diederich Bonemeyer
Principal

ARBUCKLE ELEMENTARY

1970 Cinderella Lane San José, CA 95116 Phone: 408•928•7100 Fax: 408-928-7101 Principal: Diederich Bonemeyer

RECEIVED
2019 AUG 29

To: Board of Trustees

Fr: Arbuckle Elementary School

Date: August 28, 2019

Re: Lifetouch Donation

Please accept the following donation from Lifetouch in the amount of $131.70 to be deposited into Arbuckle's donation account. The funds will be used for materials, supplies and field trips for the students.

Thank you,

Diederich Bonemeyer

Diederich Bonemeyer
Principal

Horace Cureton Elementary School
3720 East Hills Drive, San Jose, CA 95127
(408) 928-7350 **FAX (408) 928-7351**

Principal: Alfredo Acosta

Business office
Attention: Cynthia Sanchez
September 4, 2019

Cynthia,

We have received a total of $360.24 to Cureton Elementary from Lifetouch.

Please accept the donation of $360.24, and forward this communication to the Alum Rock Board of Education for approval.

Thank you for your support.

Sincerely,

Alfredo Acosta
Principal

DORSA ELEMENTARY SCHOOL

1290 Bal Harbor Way San José, CA 95122 Phone: 408•928•7400 Fax: 408•928•7401

RECEIVED
2019 AUG 29

August 28, 2019

ARUESD Board Members
2930 Gay Avenue
San Jose, CA 95127

Dear Board Members:

On behalf of the Dorsa Elementary School community, I would like to petition your approval to accept the following donation in the amount of $29.07

These donations will be used to pay for classroom materials/Fieldtrips

Thank you in advance for supporting our school by accepting these donations.

Respectfully Yours,

Albert Moreno

Albert Moreno
Interim Principal,
Dorsa Elementary School

AM/jmm

DORSA ELEMENTARY SCHOOL

1290 Bal Harbor Way San José, CA 95122 Phone: 408•928•7400 Fax: 408•928•7401

August 29, 2019

ARUESD Board Members
2930 Gay Avenue
San Jose, CA 95127

Dear Board Members:

On behalf of the Dorsa Elementary School community, I would like to petition your approval to accept the following donation in the amount of $480.00

These donations will be used to pay for classroom materials/Fieldtrips

Thank you in advance for supporting our school by accepting these donations.

Respectfully Yours,

Albert Moreno

Albert Moreno
Interim Principal,
Dorsa Elementary School

AM/jmm

SUPERINTENDENT'S OFFICE
RECEIVED
2019 AUG 29 P 1:11

DORSA ELEMENTARY SCHOOL

1290 Bal Harbor Way San José, CA 95122 Phone: 408•928•7400 Fax: 408•928•7401

September 12, 2019

ARUESD Board Members
2930 Gay Avenue
San Jose, CA 95127

Dear Board Members:

On behalf of the Dorsa Elementary School community, I would like to petition your approval to accept the following donation in the amount of $4,700.00

These donations will be used to pay for classroom materials/Fieldtrips

Thank you in advance for supporting our school by accepting these donations.

Respectfully Yours,

Albert Moreno
Interim Principal,
Dorsa Elementary School

AM/jmm

BUSINESS OFFICE
RECEIVED
2019 SEP 12 A 10:30

Lyndale Elementary School

All Students Can Learn.....All Students Can Succeed

13901 Nordyke Drive
San Jose, California 95127
(408) 928-7900

Ms. Kasturi Basu, Principal
Ms. Vanessa Esquibel, School Secretary
August 20, 2019

Dear Alum Rock School Board,

I am happy to inform you that Lyndale School is the recipient of a donation from Wells Fargo Bank in the amount of $280.00. Thank you for accepting this donation, and your continued support of Lyndale School.

Sincerely,

Kasturi Basu.

Kasturi Basu, Principal

Lyndale Elementary School

All Students Can Learn.....All Students Can Succeed

13901 Nordyke Drive
San Jose, California 95127
(408) 928-7900

Ms. Kasturi Basu, Principal
Ms. Vanessa Esquibel, School Secretary
August 20, 2019

Dear Alum Rock School Board,

I am happy to inform you that Lyndale School is the recipient of a donation from Wells Fargo Bank in the amount of $280.00. Thank you for accepting this donation, and your continued support of Lyndale School.

Sincerely,

Kasturi Basu

Kasturi Basu, Principal

McCollam Elementary School

3311 Lucian Ave. • San Jose, CA 95127 • **(408) 928-8000 Fax (408) 928-8001**

BUSINESS OFFICE
RECEIVED
2019 SEP 12 A

TO: Hilaria Bauer, Superintendent
Honorable Board Members, Alum Rock Union Elementary School District
Business Office

FR: Pablo Fiene, Principal

DATE: August 27, 2019

RE: Monetary Donation to McCollam School

Please accept a donation, a check in the amount of $40.00 from AT&T Giving Campaign. This money will go towards the purchase of materials, supplies, and field trips for classrooms. Please deposit the check into the following donation account: # 06-040-21100-8699.

Thank you for your assistance.

McCollam Elementary School

3311 Lucian Ave. • San Jose, CA 95127 • **(408) 928-8000 Fax (408) 928-8001**

RECEIVED
RECEIVED
2019 SEP 12 A

TO: Hilaria Bauer, Superintendent
Honorable Board Members, Alum Rock Union Elementary School District
Business Office

FR: Pablo Fiene, Principal

DATE: August 27, 2019

RE: Monetary Donation to McCollam School

Please accept a donation, a check in the amount of $60.00 from AT&T Giving Campaign. This money will go towards the purchase of materials, supplies, and field trips for classrooms. Please deposit the check into the following donation account: # 06-040-21100-8699.

Thank you for your assistance.

McCollam Elementary School

3311 Lucian Ave. • San Jose, CA 95127 • **(408) 928-8000 Fax (408) 928-8001**

BUSINESS OFFICE
RECEIVED
2019 SEP 12 AM

TO: Hilaria Bauer, Superintendent
Honorable Board Members, Alum Rock Union Elementary School District
Business Office

FR: Pablo Fiene, Principal

DATE: August 27, 2019

RE: Monetary Donation to McCollam School

Please accept a donation, a check in the amount of $40.00 from AT&T Giving Campaign. This money will go towards the purchase of materials, supplies, and field trips for classrooms. Please deposit the check into the following donation account: # 06-040-21100-8699.

Thank you for your assistance.

Thomas P. Ryan Elementary School

1241 McGinness Ave San Jose CA 95127

Phone: (408)298-8653 FAX: (408)928-8651

August 28, 2019,

Please accept this donation from PG&E in the form of a check for the amount of $140.00 (Check#1110163112). The funds will be utilized for classroom supplies and field trips at Ryan Elementary. Please deposit these funds in our donations account# 06-100-2110-8699

Sincerely,

Raquel Katz

Principal

RECEIVED
AUG 29 2019

Thomas P. Ryan Elementary School

BUSINESS OFFICE
RECEIVED
SEP 12 AM 8:37

1241 McGinness Ave San Jose CA 95127

Phone: (408)298-8653 FAX: (408)928-8651

August 28, 2019,

Please accept this donation from PG&E in the form of a check for the amount of $120.00 (Check#1110166131). The funds will be utilized for classroom supplies and field trips at Ryan Elementary. Please deposit these funds in our donations account# 06-100-2110-8699

Sincerely,

Raquel Katz

Principal

Russo/McEntee Academy

2851 Gay Ave San Jose, CA 95127 **Phone:** (408)928-8850 **Fax:** 408-928-8901

BUSINESS OFFICE
RECEIVED
2019 SEP -6 A 11:2

September 6, 2019

Board of Education:

Please accept the following donation from PTA on the amount of $9,000.00 (check) for fieldtrips and transportation for Russo/McEntee Academy!

Thank you,

Tanu Kohli

Tanu Kohli, Principal

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

12.06

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: September 26, 2019

Subject: **Approval of Fundraising Activities**

Staff Analysis: The District has received fundraising requests as summarized on the attached sheet dated October 10, 2019.

Recommendation: Staff recommends approval of these fundraising event requests.

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

To the Board of Trustees: Meeting: October 10, 2019
Regular Board Meeting

Recommend Approval

12.06
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
October 10, 2019

APPROVAL OF FUNDRAISING ACTIVITY

SCHOOL	FUNDRAISING ACTIVITY	ACTIVITY SPONSOR	DATE
Adelante Academy	PE Clothing Sales	ASB	09/20/19-06/11/20
Adelante Academy	Snack Sales	PTA	10/01/19-05/30/20
Aptitud at Goss	Chocolate Bar Sales	PTA	10/14/19-10/31/19
Arbuckle Elementary	Jamba Juice Sales	PTO	09/23/19-09/23/19
Arbuckle Elementary	Harvest Festival Sales	PTA	10/25/19-10/25/19
Chavez Elementary	Popcorn Catalog Sales	ASB	10/11/19-10/31/19
Chavez Elementary	Penny Collection Sales	ASB	10/01/19-10/31/19
Chavez Elementary	Spiritwear Sales	ASB	09/16/19-06/09/20
Chavez Elementary	Fall Festival Sales	ASB	10/31/19-10/31/19
Chavez Elementary	Bears-2-Build Sales	ASB	04/09/20-04/09/20
Cureton Elementary	Contributions to the ASB Account	ASB	08/20/19-06/09/20
Cureton Elementary	Walk-a-Thon Sales	ASB	09/27/19-09/27/19
Cureton Elementary	T-Shirt Sales	ASB	10/15/19-11/09/19
Cureton Elementary	Catalog Sales	ASB	11/01/19-11/22/19
Cureton Elementary	Parent/Child Dance Sales	ASB	02/14/20-02/14/20
Cureton Elementary	Year Book Sales	ASB	04/01/20-06/09/20
Cureton Elementary	Book Fair Sales	ASB	04/20/20-04/24/20
Fischer Middle	Jamba Juice 2 for 1 Cards' Sales	ASB	09/01/19-06/20/20
George Middle	Clothing Sales	ASB	09/14/19-06/14/20
George Middle	Fall Dance Sales	ASB	12/13/19-12/13/19
George Middle	Spring Dance Sales	ASB	03/17/20-03/17/20
George Middle	Scholastic Bookfair Sales	ASB	09/16/19-09/19/19
George Middle	Year Book Sales	ASB	01/01/20-06/20/20
George Middle	Contributions to the ASB Account	ASB	08/20/19-06/09/20
Lyndale Elementary	Candy Bar Sales	ASB	11/04/19-12/06/19
Lyndale Elementary	Walk-a-Thon Sales	ASB	10/23/19-10/23/19

APPROVAL OF FUNDRAISING ACTIVITY (continued)

SCHOOL	FUNDRAISING ACTIVITY	ACTIVITY SPONSOR	DATE
Lyndale Elementary	Pencil Machine Sales	ASB	09/09/19-06/09/20
Lyndale Elementary	Contributions to the ASB Account	ASB	08/31/19-06/01/20
Mathson Middle	Halloween Dance Sales	ASB	10/30/19-10/30/19
Mathson Middle	SNAP After School Sports' Sales	ASB	09/30/19-10/30/19
Mathson Middle	PE Uniform Sales	ASB	09/01/19-06/20/20
Meyer Elementary	Pancake Breakfast Sales	ASB	12/14/19-12/14/19
Meyer Elementary	Contributions to the ASB Account	ASB	08/20/19-06/12/20
Ocala STEAM Academy	PE Clothing Sales	ASB	08/20/19-06/12/20
Ocala STEAM Academy	Catalog Sales	ASB	09/26/19-10/20/19
Renaissance Academy	8th Grade Promotion Gowns' Sales	ASB	01/06/20-06/03/20
Renaissance Academy	Year Book Pre-Sales	ASB	11/12/19-06/10/20
Renaissance Academy	Contributions to the ASB Account	ASB	10/11/19-06/10/20
Renaissance Academy	School Dance Sales	PTO	10/25/19-01/20/20
Renaissance Academy	Chocolate Bar Sales	PTO	11/01/19-06/10/20
Russo/McEntee Academy	Chocolate Sales	ASB	10/11/19-12/18/19
Russo/McEntee Academy	Snifty Pencils/Rulers' Sales	ASB	08/20/19-06/12/20
Russo/McEntee Academy	Contributions to the ASB Account	ASB	08/20/19-06/12/20
Russo/McEntee Academy	Harvest Festival Sales	PTA	10/25/19-10/25/19
Russo/McEntee Academy	Movie Night Sales	PTA	09/27/19-09/27/19
Russo/McEntee Academy	Movie Night Sales	PTA	11/22/19-11/22/19
Russo/McEntee Academy	Movie Night Sales	PTA	01/24/20-01/24/20
Russo/McEntee Academy	Movie Night Sales	PTA	03/20/20-03/20/20
Russo/McEntee Academy	Movie Night Sales	PTA	04/24/20-04/24/20
Russo/McEntee Academy	Dance Sales	PTA	12/13/19-12/13/19
Russo/McEntee Academy	Dance Sales	PTA	02/14/20-02/14/20

APPROVAL OF FUNDRAISING ACTIVITY (continued)

SCHOOL	FUNDRAISING ACTIVITY	ACTIVITY SPONSOR	DATE
Russo/McEntee Academy	Dance Sales	PTA	05/08/20-05/08/20
Ryan STEAM Academy	Fall Festival Sales	ASB	10/24/19-10/24/19
Ryan STEAM Academy	Spirit Gear Sales	ASB	10/01/19-05/01/20
Ryan STEAM Academy	Clothing Sales	ASB	11/15/19-05/30/20
San Antonio Elementary	Movie Night Sales	PTA	08/20/19-06/20/20
DHO Music	Roller Skate Fundraiser Sales	AYA	10/25/19-10/25/19

PE Clothing

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Adelante I Date: 9/4/19

Description of Event: Type PE Clothing Vendor _____

Purpose for Event: Raise Funds for After School Sports Program

If selling food what are the items: ⊘ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 9-20-19 – 6/11/2019 Time of Event: Before & after school

Contact Person: Elia Pando

Location of Proposed Activity: School Campus - Room P2

Status of Event (please check one): ☐ New Event ☐ Held previously (years): 2014, 2015, 2016, 2017, 2018, 2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ Signature 9/6/19 Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: Francheska Escobar Signature 09-06-19 Date

Principal Approval: _____ Signature 9-6-19 Date

Reviewed by Business Services: Nana Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

Diaz / Lozano Sports Program
Snack sales

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Adelante Dual Language Academy Date: 9/18/2019

Description of Event: Type Snacks during Sports Games Vendor Costco, Lays

Purpose for Event: To raise money for the sports program

If selling food what are the items: Water, popcorn, chips Brand and package size: All-in-One

Explain how food is handled/stored prior to or day of event: water bottles, popcorn popped, individual chip bags.

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 10/01/19 - 5/30/20 Time of Event: During sporting events 4PM.

Contact Person: Maestro Lozano/Maestra Diaz

Location of Proposed Activity: Outside

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2019, 2018

BUSINESS OFFICE RECEIVED SEP 23 12:01

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ Signature 9/19/19 Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: Fmanchesca Escobar Signature 09/19/19 Date

Principal Approval: Maria Martinez Signature 9/19/19 Date

Reviewed by Business Services: Nana Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: PTA 1 **(From Financial Plan)**

School Name: Aptitud at Goss Date: 08/30/19

Description of Event: Type Chocolate Sale. Vendor world's Finest.

Purpose for Event: fundraising for the science camp.

If selling food what are the items: chocalete bars. Brand and package size: world's finest 1.3oz.

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: oct 14 to oct 31th. Time of Event: after school off campus only

Contact Person: Gaby Fernandez

Location of Proposed Activity: At the home of the students with family and friends will be sold at the end of the school day.

Status of Event (please check one): — New Event ☒ Held previously (years): 2017, 2018

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required) Yes — No —

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes — No —

Other Background information (Is proposed fundraising event on current ASB budget?) Yes — No —

ASB Advisor: Tonny Louis (Signature) Date 08/30/19

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) Date 08/30/19

Principal Approval: Maria Manzaredo (Signature) Date 08/30/19

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS [signature] Date: 9/25/19

Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____ Date: _____

Operations Mgr.: _____ Date: _____

Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BUSINESS OFFICE
RECEIVED
2019 SEP 20 A 11:18

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: #2 (From Financial Plan)

School Name: Arbuckle Elem. Date: 9/20/19

Description of Event: Type Jamba Juice Cards. Vendor Jamba Juice

Purpose for Event: Raise funds for 5th grade Science Camp. and other field trips/activities for students.

If selling food what are the items: Jamba Juice Cards. Brand and package size: Jamba Juice

Explain how food is handled/stored prior to or day of event: In office

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTO.

Proposed Date(s) of Event: 9/23/2019 - Time of Event: After School.

Contact Person: Mona Perez

Location of Proposed Activity: Off Campus.

Status of Event (please check one): ☑ New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☑

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☑

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: Diedrich Bonen 9/20/19.
Signature Date

Reviewed by Business Services: Maria Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
  CNS _____ Date: _____
  Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: _____ Date: _____
  Operations Mgr.: _____ Date: _____
  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BUSINESS SERVICES RECEIVED 2019 SEP -4 A 11:31

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: #1 (From Financial Plan)

School Name: Arbuckle Elementary Date: 9/4/2019

Description of Event: Type Fall Harvest Festival, Vendor Smart & Final

Purpose for Event: Raise money for 5th grade science camp.

If selling food what are the items: Brand and package size:

Hotdogs, nachos, water, Juice, Chips etc.

Explain how food is handled/stored prior to or day of event: Parents will use gloves to prepare food. Food will be bought the same day of the event.

Event Sponsor (please check one) ASB: Booster Club (PTA, PTO, Other): P.T.A.

Proposed Date(s) of Event: 10/25/2019 Time of Event: 5pm.

Contact Person: Maria Perez

Location of Proposed Activity: Arbuckle cafeteria

Status of Event (please check one): ☐ New Event ☑ Held previously (years):

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed?	Yes ☑	No ☐	N/A ☐
Has Revenue Potential form been prepared? (For ASB Only - Form must be included)	Yes ☐	No ☑	
Other Background information (Is proposed fundraising event on current ASB budget?)	Yes ☐	No ☑	

ASB Advisor: _____ Signature _____ Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date

Principal Approval: x Rudrich Bonem Signature 9/4/2019 Date

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BUSINESS OFFICE
RECEIVED
2019 SEP 16 A 11:09

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 01 **(From Financial Plan)**

School Name: CESAR CHAVEZ SCHOOL Date: 9/03/19

Description of Event: Type Popcorn Catalog Sales Vendor Popcornopolis

Purpose for Event: Raise funds for field trips, student incentives/rewards

If selling food what are the items: Catalog Sales Brand and package size: n/a

Explain how food is handled/stored prior to or day of event: n/a

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 10/11/2019 - 10/31/2019 Time of Event: off campus

Contact Person: Krystal Esquivez

Location of Proposed Activity: Chavez Campus

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2018/1

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: _____ (Signature) _____ (Date)

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) _____ (Date)

Principal Approval: _____ (Signature) 9/3/2019 (Date)

Reviewed by Business Services: Diana Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

RECEIVED
2019 SEP 16 A 11:09

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 02 **(From Financial Plan)**

School Name: CESAR CHAVEZ SCHOOL Date: 9/3/19

Description of Event: Type Penny Collection Vendor none

Purpose for Event: Raise funds for field trips, student incentives/rewards

If selling food what are the items: none Brand and package size: none

Explain how food is handled/stored prior to or day of event: none

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 10/1/2019 - 10/31/19 Time of Event: 8:25 - 3:00pm

Contact Person: Krystal Esquivez

Location of Proposed Activity: Chavez Campus

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2018

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 9/10/19
Signature Date

Reviewed by Business Services: _____ Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BUSINESS OFFICE
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2019 SEP 16 A 11:09

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 3 **(From Financial Plan)**

School Name: CESAR CHAVEZ SCHOOL Date: 9/3/19

Description of Event: Type Spiritwear Sales Vendor TBD

Purpose for Event: Raise funds for field trips, student incentives/rewards

If selling food what are the items: none Brand and package size: none

Explain how food is handled/stored prior to or day of event: none

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other):

Proposed Date(s) of Event: 9/16/19 - 6/9/20 Time of Event: Before + After School

Contact Person: Krystal Esquivez

Location of Proposed Activity: Chavez Campus

Status of Event (please check one): ☐ New Event ☒ Held previously (years) 2014/2015/2016/2017/2018

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: _____ (Signature) _____ (Date)

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) _____ (Date)

Principal Approval: _____ (Signature) 9/3/19 (Date)

Reviewed by Business Services: _____ Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BUSINESS OFFICE
RECEIVED
2019 SEP 16 A 11:09

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 4 **(From Financial Plan)**

School Name: CESAR CHAVEZ SCHOOL Date: 9/3/19

Description of Event: Type Fall Festival Vendor none

Purpose for Event: Raise funds for field trips, student incentives/rewards

ticket sales for games

If selling food what are the items: none Brand and package size: none

Explain how food is handled/stored prior to or day of event: none

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other):

Proposed Date(s) of Event: 10/31/2019 Time of Event: 8:25 am - 11:00am

Contact Person: Krystal Esquivez

Location of Proposed Activity: Chavez Campus

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2018

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed?	Yes ☐	No ☐	N/A ☑
Has Revenue Potential form been prepared? (For ASB Only - Form must be included)	Yes ☑	No ☐	
Other Background information (Is proposed fundraising event on current ASB budget?)	Yes ☑	No ☐	

ASB Advisor: _____ (Signature) _____ (Date)

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) _____ (Date)

Principal Approval: _____ (Signature) 09/03/19 (Date)

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BUSINESS OFFICE
RECEIVED
2019 SEP 16 A 11:10

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 5 **(From Financial Plan)**

School Name: CESAR CHAVEZ SCHOOL Date: 9/3/19

Description of Event: Type Bears - 2 - Build Vendor Legacy United

Purpose for Event: Raise funds for field trips, student incentives/rewards

If selling food what are the items: n/a Brand and package size: n/a

Explain how food is handled/stored prior to or day of event: n/a

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 4/9/2019 Time of Event: 2:00pm - 4:00pm

Contact Person: Krystal Esquivez

Location of Proposed Activity: Chavez Campus

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2017

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed?	Yes ☐	No ☐	N/A ☑
Has Revenue Potential form been prepared? (For ASB Only - Form must be included)	Yes ☑	No ☐	
Other Background information (Is proposed fundraising event on current ASB budget?)	Yes ☑	No ☐	

ASB Advisor: _____ (Signature) _____ (Date)

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) _____ (Date)

Principal Approval: _____ (Signature) 9/3/19 (Date)

Reviewed by Business Services: Maria Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Approval:
Contributions to the ASB Account

School Site: Cureton Elementary Date: 09/19/2019

Purpose for Contributions: Parents will contribute money for 5th grade science camp and f school wide field trip admissions and field trip transportation.

Proposed Date(s) of Event: All School year 2019-2020

Contact Person: Maria Lovdahl

Student Body Account Number: 090100 5020 4300

Status of Event (please check one): ☐ New Event ☑ Held Previously (Years): 14 years

What procedures will be used to account for contributions received?
Class rosters and receipts.

Other Background Information (such as other schools or clubs that have held similar events):

ASB Advisor _____ Date: _____
Signature

Student Council Approval Date 09/19/2019

Student Council Representative _____ Date: _____
School Admin (Elementary) Signature

Principal Approval _____ Date: 9/10/19
Signature

Reviewed by Business Services: Maria Denton Date: 9-25-19

Board Approval Date: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Cureton Elementary Date: 09/09/2019

Description of Event: Type Walk-a-Thon Vendor _____

Purpose for Event: Raise funds for school wide field trips including transportation

If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): ASB

Proposed Date(s) of Event: 9/27/2019 Time of Event: During school hours

Contact Person: Maria Lovdahl

Location of Proposed Activity: School Yard

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 18 years

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 9/10/19
Signature Date

Reviewed by Business Services: _____ Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Cureton Elementary Date: 09/09/2019

Description of Event: Type T-Shirt sale for spirit wear Vendor Shine on Shirts

Purpose for Event: Raise funds for school wide field trips including transportation, student prizes and recess equipment and 5th grade promotion

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): ASB

Proposed Date(s) of Event: 10/15/19 - 11/9/19 Time of Event: Before and after school

Contact Person: Maria Lovdahl

Location of Proposed Activity: _____

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 8 years

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ Signature _____ Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date

Principal Approval: _____ Signature 9/10/19 Date

Reviewed by Business Services: Maria Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Cureton Elementary Date: 09/09/2019

Description of Event: Type Catalog Sale Vendor Believe Kids

Purpose for Event: Raise funds for school wide field trips including transportation, student prizes and recess equipment

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): ASB

Proposed Date(s) of Event: 11/01/2019 - 11/22/19 Time of Event: Off Campus ONLY

Contact Person: Maria Lovdahl

Location of Proposed Activity: off campus

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 5 years

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 9/10/19
Signature Date

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Cureton Elementary Date: 09/09/2019

Description of Event: Type Parent/Child dance Vendor _____

Purpose for Event: Raise funds for school wide field trips including transportation, student prizes and recess equipment and 5th grade promotion

If selling food what are the items: _____ Brand and package size: _____

Nachos, popcorn, hot dogs, waters, sodas

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): ASB

Proposed Date(s) of Event: 02/14/20 Time of Event: 5 PM.

Contact Person: Maria Lovdahl

Location of Proposed Activity: Cureton Cafeteria

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 3 years

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed?	Yes ☐	No ☐	N/A ☐
Has Revenue Potential form been prepared? (For ASB Only - Form must be included)	Yes ☑	No ☐	
Other Background information (Is proposed fundraising event on current ASB budget?)	Yes ☐	No ☐	

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 9/10/19
Signature Date

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director
  CNS _____ Date: 9/25/19
  Approved ✓ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: _____ Date: _____
  Operations Mgr.: _____ Date: _____
  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Cureton Elementary Date: 09/09/2019

Description of Event: Type Year Book Sale Vendor ARUSD Printshop

Purpose for Event: Raise funds for school wide field trips including transportation, student prizes and recess equipment and 5th grade promotion

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): ASB

Proposed Date(s) of Event: 4-01-20 / 6-9-20 Time of Event: Before and after school

Contact Person: Maria Lovdahl

Location of Proposed Activity: _____

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 7 years

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 9/10/19
Signature Date

Reviewed by Business Services: Maria Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Cureton Date: 09/09/2019

Description of Event: Type Book Fair Vendor Scholastic Book Fair

Purpose for Event: Raise funds for school wide field trips including transportation, student prizes and recess equipment and 5th grade promotion and Library books

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): ASB

Proposed Date(s) of Event: 04/20/20 - 04/24/20 Time of Event: During school and After school

Contact Person: Maria Lovdahl

Location of Proposed Activity: Library

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 14 years

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 9/10/19
Signature Date

Reviewed by Business Services: Maria Newton Date: 9-05-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Fischer Middle School Date: 08/29/2019

Description of Event: Type Jamba Juice 2 for 1 Cards Vendor Jamba Juice

Purpose for Event: School Wide Fundraiser to benefit all students.

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: YES Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: Sep 19 - June 2020 Time of Event: All Day

Contact Person: Vivian Nguyen

Location of Proposed Activity: Students of Fischer Middle School

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2018-2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: K.M Signature 9-11-19 Date

Student Council Approval Date: 9-11-19 (Middle Schools must attach minutes)

Student Council Representative: Riana Estrada Signature 9-11-19 Date

Principal Approval: _____ Signature 9/20/19 Date

Reviewed by Business Services: Nana Deuton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

BUSINESS OFFICE RECEIVED 2019 SEP 23 P 12:06

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 1 **(From Financial Plan)**

School Name: Joseph George Middle School Date: Sept. 19, 2019

Description of Event: Type Clothing Sales Vendor One Stone

Purpose for Event: raise money for student activities, PE equipment, and events.

If selling food what are the items: _____ Brand and package size: clothing from One Stone, various sizes. Tshirts, shorts, and sweat pants.

Explain how food is handled/stored prior to or day of event: n/a

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: September 14-June14, 2020 Time of Event: 8:30-2:50

Contact Person: Tara Bickford and Loretta Tanner

Location of Proposed Activity: Joseph George MS

Status of Event (please check one): ☐ New Event ☑ Held previously (years): many

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: _____ (Signature) 9/20/19 (Date)

Student Council Approval Date: 9/20/19 (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) 9/20/19 (Date)

Principal Approval: _____ (Signature) 9/20/19 (Date)

Reviewed by Business Services: Nana Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 2 **(From Financial Plan)**

School Name: Joseph George Middle School Date: September 19, 2019

Description of Event: Type Fall Dance Vendor _____

Purpose for Event: student dance and raise money for decorations

If selling food what are the items: packaged food Brand and package size: purchased snacks from Smart and Final, decorations from various vendors such as Oriental Trading and Prom Night

Explain how food is handled/stored prior to or day of event: Food will be stored in a safe location and distributed in the package. Food will be non perishable.

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 12/13/19 Time of Event: 4 PM

Contact Person: Tara Bickford, Alondra Rios, Sarika Kukreja

Location of Proposed Activity: Joseph George MS

Status of Event (please check one): ☐ New Event ☑ Held previously (years): many

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☑ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: [signature] Signature 9/20/19 Date

Student Council Approval Date: 9/20/19 (Middle Schools must attach minutes)

Student Council Representative: [signature] Signature 9/20/19 Date

Principal Approval: [signature] Signature 9/20/19 Date

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS [signature] Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 3 **(From Financial Plan)**

School Name: Joseph George Middle School Date: September 19, 2019

Description of Event: Type Spring Dance Vendor _____

Purpose for Event: student dance and raise money for decorations

If selling food what are the items: packaged food Brand and package size: purchased snacks from Smart and Final, decorations from various vendors such as Oriental Trading and Prom Night

Explain how food is handled/stored prior to or day of event: Food will be stored in a safe location and distributed in the package. Food will be non perishable.

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 3/17/19 Time of Event: 4pm

Contact Person: Tara Bickford, Alondra Rios, Sarika Kukreja

Location of Proposed Activity: Joseph George MS

Status of Event (please check one): ☐ New Event ☑ Held previously (years): many

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☑ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: _____ 9/20/19
Signature Date

Student Council Approval Date: 9/20/19 (Middle Schools must attach minutes)

Student Council Representative: _____ 9/20/19
Signature Date

Principal Approval: _____ 9/20/19
Signature Date

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 4 **(From Financial Plan)**

School Name: Joseph George Middle School Date: September 19, 2019

Description of Event: Type Scholastic Book Fair Vendor Scholastic

Purpose for Event: To enhance and excite students about reading, students can purchase books and reading items from the bookstore.

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: September 16-19, 2019 Time of Event: lunch and Back to School Night

Contact Person: Tara Bickford, Alondra Rios, Sarika Kukreja

Location of Proposed Activity: Joseph George MS

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2017-2018

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☑ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: Alondra AS (Signature) 9/20/19 (Date)

Student Council Approval Date: 9/20/19 (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) 9/20/19 (Date)

Principal Approval: Tara Bickford (Signature) 9/20/19 (Date)

Reviewed by Business Services: Nana Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 5 **(From Financial Plan)**

School Name: Joseph George Middle School Date: September 19, 2019

Description of Event: Type Year Book Vendor Jostens

Purpose for Event: Students can purchase their yearbooks

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: January-June 2020 Time of Event: 8:30-3:00pm

Contact Person: Tara Bickford, Alondra Rios, Sarika Kukreja

Location of Proposed Activity: Joseph George MS

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2017-2019

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: Alondra Signature 9/20/19 Date

Student Council Approval Date: 9/20/19 (Middle Schools must attach minutes)

Student Council Representative: _____ Signature 9/20/19 Date

Principal Approval: _____ Signature 9/20/19 Date

Reviewed by Business Services: _____ Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Approval:
Contributions to the ASB Account

School Site: Joseph George Middle School Date: 9/19/19

Purpose for Contributions: Contributions from staff, parents, and community for events, trips, activities, dances, and 8th grade promotion.

Proposed Date(s) of Event: throughout school year

Contact Person: Tara Bickford, Sarika Kukreja, Alondra Rios

Student Body Account Number: 95-250-0502, 95-250-0520, 95-250-0540, 95-250-0560

Status of Event (please check one): ☐ New Event ☑ Held Previously (Years): many years

What procedures will be used to account for contributions received?
receipts and logs

Other Background Information (such as other schools or clubs that have held similar events):

ASB Advisor Alondra R Date: 9/20/19
Signature

Student Council Approval Date 9/19/19

Student Council Representative Date: 9/20/19
Signature

School Admin (Elementary)

Principal Approval Tara Bickford Date: 9/20/19
Signature

Reviewed by Business Services: Maura Newton Date: 9-25-19

Board Approval Date:

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 1 **(From Financial Plan)**

School Name: Lyndale Elementary Date: 08/27/2019

Description of Event: Type Selling Candy Bars Vendor World's Finest Chocolate

Purpose for Event: Selling candy to help support our 5th grade science camp and other 5th gr. field trips.

If selling food what are the items: Chocolate Candy Bars Brand and package size: 1 bar/pckg. 60/box

Explain how food is handled/stored prior to or day of event: The food will be stored in a cool room and distributed out after school by Ms. Lynn Mattson + Ms. Kasturi Basu.

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 11/04/2019-12/06/19 Time of Event: Daily-after 2:45 p.m.

Contact Person: Vanessa Esquibel + Lynn Mattson

Location of Proposed Activity: Lyndale Elementary School. off campus only

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2018/2019

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: Vanessa Esquibel (Signature) 08/27/19 (Date)

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) _____ (Date)

Principal Approval: Kasturi Basu. (Signature) 8/28/19. (Date)

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 2 **(From Financial Plan)**

School Name: Lyndale Elementary Date: 08/27/19

Description of Event: Type Walk-A-Thon Vendor N/A

Purpose for Event: To provide busses for field trips + incentives for all students.

If selling food what are the items: N/A Brand and package size: N/A

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 10/23/2019 Time of Event: 9:00 A.M.

Contact Person: Vanessa Esquibel

Location of Proposed Activity: Black top @ Lyndale

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2018/19

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: Vanessa Esquibel (Signature) 08/27/19 (Date)

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) _____ (Date)

Principal Approval: Kasturi Basu (Signature) 8/28/19 (Date)

Reviewed by Business Services: Maria Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 3 **(From Financial Plan)**

School Name: Lyndale Elementary School Date: 08/27/19

Description of Event: Type Pencil Machine Vendor Lakeshore

Purpose for Event: To provide busses for all field trips, to help with 5th gr. field trips + Science camp.

If selling food what are the items: N/A Brand and package size: N/A

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 09/09/2019 - 06/09/20 Time of Event: Week days- 8A.M-4pm

Contact Person: Vanessa Esquibel

Location of Proposed Activity: In front of Lyndale Cafeteria

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2014/2015

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: Vanessa Esquibel (Signature) 08/27/19 (Date)

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) _____ (Date)

Principal Approval: Kashmir Basra (Signature) 9/28/19 (Date)

Reviewed by Business Services: Maria Dean Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Approval:
Contributions to the ASB Account

School Site: Lyndale Elementary Date: 08/27/19

Purpose for Contributions: Contributions from our families will go towards field trips, busses, 5th grade science camp, and incentives for students.

Proposed Date(s) of Event: 08/31/19 - 06/01/20

Contact Person: Vanessa Esquibel

Student Body Account Number: 950305020

Status of Event (please check one): ☐ New Event ☒ Held Previously (Years): 2018/19

What procedures will be used to account for contributions received?
Receipts will be given to Parents when cash is exchanged.

Other Background Information (such as other schools or clubs that have held similar events):

ASB Advisor Vanessa Esquibel Date: 08/27/19
Signature

Student Council Approval Date _____

Student Council Representative _____ Date: _____
School Admin (Elementary) Signature

Principal Approval Kashuri Basu Date: 8/28/19
Signature

Reviewed by Business Services: Naira Deuton Date: 9-25-19

Board Approval Date: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 1 **(From Financial Plan)**

School Name: Mathson Middle School Date: ~~9-12-30-19~~ 9-24-19

Description of Event: Type Halloween Dance Vendor

Purpose for Event: School dance

If selling food what are the items: Pizza & soda Brand and package size: Little Cesar's and canned soda

Explain how food is handled/stored prior to or day of event: Pizza will be delivered 30 minutes before served. Sodas will stay in package in staff room.

Event Sponsor (please check one) ASB: ✓ Booster Club (PTA, PTO, Other):

Proposed Date(s) of Event: 10-30-19 Time of Event: 4:30 - 6:00 pm

Contact Person: Rebecca Sanchez or Maria Thomas

Location of Proposed Activity: Mathson Cafeteria

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2018, 2017....

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☒ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: Rebecca Sanchez (Signature) 9-24-19 (Date)

Student Council Approval Date: 9-24-19 (Middle Schools must attach minutes)

Student Council Representative: Keila Sinforiano (Signature) 9-24-19 (Date)

Principal Approval: [signature] (Signature) 9/24/19 (Date)

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
  CNS [signature] Date: 9/26/19
  Approved ✓ Denied
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: Date:
  Operations Mgr.: Date:
  Approved Denied

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 8 **(From Financial Plan)**

School Name: Mathson Middle Date: 9-24-19

Description of Event: Type FUND RAISE WITH DONATIONS Vendor SNAP fundraising

Purpose for Event: TO RAISE FUNDS FOR EQUIPMENT FOR ALL AFTER SCHOOL SPORTS: CROSS COUNTRY, BBALL O-Y, O+, WRESTLING, SOCCER, VOLLEYBALL, TRACK + FIELD

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: ✓ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 9/30 - 10/30 Time of Event: N/A

Contact Person: DOUG COSTA DOUG.COSTA @ ARUSD.ORG

Location of Proposed Activity: N/A

Status of Event (please check one): ☒ New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: Rebecca Sanchez (Signature) 9-24-19 (Date)

Student Council Approval Date: 9-24-19 (Middle Schools must attach minutes)

Student Council Representative: Keila Sirfomiare (Signature) 9-24-19 (Date)

Principal Approval: [signature] (Signature) 9/24/19 (Date)

Reviewed by Business Services: Maria Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
  CNS _____ Date: _____
  Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: _____ Date: _____
  Operations Mgr.: _____ Date: _____
  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 9 **(From Financial Plan)**

School Name: Mathson Middle Date: 9-24-19

Description of Event: Type PE Uniform Sales Vendor California Sports Design

Purpose for Event: PE uniform fundraiser

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: ✓ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: Sept. 2019 - June 2020 Time of Event: All day

Contact Person: Doug Costa

Location of Proposed Activity: Locker Room

Status of Event (please check one): ☐ New Event ☑ Held previously (years): _____

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: Rebecca Sanchez (Signature) 9-24-19 (Date)

Student Council Approval Date: 9-24-19 (Middle Schools must attach minutes)

Student Council Representative: Keia Sinforiano (Signature) 9-24-19 (Date)

Principal Approval: [signature] (Signature) 9/24/19 (Date)

Reviewed by Business Services: Nana Deuton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Meyer Elementary Date: 9/20/19

Description of Event: Type Pancake Breakfast Vendor Applebee's

Purpose for Event: Fundraiser - Raise funds for Student activities.

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: ✓ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 12/14/2019 Time of Event: 8:00 - 10:00 a.m.

Contact Person: Silvia Carrillo

Location of Proposed Activity: Applebee's 51 Curtner Ave San Jose Ca.

Status of Event (please check one): ☑ New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ Signature _____ Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date

Principal Approval: _____ Signature 9/20/19 Date

Reviewed by Business Services: Dana Deuton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Approval:
Contributions to the ASB Account

School Site: Meyer Date: Sept. 2019

Purpose for Contributions: To be able to pay for Student field trips, Transportation fees, and to purchase incentives for Students.

Proposed Date(s) of Event: Aug 20, 2019 - June 12, 2020

Contact Person: Yissel Vega

Student Body Account Number: 95180050247800

Status of Event (please check one): ☐ New Event ☑ Held Previously (Years): _____

What procedures will be used to account for contributions received?
Using receipts when receiving Contributions.

Other Background Information (such as other schools or clubs that have held similar events):

ASB Advisor Jill McKee Signature Date: 9/20/19

Student Council Approval Date _____

Student Council Representative Yissel Vega Signature Date: 9/28/19

School Admin (Elementary)

Principal Approval _____ Signature Date: 9/20/19

Reviewed by Business Services: Maria Denton Date: 9-25-19

Board Approval Date: _____

BUSINESS OFFICE RECEIVED 2019 SEP 23 P 2:08

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

RECEIVED
2019 AUG 29

Fundraiser #: 1 (From Financial Plan)
School Name: Ocala Steam Academy Date: 5/7/19
Description of Event: Type PE Clothes Sales Vendor Coast Designs
Purpose for Event: To sell PE uniform to students. Our main sales take place at the start of the year, but we sell as needed, throughout the entire year

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____
Proposed Date(s) of Event: Aug. 22, 2019 - June, 2020 Time of Event: During school hours
Contact Person: _____
Location of Proposed Activity: PE
Status of Event (please check one): ☐ New Event ☑ Held previously (years): every year for 30+ years

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☑ No ☐ N/A ☐
Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐
Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: _____ Signature _____ Date

Student Council Approval Date: 6/7/19 (Middle Schools must attach minutes)

Student Council Representative: Laurie Cabrera _____ Signature _____ Date

Principal Approval: _____ Signature _____ Date

Reviewed by Business Services: Maria Dent Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
  CNS _____ Date: _____
  Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: _____ Date: _____
  Operations Mgr.: _____ Date: _____
  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

RECEIVED
2019 AUG 29

Fundraiser #: 2 **(From Financial Plan)**

School Name: Ocala STEAM Academy Date: 5/7/19

Description of Event: Type Catalog Sales Vendor Mo Mo Fundraising

Purpose for Event: To raise funds for PE supplies and equipment for PE and after school athletics

If selling food what are the items: nuts, chocolates Brand and package size: variety of brands

Explain how food is handled/stored prior to or day of event: orders come in individual bags and boxes

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 9/26/19 - 10/20/19 Time of Event: off campus only

Contact Person: Andrea Mammen

Location of Proposed Activity: Physical Education Classes Off Campus only

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 30+ years

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☒ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: _____ Signature _____ Date

Student Council Approval Date: 6/7/19 (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date

Principal Approval: _____ Signature _____ Date

Reviewed by Business Services: _____ Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Renaissance Academy Date: 8/27/2019

Description of Event: Type 8th Grade Promotion Gowns Vendor Jostens

Purpose for Event: To purchase student certificates, awards, honor cords, pins, stoles given during promotion ceremony.

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 1/6/20-6/3/20 Time of Event: All day

Contact Person: Eduarda Brasil

Location of Proposed Activity: Office

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 14 yrs

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: _____ Signature _____ 9/6/19 Date

Student Council Approval Date: 08/27/19 (Middle Schools must attach minutes)

Student Council Representative: Julie Le Signature 9/6/19 Date

Principal Approval: Douglas Kleinhammer Signature 9/6/19 Date

Reviewed by Business Services: Maria Nieto Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Renaissance Academy @ Fischer Date: 08/27/2019

Description of Event: Type Year Book Pre-Sale Vendor Lifetouch

Purpose for Event: Profit to be used towards field trips, after school activities, purchase of students incentives to be given during Honor Roll Ceremonies (logo shirts, pencils, certificates) End of the year activities.

If selling food what are the items: N/A Brand and package size: _____

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 11/12/19 - 6/10/20 Time of Event: Before and after school

Contact Person: Eduarda Brasil

Location of Proposed Activity: _____

Status of Event (please check one): — New Event ✓ Held previously (years): 14 yrs

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required) Yes ___ No ✓

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ✓ No ___

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ✓ No ___

ASB Advisor: _____ Signature Date 9/6/19

Student Council Approval Date: 08/27/2019 (Middle Schools must attach minutes)

Student Council Representative: _____ Signature Date 9/6/19

Principal Approval: _____ Signature Date 9/6/19

Reviewed by Business Services: _____ Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS _____ Date: _____

Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____ Date: _____

Operations Mgr.: _____ Date: _____

Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Approval:
Contributions to the ASB Account

School Site: Renaissance Academy @ Fischer Date: 08/27/2019

Purpose for Contributions: Parents like to contribute with money to help the Science and Art classes, also they donate money to go towards field trips or extra curriculum activities like sports and end of the year celebrations.

Proposed Date(s) of Event: 10/11/19 - 06/10/20

Contact Person: Eduarda Brasil/ Doug Kleinhenz

Student Body Account Number: 9529052004300

Status of Event (please check one): ☐ New Event ☑ Held Previously (Years): 15 yrs

What procedures will be used to account for contributions received?
A receipt will be issued to the parents donating, money will be deposit into ASB account.

Other Background Information (such as other schools or clubs that have held similar events):

ASB Advisor _____ Date: 9/6/19
Signature

Student Council Approval Date 08/27/2019

Student Council Representative Julie La Date: 9/6/19
School Admin (Elementary) Signature

Principal Approval Doug Kleinh Date: 9/6/2019
Signature

Reviewed by Business Services: Maria Dent Date: 9-25-19

Board Approval Date: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Renaissance Academy Date: 8/27/2019

Description of Event: Type School Dance Vendor _____

Purpose for Event: To raise money for field trips

tickets sales

If selling food what are the items: pizza Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTO

Proposed Date(s) of Event: 10/25,12/20,3/13/20 Time of Event: 4:00-6:00

Contact Person: Adrienne Tejeda

Location of Proposed Activity: School Cafeteria

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2016,2017,2018

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: Douglas Kleinhenz 9/6/19
Signature Date

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
  CNS _____ Date: 9/25/19
  Approved ✓ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: _____ Date: _____
  Operations Mgr.: _____ Date: _____
  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

BUSINESS OFFICE RECEIVED
2019 SEP 24 P 12:35

Fundraiser #: _____ **(From Financial Plan)**

School Name: Renaissance Academy @ Fischer Date: 9/23/2019

Description of Event: Type Chocolate Bar Sales Vendor World's Finest Chocolates

Purpose for Event: To raise funds for field trips.

If selling food what are the items: Chocolate Bars Brand and package size: World's Finest

Explain how food is handled/stored prior to or day of event: Boxes will be kept in storage and delivered to parent to be sold off campus

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTO

Proposed Date(s) of Event: 11/2019-6/2020 Time of Event: After School

Contact Person: Winnie Shih

Location of Proposed Activity: Off Campus

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2017,2018,2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☑

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☑

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: Douglas Kleinhenz 9/23/19
Signature Date

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

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2019 SEP 19 A 11:27

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 1 **(From Financial Plan)**

School Name: Russo/McEntee Date: 9-6-19

Description of Event: Type Selling World's Finest Chocolate Vendor World's Finest Chocolate

Purpose for Event: Selling candy to go to 5th grade camp

If selling food what are the items: chocolate Brand and package size: candy bar - 2.50oz to 2.75oz box contains 60 bars.

Event Sponsor (please check one) ASB: ✓ Booster Club (PTA, PTO, Other):

Proposed Date(s) of Event: Oct 11 - Dec 18th Time of Event: afterschool, off site

Contact Person: Shawn Rohan

Location of Proposed Activity: Gay Ave San Jose 9511 off campus only

Status of Event (please check one): — (New Event) — Held previously (years):

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required) Yes ____ No ✓

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ✓ No

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ✓ No ____

ASB Advisor: [signature] (Signature) Date: 9/18/19

Student Council Approval Date: ____ (Middle Schools must attach minutes)

Student Council Representative: [signature] (Signature) Date: 9/12/19

Principal Approval: [signature] (Signature) Date: 09/12/19

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director.

CNS [signature] Date: 9/25/19

Approved ✓ Denied ____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: ____ Date: ____

Operations Mgr.: ____ Date: ____

Approved ____ Denied ____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BUSINESS OFFICE
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2019 SEP 19 A 11:27

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 2 **(From Financial Plan)**

School Name: Russo/ McEntee Date: 9-6-19

Description of Event: Type Snifty Pencils/Rulers Vendor Snifty

Purpose for Event: Selling smelly pencils + Rulers for Science Camp

If selling food what are the items: — Brand and package size: —

Event Sponsor (please check one) ASB: ✓ Booster Club (PTA, PTO, Other):

Proposed Date(s) of Event: All year Time of Event: All year

Contact Person: Shawn Rohan

Location of Proposed Activity: on campus and off campus

Status of Event (please check one): — New Event — Held previously (years): 2017-18-19

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required) Yes ___ No ✓

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ✓ No ___

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ___ No —

ASB Advisor: [signature] Signature Date 9/18/19

Student Council Approval Date: ___ (Middle Schools must attach minutes)

Student Council Representative: [signature] Signature Date 9/12/19

Principal Approval [signature] Signature Date 09/12/19

Reviewed by Business Services: Maria Newton Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS ___ Date: ___

Approved ___ Denied ___

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: ___ Date: ___

Operations Mgr.: ___ Date: ___

Approved ___ Denied ___

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Approval:
Contributions to the ASB Account

School Site: Russo/McEntee Academy Date:

Purpose for Contributions: For Science Camp 19/20, Fieldtrips, Transportation & other essentials for Students @ Russo/McEntee

Proposed Date(s) of Event: 10/1/18

Contact Person: Tanu Kohli

Student Body Account Number: 95032005020

Status of Event (please check one): ☐ New Event ☒ Held Previously (Years): 18/19

What procedures will be used to account for contributions received?
A receipt will be given for the contribution

Other Background Information (such as other schools or clubs that have held similar events):

ASB Advisor _____ Date: 8/28/19
Signature

Student Council Approval Date _____

Student Council Representative _____ Date: 8/27/19
School Admin (Elementary) Signature

Principal Approval _____ Date: 08/27/19
Signature

Reviewed by Business Services: Mana Newton Date: 9-25-19

Board Approval Date: _____

SUPERINTENDENT'S OFFICE
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ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

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2019 AUG 29

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: RUSSO-MCENTEE Date: 8-9-19

Description of Event: Type HARVEST FESTIVAL Vendor _____

Purpose for Event: FUNDRAISING

If selling food what are the items: Cotton candy, Hotdogs Brand and package size: _____

Nachos, water, coffee, capri suns. Popcorn

Explain how food is handled/stored prior to or day of event: stored in cool dry place. Perishables in PTA refridgerator.

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 10-25-19 Time of Event: 5-7 pm

Contact Person: ANGIE GOMEZ

Location of Proposed Activity: CAFETERIA

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2018-2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 08/13/19
Signature Date

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director

CNS _____ Date: 9/25/19

Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____ Date: _____

Operations Mgr.: _____ Date: _____

Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

SCHOOL OFFICE RECEIVED
2019 AUG 29

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: RUSSO-McENTEE Date: 8-9-19

Description of Event: Type MOVIE NIGHT Vendor _____

Purpose for Event: FUNDRAISING

If selling food what are the items: cotton candy, Hot dogs Brand and package size: _____
nachos, water, coffee, capri suns. Popcorn

Explain how food is handled/stored prior to or day of event: stored in cool dry place. Perishables are in PTA refrigerator.

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 9-27-19 Time of Event: 5-7 pm

Contact Person: ANGIE GOMEZ

Location of Proposed Activity: CAFETERIA

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2018-2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 08/13/2019
Signature Date

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
  CNS _____ Date: 9/25/19
  Approved ✓ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: _____ Date: _____
  Operations Mgr.: _____ Date: _____
  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: RUSSO-MCENTEE Date: 8-9-19

Description of Event: Type MOVIE NIGHT Vendor _____

Purpose for Event: FUNDRAISING

If selling food what are the items: Cotton candy, Hotdogs Brand and package size: _____

nachos, water, Coffee, capri suns. Popcorn

Explain how food is handled/stored prior to or day of event: stored in cool dry place. Perishables in PTA refrigerator

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 11-22-19 Time of Event: 5-7pm

Contact Person: ANGIE GOMEZ

Location of Proposed Activity: CAFETERIA

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2018-2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 08/13/19
Signature Date

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
  CNS _____ Date: 9/25/19
  Approved ✓ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: _____ Date: _____
  Operations Mgr.: _____ Date: _____
  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: RUSSO-MCENTEE Date: 8-9-19

Description of Event: Type MOVIE NIGHT Vendor _____

Purpose for Event: FUNDRAISING

If selling food what are the items: Cotton candy, Hot dogs Brand and package size: _____

Nachos, water, Coffee, capri suns Popcorn

Explain how food is handled/stored prior to or day of event: stored cool dry place. Perishables in PTA fridge

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 1-24-20 Time of Event: 5-7pm

Contact Person: ANGIE GOMEZ

Location of Proposed Activity: CAFETERIA

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2018-2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 08/13/19
Signature Date

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director.

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: RUSSO-MCENTEE Date: 8-9-19

Description of Event: Type MOVIE NIGHT Vendor _____

Purpose for Event: FUNDRAISING

If selling food what are the items: Hot dogs, Cotton candy Brand and package size: _____

Nachos, Water, coffee, Capri Sun. popcorn

Explain how food is handled/stored prior to or day of event: Stored in Cool dry place. Perishables in PTA fridge

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 3-20-20 Time of Event: 5-7pm

Contact Person: ANGIE GOMEZ

Location of Proposed Activity: CAFETERIA

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2018-2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 08/13/19
Signature Date

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: RUSSO-MCENTEE Date: 8-9-19

Description of Event: Type MOVIE NIGHT Vendor _____

Purpose for Event: FUNDRAISING

If selling food what are the items: Hot dogs, Cotton Candy Brand and package size: _____

Nachos, Water, Coffee, Capri Sun, Popcorn

Explain how food is handled/stored prior to or day of event: Stored in Cool dry place. Perishables in PTA fridge

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 4-24-20 Time of Event: 5-7pm

Contact Person: ANGIE GOMEZ

Location of Proposed Activity: CAFETERIA

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2018-2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 08/13/19
Signature Date

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director.

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Russo - McEntee Date: 8-9-19

Description of Event: Type DANCE Vendor _____

Purpose for Event: _____

If selling food what are the items: Cotton candy, Hotdogs Brand and package size: _____

Nachos, water, coffee, capri sun, Popcorn

Explain how food is handled/stored prior to or day of event: stored in cool dry place. Perishables in PTA fridge

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 12-13-19 Time of Event: 5-7 pm

Contact Person: ANGIE GOMEZ

Location of Proposed Activity: CAFETERIA

Status of Event (please check one): ☒ New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: Tami Gomez 08/13/19
Signature Date

Reviewed by Business Services: Maria Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
  CNS _____ Date: 9/25/19
  Approved ✓ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: _____ Date: _____
  Operations Mgr.: _____ Date: _____
  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: RUSSO-MCENTEE Date: 8-9-19

Description of Event: Type DANCE Vendor _____

Purpose for Event: _____

If selling food what are the items: Hot dogs, Cotton Candy Brand and package size: _____

Nachos, Water, Coffee, Capri Suns. Popcorn

Explain how food is handled/stored prior to or day of event: Stored in Cool dry place, Perishables in PTA fridge

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 2-14-~~19~~20 Time of Event: 5-7 pm

Contact Person: ANGIE GOMEZ

Location of Proposed Activity: CAFETERIA

Status of Event (please check one): ☒ New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ (Signature) _____ (Date)

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ (Signature) _____ (Date)

Principal Approval: _____ (Signature) 08/13/19 (Date)

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Russo - McEntire Date: 8-9-19

Description of Event: Type DANCE Vendor _____

Purpose for Event: _____

If selling food what are the items: Hotdogs, Cotton Candy Brand and package size: _____

Nachos, water, Coffee, Capri Suns, Popcorn

Explain how food is handled/stored prior to or day of event: Stored in cool dry place. Perishables in PTA fridge

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA

Proposed Date(s) of Event: 5-8-20 Time of Event: 5-7pm

Contact Person: ANGIE GOMEZ

Location of Proposed Activity: CAFETERIA

Status of Event (please check one): ☐ New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: _____ 08/13/19
Signature Date

Reviewed by Business Services: Mana Newton Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director.

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

SUPERINTENDENT'S OFFICE
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2019 AUG 29

Fundraiser #: 2 **(From Financial Plan)**

School Name: Ryan STEAM Academy Date: 08/22/2019

Description of Event: Type Fall festival Vendor

Purpose for Event: Raise funds for Little Heroes and field trips

If selling food what are the items: popcorn, nachos, candy Brand and package size: chips, caprisuns, pizza, water

Explain how food is handled/stored prior to or day of event: All food will be store bought, gloves will be worn

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other):

Proposed Date(s) of Event: October 24, 2019 Time of Event: 5:00-7:00 pm

Contact Person: Alejandra Basulto

Location of Proposed Activity:

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 2018/2019

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☑ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: Bobby Contreras
Signature Date

Student Council Approval Date: (Middle Schools must attach minutes)

Student Council Representative:
Signature Date

Principal Approval:
Signature Date

Reviewed by Business Services: Maria Nuñez Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS Date: 9-25-19

Approved ✓ Denied

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: Date:

Operations Mgr.: Date:

Approved Denied

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

SCHOOL OFFICE RECEIVED 2019 AUG 29

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 3 **(From Financial Plan)**

School Name: Ryan Elementary Date: 08/27/2019

Description of Event: Type Spirit Gear Vendor

Purpose for Event: Raise Funds for Little Heroes and field trips for 19-20 school year

If selling food what are the items: N/A Brand and package size:

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other):

Proposed Date(s) of Event: Oct 1st-May 1st, 2020 Time of Event: Before & After School

Contact Person: Alejandra Basulto

Location of Proposed Activity: Ryan Elementary

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 18/19

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☑

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: Bobby Costanzo 8-28-19

Signature Date

Student Council Approval Date: (Middle Schools must attach minutes)

Student Council Representative:

Signature Date

Principal Approval: Raquel 8/28/19

Signature Date

Reviewed by Business Services: Maria Deroth Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS Date:

  Approved Denied

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: Date:

  Operations Mgr.: Date:

  Approved Denied

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

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2019 AUG 29

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 4 **(From Financial Plan)**

School Name: Ryan Elementary Date: 08/27/2019

Description of Event: Type Clothing Sales Vendor Techstyles

Purpose for Event: Clothing will be donated for sale to raise funds for field trips and Little Heroes

If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: X Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: Nov 15th-May 30th Time of Event: _____

Contact Person: Alejandra Basulto

Location of Proposed Activity: Ryan Elementary

Status of Event (please check one): ☐ New Event ☑ Held previously (years): 18/19

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☑ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☑ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☑ No ☐

ASB Advisor: [signature] 8-28-19
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ _____
Signature Date

Principal Approval: [signature] 8/28/19
Signature Date

Reviewed by Business Services: [signature] Date: 9-25-19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
  CNS _____ Date: _____
  Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
  Director, MOT: _____ Date: _____
  Operations Mgr.: _____ Date: _____
  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM 2019-2020

Fundraiser #: _____ (From Financial Plan)

School Name: San Antonio Date: 6-6-19

Description of Event: Type Movie Night Vendor _____

Purpose for Event: Sell snacks during movie

If selling food what are the items: nachos, juice (capri sun) Brand and package size: Costco & Little Caesar's pizza, water, popcorn

Explain how food is handled/stored prior to or day of event: everything is pre packaged & pizzas are made to order

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: *throughout year Time of Event: after school 6 pm.

Contact Person: Olga Arieta *Last Friday of every month, starting Nov 2019.

Location of Proposed Activity: on Campus

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 11 + yrs.

Use of Facilities thru Facilitron <u>is required</u> for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ _____
Signature Date

PTA President
~~Student Council Approval~~ Date: _____ (Middle Schools must attach minutes)

~~Student Council Representative~~: _____ 6/5/19
Signature Date

Principal Approval: _____ 6/5/19
Signature Date

Reviewed by Business Services: _____ Date: 9/25/19

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director.

  CNS _____ Date: 9/25/19

  Approved ✓ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ **(From Financial Plan)**

School Name: Ocala Steam Academy (DHO MUSIC) Date: 9-17-19

Description of Event: Type Roller Skate Fundraiser Vendor _____

Purpose for Event: To raise money for the Ocala Steam Band Program.

If selling food what are the items: None Brand and package size: x

Explain how food is handled/stored prior to or day of event: x

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): A.Y.A

Proposed Date(s) of Event: 10-25-19 Time of Event: 7:45pm - 9:15 pm

Contact Person: Louie Flores Jr.

Location of Proposed Activity: Silver Creek Sportsplex "Roller Skate"

Status of Event (please check one): ☒ New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☒

ASB Advisor: _____ Signature 9-18-19 Date

Student Council Approval Date: 9-20-19 (Middle Schools must attach minutes)

Student Council Representative: Jessica Bravo Signature 9-19-19 Date

Principal Approval: _____ Signature 9/19/19 Date

Reviewed by Business Services: Mana Newton Date: 9-25-19

BUSINESS OFFICE RECEIVED SEP 25 2019 AM 10:13

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

  CNS _____ Date: _____

  Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

  Director, MOT: _____ Date: _____

  Operations Mgr.: _____ Date: _____

  Approved _____ Denied _____

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

12.07

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF TRUSTEES

To the Board of Trustees: October 1, 2019

Subject: **Vendor & Payroll Warrants**

Staff Analysis: Summary of Vendor and Payroll Warrants issued during September month of Fiscal Year 2019/2020.

Total of vendor warrants	$	5,070,167.35
Total of payroll warrants	$	4,175,946.99
Total	**$**	**9,246,114.34**

Recommendation: Staff recommends approval of the Vendor & Payroll Warrants for the month of September 2019.

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

To the Board of Trustees: Meeting: October 10, 2019
Regular Board Meeting

Recommend Approval

12.07
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

September 2019

Fund	VENDOR WARRANTS	AMOUNT
03,05,06,08	General Fund (Incl Payroll A/P)	$3,416,859.04
12	Child Development Fund	$0.00
13	Cafeteria Fund	$235,472.00
14	Deferred Maintenance Fund	$0.00
21	Building Fund	$1,500.00
25	Capital Facilities Fund	$0.00
35	County School Facility Fund	$0.00
40	Special Reserve for Capital Outlay Fund	$0.00
67	Health and Welfare	$1,395,722.91
68	Worker's Comp	$63.14
	Subtotal	**$5,049,617.09**
95	Student Body Fund	$20,550.26
	Total Vendor Warrants	**$5,070,167.35**

PAYROLL WARRANTS	
10th of the month	$201,056.99
AREA Payroll	$0.00
EOM Payroll	$3,918,514.66
CSEA Fair Share Pay-out	$53,120.69
Manual Checks	$3,254.65
Void Checks	$0.00
Total Payroll Warrants	**$4,175,946.99**
Grand Total All Warrants	**$9,246,114.34**

	From		To
AP Warrants used #	149267	-	149800
AP Direct Deposit Stub Used #	V1012355	-	V1012363
Payroll Direct Deposit Pay Stub used #	V60302727	-	V60304299

AP Check Register - Pivot Table Summary by Vendor
September 2019

Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
4IMPRINT, INC. - Vendor # 16207	9/19/2019	149505	06	$ 642.05
	9/26/2019	149553	06	$ 2,153.04
4IMPRINT, INC. - Vendor # 16207 Total				**$ 2,795.09**
ACE EMPOWER ACADEMY - Vendor # 18758	9/12/2019	149343	03	$ 159,853.00
ACE EMPOWER ACADEMY - Vendor # 18758 Total				**$ 159,853.00**
ACHIEVE KIDS - Vendor # 10558	9/12/2019	149344	08	$ 10,382.00
	9/19/2019	149441	08	$ 3,954.00
ACHIEVE KIDS - Vendor # 10558 Total				**$ 14,336.00**
ACTION TOWING AND R - Vendor # 11984	9/12/2019	149363	03	$ 150.00
ACTION TOWING AND R - Vendor # 11984 Total				**$ 150.00**
ACTIVE INTERNET TEC - Vendor # 23182	9/12/2019	149345	03	$ 22,900.00
ACTIVE INTERNET TEC - Vendor # 23182 Total				**$ 22,900.00**
ADRIANA BELLINI - Vendor # 20150	9/19/2019	149443	03	$ 62.76
ADRIANA BELLINI - Vendor # 20150 Total				**$ 62.76**
ADRIANA DIAZ - Vendor # 23224	9/26/2019	149723	03	$ 32.00
ADRIANA DIAZ - Vendor # 23224 Total				**$ 32.00**
ADRIANE MARIE VANE - Vendor # 20530	9/26/2019	149617	03	$ 180.00
ADRIANE MARIE VANE - Vendor # 20530 Total				**$ 180.00**
ALFREDO ACOSTA JR - Vendor # 10288	9/5/2019	149270	03	$ 198.58
ALFREDO ACOSTA JR - Vendor # 10288 Total				**$ 198.58**
ALFREDO CASTANEDA - Vendor # 22507	9/19/2019	149453	06	$ 3,500.00
ALFREDO CASTANEDA - Vendor # 22507 Total				**$ 3,500.00**
ALLIANCE FOR YOUTH - Vendor # 19255	9/26/2019	149780	03	$ 40.00
ALLIANCE FOR YOUTH - Vendor # 19255 Total				**$ 40.00**
ALLISON ROSE ANDERS - Vendor # 22173	9/5/2019	149271	08	$ 73.25
ALLISON ROSE ANDERS - Vendor # 22173 Total				**$ 73.25**
ALPHA BLANCA ALVARA - Vendor # 21221	9/12/2019	149346	03	$ 160,854.00
ALPHA BLANCA ALVARA - Vendor # 21221 Total				**$ 160,854.00**
ALPHA JOSE HERNANDE - Vendor # 21221	9/12/2019	149347	03	$ 148,225.00
ALPHA JOSE HERNANDE - Vendor # 21221 Total				**$ 148,225.00**
ALTA MONTCLAIR - Vendor # 22375	9/26/2019	V1012359	03	$ 227,740.31
ALTA MONTCLAIR - Vendor # 22375 Total				**$ 227,740.31**
ALUM ROCK #305 - Vendor # 19168	9/26/2019	149778	03	$ 511.60
ALUM ROCK #305 - Vendor # 19168 Total				**$ 511.60**
ALUM ROCK ADMINISTR - Vendor # 19162	9/26/2019	149779	03	$ 515.00
ALUM ROCK ADMINISTR - Vendor # 19162 Total				**$ 515.00**
ALUM ROCK EDUCATORS - Vendor # 19161	9/26/2019	V1012360	03	$ 67,908.19
ALUM ROCK EDUCATORS - Vendor # 19161 Total				**$ 67,908.19**
AMADO TORRES - Vendor # 23198	9/26/2019	149724	03	$ 6,789.99
AMADO TORRES - Vendor # 23198 Total				**$ 6,789.99**
AMAZON WEB SERVICES - Vendor # 22071	9/5/2019	149328	03	$ 7,063.54
AMAZON WEB SERVICES - Vendor # 22071 Total				**$ 7,063.54**
AMERICAN FIDELITY A - Vendor # 10785	9/26/2019	149781	03	$ 13,681.21
AMERICAN FIDELITY A - Vendor # 10785 Total				**$ 13,681.21**
AMERICAN FIDELITY A - Vendor # 19158	9/26/2019	149782	03	$ 15,986.49

AP Check Register - Pivot Table Summary by Vendor
September 2019

Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
AMERICAN FIDELITY A - Vendor # 19158 Total				**$ 15,986.49**
AMY ELIZABETH RODRI - Vendor # 22827	**9/5/2019**	149323	03	$ 6.96
AMY ELIZABETH RODRI - Vendor # 22827 Total				**$ 6.96**
ANA LIZBETH GONZALE - Vendor # 22401	**9/5/2019**	149303	03	$ 77.96
ANA LIZBETH GONZALE - Vendor # 22401 Total				**$ 77.96**
ANDRE BOUDIN BAKERI - Vendor # 22514	**9/12/2019**	149348	03	$ 527.54
	9/19/2019	149442	03	$ 772.19
		149507	03	$ 284.07
	9/26/2019	149625	03	$ 197.92
ANDRE BOUDIN BAKERI - Vendor # 22514 Total				**$ 1,781.72**
ANUSHA SANDHYA SRIP - Vendor # 22530	**9/26/2019**	149554	08	$ 12.18
ANUSHA SANDHYA SRIP - Vendor # 22530 Total				**$ 12.18**
APLPD HOLDCO INC - Vendor # 22488	**9/12/2019**	149370	05	$ 1,049.47
	9/26/2019	149637	05	$ 574.66
APLPD HOLDCO INC - Vendor # 22488 Total				**$ 1,624.13**
APPLE INC. - Vendor # 10563	**9/5/2019**	149272	06	$ 398.00
	9/19/2019	149509	06	$ 2,780.59
APPLE INC. - Vendor # 10563 Total				**$ 3,178.59**
ARUESD - CAFETERIA - Vendor # 14432	**9/26/2019**	30872	95	$ 315.00
ARUESD - CAFETERIA - Vendor # 14432 Total				**$ 315.00**
ARUESD - PRINT SHOP - Vendor # 21913	**9/26/2019**	30871	95	$ 2,176.00
ARUESD - PRINT SHOP - Vendor # 21913 Total				**$ 2,176.00**
ASSOCIATION OF CALI - Vendor # 19245	**9/26/2019**	149777	03	$ 3,255.43
ASSOCIATION OF CALI - Vendor # 19245 Total				**$ 3,255.43**
AT&T - Vendor # 16337	**9/19/2019**	149510	03	$ 4,397.63
	9/26/2019	149555	03	$ 106.85
		149626	03	$ 404.00
		149627	03	$ 75.00
AT&T - Vendor # 16337 Total				**$ 4,983.48**
AUL 3121 TRUST - Vendor # 18913	**9/9/2019**	V1012355	03	$ 4,032.86
	9/26/2019	V1012361	03	$ 2,026.56
AUL 3121 TRUST - Vendor # 18913 Total				**$ 6,059.42**
B LUKE LEVERS - Vendor # 10011	**9/26/2019**	149753	03	$ 28.00
B LUKE LEVERS - Vendor # 10011 Total				**$ 28.00**
BALCO HOLDINGS, INC - Vendor # 21721	**9/12/2019**	149360	03	$ 1,378.54
	9/26/2019	149568	03	$ 12,989.68
BALCO HOLDINGS, INC - Vendor # 21721 Total				**$ 14,368.22**
BARBARA CRANDALL - Vendor # 23208	**9/26/2019**	149725	03	$ 4.11
BARBARA CRANDALL - Vendor # 23208 Total				**$ 4.11**
BARNES AND NOBLE - Vendor # 10929	**9/26/2019**	149556	03	$ 167.68
			06	$ 204.12
		149628	06	$ 268.89
BARNES AND NOBLE - Vendor # 10929 Total				**$ 640.69**
BAY AREA FLOOR MACH - Vendor # 13986	**9/5/2019**	149300	03	$ 86.54
	9/12/2019	149380	03	$ 1,228.09

AP Check Register - Pivot Table Summary by Vendor
September 2019

Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
BAY AREA FLOOR MACH - Vendor # 13986	9/19/2019	149465	03	$ 466.76
BAY AREA FLOOR MACH - Vendor # 13986 Total				**$ 1,781.39**
BELIEVE PRODUCTIONS - Vendor # 18772	9/5/2019	30865	95	$ 47.85
BELIEVE PRODUCTIONS - Vendor # 18772 Total				**$ 47.85**
BENCHMARK EDUCATION - Vendor # 14669	9/26/2019	149629	06	$ 423.34
BENCHMARK EDUCATION - Vendor # 14669 Total				**$ 423.34**
BIDDLE CONSULTING G - Vendor # 22310	9/26/2019	149630	03	$ 2,195.00
BIDDLE CONSULTING G - Vendor # 22310 Total				**$ 2,195.00**
BIOMETRICS4ALL, INC - Vendor # 20992	9/5/2019	149273	03	$ 27.00
BIOMETRICS4ALL, INC - Vendor # 20992 Total				**$ 27.00**
BLICK ART MATERIALS - Vendor # 16548	9/26/2019	149572	06	$ 21.14
BLICK ART MATERIALS - Vendor # 16548 Total				**$ 21.14**
BOBBY JOE CASTONGIA - Vendor # 10175	9/5/2019	149276	06	$ 39.00
BOBBY JOE CASTONGIA - Vendor # 10175 Total				**$ 39.00**
BOOKNOOK - Vendor # 22490	9/12/2019	149351	03	$ 2,000.00
BOOKNOOK - Vendor # 22490 Total				**$ 2,000.00**
BOSCO CONSTRUCTION - Vendor # 22784	9/5/2019	149274	05	$ 11,700.00
BOSCO CONSTRUCTION - Vendor # 22784 Total				**$ 11,700.00**
BRADFORD LIGHT - Vendor # 23184	9/26/2019	149726	03	$ 36.00
BRADFORD LIGHT - Vendor # 23184 Total				**$ 36.00**
BRETT ALLEN - Vendor # 23127	9/16/2019	149440	08	$ 3,600.00
BRETT ALLEN - Vendor # 23127 Total				**$ 3,600.00**
BUDDY PARDEN - Vendor # 22806	9/12/2019	149352	03	$ 150.00
BUDDY PARDEN - Vendor # 22806 Total				**$ 150.00**
CALIFORNIA SCHOOL E - Vendor # 19164	9/26/2019	149783	03	$ 8,437.49
CALIFORNIA SCHOOL E - Vendor # 19164 Total				**$ 8,437.49**
CAL-STEAM INC. - Vendor # 18512	9/5/2019	149275	05	$ 1,652.89
	9/12/2019	149353	05	$ 459.95
CAL-STEAM INC. - Vendor # 18512 Total				**$ 2,112.84**
CALVIN JOHNSON - Vendor # 23190	9/26/2019	149727	03	$ 106.40
CALVIN JOHNSON - Vendor # 23190 Total				**$ 106.40**
CANON FINANCIAL SER - Vendor # 16475	9/19/2019	149444	03	$ 494.93
			06	$ 316.84
	9/26/2019	149560	03	$ 9,763.33
			05	$ 737.43
			06	$ 1,929.47
			08	$ 340.85
			13	$ 175.89
CANON FINANCIAL SER - Vendor # 16475 Total				**$ 13,758.74**
CARLOS MIER - Vendor # 22155	9/26/2019	30874	95	$ 2,143.20
CARLOS MIER - Vendor # 22155 Total				**$ 2,143.20**
CARPENTER'S TIME CE - Vendor # 22162	9/19/2019	149449	03	$ 56.19
CARPENTER'S TIME CE - Vendor # 22162 Total				**$ 56.19**
CDW LLC - Vendor # 15737	9/26/2019	149569	03	$ 686.31
CDW LLC - Vendor # 15737 Total				**$ 686.31**

AP Check Register - Pivot Table Summary by Vendor
September 2019

Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
CECILIA VICTORIA OR - Vendor # 23115	9/4/2019	149268	03	$ 1,793.50
CECILIA VICTORIA OR - Vendor # 23115 Total				**$ 1,793.50**
CELLCO PARTNERSHIP - Vendor # 17462	9/5/2019	149296	03	$ 5,351.48
CELLCO PARTNERSHIP - Vendor # 17462 Total				**$ 5,351.48**
CHILDREN'S DISCOVER - Vendor # 11268	9/20/2019	30869	95	$ 392.00
CHILDREN'S DISCOVER - Vendor # 11268 Total				**$ 392.00**
CHRISTOPHER J MILLE - Vendor # 22540	9/19/2019	149478	03	$ 12.05
CHRISTOPHER J MILLE - Vendor # 22540 Total				**$ 12.05**
CHRISTOPHER WHITE - Vendor # 23187	9/26/2019	149728	03	$ 36.00
CHRISTOPHER WHITE - Vendor # 23187 Total				**$ 36.00**
CIRRICULUM ASSOCIAT - Vendor # 11466	9/26/2019	149562	03	$ 98,011.80
CIRRICULUM ASSOCIAT - Vendor # 11466 Total				**$ 98,011.80**
CITIZEN SCHOOLS INC - Vendor # 21447	9/26/2019	149563	06	$ 4,000.00
		149632	06	$ 4,000.00
CITIZEN SCHOOLS INC - Vendor # 21447 Total				**$ 8,000.00**
CLAUDIA GOMEZ HERNA - Vendor # 22718	9/19/2019	149523	13	$ 150.00
CLAUDIA GOMEZ HERNA - Vendor # 22718 Total				**$ 150.00**
COAST DESIGNS - Vendor # 14208	9/12/2019	149357	06	$ 135.88
		30868	95	$ 8,311.93
	9/26/2019	149633	06	$ 928.02
COAST DESIGNS - Vendor # 14208 Total				**$ 9,375.83**
COOK'S AUTOMOTIVE S - Vendor # 13922	9/5/2019	149277	03	$ 1,146.95
	9/19/2019	149512	03	$ 461.17
COOK'S AUTOMOTIVE S - Vendor # 13922 Total				**$ 1,608.12**
CREATIVE BUS SALES, - Vendor # 21038	9/19/2019	149513	03	$ 483.50
CREATIVE BUS SALES, - Vendor # 21038 Total				**$ 483.50**
CROWN CASTLE INTERN - Vendor # 23082	9/19/2019	149451	03	$ 41,163.80
CROWN CASTLE INTERN - Vendor # 23082 Total				**$ 41,163.80**
CSEA VICTORY CLUB - Vendor # 19257	9/26/2019	149784	03	$ 29.00
CSEA VICTORY CLUB - Vendor # 19257 Total				**$ 29.00**
D&S COMMUNICATION - Vendor # 15506	9/19/2019	149514	03	$ 200.16
	9/26/2019	149564	03	$ 477.50
D&S COMMUNICATION - Vendor # 15506 Total				**$ 677.66**
DANIEL R. SHAW - Vendor # 23170	9/5/2019	149278	08	$ 19,500.00
DANIEL R. SHAW - Vendor # 23170 Total				**$ 19,500.00**
DAVID BRUCE DERR - Vendor # 10200	9/19/2019	149463	03	$ 84.14
DAVID BRUCE DERR - Vendor # 10200 Total				**$ 84.14**
DAVID DOUGAN - Vendor # 23213	9/26/2019	149729	03	$ 1,513.86
DAVID DOUGAN - Vendor # 23213 Total				**$ 1,513.86**
DAYLIGHT FOODS, INC - Vendor # 21680	9/19/2019	149447	13	$ 15,398.30
DAYLIGHT FOODS, INC - Vendor # 21680 Total				**$ 15,398.30**
DEBORAH ROBERTS - Vendor # 23192	9/26/2019	149730	03	$ 60.00
DEBORAH ROBERTS - Vendor # 23192 Total				**$ 60.00**
DEPARTMENT OF EDUCA - Vendor # 19268	9/26/2019	149786	03	$ 834.87
DEPARTMENT OF EDUCA - Vendor # 19268 Total				**$ 834.87**

AP Check Register - Pivot Table Summary by Vendor
September 2019

Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
DEPARTMENT OF TOXIC - Vendor # 17889	9/12/2019	149379	05	$ 150.00
DEPARTMENT OF TOXIC - Vendor # 17889 Total				**$ 150.00**
DEVONNE MACLAREN - Vendor # 23230	9/26/2019	149731	03	$ 498.80
DEVONNE MACLAREN - Vendor # 23230 Total				**$ 498.80**
DIANE FRIEDLANDER - Vendor # 23221	9/26/2019	149732	03	$ 352.00
DIANE FRIEDLANDER - Vendor # 23221 Total				**$ 352.00**
DONNA ELIASON - Vendor # 23210	9/26/2019	149733	03	$ 4.11
DONNA ELIASON - Vendor # 23210 Total				**$ 4.11**
DORIS LOPEZ - Vendor # 22700	9/26/2019	149647	03	$ 154.13
DORIS LOPEZ - Vendor # 22700 Total				**$ 154.13**
DOUG IRVING - Vendor # 20809	9/19/2019	149522	03	$ 3,698.52
DOUG IRVING - Vendor # 20809 Total				**$ 3,698.52**
ECMC POST DEFAULT S - Vendor # 21044	9/26/2019	149788	03	$ 56.78
ECMC POST DEFAULT S - Vendor # 21044 Total				**$ 56.78**
EDGAR J GUDIEL - Vendor # 22151	9/26/2019	149640	03	$ 19.72
EDGAR J GUDIEL - Vendor # 22151 Total				**$ 19.72**
EDGES ELECTRICAL GR - Vendor # 21826	9/5/2019	149298	05	$ 236.47
EDGES ELECTRICAL GR - Vendor # 21826 Total				**$ 236.47**
EDWIN O ORANTES - Vendor # 22805	9/26/2019	149597	03	$ 150.00
EDWIN O ORANTES - Vendor # 22805 Total				**$ 150.00**
EINSTEIN NOAH RESTA - Vendor # 12762	9/5/2019	149315	03	$ 345.86
	9/12/2019	149400	03	$ 597.05
	9/19/2019	149535	03	$ 355.88
EINSTEIN NOAH RESTA - Vendor # 12762 Total				**$ 1,298.79**
ELEANOR MORTENSEN - Vendor # 23204	9/26/2019	149734	03	$ 358.00
ELEANOR MORTENSEN - Vendor # 23204 Total				**$ 358.00**
ELIA C PANDO - Vendor # 21998	9/19/2019	149487	03	$ 32.14
ELIA C PANDO - Vendor # 21998 Total				**$ 32.14**
ELIZABETH NEVAREZ - Vendor # 20764	9/19/2019	149533	13	$ 87.38
ELIZABETH NEVAREZ - Vendor # 20764 Total				**$ 87.38**
ELIZABETH UPHAUS - Vendor # 23203	9/26/2019	149735	03	$ 54.00
ELIZABETH UPHAUS - Vendor # 23203 Total				**$ 54.00**
ELLIOT LOWE - Vendor # 23185	9/26/2019	149736	03	$ 36.00
ELLIOT LOWE - Vendor # 23185 Total				**$ 36.00**
ELVIA RODRIGUEZ DIA - Vendor # 10252	9/19/2019	149464	03	$ 199.00
ELVIA RODRIGUEZ DIA - Vendor # 10252 Total				**$ 199.00**
EMILIO ATIENZAR - Vendor # 23199	9/26/2019	149737	03	$ 971.98
EMILIO ATIENZAR - Vendor # 23199 Total				**$ 971.98**
EMS LINQ INC. - Vendor # 22944	9/5/2019	149299	13	$ 2,030.27
EMS LINQ INC. - Vendor # 22944 Total				**$ 2,030.27**
ERICK BALDWIN - Vendor # 23196	9/26/2019	149738	03	$ 142.40
ERICK BALDWIN - Vendor # 23196 Total				**$ 142.40**
ESTELA IDALIA OHASH - Vendor # 10066	9/19/2019	149484	03	$ 236.52
ESTELA IDALIA OHASH - Vendor # 10066 Total				**$ 236.52**
ESTHER B. CLARK SCH - Vendor # 16288	9/19/2019	149445	08	$ 7,170.00

AP Check Register - Pivot Table Summary by Vendor
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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
ESTHER B. CLARK SCH - Vendor # 16288 Total				**$ 7,170.00**
EVELYN H LOUGHRAN - Vendor # 20369	9/19/2019	149472	03	$ 51.00
		149473	03	$ 42.00
EVELYN H LOUGHRAN - Vendor # 20369 Total				**$ 93.00**
FANNIE HATCH - Vendor # 23234	9/26/2019	149739	03	$ 919.80
FANNIE HATCH - Vendor # 23234 Total				**$ 919.80**
FEDERAL EXPRESS - Vendor # 11810	9/5/2019	149301	03	$ 28.30
FEDERAL EXPRESS - Vendor # 11810 Total				**$ 28.30**
FICO'S NEW YORK STY - Vendor # 22711	9/26/2019	149641	03	$ 310.36
FICO'S NEW YORK STY - Vendor # 22711 Total				**$ 310.36**
FIRST STUDENT, INC. - Vendor # 12335	9/12/2019	149381	06	$ 982.07
FIRST STUDENT, INC. - Vendor # 12335 Total				**$ 982.07**
FOLLETT SCHOOL SOLU - Vendor # 21619	9/26/2019	149642	03	$ 1.00
FOLLETT SCHOOL SOLU - Vendor # 21619 Total				**$ 1.00**
FOSTER DAIRY FARMS - Vendor # 18872	9/19/2019	149452	13	$ 31,265.85
FOSTER DAIRY FARMS - Vendor # 18872 Total				**$ 31,265.85**
FRANCESCA RIDGLEY - Vendor # 23214	9/26/2019	149740	03	$ 3,573.18
FRANCESCA RIDGLEY - Vendor # 23214 Total				**$ 3,573.18**
FROG ENV., INC - Vendor # 22388	9/12/2019	149359	03	$ 574.00
FROG ENV., INC - Vendor # 22388 Total				**$ 574.00**
GARDENLAND CENTER I - Vendor # 11907	9/12/2019	149361	05	$ 475.67
GARDENLAND CENTER I - Vendor # 11907 Total				**$ 475.67**
GLORIA MEDINA - Vendor # 21785	9/19/2019	149477	03	$ 36.00
GLORIA MEDINA - Vendor # 21785 Total				**$ 36.00**
GOLD STAR FOODS - Vendor # 11952	9/19/2019	149466	13	$ 100,675.02
GOLD STAR FOODS - Vendor # 11952 Total				**$ 100,675.02**
GRAND LODGE OF THE - Vendor # 15712	9/26/2019	149649	06	$ 1,604.00
GRAND LODGE OF THE - Vendor # 15712 Total				**$ 1,604.00**
GREENESPORT ASSOCIA - Vendor # 22088	9/12/2019	149382	03	$ 480.00
GREENESPORT ASSOCIA - Vendor # 22088 Total				**$ 480.00**
GUADALUPE CUEVAS - Vendor # 21061	9/4/2019	149269	03	$ 648.43
GUADALUPE CUEVAS - Vendor # 21061 Total				**$ 648.43**
HAPARA, INC. - Vendor # 22798	9/26/2019	149584	06	$ 821.10
		30873	95	$ 892.50
HAPARA, INC. - Vendor # 22798 Total				**$ 1,713.60**
HAWTHORNE EDUCATION - Vendor # 12038	9/26/2019	149644	06	$ 262.20
HAWTHORNE EDUCATION - Vendor # 12038 Total				**$ 262.20**
HEATHER ZAKNICH - Vendor # 10444	9/26/2019	149623	03	$ 94.60
HEATHER ZAKNICH - Vendor # 10444 Total				**$ 94.60**
HELEN WADAHARA - Vendor # 23223	9/26/2019	149741	03	$ 44.00
HELEN WADAHARA - Vendor # 23223 Total				**$ 44.00**
HOANG DO - Vendor # 23201	9/26/2019	149742	03	$ 54.00
HOANG DO - Vendor # 23201 Total				**$ 54.00**
HOME DEPOT U.S.A., - Vendor # 12096	9/5/2019	149304	03	$ 5,279.36
		149332	05	$ 288.39

AP Check Register - Pivot Table Summary by Vendor
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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
HOME DEPOT U.S.A., - Vendor # 12096	9/12/2019	149383	03	$ 5,188.19
		149416	05	$ 1,299.81
	9/26/2019	149585	03	$ 3,267.64
		149613	03	$ 115.78
			05	$ 880.93
HOME DEPOT U.S.A., - Vendor # 12096 Total				**$ 16,320.10**
ICONIX WATERWORKS (- Vendor # 18837	9/12/2019	149384	05	$ 3,340.81
ICONIX WATERWORKS (- Vendor # 18837 Total				**$ 3,340.81**
IDN INC - Vendor # 22535	9/12/2019	149364	05	$ 709.77
	9/19/2019	149456	05	$ 142.93
IDN INC - Vendor # 22535 Total				**$ 852.70**
ILLUMINATE EDUCATIO - Vendor # 22744	9/26/2019	149645	06	$ 1,350.00
ILLUMINATE EDUCATIO - Vendor # 22744 Total				**$ 1,350.00**
IMAGINATION STATION - Vendor # 22946	9/5/2019	149283	03	$ 11,620.00
IMAGINATION STATION - Vendor # 22946 Total				**$ 11,620.00**
INTERNAL REVENUE SE - Vendor # 18922	9/26/2019	149790	03	$ 500.00
INTERNAL REVENUE SE - Vendor # 18922 Total				**$ 500.00**
IRMA Y. ALCARAZ - Vendor # 23174	9/5/2019	149305	03	$ 70.00
IRMA Y. ALCARAZ - Vendor # 23174 Total				**$ 70.00**
IT MANAGEMENT CORPO - Vendor # 22536	9/5/2019	149279	03	$ 2,878.11
IT MANAGEMENT CORPO - Vendor # 22536 Total				**$ 2,878.11**
ITSAVVY LLC - Vendor # 20717	9/5/2019	149306	06	$ 1,271.82
	9/19/2019	149469	06	$ 803.45
	9/26/2019	149587	03	$ 734.09
ITSAVVY LLC - Vendor # 20717 Total				**$ 2,809.36**
IVAN ROSALES MONTES - Vendor # 22502	9/19/2019	149482	03	$ 160.04
IVAN ROSALES MONTES - Vendor # 22502 Total				**$ 160.04**
J.W. PEPPER & SON I - Vendor # 12206	9/5/2019	149307	03	$ 49.16
J.W. PEPPER & SON I - Vendor # 12206 Total				**$ 49.16**
JACQUELINE MONTEJAN - Vendor # 10236	9/19/2019	149481	03	$ 439.03
JACQUELINE MONTEJAN - Vendor # 10236 Total				**$ 439.03**
JANIS KIERNAN - Vendor # 23232	9/26/2019	149743	03	$ 4.11
JANIS KIERNAN - Vendor # 23232 Total				**$ 4.11**
JEAN THORNTON - Vendor # 23222	9/26/2019	149744	03	$ 4.11
JEAN THORNTON - Vendor # 23222 Total				**$ 4.11**
JESSE M SERNA - Vendor # 22628	9/5/2019	149327	03	$ 8,748.00
JESSE M SERNA - Vendor # 22628 Total				**$ 8,748.00**
JESSICA LIVOTI - Vendor # 23181	9/12/2019	149385	03	$ 61.04
	9/19/2019	149524	03	$ 173.86
JESSICA LIVOTI - Vendor # 23181 Total				**$ 234.90**
JESUS L ARAUJO JR - Vendor # 10390	9/12/2019	149350	03	$ 108.02
JESUS L ARAUJO JR - Vendor # 10390 Total				**$ 108.02**
JOAN LEE - Vendor # 23226	9/26/2019	149745	03	$ 230.64
JOAN LEE - Vendor # 23226 Total				**$ 230.64**
JOAN NILSON - Vendor # 23218	9/26/2019	149746	03	$ 4.11

AP Check Register - Pivot Table Summary by Vendor
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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
JOAN NILSON - Vendor # 23218 Total				**$ 4.11**
JOE GALLEGOS - Vendor # 23207	9/26/2019	149747	03	$ 52.80
JOE GALLEGOS - Vendor # 23207 Total				**$ 52.80**
JUAN CRUZ - Vendor # 23233	9/26/2019	149748	03	$ 4.11
JUAN CRUZ - Vendor # 23233 Total				**$ 4.11**
JUANITA SANCHEZ - Vendor # 21981	9/19/2019	149547	08	$ 1,858.64
JUANITA SANCHEZ - Vendor # 21981 Total				**$ 1,858.64**
JUDITH COLLARD - Vendor # 23212	9/26/2019	149749	03	$ 46.40
JUDITH COLLARD - Vendor # 23212 Total				**$ 46.40**
JULIETA OROZCO - Vendor # 20026	9/19/2019	149485	13	$ 150.00
JULIETA OROZCO - Vendor # 20026 Total				**$ 150.00**
JULIO CESAR VILLALO - Vendor # 21804	9/5/2019	149337	03	$ 90.66
JULIO CESAR VILLALO - Vendor # 21804 Total				**$ 90.66**
KAISER - Vendor # 19136	9/12/2019	149437	67	$ 172,657.25
	9/26/2019	149796	67	$ 302.00
KAISER - Vendor # 19136 Total				**$ 172,959.25**
KAISER PERMANENTE - Vendor # 19136	9/26/2019	149797	67	$ 412.66
KAISER PERMANENTE - Vendor # 19136 Total				**$ 412.66**
KAL GLASS SHOP INC - Vendor # 22073	9/19/2019	149525	03	$ 212.40
KAL GLASS SHOP INC - Vendor # 22073 Total				**$ 212.40**
KATE ALLISON PARSON - Vendor # 23177	9/5/2019	149319	08	$ 34.91
KATE ALLISON PARSON - Vendor # 23177 Total				**$ 34.91**
KATHLEEN EDWARDS - Vendor # 23206	9/26/2019	149750	03	$ 28.00
KATHLEEN EDWARDS - Vendor # 23206 Total				**$ 28.00**
KATHLEEN EILEEN CAS - Vendor # 21173	9/12/2019	149355	03	$ 20.60
KATHLEEN EILEEN CAS - Vendor # 21173 Total				**$ 20.60**
KATHLEEN HALE - Vendor # 23227	9/26/2019	149751	03	$ 244.00
KATHLEEN HALE - Vendor # 23227 Total				**$ 244.00**
KEENAN & ASSOCIATES - Vendor # 12273	9/12/2019	149438	67	$ 100,087.00
	9/26/2019	149798	67	$ 100,087.00
KEENAN & ASSOCIATES - Vendor # 12273 Total				**$ 200,174.00**
KELLEE R BREAUX - Vendor # 10412	9/26/2019	149631	06	$ 704.66
KELLEE R BREAUX - Vendor # 10412 Total				**$ 704.66**
KELLY PAPER COMPANY - Vendor # 17139	9/19/2019	149471	03	$ 865.81
KELLY PAPER COMPANY - Vendor # 17139 Total				**$ 865.81**
KELLY-MOORE PAINT C - Vendor # 12278	9/12/2019	149387	05	$ 956.53
	9/26/2019	149588	05	$ 298.84
KELLY-MOORE PAINT C - Vendor # 12278 Total				**$ 1,255.37**
KEVIN DAVID WEBSTER - Vendor # 21270	9/19/2019	149550	08	$ 42.92
KEVIN DAVID WEBSTER - Vendor # 21270 Total				**$ 42.92**
KHAI Q. TRAN - Vendor # 21763	9/5/2019	149284	05	$ 12,420.00
KHAI Q. TRAN - Vendor # 21763 Total				**$ 12,420.00**
KIMBERLY NICOLE MIL - Vendor # 22054	9/5/2019	149310	03	$ 23.20
KIMBERLY NICOLE MIL - Vendor # 22054 Total				**$ 23.20**
KIMOCHIS - Vendor # 22796	9/26/2019	149589	06	$ 4,866.80

AP Check Register - Pivot Table Summary by Vendor
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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
KIMOCHIS - Vendor # 22796 Total				**$ 4,866.80**
KIPP HEARTWOOD ACAD - Vendor # 17556	**9/12/2019**	149390	03	$ 232,080.00
KIPP HEARTWOOD ACAD - Vendor # 17556 Total				**$ 232,080.00**
KIPP PRIZE PREPARAT - Vendor # 17556	**9/12/2019**	149391	03	$ 228,347.00
KIPP PRIZE PREPARAT - Vendor # 17556 Total				**$ 228,347.00**
KRISTINE MCNATT - Vendor # 20618	**9/19/2019**	149476	03	$ 43.70
KRISTINE MCNATT - Vendor # 20618 Total				**$ 43.70**
LAKESHORE EQUIPMENT - Vendor # 12339	**9/5/2019**	149285	03	$ 400.08
	9/12/2019	149367	03	$ 1,867.74
	9/19/2019	149457	03	$ 557.75
		149517	03	$ 679.69
			08	$ 199.32
	9/26/2019	149636	03	$ 804.43
		149575	06	$ 48.55
LAKESHORE EQUIPMENT - Vendor # 12339 Total				**$ 4,557.56**
LANA FAGOT - Vendor # 23205	**9/26/2019**	149752	03	$ 16.80
LANA FAGOT - Vendor # 23205 Total				**$ 16.80**
LANGUAGE PEOPLE - Vendor # 18638	**9/19/2019**	149526	03	$ 286.00
LANGUAGE PEOPLE - Vendor # 18638 Total				**$ 286.00**
LAURA ANGELES - Vendor # 22833	**9/19/2019**	149508	13	$ 150.00
LAURA ANGELES - Vendor # 22833 Total				**$ 150.00**
LAZEL, INC - Vendor # 21123	**9/12/2019**	149358	06	$ 899.55
	9/19/2019	149448	06	$ 953.03
	9/26/2019	149565	06	$ 1,249.68
LAZEL, INC - Vendor # 21123 Total				**$ 3,102.26**
LDP, INC - Vendor # 18132	**9/5/2019**	149286	06	$ 23.61
LDP, INC - Vendor # 18132 Total				**$ 23.61**
LE TRAN - Vendor # 20521	**9/5/2019**	149334	03	$ 257.60
LE TRAN - Vendor # 20521 Total				**$ 257.60**
LET'S TRAVEL - Vendor # 12394	**9/26/2019**	149646	03	$ 226.60
			06	$ 243.00
			08	$ 627.00
LET'S TRAVEL - Vendor # 12394 Total				**$ 1,096.60**
LEVERED LEARNING, I - Vendor # 22721	**9/12/2019**	149394	06	$ 43,795.80
LEVERED LEARNING, I - Vendor # 22721 Total				**$ 43,795.80**
LIDIA GALLARDO - Vendor # 22025	**9/26/2019**	149643	03	$ 111.96
LIDIA GALLARDO - Vendor # 22025 Total				**$ 111.96**
LISA MARIE GREGOIRE - Vendor # 21039	**9/19/2019**	149468	03	$ 75.00
LISA MARIE GREGOIRE - Vendor # 21039 Total				**$ 75.00**
LITTLE HEROES, INC. - Vendor # 21461	**9/12/2019**	149395	03	$ 14,000.00
			06	$ 16,800.00
LITTLE HEROES, INC. - Vendor # 21461 Total				**$ 30,800.00**
LORNA OLMEDO - Vendor # 23202	**9/26/2019**	149754	03	$ 40.00
LORNA OLMEDO - Vendor # 23202 Total				**$ 40.00**
LOWES COMPANIES INC - Vendor # 22416	**9/5/2019**	149309	05	$ 509.58

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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
LOWES COMPANIES INC - Vendor # 22416	9/26/2019	149591	05	$ 443.60
LOWES COMPANIES INC - Vendor # 22416 Total				**$ 953.18**
LOZANO SMITH, LLP - Vendor # 21317	9/19/2019	149527	08	$ 664.00
LOZANO SMITH, LLP - Vendor # 21317 Total				**$ 664.00**
LUCILA DELGADO - Vendor # 22850	9/12/2019	149349	08	$ 118.32
LUCILA DELGADO - Vendor # 22850 Total				**$ 118.32**
LUISA HIDALGO AGBUY - Vendor # 23173	9/4/2019	149267	03	$ 1,708.21
LUISA HIDALGO AGBUY - Vendor # 23173 Total				**$ 1,708.21**
LYNDA ARDEMA - Vendor # 23231	9/26/2019	149755	03	$ 167.00
LYNDA ARDEMA - Vendor # 23231 Total				**$ 167.00**
MAILROOM FINANCE IN - Vendor # 22867	9/5/2019	149289	03	$ 10,060.00
MAILROOM FINANCE IN - Vendor # 22867 Total				**$ 10,060.00**
MANSON WESTERN CORP - Vendor # 13825	9/12/2019	149397	06	$ 252.37
	9/26/2019	149592	06	$ 210.31
			08	$ 495.00
MANSON WESTERN CORP - Vendor # 13825 Total				**$ 957.68**
MARGARET ANN WHITE - Vendor # 10521	9/26/2019	149593	03	$ 97.56
MARGARET ANN WHITE - Vendor # 10521 Total				**$ 97.56**
MARIA AGUILAR SANCH - Vendor # 23042	9/5/2019	149325	08	$ 101.62
MARIA AGUILAR SANCH - Vendor # 23042 Total				**$ 101.62**
MARIA ANGELICA LOVD - Vendor # 10321	9/5/2019	149308	03	$ 77.41
MARIA ANGELICA LOVD - Vendor # 10321 Total				**$ 77.41**
MARIA CAMARA - Vendor # 23197	9/26/2019	149756	03	$ 3,113.10
MARIA CAMARA - Vendor # 23197 Total				**$ 3,113.10**
MARIA CARMINA OROZC - Vendor # 21008	9/5/2019	149317	03	$ 100.34
MARIA CARMINA OROZC - Vendor # 21008 Total				**$ 100.34**
MARIA ELENA CASTILL - Vendor # 20653	9/12/2019	149356	03	$ 114.53
MARIA ELENA CASTILL - Vendor # 20653 Total				**$ 114.53**
MARIBEL CARRILLO - Vendor # 23137	9/26/2019	149561	03	$ 78.91
MARIBEL CARRILLO - Vendor # 23137 Total				**$ 78.91**
MARIE MCMAHON - Vendor # 23215	9/26/2019	149757	03	$ 4.11
MARIE MCMAHON - Vendor # 23215 Total				**$ 4.11**
MARIO E GUDIEL - Vendor # 20973	9/26/2019	149583	03	$ 150.00
MARIO E GUDIEL - Vendor # 20973 Total				**$ 150.00**
MARY BEUKERS - Vendor # 23228	9/26/2019	149758	03	$ 4.11
MARY BEUKERS - Vendor # 23228 Total				**$ 4.11**
MCKINLEY ELEVATOR C - Vendor # 18744	9/19/2019	149528	05	$ 1,200.00
MCKINLEY ELEVATOR C - Vendor # 18744 Total				**$ 1,200.00**
MCSIG - Vendor # 22398	9/26/2019	149799	67	$ 28,398.00
MCSIG - Vendor # 22398 Total				**$ 28,398.00**
MELINDA NETTLES - Vendor # 23225	9/26/2019	149760	03	$ 4.11
MELINDA NETTLES - Vendor # 23225 Total				**$ 4.11**
METLIFE SMALL MARKE - Vendor # 22712	9/26/2019	149800	03	$ 1,873.23
METLIFE SMALL MARKE - Vendor # 22712 Total				**$ 1,873.23**
MICHAEL OWEN WRIGHT - Vendor # 23237	9/19/2019	149504	03	$ 5,000.00

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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
MICHAEL OWEN WRIGHT - Vendor # 23237 Total				**$ 5,000.00**
MICHAEL PERRY - Vendor # 23188	9/26/2019	149761	03	$ 80.00
MICHAEL PERRY - Vendor # 23188 Total				**$ 80.00**
MICHAEL V. GALLEGOS - Vendor # 16367	9/26/2019	149570	03	$ 170.50
MICHAEL V. GALLEGOS - Vendor # 16367 Total				**$ 170.50**
MIKE BROPHY - Vendor # 23183	9/26/2019	149762	03	$ 271.20
MIKE BROPHY - Vendor # 23183 Total				**$ 271.20**
MIKES SHY NON SHIRT - Vendor # 22093	9/5/2019	149292	03	$ 635.28
MIKES SHY NON SHIRT - Vendor # 22093 Total				**$ 635.28**
MINOO POURMIRZAI - Vendor # 23186	9/26/2019	149763	03	$ 54.00
MINOO POURMIRZAI - Vendor # 23186 Total				**$ 54.00**
MISSION TRAIL ADVIS - Vendor # 21766	9/5/2019	149311	21	$ 1,500.00
MISSION TRAIL ADVIS - Vendor # 21766 Total				**$ 1,500.00**
MITCHELL DERR - Vendor # 23211	9/26/2019	149764	03	$ 4.11
MITCHELL DERR - Vendor # 23211 Total				**$ 4.11**
MKO AUTO SERVICE, I - Vendor # 22736	9/19/2019	149529	05	$ 4,173.73
MKO AUTO SERVICE, I - Vendor # 22736 Total				**$ 4,173.73**
MONARCH TRUCK SERVI - Vendor # 12614	9/5/2019	149312	03	$ 241.05
	9/12/2019	149398	03	$ 2,590.60
MONARCH TRUCK SERVI - Vendor # 12614 Total				**$ 2,831.65**
MONICA TURREY KORTE - Vendor # 22199	9/12/2019	149392	03	$ 66.26
		149393	03	$ 37.71
	9/26/2019	149590	03	$ 71.55
MONICA TURREY KORTE - Vendor # 22199 Total				**$ 175.52**
MONSTER TECHNOLOGY - Vendor # 22976	9/19/2019	149530	03	$ 874.00
MONSTER TECHNOLOGY - Vendor # 22976 Total				**$ 874.00**
MULTI-HEALTH SYSTEM - Vendor # 14362	9/19/2019	149521	06	$ 169.34
MULTI-HEALTH SYSTEM - Vendor # 14362 Total				**$ 169.34**
MUS VIL, INC. - Vendor # 12647	9/5/2019	149288	03	$ 273.13
	9/12/2019	149368	03	$ 494.36
	9/26/2019	149576	06	$ 8,740.00
MUS VIL, INC. - Vendor # 12647 Total				**$ 9,507.49**
MUSEUM OF SCIENCE - Vendor # 22131	9/19/2019	149483	06	$ 2,800.19
MUSEUM OF SCIENCE - Vendor # 22131 Total				**$ 2,800.19**
MUSIC IN MOTION - Vendor # 12644	9/19/2019	149531	03	$ 218.49
	9/26/2019	149594	03	$ 391.39
MUSIC IN MOTION - Vendor # 12644 Total				**$ 609.88**
N2Y - Vendor # 21693	9/5/2019	149314	08	$ 1,603.24
N2Y - Vendor # 21693 Total				**$ 1,603.24**
NADIA G MIRANDA - Vendor # 22821	9/19/2019	149479	13	$ 49.30
		149480	13	$ 9.28
NADIA G MIRANDA - Vendor # 22821 Total				**$ 58.58**
NANCY ANN HADDOX - Vendor # 13058	9/26/2019	149578	03	$ 90.00
NANCY ANN HADDOX - Vendor # 13058 Total				**$ 90.00**
NATASHA PENDERGAST - Vendor # 23195	9/26/2019	149765	03	$ 2,793.89

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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT	
NATASHA PENDERGAST - Vendor # 23195 Total				**$**	**2,793.89**
NEARPOD, INC. - Vendor # 22418	**9/12/2019**	149399	06	$	46,800.00
	9/19/2019	149532	06	$	3,750.00
NEARPOD, INC. - Vendor # 22418 Total				**$**	**50,550.00**
NEOPOST USA INC - Vendor # 20828	**9/26/2019**	149595	03	$	279.38
NEOPOST USA INC - Vendor # 20828 Total				**$**	**279.38**
NESTLE WATERS NORTH - Vendor # 21342	**9/19/2019**	149458	03	$	809.17
			05	$	67.20
	9/26/2019	149579	03	$	190.73
			08	$	12.44
			13	$	28.91
NESTLE WATERS NORTH - Vendor # 21342 Total				**$**	**1,108.45**
NEW TEACHER CENTER - Vendor # 20681	**9/19/2019**	149534	06	$	1,250.00
NEW TEACHER CENTER - Vendor # 20681 Total				**$**	**1,250.00**
NEWSELA, INC. - Vendor # 22974	**9/5/2019**	149339	06	$	5,500.00
NEWSELA, INC. - Vendor # 22974 Total				**$**	**5,500.00**
NEXTEL OF CALIFORNI - Vendor # 12751	**9/5/2019**	149295	03	$	2,359.91
NEXTEL OF CALIFORNI - Vendor # 12751 Total				**$**	**2,359.91**
NO TEARS LEARNING I - Vendor # 17928	**9/5/2019**	149287	06	$	1,013.12
NO TEARS LEARNING I - Vendor # 17928 Total				**$**	**1,013.12**
NOLI LADRA MAGSINO - Vendor # 20052	**9/12/2019**	149396	03	$	72.26
NOLI LADRA MAGSINO - Vendor # 20052 Total				**$**	**72.26**
NORCAL TRUCK LEASIN - Vendor # 22854	**9/12/2019**	149369	03	$	1,290.00
	9/19/2019	149518	03	$	625.00
	9/26/2019	149577	03	$	625.00
NORCAL TRUCK LEASIN - Vendor # 22854 Total				**$**	**2,540.00**
NOREDINK CORP. - Vendor # 22951	**9/19/2019**	149551	06	$	8,000.00
NOREDINK CORP. - Vendor # 22951 Total				**$**	**8,000.00**
NORMA P FLORES - Vendor # 21990	**9/5/2019**	149302	03	$	141.66
NORMA P FLORES - Vendor # 21990 Total				**$**	**141.66**
OCCUPATIONAL HEALTH - Vendor # 23110	**9/5/2019**	149281	03	$	132.50
	9/19/2019	149450	03	$	132.50
		149515	03	$	131.00
	9/26/2019	149634	03	$	132.50
OCCUPATIONAL HEALTH - Vendor # 23110 Total				**$**	**528.50**
OFFICE DEPOT - Vendor # 12804	**9/5/2019**	149341	03	$	1,941.47
			06	$	62.13
			13	$	644.19
	9/12/2019	149425	03	$	2,118.58
		149427	03	$	3,675.14
		149429	03	$	1,551.91
		149432	03	$	1,424.76
		149434	03	$	4,485.74
		149436	03	$	787.12
			06	$	597.41

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September 2019

Vendor Name	CHECK DATE	CHECK NUMBER	Fund		WARRANT AMOUNT
	43720	149436	68	$	63.14
	9/20/2019	149552	03	$	2,661.45
	9/26/2019	149653	03	$	1,864.34
			13	$	78.81
		149655	03	$	2,351.67
			06	$	174.79
		149657	03	$	3,118.76
		149659	03	$	1,636.23
			06	$	144.77
		149661	03	$	3,038.72
		149663	03	$	1,439.80
			05	$	56.92
		149665	03	$	1,393.23
			06	$	180.21
		149667	03	$	2,312.96
		149669	03	$	1,128.84
			06	$	52.86
		149671	03	$	1,106.19
OFFICE DEPOT - Vendor # 12804 Total				**$**	**40,092.14**
ONE STONE APPAREL I - Vendor # 22121	**9/26/2019**	30875	95	$	4,367.20
ONE STONE APPAREL I - Vendor # 22121 Total				**$**	**4,367.20**
O'REILLY AUTOMOTIVE - Vendor # 21734	**9/19/2019**	149462	03	$	2,670.71
	9/26/2019	149582	03	$	391.21
O'REILLY AUTOMOTIVE - Vendor # 21734 Total				**$**	**3,061.92**
OTC DIRECT, INC - Vendor # 21735	**9/5/2019**	149318	06	$	215.39
	9/19/2019	149486	03	$	1,176.53
		149536	03	$	79.71
	9/20/2019	30870	95	$	447.70
	9/26/2019	149598	03	$	369.13
OTC DIRECT, INC - Vendor # 21735 Total				**$**	**2,288.46**
P & R PAPER SUPPLY - Vendor # 20627	**9/12/2019**	149401	13	$	21,348.38
P & R PAPER SUPPLY - Vendor # 20627 Total				**$**	**21,348.38**
PACIFIC EDUCATORS I - Vendor # 19151	**9/26/2019**	149791	03	$	112.02
PACIFIC EDUCATORS I - Vendor # 19151 Total				**$**	**112.02**
PALOS SPORT - Vendor # 12866	**9/26/2019**	149599	03	$	162.92
PALOS SPORT - Vendor # 12866 Total				**$**	**162.92**
PAR INC. - Vendor # 12875	**9/19/2019**	149537	06	$	233.20
PAR INC. - Vendor # 12875 Total				**$**	**233.20**
PATRICIA M TOVAR - Vendor # 20683	**9/5/2019**	149333	03	$	80.89
	9/19/2019	149502	03	$	20.56
PATRICIA M TOVAR - Vendor # 20683 Total				**$**	**101.45**
PEARSON EDUCATION I - Vendor # 13305	**9/5/2019**	149326	08	$	3,176.62
	9/19/2019	149488	06	$	37.50
		149545	06	$	4,460.03
	9/26/2019	149609	06	$	225.00

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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
PEARSON EDUCATION I - Vendor # 13305 Total				**$ 7,899.15**
PERSEUS ASSOCIATES - Vendor # 17709	9/12/2019	149402	03	$ 2,000.00
PERSEUS ASSOCIATES - Vendor # 17709 Total				**$ 2,000.00**
PERVINDER KAUR - Vendor # 22298	9/19/2019	149470	03	$ 130.12
PERVINDER KAUR - Vendor # 22298 Total				**$ 130.12**
PESI - Vendor # 18443	9/19/2019	149538	08	$ 439.00
PESI - Vendor # 18443 Total				**$ 439.00**
PETER P. IMPERIAL - Vendor # 18739	9/12/2019	149365	05	$ 16,064.61
PETER P. IMPERIAL - Vendor # 18739 Total				**$ 16,064.61**
PG&E - Vendor # 12850	9/5/2019	149320	03	$ 49.70
	9/12/2019	149439	03	$ 199,892.35
PG&E - Vendor # 12850 Total				**$ 199,942.05**
POSITIVE PROMOTIONS - Vendor # 12973	9/19/2019	149539	03	$ 521.59
	9/26/2019	149600	06	$ 1,304.56
POSITIVE PROMOTIONS - Vendor # 12973 Total				**$ 1,826.15**
PR RANCHO HOTEL LLC - Vendor # 23175	9/12/2019	149403	06	$ 683.86
PR RANCHO HOTEL LLC - Vendor # 23175 Total				**$ 683.86**
PRE-PAID LEGAL SERV - Vendor # 21106	9/26/2019	149785	03	$ 278.00
PRE-PAID LEGAL SERV - Vendor # 21106 Total				**$ 278.00**
PRESENTATION PRODUC - Vendor # 17256	9/5/2019	149294	03	$ 2,165.46
PRESENTATION PRODUC - Vendor # 17256 Total				**$ 2,165.46**
PRO-ED - Vendor # 13002	9/19/2019	149541	06	$ 324.50
PRO-ED - Vendor # 13002 Total				**$ 324.50**
PROVIDENT CENTRAL C - Vendor # 19175	9/26/2019	V1012362	03	$ 7,243.00
PROVIDENT CENTRAL C - Vendor # 19175 Total				**$ 7,243.00**
PTM DOCUMENTS SYSTE - Vendor # 16991	9/19/2019	149489	03	$ 499.00
PTM DOCUMENTS SYSTE - Vendor # 16991 Total				**$ 499.00**
QUICK LIGHT RECYCLI - Vendor # 20129	9/12/2019	149405	05	$ 1,099.05
QUICK LIGHT RECYCLI - Vendor # 20129 Total				**$ 1,099.05**
R & R REFRIGERATION - Vendor # 13037	9/19/2019	149491	13	$ 4,431.03
	9/26/2019	149601	05	$ 322.34
R & R REFRIGERATION - Vendor # 13037 Total				**$ 4,753.37**
RANDALL E. KLEIN - Vendor # 21874	9/12/2019	149366	03	$ 1,246.28
	9/26/2019	149574	03	$ 1,672.83
RANDALL E. KLEIN - Vendor # 21874 Total				**$ 2,919.11**
RAQUEL D HUMMEL - Vendor # 22293	9/26/2019	149586	03	$ 105.27
RAQUEL D HUMMEL - Vendor # 22293 Total				**$ 105.27**
RAYMOND GEDDES & CO - Vendor # 13069	9/19/2019	149492	03	$ 190.74
RAYMOND GEDDES & CO - Vendor # 13069 Total				**$ 190.74**
REBECCA SALGADO - Vendor # 23193	9/26/2019	149767	03	$ 7.20
REBECCA SALGADO - Vendor # 23193 Total				**$ 7.20**
RECOLOGY SOUTH BAY - Vendor # 18691	9/12/2019	149371	03	$ 22,537.24
RECOLOGY SOUTH BAY - Vendor # 18691 Total				**$ 22,537.24**
REGINA A CARDENAS - Vendor # 21530	9/12/2019	149354	03	$ 17.95
REGINA A CARDENAS - Vendor # 21530 Total				**$ 17.95**

AP Check Register - Pivot Table Summary by Vendor
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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
RENAISSANCE LEARNIN - Vendor # 16088	9/26/2019	149648	03	$ 5,012.60
			06	$ 32,901.04
RENAISSANCE LEARNIN - Vendor # 16088 Total				**$ 37,913.64**
RFC WIRELESS, INC - Vendor # 17842	9/5/2019	149321	03	$ 600.08
	9/19/2019	149542	03	$ 150.00
RFC WIRELESS, INC - Vendor # 17842 Total				**$ 750.08**
RICHARD MCDONALD - Vendor # 22203	9/26/2019	149759	03	$ 42.74
RICHARD MCDONALD - Vendor # 22203 Total				**$ 42.74**
RICHARD PILGRIM - Vendor # 23189	9/26/2019	149768	03	$ 36.00
RICHARD PILGRIM - Vendor # 23189 Total				**$ 36.00**
RITA PARRY - Vendor # 10013	9/26/2019	149766	03	$ 234.00
RITA PARRY - Vendor # 10013 Total				**$ 234.00**
RMC, A RAY MORGAN C - Vendor # 21344	9/19/2019	149493	13	$ 965.81
RMC, A RAY MORGAN C - Vendor # 21344 Total				**$ 965.81**
RO HEALTH, INC. - Vendor # 22344	9/5/2019	149322	03	$ 8,353.80
	9/19/2019	149543	03	$ 6,671.82
	9/26/2019	149602	03	$ 4,204.10
RO HEALTH, INC. - Vendor # 22344 Total				**$ 19,229.72**
ROBERT A CLARKE & J - Vendor # 23238	9/19/2019	149498	03	$ 197.60
ROBERT A CLARKE & J - Vendor # 23238 Total				**$ 197.60**
ROBERT QUINN - Vendor # 23194	9/26/2019	149769	03	$ 75.60
ROBERT QUINN - Vendor # 23194 Total				**$ 75.60**
ROCHESTER 100 INC. - Vendor # 16514	9/19/2019	149506	03	$ 150.00
ROCHESTER 100 INC. - Vendor # 16514 Total				**$ 150.00**
ROCKETSHIP FUERZA - Vendor # 18896	9/12/2019	149407	03	$ 345,793.00
ROCKETSHIP FUERZA - Vendor # 18896 Total				**$ 345,793.00**
ROCKETSHIP SI SE PU - Vendor # 18896	9/12/2019	149408	03	$ 226,305.00
ROCKETSHIP SI SE PU - Vendor # 18896 Total				**$ 226,305.00**
RODAN ENTERPRISES, - Vendor # 14731	9/12/2019	149377	03	$ 853.20
RODAN ENTERPRISES, - Vendor # 14731 Total				**$ 853.20**
ROSA GONZALEZ - Vendor # 20309	9/19/2019	149467	03	$ 2,000.00
ROSA GONZALEZ - Vendor # 20309 Total				**$ 2,000.00**
ROUND TABLE PIZZA - Vendor # 13161	9/12/2019	149409	03	$ 388.72
ROUND TABLE PIZZA - Vendor # 13161 Total				**$ 388.72**
ROYAL KING EGGROLL - Vendor # 22371	9/12/2019	149430	03	$ 1,444.93
ROYAL KING EGGROLL - Vendor # 22371 Total				**$ 1,444.93**
S.C.C.E.S.J.H.C.A - Vendor # 13189	9/12/2019	149410	03	$ 450.00
	9/26/2019	149603	03	$ 450.00
S.C.C.E.S.J.H.C.A - Vendor # 13189 Total				**$ 900.00**
S.H. COWELL FOUNDAT - Vendor # 22238	9/12/2019	149411	06	$ 18,520.00
S.H. COWELL FOUNDAT - Vendor # 22238 Total				**$ 18,520.00**
SABINA MURESAN - Vendor # 23172	9/5/2019	149313	03	$ 16.24
SABINA MURESAN - Vendor # 23172 Total				**$ 16.24**
SAN BERNARDINO COUN - Vendor # 13210	9/26/2019	149604	03	$ 2,200.00
SAN BERNARDINO COUN - Vendor # 13210 Total				**$ 2,200.00**

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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
SAN JOSE COMMUNITY - Vendor # 20878	9/26/2019	149571	03	$ 460.00
SAN JOSE COMMUNITY - Vendor # 20878 Total				**$ 460.00**
SAN JOSE WATER COMP - Vendor # 13243	9/5/2019	149324	03	$ 94,293.27
	9/26/2019	149650	03	$ 88.46
SAN JOSE WATER COMP - Vendor # 13243 Total				**$ 94,381.73**
SAN JOSE WINDOW SHA - Vendor # 22381	9/12/2019	149412	05	$ 5,868.00
SAN JOSE WINDOW SHA - Vendor # 22381 Total				**$ 5,868.00**
SANDRA CONTRERAS - Vendor # 20258	9/19/2019	149511	13	$ 130.78
SANDRA CONTRERAS - Vendor # 20258 Total				**$ 130.78**
SANDRA PAVICK - Vendor # 23209	9/26/2019	149770	03	$ 10.80
SANDRA PAVICK - Vendor # 23209 Total				**$ 10.80**
SANTA CLARA CO EMPL - Vendor # 19176	9/26/2019	V1012363	03	$ 8,029.35
SANTA CLARA CO EMPL - Vendor # 19176 Total				**$ 8,029.35**
SANTA CLARA COUNTY - Vendor # 10547	9/12/2019	149413	03	$ 249.20
	9/26/2019	149605	03	$ 150.00
SANTA CLARA COUNTY - Vendor # 10547 Total				**$ 399.20**
SANTA CLARA COUNTY - Vendor # 18924	9/9/2019	149342	03	$ 211.92
SANTA CLARA COUNTY - Vendor # 18924 Total				**$ 211.92**
SARAH JIN KIM - Vendor # 10365	9/12/2019	149388	03	$ 127.32
		149389	03	$ 72.58
SARAH JIN KIM - Vendor # 10365 Total				**$ 199.90**
SAVE MART SUPERMARK - Vendor # 17254	9/5/2019	149291	03	$ 486.50
			06	$ 125.84
	9/12/2019	149373	03	$ 47.45
	9/19/2019	149459	08	$ 411.62
SAVE MART SUPERMARK - Vendor # 17254 Total				**$ 1,071.41**
SCHOLASTIC - Vendor # 10604	9/19/2019	149494	03	$ 430.03
SCHOLASTIC - Vendor # 10604 Total				**$ 430.03**
SCHOLASTIC BOOK FAI - Vendor # 20657	9/12/2019	30867	95	$ 880.88
SCHOLASTIC BOOK FAI - Vendor # 20657 Total				**$ 880.88**
SCHOLASTIC, INC - Vendor # 10604	9/19/2019	149495	03	$ 539.22
	9/26/2019	149606	03	$ 19.27
SCHOLASTIC, INC - Vendor # 10604 Total				**$ 558.49**
SCHOOL HEALTH CORPO - Vendor # 13284	9/19/2019	149496	06	$ 298.52
SCHOOL HEALTH CORPO - Vendor # 13284 Total				**$ 298.52**
SCHOOL INNOVATIONS - Vendor # 17755	9/19/2019	149544	03	$ 59,300.00
SCHOOL INNOVATIONS - Vendor # 17755 Total				**$ 59,300.00**
SCHOOL MATE - Vendor # 14203	9/19/2019	149497	03	$ 759.60
SCHOOL MATE - Vendor # 14203 Total				**$ 759.60**
SCHOOL NURSE SUPPLY - Vendor # 14900	9/26/2019	149607	03	$ 334.17
SCHOOL NURSE SUPPLY - Vendor # 14900 Total				**$ 334.17**
SCHOOL SERVICES OF - Vendor # 10556	9/26/2019	149608	03	$ 650.00
SCHOOL SERVICES OF - Vendor # 10556 Total				**$ 650.00**
SCHOOL SPECIALTY, I - Vendor # 10956	9/19/2019	149446	06	$ 1,430.63
SCHOOL SPECIALTY, I - Vendor # 10956 Total				**$ 1,430.63**

AP Check Register - Pivot Table Summary by Vendor
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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
SECURITY CONTRACTOR - Vendor # 13309	9/12/2019	149414	05	$ 168.76
SECURITY CONTRACTOR - Vendor # 13309 Total				**$ 168.76**
SELF INSURED SCHOOL - Vendor # 22323	9/19/2019	V1012358	67	$ 762,944.00
SELF INSURED SCHOOL - Vendor # 22323 Total				**$ 762,944.00**
SERVICE STATION SYS - Vendor # 13322	9/12/2019	149415	03	$ 790.95
	9/26/2019	149611	03	$ 100.00
SERVICE STATION SYS - Vendor # 13322 Total				**$ 890.95**
SEVERIN INTERMEDIAT - Vendor # 22672	9/26/2019	149638	03	$ 18,225.00
SEVERIN INTERMEDIAT - Vendor # 22672 Total				**$ 18,225.00**
SFCC INTERMEDIATEHO - Vendor # 14405	9/5/2019	149293	08	$ 205.72
	9/12/2019	149375	03	$ 119.18
			06	$ 96.90
	9/19/2019	149520	06	$ 495.71
	9/26/2019	149580	03	$ 231.02
SFCC INTERMEDIATEHO - Vendor # 14405 Total				**$ 1,148.53**
SHAYLYN NORENE ORDA - Vendor # 22229	9/5/2019	149316	03	$ 61.97
SHAYLYN NORENE ORDA - Vendor # 22229 Total				**$ 61.97**
SILICON VALLEY MATH - Vendor # 22870	9/19/2019	149546	06	$ 6,300.00
SILICON VALLEY MATH - Vendor # 22870 Total				**$ 6,300.00**
SITHAN LY - Vendor # 20372	9/19/2019	149474	13	$ 5.22
SITHAN LY - Vendor # 20372 Total				**$ 5.22**
SOUTHERN COUNTIES O - Vendor # 21672	9/12/2019	149374	03	$ 18,383.39
	9/19/2019	149519	03	$ 21,780.34
SOUTHERN COUNTIES O - Vendor # 21672 Total				**$ 40,163.73**
SPURR - Vendor # 18016	9/19/2019	149500	03	$ 2,608.16
SPURR - Vendor # 18016 Total				**$ 2,608.16**
STANDARD INSURANCE - Vendor # 19032	9/26/2019	149792	03	$ 17,300.82
STANDARD INSURANCE - Vendor # 19032 Total				**$ 17,300.82**
STATE DISBURSEMENT - Vendor # 18929	9/26/2019	149787	03	$ 994.00
STATE DISBURSEMENT - Vendor # 18929 Total				**$ 994.00**
STATE OF CALIFORNIA - Vendor # 10571	9/12/2019	149386	03	$ 1,186.00
STATE OF CALIFORNIA - Vendor # 10571 Total				**$ 1,186.00**
STATE OF CALIFORNIA - Vendor # 19269	9/26/2019	149789	03	$ 2,045.99
STATE OF CALIFORNIA - Vendor # 19269 Total				**$ 2,045.99**
STEVEN WAYNE DOTY - Vendor # 21534	9/19/2019	149540	05	$ 613.62
STEVEN WAYNE DOTY - Vendor # 21534 Total				**$ 613.62**
STLR CORPORATION - Vendor # 21752	9/12/2019	149372	03	$ 4,200.00
STLR CORPORATION - Vendor # 21752 Total				**$ 4,200.00**
SUMDOG INC. - Vendor # 21774	9/26/2019	149612	03	$ 195.00
SUMDOG INC. - Vendor # 21774 Total				**$ 195.00**
SUNBELT RENTALS, IN - Vendor # 21605	9/5/2019	149329	05	$ 88.49
SUNBELT RENTALS, IN - Vendor # 21605 Total				**$ 88.49**
SUPER AUTO CARE SER - Vendor # 22331	9/5/2019	149290	03	$ 59.10
SUPER AUTO CARE SER - Vendor # 22331 Total				**$ 59.10**
SUPER DUPER INC - Vendor # 13515	9/12/2019	149376	06	$ 229.44

AP Check Register - Pivot Table Summary by Vendor
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Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
SUPER DUPER INC - Vendor # 13515	9/19/2019	149460	03	$ 174.64
	9/26/2019	149581	06	$ 340.86
SUPER DUPER INC - Vendor # 13515 Total				**$ 744.94**
SWANK MOTION PICTUR - Vendor # 21341	9/26/2019	149566	06	$ 536.00
SWANK MOTION PICTUR - Vendor # 21341 Total				**$ 536.00**
SYSCO SAN FRANCISCO - Vendor # 13533	9/26/2019	149651	13	$ 57,697.58
SYSCO SAN FRANCISCO - Vendor # 13533 Total				**$ 57,697.58**
TARGET SPECIALTY PR - Vendor # 13547	9/5/2019	149330	05	$ 323.32
TARGET SPECIALTY PR - Vendor # 13547 Total				**$ 323.32**
TEACHER CREATED RES - Vendor # 13555	9/19/2019	149548	03	$ 27.22
TEACHER CREATED RES - Vendor # 13555 Total				**$ 27.22**
TEACHERS' CURRICULU - Vendor # 21773	9/5/2019	149331	06	$ 3,598.88
TEACHERS' CURRICULU - Vendor # 21773 Total				**$ 3,598.88**
TEAMSTERS LOCAL #15 - Vendor # 19166	9/26/2019	149793	03	$ 10,348.00
TEAMSTERS LOCAL #15 - Vendor # 19166 Total				**$ 10,348.00**
TEAMSTERS MANAGED T - Vendor # 21386	9/12/2019	V1012357	67	$ 230,835.00
TEAMSTERS MANAGED T - Vendor # 21386 Total				**$ 230,835.00**
TEATRO VISION DE SA - Vendor # 17599	9/19/2019	149501	03	$ 728.00
TEATRO VISION DE SA - Vendor # 17599 Total				**$ 728.00**
TECH AIR OF NORTHER - Vendor # 23043	9/5/2019	149280	05	$ 37.12
	9/26/2019	149567	05	$ 37.68
TECH AIR OF NORTHER - Vendor # 23043 Total				**$ 74.80**
TEDMUND CHAN - Vendor # 23191	9/26/2019	149771	03	$ 36.00
TEDMUND CHAN - Vendor # 23191 Total				**$ 36.00**
TEODORO MARTINEZ - Vendor # 23200	9/26/2019	149772	03	$ 145.80
TEODORO MARTINEZ - Vendor # 23200 Total				**$ 145.80**
TEREASA BARRETT SMI - Vendor # 10110	9/19/2019	149499	03	$ 41.05
TEREASA BARRETT SMI - Vendor # 10110 Total				**$ 41.05**
TERESA L. LOPEZ - Vendor # 23239	9/26/2019	149610	03	$ 197.60
TERESA L. LOPEZ - Vendor # 23239 Total				**$ 197.60**
TEXAS LIFE INSURANC - Vendor # 19307	9/26/2019	149794	03	$ 3,050.94
TEXAS LIFE INSURANC - Vendor # 19307 Total				**$ 3,050.94**
THE AUDACITY PERFOR - Vendor # 22678	9/12/2019	149404	06	$ 2,500.00
THE AUDACITY PERFOR - Vendor # 22678 Total				**$ 2,500.00**
THE FRIENDS OF THE - Vendor # 22385	9/12/2019	30866	95	$ 576.00
THE FRIENDS OF THE - Vendor # 22385 Total				**$ 576.00**
THE PROPHET CORPORA - Vendor # 11967	9/19/2019	149455	03	$ 399.87
			06	$ 3,227.00
		149516	03	$ 1,408.97
	9/26/2019	149635	03	$ 716.57
THE PROPHET CORPORA - Vendor # 11967 Total				**$ 5,752.41**
THE TECH MUSEUM OF - Vendor # 13576	9/26/2019	149639	06	$ 92.00
THE TECH MUSEUM OF - Vendor # 13576 Total				**$ 92.00**
THINK TOGETHER - Vendor # 21410	9/26/2019	149614	03	$ 101,711.60
			06	$ 40,000.00

AP Check Register - Pivot Table Summary by Vendor
September 2019

Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT
THINK TOGETHER - Vendor # 21410 Total				**$ 141,711.60**
THU HA HUYNH - Vendor # 23178	9/12/2019	149417	08	$ 108.58
THU HA HUYNH - Vendor # 23178 Total				**$ 108.58**
TOBI STEVENS NIELSE - Vendor # 22602	9/26/2019	149596	03	$ 26.20
TOBI STEVENS NIELSE - Vendor # 22602 Total				**$ 26.20**
TOBY VILLA - Vendor # 23220	9/26/2019	149773	03	$ 10.80
TOBY VILLA - Vendor # 23220 Total				**$ 10.80**
TOGO'S - Vendor # 14731	9/12/2019	149418	06	$ 241.87
TOGO'S - Vendor # 14731 Total				**$ 241.87**
TURF AND INDUSTRIAL - Vendor # 13680	9/26/2019	149615	05	$ 74.24
TURF AND INDUSTRIAL - Vendor # 13680 Total				**$ 74.24**
TURF STAR - Vendor # 16691	9/5/2019	149335	05	$ 1,067.32
	9/12/2019	149419	05	$ 1,495.05
TURF STAR - Vendor # 16691 Total				**$ 2,562.37**
U.S. BANK - Vendor # 14151	9/12/2019	V1012356	03	$ 9,317.20
U.S. BANK - Vendor # 14151 Total				**$ 9,317.20**
UMA RAVISHANKER - Vendor # 23180	9/12/2019	149406	03	$ 20.18
UMA RAVISHANKER - Vendor # 23180 Total				**$ 20.18**
UNITED PARCEL SERVI - Vendor # 13715	9/12/2019	149421	03	$ 145.00
UNITED PARCEL SERVI - Vendor # 13715 Total				**$ 145.00**
UNITED REFRIGERATIO - Vendor # 20954	9/5/2019	149336	05	$ 1,978.88
	9/12/2019	149420	05	$ 2,785.88
	9/26/2019	149616	05	$ 152.95
UNITED REFRIGERATIO - Vendor # 20954 Total				**$ 4,917.71**
UNITED WAY OF THE B - Vendor # 22437	9/26/2019	149795	03	$ 10.00
UNITED WAY OF THE B - Vendor # 22437 Total				**$ 10.00**
VALERIE BREDEMEIER - Vendor # 23229	9/26/2019	149774	03	$ 54.00
VALERIE BREDEMEIER - Vendor # 23229 Total				**$ 54.00**
VERONICA DYKES - Vendor # 23216	9/26/2019	149775	03	$ 4.11
VERONICA DYKES - Vendor # 23216 Total				**$ 4.11**
VISTA CENTER FOR TH - Vendor # 21032	9/26/2019	149618	08	$ 900.00
VISTA CENTER FOR TH - Vendor # 21032 Total				**$ 900.00**
VITO G DESIMONE - Vendor # 22264	9/5/2019	149297	08	$ 27.84
VITO G DESIMONE - Vendor # 22264 Total				**$ 27.84**
VOLER STRATEGIC ADV - Vendor # 22234	9/12/2019	149422	03	$ 8,500.00
VOLER STRATEGIC ADV - Vendor # 22234 Total				**$ 8,500.00**
W.W. GRAINGER, INC. - Vendor # 11974	9/5/2019	149282	05	$ 19.10
	9/12/2019	149362	05	$ 1,295.20
	9/26/2019	149573	05	$ 79.43
W.W. GRAINGER, INC. - Vendor # 11974 Total				**$ 1,393.73**
WATER QUALITY PLUMB - Vendor # 18249	9/5/2019	149338	05	$ 610.00
	9/26/2019	149619	05	$ 185.00
WATER QUALITY PLUMB - Vendor # 18249 Total				**$ 795.00**
WAYNE S. PAUL AND C - Vendor # 23236	9/19/2019	149549	03	$ 197.60
WAYNE S. PAUL AND C - Vendor # 23236 Total				**$ 197.60**

AP Check Register - Pivot Table Summary by Vendor
September 2019

Vendor Name	CHECK DATE	CHECK NUMBER	Fund	WARRANT AMOUNT	
WELLS FARGO FINANCI - Vendor # 21478	9/26/2019	149620	03	$	45,083.00
WELLS FARGO FINANCI - Vendor # 21478 Total				**$**	**45,083.00**
WILLIAM CLIFFORD - Vendor # 23219	9/26/2019	149776	03	$	162.40
WILLIAM CLIFFORD - Vendor # 23219 Total				**$**	**162.40**
WILLIAMS RENT-ALL I - Vendor # 15427	9/12/2019	149378	03	$	1,074.28
WILLIAMS RENT-ALL I - Vendor # 15427 Total				**$**	**1,074.28**
WOODWIND & BRASSWIN - Vendor # 13606	9/19/2019	149503	03	$	700.15
	9/26/2019	149621	03	$	87.39
WOODWIND & BRASSWIN - Vendor # 13606 Total				**$**	**787.54**
WORTHINGTON DIRECT - Vendor # 13941	9/12/2019	149423	06	$	4,948.75
WORTHINGTON DIRECT - Vendor # 13941 Total				**$**	**4,948.75**
WOWZY CREATION CORP - Vendor # 22640	9/19/2019	149454	03	$	264.52
WOWZY CREATION CORP - Vendor # 22640 Total				**$**	**264.52**
YADIRA REYES MANZO - Vendor # 20927	9/19/2019	149475	03	$	19.67
YADIRA REYES MANZO - Vendor # 20927 Total				**$**	**19.67**
YMCA OF SILICON VAL - Vendor # 13882	9/26/2019	149622	03	$	26,753.10
			06	$	11,748.76
YMCA OF SILICON VAL - Vendor # 13882 Total				**$**	**38,501.86**
ZAMORA'S OMELETTE H - Vendor # 20972	9/26/2019	149624	03	$	344.84
ZAMORA'S OMELETTE H - Vendor # 20972 Total				**$**	**344.84**
Grand Total				**$**	**5,070,167.35**

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

Office of Superintendent of Schools

12.08

ITEM REQUIRING ATTENTION - BOARD OF TRUSTEES

To the Board of Trustees: September 26, 2019

Subject: **Enrollment/Attendance Report for Month 1 (August 20, 2019 thru September 13, 2019)**

Staff Analysis: The Enrollment/Attendance Report for the attendance September 13, 2019 provides information on how many students are enrolled at each school and what percent attended class. This report captures our ADA percentages for the first seven months of the school year. It establishes our Local Control Funding Formula (LCFF) for 2019/2020 school year.

Month 1

September 13, 2019
Regular Ed & SDC ADA 97.32%

Recommendation: Staff recommends acceptance of this month's Enrollment/Attendance Report.

Submitted by: Doug Durham Title: Student Data Coordinator

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

To the Board of Trustees: Meeting: October 10, 2019
Regular Board Meeting

Recommend Approval

12.08
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Enrollment/ADA 2019-2020
for Elementary and Middle Schools

Elementary	Month 1 8/20-9/13		Month 2		Month 3		Month 4		Month 5		Month 6		Month 7		Month 8		Month 9		Month 10		Month 11	
School	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA
Adelante 2	253	97.69																				
Adelante	531	97.92																				
Aptitud	416	97.14																				
Arbuckle	124	98.54																				
Cassell	374	96.39																				
Chavez	313	97.73																				
Cureton	386	97.13																				
Dorsa	359	97.94																				
Hubbard	601	96.64																				
Linda Vista	509	97.60																				
Lucha	278	98.21																				
Lyndale	289	96.66																				
McCollam	545	97.09																				
Meyer	367	97.67																				
Painter	306	96.77																				
Russo/McEntee	419	97.07																				
Ryan	319	97.72																				
San Antonio	339	97.33																				

Middle	Month 1 8/20-9/13		Month 2		Month 3		Month 4		Month 5		Month 6		Month 7		Month 8		Month 9		Month 10		Month 11	
School	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA
Fischer	304	97.33																				
George	514	96.55																				
Mathson	245	95.05																				
Ocala	447	97.54																				
Renaissance	294	98.22																				
Ren 2	269	97.46																				
Sheppard	585	97.69																				

Total | Avg	9386	97.32	0		0		0		0		0		0		0		0		0		0	

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

12.09

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: **Approve/Ratify Notices of Employment and Changes of Status/October 10, 2019/ Human Resources Department**

Staff Analysis:

This item includes recommendations such as new hires, leaves of absence, or other changes in employee status.

Recommendation:

The Board is requested to approve the hiring of any new employee, and any change of status for existing employees.

Submitted by: Carlos Moran Title: Assistant Superintendent, Human Resources

To the Board of Trustees: **Recommend Approval**

12.09

Agenda Placement

Meeting: October 10, 2019
Regular Board Meeting

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT-
HUMAN RESOURCES DEPARTMENT
MEETING OF THE BOARD OF TRUSTEES
October 10, 2019

CERTIFICATED OFFERS OF EMPLOYMENT:

I. New Hire:

1.	Lopez, Rachel	4/APTITUD Community at Goss	09/12/2019
2.	Ngo, Trinh	3/Cureton Elementary	09/13/2019
3.	Ramachandran, Ujala	2/3 Co/Dorsa Elementary	09/12/2019
4.	Rivas, Kareen	2/3 Co/Ryan Elementary	09/16/2019
5.	Sanchez, Armand	5/San Antonio Elementary	09/16/2019
6.	Siddiqi, Saba	5/Cassell Elementary	09/13/2019
7.	Thomas, Deepa	4/5 Co/Ryan Elementary	09/16/2019
8.	Wolf, Nicole	5/L.U.C.H.A. Academy	09/16/2019
9.	Zentner, Samantha	K/Ryan Elementary	09/13/2019

II. Employee Contracts:

1.	Castro, Patrice	ELPAC Coordinator	01/06/2020-03/31/2020
2.	Castro, Patrice	SBAC Coordinator	04/01/2020-06/09/2020

III. New Hire Substitute Teacher:

1.	Boone, William		09/04/2019

CERTIFICATED CHANGES OF STATUS:

IV. Early Return from One Year Nonpaid Personal Leave of Absence:

1.	Ramirez, Zonia	Resource Teacher/Ryan Elementary	11/04/2019

V. Renewal Variable Term Credential Waiver Request:

1.	Miller, Aurora Regina	Language, speech and Hearing Credentialing Program

VI. Provisional Internship Permit:

1.	Tenorio, Clara	K/Adelante Academy II

VII. Change of Status Probationary I to Temporary Status Effective 7/1/2019:

1.	Miller, Aurora, Regina	Special Education Dept.

VIII. ED Code Assignment 44831 2019/2020:

1.	Chan, Sarah	Speech Therapist/Special Education Department
2.	Schongut-Hendel, Graciela	Speech Therapist/Special Education Department

Under the provisions of this statute, the governing board of a school district or a county office of education may contract or employ an individual to provide speech and language services if the individual has verified the following: 1) master's degree in communicative disorders, 2) valid license issued by the Speech-Language Pathology and Audiology Board, 3) passage of the California Basic Educational Skills Test (CBEST), and 4) the criminal record summary pursuant to EC §44332.6.

CLASSIFIED PERSONNEL – October 10, 2019

CLASSIFIED OFFERS OF EMPLOYMENT:

I.	**New Employee:**		
	1. Balcazar, Maria C	Campus Paraeducator/Renaissance I	09/23/19
	2. Gonzalez, Rosalina	Campus Paraeducator/Adelante II	09/03/19
	3. Tuna, Naile	Paraeducator Special Education I/Sheppard	09/04/19
	4. Villasenor, Aida Chavez	Campus Paraeducator/Adelante II	09/09/19
	5. Zuniga, Grisel Aguilar	Campus Paraeducator/San Antonio	09/10/19
II.	**Change of Status:**		
	1. Cisneros, Maria	Paraeducator Special Education I & Campus Paraeducator/George	08/28/19
	2. Fabes, Betzabe Lucila Vargas	Paraeducator Special Education II & Campus Paraeducator/Fischer	08/29/19
	3. Gutierrez, Jaime Montes	Paraeducator & Campus Paraeducator/ Adelante II	08/28/19
III.	**Short Term Employee:**		
	1. Perez, Destiny Paulette	Secretary/Purchasing Department	10/11/19-11/15/19
IV.	**Personal Leave of Absence:**		
	1. Alexander, Latisha Annette	Bus Driver/Transportation	09/23/19–12/31/19
	2. Martinez, Luz Alejandra	Child Nutrition Assistant I/Ocala	09/04/19–11/22/19
V.	**Retirement:**		
	1. Arrieta, Olga	Community Liaison/San Antonio	10/01/19
VI.	**Substitute Personnel:**		
	1. Moreno, Karen Amezcua	Clerical Substitute	09/04/19
	2. Perez, Debra Lynn	Clerical Substitute	09/03/19
VII.	**Contracted Employee:**		
	1. Floirendo, Ian-Carl	Vocal Instructor/ VAPA	10/11/19–06/30/20
	2. Garcia, Selena	Athletic Director/ Reniassance I	09/12/19–06/10/20
	3. Pangilinan, Oscar	Saxophone Instructor/ VAPA	10/11/19–12/12/19
	4. Ramos, Zaida	Artistic Director/ Music Dept.	09/13/19–06/30/20
	5. Sanchez, Clayton	Trumpet Instructor/ VAPA	10/11/19–06/30/20

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

12.10

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: **September 30, 2019**

Subject: **School-sponsored Field Trip List**

Staff Analysis: Student field trips are an important component of the educational program. Field trips supplement and enrich classroom-learning experiences and provide opportunities for students to relate their new learning to the outside world.

Recommendation: Staff recommends approval of out-of-county and overnight school-sponsored field trip.

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

Approved by: Rene Sanchez RS Title: Assistant Superintendent, Instructional Services

To the Board of Trustees: Meeting: October 10, 2019
Regular Board Meeting

12.10
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

School-Sponsored Field Trip Information Sheet

Overnight Field Trips are in BOLD **Field Trips for Board Approval: October 10, 2019**

School	Field Trip Event	City, and County	Date	Grade	# Of Classes /# of Students	Budget (Coding)	Purpose: (Academic standard the trip supports)
Adelante Academy	California Academy of Science	San Francisco/ San Francisco	11/18/2019	2nd	62 Students	PTA	Students will tour Exploratorium and participate in hands-on science activities.
Adelante Academy	National Steinbeck Center	Salinas/ Monterey	12/20/2019	7th	48 Students	PTA	Students will see and enjoy the National Steinbeck Center after reading the book: The Pearl
Adelante II Academy	Exploratorium San Francisco	San Francisco/ San Francisco	10/25/2019	1st	50 Students	Donations	Students will explore Exploratorium and participate hands-on activities.
Aptitud Academy	Exploratorium of San Francisco	San Francisco/ San Francisco	12/10/2019	4th/5th	98 Students	Title I	Students will tour Exploratorium and participate in hands-on science activities.
Aptitud Academy	Santa Cruz Harbor/ O'Neill Sea Odyssey	Santa Cruz/ Santa Cruz	12/03/2019	4th	35 Students	Grant	Students will learn about sea animals and their habitats.
Aptitud Academy	Santa Cruz Harbor/ O'Neill Sea Odyssey	Santa Cruz/ Santa Cruz	12/11/2019	4/5th	29 Students	Grant	Students will learn about sea animals and their habitats.
Aptitud Academy	Hiller Aviation Museum	San Carlos/ San Mateo	02/10/2020	7th	40 Students	Grant	Students will engage in modern technology and participated hands-on with technology, science, math, and engineering.
George Middle	California State University, Monterey Bay	Seaside/ Monterey	10/17/2019	7th-8th	30 Students	Donations (Trio)	Students will tour the campus, learn the college requirements.
George Middle	California Academy of Science	San Francisco/ San Francisco	01/21/2020	6th	200 Students	Title I	Students will learn the diversity and interconnectedness of life on earth.
Hubbard Academy	California Berkeley	Berkeley/ Alameda	10/28/2019	8th	60 Students	Title I	Students will tour the campus and learn about the college

							requirements.
LUCHA Elementary	California Academy of Science	San Francisco/ San Francisco	11/21/2019	3rd	49 Students	PTA	Students will tour Exploratorium and participate in hands-on science activities.
Mathson Middle	Monterey Bay Aquarium	Monterey/ Monterey	10/29/2019	6-8th	170	Title I	Students will learn about sea animals and their habitats.
McCollam Elementary	Santa Cruz County Outdoor Science School	Watsonville/ Santa Cruz	03/03/2020	5th	60 Students	ASB	Students will learn about nature and science in a Red Wood Forest.
Renaissance I at Fischer	U.C. Santa Cruz	Santa Cruz/ Santa Cruz	10/24/2019	7th	105 Students	LCAP	Student will tour campus and learn about college requirements
Renaissance I at Fischer	Monterey Bay Aquarium	Monterey/ Monterey	12/10/2019	7th	105 Students	LCAP	Students will learn about Marine Life and Ecosystem.
Renaissance I at Fischer	Exploratorium of San Francisco	San Francisco/ San Francisco	01/22/2020	8th	98 Students	LCAP	Students will tour Exploratorium and participate in hands-on science activities
Renaissance II at Mathson	**Joseph D. Grant County Park**	**San Jose/ Santa Clara**	**11/02/2019 – 11/03/2019**	**6-8th**	**15 Students**	**No cost**	**Students will learn the safety principles of the outdoor environment and participate in hands-on activities.**
San Antonio Elementary	**Walden West Outdoor Science Camp**	**Cupertino/ Santa Clara**	**03/10/2020 – 03/13/2020**	**5th**	**66 Students**	**Title I**	**Students will explore through forest, learn about the nature environment, and participate in hands-on science activities.**
Sheppard Middle	California Academy of Science	San Francisco/ San Francisco	12/16/2019	6th	27 Students	Title I/ Grant	Students will learn about life science, marine animals, plants, rainforest, and planets, and participate in hands-on activities.

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

12.11

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: September 30, 2019

Subject: **Quarterly Report on Williams Uniform Complaints**

Staff Analysis: The Quarterly Report on Williams Uniform Complaints lists the number of Complaints received and resolved.

The Santa Clara County Office of Education requires that the District submit a Quarterly Report on Williams Uniform Complaints for all Alum Rock Schools. The complaints could be in the areas of insufficient textbooks, teacher vacancy or poor conditions of facilities. During July 1, through September 30, 2019, there were no complaints.

Recommendation: Staff recommends approval of the Quarter one Report on Williams Uniform Complaints.

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

Approved by: Rene Sanchez RS Title: Assistant Superintendent, Instructional Services

To the Board of Trustees: Meeting: Regular Board Meeting

12.11
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Academic School Year 2019-2020
Quarterly Report on Williams Uniform Complaints
[Education Code § 35186]

District: Alum Rock Union Elementary School District

Person completing this form: Sandra Garcia Title: Director of State & Federal

Quarterly Report Submission Date: *(Please check one)*

- [x] Jul 1 – Sep 30, 2019 (due Oct 27, 2019)
- [ ] Oct 1 – Dec 31, 2019 (due Jan 27, 2020)
- [ ] Jan 1 – Mar 31, 2020 (due Apr 27, 2020)
- [ ] Apr 1 – Jun 30, 2020 (due Jul 27, 2020)

Date for information to be reported publicly at governing board meeting:

Please check the box that applies:

- [x] 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.

GENERAL SUBJECT AREA	TOTAL # OF COMPLAINTS	# RESOLVED	# UNRESOLVED
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy of Misassignments	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Hilaria Bauer, Ph.D.

Print Name of District Superintendent

Signature of District Superintendent

Date

Please scan the original signed copy and email to:
Santa Clara County Office of Education – Equity and Educational Progress Division
Mayra Ayala, mayra_ayala@sccoe.org

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

12.12

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Board of Trustees:

Subject: **Resolution #10-19/20 Inventory Disposal**

Staff Analysis:
Authorize the sale, donation, and/or disposal of surplus property under the direction of the Procurement Manager, Assistant Superintendent of Business Services and the Superintendent.

Recommendation:
Staff recommends approval of the sale, donation and/or disposal, of surplus property listed on the attached sheets dated October 10, 2019.

Prepared by: Maria Martinez Title: Procurement Manager

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

To the Board of Trustees: Meeting: October 10, 2019

Recommend Approval

12.12

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
OF
SANTA CLARA COUNTY, STATE OF CALIFORNIA

RESOLUTION # 10-19/20
SALE, DONATION -AND/OR DISPOSAL OF SURPLUS PROPERTY

WHEREAS, Education Code 39520 authorizes the sale for cash of any property belonging to the District if the property is not required for school purposes, or it should be disposed for the purpose of replacement, or it is unsatisfactory or not suitable for school use.

WHEREAS, Education Code 39520 and 39521 provides procedures to implement such a sale, public or private, conducted by staff;

WHEREAS, Education Code 39521 provides for donations to charitable organizations or disposal if property is of insufficient value to defray costs of arranging a sale;

NOW, THEREFORE, BE IT RESOLVED, that this Board does hereby authorize such a sale, donation, and/or disposal of surplus property, under the direction of the Procurement Manager, Assistant Superintendent of Business Services, and /or Superintendent.

PASSED AND ADOPTED this 10th day of October, 2019, by the Board of Trustees of the Alum Rock Union Elementary School District, County of Santa Clara, and State of California.

Ayes_____ Noes_____ Absent_____ Abstain_____

Board of Trustees:

Linda Chavez, President _____

Ernesto Bejarano, Vice President _____

Dolores Márquez-Frausto, Clerk _____

Andrés Quintero, Member _____

Corina Herrera-Loera, Member _____

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the members of the Board of Trustees of the Alum Rock Union Elementary School District at a public meeting of said Board held on October 10th, 2019.

_____
Hilaria Bauer, Ph.D., Superintendent

SURPLUS EQUIPMENT DISPOSAL

OCTOBER 10, 2019

RESOLUTION # 10-19/20

DESCRIPTION	AR TAG	SERIAL	LOCATION	DEPARTMENT
MT40	2003996	CNU3449VRB	P2	ADELANTE
MT40	NA	CNU3449VS8	P2	ADELANTE
MT40	NA	CNU3449VVR	P2	ADELANTE
MT40	NA	CNU3449VVV	P2	ADELANTE
MT40	NA	CNU344B52Y	P2	ADELANTE
MT40	NA	CNU344B533	P2	ADELANTE
MT40	NA	CNU344B5X5	P2	ADELANTE
MT40	2003752	CNU344B7ZJ	P2	ADELANTE
MT40	2003601	CNU344B86R	P2	ADELANTE
MT40	2006336	CNU350CRQG	P2	ADELANTE
HP MT41	2009394	5CG52455P0	STORAGE ROOM D WING	APTITUD
HP MT41	2009400	5CG52455PL	STORAGE ROOM D WING	APTITUD
HP MT40	2003980	CNU3449W30	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU344B4WG	STORAGE ROOM D WING	APTITUD
HP MT40	2003762	CNU344B5GC	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU344B5R4	STORAGE ROOM D WING	APTITUD
HP MT40	2003885	CNU344B5WH	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU344B83P	STORAGE ROOM D WING	APTITUD
HP MT40	2003180	CNU344BRJ7	STORAGE ROOM D WING	APTITUD
HP MT40	2003041	CNU344BRM4	STORAGE ROOM D WING	APTITUD
HP MT40	2003234	CNU344BRMP	STORAGE ROOM D WING	APTITUD
HP MT40	2006358	CNU350CRJY	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350CRLH	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350CRWN	STORAGE ROOM D WING	APTITUD
HP MT40	2006441	CNU350CSDR	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350CSFQ	STORAGE ROOM D WING	APTITUD
HP MT40	2004132	CNU350DR7V	STORAGE ROOM D WING	APTITUD
HP MT40	2004016	CNU350DR9Z	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DRH3	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DRZW	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DS8T	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DV07	STORAGE ROOM D WING	APTITUD
HP MT40	2004525	CNU350DV0M	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DV0T	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DV2Q	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DV3D	STORAGE ROOM D WING	APTITUD
HP MT40	2004528	CNU350DV3Q	STORAGE ROOM D WING	APTITUD
HP MT40	2004515	CNU350DV4V	STORAGE ROOM D WING	APTITUD
HP MT40	2004516	CNU350DV4Y	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DV5N	STORAGE ROOM D WING	APTITUD
HP MT40	2004403	CNU350DV7B	STORAGE ROOM D WING	APTITUD

HP MT40	2004505	CNU350DV9M	STORAGE ROOM D WING	APTITUD
HP MT40	2004241	CNU350DV9V	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVCJ	STORAGE ROOM D WING	APTITUD
HP MT40	2004153	CNU350DVDK	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVFH	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVJT	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVL3	STORAGE ROOM D WING	APTITUD
HP MT40	2004329	CNU350DVL6	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVLJ	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVM5	STORAGE ROOM D WING	APTITUD
HP MT40	2004032	CNU350DVMR	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVQQ	STORAGE ROOM D WING	APTITUD
HP MT40	2004427	CNU350DVR0	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVSP	STORAGE ROOM D WING	APTITUD
HP MT40	2004124	CNU350DVT0	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVW9	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVXG	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DVYJ	STORAGE ROOM D WING	APTITUD
HP MT40	2004333	CNU350DW1J	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DW20	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DW4K	STORAGE ROOM D WING	APTITUD
HP MT40	2004111	CNU350DW5Y	STORAGE ROOM D WING	APTITUD
HP MT40	2004340	CNU350DW67	STORAGE ROOM D WING	APTITUD
HP MT40	2004228	CNU350DW6Q	STORAGE ROOM D WING	APTITUD
HP MT40	2004003	CNU350DW7P	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DWBH	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DWBL	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DWF5	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DWG3	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DWG9	STORAGE ROOM D WING	APTITUD
HP MT40	NA	CNU350DWKX	STORAGE ROOM D WING	APTITUD
DELL LATITUDE D520	13502	D955JF1	STORAGE ROOM D WING	APTITUD
DELL LATITUDE D630	13080	JCWNFD1	STORAGE ROOM D WING	APTITUD
DELL 520	12150	23HMBC1	PRESLEY BLG	CHAVEZ
DELL 520	16375	291SVN1	PRESLEY BLG	CHAVEZ
DELL 520	16367	2D1SVN1	PRESLEY BLG	CHAVEZ
DELL 520	16372	2F1SVN1	PRESLEY BLG	CHAVEZ
DELL 520	16365	2H1SVN1	PRESLEY BLG	CHAVEZ
DELL 520	15005	4L68YH1	PRESLEY BLG	CHAVEZ
DELL 520	15008	7L68YH1	PRESLEY BLG	CHAVEZ
DELL 520	16370	BB1SVN1	PRESLEY BLG	CHAVEZ
DELL 520	16362	BC1SVN1	PRESLEY BLG	CHAVEZ
DELL 520	15011	BL68YH1	PRESLEY BLG	CHAVEZ
MONITOR	NA	CN0G313H742618C143DL	PRESLEY BLG	CHAVEZ
MONITOR	NA	CN0P646D4873029PEKY1	PRESLEY BLG	CHAVEZ
MONITOR	NA	CN0Y1G0M7426104O2VFU	PRESLEY BLG	CHAVEZ

MONITOR	NA	CN46E152ZR05X4	PRESLEY BLG	CHAVEZ
MONITOR	NA	CNBFB62634	PRESLEY BLG	CHAVEZ
MONITOR	NA	CNK3170FPT	PRESLEY BLG	CHAVEZ
MONITOR	NA	CNK3170FQD	PRESLEY BLG	CHAVEZ
MONITOR	NA	CNK3170FQL	PRESLEY BLG	CHAVEZ
DELL 520	10512	JR4HR51	PRESLEY BLG	CHAVEZ
BROTHER PRINTER	NA	Q2473A	PRESLEY BLG	CHAVEZ
HP PRINTER	NA	U62709F2N721632	PRESLEY BLG	CHAVEZ
DELL OPTIPLEX 755	14308	3JMD5G1	Work Room	Cureton
DELL OPTIPLEX 755	14305	564G5G1	Work Room	Cureton
DELL OPTIPLEX GX520	11752	6744S91	Work Room	Cureton
DELL OPTIPLEX 760	15135	8HWR5J1	Work Room	Cureton
DELL D520	12409	BW8FVC1	Work Room	Cureton
DELL OPTIPLEX 755	14424	C5H95G1	Work Room	Cureton
HP DESKJET 940C	NA	MX17U6D2PJBH	Work Room	Cureton
CRT MONITOR 17"	NA	NA	Work Room	Cureton
CRT MONITOR 17"	NA	NA	Work Room	Cureton
CRT MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 17"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 15"	NA	NA	Work Room	Cureton
MONITOR 13"	NA	NA	Work Room	Cureton

MONITOR 13"	NA	NA	Work Room	Cureton
MONITOR 13"	NA	NA	Work Room	Cureton
MONITOR 13"	NA	NA	Work Room	Cureton
MONITOR 13"	NA	NA	Work Room	Cureton
MONITOR 13"	NA	NA	Work Room	Cureton
MT40	NA	CNU3449VT4	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU344B4D4	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU344B4T0	FISCHER BOOK ROOM	FISCHER
MT40	2003461	CNU344B4ZP	FISCHER BOOK ROOM	FISCHER
MT40	2003420	CNU344B55R	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU344B58C	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU344B5D8	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU344B5FN	FISCHER BOOK ROOM	FISCHER
MT40	2003494	CNU344B5JQ	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU344B83Q	FISCHER BOOK ROOM	FISCHER
MT40	2003216	CNU344BRV8	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU347BRZB	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU347BS78	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU347BS87	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU347BS9J	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU347BSBP	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU347BSJC	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU347BSXX	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU347BT4R	STAFF ROOM CABINETS	FISCHER
MT40	2005626	CNU347BT60	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU347BT8R	FISCHER BOOK ROOM	FISCHER
MT40	2005764	CNU347BT97	FISCHER BOOK ROOM	FISCHER
MT40	2005791	CNU347BTMJ	FISCHER BOOK ROOM	FISCHER
MT40		CNU350BG3M	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350BGBS	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350BGTB	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350BGW8	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350BH95	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350BH9P	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350CRJ2	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CRJ8	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CRJD	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CRK8	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350CRL4	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CRM9	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350CRMY	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350CRP8	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CRPL	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CRR6	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CRRS	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CRRZ	FISCHER BOOK ROOM	FISCHER

MT40	NA	CNU350CRT2	FISCHER BOOK ROOM	FISCHER
MT40	2006507	CNU350CRWG	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CRWH	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CS47	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CS58	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CS5T	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350CS6B	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350CS6P	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CS7F	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CS8K	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CS8Q	FISCHER BOOK ROOM	FISCHER
MT40	2006410	CNU350CS99	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CS9Q	FISCHER BOOK ROOM	FISCHER
MT40	2006411	CNU350CS9R	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350CSBY	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CSCN	FISCHER BOOK ROOM	FISCHER
MT40	2006476	CNU350CSCZ	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CSDQ	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CSFN	FISCHER BOOK ROOM	FISCHER
MT40	2006491	CNU350CSG1	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CSYN	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350CWD9	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DRCN	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DRCY	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DRD8	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DRDC	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DRF4	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DRGR	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DRNT	FISCHER BOOK ROOM	FISCHER
MT40	2004158	CNU350DRPZ	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DRT7	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DRTF	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DRX9	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DRZF	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DS25	FISCHER BOOK ROOM	FISCHER
MT40	2004028	CNU350DS3J	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DS8M	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DSB1	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DTX2	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DTYT	FISCHER BOOK ROOM	FISCHER
MT40	2004017	CNU350DTZK	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DV0Y	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DV25	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DV3T	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DV45	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DV48	FISCHER BOOK ROOM	FISCHER

MT40	NA	CNU350DV4B	FISCHER BOOK ROOM	FISCHER
MT40	2004520	CNU350DV53	FISCHER BOOK ROOM	FISCHER
MT40	2004500	CNU350DVB7	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVBD	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DVC7	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVCM	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVCX	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DVFY	STAFF ROOM CABINETS	FISCHER
MT40	2004466	CNU350DVGN	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DVGS	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DVHK	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVHY	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVK6	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVKL	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVKR	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVN5	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVND	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVNK	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVNR	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVNW	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVPF	STAFF ROOM CABINETS	FISCHER
MT40	2004076	CNU350DVQ8	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DVRP	FISCHER BOOK ROOM	FISCHER
MT40	2004128	CNU350DVS0	FISCHER BOOK ROOM	FISCHER
MT40	2004086	CNU350DVSN	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVT4	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVT7	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DVV4	FISCHER BOOK ROOM	FISCHER
MT40	2004078	CNU350DVVV	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVW4	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DVXJ	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVYV	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DVZP	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DW03	FISCHER BOOK ROOM	FISCHER
MT40	2004022	CNU350DW0B	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DW24	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DW4N	FISCHER BOOK ROOM	FISCHER
MT40	2004308	CNU350DW7F	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DWCH	STAFF ROOM CABINETS	FISCHER
MT40	NA	CNU350DWDZ	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DWFH	FISCHER BOOK ROOM	FISCHER
MT40	2004215	CNU350DWFP	FISCHER BOOK ROOM	FISCHER
MT40	NA	CNU350DWH0	FISCHER BOOK ROOM	FISCHER
DELL LAT 2120	NA	1S7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	1T7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	2S7SQQ1	GEORGE LIBRARY	GEORGE

DELL LAT 2120	NA	3S7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	3T7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120		4S7SQQ1	GEORGE LIBRARY	GEORGE
HP MT41	NA	5CG5062CWY	GEORGE LIBRARY	GEORGE
HP MT41	NA	5CG5062CZM	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	5S7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	6S7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	6T7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	7T7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	847G8M1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	8S7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	937G8M1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	9S7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	9T7SQQ1	GEORGE LIBRARY	GEORGE
HP PHOTOSMART C4400	NA	CN87UHZ0B30557	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU3199YBZ	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU319BML7	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU3449W0L	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU3449W4C	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU344B4TX	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU344B5CV	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU344B5R3	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BS26	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BS6H	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BS7N	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BSJ6	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BSNP	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BSY0	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BSY4	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BT4W	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BT5S	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU347BT6V	GEORGE LIBRARY	GEORGE
HP MT40		CNU347BTWJ	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BG13	GEORGE LIBRARY	GEORGE
HP MT40		CNU350BG1V	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGBG	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGL2	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGL3	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGLD	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGM1	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGNR	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGNW	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGRY	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGRZ	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGS8	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGSQ	GEORGE LIBRARY	GEORGE

HP MT40	NA	CNU350BGV8	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGVL	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGWP	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGWQ	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BGXN	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BH9B	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350BH9L	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350DRGV	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350DTX0	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350DV1L	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350DVCP	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350DVRW	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350DW0C	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350DW3R	GEORGE LIBRARY	GEORGE
HP MT40	NA	CNU350DW46	GEORGE LIBRARY	GEORGE
HP MT41	NA	CNU420BXMG	GEORGE LIBRARY	GEORGE
HP MT41	NA	CNU420BY7F	GEORGE LIBRARY	GEORGE
HP MT41	NA	CNU420BY97	GEORGE LIBRARY	GEORGE
HP MT41	NA	CNU420BYFZ	GEORGE LIBRARY	GEORGE
HP MT41	NA	CNU420CJS2	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	CS7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	DS7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	DT7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	FS7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	GT7SQQ1	GEORGE LIBRARY	GEORGE
DELL LAT 2120	NA	HS7SQQ1	GEORGE LIBRARY	GEORGE
HP MT40	2003267	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003895	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001475	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005819	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005972	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005362	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001400	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001477	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005649	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005978	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005490	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006247	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005934	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003824	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006250	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005498	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006124	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001413	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005577	NA	GEORGE LIBRARY	GEORGE
HP MT40	2903960	NA	GEORGE LIBRARY	GEORGE

HP MT40	2006261	NA	GEORGE LIBRARY	GEORGE
HP MT40	2004229	NA	GEORGE LIBRARY	GEORGE
HP MT40	2004069	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006081	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001442	NA	GEORGE LIBRARY	GEORGE
HP MT40	2004553	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006221	NA	GEORGE LIBRARY	GEORGE
HP MT40	2004160	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001443	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001397	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005992	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006165	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006179	NA	GEORGE LIBRARY	GEORGE
HP MT40	2004222	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006040	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005967	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001396	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005937	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006154	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006002	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003733	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003698	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003475	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003731	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003844	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003893	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003766	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003727	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003583	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003105	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003748	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003227	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003223	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003898	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003507	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003928	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005426	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006447	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005953	NA	GEORGE LIBRARY	GEORGE
HP MT40	2006428	NA	GEORGE LIBRARY	GEORGE
HP MT40	2004509	NA	GEORGE LIBRARY	GEORGE
HP MT40	2005961	NA	GEORGE LIBRARY	GEORGE
HP MT40	2003856	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001449	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001404	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001412	NA	GEORGE LIBRARY	GEORGE

HP MT40	2001390	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001391	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001403	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001479	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001402	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001459	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001458	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001438	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001414	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001439	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001448	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001453	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001423	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001478	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001411	NA	GEORGE LIBRARY	GEORGE
HP MT40	2001419	NA	GEORGE LIBRARY	GEORGE
HP MT41	2008613	NA	GEORGE LIBRARY	GEORGE
HP MT41	2008616	NA	GEORGE LIBRARY	GEORGE
HP MT41	2008296	NA	GEORGE LIBRARY	GEORGE
HP MT41	2008323	NA	GEORGE LIBRARY	GEORGE
HP MT41	2008317	NA	GEORGE LIBRARY	GEORGE
HP MT41	2008691	NA	GEORGE LIBRARY	GEORGE
HP MT41	2008299	NA	GEORGE LIBRARY	GEORGE
HP MT41	2008599	NA	GEORGE LIBRARY	GEORGE
HP MT41	2008601	NA	GEORGE LIBRARY	GEORGE
COMPAQ NX6110	10969		GEORGE LIBRARY	GEORGE
COMPAQ NX6110	10991		GEORGE LIBRARY	GEORGE
COMPAQ NX6110	10992		GEORGE LIBRARY	GEORGE
COMPAQ NX6110	10978		GEORGE LIBRARY	GEORGE
DELL D500	9222		GEORGE LIBRARY	GEORGE
DELL D500	11716		GEORGE LIBRARY	GEORGE
DELL D500	11722		GEORGE LIBRARY	GEORGE
DELL D500	9227		GEORGE LIBRARY	GEORGE
DELL D500	9212		GEORGE LIBRARY	GEORGE
DELL D500	9235		GEORGE LIBRARY	GEORGE
DELL D500	8131		GEORGE LIBRARY	GEORGE
DELL D500	11721		GEORGE LIBRARY	GEORGE
DELL D500	9221		GEORGE LIBRARY	GEORGE
DELL D500	9220		GEORGE LIBRARY	GEORGE
DELL D500	9217		GEORGE LIBRARY	GEORGE
DELL D520	12341		GEORGE LIBRARY	GEORGE
DELL D520	12342		GEORGE LIBRARY	GEORGE
DELL D520	12339		GEORGE LIBRARY	GEORGE
DELL D520	12346		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17043		GEORGE LIBRARY	GEORGE
DELL LAT 2120	15797		GEORGE LIBRARY	GEORGE

DELL LAT 2120	15790		GEORGE LIBRARY	GEORGE
DELL LAT 2120	15789		GEORGE LIBRARY	GEORGE
DELL LAT 2120	15792		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17046		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17044		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17042		GEORGE LIBRARY	GEORGE
DELL LAT 2120	16536		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17055		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17032		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17038		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17047		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17030		GEORGE LIBRARY	GEORGE
DELL LAT 2120	17049		GEORGE LIBRARY	GEORGE
EPSON EMP-S4	12318		GEORGE LIBRARY	GEORGE
HP MT40	2005695		GEORGE LIBRARY	GEORGE
HP MT40	2001415		GEORGE LIBRARY	GEORGE
HP MT40	2005333		GEORGE LIBRARY	GEORGE
HP MT40	2006043		GEORGE LIBRARY	GEORGE
HP MT40	2006084		GEORGE LIBRARY	GEORGE
HP MT40	2001441		GEORGE LIBRARY	GEORGE
HP MT40	2001405		GEORGE LIBRARY	GEORGE
HP MT40	2001409		GEORGE LIBRARY	GEORGE
HP MT40	2001447		GEORGE LIBRARY	GEORGE
HP MT40	2001445		GEORGE LIBRARY	GEORGE
HP MT40	2006089		GEORGE LIBRARY	GEORGE
HP MT40	2001451		GEORGE LIBRARY	GEORGE
HP MT40	2006160		GEORGE LIBRARY	GEORGE
HP MT40	2006207		GEORGE LIBRARY	GEORGE
HP MT40	2004142		GEORGE LIBRARY	GEORGE
HP MT40	2001421		GEORGE LIBRARY	GEORGE
HP MT40	2001472		GEORGE LIBRARY	GEORGE
HP MT40	2001407		GEORGE LIBRARY	GEORGE
HP MT40	2006240		GEORGE LIBRARY	GEORGE
HP MT40	2001408		GEORGE LIBRARY	GEORGE
HP MT40	2001420		GEORGE LIBRARY	GEORGE
HP MT40	2003260		GEORGE LIBRARY	GEORGE
HP MT40	2005815		GEORGE LIBRARY	GEORGE
HP MT40	2001440		GEORGE LIBRARY	GEORGE
HP MT40	2001450		GEORGE LIBRARY	GEORGE
HP MT40	2001429		GEORGE LIBRARY	GEORGE
HP MT40	2001428		GEORGE LIBRARY	GEORGE
HP MT40	2004067		GEORGE LIBRARY	GEORGE
HP MT40	2005375		GEORGE LIBRARY	GEORGE
HP MT40	2005703		GEORGE LIBRARY	GEORGE
HP MT40	2006140		GEORGE LIBRARY	GEORGE
HP MT40	2006197		GEORGE LIBRARY	GEORGE

HP MT40	2005804		GEORGE LIBRARY	GEORGE
HP MT40	2005553		GEORGE LIBRARY	GEORGE
HP MT40	2005742		GEORGE LIBRARY	GEORGE
HP MT40	2005497		GEORGE LIBRARY	GEORGE
HP MT40	2005644		GEORGE LIBRARY	GEORGE
HP MT40	2005442		GEORGE LIBRARY	GEORGE
HP MT40	2005386		GEORGE LIBRARY	GEORGE
HP MT40	2005400		GEORGE LIBRARY	GEORGE
HP MT40	2005604		GEORGE LIBRARY	GEORGE
HP MT40	2006276		GEORGE LIBRARY	GEORGE
HP MT40	2006216		GEORGE LIBRARY	GEORGE
HP MT40	2001416		GEORGE LIBRARY	GEORGE
HP MT40	2001410		GEORGE LIBRARY	GEORGE
HP MT40	2001466		GEORGE LIBRARY	GEORGE
HP MT40	2001426		GEORGE LIBRARY	GEORGE
HP MT40	2004167		GEORGE LIBRARY	GEORGE
HP MT40	2001417		GEORGE LIBRARY	GEORGE
HP MT40	2001460		GEORGE LIBRARY	GEORGE
HP MT40	2001436		GEORGE LIBRARY	GEORGE
HP MT40	2001452		GEORGE LIBRARY	GEORGE
HP MT40	2001457		GEORGE LIBRARY	GEORGE
HP MT40	2001455		GEORGE LIBRARY	GEORGE
HP MT40	2001392		GEORGE LIBRARY	GEORGE
HP MT40	2001432		GEORGE LIBRARY	GEORGE
HP MT40	2001461		GEORGE LIBRARY	GEORGE
HP MT40	2001433		GEORGE LIBRARY	GEORGE
MT40	2002176	CNU322C0S3	B2	HUBBARD
MT40	2002164	CNU322C14V	B2	HUBBARD
MT40	2002182	CNU322C1BD	B2	HUBBARD
MT41	2002898	CNU417C04N	B2	HUBBARD
MT41	NA	CNU417C06B	B2	HUBBARD
MT41	2002944	CNU417C094	B2	HUBBARD
MT41	NA	CNU417C0BQ	B2	HUBBARD
MT41	NA	CNU417C0GQ	B2	HUBBARD
MT41	NA	CNU417CO54	B2	HUBBARD
MT41	2002886	CNU417COBT	B2	HUBBARD
MT41	NA	CNU417COCS	B2	HUBBARD
MT41	NA	CNU417CODN	B2	HUBBARD
MT41	NA	CNU417COGG	B2	HUBBARD
MT41	2002928	CNU417COGN	B2	HUBBARD
MT41	NA	CNU417COKV	B2	HUBBARD
MT41	2002983	CNU417COLT	B2	HUBBARD
MT41	2002933	CNU417COLX	B2	HUBBARD
MT41	2002890	CNU417COM5	B2	HUBBARD
MT41	20022934	CNU417COMO	B2	HUBBARD
MT41	2002888	CNU417COMZ	B2	HUBBARD

MT41	NA	CNU417CONH	B2	HUBBARD
MT40	NA	CNU344B506	MATHSON MDF BLC	MATHSON
MT40	NA	CNU344B507	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BRZ6	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BS0S	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BS2V	MATHSON MDF BLC	MATHSON
MT40	2005328	CNU347BS4B	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BS68	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BSJ1	MATHSON MDF BLC	MATHSON
MT40	2005477	CNU347BSJP	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BSL9	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BSLR	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BSQY	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BSSP	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BST3	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BSTJ	MATHSON MDF BLC	MATHSON
MT40	2005502	CNU347BSTN	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BSYC	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BT5J	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BT6D	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BT6M	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BT8K	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BT8N	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BTN0	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BTS2	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BTTR	MATHSON MDF BLC	MATHSON
MT40	NA	CNU347BTWB	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BG88	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BGB2	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BGBD	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BGCK	MATHSON MDF BLC	MATHSON
MT40	2005995	CNU350BGDR	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BGK5	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BGNN	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BGW9	MATHSON MDF BLC	MATHSON
MT40	2006051	CNU350BGYJ	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BH0N	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BH15	MATHSON MDF BLC	MATHSON
MT40	2006213	CNU350BH93	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BH96	MATHSON MDF BLC	MATHSON
MT40	2006125	CNU350BH99	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BH9Q	MATHSON MDF BLC	MATHSON
MT40	NA	CNU350BHBL	MATHSON MDF BLC	MATHSON
MT40	NA	F3Y73UC#ABA	MATHSON MDF BLC	MATHSON
HP Thin Client MT40 Laptop	2003252	CNU3449VPQ	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003253	CNU3449W6V	Room 17	PAINTER

HP Thin Client MT40 Laptop	2003333	CNU3449WC6	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003332	CNU3449WCW	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003349	CNU3449WDV	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003336	CNU3449WDZ	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003433	CNU344B45K	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003845	CNU344B5FH	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003912	CNU344B5WL	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002385	CNU411B4F0	Room 17	PAINTER
HP Thin Client MT40 Laptop	2008099	CNU411B4JB	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002842	CNU411B4JW	Room 17	PAINTER
HP Thin Client MT40 Laptop	2006791	CNU411B4K8	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002754	CNU411B4RT	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002778	CNU411B4RV	Room 17	PAINTER
HP Thin Client MT40 Laptop	NA	CNU411B4SK	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002407	CNU411B4T0	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002348	CNU411B50L	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002362	CNU411B50Q	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002442	CNU411B53Y	Room 17	PAINTER
HP Thin Client MT40 Laptop	2008115	CNU411B4RR	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002377	CNU411B4M4	Room 17	PAINTER
HP Thin Client MT40 Laptop	2008091	CNU411B4C1	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002777	CNU411B50G	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002373	CNU411B49G	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003859	CNU344B49W	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003729	CNU344B532	Room 17	PAINTER
HP Thin Client MT40 Laptop	2002402	CNU411B4SL	Room 17	PAINTER
HP Thin Client MT40 Laptop	2003728	CNU344B4XG	Room 17	PAINTER
HP Thin Client MT40 Laptop	NA	CNU3449W57	Room 17	PAINTER
HP Thin Client MT40 Laptop	2006788	CNU411B55N	Room 17	PAINTER
MT40	NA	CNU3449VTV	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU3449WCX	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU344B4PK	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU344B4Q7	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU344B4TQ	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU344B51Z	STORAGE ROOM	REN AT FISCHER
MT40	2003508	CNU344B57W	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU344B5N0	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU344B84D	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU344BRNB	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU344BRRJ	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU347BSM6	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU347BTN1	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350BGD9	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350BGJS	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350BGMC	STORAGE ROOM	REN AT FISCHER
MT40	2006017	CNU350BGSR	STORAGE ROOM	REN AT FISCHER

MT40	NA	CNU350BH10	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350BH90	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350BHBG	STORAGE ROOM	REN AT FISCHER
MT40	2006291	CNU350CRKT	STORAGE ROOM	REN AT FISCHER
MT40	2006313	CNU350CRM5	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350CRQW	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350CRR1	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350CRT8	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350CS3S	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350CS4M	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350CS79	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350CSBX	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DRFG	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DRNX	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DRT8	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DRXJ	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DS2Z	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DS33	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DS9L	STORAGE ROOM	REN AT FISCHER
MT40	2004074	CNU350DTZ6	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DV3Y	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DV41	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DV8K	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DV9J	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DVHV	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DVKD	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DVNG	STORAGE ROOM	REN AT FISCHER
MT40	2004422	CNU350DVVS	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DW1Z	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DW29	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DW49	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DWFC	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DWG0	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DWG1	STORAGE ROOM	REN AT FISCHER
MT40	NA	CNU350DWG7	STORAGE ROOM	REN AT FISCHER
MT40	2001628	CNU320BSTC	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344B49N	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344B4T1	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344B4XJ	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344B4ZQ	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344B5MD	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344B809	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344B873	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344BRJC	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344BRP2	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344BRTZ	STORAGE ROOM G WING	REN AT MATHSON

MT40	NA	CNU344BRV2	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU344C157	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU347BS52	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU347BTLL	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350BG85	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350BG9J	STORAGE ROOM G WING	REN AT MATHSON
MT40	2006234	CNU350BGB6	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350BGGH	STORAGE ROOM G WING	REN AT MATHSON
MT40	2005943	CNU350BGJ6	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350BGLL	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350BGLP	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350BGN6	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350BGQM	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350CS4T	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350CSBK	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350CSC5	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DS3Z	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DS44	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DS94	STORAGE ROOM G WING	REN AT MATHSON
MT40	2004389	CNU350DV05	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DV2S	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DV78	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DVJP	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DVLC	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DVSK	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DVZ9	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DW2S	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DW2Y	STORAGE ROOM G WING	REN AT MATHSON
MT40	2004291	CNU350DWCX	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DWGH	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU350DWGM	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU402B8ZJ	STORAGE ROOM G WING	REN AT MATHSON
MT40	2005205	CNU402B9DJ	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU402B9GZ	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU402B9PK	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU402B9PS	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU402BB3X	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	CNU402BB74	STORAGE ROOM G WING	REN AT MATHSON
MT40	NA	F3Y73UC#ABA	STORAGE ROOM G WING	REN AT MATHSON
MT40	2003785	F3Y73UC#ABA	STORAGE ROOM G WING	REN AT MATHSON
DELL OPTIPLEX 745	NA	1BKC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	1ZNC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	2HTC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	39KC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	3BKC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	4PLB1F1	D-1	RUSSO

DELL OPTIPLEX 745	NA	59KC1F1	D-1	RUSSO
HP MT41	2008989	5CG51802FV	D-1	RUSSO
HP MT41	2009237	5CG523560C	D-1	RUSSO
DELL 1720DN	NA	65XWTB1	D-1	RUSSO
DELL OPTIPLEX 745	NA	7NLB1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	88KC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	89KC1F1	D-1	RUSSO
DELL 1720DN	NA	95HWTB1	D-1	RUSSO
DELL OPTIPLEX 745	NA	9BKC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	B8KC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	B9KC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	BHTC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	CJTC1F1	D-1	RUSSO
HP MT40	2003984	CNU3449W0N	D-1	RUSSO
HP MT40	NA	CNU3449W26	D-1	RUSSO
HP MT40	2003979	CNU3449W2Q	D-1	RUSSO
HP MT40	NA	CNU3449W7W	D-1	RUSSO
HP MT40	NA	CNU3449W9K	D-1	RUSSO
HP MT40	2003693	CNU344B48F	D-1	RUSSO
HP MT40	2003857	CNU344B48H	D-1	RUSSO
HP MT40	NA	CNU344B49M	D-1	RUSSO
HP MT40	2003855	CNU344B4CS	D-1	RUSSO
HP MT40	2003381	CNU344B4FP	D-1	RUSSO
HP MT40	NA	CNU344B4LH	D-1	RUSSO
HP MT40	NA	CNU344B4V5	D-1	RUSSO
HP MT40	2003486	CNU344B4X8	D-1	RUSSO
HP MT40	2003888	CNU344B51F	D-1	RUSSO
HP MT40	2003873	CNU344B51K	D-1	RUSSO
HP MT40	2003871	CNU344B51W	D-1	RUSSO
HP MT40	NA	CNU344B53W	D-1	RUSSO
HP MT40	2003726	CNU344B544	D-1	RUSSO
HP MT40	2003716	CNU344B54C	D-1	RUSSO
HP MT40	NA	CNU344B54N	D-1	RUSSO
HP MT40	2003505	CNU344B553	D-1	RUSSO
HP MT40	2003419	CNU344B55S	D-1	RUSSO
HP MT40	2003670	CNU344B565	D-1	RUSSO
HP MT40	NA	CNU344B58N	D-1	RUSSO
HP MT40	2003668	CNU344B5BK	D-1	RUSSO
HP MT40	2003663	CNU344B5BN	D-1	RUSSO
HP MT40	NA	CNU344B5KZ	D-1	RUSSO
HP MT40	2003931	CNU344B5RL	D-1	RUSSO
HP MT40	2003907	CNU344B5TK	D-1	RUSSO
HP MT40	2003926	CNU344B5V7	D-1	RUSSO
HP MT40	2003886	CNU344B5VS	D-1	RUSSO
HP MT40	NA	CNU344B5WM	D-1	RUSSO
HP MT40	2003915	CNU344B5WW	D-1	RUSSO

HP MT40	2003614	CNU344B818	D-1	RUSSO
HP MT40	NA	CNU344B82F	D-1	RUSSO
HP MT40	NA	CNU344B8C6	D-1	RUSSO
HP MT40	2003165	CNU344BRGC	D-1	RUSSO
HP MT40	2003245	CNU344BRGK	D-1	RUSSO
HP MT40	2003197	CNU344BRHC	D-1	RUSSO
HP MT40	2003249	CNU344BRHQ	D-1	RUSSO
HP MT40	2003131	CNU344BRHX	D-1	RUSSO
HP MT40	2003044	CNU344BRLZ	D-1	RUSSO
HP MT40	2003047	CNU344BRMK	D-1	RUSSO
HP MT40	2003243	CNU344BRPM	D-1	RUSSO
HP MT40	2003246	CNU344BRPR	D-1	RUSSO
HP MT40	2003219	CNU344BRQR	D-1	RUSSO
HP MT40	2003218	CNU344BRV0	D-1	RUSSO
HP MT40	2003187	CNU344BRVN	D-1	RUSSO
HP MT40	2003032	CNU344BRWS	D-1	RUSSO
HP MT40	2003134	CNU344BRXW	D-1	RUSSO
HP MT40	2003191	CNU344BRYR	D-1	RUSSO
HP MT40	2003194	CNU344BRZC	D-1	RUSSO
HP MT40	2003132	CNU344BRZF	D-1	RUSSO
HP MT40	2003052	CNU344C11L	D-1	RUSSO
HP MT40	2003127	CNU344C12F	D-1	RUSSO
HP MT40	2003092	CNU344C143	D-1	RUSSO
HP MT40	2003117	CNU344C14D	D-1	RUSSO
HP MT40	2003116	CNU344C14T	D-1	RUSSO
HP MT40	2003062	CNU344C150	D-1	RUSSO
HP MT40	NA	CNU344C15M	D-1	RUSSO
HP MT40	2003071	CNU344C162	D-1	RUSSO
HP MT40	NA	CNU344C16F	D-1	RUSSO
HP MT40	2003081	CNU344C16S	D-1	RUSSO
HP MT40	2003083	CNU344C179	D-1	RUSSO
HP MT40	2003098	CNU344C184	D-1	RUSSO
HP MT40	NA	CNU347BT72	D-1	RUSSO
HP MT40	2004733	CNU350DR97	D-1	RUSSO
HP MT40	NA	CNU350DR9M	D-1	RUSSO
HP MT40	2004732	CNU350DR9P	D-1	RUSSO
HP MT40	NA	CNU350DR9T	D-1	RUSSO
HP MT40	2004740	CNU350DRB5	D-1	RUSSO
HP MT40	2004734	CNU350DRBN	D-1	RUSSO
HP MT40	2004683	CNU350DRCD	D-1	RUSSO
HP MT40	2004613	CNU350DRDX	D-1	RUSSO
HP MT40	2004721	CNU350DRH6	D-1	RUSSO
HP MT40	2004713	CNU350DRJX	D-1	RUSSO
HP MT40	2004709	CNU350DRKG	D-1	RUSSO
HP MT40	2004633	CNU350DRKL	D-1	RUSSO
HP MT40	NA	CNU350DRLC	D-1	RUSSO

HP MT40	2004663	CNU350DRP8	D-1	RUSSO
HP MT40	2004691	CNU350DRPF	D-1	RUSSO
HP MT40	NA	CNU350DRPN	D-1	RUSSO
HP MT40	2004682	CNU350DRQ5	D-1	RUSSO
HP MT40	2004628	CNU350DRVS	D-1	RUSSO
HP MT40	2004631	CNU350DRVV	D-1	RUSSO
HP MT40	2004629	CNU350DRW7	D-1	RUSSO
HP MT40	2004623	CNU350DRWR	D-1	RUSSO
HP MT40	2004626	CNU350DRWW	D-1	RUSSO
HP MT40	2004640	CNU350DRYL	D-1	RUSSO
HP MT40	2004641	CNU350DRYS	D-1	RUSSO
HP MT40	NA	CNU350DRZK	D-1	RUSSO
HP MT40	2004632	CNU350DS03	D-1	RUSSO
HP MT40	NA	CNU350DS0X	D-1	RUSSO
HP MT40	2004664	CNU350DS11	D-1	RUSSO
HP MT40	NA	CNU350DS4B	D-1	RUSSO
HP MT40	2004594	CNU350DS4F	D-1	RUSSO
HP MT40	2004606	CNU350DS52	D-1	RUSSO
HP MT40	2004601	CNU350DS59	D-1	RUSSO
HP MT40	2004620	CNU350DS5V	D-1	RUSSO
HP MT40	2004618	CNU350DS6B	D-1	RUSSO
HP MT40	2004610	CNU350DS7L	D-1	RUSSO
HP MT40	NA	CNU350DS8J	D-1	RUSSO
HP MT40	2004412	CNU350DV7F	D-1	RUSSO
HP MT40	NA	CNU350DVCS	D-1	RUSSO
HP MT40	2004490	CNU350DVD3	D-1	RUSSO
HP MT40	2004487	CNU350DVFW	D-1	RUSSO
HP MT40	2004279	CNU350DVST	D-1	RUSSO
HP MT40	2004424	CNU350DVTG	D-1	RUSSO
HP MT40	2004344	CNU350DVZJ	D-1	RUSSO
HP MT40	2004309	CNU350DW16	D-1	RUSSO
HP MT40	2004343	CNU350DW5H	D-1	RUSSO
HP MT40	2004296	CNU350DWC0	D-1	RUSSO
HP MT40	2004267	CNU350DWGX	D-1	RUSSO
HP MT40	NA	CNU402C4W5	D-1	RUSSO
HP MT40	2007935	CNU402C4WC	D-1	RUSSO
HP MT40	2007953	CNU402C4Z3	D-1	RUSSO
HP MT40	NA	CNU402C4ZD	D-1	RUSSO
HP MT40	NA	CNU402C4ZF	D-1	RUSSO
HP MT40	2007851	CNU402C572	D-1	RUSSO
HP MT40	NA	CNU402C57L	D-1	RUSSO
HP MT40	2007840	CNU402C583	D-1	RUSSO
HP MT40	NA	CNU402C589	D-1	RUSSO
HP MT40	2007844	CNU402C58D	D-1	RUSSO
HP MT40	2007830	CNU402C59D	D-1	RUSSO
HP MT40	2007833	CNU402C59G	D-1	RUSSO

HP MT40	NA	CNU402C5BF	D-1	RUSSO
HP MT40	2007827	CNU402C5BM	D-1	RUSSO
HP MT40	NA	CNU402C5BW	D-1	RUSSO
HP MT40	2007821	CNU402C5BZ	D-1	RUSSO
HP MT40	2007818	CNU402C5C2	D-1	RUSSO
HP MT40	NA	CNU402C5C9	D-1	RUSSO
HP MT40	2007810	CNU402C5G6	D-1	RUSSO
HP MT40	2007795	CNU402C5HG	D-1	RUSSO
HP MT40	2007791	CNU402C5JN	D-1	RUSSO
HP MT40	NA	CNU402C5JQ	D-1	RUSSO
HP MT40	2007786	CNU402C5JT	D-1	RUSSO
HP MT40	2007561	CNU402C5KF	D-1	RUSSO
HP MT40	2007775	CNU402C5KZ	D-1	RUSSO
HP MT40	2007774	CNU402C5LC	D-1	RUSSO
HP MT40	2007763	CNU402C5N3	D-1	RUSSO
HP MT40	NA	CNU402C5NC	D-1	RUSSO
HP MT40	2007748	CNU402C5Q5	D-1	RUSSO
HP MT40	2007747	CNU402C5QN	D-1	RUSSO
HP MT40	NA	CNU402C5R9	D-1	RUSSO
HP MT40	2007740	CNU402C5RL	D-1	RUSSO
HP MT40	2007706	CNU402C5TL	D-1	RUSSO
HP MT40	2007705	CNU402C5VN	D-1	RUSSO
HP MT40	2007687	CNU402C5X4	D-1	RUSSO
DELL 1720DN	NA	D5HWTB1	D-1	RUSSO
DELL OPTIPLEX 745	NA	D7VB1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	F9KC1F1	D-1	RUSSO
DELL OPTIPLEX 745	NA	GJTC1F1	D-1	RUSSO
DELL D630	12864	GZ0PFD1	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO

DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL 15" MONITOR	NA	NA	D-1	RUSSO
DELL D630	12842		D-1	RUSSO

DELL LATITUDE D520	13500	B955JF1	APTITUD STAGE	APTITUD
DELL LATITUDE D520	13499	9955JF1	APTITUD STAGE	APTITUD
DELL LATITUDE D520	13508	2B55JF1	APTITUD STAGE	APTITUD
DELL LATITUDE D520	13494	4955JF1	APTITUD STAGE	APTITUD
DELL LATITUDE D520	13498	8955JF1	APTITUD STAGE	APTITUD
HP THIN CLIENT MT40	2003529	CNU344B4RH	APTITUD STAGE	APTITUD
HP LJ 1320N PRINTER	N/A	CNHC6361N7	APTITUD STAGE	APTITUD
DELL OPTIPLEX GX520	12516	50CQVC1	APTITUD STAGE	APTITUD
DELL OPTIPLEX GX520	12450	J6BQVC1	APTITUD STAGE	APTITUD
DELL OPTIPLEX 755	14954	BV43VH1	APTITUD STAGE	APTITUD
DELL OPTIPLEX 755	14307	G54G5G1	APTITUD STAGE	APTITUD
DELL OPTIPLEX 755	N/A	4ZS17G1	APTITUD STAGE	APTITUD
DELL OPTIPLEX 755	14320	DZS17G1	APTITUD STAGE	APTITUD
DELL OPTIPLEX 755	N/A	GYS17G1	APTITUD STAGE	APTITUD
HITACHI CPRS56 PROJECTOR	12161	H6E005771	APTITUD STAGE	APTITUD
DELL MONITORS 15"			APTITUD STAGE	APTITUD
DELL MONITORS 15"			APTITUD STAGE	APTITUD
DELL MONITORS 15"			APTITUD STAGE	APTITUD
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HP MONITORS 19"			APTITUD STAGE	APTITUD
HP MONITORS 19"			APTITUD STAGE	APTITUD
HP MONITORS 22"			APTITUD STAGE	APTITUD
CASSETTE PLAYER	28964	UR337557209	SHEPPARD	SHEPPARD
COMPANY EVO HARDDRIVE	7925	W23SKN9	SHEPPARD	SHEPPARD
DELL MONITORS 15"			SHEPPARD	SHEPPARD
DELL LATITUDE D500	9362	H7XGP-DX2XF-HGY4H-XXH4Q	SHEPPARD	SHEPPARD
DELL LATITUDE D500	9360	FP0341	SHEPPARD	SHEPPARD
DELL LATITUDE D500 LAPTOP	9359	00045-462-595-881	SHEPPARD	SHEPPARD
DELL LATITUDE D500 LAPTOP	9385	C6DO341	SHEPPARD	SHEPPARD
DELL LATITUDE D520 LAPTOP	12239	61DHSC1	SHEPPARD	SHEPPARD
DELL LATITUDE DSOS LAPTOP	10789	9QWSQ61	SHEPPARD	SHEPPARD
DELL LATITUDE DSOS LAPTOP	10800	5HWSQ61	SHEPPARD	SHEPPARD
DELL LATITUDE E5400	1626	C2QMQN1	SHEPPARD	SHEPPARD
DELL MONITORS 15"			SHEPPARD	SHEPPARD
DELL MONITORS 17"			SHEPPARD	SHEPPARD

DELL OPTIPLEX	9133	CT97341	SHEPPARD	SHEPPARD
DELL OPTIPLEX	9132	HV97341	SHEPPARD	SHEPPARD
DELL OPTIPLEX	9127	DS97341	SHEPPARD	SHEPPARD
DELL OPTIPLEX 780 TOWER	16925	HBLOGQI	SHEPPARD	SHEPPARD
DELL OPTIPLEX GX270 TOWER	10357	00045-508-202-619	SHEPPARD	SHEPPARD
DELL OPTIPLEXGX280 TOWER	10658	00045-553-890-578	SHEPPARD	SHEPPARD
DESKTOP	11562	X11-45371	SHEPPARD	SHEPPARD
DESKTOP	14365	X13-04660	SHEPPARD	SHEPPARD
DESKTOP	N/A	X13-04660	SHEPPARD	SHEPPARD
DESKTOP	10359	X10-23533	SHEPPARD	SHEPPARD
DESKTOP	16557	X16-96076	SHEPPARD	SHEPPARD
DESKTOP	12203	X12-51822	SHEPPARD	SHEPPARD
HARD DRIVE	10357	00045-508-202-619	SHEPPARD	SHEPPARD
HP LASERJET 1320 PRINTER	N/A	CNFC5340H1	SHEPPARD	SHEPPARD
HP LASERJET 2300N PRINTER	10277	CNBGH42198	SHEPPARD	SHEPPARD
HP LASERJET PZOLSDN		CNBJS42285	SHEPPARD	SHEPPARD
HP LAZERJET PZOLSDN		N/A	SHEPPARD	SHEPPARD
LAPTOP	15921	X15-53895	SHEPPARD	SHEPPARD
LAPTOP	15775	X15-53895	SHEPPARD	SHEPPARD
LAPTOP	15765	X15-53895	SHEPPARD	SHEPPARD
LAPTOP	15750	X15-53895	SHEPPARD	SHEPPARD
LATITUDE 2100	15750	1.86045E+11	SHEPPARD	SHEPPARD
LATITUDE 2100	15765	1.86037E+11	SHEPPARD	SHEPPARD
LATITUDE 2100	15775	1.86037E+11	SHEPPARD	SHEPPARD
LATITUDE 2100	15921	1.86037E+11	SHEPPARD	SHEPPARD
LATITUDE 2100	15770	1.86037E+11	SHEPPARD	SHEPPARD
LATITUDE E500	15837	3392822413	SHEPPARD	SHEPPARD
DELL MONITORS 15"			SHEPPARD	SHEPPARD
DELL MONITORS 15"			SHEPPARD	SHEPPARD
NETWORK BOXES	13466	JBN3JF1	SHEPPARD	SHEPPARD
NETWORK BOXES	N/A	N/A	SHEPPARD	SHEPPARD
PRINTER	N/A	CNO6IC32Q5	SHEPPARD	SHEPPARD
PRINTER	N/A	CNO5LCHOT9	SHEPPARD	SHEPPARD
PRINTER	N/A	CN05LCHOTN	SHEPPARD	SHEPPARD
PRINTER	N/A	CN06IC32Q5	SHEPPARD	SHEPPARD
PRINTER	N/A	PHGFC02801	SHEPPARD	SHEPPARD
PROJECTOR CP-X251UF	12336	N/A	SHEPPARD	SHEPPARD
PROJECTOR CP-X251UF	12336	N/A	SHEPPARD	SHEPPARD
PROJECTOR CP-X251UF	N/A	80041405	SHEPPARD	SHEPPARD
SAMSUNG TV	N/A	N/A	SHEPPARD	SHEPPARD
WINDOWS XP PRO12CPU	10359	45508202618	SHEPPARD	SHEPPARD
WINDOWS XP PRO12CPU	16925	H3L06Q1	SHEPPARD	SHEPPARD
HP LASERJET P2015DN	N/A	CNBJN23667	SHEPPARD	SHEPPARD
HP LASERJET P2015DN	N/A	CNBJY02619	SHEPPARD	SHEPPARD
DELL 2350DN	N/A	CN-0TNW57-48730-21D-25BI	SHEPPARD	SHEPPARD
HP COLOR LASERJET 2605DN	N/A	N/A	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU350DVXD	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU350BHB4	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BTWH	SHEPPARD	SHEPPARD

LAPTOP-HP MT40	2006218	CNU305BG3F	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU350BGG3	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2008778	5CG5191DFH	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2008784	5CG5190322	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2006033	CNU350BGRB	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B83B	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005503	CNU347BSVL	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU402B9DL	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU350BGTR	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BS36	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BSWP	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B8OX	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BTNJ	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BS90	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B597	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU350BHB3	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2006237	CNU350BG9Q	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005561	CNU347BT78	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BS3Q	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU350BG2T	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU350BG27	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005343	CNU347BSXR	SHEPPARD	SHEPPARD
LCD PROJECTOR	13693	CP-X305UF	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2006020	CNU350BGTX	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU402B9J1	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005813	CNU347BSD8	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B590	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B87F	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005748	CNU347BS5D	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BTN8	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005365	CNU347BSMD	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2006195	CNU350BGKK	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B5NV	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2003680	CNU344B4Z8	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU350BGVB	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005412	CNU347BT08	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005530	CNU347BSQW	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B87Y	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2003559	CNU344B8BS	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005774	CNU347BSWG	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B5MX	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005369	CNU347BS62	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B5LT	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005654	CNU347BTRW	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005592	CNU347BSCX	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005623	CNU347BTSH	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005368	CNU347BSYL	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005754	CNU347BS86	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BSTW	SHEPPARD	SHEPPARD

LAPTOP-HP MT40	N/A	CNU347BSV9	SHEPPARD	SHEPPARD
HP PROBOOK; LAPTOP	2008816	A3009DD10603	SHEPPARD	SHEPPARD
HP PROBOOK; LAPTOP	200880	5CG5190TBC	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BTRF	SHEPPARD	SHEPPARD
PROBOOK 6470B	2005822	CNU347B28V	SHEPPARD	SHEPPARD
PROBOOK 6470B	2005501	CNU347BSv9	SHEPPARD	SHEPPARD
MT40	2003839	CNU344B80L	SHEPPARD	SHEPPARD
HP PROBOOK; LAPTOP	2008822	5CG5190TB8	SHEPPARD	SHEPPARD
HP PROBOOK; LAPTOP	N/A	5CG5190318	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU3449W28	SHEPPARD	SHEPPARD
WINDOWS XP PROFESSIONAL	10808	JP-OY1338-42016-4CS-3612	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU3449W28	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	5CG519031B	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU3449W28	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU347BS8V	SHEPPARD	SHEPPARD
LAPTOP-HP MT41	N/A	5CG5190TB8	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	N/A	CNU344B80L	SHEPPARD	SHEPPARD
LAPTOP-HP MT40	2005501	N/A	SHEPPARD	SHEPPARD
NETAPP NAJ-0801	1000047	SHJ00000000A890	DISTRICT OFFICE	IT DEPARTMENT
NETAPP NAJ-0801	1000071	SHJ0000000098D7	DISTRICT OFFICE	IT DEPARTMENT
NETAPP FASS3240	1000045	5013700154	DISTRICT OFFICE	IT DEPARTMENT
NETAPPFASS3240	1000044	5013701328	DISTRICT OFFICE	IT DEPARTMENT
NETAPP NAJ-0801	1000046	SHJ00000000A891	DISTRICT OFFICE	IT DEPARTMENT
CISCO VG224	N/A	FHK1235F42K	DISTRICT OFFICE	IT DEPARTMENT
CODIAN MCU240	N/A	MRV1001SM0004E3	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 2161D2	13640	HU0CK318696457BS07CD	DISTRICT OFFICE	IT DEPARTMENT
SILKWORM 200E FIBRE SWITCH	12877	US0XH1951356076KD01N	DISTRICT OFFICE	IT DEPARTMENT
SILKWORM 200E FIBRE SWITCH	12876	US0XH1951356076KD01S	DISTRICT OFFICE	IT DEPARTMENT
EMC SOLUTIONS E77120	N/A	AC479113900092	DISTRICT OFFICE	IT DEPARTMENT
EMC2 JPEI	12874	TH0UM3921329073G0612	DISTRICT OFFICE	IT DEPARTMENT
CISCO 3845	14072	OPA11501772	DISTRICT OFFICE	IT DEPARTMENT
EMC KTNS STL4	14855	AC734071712639	DISTRICT OFFICE	IT DEPARTMENT
EMC KTNS STL4	12875	AC735082301286	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 2650	14429	JQYH0G1	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 2650	14428	2RYH0G1	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 2650	8391	5C0S831	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 2650	10095	1VPSH41	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 2650	10096	FTPSH41	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 2650	6935	26FS121	DISTRICT OFFICE	IT DEPARTMENT
DATA DOMAIN DD460	12052	6FP4620012	DISTRICT OFFICE	IT DEPARTMENT
CISCO MCS7800	N/A	USE704N61L	DISTRICT OFFICE	IT DEPARTMENT
CISCO MCS 7800	N/A	USE810N2R1	DISTRICT OFFICE	IT DEPARTMENT
CISCO MCS 7800	N/A	MX282101WK	DISTRICT OFFICE	IT DEPARTMENT
CISCO MCS 7800	14041	USE810N2RH	DISTRICT OFFICE	IT DEPARTMENT
CISCO MCS 7800	N/A	USE715N306	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 2950	14524	9JHTLF1	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 1950	9742	6YJM5B1	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 1950	14871	FBXY4H1	DISTRICT OFFICE	IT DEPARTMENT
DELL POWEREDGE 1950	8492	8K7P631	DISTRICT OFFICE	IT DEPARTMENT

DELL POWEREDGE 1950	14523	9M0G071	DISTRICT OFFICE	IT DEPARTMENT
CISCO IRONPORT S370	1000060	9S1PNS1	DISTRICT OFFICE	IT DEPARTMENT
CISCO IRONPORT S370	1000061	B2GQNS1	DISTRICT OFFICE	IT DEPARTMENT

12.13

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

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: Out of State Travel

VILs Coach Camp
October 27 – 30, 2019
Atlanta, GA

Summary:

VILs Coach Camp will provide opportunities to explore resources, tools, and coaching best practices to support implementation of VILs program. Attendees will learn collaboratively by working with VILs coaches, principals and mentors from previous cohorts to review processes and procedures, ask questions, network and learn best practices for coaching faculty with implementation of transformative teacher practices. No cost.

Recommendation:

The staff recommends approval of attendance to VILs Coach Camp for Erin Amchan.

Submitted by: Carlos Moran Title: Assistant Superintendent, Human Resources

To the Board of Trustees: Meeting: October 10, 2019
Recommend Approval Board Meeting

12.13
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

PURCHASING
SEP 26 2019 PM1:15

Date of Request: 9/10/19 ☐ Conference/Workshop ☐ Field Trip ☒ Out of State

1. Program Manager / Principal Signature: Deb Klein Dept. / School Site: Renaissance @ Fisch
2. Title of Conference / Meeting: Verizon Innovative Learning
3. Location: Atlanta, Georgia City/State Atlanta, Georgia
4. Purpose: To explore resources, tools and coaching best practices to support VILS program
5. Date (s) of Conference / Meetings: 10-27-19 – 10-30-19
6. District Office Supervisor Approval: Rene Lab Date
7. Departure Date / Time: 10/27/19 8:00 Hour: AM ☒ PM ☐
8. Return Date / Time: 10/30/19 3:30 Hour: AM ☐ PM ☒
9. Human Resources:

Names(s) of Employees Attending	Sub? Yes	Sub? No	Bilingual Yes	Bilingual No	Sub Request?: (Name)	Code Sub To:
Amchon, Erin		X				

Substitute: ☐ Available ☐ Unavailable ☐ No Sub Needed ☐ Sub Finder: _____

Remarks: _____

Human Resources Dept. Approval: ☐ Yes ☐ No _____
Asst. Superintendent of Human Resources Date

10. SECTION BELOW MUST BE COMPLETED

Cost Description	Total Estimated Costs
Transportation	$ Paid by Verizon
Registration	" "
Lodging	" "
Meals	
Shuttle / Parking	
Other	
Total	$

Attach Conference/Workshop/Meeting Information, Registration Form(s), Quote(s)

11. Account Code: _____ Accountant Approval: _____

Approved by: _____ _____
Purchasing Superintendent Approval for All Out of State Travel

1. **This form must be completed and submitted at least 60 days prior to the proposed trip.**
2. **Authorization – (yellow) – All approvals must be obtained BEFORE travel arrangements are made and requisition is entered.**

Eduarda Brasil <eduarda.brasil@arusd.org>

Fwd: Travel Information: Upcoming VILS Coach Camp in Atlanta

1 message

Erin Amchan <erin.amchan@arusd.org> Mon, Sep 9, 2019 at 3:16 PM
To: Eduarda Brasil <eduarda.brasil@arusd.org>

Here is my travel information. I will be out of school October 28-30 and will book my own travel.
Thanks!
Erin

---------- Forwarded message ---------
From: **VILs Convenings Team** <vilsconvenings@digitalpromise.org>
Date: Fri, Sep 6, 2019 at 12:48 PM
Subject: Travel Information: Upcoming VILS Coach Camp in Atlanta
To: Erin Amchan <erin.amchan@arusd.org>
Cc: Doug Kleinhenz <doug.kleinhenz@arusd.org>, Jennifer Cooley <jcooley@digitalpromise.org>, Verizon Innovative Learning Schools <vils@digitalpromise.org>

verizon innovative learning

Digital Promise



Dear ,

Thank you for confirming your attendance at the VILS Coach Camp being held **October 27-30, 2019 in Atlanta, Georgia**. This engaging multi-day learning event will provide you with opportunities to explore resources, tools, and coaching best practices to support your implementation of the VILS program.

Please read this email in its entirety as it contains important travel and logistical information.

HOTEL INFORMATION

We have secured a block of hotel rooms at the Georgia Tech Hotel & Conference Center located at 800 Spring St. NW, Atlanta, GA



30308.

Hotel check-in for all attendees begins Sunday, October 27th (after 4:00PM EST) Check-out for all attendees is Wednesday, October 30th (before 12PM EST). Early-check in may be requested upon arrival however, is subject to availability.

Upon arriving, please check into the hotel by using your first and last name. Your room and tax charges will be billed directly to Digital Promise. Please be prepared, however to provide a credit card for incidentals at the rate of $30.00 per day. There will be a hold on your card and will be released within 2-3 business days.

FLIGHT INFORMATION

If you indicated when you registered that you or your school district will be booking your airline travel please: Review the Pre-Approved Flights/Budget Guidelines document which details the budget maximums (by district) and includes the flights that we **strongly** recommend you book. Once your flight has been booked, please send your flight itinerary to vilsconvenings@digitalpromise.org with the email subject ***"[Your Last Name]* Flight Itinerary 2019"** so that we may arrange local transportation.

If you are unable to select the recommended flight for any reason, or need further assistance contact us at vilsconvenings@digitalpromise.org. Travel reimbursement guidelines and information are provided at the end of this email.

If you indicated when you registered that Digital Promise should book flights on your behalf: You will be created an account in Egencia, our travel booking platform, which will allow you to book your roundtrip flight charged to our company credit card. Review the Pre-Approved Flights/Budget Guidelines document which details the budget maximums (by district) and includes the flights that we **strongly** recommend you book. **Please keep an eye out for further instructions next week.** Once booked, you will receive a travel confirmation with your flight information. Please carefully review this confirmation to ensure your flights, flight connections (if applicable), and passenger information is accurate. If you have any changes, questions, or concerns please reach out to us at vilsconvenings@digitalpromise.org as soon as possible.

LOCAL TRANSPORTATION

Upon arrival, each attendee is responsible for his or her transportation from Atlanta's Hartsfield-Jackson International Airport and the Georgia Tech Hotel & Conference Center. Please try to coordinate airport transit in groups if several attendees from your district are arriving/departing around the same time! A chartered bus will provide transportation back to the airport on October 30th and will depart from the hotel at 11 am.

MEALS

Meals will be provided starting Sunday evening (Welcome Reception/Dinner) and continue through Wednesday morning (breakfast). We will take care to address any special dietary needs. Please feel free to reach out to the VILS team if you need to make special arrangements.
Please note: Only meals purchased during travel to and from Coach Camp will be reimbursed. Receipts must be itemized and alcoholic beverages are not reimbursable.

COACH CAMP 2019 SCHEDULE PREVIEW

Sunday, October 27, 2019

3:00 pm – 6:00 pm Coach Registration and Check-in

3:25 pm – 4:25 pm Networking Activity

6:00 pm – 8:00 pm Opening Convening / Dinner

Monday, October 28, 2019

07:30 am – 08:20 am Breakfast

08:30 am – 09:15 am Opening Session with Mentor Moments

09:15 am – 09:25 am Bio Break

09:30 am – 10:30 am Group Breakout Session 1

10:35 am – 10:45 am Snack Break

10:50 am – 11:50 am Group Breakout Session 2

12:00 pm – 1:00 pm Lunch

01:00 pm – 01:10 pm Bio Break

01:15 pm – 02:15 pm Group Breakout Session 3

02:25 pm – 02:45 pm Snack Break

02:50 pm – 03:50 pm District + ADPL Work Session

03:50 pm – 04:00 pm Bio Break

04:00 pm – 04:50 pm Pop-Up Presentations

05:00 pm – 07:00 pm Dinner / Speed Networking

Tuesday, October 29, 2019

07:30 am – 08:20 am Breakfast

08:30 am – 09:15 am Opening Session with Mentor Moments

09:15 am – 09:25 am	Bio Break
09:30 am – 10:30 am	Group Breakout Session 1
10:35 am – 10:45 am	Snack Break
10:50 am – 11:50 am	Group Breakout Session 2
12:00 pm – 01:00 pm	Lunch
01:00 pm – 01:10 pm	Bio Break
01:15 pm – 02:15 pm	Group Breakout Session 3
02:25 pm – 02:45 pm	Snack Break
02:50 pm – 03:50 pm	District + ADPL Work Session
03:50 pm – 04:00 pm	Bio Break
04:00 pm – 04:50 pm	Pop-Up Presentations
05:00 pm – 07:00 pm	Dinner / Networking

Wednesday, October 30, 2019

07:30 am – 08:20 am	Breakfast
08:30 am - 09:25 am	Closing Session
09:30 am – 10:30 am	VILS Coach Departures by 10:30 am

ACTION ITEMS

For those who will be booking their own flight: Please book your flight no later than **Friday, September 20, 2019.** Review the **Recommended Flights/Budget Guidelines** **prior** to booking your flight. If you are unable to select the recommended flight, please be in touch as soon as possible. Please also let us know **ASAP** if you anticipate problems meeting the September 20th flight purchase deadline and be sure to send the VILS Team your flight itinerary.

Keep your eye out for Coach Camp pre-work which will be sent in advance of the Camp. We will also provide resources that you may peruse at your leisure and a list of recommended items to bring with you.

TRAVEL AND REIMBURSEMENT GUIDELINES

- **Flights**: Please refer to the **Recommended Flights/Budget Guidelines** document for flight reimbursement limits. Seat upgrades, early check-in, and other extras are not reimbursable. If you anticipate an issue finding a flight under the amount specified in the document, please let us know ASAP. Also be in touch immediately if you are unable to select the flight recommended.
- **Travel day stipend**: Digital Promise will provide a per-person travel stipend of up to $50 to aid with costs of parking, baggage fees, or transportation to and from the airport in your city of origin. Additionally, we will provide up to $30 for meals (not including alcohol) on your travel days. All meals during the course of the Camp will be provided; any meals purchased during the Camp will not be

reimbursed. **Itemized** receipts are required for all expenses you wish to have reimbursed for travel and/or meal costs. Please note that most meals will be pre-arranged by Digital Promise.

- **Reimbursement process**: If reimbursement is required, in order to be reimbursed for flights, airport transportation, or travel/meal stipends, you must fill out this form and send to vilsconvenings@digitalpromise.org along with copies of ALL receipts.
- Please submit your reimbursement request **no sooner** than Thursday, October 31st and no later than Friday, November 16th. Reimbursements will be processed within approximately 30 days.

We look forward to connecting with all of you in Atlanta! Please be in touch with any questions.

Best regards,
VILS Team

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Erin Amchan
Teacher
Renaissance Academy
Alum Rock Union School District