



LAGUNA BEACH
UNIFIED SCHOOL DISTRICT

AGENDA

**Regular Meeting
of the
Board of Education
August 13, 2019**

Vision:

We take ownership of each child's learning in our schools, accepting no limits on potential.

Mission:

Each student gains the knowledge, experience, world perspectives, and skills needed to become a lifelong learner and producer in a competitive and interconnected world.

ADMINISTRATION

Jason Vilorio, Ed.D., Superintendent of Schools
Leisa Winston, Deputy Superintendent, Human Resources and Instruction
Jeff Dixon, Assistant Superintendent, Business Services

BOARD OF EDUCATION

Jan Vickers, President
Carol Normandin, Clerk
Jim Kelly, Member
Dee Perry, Member
Peggy Wolff, Member

For information regarding Laguna Beach Unified School District, please visit our website: www.lbusd.org

LAGUNA BEACH UNIFIED SCHOOL DISTRICT
REGULAR MEETING
550 Blumont
Laguna Beach, CA 92651

August 13, 2019

Open Session 6:00 P.M.

AGENDA

RECORDING OF SCHOOL BOARD MEETINGS

Open Session School Board Meetings will be video recorded.

1. CALL TO ORDER – OPEN SESSION

2. ROLL CALL TO ESTABLISH QUORUM

3. PLEDGE OF ALLEGIANCE

4. ADOPTION OF AGENDA

5. RECOGNITIONS

- a.** None

6. PUBLIC COMMENT (Non- Agenda Items)

Opportunities for public input occur at each agenda item and at Public Comment. Members of the public may address the Board of Education regarding items not on the agenda, yet within the Board's subject matter jurisdiction, during Public Comment. The public may speak about items that are on the agenda during consideration of that item. Speaking time is limited to three (3) minutes per speaker with a maximum of twenty (20) minutes per topic.

Persons wishing to address the Board are asked to complete and submit a public comment card, available on the information table. Matters not on the agenda cannot be acted upon or discussed by the Board. The Board may ask staff to research and respond accordingly.

7. REPORTS

- *Bargaining Unit Representatives CSEA and LaBUFA*
- *Board Members*
- *Superintendent*
- *Cabinet Members*

8. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion as listed below. The Superintendent and the Staff recommend approval and or ratification of all Consent Calendar items. Any item may be removed from the Consent Calendar at the request of a Board member and acted on separately.

CONSENT CALENDAR

- a. Approval of Minutes
 - i. July 23, 2019 – Special Meeting Minutes
 - ii. July 16, 2019 – Regular Meeting Minutes
- b. Approval/Ratification of Personnel Report
- c. Approval of Student Field Trips
- d. Approval of Agreements for Contracted Services – Special Education
- e. Approval of Agreements for Contracted Services – Technology Services
- f. Approval/Ratification of Warrants #398370 through #398518 in the amount of \$1,434,347.42 Dates: 07/05/2019 through 07/23/2019
- g. Approval of Community Facilities District 98-1 (Crystal Cove) Administrative Expense Fund Disbursements Totaling \$2,403.67
- h. Approval of Alliant International University Agreement for Practicum and Internship with Laguna Beach Unified from August 1, 2019, through December 31, 2024
- i. Approval of Brandman University of Irvine Agreement for Educational Fieldwork Experience with Laguna Beach Unified from August 1, 2019 through July 21, 2022
- j. Approval of Assignment of Certificated Personnel to Coach a Competitive Sport or Activity and Provide Physical Education Credit by Governing Board Authorization Under Education Code Section 44258.7(b)

INFORMATION ITEMS

- 9. UPDATE TO AUDIO/VISUAL RECORDING EQUIPMENT FOR THE BOARDROOM AND IMPLEMENT CLOSED CAPTIONING REQUIREMENTS FOR ADA COMPLIANCE FOR LIVE STREAMING DURING BOARD MEETINGS**
– Leisa Winston, Deputy Superintendent, Human Resources and Instruction
– Mike Morrison, Chief Technology Officer

Staff proposes the Board of Education receive the update on the audiovisual equipment that would need to be replaced in the boardroom to effectively live stream and record the meetings as well as discuss the closed captioning requirements for ADA compliance for live streaming. Staff is requesting direction from the Board regarding next steps regarding upgrading the audiovisual system and direction regarding live-stream board meetings with closed-captioning.

ACTION ITEMS

- 10. APPROVAL SECOND YEAR OF THREE-YEAR CONTRACT WITH HANOVER RESEARCH FOR 2019-20 SCHOOL YEAR**

– Leisa Winston, Deputy Superintendent, Human Resources and Instruction

Staff proposes the Board of Education approve the second year of a three-year contract with Hanover Research for sequential research services and unlimited access to the Online Education Research Library.

11. APPROVAL OF IMPLEMENTATION SERVICE PLAN WITH HOUGHTON MIFFLIN HARCOURT FOR READ 180 SUPPORT AT LAGUNA BEACH UNIFIED SCHOOL DISTRICT FOR THE 2019-20 SCHOOL YEAR IN THE NOT-TO-EXCEED AMOUNT OF \$11,657

– Leisa Winston, Deputy Superintendent, Human Resources and Instruction

Staff proposes the Board of Education approve the Implementation Service Plan for the Read 180/System 44 programs as follows:

1. Individual Follow-up Coaching - three days of in-person training to include side-by-side individual coaching to help teachers integrate new skills into their practice. This coaching will include lesson modeling to provide teachers with professional learning before, during, and after lesson delivery.
2. Team Follow-up Coaching - two days of in-person team coaching for small group coaching and collaboration focused on deepening understanding of student work, student learning targets, instructional practices, goal setting, and action steps.

12. APPROVAL OF CONTRACT WITH THE ASPEN GROUP TO DIRECT AND FACILITATE A COMPLETE COHERENT GOVERNANCE PROJECT WITH THE LBUSD BOARD OF EDUCATION AND STAFF

– Jan Vickers, President, Board of Education

– Jason Vilorio, Ed.D., Superintendent

Staff proposes the Board of Education provide direction regarding The Aspen Group for training and implementation of Coherent Governance Project.

13. BOARD MEMBER REQUESTS FOR ITEMS FOR FUTURE MEETINGS AND BOARD MEMBER REQUESTS FOR INFORMATION

– Jan Vickers, President, Board of Education

14. ADJOURNMENT

– Jan Vickers, President, Board of Education

The next Regular Meeting of the Board of Education is **Tuesday, August 27, 2019, 6:00 PM**
at the Laguna Beach Unified School District Office Board Room
550 Blumont Street, Laguna Beach, CA
www.lbusd.org

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

We are pleased you have joined us for this meeting. Community interest in our schools is welcome and valued.

The members of the LBUSD Board of Education are locally elected officials, serve four-year terms of office, and are responsible for the schools' educational programs, grades kindergarten through twelve. The Board is a policy-making body whose actions are guided by the District's vision, mission, and goals. Administration of the District is delegated to a professional administrative staff led by the Superintendent. Board members are required to conduct the programs of the schools in accordance with the Constitution of the State of California, the California Education Code, and other laws relating to schools enacted by the Legislature, in addition to policies and procedures adopted by the Board of Education.

Materials that are public records related to open session agenda items are occasionally distributed to Board members after the agenda has been posted. These materials will be available for public inspection in the Office of the Superintendent between the hours of 7:30 a.m. and 4:30 p.m.

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

ITEMS ON THE AGENDA: Members of the public may address the Board of Education on agenda items during consideration of that item. Speaking time is limited to three (3) minutes per speaker with a maximum of twenty (20) minutes per topic, unless the time limit is waived by a majority of the Board.

Persons wishing to address the Board are asked to complete and submit a public comment card, available on the information table.

PUBLIC COMMENT (Non-Agenda Items): Members of the public may address the Board of Education regarding items not on the agenda, yet within the Board's subject matter jurisdiction during public comment. Speaking time is limited to three (3) minutes per speaker with a maximum of twenty (20) minutes per topic, unless the time limit waived by a majority of the Board. Legally, the Board cannot take action on topics raised by speakers and discussion may not be held by the Board. The Board may ask staff to research and respond accordingly.

REASONABLE ACCOMMODATION

In accordance with the Americans with Disability Act, members of the public who require disability accommodation to participate in the meeting should contact the Office of the Superintendent in writing by noon on the Friday before the scheduled meeting.

Laguna Beach Unified School District

8.a.i. CONSENT/ACTION

August 13, 2019

Approval: July 23, 2019, Special Meeting Minutes

Board of Education Minutes of Special Meeting July 23, 2019

Call to Order

The meeting was called to order at 6:00 p.m.

Roll Call to Establish Quorum

Roll call to establish Quorum:

Members Present: Jan Vickers
Carol Normandin - arrived at 6:02 p.m.
James Kelly
Dee Perry
Peggy Wolff

Staff Present: Jason Vilorio, Ed.D., Superintendent

Pledge of Allegiance

President Vickers led the Board, staff, and members of the audience in reciting the Pledge of Allegiance.

Adoption of Agenda

Member Wolff moved adoption of the agenda. Member Kelly seconded.

Discussion: None

Motion carried 4-0-1. Members Vickers, Wolff, Perry, and Kelly voted yes to adopt the agenda. Member Normandin had not yet arrived.

President Vickers made the following statement:

Before we take public comment I have an announcement to make, and a question to ask.

We have one item on the agenda tonight, regarding one potential lawsuit. Under the Brown Act we are required, in these circumstances, to announce the “facts and circumstances” leading to the closed session. The Board is meeting to discuss a Notice of Intent to File Lawsuit received by the

District from a lawyer representing Board Member Dee Perry, alleging violations of her civil rights, defamation, and intentional infliction of emotional distress. A copy is available on request.

My question is for Member Perry. We are going to meet in closed session about the Notice of Intent to File a Lawsuit your lawyer sent, and only about that topic. Do you intend to go into closed session, or are you going to recuse yourself?

Member Perry recused herself and did not attend closed session.

Public Comment on Closed Session Agenda Item

There was no public comment.

Adjourn to Closed Session

Member Wolff moved to adjourn to Closed Session. Member Kelly seconded.

Discussion: None

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Kelly voted yes to adopt the agenda. Member Perry had recused herself.

The meeting adjourned to Closed Session at 6:02 p.m. for the discussion of the following:

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –
SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO PARAGRAPH (2)
OR (3) OF SUBDIVISION (D) OF GOVERNMENT CODE 54956.9
One Potential Case**

Adjournment of Closed Session

Member Kelly moved adjournment of Closed Session. Member Wolff seconded.

Motion carried 4-0-1. Members Vickers, Normandin, Kelly, and Wolff voted yes to adjourn. Member Perry had recused herself. Closed Session was adjourned at 7:26 p.m.

Report Out of Closed Session

President Vickers stated there was no action to report out of Closed Session.

Member Wolff moved to adjourn the meeting. Member Kelly seconded.

Motion carried 4-0-1. Members Vickers, Normandin, Kelly, and Wolff voted yes to adjourn. Member Perry had recused herself. Closed Session was adjourned at 7:28 p.m.

Carol Normandin
Clerk of the Board
August 13, 2019

Laguna Beach Unified School District

8.a.ii. CONSENT/ACTION

August 13, 2019

Approval: July 16, 2019 Regular Meeting Minutes

Board of Education Minutes of Regular Meeting July 16, 2019

Call to Order

The Regular Meeting of the Board of Education was called to order at 5:00 p.m., at the Central Offices for Laguna Beach Unified, 550 Blumont, Laguna Beach, California.

Roll Call to Establish Quorum

Quorum was established.

Members Present: Jan Vickers
Carol Normandin
Peggy Wolff
Dee Perry
Jim Kelly

Public Comment on Closed Session Items

None.

Adjourn to Closed Session

Member Kelly moved to adjourn to Closed Session. Member Normandin seconded. Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to adjourn to Closed Session at 5:00 p.m. President Vickers announced item 4.A. would be pulled from the agenda. Item 4.B. was discussed in Closed Session.

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO PARAGRAPH (2) OR (3) OF SUBDIVISION (D) OF GOVERNMENT CODE 54956.9

One Potential Case (PULLED FROM DISCUSSION)

B. PUBLIC EMPLOYMENT Government Code §54957 Title: Deputy Superintendent

Member Normandin moved to adjourn from Closed Session. Member Wolff seconded.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to adjourn to from Closed Session at 5:32 p.m.

Present at Board Meeting

Members Present: Jan Vickers
Carol Normandin
Peggy Wolff
Dee Perry
Jim Kelly

Employee Group
Representatives: Sara Hopper, President, LaBUFA

Staff: Jason Vilorio, Ed.D., Superintendent
Jeff Dixon, Assistant Superintendent, Business Services
Leisa Winston, Assistant Superintendent, Human Resources/Public
Communications
Victoria Webber, Executive Assistant
Anakaren Ureno, Communications Specialist
Michael Keller, Director, Social Emotional Support
Chad Mabery, Director, Assessment & Accountability
Irene White, Director, Special Education
Ryan Zajda, Director, Facilities

Pledge of Allegiance

President Vickers invited Member Normandin to lead the Board, staff, and members of the audience in reciting The Pledge of Allegiance to the Flag of the United States of America.

Report of Closed Session Action

President Vickers stated there is no action to report out of closed session.

As I announced prior to the closed session, Item 4A of the agenda was pulled. I made this decision earlier this afternoon, for the following reasons.

The District recently received a letter from a lawyer representing Board Member Perry, threatening litigation that would seek monetary damages for Ms. Perry, and asking to meet and confer about the claims. Item 4A on the closed session agenda was intended to allow the Board to discuss, with legal counsel, the claims made by Ms. Perry's lawyer and her meet and confer request.

Legal opinions from the California Attorney General and the Fair Political Practices Commission confirm that when a member of a board or counsel is also a claimant or plaintiff in litigation seeking damages against the entity that employs them, that member has a conflict of interest and cannot participate in decisions related to the claim or litigation. Also, an entity cannot maintain attorney-client privilege if it confers with legal counsel and the individual threatening to sue the entity is a part of the conversation.

Over the past few days I have asked Member Perry several times whether she intends to recuse herself from discussion and deliberation on Item 4A, and she has refused to confirm that she will recuse herself, and has indicated that she does not intend to do so. Rather than expend legal fees for the attendance of District counsel, this afternoon I informed him that he does not need to attend. I also asked him, based on the authority of the Board President under Board Bylaw 9124, to confer with Member Perry's counsel to see if an agreement can be reached regarding Member Perry's involvement in confidential discussions related to litigation she has threatened against the District.

Adoption of Agenda

Public Comment: None

Member Normandin moved to adopt the agenda. Member Wolff seconded.

Discussion: None

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Kelly voted yes to adopt the agenda. Member Perry was absent.

Recognitions

None.

Public Comment (Non- Agenda Items)

Pauline Stauder addressed the Board regarding the Orange County Public Health Care Agency Alcohol and Drug Education Prevention Team (ADEPT).

The following people addressed the Board regarding potential legal action involving Dee Perry and the District. Comments included support for Dee Perry, as well as lack of support for other Board members and administration, and the cost of the law suit

Michele Monda	India Hynes
Karen Nelson	Turrae Fazio
Debby Bowes	Jennifer Zeiter
Christopher Kling	David Flores
Sheri Morgan	Anonymous speaker
Jennifer Kinnier	Ann Morreale

Reports

LaBUFA Representative – Sara Hopper, LaBUFA President

- Mrs. Hopper commented on the resignation of Dr. Odipo.
- Commented that the proposed restructuring may help with continuity of initiatives.

CSEA Representative – Unable to attend

Board Members

Board members reported as follows:

Member Kelly

- No report

Member Perry

- No report

Member Wolff

- No report

Member Normandin

- Commented that the Board has not held a sub-committee meeting
- Member Perry never nominated herself to be president, nor did any other Board member
- The case filed against Mark Bresee was upheld/ dismissed due to lack of merit
- All personnel discussions are held in Closed Session
- The Board could not discuss the potential lawsuit regarding Member Perry because she did not recuse herself; she has a conflict so she needs to recuse herself
- Even if Member Perry does not receive confidential information in the two narrow areas stated previously, she still has a vote and has her voice

President Vickers

- No report

Superintendent Vilorio

- No report

Cabinet

Leisa Winston, Assistant Superintendent, Human Resources and Public Communications

- No report

Jeff Dixon, Assistant Superintendent, Business Services

- Provided an update on summer facilities work taking place

CONSENT CALENDAR

President Vickers pulled items 12.a.i, 12.a.ii, 12.a.iii. to be voted on separately.

Public Comment: Jennifer Zeiter addressed the Board regarding the Board's process in reviewing and approving Board items.

Member Normandin moved approval of items b – k. Member Wolff seconded.

Public Comment: Jennifer Zeiter commented her rights have been violated for not being allowed to speak to each item on the consent calendar individually. Ms. Zeiter asked to hear the staff report for item b, personnel report.

Discussion:

- a. ~~Approval of Minutes~~
 - i. ~~July 1, 2019 Special Meeting Minutes~~
 - ii. ~~June 27, 2019 Special Meeting Minutes~~
 - iii. ~~June 25, 2019 Regular Meeting Minutes~~
- b. Approval/Ratification of Personnel Report
- c. Approval Conference/Workshops – Superintendent and Board
- d. Approval of Student Field Trips
- e. Approval of Agreements for Contracted Services – Special Education
- f. Approval of Agreements for Contracted Services – Technology Services
- g. Approval of Gifts – Checks Totaling \$213,650.14
- h. Approval/Ratification of Certificated Payroll 12A in the Amount of \$2,330,360.73
Approval/Ratification of Classified Payroll 12B in the Amount of \$797,008.83
Approval/Ratification of Classified Payroll 12C in the Amount of \$77,497.27
- i. Approval/Ratification of Warrants #398165 through #398369 in the amount of \$1,464,672.25 Dates: 06/17/2019 through 07/03/2019
- j. Approval of Renewal of Contract with File Keepers, LLC, to Perform Document Scanning, Conversion, and Shredding Services Per the Unit Cost Fee Schedule in an Amount Not-to-Exceed \$30,000 for Fiscal Year 2019-2020
- k. Approval of Agreement with Concordia University, Irvine, for Student Teaching for the Term of August 1, 2019 through December 31, 2022.

Pulled and voted on separately.

Motion carried 4-1. Members Vickers, Normandin, Wolff, and Kelly voted yes. Member Perry voted no.

President Vickers provided the opportunity for Member Perry to pull any individual items that she wanted to. She stated she did not want to pull any items.

Member Normandin moved to approve item 12. a.i, July 1, 2019, Special Board Meeting.
Member Wolff seconded.

Public Comment: None

Board Comments: Member Perry requested the minutes be amended to remove the word vacation from her absence. The Board concurred it would be revised and noted as absent only.

Motion carried 4-1. Members Vickers, Normandin, Wolff, and Kelly voted yes. Member Perry abstained.

Member Normandin moved to approve item 12. a.ii, June 27, 2019, Special Board Meeting Minutes. Member Wolff seconded.

Public Comment: None

Board Comments: Member Perry requested the minutes be amended to remove the word vacation from her absence. The Board concurred it would be revised and noted as absent only.

Motion carried 4-1. Members Vickers, Normandin, Wolff, and Kelly voted yes. Member Perry abstained.

Member Normandin moved to approve item 12. a.iii, June 25, 2019, Regular Board Meeting Minutes. Member Wolff seconded.

Public Comment: Jennifer Zeiter stated the Board is spending too little time in reviewing and approving items.

Board Comments: Member Perry requested the minutes be amended to remove the word vacation from her absence. The Board concurred it would be revised and noted as absent only.

Motion carried 4-1. Members Vickers, Normandin, Wolff, and Kelly voted yes. Member Perry abstained.

The Board recessed for a 10 minute break.

INFORMATION ITEMS

Fourth Quarter Report of Uniform Complaints for the Williams Case Settlement

Public Comment: None

Mrs. Winston stated there were no complaints filed for the fourth quarter.

Discussion Regarding Retaining Services of AGI Aspen Group International LLC, to Direct and Facilitate a Complete Coherent Government Project with the Board of Education

Public Comment: None

Member Kelly supports moving forward with a contract for The Aspen Group to help the Board with governance.

Member Normandin agrees.

Member Wolff likes the idea; however she raised concerns regarding costs and timing. She would like to attend the October training that is being offered offsite.

President Vickers raised concerns regarding the costs, timing, and commitment. President Vickers would prefer to wait until any pending litigation is resolved. The October training is a good option.

Member Perry stated she spoke with the trainer during break regarding advice on speaking with a lawyer.

Discussion was held regarding options.

The Board reached consensus to have staff review potential dates.

ACTION ITEMS

Approval of Declaration of Need for Fully Qualified Educators for the 2018-2019 School Year

Mrs. Winston stated the Board approved this item on May 28, 2019 in consent/action. Staff has since learned that the requirements for approval have changed and the declaration of need must be approved as a stand-alone action item.

Public Comment: None

Board Member Questions: None

Member Kelly moved approval. Member Normandin seconded.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Approval of Declaration of Need for Fully Qualified Educators for the 2019-2020 School Year

Mrs. Winston stated the Board approved this item on May 28, 2019 in consent/action. Staff has since learned that the requirements for approval have changed and the declaration of need must be approved as a stand-alone action item.

Public Comment: None

Board Member Questions: None

Member Kelly moved approval. Member Normandin seconded.

Board Discussion: Board members confirmed that this will be the new standard moving forward.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Approval of the Fourth Amendment of the Joint Powers Agreement with College and Career Advantage

Mr. Dixon introduced the item.

Public Comment: None

Board Member Questions: None

Member Wolff moved approval. Member Normandin seconded.

Board Discussion: President Vickers stated page 4 through 7 of the agreement outlines the changes.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Approval Personnel Reimbursement Agreement between the Orange County Superintendent of Schools and the Laguna Beach Unified School District

Dr. Vilorio introduced the item.

Public Comment: None

Board Member Questions: Board Members inquired about indirect costs.

Member Kelly moved approval. Member Normandin seconded.

Board Discussion was held regarding auditory testing.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Approval of Resolution Number 19-04: Cooperative Grant Between the Laguna Beach Unified School District and the Department of Rehabilitation to Provide Vocational Rehabilitation Services Through a Transition Partnership Project (TPP)

Dr. Vilorio introduced the item. This is a regular partnership and the grant will go through June 3, 2022.

Public Comment: None

Board Member Questions: Board Members inquired about indirect costs.

Member Kelly moved approval. Member Normandin seconded.

Board Discussion was held regarding the work done over the summer. The grant amount is spread over three years.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Approval of Job Description and Position of Deputy Superintendent, Human Resources and Instructional Services

Dr. Vilorio stated he believed approval of this position is in the best interest of the district and the community.

Public Comment: None

Board Member Questions: Board Members asked for detailed comments on how curriculum and instruction would be handled and what the differences in the proposed directors' position would be.

Member Kelly moved approval. Member Normandin seconded.

Board Discussion was held regarding their appreciation for staff reviewing the positions and the districts needs and maximizing the talent within the district.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Approval of Amended Employment Contract for the Deputy Superintendent, Human Resources and Instructional Services

Dr. Viloria stated the amended contract reflects the new title.

Public Comment: None

Board Member Questions: Board Members clarified there is no fiscal impact for the current school year.

Member Normandin moved approval. Member Wolff seconded.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Approval of Job Description and Position of Director, Human Resources

Mrs. Winston Stated this position would be responsible for the day-to-day management of human resources.

Public Comment: None

Member Normandin moved approval. Member Wolff seconded.

Board members clarified this reflects a cost savings.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes.

Approval of Job Description Revisions and Reclassification of Executive Assistant Position from Confidential to Classified Management

Mrs. Winston introduced the item. The job description has been revised to include more management Board operation functions. The position is currently non-exempt and eligible for overtime, which would no longer be the case if reclassified. The qualifications have also been adjusted to require a bachelors' degree.

Board members suggested removing the word clerical from degree options and asked who initiated the request for reclassification. Dr. Viloria stated he did.

Board Member Requests for Items for Future Meetings and Board Member Requests for Information

Public Comment: None

Member Kelly asked for:

- Update on filming meetings.
- Is there a way to turn off filming when the 3 minute speaking time is up and people continue to talk?
- Report on pension obligations
- Ask City Manager about part-time officers rotating around each school site

Member Perry asked for an update on One-On-Campus.

Member Wolff asked for:

- Update on filming meetings
- Ask SRO to attend meetings What are remedies are available when there is not orderliness at meetings

Adjournment

Member Normandin moved to adjourn. Member Wolff seconded.

The next regular Board meeting is scheduled for August 13, 2019.

Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to adjourn the meeting. The meeting adjourned at 7:51 p.m.

Carol Normandin
Clerk of the Board
August 13, 2019

Laguna Beach Unified School District

8.b. CONSENT/ACTION

August 13, 2019

Approval/Ratification: Personnel Report

Proposal

Staff proposes the Board of Education approve the Personnel Report, including various actions that are required to meet the needs of the District.

Background

It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel is within budgeted amounts in accordance with Board of Education policy.

Budget Impact

Expenditures are within budgeted appropriations as indicated.

Recommended Action

Staff recommends the Board of Education approve/ratify the Personnel Report and direct the Superintendent to authorize the actions requested in the report.

PERSONNEL REPORT**August 13, 2019****I. RESIGNATIONS:**

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Maggie McCoy PC08SA0302	Instructional Assistant, PE Top of the World Elementary	July 22, 2019

II. EMPLOYMENT:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
John Gonzalez PC05MS0101	Maintenance Worker Laguna Beach High School 0105477408-2210 Range: 36 Step: F 8 hours per day/5 days per week/12 month calendar Replaces: Greg Swirczek	August 5, 2019

Jacob Rusinkovich PC04RSP101	High School Teacher - Special Education Laguna Beach High School 0104612310-1110 Range: 05 Step: 05 7 hours per day/5 days per week/187 days per year Replaces: Valerie Steinbergs	August 20, 2019
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III. EMPLOYMENT: Student Worker

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Luis Escobar	Student Worker Laguna Beach High School 0104644571-2960 NTE: 100 hours	July 1, 2019 to August 30, 2019
Chloe Hale	Student Worker Laguna Beach High School 0104644571-2960 NTE: 100 hours	July 1, 2019 to July 30, 2019

IV. EMPLOYMENT: Short Term Assignments - Extra Duty

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Claudette Ahern	Assist with Health Assessments Districtwide 0102172850-1280 NTE: 12 hours	August 1, 2019 to June 11, 2020
Alexandra Aronson	Support Services to Students Laguna Beach High School 0109156100-1280 NTE: 5 hours	July 15, 2019

IV. EMPLOYMENT: Short Term Assignments - Extra Duty (continued)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Ashley Blum	Support Services to Students Thurston Middle School General Fund 0109156100-1280 \$48.70 per hour NTE: 5 hours	July 15, 2019
Shannon Chastain	Moving Classroom El Morro Elementary General Fund 0107011005-1130 \$42.61 per hour NTE: 16 hours	July 1, 2019 to August 30, 2019
Carrie Denton	Research on various new components for 2019-2020 Laguna Beach High School General Fund 0105011012-1130 \$42.61 per hour	July 1, 2019 to July 31, 2019
Mindy Hawkins	IEP Attendance Laguna Beach High School Special Ed Funds 0104602120-1130 \$42.61 per hour NTE: 6 hours	July 19, 2019 to August 20, 2019
Jon Hendrickson	Grading APEX courses Laguna Beach High School General Fund 0105011012-1130 \$48.70 per hour NTE: 20 hours	August 26, 2019 to June 12, 2020
Jennifer Hill	Special Education Assessments Thurston Middle School Special Ed Funds 0104612310-1130 \$48.70 per hour NTE: 37 hours	July 1, 2019 to August 23, 2019
Brenda Joyce	Extra Office Assistance District Office General Fund 0101377100-2450 \$23.82 per hour NTE: 8 hours	July 31, 2019 to August 15, 2019
Kim Mattson	Enhancing Communication in the Classroom PD Districtwide General Fund 0102015380-2150 \$48.70 per hour NTE: 6.5 hours each	August 16, 2019
Kim Mattson	Illuminate Facilitator Districtwide General Fund 0102015380-1130 \$48.70 per hour NTE: 6.5 hours each	August 19, 2019

IV. EMPLOYMENT: Short Term Assignments - Extra Duty (continued)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Launa Nacion-Kirkey	OG Training	July 8, 2019 to
	Top of the World Elementary Special Ed Funds	July 12, 2019
	0102013080-1130 \$42.61 per hour	
	NTE: 30 hours	
Valorie Quigley	Credit Recovery Grading	February 1, 2019 to
	Laguna Beach High School General Fund	June 20, 2019
	0105011012-1130 \$46.93 per hour*	
	NTE: 15 hours	
	*Corrected rate of pay	
Yadhira Rojas	ELPAC Initial Language Assessment	July 1, 2019 to
	Districtwide General Fund	August 26, 2019
	0102011500-1130 \$42.61 per hour	
	NTE: 10 hours	
Nikki Romano	Extra Office Assistance	July 1, 2019 to
	District Office General Fund	July 30, 2019
	01103967140-2450 \$29.23 per hour	
	NTE: 37 hours	
Alicia Saucedo	Moving Classroom	July 1, 2019 to
	El Morro Elementary General Fund	August 30, 2019
	0107011005-1130 \$42.61 per hour	
	NTE: 16 hours	
See Employee List	Challenge Success 2019 Summer Leadership	July 18, 2019 to
	Thurston Middle School General Fund	July 19, 2019
	0106011008-1130 \$42.61 per hour	
	NTE: 8 hours	
	Employees: Bjorn Avila, Leah Prettyman, Jesse Rothman, Amanda Vander Veen	

IV. EMPLOYMENT: Short Term Assignments - Extra Duty (continued)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
See Employee List	Enhancing Communication in the Classroom PD Districtwide 0102015380-2150 NTE: 6.5 hours each Employees: Dori Bunting, Patricia Fiorenza, Miranda Fortich, Barbara Garcia, Lyndsey Hyde, Marlo Jensma, Cynthia LeMottee, Dianna Yi, Thasa Zuziak	August 16, 2019 General Fund \$29.23 per hour
See Employee List	Enhancing Communication in the Classroom PD Districtwide 0102015380-1130 NTE: 6.5 hours each Employees: Caroline Cannan, Ian Corso, Alonda Hartford, Mindy Hawkins, Alexis Karol, Karly Kovac, Tauna LaPierre, Tami Mays, Nancy Mooers, Launa Nacion, Yadhira Rojas, Tami Schonfeld, Shannon Stringham	August 16, 2019 General Fund \$42.61 per hour
See Employee List	Illuminate Summer Professional Development Districtwide 0102015380-1130 NTE: 6.5 hours each Employees: Caroline Cannan, Ian Corso, Cory Day, Debbie Finnerty, Mindy Hawkins, Karly Kovac, Kim Krause, Nancy Mooers, Yadhira Rojas, Kimberly Rood, Shannon Stringham, Melinda Witt	August 19, 2019 General Fund \$42.61 per hour
See Employee List	Student Caseload and Scheduling planning Laguna Beach High School 0104602110-1130 NTE: 24 hours each Employees: Mindy Hawkins, Jacob Rusinkovich, Rachel Sweet, Kristina Smith, Julie Yaccino	August 1, 2019 to August 23, 2019 Special Ed Funds \$42.61 per hour
See Employee List	Waterford Training Districtwide 0104602150/0104602120-1130 NTE: 2 hours each Employees: Launa Nacion-Kirkey, Nedah Sullivan	August 19, 2019 Special Ed Funds \$42.61 per hour
See Employee List	Waterford Training Districtwide 0104612310/0104602650-2150 NTE: 2 hours each Employees: Lyndsey Hyde, Marlo Jensma, Sara Pedraza, Vincent Ramirez	August 19, 2019 Special Ed Funds \$29.23 per hour

IV. EMPLOYMENT: Short Term Assignments - Extra Duty (continued)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
See Employee List	System 44 Training Districtwide 0104602120/0104613150 NTE: 6 hours each Employees: Eva Boni, Anastasia Booher, Sara Finch, Agnes McManus	August 16, 2019 Special Ed Funds \$29.23 per hour
See Employee List	System 44 Training Districtwide 0104602110/0104602120 NTE: 6 hours each Employees: Alicia Saucedo, Lorraine Winokur	August 16, 2019 Special Ed Funds \$42.61 per hour
Rus Soobzokov	Supervision at detention and extra-curricular events Laguna Beach High School 0105011012-2955 NTE: 50 hours	August 20, 2019 to June 12, 2020 General Fund \$27.08 per hour
Cynthia Sorensen	Math Bridging Planning for Honors Algebra II Laguna Beach High School 0102015380-1130 NTE: 2 hours	May 1, 2019 to June 30, 2019 General Fund \$40.97 per hour
Cynthia Sorensen	Grading APEX courses Laguna Beach High School 0105011012-1130 NTE: 20 hours	August 26, 2019 to June 12, 2020 General Fund \$48.70 per hour
Jennifer Valousky	Supervision at detention and extra-curricular events Laguna Beach High School 0105011012-2955 NTE: 50 hours	August 20, 2019 to June 12, 2020 General Fund \$27.08 per hour
Megan Weinert	Supervision at detention and extra-curricular events Laguna Beach High School 0105011012-2955 NTE: 50 hours	August 20, 2019 to June 12, 2020 General Fund \$27.08 per hour
Eunice Yi	IEP Attendance Laguna Beach High School 0104602120-1190 NTE: 6 hours	July 19, 2019 to August 20, 2019 Special Ed Funds \$42.61 per hour

V. EMPLOYMENT: Extra Period Assignments

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Jon Hendrickson	20% Extra Period Assignment - English Laguna Beach High School General Fund 0105011012-1180 Extra Duty Assignment Step: 18, \$24,533.85 Annually	August 20, 2019 to June 12, 2020
Hayley McLellan	20% Extra Period Assignment - English Laguna Beach High School General Fund 0105011012-1180 Extra Duty Assignment Step: 13, \$23,757.21 Annually	August 20, 2019 to June 12, 2020

VI. EMPLOYMENT: Summer School 2019

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Elizabeth Murray	Instructional Assistant, Special Ed Top of the World Elementary Summer School Funds 0104602650-2115 \$24.09 per hour NTE: 19 hours	June 19, 2019 to July 24, 2019
Andrew Palacios	Instructional Assistant, Special Ed Laguna Beach High School Summer School Funds 0104602650-2115 \$24.09 per hour NTE: 4.5 hours per day	July 22, 2019 to July 26, 2019

VII. EMPLOYMENT: Stipends

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Jeanne Brown	Parent Event Night Planning and Attendance Laguna Beach High School General Fund 0105111012-1270 NTE: \$2886.21	August 9, 2019 to June 12, 2020
Jim Brusky	Journalism Advisor Laguna Beach High School General Fund 0105311012-1170 NTE: \$3206.90	August 20, 2019 to June 12, 2020
Jeremy Chung	Band Director Laguna Beach High School General Fund 0105315016-1170 NTE: \$3206.90	August 20, 2019 to June 12, 2020
Jessica Contreras	School Psychologist Intern El Morro and Top of the World General Fund 0105131012-2255 NTE: \$3500.00	August 21, 2019 to June 11, 2020
Scott Finn	Activities Director Laguna Beach High School General Fund 0105311012-1170 NTE: \$6413.80	August 20, 2019 to June 12, 2020

VII. EMPLOYMENT: Stipends (continued)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Scott Finn	ASB Summer Camp Laguna Beach High School 0105311012-1170 General Fund NTE: \$962.07	August 6, 2019 to August 9, 2019
Estee Fratzke	Dance Production Advisor Laguna Beach High School 0105315017-1170 General Fund NTE: \$3206.90	8/20/2019 to June 12, 2020
Jim Garvey	Department Chair - Foreign Language Laguna Beach High School 0105091012-1370 General Fund NTE: \$2244.83	August 20, 2019 to June 12, 2020
Heather Hanson	Department Chair - Social Studies Laguna Beach High School 0105091012-1370 General Fund NTE: \$2244.83	August 20, 2019 to June 12, 2020
Alonda Hartford	Department Chair - Science Laguna Beach High School 0105091012-1370 General Fund NTE: \$2244.83	August 20, 2019 to June 12, 2020
Dawn Hunnicutt	Department Chair - English Laguna Beach High School 0105091012-1370 General Fund NTE: \$2244.83	August 20, 2019 to June 12, 2020
Alexis Karol	Drama Production Advisor Laguna Beach High School 0105315015-1170 General Fund NTE: \$3206.90	August 20, 2019 to June 12, 2020
Jennifer Lundblad	Co-Activities Director Laguna Beach High School 0105311012-1170 General Fund NTE: \$6413.80	August 20, 2019 to June 12, 2020
Jennifer Lundblad	ASB Summer Camp Laguna Beach High School 0105311012-1170 General Fund NTE: \$962.07	August 6, 2019 to August 9, 2019
Lance Neal	Athletic Director Laguna Beach High School 0105311075-1170 General Fund NTE: \$6413.80	August 20, 2019 to June 12, 2020
Kerry Pellow	Yearbook Advisor Laguna Beach High School 0105311012-1170 General Fund NTE: \$3206.90	August 20, 2019 to June 12, 2020

VII. EMPLOYMENT: Stipends (continued)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Angela Pilon	Department Chair - Counseling Laguna Beach High School General Fund 0105091012-1370 NTE: \$2244.83	August 20, 2019 to June 12, 2020
Angela Pilon	Parent Event Night Planning and Attendance Laguna Beach High School General Fund 0105111012-1270 NTE: \$2886.21	August 9, 2019 to June 12, 2020
Nichole Rosa	Parent Event Night Planning and Attendance Laguna Beach High School General Fund 0105111012-1270 NTE: \$2886.21	August 9, 2019 to June 12, 2020
Jun Shen	Model UN Advisor Laguna Beach High School General Fund 0105311012-1170 NTE: \$3206.90	August 20, 2019 to June 12, 2020
Somer Selway	Department Chair - VAPA/PE Laguna Beach High School General Fund 0105091012-1370 NTE: \$2244.83	August 20, 2019 to June 12, 2020
Cynthia Sorensen	Department Chair - Math Laguna Beach High School General Fund 0105091012-1370 NTE: \$2244.83	August 20, 2019 to June 12, 2020
Rachel Sweet	Department Chair - Special Education Laguna Beach High School General Fund 0105091012-1370 NTE: \$2244.83	August 20, 2019 to June 12, 2020
Jonathan Todd	Model UN Advisor Laguna Beach High School General Fund 0105311012-1170 NTE: \$3206.90	August 20, 2019 to June 12, 2020
Steve Wade	Jazz Band Advisor Laguna Beach High School General Fund 0105315016-1170 NTE: \$641.38	August 20, 2019 to June 12, 2020

VIII EMPLOYMENT: Short Term Assignments - Performing Arts

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
None.		

IX. EMPLOYMENT: Short Term Assignments - Performing Arts/Booster Funds

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
None		

X. EMPLOYMENT: Short Term Assignments - ASB Funds

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Connie Fabian Byrnes	Supervision- Football games, dances and graduation Laguna Beach High School ASB Funds 0105311155-2955 \$29.23 per hour NTE: 40 hours	August 20, 2019 to June 12, 2020
Mark Harris	Supervision- Football games, dances and graduation Laguna Beach High School ASB Funds 0105311155-2955 \$28.84 per hour NTE: 40 hours	August 20, 2019 to June 12, 2020
Kristine Landgraff	Supervision- Football games, dances and graduation Laguna Beach High School ASB Funds 0105311155-2955 \$29.23 per hour NTE: 40 hours	August 20, 2019 to June 12, 2020
Rus Soobzokov	Supervision- Football games, dances and graduation Laguna Beach High School ASB Funds 0105311155-2955 \$27.08 per hour NTE: 40 hours	August 20, 2019 to June 12, 2020
Jennifer Valousky	Supervision- Football games, dances and graduation Laguna Beach High School ASB Funds 0105311155-2955 \$27.08 per hour NTE: 40 hours	August 20, 2019 to June 12, 2020
Megan Weinert	Supervision- Football games, dances and graduation Laguna Beach High School ASB Funds 0105311155-2955 \$27.08 per hour NTE: 40 hours	August 20, 2019 to June 12, 2020

XI. EMPLOYMENT: Short Term Assignments - PTA

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Sherry Bullard	After School Clay Making Club El Morro Elementary PTA Funds 0107015600-2145 \$29.23 per hour NTE: 40 hours	August 1, 2019 to June 30, 2020
Tami Cloward	After School Cooking Class El Morro Elementary PTA Funds 0107015600-2145 \$29.23 per hour NTE: 48 hours	August 1, 2019 to June 30, 2020

XI. EMPLOYMENT: Short Term Assignments - PTA (continued)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Lenelle Hamil	After School Singing Stars	August 1, 2019 to
	El Morro Elementary	June 30, 2020
	0107015600-2145	PTA Funds
	NTE: 40 hours	\$29.23 per hour
 Amy Hitchcock	 After School Drama Club	 August 1, 2019 to
	El Morro Elementary	June 30, 2020
	0107015600-2145	PTA Funds
	NTE: 68 hours	\$29.23 per hour

XII. EMPLOYMENT/RELEASES: Short Term Assignments - Coaches/General Fund

Work Site: Laguna Beach High School
 General Fund Account: 0105311075-1185/2140

Fall Sports Calendar 2018/19:

In-Season: August 6 - November 2, 2018
 CIF Playoff: November 2 - December 8, 2018

Winter Sports Calendar 2018/19:

In-Season: November 12 - February 1, 2019
 CIF Playoff: February 5 to March 9, 2019

Spring Sports Calendar 2018/19:

In-Season: February 9 - May 11, 2019
 CIF Playoff: April 27 - May 29, 2019

Resignations:

<u>Name:</u>	<u>Classification:</u>	<u>Effective Date:</u>
Anabelle Burns	Walk on Coach	July 30, 2019
Nicole Clark	Walk on Coach	July 30, 2019
Scott Crawford	Walk on Coach	July 30, 2019
Dana Crawley	Walk on Coach	July 30, 2019
Zach Hollander	Walk on Coach	July 30, 2019
Mike Inoue	Walk on Coach	July 30, 2019
Chase Kimball	Walk on Coach	July 30, 2019
Richard Knox	Walk on Coach	July 30, 2019
Riley Martin	Walk on Coach	July 30, 2019
Daniel Moriarity	Walk on Coach	July 30, 2019
Tommy Newton-Neal	Walk on Coach	July 30, 2019
Daniel Pask	Walk on Coach	July 30, 2019
Rebecca Ramirez	Walk on Coach	July 30, 2019
Daniel Richards	Walk on Coach	July 30, 2019

XII. EMPLOYMENT/RELEASES: Short Term Assignments - Coaches/General Fund (continued)**Resignations:**

<u>Name:</u>	<u>Classification:</u>	<u>Effective Date:</u>
Jordan Robbins	Walk on Coach	July 30, 2019
Kevin Tovar	Walk on Coach	July 30, 2019
Carolyn Ushijima	Walk on Coach	July 30, 2019
Traci Weamer	Walk on Coach	July 30, 2019
Katie Webb	Walk on Coach	July 30, 2019
Monica White	Walk on Coach	July 30, 2019
Curtis Wilson	Walk on Coach	July 30, 2019

XIII. EMPLOYMENT/RELEASES: Short Term Assignments - Coaches/Booster Funded

Work Site: Laguna Beach High School

Booster Account: 0105315310-1185/2140

Fall Sports Calendar 2018/19:

In-Season: August 6 - November 2, 2018
CIF Playoff: November 2 - December 8, 2018

Winter Sports Calendar 2018/19:

In-Season: November 12 - February 1, 2019
CIF Playoff: February 5 to March 9, 2019

Spring Sports Calendar 2018/19:

In-Season: February 9 - May 11, 2019
CIF Playoff: April 27 - May 29, 2019

Waterpolo Boys:

<u>Name</u>	<u>Position:</u>	<u>Stipend:</u>
George Lyle	Assistant Coach	\$1,000.00

XIV. Employment, Resignation and Release- Substitute Teachers & Classified Substitutes:**Employment:**

<u>Name:</u>	<u>Classification:</u>	<u>Effective Date:</u>
Paula Bray	Classified Substitute	July 17, 2019
Kenneth Konkel	Classified Substitute	July 11, 2019
Karen Liuzzi	Substitute Teacher	August 26, 2019
Luis Ornelas	Classified Substitute	July 11, 2019
Jorge Pantoja	Classified Substitute	July 11, 2019

Resignations:

<u>Name:</u>	<u>Classification:</u>	<u>Effective Date:</u>
Lily Andrews	Substitute Teacher	July 17, 2019
Travis Booth	Student Worker	July 17, 2019
Gavin Carlton	Student Worker	July 19, 2019
Mark Caserta	Classified Substitute	July 17, 2019
Gavin Childs	Student Worker	July 19, 2019
Hayley Conley	Student Worker	July 19, 2019

XIV. Employment, Resignation and Release- Substitute Teachers & Classified Substitutes: (continued)

Resignations:

Marc Donez	Substitute Teacher	July 17, 2019
Carol Dygean	Substitute Counselor	July 17, 2019
Ana Christina Gonzalez	Classified Substitute	July 17, 2019
Wyland Guthrie	Student Worker	July 19, 2019
Kasey Hazelton	Substitute Teacher	July 17, 2019
Daisy Jeffers	Student Worker	July 17, 2019
Janine Johnson	Student Worker	July 17, 2019
Luke Johnson	Student Worker	July 17, 2019
Savannah Johnson	Student Worker	July 17, 2019
Albert Lee	Substitute Teacher	July 17, 2019
Jennifer Lyxon	Substitute Teacher	July 18, 2019
Cheryl Maggipinto	Substitute Teacher	July 11, 2019
Marco Mejia	Classified Substitute	July 17, 2019
Justin Miranda	Substitute Teacher	July 17, 2019
Addison Orr	Student Worker	July 17, 2019
Daniel Persinger	Substitute Teacher	July 17, 2019
Leiann Peters	Substitute Teacher	July 18, 2019
Hadasa Roman	Classified Substitute	July 17, 2019
Ana Karla Soltesz	Classified Substitute	July 17, 2019
Marina Verneuil	Substitute Teacher	July 18, 2019

Laguna Beach Unified School District

8.c. CONSENT/ACTION

August 13, 2019

Approval: Student Field Trips

Proposal

Staff proposes the Board of Education approve the following student field trips:

1. Laguna Beach High School

Destination:	Orange County Leadership Association 2019 - Santa Barbara
Date:	August 6-9, 2019
Chaperone(s):	Jenn Lundblad and Scott Finn
Cost to Student:	\$325.00
Number of Students:	32
Transportation:	Bus
Accommodations:	UCSB Dorms

ASB students will attend leadership camp and participate in team building, activity and skill workshops, networking, and listen to keynote speakers.

Background

The principal of Laguna Beach High School approved the Applications for Field Trip request and submitted the application for approval in accordance with Board Policy 6153, School Sponsored Trips. This policy provides forms for use by parents/guardians that give permission for their students to participate in field trips, along with authorization for medical care and a waiver in conformance with Ed Code Section 35330.

The District's liability insurance through ASCIP provides field trip coverage in the following areas: (1) coverage against claims by a parent for negligence by the District if the student is injured, and (2) coverage for any damage caused by a student.

Laguna Beach Unified School District

8.d. CONSENT/ACTION

August 13, 2019

Approval: Agreements for Contracted Services - Special Education

Proposal

Staff proposes the Board of Education approve the attached list of contracts required to secure necessary services for special education students.

Background

Approval by the Board of Education will provide necessary services for eligible special education students that cannot presently be provided by District staff. Approval will maintain District compliance with Education Codes.

Budget Impact

The expenses associated with the attached contracts are included in the current Special Education budget.

Recommended Action

Staff recommends the Board of Education approve the contracts as listed.

Laguna Beach Unified School District

Agreements for Contracted Services – August 13, 2019

Contractor	Description of Services	Term	Funding	Estimated Cost
Master Contract The Prentice School	Non-Public School placement for special education students	07/01/19-06/30/20	Non-Public School 0104632210-5875	\$40,799
Individual Contract The Prentice School	Non-Public School for a special education student	08/22/19-06/30/20		
Individual Contract Journey Academy/TLC Child & Family Services	Additional cost for residential school placement for a special education student	07/01/19-06/30/20	Non-Public School 0104632210-5875	\$34,511
Parent Reimbursement/ Legal	Reimbursement per settlement agreement for educational placement - Summer 2019	6/21/19-8/23/19	Parent Reimbursement/Legal 0104632900-5878	\$ 3,750
Parent Reimbursement/ Legal James M. Lloyd, Lloyd Law Group	Reimbursement per settlement agreement for educational placement - Fall 2019; LBUSD to prefund QEE (Qualified Educational Expense)	08/13/19-12/31/19	Parent Reimbursement/Legal 0104632900-5878	\$28,250

Laguna Beach Unified School District

8.e. CONSENT/ACTION

August 13, 2019

Approval/Ratification: Agreements and Contracts - Technology Services

Proposal

Staff proposes the Board of Education approve the attached list of contracts required to secure necessary technology and services for Technology Services.

Background

Approval by the Board of Education will provide needed technology and services for the Students, Teachers, and staff.

Budget Impact

The expenses associated with the attached contracts are included in current and proposed Technology Services budgets.

Recommended Action

Staff recommends the Board of Education approve the following contracts.

Laguna Beach Unified School District

Technology Contracts/Licenses - August 13, 2019

Contractor	Description of Services	Term	Funding	Estimated Cost
CDW-G	Aruba Wireless Licenses (All Sites)	8/9/19-8/8/20 Renewal	0113457175-5805	\$7,415
BrainPOP	Educational Animated Video (K-12)	7/1/19-6/30/20 Renewal	0113017175-5805	\$8,001
ClassLink	BeachPort Access (District-wide)	9/1/19-8/31/20 Renewal	0113457175-5805	\$8,840
PowerSchool	Learning Management System (All Sites)	7/1/19-6/30/20 Renewal	0113017175-5805	\$17,160
The Master Teacher	Paraeducator Online Training	8/1/19-7/31/20 Renewal	0113017175-5805	\$2,499
Waterford	Early Learning Software	9/1/19-8/31/20 Renewal	0113015175-5805	\$4,045

Laguna Beach Unified School District

8.f. CONSENT/ACTION

August 13, 2019

Approval: Warrants #398370 Through #398518 in the Amount of \$1,434,347.42
Dates: 07/05/2019 through 07/23/2019

Proposal

Staff proposes the Board of Education approve/ratify Warrants #398370 through #398518 in the amount of \$1,434,347.42.

Background

Warrants are issued for necessary equipment, supplies and services. The warrants processed include previously Board approved contracts and/or budgeted expenditures within the Board approved operating budget.

The warrant list is generated in our business office in accordance with supporting documentation and coded in compliance with the State Account Code Structure (SACS). The list is then transmitted to the Orange County Department of Education where requests are audited and warrants are ultimately issued.

Budget Impact

The warrants are in accordance with the approved 2018/2019 and 2019/2020 District Operating Budgets.

Recommended Action

Staff recommends the Board of Education approve/ratify the warrants in the amount of \$1,434,347.42.

07/05/19
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Commercial Check Register
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All Entries Requested

Page 1

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LAGUNA BEACH USD 07/09/19 Commercial Check Register All Entries Requested Page 1
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00398390	07/09/19	WLC LLC	TRAVEL & CONFERENCE	0101377350	5220	TRAVEL & CONFERENCE	7,425.00
						CHECK TOTAL:	7,425.00
00398391	07/09/19	THE GARLAND COMPANY IN	ROOFING	4005498440	6209	ROOFING	9,209.23
			ROOFING	4007498440	6209	ROOFING	16,398.48
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TOTAL FOR STOCK 76	Laguna Beach's check stock ID	34,634.11
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Check Stock: 76

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00398393	07/10/19	Dunn Edwards Paint	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES	0105477408 0106477408 0108477408 0108477408 0108477408	4362 4362 4362 4362 4362	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES CHECK TOTAL:	286.84 362.90 8.48 210.67 158.22 1,027.11
00398394	07/10/19	HIDDLESON LISTENING LA	JUNE 2019	0104632900	5889	OTHER THERAPY CHECK TOTAL:	1,200.00 1,200.00
00398395	07/10/19	JW Pepper	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	57.11 57.11
00398396	07/10/19	Mardan Center of Educa	JUNE 2019 - SPEECH JUNE 2019 - SPEECH	0104632210 0104632210	5875 5875	TUITION TUITION CHECK TOTAL:	120.00 914.85 1,034.85
00398397	07/10/19	Monarch Center for Aut	JUNE 2019 JUNE 2019 JUNE 2019	0104632210 0104632210 0104632210	5100 5875 5898	SUBAGREEMENTS FOR SERVIC TUITION AB3632 ROOM & BOARD CHECK TOTAL:	5,741.58 4,650.00 15,147.90 25,539.48
00398398	07/10/19	NICK RAIL MUSIC	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	13.94 13.94
00398399	07/10/19	Office Depot	MATERIALS & SUPPLIES-INSTRUCT	0112011500	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	1,060.46 1,060.46
00398400	07/10/19	Orange County Therapy	JUNE 2019 JUNE 2019 JUNE 2019 JUNE 2019	0104632900 0104632900 0104632900 0104632900	5100 5100 5100 5886	SUBAGREEMENTS FOR SERVIC SUBAGREEMENTS FOR SERVIC SUBAGREEMENTS FOR SERVIC PHYSICAL THERAPY CHECK TOTAL:	350.00 590.00 15,390.00 2,560.00 18,890.00
00398401	07/10/19		MILEAGE - MAY 2019 MILEAGE - JUNE 2019 MILEAGE - APRIL 2019	0104256700 0104256700 0104256700	5880 5880 5880	TRANSPORTATION-IN LIEU TRANSPORTATION-IN LIEU TRANSPORTATION-IN LIEU CHECK TOTAL:	143.80 115.04 122.23 381.07
00398402	07/10/19		JUNE 2019	0104256700	5881	NPS TRANSPORTATION-IN LI CHECK TOTAL:	787.20 787.20

LAGUNA BEACH USD 07/10/19 Commercial Check Register All Entries Requested Page 2
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LAGUNA BEACH USD
THU, JUL 11, 2019,

07/11/19

Commercial Check Register

All Entries Requested

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7:49 AM --req: RGHAUG----leg: 76 ----loc: 94DISB----job: 21445527 #J956--prog: BK514 <1.3 >--report id: CROCLIST

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00398403	07/11/19	BEST Contracting Servi	ROOFING	0105497411	6209	ROOFING	65,047.45
						CHECK TOTAL:	65,047.45
00398404	07/11/19	BrightView Landscape S	LANDSCAPE/IRRIGATION	0105477409	5680	LANDSCAPE/IRRIGATION	2,160.00
			LANDSCAPE/IRRIGATION	0106477409	5680	LANDSCAPE/IRRIGATION	587.43
			LANDSCAPE/IRRIGATION	0107477409	5680	LANDSCAPE/IRRIGATION	78.06
			LANDSCAPE/IRRIGATION	0108477409	5680	LANDSCAPE/IRRIGATION	254.69
			JUNE 2019	0102477409	5680	LANDSCAPE/IRRIGATION	632.78
			JUNE 2019	0105477409	5680	LANDSCAPE/IRRIGATION	5,938.07
			JUNE 2019	0106477409	5680	LANDSCAPE/IRRIGATION	3,163.91
			JUNE 2019	0107477409	5680	LANDSCAPE/IRRIGATION	4,324.01
			JUNE 2019	0108477409	5680	LANDSCAPE/IRRIGATION	3,691.23
						CHECK TOTAL:	20,830.18
00398405	07/11/19	Capistrano USD	OTHER LOCAL AGENCY FEES	0104292800	5852	OTHER LOCAL AGENCY FEES	54,563.81
						CHECK TOTAL:	54,563.81
00398406	07/11/19	Center for Drug Free C	CONSULTANTS-INSTRUCTIONAL	0102014345	5830	CONSULTANTS-INSTRUCTIONAL	715.00
						CHECK TOTAL:	715.00
00398407	07/11/19	CHEN, JENNIFER	6/2-6/5 - SUMMITE @ PLC	0107011005	5220	TRAVEL & CONFERENCE	174.30
						CHECK TOTAL:	174.30
00398408	07/11/19	Coyne & Associates Inc	IBI SUPERVISION	0104602140	5894	IBI SUPERVISION	611.00
						CHECK TOTAL:	611.00
00398409	07/11/19	Dunn Edwards Paint	MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	245.12
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	-31.53
						CHECK TOTAL:	213.59
00398410	07/11/19	Konica Minolta	JUNE 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	34.37
			JUNE 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	38.77
			JUNE 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	287.81
			JUNE 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	509.06
			JUNE 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	349.15
			JUNE 2019	0105091012	5650	SOFTWARE/COPIER MAINTENA	62.50
			JUNE 2019	0105091012	5650	SOFTWARE/COPIER MAINTENA	85.97
			JUNE 2019	0105091012	5650	SOFTWARE/COPIER MAINTENA	665.96
			JUNE 2019	0106091008	5650	SOFTWARE/COPIER MAINTENA	144.48
			JUNE 2019	0106091008	5650	SOFTWARE/COPIER MAINTENA	208.43
			JUNE 2019	0107091005	5650	SOFTWARE/COPIER MAINTENA	68.75
			JUNE 2019	0107091005	5650	SOFTWARE/COPIER MAINTENA	109.53
			JUNE 2019	0108091005	5650	SOFTWARE/COPIER MAINTENA	183.93
			JUNE 2019	0108091005	5650	SOFTWARE/COPIER MAINTENA	168.13

LAGUNA BEACH USD 07/11/19 Commercial Check Register All Entries Requested Page 2
THU, JUL 11, 2019, 7:49 AM --req: RCHAUG----leg: 76 ----loc: 94DISB----job: 21445527 #J956--prog: BK514 <1.3 >--report id: CKOCLIST

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
						CHECK TOTAL:	2,916.84
00398411	07/11/19	KRUGER TEAM SPORT	GENERAL SUPPLIES-NON INSTRUCT	0105095060	4340	GENERAL SUPPLIES-NON INS	449.43
						CHECK TOTAL:	449.43
00398412	07/11/19	National Assn. of Scho	DUES & MEMBERSHIPS	0104132750	5310	DUES & MEMBERSHIPS	210.00
			DUES & MEMBERSHIPS	0104132750	5310	DUES & MEMBERSHIPS	210.00
			DUES & MEMBERSHIPS	0104132750	5310	DUES & MEMBERSHIPS	210.00
			DUES & MEMBERSHIPS	0104132750	5310	DUES & MEMBERSHIPS	210.00
						CHECK TOTAL:	840.00
00398413	07/11/19	Sanders Construction S	BUILDING IMPROVEMENTS	0105497408	6230	BUILDING IMPROVEMENTS	26,000.00
						CHECK TOTAL:	26,000.00
00398414	07/11/19	Southern California A.	8/5-8/8 - AP INSTITUTE	0105011012	5220	TRAVEL & CONFERENCE	795.00
						CHECK TOTAL:	795.00
00398415	07/11/19	STONEMAN, DAVID	MISC OUTSIDE VENDOR	0105091012	5860	MISC OUTSIDE VENDOR	125.00
						CHECK TOTAL:	125.00
00398416	07/11/19	STUDENT MAGAZINE	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	149.00
						CHECK TOTAL:	149.00
00398417	07/11/19	Symmetry Co.	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	3,500.00
						CHECK TOTAL:	3,500.00
00398418	07/11/19	The Regents of the Uni	9/9-9/16 - UC HS COUNSEL CONF	0105011012	5220	TRAVEL & CONFERENCE	95.00
			9/9-9/16 - UC HS COUNSEL CONF	0105011012	5220	TRAVEL & CONFERENCE	95.00
			9/9-9/16 - UC HS COUNSEL CONF	0105011012	5220	TRAVEL & CONFERENCE	95.00
			9/9-9/16 - UC HS COUNSEL CONF	0105011012	5220	TRAVEL & CONFERENCE	95.00
						CHECK TOTAL:	380.00
00398419	07/11/19	TLC Child & Family Ser	JUNE 2019	0104632210	5875	TUITION	770.16
			JUNE 2019	0104632210	5898	AB3632 ROOM & BOARD	10,808.00
			JUNE 2019	0104632210	5875	TUITION	2,888.10
						CHECK TOTAL:	14,466.26
00398420	07/11/19	VORTEX INDUSTRIES INC.	CONTRACT SERVICES	0107477408	5610	CONTRACT SERVICES	925.00
						CHECK TOTAL:	925.00
00398421	07/11/19	West Coast Fire & Inte	ALARM SERVICES	0106477409	5560	ALARM SERVICES	285.00
			ALARM SERVICES	0108477409	5560	ALARM SERVICES	95.00
						CHECK TOTAL:	380.00

Check Stock: 76

TOTAL FOR STOCK 76	Laguna Beach's check stock ID	311,802.17
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Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00398426	07/12/19	Best Best & Krieger LL	JUNE 2019	0104072000	5835	LEGAL EXPENSE	5,538.00
						CHECK TOTAL:	5,538.00
00398427	07/12/19		JUNE 2019 - ACAD SUPPORT	0104632900	5878	PARENT REIMBURSEMENT (LE	240.00
						CHECK TOTAL:	240.00
00398428	07/12/19	Cengage Learning	TEXTBOOKS	0102016300	4100	TEXTBOOKS	50,631.59
			SOFTWARE - INSTRUCTIONAL	0102016300	4315	SOFTWARE - INSTRUCTIONAL	2,586.00
						CHECK TOTAL:	53,217.59
00398429	07/12/19	File Keepers LLC	MISC OUTSIDE VENDOR	0101377100	5860	MISC OUTSIDE VENDOR	1,048.39
						CHECK TOTAL:	1,048.39
00398430	07/12/19	GST	CONSULTANTS-INSTRUCTIONAL	0113017175	5830	CONSULTANTS-INSTRUCTIONAL	9,645.78
						CHECK TOTAL:	9,645.78
00398431	07/12/19	Hackney, Pat	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	12,986.00
						CHECK TOTAL:	12,986.00
00398432	07/12/19	Home Depot	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	45.09
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	276.06
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	38.04
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	13.76
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	20.42
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	43.92
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	19.37
						CHECK TOTAL:	456.66
00398433	07/12/19	Laguna Beach Water Dis	4/26/19 - 6/26/19	0107477409	5530	WATER - UTILITIES	580.47
			JUNE 2019	0107477409	5530	WATER - UTILITIES	561.86
			4/26/19 - 6/26/19	0107477409	5530	WATER - UTILITIES	2,671.86
			4/26/19 - 6/26/19	0107477409	5530	WATER - UTILITIES	2,666.61
						CHECK TOTAL:	6,480.80
00398434	07/12/19	McCluan, Jennifer Hele	CONSULTANTS-INSTRUCTIONAL	0102015380	5830	CONSULTANTS-INSTRUCTIONAL	5,550.00
						CHECK TOTAL:	5,550.00
00398435	07/12/19	Olive Crest Academy	JUNE 2019	0104632210	5875	TUITION	3,059.49
						CHECK TOTAL:	3,059.49
00398436	07/12/19	Southern California Ed	JUNE 2019	0102477409	5520	LIGHT & POWER	2,536.53
			JUNE 2019	0105477409	5520	LIGHT & POWER	12,707.21
			JUNE 2019	0106477409	5520	LIGHT & POWER	9,374.73
			JUNE 2019	0107477409	5520	LIGHT & POWER	4,426.28

LAGUNA BEACH USD 07/12/19 Commercial Check Register All Entries Requested Page 2
FRI, JUL 12, 2019, 8:04 AM --req: RGHAUG----leg: 76 ----loc: 94DISB----job: 21451482 #J111--prog: BK514 <1.3 >--report id: CKOCLIST

Check Stock: 76

<u>Check #</u>	<u>Register</u>	<u>Payee Name</u>	<u>Description</u>	<u>Key</u>	<u>Object</u>	<u>Object Description</u>	<u>Check Amount</u>
			JUNE 2019	0107477409	5520	LIGHT & POWER	11.51
						CHECK TOTAL:	29,056.26
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	127,278.97

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00398437	07/15/19	Apex Learning Inc	MATERIALS & SUPPLIES-INSTRUCT	0112011500	4310	MATERIALS & SUPPLIES-INS	375.00
						CHECK TOTAL:	375.00
00398438	07/15/19	Capistrano USD	OTHER LOCAL AGENCY FEES	0104292800	5852	OTHER LOCAL AGENCY FEES	3,990.38
						CHECK TOTAL:	3,990.38
00398439	07/15/19	Chastain, Shannon	6/3-6/5 - PLC CONF	0107011005	5220	TRAVEL & CONFERENCE	195.69
						CHECK TOTAL:	195.69
00398440	07/15/19	Durham School Services	6/8 - ANGEL STADIUM	0102013060	5865	CHARTER BUS-ATHLETIC/FIE	335.40
			6/13 - CITY HALL	0107015600	5865	CHARTER BUS-ATHLETIC/FIE	64.50
			6/11 - CITY HALL	0107015600	5865	CHARTER BUS-ATHLETIC/FIE	64.50
			6/6 - HOTENSE MILLER GARDENS	0107015600	5865	CHARTER BUS-ATHLETIC/FIE	96.75
			6/6 - HORTENSE MILLER GARDENS	0107015600	5865	CHARTER BUS-ATHLETIC/FIE	64.50
			6/3 - TOW	0108015570	5865	CHARTER BUS-ATHLETIC/FIE	497.94
			6/4 - LBHS DRAMA	0108015570	5865	CHARTER BUS-ATHLETIC/FIE	82.56
			6/18 - LBHS POOL	0108015570	5865	CHARTER BUS-ATHLETIC/FIE	164.69
			6/12 - CITY HALL	0108015600	5865	CHARTER BUS-ATHLETIC/FIE	75.25
			6/10 - CITY HALL	0108015600	5865	CHARTER BUS-ATHLETIC/FIE	99.76
			6/10 - ALISO WOODS	0108015600	5865	CHARTER BUS-ATHLETIC/FIE	196.94
						CHECK TOTAL:	1,742.79
00398441	07/15/19	Harbottle Law Group	JUNE 2019	0104072000	5835	LEGAL EXPENSE	1,877.35
						CHECK TOTAL:	1,877.35
00398442	07/15/19	Karol, Alexis	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	1,100.00
			MATERIALS & SUPPLIES-INSTRUCT	0106315015	4310	MATERIALS & SUPPLIES-INS	105.00
						CHECK TOTAL:	1,205.00
00398443	07/15/19	Laguna Graphic Arts In	GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS	134.69
						CHECK TOTAL:	134.69
00398444	07/15/19	LBHS Scholarship Found	GENERAL SUPPLIES-NON INSTRUCT	0105095060	4340	GENERAL SUPPLIES-NON INS	500.00
						CHECK TOTAL:	500.00
00398445	07/15/19	LBUSD Revolving Cash F	BANK SVC CHRG - JUNE 2019	0102397400	5820	BANKING SERVICES	13.88
			CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	2,500.00
						CHECK TOTAL:	2,513.88
00398446	07/15/19	Qualtrics LLC	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	12,000.01
						CHECK TOTAL:	12,000.01
00398447	07/15/19	Raptor Technologies LL	MISC OUTSIDE VENDOR	0102395980	5860	MISC OUTSIDE VENDOR	200.00
						CHECK TOTAL:	200.00

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00398448	07/15/19	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	245.60
						CHECK TOTAL:	245.60
00398449	07/15/19	Staples Advantage	GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	10.79
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	48.28
						CHECK TOTAL:	59.07
00398450	07/15/19	University of Oregon	CONSULTANTS-INSTRUCTIONAL	0107011005	5830	CONSULTANTS-INSTRUCTIONA	3.00
						CHECK TOTAL:	3.00
00398451	07/15/19	Ureno, Anakaren	MILEAGE - 6/3/19 - 6/28/19	0110397140	5210	MILEAGE REIMBURSEMENT	46.28
						CHECK TOTAL:	46.28
00398452	07/15/19	Waste Management of OC	JULY 2019	0102477409	5540	TRASH - UTILITIES	240.88
			JULY 2019	0105477409	5540	TRASH - UTILITIES	1,412.70
			JULY 2019	0106477409	5540	TRASH - UTILITIES	490.39
			JULY 2019	0107477409	5540	TRASH - UTILITIES	461.09
			JULY 2019	0108477409	5540	TRASH - UTILITIES	392.51
						CHECK TOTAL:	2,997.57
00398453	07/15/19	EDUCATION MANAGEMENT S	ANNUAL SOFTWARE LICENSE FEE	1302277426	5805	ANNUAL SOFTWARE LICENSE	1,095.00
						CHECK TOTAL:	1,095.00

TOTAL FOR STOCK 76 Laguna Beach's check stock ID 29,181.31

TOTAL FOR STOCK 76	Laguna Beach's check stock ID	39,627.21
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Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00398461	07/17/19	Aardvark Clay & Suppli	MATERIALS & SUPPLIES-INSTRUCT	0105015060	4310	MATERIALS & SUPPLIES-INS	31.66
						CHECK TOTAL:	31.66
00398462	07/17/19	Acorn Media	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	418.88
						CHECK TOTAL:	418.88
00398463	07/17/19	ACSA Foundation Educa	DUES & MEMBERSHIPS	0110397140	5310	DUES & MEMBERSHIPS	902.51
						CHECK TOTAL:	902.51
00398464	07/17/19	ACSA Foundation Educa	DUES & MEMBERSHIPS	0110397140	5310	DUES & MEMBERSHIPS	750.26
						CHECK TOTAL:	750.26
00398465	07/17/19	ACSA Foundation Educa	DUES & MEMBERSHIPS	0110397140	5310	DUES & MEMBERSHIPS	1,603.00
						CHECK TOTAL:	1,603.00
00398466	07/17/19	Cox Communications	JUNE 2019	0113457175	5940	INTERNET CONNECTIVITY	2,120.61
						CHECK TOTAL:	2,120.61
00398467	07/17/19	Durham School Services	6/14 - LBHS	0106015570	5865	CHARTER BUS-ATHLETIC/FIE	279.50
						CHECK TOTAL:	279.50
00398468	07/17/19	Ferguson Enterprises L	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	400.21
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	850.37
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	212.01
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	167.70
						CHECK TOTAL:	1,630.29
00398469	07/17/19	IXL Learning Inc.	ANNUAL SOFTWARE LICENSE FEE	0105011012	5805	ANNUAL SOFTWARE LICENSE	16,125.00
						CHECK TOTAL:	16,125.00
00398470	07/17/19	JONES, GRACE	TESTS/SCORING	0104613150	4330	TESTS/SCORING	53.49
						CHECK TOTAL:	53.49
00398471	07/17/19		MARCH 2019 - JUNE 2019	0104632900	5878	PARENT REIMBURSEMENT (LE	5,255.12
						CHECK TOTAL:	5,255.12
00398472	07/17/19	New Haven Youth & Fami	JUNE 2019	0104132750	5889	OTHER THERAPY	9,093.33
						CHECK TOTAL:	9,093.33
00398473	07/17/19	New Vista School	JUNE 2019	0104632210	5875	TUITION	1,007.55
						CHECK TOTAL:	1,007.55
00398474	07/17/19	OCDE	4TH QUARTER TRANSPORTATION	0104542110	7142	IAA-PAYMENTS TO COUNTY O	6,938.31
			REILLY CCSMTU	0104542110	7142	IAA-PAYMENTS TO COUNTY O	9.68

Check Stock: 76

<u>Check #</u>	<u>Register</u>	<u>Payee Name</u>	<u>Description</u>	<u>Key</u>	<u>Object</u>	<u>Object Description</u>	<u>Check Amount</u>
						CHECK TOTAL:	6,947.99
00398475	07/17/19	OCDE	POSTAGE/DELIVERY	0102397400	5910	POSTAGE/DELIVERY	5,000.00
						CHECK TOTAL:	5,000.00
00398476	07/17/19	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0104072000	4340	GENERAL SUPPLIES-NON INS	491.71
						CHECK TOTAL:	491.71
00398477	07/17/19	Online-Rewards	MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	5,500.00
						CHECK TOTAL:	5,500.00
00398478	07/17/19	PAPER RECYCLING AND SH	OTHER MAINTENANCE SERVICES	0101377100	5692	OTHER MAINTENANCE SERVIC	50.00
						CHECK TOTAL:	50.00
00398479	07/17/19	School Services of CA	CONSULTANTS-OTHER	0102397406	5831	CONSULTANTS-OTHER	3,660.00
						CHECK TOTAL:	3,660.00
00398480	07/17/19	Seneca Family of Agenc	JUNE 2019	0104132750	5889	OTHER THERAPY	150.00
						CHECK TOTAL:	150.00
00398481	07/17/19	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	322.67
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	882.56
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	25.85
						CHECK TOTAL:	1,231.08
00398482	07/17/19	State of CA/Department	JUNE 2019	0110397140	5845	FINGER PRINTING	341.00
						CHECK TOTAL:	341.00
00398483	07/17/19	Verizon Wireless LA	JUNE 2019	0113457175	5930	MOBILE COMMUNICATIONS	2,272.42
						CHECK TOTAL:	2,272.42
			TOTAL FOR STOCK 76	Laguna Beach's check stock ID			64,915.40

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00398484	07/18/19	ABEDI Inc.	JUNE 2019	0104602140	5894	IBI SUPERVISION	880.00
			JUNE 2019	0104602140	5894	IBI SUPERVISION	179.41
			JUNE 2019	0104602140	5894	IBI SUPERVISION	4,236.26
						CHECK TOTAL:	5,295.67
00398485	07/18/19	ANCHOR ELECTRIC	ELECTRICAL REPAIRS	0107477408	5661	ELECTRICAL REPAIRS	644.00
			ELECTRICAL REPAIRS	0108477408	5661	ELECTRICAL REPAIRS	644.00
						CHECK TOTAL:	1,288.00
00398486	07/18/19	Apple Computer Inc.	COMPUTER SUPPLIES	0113017175	4320	COMPUTER SUPPLIES	981.52
						CHECK TOTAL:	981.52
00398487	07/18/19	Dunn Edwards Paint	MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	27.47
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	-8.48
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	435.73
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	77.28
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	167.85
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	233.65
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	-45.21
			MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	1,565.69
			MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	53.60
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	-27.99
						CHECK TOTAL:	2,479.59
00398488	07/18/19	OCDE	9/28 - INTERPRETING CONF	0102013045	5220	TRAVEL & CONFERENCE	200.00
						CHECK TOTAL:	200.00
00398489	07/18/19	Resilient Communicatio	GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	3,313.31
						CHECK TOTAL:	3,313.31
00398490	07/18/19	RIPPEDSHEETS.COM	GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS	114.40
						CHECK TOTAL:	114.40
00398491	07/18/19	San Joaquin County Off	RECRUITING	0110397140	5240	RECRUITING	450.00
						CHECK TOTAL:	450.00
00398492	07/18/19	Studies Weekly Inc.	TEXTBOOKS	0102016300	4100	TEXTBOOKS	34,379.15
						CHECK TOTAL:	34,379.15
00398493	07/18/19	Tangible Play Inc.	MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	2,454.65
						CHECK TOTAL:	2,454.65
00398494	07/18/19	U.S. Bank National Ass	TRAVEL & CONFERENCE	0101377100	4220	OTHER BOOKS	334.99
			OTHER BOOKS	0101377100	4220	OTHER BOOKS	3,850.00

LAGUNA BEACH USD
THU, JUL 18, 2019,

07/18/19

Commercial Check Register

All Entries Requested

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8:24 AM --req: JUPHAM----leg: 76 ----loc: 94DISB----job: 21467812 #J166--prog: BK514 <1.3 >--report id: CKOCLIST

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			REFRESHMENTS - NOT FOOD SERV	0101377100	4325	REFRESHMENTS - NOT FOOD	790.77
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	382.40
			PUBLICATIONS & JOURNALS	0101377100	4365	PUBLICATIONS & JOURNALS	15.96
			REFRESHMENTS - NOT FOOD SERV	0102013060	4325	REFRESHMENTS - NOT FOOD	173.16
			TRAVEL & CONFERENCE	0102013080	5220	TRAVEL & CONFERENCE	1,175.00
			TEXTBOOKS	0102014100	4100	TEXTBOOKS	1,979.67
			TEXTBOOKS	0102014100	4100	TEXTBOOKS	69.02
			TRAVEL & CONFERENCE	0102014740	5220	TRAVEL & CONFERENCE	636.95
			TRAVEL & CONFERENCE	0102014740	5220	TRAVEL & CONFERENCE	3,731.01
			REFRESHMENTS - NOT FOOD SERV	0102015380	4325	REFRESHMENTS - NOT FOOD	2,008.09
			GENERAL SUPPLIES-NON INSTRUCT	0102175425	4340	GENERAL SUPPLIES-NON INS	711.53
			REFRESHMENTS - NOT FOOD SERV	0104072000	4325	REFRESHMENTS - NOT FOOD	137.29
			POSTAGE/DELIVERY	0104072000	5910	POSTAGE/DELIVERY	25.50
			MATERIALS & SUPPLIES-INSTRUCT	0104613150	4310	MATERIALS & SUPPLIES-INS	-187.96
			MATERIALS & SUPPLIES-INSTRUCT	0104613150	4310	MATERIALS & SUPPLIES-INS	27.94
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	64.37
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	969.80
			TRAVEL & CONFERENCE	0105011012	5220	TRAVEL & CONFERENCE	27.05
			REFRESHMENTS - NOT FOOD SERV	0105015040	4325	REFRESHMENTS - NOT FOOD	116.59
			REFRESHMENTS - NOT FOOD SERV	0105091012	4325	REFRESHMENTS - NOT FOOD	24.19
			REFRESHMENTS - NOT FOOD SERV	0105091012	4325	REFRESHMENTS - NOT FOOD	253.82
			RENTAL EXPENSE	0105315310	5620	RENTAL EXPENSE	348.04
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	99.13
			TRAVEL & CONFERENCE	0106011008	5220	TRAVEL & CONFERENCE	3,420.00
			MISC OUTSIDE VENDOR	0106011008	5860	MISC OUTSIDE VENDOR	14.35
			REFRESHMENTS - NOT FOOD SERV	0106091008	4325	REFRESHMENTS - NOT FOOD	328.27
			REFRESHMENTS - NOT FOOD SERV	0106091008	4325	REFRESHMENTS - NOT FOOD	62.45
			REFRESHMENTS - NOT FOOD SERV	0106091008	4325	REFRESHMENTS - NOT FOOD	648.87
			TRAVEL & CONFERENCE	0107011005	5220	TRAVEL & CONFERENCE	1,099.78
			REFRESHMENTS - NOT FOOD SERV	0107091005	4325	REFRESHMENTS - NOT FOOD	72.68
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	656.61
			TRAVEL & CONFERENCE	0108011005	5220	TRAVEL & CONFERENCE	900.00
			REFRESHMENTS - NOT FOOD SERV	0108091005	4325	REFRESHMENTS - NOT FOOD	151.46
			MATERIALS & SUPPLIES-INSTRUCT	0109017150	4310	MATERIALS & SUPPLIES-INS	17.28
			MATERIALS & SUPPLIES-INSTRUCT	0109156100	4310	MATERIALS & SUPPLIES-INS	863.28
			REFRESHMENTS - NOT FOOD SERV	0109156100	4325	REFRESHMENTS - NOT FOOD	104.00
			OTHER BOOKS	0109397150	4220	OTHER BOOKS	99.63
			REFRESHMENTS - NOT FOOD SERV	0109397150	4325	REFRESHMENTS - NOT FOOD	124.78
			GENERAL SUPPLIES-NON INSTRUCT	0109397150	4340	GENERAL SUPPLIES-NON INS	258.58
			PUBLICATIONS & JOURNALS	0109397150	4365	PUBLICATIONS & JOURNALS	50.00
			TRAVEL & CONFERENCE	0109397150	5220	TRAVEL & CONFERENCE	60.00
			MISC OUTSIDE VENDOR	0109397150	5860	MISC OUTSIDE VENDOR	50.00
			REFRESHMENTS - NOT FOOD SERV	0110397140	4325	REFRESHMENTS - NOT FOOD	592.48
			REFRESHMENTS - NOT FOOD SERV	0110397140	4325	REFRESHMENTS - NOT FOOD	124.62

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8:24 AM --req: JUPHAM----leg: 76

Commercial Check Register
----loc: 94DISB----job: 21467812

All Entries Requested

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THU, JUL 18, 2019, 8:24 AM --req: JUPHAM---leg: 76 ----loc: 94DISB---job: 21467812 #J166--prog: BK514 <1.3 >--report id: CKOCLIST

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	436.80
			TRAVEL & CONFERENCE	0110397140	5220	TRAVEL & CONFERENCE	479.00
			MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	105.37
			MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	945.92
			REFRESHMENTS - NOT FOOD SERV	0110705380	4325	REFRESHMENTS - NOT FOOD	41.33
			GENERAL SUPPLIES-NON INSTRUCT	0110705380	4340	GENERAL SUPPLIES-NON INS	747.69
			MATERIALS & SUPPLIES-INSTRUCT	0112011055	4310	MATERIALS & SUPPLIES-INS	458.34
			ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	120.00
			MATERIALS & SUPPLIES-INSTRUCT	0113018640	4310	MATERIALS & SUPPLIES-INS	151.14
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	214.42
			GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	30.93
			GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	228.26
			SOFTWARE - NON INSTRUCTIONAL	0113457175	4350	SOFTWARE - NON INSTRUCTI	79.95
			TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	11.95
			MOBILE COMMUNICATIONS	0113457175	5930	MOBILE COMMUNICATIONS	150.00
						CHECK TOTAL:	31,664.53
00398495	07/18/19	U.S. Bank National Ass	MATERIALS & SUPPLIES-INSTRUCT	1119014680	4310	MATERIALS & SUPPLIES-INS	40.60
			TRAVEL & CONFERENCE	1119014680	5220	TRAVEL & CONFERENCE	780.00
						CHECK TOTAL:	820.60
00398496	07/18/19	U.S. Bank National Ass	GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	14.32
						CHECK TOTAL:	14.32

TOTAL FOR STOCK 76	Laguna Beach's check stock ID	83,455.74
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Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00398497	07/19/19		MILEAGE - FEBRUARY 2019	0104256700	5880	TRANSPORTATION-IN LIEU	12.53
			MARCH 2019	0104256700	5880	TRANSPORTATION-IN LIEU	12.53
			MILEAGE - MAY 2019	0104256700	5880	TRANSPORTATION-IN LIEU	6.26
			MILEAGE - MAY 2019	0104256700	5880	TRANSPORTATION-IN LIEU	3.13
			MILEAGE - JUNE 2019	0104256700	5880	TRANSPORTATION-IN LIEU	9.40
			MILEAGE - JANUARY 2019	0104256700	5880	TRANSPORTATION-IN LIEU	6.26
			JUNE 2019	0104632900	5887	SPEECH THERAPY	440.00
						CHECK TOTAL:	490.11
00398498	07/19/19	Carolina Biological Su	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	154.23
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	333.69
			MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	589.18
			MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	-589.18
			MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	86.74
			MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	-63.68
			MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	-23.06
			MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	9.44
			MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	-9.44
			MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	56.68
			MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	-56.68
						CHECK TOTAL:	487.92
00398499	07/19/19	Intermountain	JUNE 2019	0104632210	5875	TUITION	2,920.00
			JUNE 2019	0104632210	5889	OTHER THERAPY	7,800.00
			JUNE 2019	0104632210	5898	AB3632 ROOM & BOARD	1,500.00
						CHECK TOTAL:	12,220.00
00398500	07/19/19	Laguna Beach Water Dis	5/9/19 - 7/10/19	0102477409	5530	WATER - UTILITIES	145.89
						CHECK TOTAL:	145.89
00398501	07/19/19	Safety 1st Pest Contro	JUNE 2019	0102477409	5550	PEST CONTROL	50.00
			JUNE 2019	0105477409	5550	PEST CONTROL	175.00
			JUNE 2019	0106477409	5550	PEST CONTROL	125.00
			JUNE 2019	0107477409	5550	PEST CONTROL	125.00
			JUNE 2019	0108477409	5550	PEST CONTROL	125.00
						CHECK TOTAL:	600.00
00398502	07/19/19	Southern Calif Gas Co.	JUNE 2019	0102477409	5510	HEAT - UTILITIES	15.86
			JUNE 2019	0102477409	5510	HEAT - UTILITIES	15.29
			JUNE 2019	0102477409	5510	HEAT - UTILITIES	21.33
			JUNE 2019	0105477409	5510	HEAT - UTILITIES	146.60
			JUNE 2019	0105477409	5510	HEAT - UTILITIES	215.77
			JUNE 2019	0105477409	5510	HEAT - UTILITIES	16.29
			JUNE 2019	0106477409	5510	HEAT - UTILITIES	145.60

Check Stock: 76

<u>Check #</u>	<u>Register</u>	<u>Payee Name</u>	<u>Description</u>	<u>Key</u>	<u>Object</u>	<u>Object Description</u>	<u>Check Amount</u>
			JUNE 2019	0108477409	5510	HEAT - UTILITIES	94.48
						CHECK TOTAL:	671.22
00398503	07/19/19	Southern California Ed	JUNE 2019	0108477409	5520	LIGHT & POWER	4,498.52
			JUNE 2019	0108477409	5520	LIGHT & POWER	2,946.94
						CHECK TOTAL:	7,445.46
00398504	07/19/19	WAXIE SANITARY SUPPLY	MISC REPAIR	0105477408	5690	MISC REPAIR	1,015.38
						CHECK TOTAL:	1,015.38
00398505	07/19/19	Western OC Self Funded	2018-2019 - ADJUSTMENT	0102017400	3601	WORKERS' COMP, CERTIFICATE	4,225.02
			2018-2019 - ADJUSTMENT	0102397400	3602	WORKERS' COMP, CLASSIFIED	2,080.98
						CHECK TOTAL:	6,306.00
00398506	07/19/19	WINSOR LEARNING INC.	CONSULTANTS-INSTRUCTIONAL	0102015380	5830	CONSULTANTS-INSTRUCTIONA	2,750.00
						CHECK TOTAL:	2,750.00
			TOTAL FOR STOCK 76	Laguna Beach's check stock ID			32,131.98

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00398507	07/22/19	Ganahl Lumber	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	26.15
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	41.86
						CHECK TOTAL:	68.01
00398508	07/22/19	Laguna Beach Water Dis	5/14/19 - 7/15/19	0102477409	5530	WATER - UTILITIES	143.41
			5/14/19 - 7/15/19	0105477409	5530	WATER - UTILITIES	1,223.11
			5/14/19 - 7/15/19	0105477409	5530	WATER - UTILITIES	53.11
			5/14/19 - 7/15/19	0105477409	5530	WATER - UTILITIES	304.11
			5/14/19 - 7/15/19	0105477409	5530	WATER - UTILITIES	42.61
			5/14/19 - 7/15/19	0105477409	5530	WATER - UTILITIES	1,222.86
			5/14/19 - 7/15/19	0106477409	5530	WATER - UTILITIES	32.00
			5/14/19 - 7/15/19	0106477409	5530	WATER - UTILITIES	4,876.36
						CHECK TOTAL:	7,897.57
00398509	07/22/19		JULY 2019	0109037150	3901	OTHER BENEFITS,CERTIFICA	8,047.84
			JULY 2019	0109397150	3901	OTHER BENEFITS,CERTIFICA	8,047.83
						CHECK TOTAL:	16,095.67
00398510	07/22/19	Procure America Inc	MAY 2019 - TELECOM	0102477409	5831	CONSULTANTS-OTHER	1,129.84
			MAY 2019 - WIRELESS	0102477409	5831	CONSULTANTS-OTHER	73.69
						CHECK TOTAL:	1,203.53
00398511	07/22/19	SC Fuels	JUNE 2019	0102477408	4375	FUEL FOR VEHICLES	89.95
			JUNE 2019	0105477408	4375	FUEL FOR VEHICLES	557.54
			JUNE 2019	0108477408	4375	FUEL FOR VEHICLES	76.87
						CHECK TOTAL:	724.36
00398512	07/22/19	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	348.75
						CHECK TOTAL:	348.75
00398513	07/22/19	California Dept of Tax	REGULATORY FEES	1302277426	5850	REGULATORY FEES	2,795.00
						CHECK TOTAL:	2,795.00
00398514	07/22/19	THE GARLAND COMPANY IN	ROOFING	4007498440	6209	ROOFING	5,940.51
			ROOFING	4007498440	6209	ROOFING	121,819.80
						CHECK TOTAL:	127,760.31

TOTAL FOR STOCK 76 Laguna Beach's check stock ID 156,893.20

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00398515	07/23/19	Certified Transportati	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	730.25
			CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	701.13
						CHECK TOTAL:	1,431.38
00398516	07/23/19	College Board AP WRO	TESTS/SCORING	0105015350	4330	TESTS/SCORING	45.00
						CHECK TOTAL:	45.00
00398517	07/23/19	Fisher Science Educati	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	111.62
						CHECK TOTAL:	111.62
00398518	07/23/19	Laguna Beach Water Dis	5/17/19 - 7/19/19	0105477409	5530	WATER - UTILITIES	4,484.06
			5/17/19 - 7/19/19	0105477409	5530	WATER - UTILITIES	445.86
			5/17/19 - 7/19/19	0105477409	5530	WATER - UTILITIES	424.86
						CHECK TOTAL:	5,354.78

TOTAL FOR STOCK 76 Laguna Beach's check stock ID 6,942.78

Laguna Beach Unified School District

8.g. CONSENT/ACTION

August 13, 2019

Approval: Community Facilities District 98-1 (Crystal Cove) Administrative Expense Fund Disbursements Totaling \$2,403.67

Proposal

Staff proposes the Board of Education approve/ratify the attached disbursement from the Administrative Fund of the Community Facilities District 98-1 "CFD 98-1."

Background

A separate Administrative Fund was established pursuant to the Indenture by and between Laguna Beach Unified School District and Community Facilities District No.98-1 (Crystal Cove) 2012 Special Tax Refunding Bonds. Administrative expenses are for the actual or reasonably estimated costs directly related to the administration of CFD No. 98-1. The estimated amount for the current outstanding principal is equal to \$8,040,000 which is based on principal paid through September 2018. Staff requests approval of the payment detailed on the Administrative Funds Disbursement list.

Budget Impact

The \$2,403.67 payment will be made from the CFD 98-1 Administrative Expense Fund located at U.S. Bank. After the disbursement, the remaining fund balance will be \$37,308.38.

	Payee Name & Address	Purpose	Revenue	Expense	Balance
1	Beginning Balance				\$39,691.90
2	Interest Earned	May-June 2019	\$20.15		
3	David Taussig & Associates	Inv. 1906217		\$2,403.67	
4	Ending Fund Balance				\$37,308.38

Recommended Action

Staff recommends the Board of Education approve the disbursement as presented.

Holloway/Dixon/Viloria

Laguna Beach Unified School District

8.h. CONSENT/ACTION

August 13, 2019

Approval: Alliant International University Agreement for Practicum and Internship Agreement with Laguna Beach Unified from August 1, 2019, through December 31, 2024

Proposal

Staff proposes the Board of Education approve a Practicum and Internship Agreement with Alliant International University from August 1, 2019, through December 31, 2024.

Background

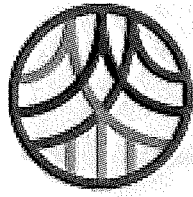
The District routinely enters into agreements with various local universities in order to provide the educational fieldwork experience to students in the area of student teaching, administration and/or pupil services.

Budget Impact

There is no financial impact to the District.

Recommended Action

Staff recommends the Board of Education approve a Practicum and Internship Agreement with Alliant International University from August 1, 2019, through December 31, 2024.



Alliant International University California School of Education

MEMORANDUM OF UNDERSTANDING Between ALLIANT INTERNATIONAL UNIVERSITY, INC. A CALIFORNIA BENEFIT CORPORATION And LAGUNA BEACH UNIFIED SCHOOL DISTRICT

Alliant International University, Inc., a California Benefit Corporation (the "University"), and Laguna Beach Unified School District (the "District") agree to the following conditions that apply to Practicum Students, Student Teachers, and Teacher Interns (collectively, "Interns") who are or will be enrolled in the Teacher Credential Program, the MA/PPS: School Psychology Program or School Counseling Program through the California School of Education at Alliant International University and will be serving their Practicum or Internship in the District. Interns nominated by either the University or the District shall be mutually acceptable by both the University and the District, and shall be subject to a mutually acceptable placement within the District. This Memorandum of Understanding shall become effective August 1, 2019 for a period of five (5) calendar years. This Memorandum of Understanding may be terminated by either party with sixty (60) days' written notice, unless both parties agree to an earlier termination date. Any termination of the Memorandum of Understanding by either party shall not affect the status of any Intern who has been placed with the District prior to the effective date of termination.

The University agrees and certifies that:

1. Each Candidate shall have passed the Basic Skills Requirement or California Educational Basic Skill Test (CEBST) and, for Student Teachers and Teacher Interns, required subject matter competency prior to assuming Student Teaching or Intern services or responsibilities.
2. Each Candidate shall possess a Bachelor's Degree, documented by official transcripts with a minimum overall GPA of 2.5. Teacher Credential Interns shall have passed the subject matter requirement.
3. Each Teacher Intern shall have a minimum of 120 hours of verified pre-service experience with students in educational settings. Each School Psychology Intern shall have a minimum of 400 hours of verified Practicum experience, and each School Counseling Intern shall have a minimum of 100 hours of verified Practicum experience.
4. Each Teacher Intern shall have passed U.S. Constitution coursework or examination.
5. Each Candidate shall be provided adequate supervision, advice, encouragement and support, as appropriate, by University personnel, including but not limited to the University faculty and the University field supervisor as directed by the California Commission on Teacher Credentialing Standards.
6. University Supervisors will observe and evaluate Teacher Interns at least six (6) times during a semester and allocate time with each Intern after each visit to discuss the observation.

7. University Supervisors will meet with District Support Providers at the beginning of the Candidate's field placement in order to establish roles and duties in order to best support the Candidate.
8. For Teacher Education programs, District Support Providers will be required to provide one evaluation per Alliant academic term (8 weeks) using Alliant's evaluative matrix based on the Teacher Performance Expectations (TPE) established by the Commission on Teacher Credentialing (CTC).

The District agrees and certifies that:

1. The purpose of the Internship Program is to add to the pool of qualified teachers, school psychologists, or school counselors that the District has continually sought to maintain.
2. The Intern's services shall meet the instructional or service needs of the District.
3. Each Intern shall be assigned as an Intern under a contract with an appointment of at least .60 FTE of her/his workday, and placed in a job that shall allow for substantial experience in instructional or service duties.
4. No appointment shall be made unless the prospective Intern provides proof of fingerprint clearance or a photocopy of a California teaching permit, and verification that he or she is free from tuberculosis.
5. No Intern shall displace any fully credentialed employee in the District.
6. Each Intern shall be provided adequate supervision, advice, encouragement and support, as appropriate, by District personnel, including but not limited to both an immediate field supervisor and an in-district mentor as directed by the California Commission on Teacher Credentialing Standards.
7. The District and the University, in partnership, must provide support for each Intern.
8. The District and University, in partnership, must provide a total of 189 hours annually of support for each teacher intern (45 hours of which will be dedicated to ELL support).
9. The Intern's salary shall not be reduced to pay for the supervision of the Intern.
10. The Intern will apply to the California School of Education at Alliant International University for the Intern Credential within the first semester of coursework.
11. District Support Providers will meet with University Supervisors at the beginning of the candidate's field placement in order to establish roles and duties in order to best support the candidate.
12. The District Support Provider will observe and evaluate each Intern Teacher at least one time during a term (4 times in an academic year) and allocate time with each Intern after each visit to discuss the observation. The District Support Provider will provide evidence of each observation and evaluation to the University Supervisor.
13. District Site Support Providers must hold credentials in the same areas as the Interns they support and/or hold an Administrative Services Credential.
14. All Intern Teachers and Student Teachers must have experience working with diverse student populations including English Language Learners (ELLs), students with disabilities, and students from varying socioeconomic statuses. For Clinical Practice placements, at least 10% of the student body must be comprised of each of the following: ELLs, students with disabilities, and students from a low socio-economic background. If a candidate is in a Clinical Practice placement that falls short of the 10% threshold in any of the aforementioned areas, the District understands that for each percentage point below that

threshold, the candidate will be required to observe for two (2) full days in either an ELL classroom, a Special Education classroom, or a classroom at a Title 1 school, depending on the area or areas, of deficient diverse student population group(s), to gain sufficient experience in those student population groups.

15. District Intern Support Providers, District Induction Support Providers (Education Specialist Clear Credential), and master teachers must have a minimum of three (3) years' teaching experience, have a Clear Credential in the credential area they are supervising (or an Administrative Service Credential), and have a Master's degree or equivalent. The District confirms that its Intern Support Providers and Induction Support Providers have been adequately trained in their supervisory roles.

INSURANCE

Alliant International University, Inc. shall maintain commercial general liability insurance from an insurance carrier with an AM Best rating of A- VII or better in the minimum amounts of \$1,000,000 per occurrence, \$3,000,000 general aggregate, and shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Memorandum of Understanding.

The District shall provide and maintain commercial general liability insurance acceptable to Alliant International University, Inc., or utilize a program of self-insurance in the minimum amounts of \$1,000,000 combined single limit, \$3,000,000 general aggregate, and upon request shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Memorandum of Understanding.

Alliant International University does not furnish workers' compensation for students participating in this program. It is understood that Student Teachers are not employees of the District. Alliant International University, Inc., at its discretion, may maintain at its sole expense workers' compensation and employer's liability for students who are participating in its program.

NON-DISCRIMINATION, HARASSMENT, RETALIATION CLAUSE

The University and the District agree to abide by the requirements of all federal and state laws regarding prohibited discrimination, harassment, and retaliation, as well as equal opportunity, including, but not limited to: Titles VI and VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination in Employment Act of 1975, the Americans with Disabilities Act of 1990, the Equal Pay Act, the Fair Employment & Housing Act of 1968, as amended, the California Unruh Civil Rights Act, the California Fair Pay Act, and the California Fair Employment & Housing Act of 1959, as amended.

The University and the District agree not to discriminate in their enrollment and employment practices, and will render services under this Memorandum of Understanding without regard to an individual's age, race, color, religion, creed, sex (including pregnancy, childbirth, breastfeeding, and related medical conditions), sexual orientation, gender, gender expression, gender identification, national origin, ancestry, genetic information, military or veteran status, political affiliation, disabilities, or any other legally protected status. The University and the District will not permit harassment against individuals based on any of the aforementioned characteristics, nor will they permit retaliation against any individual who makes a good faith complaint regarding discrimination or harassment. Any act of discrimination, harassment, or retaliation committed by the University or the District or failure to comply with these statutory obligations when applicable shall be grounds for termination of this Memorandum of Understanding.

MUTUAL HOLD HARMLESS AND INDEMNIFICATION; LIMITATION OF LIABILITY; STUDENT STATUS

The University shall hold harmless, defend and indemnify the District and its officers, employees, and agents from and against any and all losses, demands, claims, damages (including costs and attorneys' fees), or causes of action arising from any negligent act or omission or willful misconduct of the University, its officers, employees, or student teachers, incurred in the performance of this Memorandum of Understanding, but only in proportion in and to the

extent that such liability, loss, expense, attorneys' fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the University, its officers, employees and agents.

The District shall hold harmless, defend and indemnify the University and its officers, employees, and agents from and against any and all losses, demands, claims, damages (including costs and attorneys' fees), or causes of action arising from any negligent act or omission or willful misconduct of the District, its officers, employees, or agents, incurred in the performance of this Memorandum of Understanding, but only in proportion in and to the extent that such liability, loss, expense, attorneys' fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the District, its officers, employees and agents.

Except for the indemnifying party's obligations pursuant to the immediately preceding two paragraphs or the other party's gross negligence or willful misconduct: (i) neither party shall be liable to the other party for any special, incidental, consequential, indirect or punitive damages (including loss of (anticipated) profits), and/or reasonable attorneys' fees and costs, arising in any way out of this Memorandum of Understanding, however caused and on any theory of liability.

Subject to the first two paragraphs of this section, a party shall have no liability to the other party for any loss suffered which arises out of any action or inaction if, in good faith, it is determined that such course of conduct was in the best interests of the parties involved and such course of conduct did not constitute gross negligence or intentional misconduct.

The parties to this Memorandum of Understanding hereby assert that no liability is assumed by either party for damages or injuries which arise from participants independently traveling to or from service sites.

The parties understand and agree that Interns are not employees, contractors or agents of the parties. Interns are students of the University. It is understood and agreed that the University's students are not to be considered employees of the District and therefore students are not eligible for worker's compensation insurance and the University does not maintain worker's compensation insurance for student coverage.

The parties to this Memorandum of Understanding also agree that each is responsible only for the actions of their respective officers, agents, and employees. Neither party hereto is to be considered the agent of the other party for any purpose whatsoever, and neither party has any authority to enter into any contract or assume any obligation for the other party or to make any warranty or representation on behalf of the other party.

CONFIDENTIALITY

The parties acknowledge that many student educational records are protected by the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. Part 99, as amended ("FERPA"), and that the permission of students must be obtained before student data can be released to anyone.

The parties' mutual understanding on the treatment of Confidential Information (as defined below) is as follows:

1. The District and the University shall not, and shall not permit any of their respective employees, agents or contractors, to use, reproduce, distribute, publish, disclose, transmit or otherwise transfer, directly or indirectly, to any other person, organization or entity, any Confidential Information of the other party (or any portion thereof), except (i) to the extent necessary to perform its obligations to the other party in connection with this Memorandum of Understanding; or (ii) with the prior written permission of the other party. Each party agrees to disclose the Confidential Information of the other party solely to those of its employees, agents and contractors having a good faith need to know such information. Each party shall protect the Confidential Information of the other party by exercising at least the same measures that such party uses to protect its own confidential information of like character, which shall be no less than a reasonable standard of care. Each party shall be held responsible for any and all breaches of this paragraph by or through any employee, agent or contractor of such party. Each party shall (x) inform all employees, agents and contractors having access to any or all of the Confidential Information of the other party of the

existence of this Memorandum of Understanding and the confidentiality obligations set forth herein; and (y) take sufficient steps to cause such employees, agents and contractors to observe the confidentiality obligations set forth herein. If either party or one of their employees, agents or contractors is compelled (by deposition, interrogatory, request for documents, subpoena, civil investigation demand or similar process) to disclose any of the Confidential Information of the other party, that party shall provide the other party with prompt prior written notice of such compulsion so that the other party may seek, at its own expense, a protective order or other appropriate remedy or, if appropriate, waive compliance with the terms of this Memorandum of Understanding.

2. As used herein, "Confidential Information" means all confidential information in documents or other tangible materials clearly marked as proprietary or confidential about, or disclosed by, either party to this Memorandum of Understanding, including knowledge, technical and business information relating to such party's products, research and development, production, costs, engineering processes, artwork, designs, computer software, formulas, methods, ideas, concepts, contemplated new services, improvements, associations with other organizations, profit or margin information, finances, customers, suppliers, marketing, and past, present or future business plans and business arrangements, and information concerning employees (including, in the case of the University and the District, faculty), Interns, and students or prospective students (provided any disclosure relating to any student or prospective student is permitted by and carried out in accordance with FERPA). Notwithstanding the foregoing, no information shall be deemed Confidential Information if such information: (i) is generally known to the public on the date of disclosure of same or becomes generally known to the public after such date through no breach of this Memorandum of Understanding or any other obligation of confidentiality; (ii) was known by the party receiving such information under this Memorandum of Understanding (the "Receiving Party") without any obligation to hold it in confidence at the time of disclosure; (iii) is received by the Receiving Party after the date of disclosure by the other party (the "Disclosing Party") hereunder from a third party without imposition, knowledge or breach of any obligation of confidentiality; (iv) is independently developed by the Receiving Party after the date of disclosure by the Receiving Party without access to Confidential Information of the Disclosing Party; or (v) is approved for release by written authorization of the Disclosing Party.
3. The District and the University acknowledge that the University's use of the internship programs may be subject to the privacy regulations outlined in FERPA, for the handling of such information. The District shall not knowingly disclose Confidential Information to any third party in violation of FERPA. The District represents and warrants that it will comply with FERPA to the extent applicable and will instruct its employees handling Intern student information provided by the University of its obligations under FERPA. The District further agrees that it will prohibit its employees from accessing any records of any student or prospective students at the University, including Interns, without a valid business reason to access such records.

GENERAL TERMS

This Memorandum of Understanding contains all of the terms and conditions between the parties. This Memorandum of Understanding may be revised or modified only by mutual agreement and written amendment signed by both parties.

Each party represents and warrants to the other party that: (i) it has all requisite power and authority to execute this Memorandum of Understanding and to perform its obligations hereunder; (ii) the execution, delivery and performance of this Memorandum of Understanding have been duly authorized and approved by each party, and will not conflict with any agreement of, or law applicable to, such party; (iii) this Memorandum of Understanding is a valid and binding agreement of each party enforceable in accordance with its terms.

In addition to its representations in the immediately preceding paragraph, the District represents and warrants to the University that:

1. it is and will continue to be in compliance all applicable federal, state, and local laws, including without limitation all privacy, data protection, advertising and marketing laws, and contracts;
2. neither it nor any of its affiliates has been debarred or suspended, or engaged in any activity that is cause for debarment or suspension, pursuant to applicable state law; and
3. it shall take any and all actions, or refrain from or cease such actions, as is necessary to maintain the University's reputation, accreditation, state approvals, Title IV eligibility, and academic integrity, including, but not limited to, adherence with the U.S. Department of Education's misrepresentation regulations provided at 34 C.F.R. Part 668 Subpart F.

Neither party may, without written approval of the other, assign this Memorandum of Understanding or transfer its interest or any part thereof under this Memorandum of Understanding to any third party, except that a party may assign its rights or obligations to a third party in connection with the merger, reorganization or acquisition of stock or assets affecting all or substantially all of the properties or assets of the assigning party.

This Memorandum of Understanding constitutes the entire understanding and agreement among the parties hereto with respect to the subject matter hereof, and there are no agreements, understandings, restrictions or warranties among the parties other than those set forth herein provided for.

If any of the sections of this Memorandum of Understanding shall be deemed invalid, void, or for any reason unenforceable, that section shall be deemed severable and shall not affect the validity and enforceability of any remaining section.

Except for ancillary measures in aid of arbitration and for proceedings to obtain provisional or equitable remedies and interim relief, including, without limitation, injunctive relief, any controversy, dispute or claim arising out of or in connection with or relating to this Memorandum of Understanding, or the breach, termination or validity thereof or any transaction contemplated hereby (any such controversy, dispute or claim being referred to as a "Dispute"), shall be finally settled by arbitration administered by Judicial Arbitration & Mediation Services, Inc. ("JAMS"), pursuant to its Comprehensive Arbitration Rules & Procedures (the "JAMS Rules"). The parties understand and agree that, by signing this Agreement, they are expressly waiving, to the fullest extent permitted by law, any and all rights to a trial before a judge or jury or hearing before an adjudicative agency, regarding any disputes and claims which they now have or which they may in the future have that are subject to arbitration under this Agreement. There shall be one neutral arbitrator that shall be mutually agreed to by the parties or, if the parties do not agree, then one shall be appointed pursuant to JAMS's procedures, in each case, within 30 business days of receipt of the demand for arbitration by the respondent(s) in any such proceeding. An arbitration pursuant to this paragraph shall take place in San Diego, California. A final award shall be rendered as soon as reasonably possible. The Arbitrator shall permit both parties to engage in reasonable pre-hearing discovery to obtain information to prosecute or defend the asserted claims. The arbitration decision or award shall be in writing. The arbitrator shall have the authority to award any relief authorized by law in connection with the asserted claims or disputes. Judgment on the decision or award rendered by the arbitrator may be entered and specifically enforced in any court having jurisdiction thereof. All arbitrations commenced pursuant to this Memorandum of Understanding, or any other related agreement or document, shall be consolidated and heard by the initially appointed arbitrator. The arbitration award or ruling shall provide for payment by the losing party of the fees and costs of the arbitration, including without limitation, the reasonable attorneys' fees and attorneys' costs incurred by the prevailing parties.

This Memorandum of Understanding, and any controversy arising out of or relating to this Memorandum of Understanding, shall be governed by and construed in accordance with the internal laws of the State of California, without regard to conflict of law principles that would result in the application of any law other than the law of the State of California.

This Memorandum of Understanding may be executed and delivered by facsimile signature and in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument and each of which may be executed by less than all parties, each of which shall be enforceable against the parties actually executing such counterparts, and all of which together shall constitute one instrument.

The titles and subtitles used in this Memorandum of Understanding are used for convenience only and are not to be considered in construing or interpreting this Memorandum of Understanding.

All notices and other communications given or made pursuant to this Memorandum of Understanding shall be in writing and shall be deemed effectively given: (a) upon personal delivery to the party to be notified, (b) when sent by confirmed facsimile if sent during normal business hours of the recipient, and if not so confirmed, then on the next business day, (c) five (5) days after having been sent by registered or certified mail, return receipt requested, postage prepaid, or (d) one (1) business day after deposit with a nationally recognized overnight courier, specifying next business day delivery, with written verification of receipt. All communications shall be sent to the respective parties at their address as set forth on the signature page hereto, or to such facsimile number or address as subsequently modified by written notice given in accordance with this paragraph.

The Sections titled "Non-Discrimination, Harassment, and Retaliation Clause," "Mutual Hold Harmless and Indemnification; Limitation of Liability; Student Status," "Confidentiality," and "General Terms" shall survive the termination of this Memorandum of Understanding.

(Signatures on following page)

IN WITNESS WHEREOF, and intending to be legally bound, the parties have duly executed this Memorandum of Understanding by their authorized representatives as of the date first written above.

Alliant International University, Inc.:

Andy Vaughn, President
Alliant International University, Inc.

Date

Dr. Mary Oling-Sisay, Dean
California School of Education
Alliant International University, Inc.

Date

Address:

10455 Pomerado Rd.
San Diego, CA 92131

Laguna Beach Unified School District:

Laguna Beach Unified School District

Date

Address:

550 Blumont Street
Laguna Beach, CA 92651

Laguna Beach Unified School District

8.i. CONSENT/ACTION

August 13, 2019

Approval: Brandman University of Irvine Agreement for Educational Fieldwork Experience with Laguna Beach Unified from August 1, 2019, through July 31, 2022

Proposal

Staff proposes the Board of Education approve an Educational Fieldwork Experience Agreement with Brandman University from August 1, 2019, through July 31, 2022.

Background

The District routinely enters into agreements with various local universities in order to provide the educational fieldwork experience to students in the area of student teaching, administration and/or pupil services.

Budget Impact

There is no financial impact to the District.

Recommended Action

Staff recommends the Board of Education approve an Educational Fieldwork Experience Agreement with Brandman University from August 1, 2019, through July 31, 2022.



SUPERVISED INTERNSHIP AGREEMENT

Please check below all the applicable supervised fieldwork in which in your District will be participating with Brandman University Irvine Campus.

SCHOOL PSYCHOLOGY

☒

EDUCATION ADMINISTRATION

☐

SCHOOL COUNSELING

☐

THIS AGREEMENT is made and entered into by and between Brandman University hereinafter called the "UNIVERSITY," and the Laguna Beach Unified School District, hereinafter called "FIELDWORK SITE."

WHEREAS, an INTERN, as defined in Appendix A, is required to enroll in education courses while serving under the supervision of experienced UNIVERSITY and FIELDWORK SITE professionals, during which time the INTERN shall hold an internship credential granted by the California Commission on Teacher Credentialing, (hereinafter the "COMMISSION").

I. RESPONSIBILITIES OF THE UNIVERSITY

- A. The UNIVERSITY will assure that the student shall have completed the necessary educational prerequisites, if so required, to be eligible for supervised fieldwork.
- B. The UNIVERSITY shall designate a faculty or staff member to coordinate, consult, and collaborate with the classroom teacher or district designee of the FIELDWORK SITE, the activities of each student assigned to FIELDWORK SITE and student fieldwork experience.
- C. The UNIVERSITY shall complete periodic observations and/or evaluations of the student regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY faculty or staff member and the FIELDWORK SITE supervisor.

II. RESPONSIBILITIES OF THE FIELDWORK SITE

- A. The FIELDWORK SITE shall provide field experiences in such schools or classes of the FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE and the UNIVERSITY.
- B. The FIELDWORK SITE shall provide students with experiences with a student population that is diverse in terms of ethnicity, culture, language, socio-economics and/or special needs.
- C. The FIELDWORK SITE staff will promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or

involving employees or agents of the FIELDWORK SITE, take prompt and effective remedial action when discrimination or harassment is found to have occurred, and promptly notify the UNIVERSITY of the existence and outcome of any complaint of harassment by, against, or involving any participating student.

- D. To notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience.
- E. Comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.
- F. The FIELDWORK SITE staff shall comply with APPENDIX B regarding the FIELDWORK SITE's supervision of UNIVERSITY students.
- G. The FIELDWORK SITE acknowledges that each INTERN under this Agreement shall be a paid employee of the FIELDWORK SITE and thus covered under the FIELDWORK SITE'S insurance policies, including Workers' Compensation, to the extent available to other teachers. No intern shall be considered an employee or agent of Brandman University while performing services for the District.

III. THE PARTIES MUTUALLY AGREE

- A. Neither party shall discriminate in the assignment of INTERNS on the basis of race, color, disability, gender, religion, national origin, ancestry, sexual orientation, or any other basis prohibited by law.
- B. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- C. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

FIELDWORK SITE CONTACT INFORMATION:

Laguna Beach Unified School District
550 Blumont Street,
Laguna Beach, CA 92561
Attn: Jennifer DeEncio
949-497-6031 x5219

UNIVERSITY CONTACT INFORMATION:

Brandman University
16355 Laguna Canyon Road
Irvine, CA 92618
Attn: School of Education, Dean
Fax: (800) 775-0128

- D. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.
- E. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.
- F. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this

Agreement.

- G. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be Orange County, California.

IV. TERM AND TERMINATION OF AGREEMENT

- A. THE TERM of this Agreement shall be effective 8/1/2019 and shall continue in full force and effect through 7/31/2022. This Agreement may be renewed for one (1) additional term of the contract by mutual written consent of the parties.
- B. THIS AGREEMENT may be terminated by either the UNIVERSITY or the FIELDWORK SITE with or without cause upon thirty (30) days written notice provided that (subject to the other terms of this Agreement) all students performing fieldwork at the time of notice of termination are given the opportunity to complete their fieldwork at the Fieldwork Site.

SIGNATURES:

FIELDWORK SITE: Signature: _____
Name: Leisa Winston
Title: Deputy Supt, Human Resources & Instructional Svcs.
Date: 8/13/2019

UNIVERSITY: Signature: _____
Name: Phillip L. Doolittle
Title: Executive Vice Chancellor of Finance and
Administration and Chief Financial Officer
Date: _____

Appendix A
Definition of Internship

- A. "INTERN" is defined according to the COMMISSION as a person who is enrolled in a COMMISSION-approved internship program and is serving with an Internship Credential issued upon the recommendation of the UNIVERSITY.
- B. INTERNS shall not displace certificated FIELDWORK SITE employees. FIELDWORK SITE further agrees to provide written certification that no person with the appropriate credential, background and qualifications is interested and/or available in the position that is the subject matter of this Agreement.
- C. The internship may continue for a period of up to two years and the credential may be renewed upon a showing of good cause.
- D. The internship program is being implemented in order to provide the INTERN with an opportunity to gain field experience on a paid basis. In the event that the internship is being developed to meet an employment shortage, FIELDWORK SITE agrees to provide a statement regarding the availability of qualified, certificated individuals holding the appropriate credential.
- E. The Internship Credential is issued for service only in the FIELDWORK SITE District and the UNIVERSITY shall notify the COMMISSION of the FIELDWORK SITE'S participation.

Appendix B
Specific Supervision Requirements for Each Program

School Counseling Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school counselor with at least two years of professional experience.
- B. Provide opportunities for students to gain a broad range of experiences, including experiences in:
 - a. Personal and career assessments
 - b. Personal counseling experience in either an individual or group context
 - c. Experience in School-based programs serving parents and family members
 - d. Observing classroom instruction
 - e. Attending district and school based meetings
 - f. Mapping school-based community resources
 - g. The candidate is to perform, under supervision, the functions of school counselors in school counseling domains.
 - h. Participating in professional development activities.
 - i. Participating in individual or group supervision.
 - j. Learning about and using technology and information systems.
 - k. Learning about Individual differences and student diversity.
- C. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including, (a) elementary, middle school or junior high, and (b) high school.
- D. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school counselor who has at least two years experience in school counseling to serve as the primary supervisor. The student may also work with other experienced school counselors for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- E. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- F. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- G. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

I. Specific Supervision Requirements School Psychology Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school psychologist with at least two years of professional experience.
- B. Provide experiences with a diverse student population.

- C. Provide experiences with a variety of educational programs.
- D. Provide opportunities for students to gain a broad range of experiences, including experiences in:
 - a. Data based decision making: Assessing and reevaluating individual pupils and their programs.
 - b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
 - c. Developing, implementing and evaluating academic and behavioral interventions.
 - d. Providing counseling and other mental health interventions.
 - e. Home, school, community collaboration: working with parents and community members.
 - f. Learning about, helping develop, or evaluating policy, practices and programs.
 - g. Participating in professional development activities.
 - h. Participating in individual or group supervision.
 - i. Learning about and using technology and information systems.
 - j. Learning about Individual differences and student diversity.
- E. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- F. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school psychologist who has at least two years experience in School Psychology to serve as the primary supervisor. The student may also work with other experienced school psychologists for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- G. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- H. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluations of the student's performance near the end of each university session.
- I. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

School Administration Fieldwork:

- A. The FIELDWORK SITE shall provide student with individual and/or small group supervision from an experienced school administrator.
- B. The FIELDWORK SITE shall provide student with experiences with a diverse student population.
- C. The FIELDWORK SITE shall provide student with experiences with a variety of educational programs.
- D. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual and/or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- E. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university semester.
- F. The FIELDWORK SITE shall ensure that the student will be treated by the FIELDWORK SITE as part of the professional staff and is provided a supportive work environment and adequate supplies. In addition, it shall see that the INTERN is encouraged to participate in district or county committees and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

Laguna Beach Unified School District

8.j. CONSENT/ACTION

August 13, 2019

Approval: Assignment of Certificated Personnel to Coach a Competitive Sport or Activity and Provide Physical Education Credit by Governing Board Authorization Under Education Code Section 44258.7(b)

Proposal

Staff recommends that the Board of Education approve the assignment of certificated personnel to coach a competitive sport or activity and provide physical education credit by Governing Board Authorization Under Education Code Section 44258.7(b).

Background

California Education Code section 44258.7(b) provides that a person who holds a teaching credential in a subject or subjects other than physical education may be authorized by action of the local governing board to coach one period per day in a competitive sport for which students receive physical education credit, provided that he or she is a full-time employee of the school district and has completed a minimum of 20 hours of first aid instruction appropriate for the specific sport or activity.

For the 2019-20 school year, the following full-time teacher(s) will provide these services:

Jeremy Chung

Budget Impact

There is no budget impact for this item.

Recommended Action

Staff recommends the Board of Education approve the assignment of certificated personnel to coach a competitive sport or activity and provide physical education credit by Governing Board Authorization Under Education Code Section 44258.7(b).

Laguna Beach Unified School District

9. INFORMATION

August 13, 2019

Update to Audio/Visual Recording Equipment for the Boardroom and Implement Closed Captioning Requirements for ADA Compliance for Live Streaming During Board Meetings

Proposal

Staff proposes the Board of Education receive the update on the audiovisual equipment that would need to be replaced in the boardroom to effectively live stream and record the meetings as well as discuss the closed captioning requirements for ADA compliance for live streaming. Staff is requesting direction from the Board regarding next steps regarding upgrading the audiovisual system and direction regarding live-stream board meetings with closed-captioning.

Background

The District's audiovisual system was previously pieced together with several parts from existing systems to save costs upon initial installation. It has been determined that in order to get the best recording and closed-captioning the audio system needs to be improved. We were limited to the number of microphones on the older system and that required certain speakers to share microphones. Our previous system also did not have the ability to record locally. We utilized the Granicus system in order to record the meetings remotely. This new system addresses all of these requirements and provides for some expansion capabilities. This system can work independently without Granicus (\$6,300 per year savings) and utilize the free YouTube channel service, however, it would not meet ADA compliance for live-streaming alone.

It is anticipated that updates to the Boardroom would include:

- New wired microphones
- 14 Microphones to cover everyone who speaks
- Backup recording device to record the meetings locally
- New rack system
- New switcher
- New camera controls

The expenditure for the audio/visual updates would be budgeted for in the 2019/20 school year budget. The cost to the District for the hardware updates has been quoted at \$49,662.92. Potential costs for closed-captioning range from \$10,000-\$20,000 a year.

During a review of our ADA compliance requirements for accessibility to our website, it was determined that LBUSD was out of compliance with Government Code section 7405 that requires that public agencies comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973. Section 508 requires that public agencies comply with the Web Content Accessibility Guidelines (WCAG) 2.0. Under the guidelines, live-streamed video content would need to be accessible to persons with disabilities meaning live-streamed content would need to have real-time captioning. Staff confirmed the requirements with OCDE Legal

Counsel. Our current practice is to live-stream the meeting and to close-caption our archive, however, this does not meet our legal requirements.

The staff has investigated potential options to become compliant with the requirements under Section 508 of the Rehabilitation Act.

The costs for captioning are dependant on the vendor and method chosen and will range from \$140 - \$200 per hour for a live typographer and up to \$7,000 for an annual agreement. The hourly costs are projected to be a minimum of \$10,080 per year based on the number of regular board meetings held and the average length of a board meeting. Staff has reached out to two vendors that offer closed captioning and compliant agendas and will be receiving demonstrations in late August.

The District initiated a Thoughtexchange in June 2019 to gather community input regarding access to board meeting information. The 243 participants shared 240 thoughts and provided 6,545 ratings of thoughts. A summary of the exchange is included with this item that indicates the top thoughts. Respondents rated thoughts on a star rating scale from one to five. The average ratings are reflected in the summary, as well as the number of raters for the items reflected.

Recommended Action

Staff recommends the Board of Education discuss the information outlined above and provide staff with direction on how to proceed and address the issues brought forward.

Laguna Beach Unified School District

Thoughtexchange Summary Report



In June of 2019, Laguna Beach Unified School District engaged their community in a conversation about accessing Board of Education information. Participants were invited to share thoughts, rate the thoughts of others and discover the results of the exchange. Read on to learn about the Top themes that emerged in this exchange.



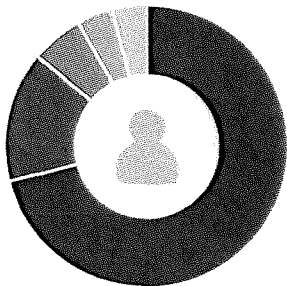
 **243**
Participants







 **240**
Thoughts

 **6,545**
Ratings

Q: What are your preferred method(s) of accessing Board of Education information and why?

PARTICIPATION BY ROLE



%			
71%	(156)		Parent
15%	(34)		Staff Member
6%	(14)		Staff Member and Parent
4%	(8)		Community Member
0%	(1)		Student
4%	(8)		Other



TOP THEMES

Thoughts are grouped together by topic to form themes. The theme names reflect the topic of each theme.

LIVE STREAM

Attending the meeting in person is best. Although, having access to live stream is good. The idea of sharing thoughts via live stream is manageable. As a parent obtaining meeting information is valuable. This is an excellent way to give parents a heads up on current happenings.

3.9



36



Live streaming is very important. People who are unable to attend meetings, but want to watch the meeting in real time should be able to. City meeting broadcast live with no CC.

3.8



35



RECORDED

Having the meetings archived is nice. Easy access.

4.3



30



Even if attending a meeting in person, it's great to access meeting videos afterwards. Being able to jump directly to topics of interest on the agenda, rather than listening to the entire meeting, is convenient.

4.0



30



EMAIL/NEWSLETTER

I like getting updates by email, and I like the ability to see board meetings if I wish to. I believe transparency is important, especially in a community where "he says, she says" is a very real thing. It is important to "see" and hear.

3.9 ★ 9 

Sending out a comprehensive review of each board meeting is the best way to keep the community aware of what is happening at the board level. Ongoing communication from the Board of Education is important for the community.

3.7 ★ 37 

IN PERSON

Depending upon the agenda I prefer to attend or watch the meeting. If I want to speak at the meeting I will attend the meeting. If I can get to the meeting at time I will attend the meeting.

3.8 ★ 28 

Attend the meeting in person. Can participate in person directly.

3.8 ★ 15 

LIVE STREAMED/RECORDED

Online streaming or access to video later in the website. I can't always attend the meetings in person. Having the meetings on video is important because many aspects of human communication are visual.

4.0 ★ 32 

Keep the board mtgs filmed please. Transparency of visual nuances for those unable to attend.

3.9 ★ 14 

You can dig into each exchange to discover additional topics that are important to your peers
my.thoughtexchange.com/#885900757

Laguna Beach Unified School District

10. ACTION

August 13, 2019

Approval: Second Year of Three-Year Contract with Hanover Research for 2019-20 School Year at a Cost Not-to-Exceed \$38,722

Proposal

Staff proposes the Board of Education approve the second year of a three-year contract with Hanover Research for sequential research services and unlimited access to the Online Education Research Library.

Background

LBUSD utilized the services of Hanover Research since 2016-17 to obtain unbiased and critical feedback on multiple projects within the district. These projects included Rocket Ready, GATE Program interviews, and LCAP and school climate to research-based best practices and successful district strategies. The District will continue to utilize Hanover's services for research and surveys for school climate and development of the LCAP. Additional proposed research projects may draw from a variety of Hanover's research capabilities, which may include but are not limited to:

- Primary Research – survey design, administration and analysis, interviews with industry/issue experts
- Secondary Research – best practices, industry news, trend forecasting, literature reviews, competitor profiles, mark assessments
- Quantitative and Qualitative Data Analysis – data mining, coding and segmentation, predictive analysis, regression modeling, program evaluation
- Peer Benchmarking – peer group development, organization structure, staffing, compensation, operating metrics

Budget Impact

The cost for 2019-20 is \$38,722. The cost of the total three-year contract is \$116,166. Included in the contract is a sixty-day termination clause.

Recommended Action

Staff recommends the Board of Education approve the second year of a three-year contract with Hanover Research for sequential research services and unlimited access to the Online Education Research Library.



Letter of Agreement

Date of Agreement: March 19, 2018

Client: Laguna Beach Unified School District

Effective Date: 9/14/2018

End Date: 9/13/2021

Agreement

This agreement "Agreement" between The Hanover Research Council LLC ("Hanover Research") and Client runs from the Effective Date to the End Date. Under this Agreement, Client has the authority to request research services on any topic (the "Research Services"), as well as the right to ask Hanover Research to expedite work of particular urgency. Client may terminate this Agreement by a sixty (60) days' written notice prior to the anniversary date of each partnership year (September 14, 2019 and September 14, 2020).

All Research Services are available to Client on a subscription basis within the confines of a sequential research queue, in that Hanover will perform up to one (1) Research Services project at a time. Client shall, in its discretion, prioritize the research projects that form the basis of the Research Services as it deems appropriate. Research Services may include, but are not limited to: custom research reports; survey design, administration and analysis; interviews with industry/issue experts; secondary research; data analysis; and benchmarking (product/service comparison, key performance and efficiency metrics).

This Agreement hereby incorporates by reference the following terms and conditions ("Terms") that are available for review by Client online at: <http://www.hanoverresearch.com/client-services-terms-conditions-education/>. Client's signature below shall be deemed its acceptance and acknowledgement of the Terms as they related to the Research Services.

Service Fee: \$116,166

Invoicing – Net 30 – *Failure to pay promptly will result in project postponement.*

Invoicing Schedule:

September 14, 2018: \$38,722

September 14, 2019: \$38,722

September 14, 2020: \$38,722

Client understands and agrees that there may from time to time be incidental costs not included in the Service Fee set forth above ("Additional Services"). Such Additional Services may include purchased database access, panel costs, survey incentives, translation costs, infographic development costs, postage/printing for mass mailings, etc. With prior written approval, Client agrees to pay for all such Additional Services to either Hanover or directly to such third-party vendor if requested. If Additional Services are estimated to cost more than \$5,000, Client shall either (1) contract directly with the third-party vendor(s) for such Additional Services, or (2) pre-pay to Hanover the estimated costs for the Additional Services prior to the project kick-off.

Confirmation

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement.

Laguna Beach Unified School District

Signature: _____

Date: _____

April 18, 2018

Hanover Research Council LLC

Signature: _____

Date: _____

4/24/2018

Laguna Beach Unified School District

11. ACTION

August 13, 2019

Approval: Implementation Service Plan with Houghton Mifflin Harcourt for Read 180 Support at Laguna Beach Unified School District for the 2019-20 School Year in the Not-to-Exceed Amount of \$11,657

Proposal

Staff proposes the Board of Education approve the Implementation Service Plan for the Read 180/System 44 programs as follows:

1. Individual Follow-up Coaching - three days of in-person training to include side-by-side individual coaching to help teachers integrate new skills into their practice. This coaching will include lesson modeling to provide teachers with professional learning before, during, and after lesson delivery.
2. Team Follow-up Coaching - two days of in-person team coaching for small group coaching and collaboration focused on deepening understanding of student work, student learning targets, instructional practices, goal setting, and action steps.

Background

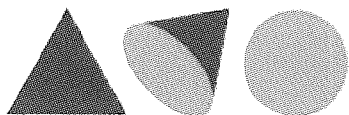
This program was approved by the Board in 2016-17 as a reading intervention pilot for students with disabilities in grades 3-8. There are three components to Read 180 and System 44: an online program, independent reading/quizzes, and small group learning. In addition, teachers receive individual coaching as part of the annual implementation. Read 180 is for both general education and special education students, and System 44 is exclusively for students eligible for special education services. At the elementary level, the programs are used only for special education students. At the middle school level, Read 180 and System 44 programs are both used as a Tier 3 intervention. LBUSD students who have consistently used these program have had significant growth in reading skills. The district wishes to continue to remain invested in implementing the programs with fidelity and, therefore, ongoing coaching sessions have been beneficial.

Budget Impact

The budget impact for this service plan is not-to-exceed \$11,657.

Recommended Action

Staff recommends the Board of Education approve the Implementation Service Plan from Houghton Mifflin Harcourt for Read 180/System 44 program supports.



Houghton Mifflin Harcourt

Proposal

Prepared For

Laguna Beach Unified School District

550 Blumont St
Laguna Beach CA 92651

For the Purchase of:

READ 180 Universal Implementation Services

Prepared By

Alexander Dominguez

alexander.dominguez@hnhco.com

PLEASE SUBMIT THIS PROPOSAL WITH YOUR PURCHASE ORDER.



Houghton Mifflin Harcourt

C = Contract Price

Attention:

Irene White

iwhite@lbusd.org

HMH Confidential and Proprietary

Intervention Solutions Group

255 38th St. Suite L

St. Charles, IL 60174

FAX: 800-724-4716

InterventionSolutionsOrders@hnhco.com

Laguna Beach Unified School District READ 180 Universal Implementation Services

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
<u>READ 180 Universal</u>						
Individual Follow-up Coaching						
3026610	9780545899499 Read 180 Universal Individual Coaching Full Day In Person	\$2,299.00	3	\$6,897.00		\$6,897.00
<i>Individual Coaching: This side-by-side, individual coaching helps educators integrate new skills immediately into their practice. Individual Coaching can include lesson modeling, which provides teachers with professional learning before, during, and after lesson delivery.</i>						
Total for Individual Follow-up Coaching				\$6,897.00		
Team Follow-up Coaching						
3030170	9781328011671 Read 180 Universal Team Coaching Full Day In Person	\$2,800.00	2	\$5,600.00	\$840.00	\$4,760.00
<i>Team Coaching brings the coaching conversation into a small group context and opens up communication among teachers. It is a collaborative conversation, focused on deepening understanding of student work, student learning targets, instructional practices, goal setting, and action steps.</i>						
Total for Team Follow-up Coaching				\$4,760.00		
<u>Total for READ 180 Universal</u>				\$11,657.00		

**Proposal
Summary**

Total Savings:	\$840.00
Subtotal Purchase Amount:	\$11,657.00
Shipping & Handling:	\$0.00
Total Cost of Proposal (PO Amount):	\$11,657.00



Houghton Mifflin Harcourt

C = Contract Price
Attention:
Irene White
iwhite@lbusd.org
HMH Confidential and Proprietary

Intervention Solutions Group
255 38th St. Suite L
St. Charles, IL 60174
FAX: 800-724-4716
InterventionSolutionsOrders@hnhco.com

Laguna Beach Unified School District READ 180 Universal Implementation Services

Total Cost of Proposal (PO Amount): \$ 11,657.00

Thank you for considering HMH as your partner. We are committed to providing an excellent experience and delivering ongoing, high-quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Purchase. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
 - o Point of Contact for Print materials
 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development

- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

Ship to:

Laguna Beach USD
550 Blumont St
Laguna Beach CA 92651-2356

Sold to:

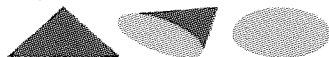
Laguna Beach USD
550 Blumont St
Laguna Beach CA 92651-2356

- Please provide funding start and end dates.
- Please note that all products and services will be billed upon the processing of your purchase order.
- Our payment terms are 30 days from the invoice date.
- Print subscription material quantities may be adjusted across grades for like products, to accommodate enrollment fluctuations, quantities cannot be adjusted between different programs or copyrights.
- Our standard shipping terms are FOB Shipping Point. The shipping term for your proposal is FOB Destination.
- Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the HMH terms of service shall apply.

Thank you in advance for supplying us with the necessary information at time of purchase.

Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution.

For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

Date of Proposal: 7/2/2019**Proposal Expiration Date: 8/16/2019**

Houghton Mifflin Harcourt


Houghton Mifflin Harcourt
C = Contract Price

Attention:

Irene White

iwhite@lbusd.org

HMH Confidential and Proprietary

Intervention Solutions Group

255 38th St. Suite L

St. Charles, IL 60174

FAX: 800-724-4716

InterventionSolutionsOrders@hnhco.com

Laguna Beach Unified School District

12. ACTION

August 13, 2019

Approval: Retaining the Services of AGI Aspen Group International LLC, to Direct and Facilitate a Complete Coherent Governance Project with the Board of Education

Proposal

Staff proposes the Board of Education provide direction regarding The Aspen Group for training and implementation of Coherent Governance Project.

Background

On July 16, 2019, the Board discussed the contracting with The Aspen Group to direct and facilitate LBUSD Board utilization of the Coherent Governance Project. Staff was directed to bring a contract forward for consideration by the Board and identify potential dates for board training.

On April 23, 2019, The Aspen Group met with the Board of Education in an open session meeting to provide a one-day training and overview of Board Governance and protocols. Three Board members requested to receive additional information regarding the Aspen Group's complete Coherent Governance Project training and implementation.

Should the Board decide to move forward and bring the contract back for approval, the services provided would include:

Direct and facilitate a complete Coherent Governance project, specifically adapted to client focus, including a two-day "blitz" session resulting in policies in the Governance Culture, Board-Superintendent Relations, and Operational Expectations areas **(Phase 1)**; a one-day session to direct the development of Results policies **(Phase 2)**; and a two-day session to instruct the board and key executive staff members on initial implementation processes and strategies, including the development of an annual board work plan and policy monitoring schedule **(Phase 3)**; and optional continuing support and coaching for 12 months following the final session of Phase 3 **(Phase 4)** at an additional cost.

Budget Impact

The cost of \$50,000 is for Phases 1, 2, and 3. Additionally, Aspen requests reimbursement for customary and reasonable expenses for travel costs, hotels, meals, etc. The costs for Phase 4 would be determined following completion of Phase 3 and based upon the level of support selected by the Board.

Recommended Action

Staff requests the Board of Education provide direction regarding approval of a contract with The Aspen Group and the benefits and desired outcome of the LBUSD Board and Governance practices.

AGREEMENT

This agreement is entered into on this _____ between **AGI Aspen Group International LLC (Aspen)** of Lafayette, CO, and **Laguna Beach, CA Unified School District**, the **Client**.

1.0 Aspen Obligations. Aspen agrees to provide the following services:

1.1 Direct and facilitate a complete Coherent Governance project, specifically adapted to client focus, including a two-day “blitz” session resulting in policies in the Governance Culture, Board-Superintendent Relations, and Operational Expectations areas (**Phase 1**); a one-day session to direct the development of Results policies (**Phase 2**); and a two-day session to instruct the board and key executive staff members on initial implementation processes and strategies, including the development of an annual board work plan and policy monitoring schedule (**Phase 3**); and optional continuing support and coaching for 12 months following the final session of Phase 3 (**Phase 4**).

1.2 Date(s) of service: TBD.

1.3 Location: Laguna Beach, CA vicinity

1.4 Materials: **Aspen** agrees to provide all materials to be used during these sessions, or at its option, send to **Client** original sets for copying.

2.0 Client Obligations. **Client** agrees to assume responsibility for the following:

2.1 Designate contact persons for effective communication between **Client** and **Aspen**.

Authorized contact name(s):

Dr. Jason Vilorio Title: Superintendent
Address: 550 Blumont Street, Laguna Beach, CA 92651
Phones: 949-497-7700 x5203 Cell:
Email: jvilorio@lbusd.org

Victoria Webber Title: Executive assistant
Address: 550 Blumont Street, Laguna Beach, CA 92651
Phones: 949-497-7700 x5202 Cell:
Email: vwebber@lbusd.org

2.2 Provide all necessary logistical, food, and communication requirements.

- 2.3 Provide the following audio-visual equipment for each phase:
Two flip charts, chisel point markers and masking tape, name tents, note pads and pens for participants.
- 2.4 Assure the complete and full participation of all members of the Board and superintendent during the policy development phases of the project.

3.0 **Financial Conditions.**

- 3.1 In return for the services provided by **Aspen** as herein specified as Phases 1 through 3, **Client** agrees to pay to **Aspen** the sum of \$50,000, with payment to be tendered by **Client** according to the following schedule: \$16,666 immediately upon completion of Phase 1; \$16,667 immediately upon completion of Phase 2; and \$16,667 immediately upon completion of Phase 3. Payment for services rendered during Phase 4, should **Client** elect to participate in Phase 4, shall be paid in equal monthly installments for 12 months in an amount to be determined following Phase 3 and based upon the level of support selected by **Client**.
- 3.2 **Client** agrees to reimburse **Aspen** for all customary and reasonable expenses incurred by **Aspen** in performance of its duties under terms of this agreement. Expenses shall include airfare; ground transportation; hotel; food; parking; tips; tolls; and other reasonable expenses necessary to the performance of agreed duties.
- 3.3 Honoraria and expense charges billed to **Client** via invoice/statement during Phases 1, 2 and 3 are due within thirty (30) days following the date shown on the invoice/statement. Any charges remaining unpaid 30 days following the due dates will be subject to interest and penalty charges, with a minimum late fee of \$200.

4.0 **Cancellation.**

- 4.1 In the event of cancellation of this agreement by **Aspen** due to illness or unforeseen emergency, **Client** shall have no liability for fees, expenses or losses incurred by **Aspen**.
- 4.2 In the event **Client** is unable to conduct the program or project due to acts of God, **Client** shall have no obligation for payment for services or expenses except such expenses that may have been incurred by **Aspen** prior to cancellation.
- 4.3 In the event **Client** voluntarily cancels the program or project so that participation by **Aspen** is not required, **Client** agrees to pay **Aspen** twenty-five percent (25%) of the full contract amount specified in 3.1, plus expenses incurred by **Aspen** prior to cancellation.

5.0 Other provisions.

- 5.1 It is understood that **Aspen** executes this agreement as an independent contractor and assumes all responsibility for state and Federal withholding tax, Social Security, public liability and workman's compensation insurance. As an independent contractor, **Aspen** shall have exclusive control over the means, methods and details of fulfilling the obligations herein provided.
- 5.2 This instrument sets forth the entire agreement between **Aspen** and the **Client**. This contract shall become effective only when accepted and executed by both **Aspen** and **Client**. This agreement may not be changed, modified or waived in whole or in part except by execution of an instrument in writing signed by the parties.
- 5.3 The representative of the **Client** in signing this agreement warrants that she or he signs as a duly authorized representative of the **Client**.
- 5.4 Based upon prior verbal good faith-good will understandings between the parties, **Aspen** will assume the final execution of this agreement and will honor those understandings for a period of fifteen (15) days following the date shown in the preamble section of this agreement. In order to permanently secure **Aspen's** commitment to these terms, including any dates that may have been placed "on hold," **Client** must return to **Aspen** one copy of this signed agreement within fifteen (10) days. After that date, **Aspen** will release to other clients any dates that were being held for **Client**.

By: _____ Title: _____ Date: _____
AGI: Aspen Group International LLC

By: _____ Title: _____ Date: _____
 Authorized **Client** Representative