



LAGUNA BEACH
UNIFIED SCHOOL DISTRICT

AGENDA

Regular Meeting of the Board of Education

December 17, 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

LBUSD Strategic Goals

Student Achievement

All students will demonstrate academic growth across content areas.

School Culture

Each student will strengthen connections to the school, community, and the world by engaging in activities that build skills and responsibility.

Learning Environment

Safe, attractive, clean, and well-equipped learning environments will be provided for each student.

Staffing

The District will recruit, hire, train, and retain high performing staff.

Fiscal Responsibility

The District will maintain fiscal solvency and transparency to ensure support of student learning.

LBUSD Core Values

Responsibility

We hold ourselves responsible for consistently maintaining a clear focus on our mission, which frames the behavior of our students, staff, parents, community, and Board of Education.

Commitment

We are committed to a focus on student learning through collaboration, reflection, and openness to change, which results in the highest levels of excellence.

Equity

We equitably meet the needs of all students through systems, structures, and opportunities that promote success.

Courtesy

We treat everyone with dignity and respect, seeking to understand each point of view without making assumptions.

Transparency

We are transparent in all operations of the District, demonstrating ethics through open and honest practices.

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

December 17, 2019

Closed Session 5:00 P.M.
Open Session 6:00 P.M.

RECORDING OF SCHOOL BOARD MEETINGS
Open Session School Board Meetings will be video recorded.

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL TO ESTABLISH QUORUM**
- 3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**
- 4. ADJOURN TO CLOSED SESSION**
 - A. STUDENT DISCIPLINE**
Education Code §48918
Student # 2019-20-001
 - B. CONFERENCE WITH LABOR NEGOTIATORS**
Government Code §54957.6
Employee Organization: LaBUFA
District Negotiator: Leisa Winston
- 5. CALL TO ORDER - OPEN SESSION**
- 6. PLEDGE OF ALLEGIANCE**
- 7. REPORT ON CLOSED SESSION ACTION**
- 8. ADOPTION OF AGENDA**
- 9. RECOGNITIONS – None**

10. 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 requested 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.

11. REPORTS

- *Student Representative(s)*
 - *Bargaining Unit Representatives CSEA and LaBUFA*
 - *School Resource Officer*
 - *Board Members*
 - *Superintendent*
 - *Cabinet Members*
 - *Auditors – Eide Baily, LLP*
-

12. PUBLIC HEARING

Presentation of the Laguna Beach Unified Faculty Association and Laguna Beach Unified School District's Joint Proposal for the 2020-2023 Collective Bargaining Agreement and Announcement of a Requisite Public Hearing

13. CONSENT CALENDAR

All matters listed under the Consent Calendar, items a – o, 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.

- a. Approval of Minutes
 - i. November 25, 2019 Special Meeting/Board Policy Workshop
 - ii. November 12, 2019 Regular Meeting
 - iii. October 10, 2019 Special Meeting
- b. Approval/Ratification of Personnel Report
- c. Approval of Student Field Trip
- d. Approval of Agreements for Contracted Services – Special Education
- e. Approval of Agreements for Contracted Services – Technology
- f. Approval/Ratification of Warrants #399537 through #399945 in the amount of \$1,893,162.78 Dates: 11/01/2019 through 12/06/2019
- g. Approval/Ratification of Certificated Payroll 5A in the Amount of \$2,279,781.31
Approval/Ratification of Classified Payroll 5B in the Amount of \$776,955.31
Approval/Ratification of Certificated Payroll 5C in the Amount of \$9,364.15
- h. Approval of Stipulated Expulsion Agreement for LBHS Student # 2019-20-001
- i. Approval for Renewal of 2020 Contract with Fulcrum Management Solutions, Inc. to Provide ThoughtExchange Software and Professional Services with a Not-to-Exceed Amount of \$29,400
- j. Approval of Memorandum of Understanding Between the University of California, San Diego (UCSD) and Laguna Beach Unified School District for Administrative Coordination, Item Design, Proctoring, and Advanced Analytics of the Biannual California Healthy Kids Survey During the 2019-2020 School Year in an Amount Not-to-Exceed \$13,000
- k. Approval of Pepperdine University Agreement to Provide Educational Fieldwork Experience with Laguna Beach Unified School District from January 1, 2020, to July 31, 2025

- l. Approval of Agreement with Learning Together Strengths Academy for Facilitation of a Series of Gallup Strengths Workshops for LBUSD Leadership LBHS Staff, Authentic Exploratory Research Students, and Mentors, and the Human Resources, Instructional Services, and Technology Divisions for the 2019-2020 School Year in An Amount Not-to-Exceed \$10,000
- m. Approval of Agreement with Computer-Using Educators Inc. for Facilitation of a workshop on Education Technology Protocols for Site Technology Leads and teachers 2019-2020 School Year in An Amount Not-to-Exceed \$3,500
- n. Approval of Board Policy Migration Services Through Diligent BoardDocs at a Cost Not-to-Exceed \$11,000
- o. Approval to Renew Contracts for HVAC and Painting Unit Cost Bids for District-Wide Services

INFORMATION ITEMS

NONE

ACTION ITEMS

14. APPROVAL TO ACCEPT THE 2018-2019 DISTRICT AUDIT

– **Jeff Dixon, Assistant Superintendent, Business Services**

Staff proposes the Board of Education approve the acceptance of the 2018-2019 District Audit as presented by the District's independent audit firm, Eide Bailly, LLP.

15. APPROVAL OF RESOLUTION # 19-16: ESTABLISH INTERFUND TRANSFERS OF \$1,000,000 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FOR NON-CAPITAL OUTLAY FUND FOR 2019-2020

– **Jeff Dixon, Assistant Superintendent, Business Services**

Staff proposes the Board of Education approve the attached Resolution #19-16: Establish Interfund Transfers from the General Fund to the Special Reserve for Non-Capital Outlay Fund (17).

16. APPROVAL OF RESOLUTION #19-17: ESTABLISH INTERFUND TRANSFER FOR \$1,200,000 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND FOR CAPITAL IMPROVEMENT PLAN FOR 2019-2020

– **Jeff Dixon, Assistant Superintendent, Business Services**

Staff proposes that the Board of Education approve the attached Resolution #19-17: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4042 Capital Improvement Plan for 2019-2020.

17. APPROVAL OF RESOLUTION #19-18: ESTABLISH INTERFUND TRANSFER OF \$900,000 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND FOR FACILITIES REPAIR AND REPLACEMENT PROGRAM FOR 2019-2020

– **Jeff Dixon, Assistant Superintendent, Business Services**

Staff recommends that the Board of Education approve the attached Resolution #19-18: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4040 Facilities Repair & Replacement Program for 2019-2020.

18. APPROVAL OF REVISIONS TO THEATER MANAGER JOB DESCRIPTION

– **Leisa Winston, Deputy Superintendent, Human Resources and Instruction**

Staff proposes the Board of Education approve the revised job description for Theater Manager.

19. APPROVAL OF CONTINUED CAREER TECHNICAL EDUCATION INCENTIVE GRANT (CTEIG) MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN LAGUNA BEACH UNIFIED SCHOOL DISTRICT AND COLLEGE AND CAREER ADVANTAGE (CCA) FOR THE PERIOD OF JUNE 1, 2019 THROUGH JUNE 30, 2021

– Leisa Winston, Deputy Superintendent, Human Resources and Instruction

Staff proposes the Board of Education approve the Career Technical Education Incentive Grant (CTEIG) Memorandum of Understanding (MOU) Between Laguna Beach Unified School District and College and Career Advantage (CCA). The purpose of this agreement is to continue a cooperative and mutually beneficial relationship between the parties and to set forth the responsibilities of the parties as related to the implementation of the CTEIG.

20. APPROVAL OF THE STRONG WORKFORCE PROGRAM (SWP) K-12 PATHWAY IMPROVEMENT GRANT SERVICE AGREEMENT BETWEEN LAGUNA BEACH UNIFIED SCHOOL DISTRICT AND ORANGE COUNTY SUPERINTENDENT OF SCHOOLS FOR THE PERIOD OF JUNE 1, 2019 THROUGH DECEMBER 31, 2021

– Leisa Winston, Deputy Superintendent, Human Resources and Instruction

Staff proposes the Board of Education approve the Strong Workforce Program (SWP) K-12 Pathway Improvement Grant Service Agreement between the Laguna Beach Unified School District and Orange County Superintendent of Schools. The grant allocation for the period of June 1, 2019 through December 31, 2021 is \$444,000.00.

21. APPROVAL OF AGREEMENT WITH INSTRUCTURE, INC., TO UTILIZE PORTFOLIUM FOR THE 2019-20 AND 2020-21 SCHOOL YEAR FOR THE AMOUNT OF \$21,500

– Leisa Winston, Deputy Superintendent, Human Resources and Instruction

Staff proposes the Board of Education approve a two-year subscription service contract with Instructure for Portfolium in the amount of \$21,500.

22. APPROVAL OF ADDITIONAL SERVICES TO DESIGN A SEISMIC BUILDING REHABILITATION TO RUHNAU CLARKE ARCHITECTS FOR THURSTON MIDDLE SCHOOL FIELD AND CLASSROOM MODERNIZATION PROJECT

– Jeff Dixon, Assistant Superintendent, Business Services

Staff proposes the Board of Education authorize the Assistant Superintendent of Business Services to accept additional design services and increase the service contract to include a full seismic rehabilitation of the classroom building with Ruhnau Clarke Architects required for the Thurston Middle School Field and Classroom Modernization project.

23. APPROVAL OF BOARD POLICIES AND BYLAWS – FIRST READING

– Jason Viloria, Ed.D., Superintendent

On November 25, 2019, the Board of Education held a special Board Policy Workshop to review and discuss policies and bylaws listed below for potential additions, revisions, and deletions. The Superintendent recommended a first reading by the Board of Education of the same Board policies and bylaws occur at the December 17, 2019 Board meeting. The Board may waive a second reading or require an additional reading if necessary. Board policies are brought forward for a first reading by the Board, as described in Board Bylaw 9310. (policies listed on the next page)

Policy Number	Description	Notes from Policy Workshop
1312.1	Complaints Concerning Employees	Agreed with proposed revisions. Deleted language as recommended.
3516	Emergencies and Disaster Preparedness	Reviewed policy. No changes at this time.
3540	Transportation	Move forward for a first reading.
5131.2	Bullying	Made additional revisions. Noted in red for first reading.
5142	Safety	Move forward for a first reading.
6142.1	Comprehensive Health Instruction	Move forward for a first reading.
6142.2	World Language Instruction	Move forward for a first reading.
6163.1	Library Media Centers	Move forward for a first reading. Added Legal Resources.
6174	Education for English Learners	Move forward for a first reading.
6179	Supplemental Instruction	Move forward for a first reading.
Bylaw Number	Description	Notes from Policy Workshop
9270	Conflict of Interest	Move forward for a first reading.
9320	Meetings and Notices	Move forward for a first reading.
9321	Closed Session	Move forward for a first reading.
9321.1	Closed Session Action and Reports	Move forward for deletion.
9322	Agenda/Meeting Materials	Move forward for a first reading.

ANNUAL ORGANIZATIONAL MEETING

Education Code Section 35143 requires the governing board of each school district to hold an annual organizational meeting and election within a prescribed 15-day period. For 2019, the 15-day period is from December 6 through December 20. Laguna Beach Unified School District Board Bylaw 9100 also specifies that the Board shall hold an annual organizational meeting and elect its slate of officers.

The Superintendent will conduct nominations and election of the Board President.

A. Election of Board President

Call for nominations for the position of President of the Board of Education

Upon election, the Superintendent will turn the meeting over to the new Board President who will continue with elections and appointments, and conduct the balance of the meeting. Mrs. Vickers served as President during 2019.

B. Election of Board Clerk

Call for nominations for the position of Clerk of the Board of Education. Mrs. Normandin served as clerk during 2019.

C. Appointment of Secretary to the Board of Education

Per Board Bylaw 9100, the Secretary to the Board of Education shall be appointed at the Annual Organizational Meeting and Board Bylaw 9006 designates the Superintendent as the Secretary to the Board.

D. Appointment of Board Representatives to the Following Groups:

1. District Representative for Orange County Nominating Committee and Orange County School Boards Association (1 Representative, 1 Alternate)
2019 Representatives were Mrs. Peggy Wolff and Alternate Dr. Jim Kelly
2. Laguna Beach Council of PTAs (1 Representative, 1 Alternate)
2019 Representatives were Mrs. Jan Vickers and Alternate Mrs. Peggy Wolff
3. Laguna Beach Education Foundation School Power (1 Representative, 1 Alternate)
2019 Representatives were Mrs. Peggy Wolff and Alternate Mrs. Dee Perry
4. Laguna Beach Education Foundation School Power Endowment
(1 Representative, 1 Alternate)
2019 Representatives were Mrs. Dee Perry and Alternate Dr. Jim Kelly
5. Community Coalition (1 Representative, 1 Alternate)
2019 Representatives were Mrs. Carol Normandin and Alternate Mrs. Dee Perry
6. College and Career Readiness (CCA) (2 Representatives, 1 Alternate)
At the November 12, 2019 Board meeting, Mrs. Vickers and Mrs. Perry were appointed representatives and Mrs. Wolff was appointed as the alternate.

The Board President and Superintendent are ex-officio members of all committees. Board members will be advised of the Ralph M. Brown Act restrictions regarding participation on various types of committees. (Government Code Section 54954 and SB 139 amendments).

E. Setting Meeting Dates, Time and Place for 2020

Listed below are two schedules for potential Regular Meeting dates for the Board of Education to review and discuss for 2020. The Board shall decide by a majority vote which schedule to adopt. These meetings will be held at a time to be determined by the Board of Education.

Day and Date	Meeting Type
Wednesday, January 15	Business Meeting
Tuesday, January 28	Joint Meeting with the City of LB and Study Session
Wednesday, February 12	Business Meeting
Wednesday, March 11	Business Meeting
Wednesday, March 25	Study Session
Wednesday, April 15	Business Meeting
Wednesday, May 6	Study Session
Wednesday, May 20	Business Meeting
Wednesday, June 3	Business Meeting
Wednesday, June 17	Business Meeting
Wednesday, July 22	Business Meeting
Wednesday, August 19	Business Meeting
Wednesday, September 2	Business Meeting
Wednesday, September 16	Study Session
Wednesday, October 7	Business Meeting
Wednesday, October 21	Study Session
Wednesday, November 18	Business Meeting
Wednesday, December 16	Business Meeting and Annual Organization Meeting

OR

Day and Date	Meeting Type
Thursday, January 16	Business Meeting
Tuesday, January 28	Joint Meeting with the City of LB and Study Session
Thursday, February 13	Business Meeting
Thursday, March 12	Business Meeting
Thursday, March 26	Study Session
Thursday, April 16	Business Meeting
Thursday, May 7	Study Session
Thursday, May 21	Business Meeting
Thursday, June 4	Business Meeting
Thursday, June 18	Business Meeting
Thursday, July 23	Business Meeting
Thursday, August 20	Business Meeting
Thursday, September 3	Business Meeting
Thursday, September 17	Study Session
Thursday, October 8	Business Meeting
Thursday, October 22	Study Session
Thursday, November 19	Business Meeting
Thursday, December 17	Business Meeting and Annual Organization Meeting

F. Annual Reminders

1. Aliso Property Option Reminder

The Board of Education is reminded that the District has the opportunity to purchase the Aliso School Property in the year 2041 for one dollar. This special note is to remain a part of all Annual Organizational meetings until said purchase option is exercised or expires. A one dollar (\$1) bill is on file in the Business Office as a reminder to future Boards of Education. This dollar bill may be used to exercise that option in 2041. The *First Amendment to the Option to Re-purchase*, effective December 11, 2012, enabled the District to establish a trust account that holds the deed to the property pursuant to any default by the current property owner. The District may record the deed by satisfying the existing loan upon any future default by the current owner.

2. Resolution No. 01-02 – Facilities Repair and Replacement Program

The Board of Education is reminded that by adoption of Resolution No. 01-02 on February 27, 2001, the intention and desire was to continue this program to ensure future repair and replacement of the District's facilities.

**24. BOARD MEMBER REQUESTS FOR ITEMS FOR FUTURE MEETINGS AND
BOARD MEMBER REQUESTS FOR INFORMATION**

–President, Board of Education

25. ADJOURNMENT – President, Board of Education

The next Regular Meeting of the Board of Education is **TBD, 6:00 PM**
at the Laguna Beach Unified School District Office Board Room
550 Blumont St., Laguna Beach, California

For information regarding Laguna Beach Unified School District, please visit our website: 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 LBUUSD 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 is 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 4:00 p.m. on the Friday before the scheduled meeting.

Laguna Beach Unified School District

12. PUBLIC HEARING

December 17, 2019

Approval: Presentation of the Laguna Beach Unified Faculty Association and Laguna Beach Unified School District's Joint Proposal for the 2020-2023 Collective Bargaining Agreement and Announcement of a Requisite Public Hearing

Proposal

Staff proposes that in accordance with Board Policy 4104, the Board of Education publicly present the Laguna Beach Unified Faculty Association and Laguna Beach Unified School District's Joint Proposal for the 2020-2023 Collective Bargaining Agreement and hold the requisite public hearing to allow the public to comment on the proposals.

Background

After the Public Hearing, the Board will direct administration to acknowledge public comments; subsequently representatives of the District and the employee organization shall begin formal negotiations.

Included with the agenda item, please find the Initial Proposals for the 2020-2023 school year, which reflect Interest-based Bargaining as the anticipated process. This is a required step in the formal negotiations process.

Budget Impact

There no budget impact at this time.

Recommended Action

Staff recommends the Board of Education publicly present the Laguna Beach Unified Faculty Association and Laguna Beach Unified School District's Joint Proposal for the 2020-2023 Collective Bargaining Agreement and hold the requisite public hearing to allow the public to comment on the proposals.

LAGUNA BEACH UNIFIED SCHOOL DISTRICT
Interest-Based Bargaining Proposal
Sunshine Hearing: Tuesday, December 17, 2019

The Laguna Beach Unified School District has four interest-based issues:

Student Achievement: All students will demonstrate academic growth across content areas.

The District wishes to explore contractual modifications, which result in the following impact:

- A. Bargaining unit positions are designed to ensure optimal student success in all areas, including academic achievement, athletics and social-emotional skills.
- B. Sufficient instructional time is provided to address achievement gaps, enrichment and social-emotional needs of students.

School Culture: Each student will strengthen connections to the school, the community, and the world by engaging in activities that build skills and responsibility.

The District wishes to explore contractual modifications, which result in the following impacts:

- C. Instructional time is valued and class time is maximized.
- D. Students and parents have access to instructional and support staff to support student needs.
- E. Professional Learning Communities (PLCs) and school-wide collaboration function at an optimal level.

Staffing: The District will recruit, hire, train, and retain high performing staff.

The District wishes to explore contractual modifications, which result in the following impacts:

- F. Every employee understands that other than the health and safety of every person in the District, no priority is higher than delivery of quality education to each and every student.
- G. Every employee understands his/her role and responsibilities and consistently demonstrates the initiative, efficiency, and skills necessary to deliver the highest quality work.
- H. Salary and benefits are designed to result in acquiring the best candidates available for all positions.
- I. Development of a meaningful evaluation system used to strengthen the knowledge, skills and practices of teachers to improve student learning.

Fiscal Responsibility: The District will maintain fiscal solvency and transparency to ensure support of student learning.

The District wishes to explore contractual modifications, which result in the following impacts:

- J. The District's finances reflect the best business practices and careful long-range planning that is reassessed on a yearly basis.
- K. Yearly budgets are never more than yearly income unless funds accumulated for a one-time purpose are being expended.
- L. All resources are maximized and allocated efficiently, with delivery of quality education as the guiding principle for every expenditure.
- M. The District complies with all State and Federal laws and regulations.

Learning Environment: Safe, attractive, clean, and well-equipped learning environments will be provided for each student.

The District wishes to explore contractual modifications, which result in the following impacts:

- N. The District provides physical and emotional safety for every student and every staff member.
- O. Honesty, integrity, good citizenship, respect and courtesy are valued and consistently practiced at every level of the organization.
- P. Employee input is encouraged through an atmosphere conducive to spirited discussions because productive collaboration, continuous improvement and lifelong learning are cherished.
- Q. The District is absent any institutional biases toward any race, sex, ethnicity, religion, or sexual orientation and there are intense and unified efforts to promote compassion for individual differences and to advance appreciation of diversity.

**Initial Interest Statements for Bargaining
From the
Laguna Beach Unified Faculty Association
To the
Laguna Beach Unified School District**



December 5, 2019

The Laguna Beach Unified Faculty Association looks forward to opening contract negotiations for the 2020-2021 school year within the framework of the principles of Interest Based Bargaining and the cooperative relationship that the Association and the District have enjoyed for many years. We have an interest in reaching an agreement that will continue to provide our members with a competitive salary, and current benefits that help to attract outstanding teachers from across the state and the nation. We will be opening articles:

**Article 7: Hours
Article 8: Class Sizes
Article 11: Evaluations
Article 12: Leaves
Article 16: Safety
Article 17: Calendar
Article 18: Salary
Article 21: Summer School**

We reserve the right to open any additional articles at a later date.

Laguna Beach Unified School District

13.a.i. CONSENT/ACTION

December 17, 2019

Approval: Minutes - November 25, 2019 Special Meeting

Board of Education Minutes of Special Meeting – Board Policy Workshop November 25, 2019

Call to Order

The meeting was called to order at 1:00 p.m.

Roll Call to Establish Quorum

Roll call to establish Quorum:

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

Staff Present: Jason Vilorio, Ed.D., Superintendent
Leisa Winston, Assistant Superintendent, Human Resources/Public
Communications
Jeff Dixon, Assistant Superintendent, Business Services
Victoria Webber, Executive Assistant

Legal Council: Mark Bresee, Atkinson, Andelson, Loya, Ruud & Romo

Pledge of Allegiance

Dr. Kelly led the Board and staff in reciting the Pledge of Allegiance.

Adoption of Agenda

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

Discussion: None

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

Public Comment (Items Not on the Agenda)

None.

Review and Discussion of Board Policies

President Vickers asked for any public comment. There were no members of the public present. The Board of Education, Cabinet members, and Attorney Mark Bresee, of Atkinson, Andelson, Loya, Ruud & Romo, reviewed and discussed each of the following policies in preparation of bringing them forward to the Board for a first reading at the December 17, 2019 Board meeting.

Policy Number	Description	Notes for Review/Recommendation (No action will be taken)
1312.1	Complaints Concerning Employees	Policy updated to reflect a court decision which held that a district cannot bar criticism of employees at public board meetings, and to add referral of complainants to the appropriate complaint procedures when concerns are expressed at a board meeting or to an individual board member outside a board meeting. Discussion regarding appeals was held and language left as presented. Move forward for a first reading.
3516	Emergencies and Disaster Preparedness	Reviewed and no changes recommended. The policy will not be brought back for a first reading as there are no changes.
3540	Transportation	Policy updated to include material formerly in AR regarding the means of transportation, contracts for transportation services, and the option to pay parents/guardians their actual and necessary expenses in transporting the student. Policy also addresses (1) the district's authority to require families to pay a transportation fee, with specified exceptions; (2) the district's authority to transport students without parent/guardian permission when evacuation of students is necessary for their safety; and (3) the installation of a global positioning system on school buses to enhance safety and provide real-time location data. Regulation deleted and key concepts moved to BP. Discussion regarding transportation for high school students was held. This policy is submitted as a replacement in full for the current BP 3540. Move forward for a first reading.
5131.2	Bullying	Policy updated and regulation added to reflect NEW LAW (AB 2291, 2018) which mandates districts to adopt, on or before December 31, 2019, procedures for preventing acts of bullying, including cyberbullying. The Board made additional changes to language which will be reflected in the first reading.
5142	Safety	This policy addresses the district's responsibility to provide for the proper supervision of students during before- and after-school programs, morning drop-off at school, and afternoon pick-up and to provide for appropriate student instruction in emergency procedures. Policy adds section reflecting the requirement to print safety hotline numbers on student identification cards for students in grades 7-12, including the National Suicide Prevention Lifeline and, pursuant to NEW

		LAW (SB 316), the National Domestic Violence Hotline. Move forward for a first reading as presented.
6142.1	Comprehensive Health Instruction	Policy updated to more directly reflect the goals of the California Healthy Youth Act, incorporate the legal requirement for districts whose graduation requirements include completion of a health education course to include instruction on the affirmative consent standard, and reflect NEW LAW (SB 1104, 2018) which requires districts offering grades 6-12 to provide information on human trafficking prevention resources to parents/guardians by January 1, 2020. Policy also adds timeline for notification to parents/guardians that they may request to excuse their child from comprehensive sexual health and HIV prevention education. Regulation updated to reflect NEW LAW (AB 1861, 2018) which requires that comprehensive sexual health education include specified information regarding human trafficking, and NEW LAW (AB 1868, 2018) which authorizes instruction regarding the potential risks and consequences of electronically sharing suggestive or sexually explicit materials. Section on "Professional Development" updated to reflect a legal requirement to provide periodic staff development regarding sexual abuse and human trafficking. Move forward for a first reading
6142.2	World Language Instruction	New Policy for LBUSD. Move forward for a first reading.
6163.1	Library Media Centers	New Policy for LBUSD. Move forward for a first reading.
6174	Education for English Learners	Policy updated to reflect NEW LAW (AB 2735, 2018) which prohibits districts from denying English learners the opportunity to enroll in core curricular courses or courses needed for middle school promotion, high school graduation, or college admission. Policy also adds requirement to annually designate a district and site coordinator to oversee administration of the English Language Proficiency Assessments for California (ELPAC). Regulation reflects NEW STATE REGULATION (Register 2019, No. 1) which establishes a timeframe for notifying parents/guardians of their child's ELPAC test results when the results are received from the test contractor after the last day of instruction for the school year. Move forward for a first reading.
6179	Supplemental Instruction	Policy updated to reflect current law requiring the provision of remedial instruction to students who are recommended for retention or are identified as being at risk for retention. Policy also deletes reference to federal Title I program improvement which is no longer operational, and clarifies that schools identified for comprehensive or targeted school improvement

		may, but are not required to, offer supplemental instruction. Move forward for a first reading.
Bylaw Number	Description	Notes for Review/Recommendation (No action will be taken)
9270	Conflict of Interest	Added the position of deputy superintendent. Move forward for a first reading.
9320	Meetings and Notices	Review and discuss meeting options. Move forward for a first reading.
9321	Closed Session	Bylaw retitled and updated to incorporate material formerly in BB 9321.1 - Closed Session Actions and Reports. Bylaw also adds the requirement to provide final documents approved or adopted during closed session to persons who have submitted a request. Section on "Matters Related to Students" provides that student names should not be included on the agenda or reports of expulsion hearings pursuant to court decision. Section on "Security Matters" reflects the board's authority to meet in closed session with law enforcement officials to develop a tactical response plan. Section on "Real Property Negotiations" reflects Attorney General publication stating the board's authority to approve a final real property agreement in closed session. Section on "Pending Litigation" updates legal cites. Move forward for a first reading.
9321.1	Closed Session Action and Reports	Delete. Move forward for a first reading for deletion.
9322	Agenda/Meeting Materials	Reviewed and discussed agenda preparation. Move forward for a first reading.

Member Wolff moved to adjourn to Closed Session at 3:00 p.m. Member Normandin seconded. Motion carried 5-0. Members Vickers, Normandin, Wolff, Perry, and Kelly voted yes to adjourn to closed session.

Member Kelly left the meeting at 3:45 p.m.

Member Normandin moved to adjourn from Closed Session at 4:00 p.m. Member Wolff seconded.

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes to adjourn from closed session. Member Kelly had left the meeting.

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

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

Discussion: None

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes to adjourn. Member Kelly had left the meeting. The meeting adjourned at 4:02 p.m.

Carol Normandin, Board Clerk
December 17, 2019

Laguna Beach Unified School District

13.a.ii. CONSENT/ACTION

December 17, 2019

Approval: Minutes - November 12, 2019 Regular Meeting

Board of Education Minutes of Regular Meeting November 12, 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
Peggy Wolff
Dee Perry

Members Absent: Carol Normandin
Jim Kelly

Public Comment on Closed Session Items

There were no public comments.

Adjourn to Closed Session

Member Wolff moved to adjourn to Closed Session. Member Perry seconded. Motion carried 3-0-2. Members Vickers, Wolff, and Perry voted yes to adjourn to Closed Session at 5:00 p.m. Members Normandin and Kelly were absent. The following items were discussed:

A. CONFERENCE WITH LABOR NEGOTIATORS

Government Code §54957.6

- | | | |
|------|------------------------|-------------------------|
| i. | Employee Organization: | LaBUFA |
| | District Negotiator: | Leisa Winston |
| ii. | Employee Organization: | CSEA |
| | District Negotiator: | Leisa Winston |
| iii. | Employee Organization: | Unrepresented Employees |
| | District Negotiator: | Leisa Winston |

B. CONFERENCE WITH LEGAL COUNSEL –EXISTING LITIGATION

Subdivision (a) of Section 54956.9

Sherry Kollman-Bullard v. Laguna Beach Unified School District

Case No: 30-2019-01103461-CU-PO-CJC

Superior Court of California, County of Orange – Central Justice Center

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

Motion carried 3-0-2. Members Vickers, Wolff, and Perry voted yes to adjourn from Closed Session at 5:45 p.m. Members Normandin and Kelly were absent.

Present at Board Meeting

Members Present: Jan Vickers
Carol Normandin - arrived at 6:03 p.m.
Peggy Wolff
Dee Perry

Absent: Jim Kelly

Employee Group
Representatives: Marianne Bynum, Vice President, LaBUFA
Margaret Warder, President, CSEA

Staff: Jason Vilorio, Ed.D., Superintendent
Jeff Dixon, Assistant Superintendent, Business Services
Leisa Winston, Deputy Superintendent, Human Resources and Instruction
Victoria Webber, Executive Assistant
Anakaren Ureno, Communications Specialist
Mike Morrison, Chief Technology Officer
Irene White, Director, Special Education
Ryan Zajda, Director, Facilities
Mike Conlon, Director, Human Resources
Chris Duddy, Principal, El Morro Elementary
Jenny Salberg, Principal, Thurston Middle School
Jason Allemann, Principal, Laguna Beach High School

Pledge of Allegiance

President Vickers invited Member Peggy Wolff 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.

President Vickers asked for a moment of silence to honor Jasmen Wilkinson.

Report of Closed Session Action

President Vickers stated there was no report out of tonight's Closed Session.

Adoption of Agenda

Public Comment: None

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

Discussion: None

Student Board Representative Danbara cast a provisional vote in favor.

Motion carried 3-0-2. Members Vickers, Wolff, and Perry voted yes to adopt the agenda. Members Normandin and Kelly were absent.

Recognitions

None.

Public Comment (Non- Agenda Items)

The following students addressed the Board regarding the resignation of Mr. Jolley.

Luke Gold-Sine
Beck Kesler
Warren Ingersoll
Luka Sali
Aun Dabbas

Member Normandin arrived at 6:03 p.m.

Board members thanked the students for attending and speaking.

Reports

Student Board Representative– Drew Fink and Kalohe Danbar

Reported on:

- **LBHS**
 - Sports signing day November 13
 - Fall sports wrapping up, winter sports beginning
 - Musical “Our Town” went very well
 - Spring musical will be Beauty and the Beast
 - ASB
 - New student lunch Friday, November 15
 - Food drive this month
 - Spikeball tournament was held for Halloween
 - Anti-bullying week and unity
- AP Art History students taking a field trip to the Getty Villa
- College applications in process
- Thanked the staff in the college and career center
- Commented on the loss of Jasmine Wilkinson
- **El Morro and TOW**
- End of 1st trimester November 15
- Report cards will be issued online
- **El Morro**
- Colonial Days November 25 and 26
- **TMS**
- WEB Leaders team building
- Take part in community service to a homeless shelter
 - November 22 WEB Leaders will present to their peers

LaBUFA Representative – Marianne Bynum, LaBUFA Vice President

- Negotiations team participated in pre-meeting with the District

CSEA Representative – Margaret Warder, CSEA President

- Negotiations survey to members closed
- CSEA nominations for officer positions closes November 13

School Resource Officer – Cornelius Ashton

- LBPD taking part in Movember in support of men’s health
- Participated in Walk to School Day at TOW with other officers
- Attended El Morro Boo Blast
- Attending safety meetings at TOW and TMS

- Commented on the collaborative support between the LBPD, the School District, and the Community in response to Jasmine's passing.

Board Members

Board members reported as follows:

Member Kelly

- Absent

Member Perry

- Grateful to staff and community for the support to the Wilkinson family and each other
- Attended the SchoolPower Trustee meeting
- Commented on the new way SchoolPower will be providing teacher grants
- Attended an Our Town performance
- Commented on Greg Long speaker to students on surfing and conservation
- Commented on students speaking at the City Council meeting regarding trolley routes
- Visited an Advanced Art Studio class at LBHS

Member Wolff

- Attended the SchoolPower Trustee meeting
 - Thanked Michael Keller, Jun Shen, and Brian Kull for presenting
 - The Fund-a-Need will focus on expansion and growth of existing programs
- Thanked Michael Keller and the counselor team for their support over the last few weeks

Member Normandin

- Thanked Dr. Vilorina and Dr. Keller for their support
- Commented on students speaking at the City Council meeting regarding trolley routes
- Attended Community Coalition committee meeting

President Vickers

- Attended PTA Council meeting
- Attend LBHS PTA meeting
- Commented on the district being highly supportive and the social emotional support that is in place
- Appreciates all of the information in the weekly updates
- Thanked staff for the college athlete report

Principal Report

Chris Duddy, El Morro Elementary

Mr. Duddy reported on the process for becoming a National Exemplary High Performing Blue Ribbon School

Cabinet

Superintendent Vilorio

- Thanked LBUSD staff and OCDE staff for all of the support for students and staff in the wake of Jasmen's passing
- Commented on the outpouring of support for the Wilkinson family and the touching celebration of life

Lesia Winston, Deputy Superintendent, Human Resources and Instruction

- No report

Jeff Dixon, Assistant Superintendent, Business Services

- No report

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.

No public comment.

- a. Approval of Minutes – October 22, 2019
- b. Approval/Ratification of Personnel Report
- c. Approval Conference/Workshops
- d. Approval of Student Field Trips
- e. Approval of Acceptance of Gifts – In Kind Donation
- f. Agreements for Contracted Services - Special Education
- g. Approval of Agreements for Contracted Services – Technology Services
- h. Approval/Ratification of Certificated Payroll 4A in the Amount of \$2,349,653.97
Approval/Ratification of Certificated Payroll 4B in the Amount of \$964,397.84
Approval/Ratification of Certificated Payroll 4C in the Amount of \$39,475.14
- i. Approval/Ratification of Warrants #399333 through #399536 in the amount of \$1,107,533.88 Dates: 10/14/2019 through 10/31/2019
- j. Approval of Independent Contractor Agreement with Staci Bina of Bala Shala Yoga for Kids to Provide Yoga and Meditation Instruction and Consultation at Thurston Middle School and Laguna Beach High School in an Amount Not-to-Exceed \$13,200
- k. Approval of Independent Contractor Agreement with Laguna Playhouse to Provide Presentations to Top of the World Elementary School in an Amount Not-to-Exceed \$500

- l. Approval of an Independent Contractor Agreement with Leaning On Visions and Education (L.O.V.E.) for Educational Parent Workshops in an Amount Not-to-Exceed \$1,400
- m. Approval of a Purchase Agreement with Solution Tree, Inc., to Provide Onsite Professional Development for Elementary Staff on January 6, 2020 in an Amount Not-to-Exceed \$6,500
- n. Approval of Inspire Literacy (iLit) Training Implementation Essentials for Teacher Training for the 2019-20 School Year in an Amount Not-to-Exceed \$2,500
- o. Approval of Quarterly Report – Board Policy 3002 – Investments
- p. Approval of Community Facilities District 98-1 (Crystal Cove) Administrative Expense Fund Disbursements Totaling \$645.78

Member Normandin moved approval of Consent Calendar items a - p. Member Wolff seconded.

Student Board Representative Danbara cast a provisional vote in favor.

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes to approve Consent Agenda items a - m. Member Kelly was absent.

INFORMATION ITEMS

Report on Developer Fees

Mr. Ryan Zajda, director of facilities, presented information on the use of developer fees.

Action Items

Approval of Updated Memorandum of Understanding Between The Laguna Beach Police Department, City of Laguna Beach and the Laguna Beach Unified School District to provide Two School Resource Officers to LBUSD Schools

Dr. Jason Vilorio, superintendent, provided information on the proposed addition of a second school resource officer. Captain Jeff Calvert of Laguna Beach Police Department presented information on the roles, workload, and coverage that would be provided by two officers.

Public Comment: Liz Black thanked the School Board and Dr. Viloría for expanding the SRO program and read a statement on behalf of Amber Offied who could not be in attendance.

Member Normandin posed several questions to Captain Calvert.

Member Wolff moved approval. Member Perry seconded.

Student Board Representatives Danbara and Fink both expressed they felt reassured having an additional SRO in the district.

Student Board Representative Danbara cast a provisional vote in favor.

Motion carried by a roll call vote 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes. Member Kelly was absent.

Approval for Appointment of Two LBUSD Board Representatives and One Alternate Representative to Serve as Members of the College and Career Advantage Board

Dr. Jason Viloría, superintendent stated this is an annual appointment.

Public Comment: None

Member Wolff stated she would be happy to serve as the alternate this year if Member Perry wished to move from alternate to representative.

Member Normandin moved approval to appoint Members Vickers and Perry as representatives and Member Wolff as the alternate.. Member Wolff seconded.

Student Board Representative Danbara cast a provisional vote in favor.

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

Approval of Annual Organizational Meeting

Dr. Jason Viloría, superintendent stated the annual organizational meeting must be set in accordance with Education Code 35143 and must be held within a prescribed 15-day period. For 2019, this 15-day period is from December 6, through December 20, 2019

Public Comment: None

Member Normandin moved approval. Member Wolff seconded.

Student Board Representative Danbara cast a provisional vote in favor.

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

Approval of Positive Certification of First Interim Report

Mr. Jeff Dixon, assistant superintendent, business services presented.

Public Comment: None

Member Normandin moved approval. Member Wolff seconded.

Student Board Representative Danbara cast a provisional vote in favor.

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

Approval of Resolution 19-12 Recognition and Support of National Nutrition Month

Mr. Jeff Dixon introduced the resolution for approval.

Public Comment: None

Member Wolff moved approval. Member Normandin seconded.

Student Representative Danbara asked how long the district has been using biodegradable serve ware.

Student Board Representative Danbara cast a provisional vote in favor.

Motion carried by a roll call vote 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes. Member Kelly was absent.

Approval of Resolution 19-13 Recognition and Support of National Child Safety and Protection Month

Mr. Jeff Dixon introduced the resolution for approval.

Public Comment: None

Member Wolff moved approval. Member Normandin seconded.

Member Perry asked about site hazards including radiation. Dr. Vilorio will provide information in a weekly update.

The Board remains in favor of lobbying efforts on behalf of student safety.

Student Board Representative Danbara cast a provisional vote in favor.

Motion carried by a roll call vote 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes. Member Kelly was absent.

Approval of Resolution 19-15 Laguna Beach Unified School District Adopting a Conflict of Interest Code which Supersedes All Other Conflict of Interest Codes and Amends Previously Adopted Resolutions

Dr. Jason Vilorio, superintendent presented the resolution for approval, noting the only change was the addition of the position of deputy superintendent as a reporting position.

Public Comment: None

Member Normandin moved approval. Member Wolff seconded.

Student Board Representative Danbara cast a provisional vote in favor.

Motion carried by a roll call vote 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes. Member Kelly was absent.

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

Student Board Representatives

- No requests

Member Kelly

- Absent

Member Perry

- Requested Board meeting dates be looked at for next year so as to not be in conflict with City Council meetings.
 - Dr. Vilorio stated this would be discussed at the Board Policy workshop as Board policy will need to be reviewed and changed according to the Board's preferences.

Member Wolff

- No requests

Member Normandin

- Requested staff provided information in a future update on Board term limits.

President Vickers

- Provided clarification that City Council meetings used to be on the 1st and 3rd Tuesday and School Board meetings are on the 2nd and 4th Tuesday. City Council changed their meeting dates, which now conflict with LBUSD meeting dates.

Adjournment

Member Normandin moved to adjourn. Member Wolff seconded.

The next regular Board meeting is scheduled for December 17, 2019.

Motion carried 4-0-1. Members Vickers, Normandin, Wolff, and Perry voted yes to adjourn to the meeting. Member Kelly was absent. The meeting was adjourned at 7:58 p.m..

Carol Normandin
Clerk of the Board
December 17, 2019

Laguna Beach Unified School District

13.a.iii. CONSENT/ACTION

December 17, 2019

Approval: Minutes - October 10, 2019, Special Meeting

Board of Education Minutes of Special Meeting October 10, 2019

Call to Order

The meeting was called to order at 5:00 p.m.

Roll Call to Establish Quorum

Roll call to establish Quorum:

Members Present: Jan Vickers
Peggy Wolff
James Kelly

Members Absent: Carol Normandin
Dee Perry

Staff Present: Jason Vilorio, Ed.D., Superintendent
Leisa Winston, Deputy Superintendent, Human Resources and Instruction
Victoria Webber, Executive Assistant

Council Present: Joseph Larsen, Rutan & Tucker, LLP
Mark Bresee, Atkinson, Andelson, Loya, Ruud & Romo (via phone)

Pledge of Allegiance

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

Adoption of Agenda

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

Discussion: None

Motion carried 3-0-2. Members Vickers, Wolff, and Kelly voted yes to adopt the agenda. Members Normandin and Perry were absent.

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 3-0-2. Members Vickers, Wolff, and Kelly voted yes to adjourn to Closed Session. Members Normandin and Perry were absent.

The meeting adjourned to Closed Session at 5:01 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

Victoria Webber was not present for Closed Session.

Adjournment of Closed Session

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

Motion carried 3-0-2. Members Vickers, Wolff, and Kelly voted yes to adjourn from Closed Session. Members Normandin and Perry were absent. Closed Session was adjourned at 6:02 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 3-0-2. Members Vickers, Wolff, and Kelly voted yes to adjourn the meeting. Members Normandin and Perry were absent. The meeting adjourned at 6:03 p.m.

Carol Normandin
Clerk of the Board
October 22, 2019

Laguna Beach Unified School District

13.b. CONSENT/ACTION

December 17, 2019

Approval/Ratification: Personnel Report

LCAP Priority Alignment

Goal 3 - Professional development focused on 21st-century teaching and learning.

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.

December 17, 2019

I. RESIGNATIONS:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Claudette Ahern	School Nurse	December 17, 2019
PC02SN0104	School Readiness	

II. EMPLOYMENT:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Michele Barker	Instructional Assistant, Special Ed	November 20, 2019
	Thurston Middle School Special Ed Fund	
	0104613150-2115 Probationary Employee	
	Range: 25 Step: B \$22.63 per hour	
	5.75 hours day/5 days per week/10 month academic calendar	
	Replaces: Anastasia Booher	

Jaspre Dixon	Workability I/TPP	November 4, 2019
	Laguna Beach High School Special Ed Fund	
	0104644575/0104033200-2980 Probationary Employee	
	Range: 25 Step: A \$21.51 per hour	
	5.75 hours day/5 days per week/10 month academic calendar	

Elizabeth Yoder	Administrative Assistant, Business Services	December 2, 2019
PC02CONB01	District Office General Fund	
	0102256700/010239740-2330 Permanent Employee	
	Range: Confidential 4 Step: 2 \$5854.08 per month	
	8 hours per day/5 days per week/12 month calendar	
	Replaces: Teri Holloway	

III. LEAVES:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Spencer Harrell	Instructional Assistant, PE	January 22, 2020 to
	El Morro Elementary	June 5, 2020

IV. EMPLOYMENT: Short Term Assignments - Extra Duty

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Claudette Ahern	School Nurse Substitute	August 26, 2019 to
	Districtwide General Fund	December 17, 2019
	0102172850-1280 \$62.85 per hour	
	NTE: 40 hours	

All Elementary Teachers Joint PLC Meeting		December 4, 2019
	El Morro and Top of the World General Fund	
	0102015380-1130 \$42.61 per hour	
	NTE: 1 hour each	

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

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Shelby Anderson	U.S. History and GSS Team Meeting Laguna Beach High School General Fund 0105011012-1130 \$42.61 per hour NTE: 1.5 hours	October 16, 2019
Luis Antonio	Child Supervision - DELAC and LBUSD Presents Districtwide General Fund 0107011500-2150 \$29.23 per hour NTE: 30 hours	November 20, 2019 to June 30, 2020
Kristin Cowles	U.S. History Collaboration Laguna Beach High School General Fund 0105011012-1130 \$42.61 per hour NTE: 5 hours	October 1, 2019 to October 31, 2019
Claudia Cuevas	Child Supervision - DELAC and LBUSD Presents Districtwide General Fund 0107011500-2150 \$29.23 per hour NTE: 30 hours	October 30, 2019 to June 30, 2020
Joseph Do	Technology Support Specialist Thurston Middle School General Fund 0113457175-2450 \$32.75 per hour NTE: 50 hours Reason: Technology projects, as needed	September 23, 2019 to July 1, 2020
James Garvey	Spanish Curriculum Alignment Laguna Beach High School General Fund 0105011012-1130 \$42.61 per hour NTE: 8 hours	August 1, 2019 to August 31, 2019
Jose Gonzalez	Spanish Curriculum Alignment Laguna Beach High School General Fund 0105011012-1130 \$42.61 per hour NTE: 8 hours	August 1, 2019 to August 31, 2019
Elizabeth Harris	Prep for Assessment Trainings El Morro Elementary Special Ed Funds 0104612310-1130 \$42.61 per hour NTE: 6 hours	November 15, 2019 to December 6, 2019

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

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Jennifer Hill	Prep for Assessment Trainings Thurston Middle School 0104612310-1130 NTE: 3 hours	December 2, 2019 to January 16, 2020 Special Ed Funds \$42.61 per hour
Crystal Hsiao	Professional Development & Meetings Outside of Work Day Laguna Beach High School 0105011012-1130 NTE: 6 hours	October 16, 2019 to October 18, 2019 General Fund \$42.61 per hour
Brenda Joyce	Office Assistant District Office 0110397140-2470 NTE: 12 hours Reason: Assist with recruitment mailing	December 5, 2019 to December 9, 2019 General Fund \$29.23 per hour
Elizabeth Kinder	Prep for OG Professional Development Training Districtwide 0102015380-2150 NTE: 5 hours	December 6, 2019 to January 5, 2020 General Fund \$29.23 per hour
Cynthia LeMottee	Safety Committee Meetings Top of the World Elementary 0102397400-2970 NTE: 6 hours	October 1, 2019 to June 30, 2020 General Fund \$29.23 per hour
Elizabeth Likins	Attendance at IEPs, Meetings and Various Trainings Top of the World Elementary 0104613150-2150 NTE: 20 hours	September 23, 2019 to June 11, 2020 Special Ed Funds \$29.23 per hour
Doris Philipp	Attendance at IEPs, Meetings and Various Trainings Top of the World Elementary 0104613150-2150 NTE: 20 hours	October 14, 2019 to June 11, 2020 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>
Elizabeth Phillips	Safety Committee Meetings Thurston Middle School 0102397400-2970	October 1, 2019 to June 30, 2020 General Fund \$29.23 per hour

	NTE: 6 hours	
Valorie Quigley	Planning and Extra Exam Grading Laguna Beach High School General Fund 0105011012-1130 \$42.61 per hour NTE: 15 hours	November 1, 2019 to June 12, 2020
Alicia Saucedo	Prep for Assessment Trainings El Morro Elementary Special Ed Funds 0104602110-1130 \$42.61 per hour NTE: 3 hours	December 2, 2019 to January 16, 2020
See Employee List	9th Grade Orientation Laguna Beach High School General Fund 0105311012-1170 \$42.61 per hour NTE: 4 hours each Employees: Scott Finn, Jennifer Lundblad	August 20, 2019
See Employee List	"Future Self" - Prep and Presentation District Office General Fund 0102017400-1130 \$42.61 per hour NTE: 2 hours each Employees: Brian Kull, Jun Shen	November 6, 2019
See Employee List	Insurance Committee Meetings Districtwide General Fund 01037730-2470 \$29.23 per hour NTE: 8 hours Employees: Gwen Myers, Elizabeth Phillips, Nikki Romano, Margaret Warder	October 30, 2019 to June 30, 2020
See Employee List	SRI and Dyslexia Guidelines Meeting Districtwide General Fund 0102015380-1130 \$42.61 per hour NTE: 1 hour each Employees: Tamara Bonneville, Amy Cochren, Jennifer Hill, Kristen Kaa, Sara Perrault-Hopper, Julie Yaccino	December 10, 2019

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

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Cynthia Sorensen	Planning and Extra Exam Grading Laguna Beach High School General Fund 0105011012-1130 \$42.61 per hour	November 1, 2019 to June 12, 2020

	NTE: 15 hours		
Nedah Sullivan	Prep for Assessment Trainings Top of the World Elementary 0104602120-1130 NTE: 3 hours	Special Ed Funds \$42.61 per hour	December 2, 2019 to January 16, 2020
Sally Yee	Extra Exam Grading Laguna Beach High School 0105011012-1130 NTE: 15 hours	General Fund \$42.61 per hour	November 1, 2019 to June 12, 2020
Eunice Yi	After School Student Assistance Laguna Beach High School 0104622510-2150 NTE: 30 hours	Special Ed Funds \$26.38 per hour	October 21, 2019 to June 11, 2020

V. EMPLOYMENT: Stipends

<u>Name:</u>	<u>Position/Site:</u>		<u>Effective Date:</u>
Mary Blanton	BTSA Lead Districtwide 0102014586-1170	General Fund NTE: \$5134.64	August 21, 2019 to June 30, 2020
Mary Blanton	BTSA Mentor El Morro Elementary 0102014586-1170	General Fund NTE: \$2565.52	August 21, 2019 to June 30, 2020
Heather Hanson	BTSA Mentor Laguna Beach High School 0102014586-1170	General Fund NTE: \$2565.52	August 21, 2019 to June 30, 2020
Gloria Harwood	TMS Safety Committee Report Thurston Middle School 0106311008-1170	General Fund NTE: \$897.93	October 21, 2019 to November 15, 2019
Alicia Saucedo	BTSA Mentor El Morro Elementary 0102014586-1170	General Fund NTE: \$2565.52	August 21, 2019 to June 30, 2020

VI. EMPLOYMENT: Short Term Assignments - Performing Arts

<u>Name:</u>	<u>Position/Site:</u>		<u>Effective Date:</u>
Bryanna Brock	Lighting Design for Dance Laguna Beach High School 0105315017-2970	PA Funds \$29.23 per hour	November 1, 2019 to June 12, 2020

	NTE: 48 hours		
Tyler Cruel	Guest Percussion Coach Thurston Middle School 0106315016-2970 NTE: 20 hours	PA Funds \$29.23 per hour	November 1, 2019 to June 12, 2020
Rhea Hosany	Guest Strings Coach Thurston Middle School 0106315016-2970 NTE: 42 hours	PA Funds \$29.23 per hour	November 1, 2019 to June 12, 2020
Tyler McGeough	Guest Band Coach Thurston Middle School 0106315016-2970 NTE: 64 hours	PA Funds \$29.23 per hour	November 1, 2019 to June 12, 2020
Anibal Seminario	Guest Woodwind Coach Thurston Middle School 0106315016-2970 NTE: 72 hours	PA Funds \$29.23 per hour	November 1, 2019 to June 12, 2020
Taylor Sims	Guest Percussion Instructor Laguna Beach High School 0105315016-2970 NTE: 119.74 hours	PA Funds \$29.23 per hour	November 1, 2019 to June 12, 2020
Patricia Tacklind	Guest Dance Instructor Laguna Beach High School 0105315017-2970 NTE: 31 hours	PA Funds \$29.23 per hour	November 1, 2019 to June 12, 2020
Kyra Taylor	Guest Percussion Instructor Laguna Beach High School 0105315016-2970 NTE: 119.74 hours	PA Funds \$29.23 per hour	November 1, 2019 to June 12, 2020

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

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

VIII. EMPLOYMENT: Short Term Assignments - ASB Funds

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Hunter Braun	Clock Operator - Soccer & Basketball Laguna Beach High School ASB Funds	November 20, 2019 to February 4, 2020

	0105311075-2140	\$29.23 per hour	
	NTE: 50 hours		
Kris Landgraf	Ticket Taker and Shot Clock Operator		August 1, 2019 to
	Laguna Beach High School	ASB Funds	May 31, 2020
	0105311075-2140	\$29.23 per hour	
	NTE: 50 hours		
Sean Quigley	Shot Clock Operator and Scorekeeper		August 1, 2019 to
	Laguna Beach High School	ASB Funds	May 31, 2020
	0105311075-2140	\$29.23 per hour	
	NTE: 50 hours		
Jeff Sears	Ticket Taker, Shot Clock Operator and Scorekeeper		August 1, 2019 to
	Laguna Beach High School	ASB Funds	May 31, 2020
	0105311075-2140	\$29.23 per hour	
	NTE: 50 hours		
Rus Soobzokov	Clock Operator		August 1, 2019 to
	Laguna Beach High School	ASB Funds	May 31, 2020
	0105311075-2140	\$29.23 per hour	
	NTE: 50 hours		
Megan Weinert	Ticket Taker, Shot Clock Operator and Scorekeeper		August 1, 2019 to
	Laguna Beach High School	ASB Funds	May 31, 2020
	0105311075-2140	\$29.23 per hour	
	NE: 50 hours		

IX. **EMPLOYMENT: Short Term Assignments - PTA**

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

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

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

Fall Sports Calendar 2019/20:

In-Season: August 5 - November 9, 2019
 CIF Playoff: November 5 - December 14, 2019

Winter Sports Calendar 2019/20

In-Season: November 18 - February 8, 2020
 CIF Playoff: February 10 to March 14, 2020

Spring Sports Calendar 2019/20:

In-Season: February 15 - May 9, 2020
 CIF Playoff: May 4 - May 28, 2020

Baseball

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Jon Hendrickson	JV Head Coach, In Season	\$252.77*

Cross Country - Boys

<u>Name</u>	<u>Position:</u>	<u>Stipend:</u>
Scott Wittkop	Head Coach, In Season	\$122.74*
Scott Wittkop	Head Coach, CIF	\$2,822.10
Dave Brobeck	Assistant Coach, CIF	\$1,385.38
Fred Pichay	Assistant Coach, CIF	\$1,385.38

Cross Country - Girls

<u>Name</u>	<u>Position:</u>	<u>Stipend:</u>
Steve Lalim	Head Coach, In Season	\$153.31*
Steve Lalim	Head Coach, CIF	\$2,822.10
Tyre Hines	Assistant Coach, CIF	\$1,385.38

Golf - Boys:

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Scott Finn	Assistant Coach, In Season	\$109.84*

Golf - Girls

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Jon Hendrickson	Head Coach, In Season	\$252.77*

Surf - Coed

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Scott Finn	Head Coach, In Season	\$109.84*

Swim - Coed

<u>Name</u>	<u>Position:</u>	<u>Stipend:</u>
Kari Damato	Head Coach, In Season	\$368.22*

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

Tennis - Girls

<u>Name</u>	<u>Position:</u>	<u>Stipend:</u>
Rick Conkey	Head Coach, CIF	\$2,565.52
Nicolas Radisay	Assistant Coach, CIF	\$1,731.73

Track - Girls:

<u>Name</u>	<u>Position:</u>	<u>Stipend:</u>
Steve Lalim	Head Coach, In Season	\$153.31*

Volleyball - Girls

<u>Name</u>	<u>Position:</u>	<u>Stipend:</u>
Shawn Patchell	Head Coach, CIF	\$2,052.42
Isaiah Kaa	Assistant Coach, CIF	\$1,385.38
Lance Stewart	Assistant Coach, CIF	\$1,385.38

Waterpolo - Boys

<u>Name</u>	<u>Position:</u>	<u>Stipend:</u>
Ethan Damato	Head Coach, CIF	\$513.10
Camron Hauer	Assistant Coach, CIF	\$346.35
Nolan McConnell	Assistant Coach, CIF	\$346.35

*Revised/additional stipends previously approved 10/23/18 and 3/26/19

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

Work Site: Laguna Beach High School

Booster Account: 0105315310-1185/2140

Fall Sports Calendar 2019/20:

In-Season:	August 5 - November 9, 2019
CIF Playoff:	November 5 - December 14, 2019

Winter Sports Calendar 2019/20

In-Season:	November 18 - February 8, 2020
CIF Playoff:	February 10 to March 14, 2020

Spring Sports Calendar 2019/20:

In-Season:	February 15 - May 9, 2020
CIF Playoff:	May 4 - May 28, 2020

None

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

Employment:

<u>Name:</u>	<u>Classification:</u>	<u>Effective Date:</u>
Keely Chism	Substitute Counselor	November 12, 2019

Resignation:

Trevor Lyle	Assistant Coach, Waterpolo	November 26, 2019
Craig MacDonald	Substitute Teacher	December 3, 2019

Laguna Beach Unified School District

13.c. CONSENT/ACTION

December 17, 2019

Approval: Student Field Trips

Proposal

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

1. Laguna Beach High School

Destination:	MUN Conference - Boston University
Date:	February 5 - 9, 2020
Chaperone(s):	Jonathan Todd, Jun Shen and Heather Hanson
Cost to Student:	\$1,200.00
Number of Students:	24
Transportation:	Air Plane and Bus
Accommodations:	Boston Marriott Copley Place

Students will visit several historical sites, two universities and engage in Model United Nations debate with other high schools from various states.

2. Laguna Beach High School

Destination:	Nike Eason Invitational
Date:	April 16-10, 2020
Chaperone(s):	Steve Lalim, Scott Wittkop, Tyre Hines, Everett Blanton
Cost to Student:	\$600 - 700
Number of Students:	24
Transportation:	Air Plane and Bus
Accommodations:	Courtyard by Marriott Downtown/Lake Union

Students will compete against other high-level student-athletes from across the United States and experience team bonding.

Background

The principal of Laguna Beach High School approved the Applications for Field Trip requests 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

13.d. CONSENT/ACTION

December 17, 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 – December 17, 2019

Contractor	Description of Services	Term	Funding	Estimated Cost
Addendum Monarch Center for Autism of Bellefaire JCB	1:1 Aide services for a special education student	01/11/20- 06/30/20	Non-Public School 0104632210-5875	\$26,505
Addendum The Prentice School	Speech services for a special education student	08/22/19- 06/30/20	Non-Public School 0104632210-5875	\$ 4,921
Parent Reimbursement/ Legal	Reimbursement per settlement agreement for education placement	01/13/19- 06/30/20	Parent Reimbursement/Legal 0104632900-5878	\$28,524
Individual Contract Olive Crest Academy	Non-Public School Tuition for a special education student	11/18/19- 06/30/20	Non-Public School 0104632210-5875	\$26,163
Independent Contract ABEDI, Inc.	BCBA consultation for a special education student	09/23/19- 11/30/20	Non-Public Agency 0104602140-5894	\$ 600

Laguna Beach Unified School District

13.e. CONSENT/ACTION

December 17, 2019

Approval: 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 - December 17, 2019

Contractor	Description of Services	Term	Funding	Estimated Cost
Saddleback Valley Unified School District	SEIS software license	7/1/19-6/30/20 Renewal	0113017175-5805	\$1,266
Document Tracking Services	DTS application to create, edit, update, print and track specific documents such as School Accountability Report Card (SARC) and others	12/1/19-11/30/20 Renewal	0113457175-5805	\$1,250
The DBQ Company	Online World History	7/1/19-6/30/20 Renewal	0113017175-5805	\$1,125
ZOHO Corporation	Manage Engine ADManager software	12/9/19-12/8/20 Renewal	0113457175-5805	\$1,795

Dude Solutions	Facilities Scheduling	1/1/20-12/31/20 Renewal	0113457175-5805	\$5,671
Instructure	Canvas Trial Conversions	12/17/19-12/16/20 New	0113457175-5805	\$1,500

Laguna Beach Unified School District

13.f. CONSENT/ACTION

December 17, 2019

Approval: Warrants #399537 Through #399945 in the Amount of \$1,893,162.78

Dates: 11/01/2019 through 12/06/2019

LCAP Priority Alignment

Goal 5 - All stakeholders will be engaged in the learning process by promoting a variety of opportunities for parents, students, staff and the community that strengthen communication and meaningful participation.

Proposal

Staff proposes the Board of Education approve/ratify Warrants #399537 through #399945 in the amount of \$1,893,162.78.

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 2019/2020 District Operating Budgets.

Recommended Action

Staff recommends the Board of Education approve/ratify the warrants in the amount of \$1,893,162.78.

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399537	11/01/19	BERTRAND'S HORN IMPROV	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	210.55
			CHECK TOTAL:				210.55
00399538	11/01/19	BERTRAND'S HORN IMPROV	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	1,218.91
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	131.97
			CHECK TOTAL:				1,350.88
00399539	11/01/19	CDW GOVERNMENT LLC	HP SB EliteBook 840 GB 14" Cor	0113457175	4460	EQUIPMENT-COMPUTER \$500-	1,266.02
			HP SB EliteBook 840 GB 14" Cor	0113457175	4460	EQUIPMENT-COMPUTER \$500-	1,266.02
			HP SB EliteBook 840 GB 14" Cor	0113457175	4460	EQUIPMENT-COMPUTER \$500-	1,266.02
			Lenovo ThinkPad x390 Yoga 13.3	0113457175	4460	EQUIPMENT-COMPUTER \$500-	1,409.94
			HP 27" LED Monitor HPVH27 Full	0113457175	4460	EQUIPMENT-COMPUTER \$500-	359.97
			Microsoft Wired Desktop 600 ke	0113457175	4460	EQUIPMENT-COMPUTER \$500-	154.73
			Logitech MK850 Performance key	0113457175	4460	EQUIPMENT-COMPUTER \$500-	355.95
			C2G 15ft USB C to HDMI Adapter	0113457175	4460	EQUIPMENT-COMPUTER \$500-	109.61
			Tripp Lite High Speed HDMI Cab	0113457175	4460	EQUIPMENT-COMPUTER \$500-	63.88
			Tripp Lite High Speed HDMI Cab	0113457175	4460	EQUIPMENT-COMPUTER \$500-	100.42
			Recycling Fee 4" to less than	0113457175	4460	EQUIPMENT-COMPUTER \$500-	20.00
			Recycling Fee 15" to less than	0113457175	4460	EQUIPMENT-COMPUTER \$500-	12.00
			Ergotron MXV Desk Monitor Arm	0113457175	4460	EQUIPMENT-COMPUTER \$500-	359.07
			HP Care Pack Services Next Day	0113457175	4460	EQUIPMENT-COMPUTER \$500-	577.41
			CHECK TOTAL:				7,321.04
00399540	11/01/19	Maintex	OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES	37.46
			OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES	171.09
			OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	687.13
			CHECK TOTAL:				895.68
00399541	11/01/19	OCDE	IAA-PAYMENTS TO COUNTY OFFICES	0104542110	7142	IAA-PAYMENTS TO COUNTY O	12,683.28
			CHECK TOTAL:				12,683.28
00399542	11/01/19	OCDE	OTHER LOCAL AGENCY FEES	0113457175	5852	OTHER LOCAL AGENCY FEES	2,400.00
			CHECK TOTAL:				2,400.00
00399543	11/01/19	Southwest School and O	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	32.56
			CHECK TOTAL:				32.56
00399544	11/01/19	Stephen R Davy Violins	15" Viola Outfits for TMS per	0102011190	4410	EQUIPMENT-NEW \$500-\$5000	560.30
			15" Viola Outfits for TMS per	0102011190	4410	EQUIPMENT-NEW \$500-\$5000	560.30
			15 1/2" Viola Outfits for TMS	0102011190	4410	EQUIPMENT-NEW \$500-\$5000	560.30
			15 1/2" Viola Outfits for TMS	0102011190	4410	EQUIPMENT-NEW \$500-\$5000	560.30
			CHECK TOTAL:				2,241.20
00399545	11/01/19	Tangram Interiors	EQUIPMENT-NEW >\$5000	0113018640	6410	EQUIPMENT-NEW >\$5000	41,894.92

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			EQUIPMENT-NEW \$500-\$5000	0113018640	6410	EQUIPMENT-NEW >\$5000	862.97
						CHECK TOTAL:	42,757.89
00399546	11/01/19	VEX ROBOTICS INC.	Item number 2284000	0106015040	4310	MATERIALS & SUPPLIES-INS	4,205.76
			MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	17.81
			Quote # 11319166	0106015040	4410	EQUIPMENT-NEW \$500-\$5000	1,673.64
			Quote # 11319166	0106015040	4410	EQUIPMENT-NEW \$500-\$5000	1,673.64
			Quote # 11319166	0106015040	4410	EQUIPMENT-NEW \$500-\$5000	1,673.64
						CHECK TOTAL:	9,244.49
00399547	11/01/19	William V MacGill & Co	GENERAL SUPPLIES-NON INSTRUCT	0107171005	4340	GENERAL SUPPLIES-NON INS	163.80
						CHECK TOTAL:	163.80
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							79,301.37

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399548	11/04/19	ALL CITY MANAGEMENT SE	9/22/19 - 10/5/19	0106098040	5860	MISC OUTSIDE VENDOR	831.60
						CHECK TOTAL:	831.60
00399549	11/04/19	BEN'S MUSIC WORKSHOP I	MISC REPAIR	0102011190	5690	MISC REPAIR	1,976.00
						CHECK TOTAL:	1,976.00
00399550	11/04/19	BURT, MICHELLE	JULY 2019	0104632900	5887	SPEECH THERAPY	600.00
						CHECK TOTAL:	600.00
00399551	11/04/19	Carolen Sadler	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	64.40
						CHECK TOTAL:	64.40
00399552	11/04/19	CDW GOVERNMENT LLC	HP LaserJet Enterprise M608x P	0113017175	4462	COMPUTER PRINTERS \$500-\$	1,585.09
						CHECK TOTAL:	1,585.09
00399553	11/04/19	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	289.86
			PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	830.76
						CHECK TOTAL:	1,120.62
00399554	11/04/19	Crisp Imaging	CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	149.96
						CHECK TOTAL:	149.96
00399555	11/04/19	Fisher Science Educati	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	582.44
						CHECK TOTAL:	582.44
00399556	11/04/19	Fisher Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	66.63
						CHECK TOTAL:	66.63
00399557	11/04/19	Greco, Lara	10/15-10/19 - MINDSET MATH	0102014740	5220	TRAVEL & CONFERENCE	98.62
						CHECK TOTAL:	98.62
00399558	11/04/19	Irene White	10/1 - CONTRACT TRAINING	0104613150	5220	TRAVEL & CONFERENCE	61.71
						CHECK TOTAL:	61.71
00399559	11/04/19	Jeff Sears	MISC OUTSIDE VENDOR	0105311080	5860	MISC OUTSIDE VENDOR	440.00
						CHECK TOTAL:	440.00
00399560	11/04/19	King, Nikol	9/9 - UC COUNSELORS CONF	0105011012	5220	TRAVEL & CONFERENCE	18.00
						CHECK TOTAL:	18.00
00399561	11/04/19	Konica Minolta	SEPTEMBER 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	20.67
			SEPTEMBER 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	25.84
			SEPTEMBER 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	176.01
			SEPTEMBER 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	303.64

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			=====	=====	=====	=====	=====
			SEPTEMBER 2019	0105091012	5650	SOFTWARE/COPIER MAINTENA	1,010.97
			SEPTEMBER 2019	0105091012	5650	SOFTWARE/COPIER MAINTENA	8.54
			SEPTEMBER 2019	0105091012	5650	SOFTWARE/COPIER MAINTENA	132.06
			SEPTEMBER 2019	0106091008	5650	SOFTWARE/COPIER MAINTENA	206.55
			SEPTEMBER 2019	0106091008	5650	SOFTWARE/COPIER MAINTENA	284.88
			SEPTEMBER 2019	0107091005	5650	SOFTWARE/COPIER MAINTENA	225.41
			SEPTEMBER 2019	0107091005	5650	SOFTWARE/COPIER MAINTENA	116.94
			SEPTEMBER 2019	0108091005	5650	SOFTWARE/COPIER MAINTENA	318.90
			SEPTEMBER 2019	0108091005	5650	SOFTWARE/COPIER MAINTENA	278.88
						CHECK TOTAL:	3,109.29
00399562	11/04/19	Likins, Elizabeth	9/3 - CAREER LINK TRAINING	0104644575	5210	MILEAGE REIMBURSEMENT	14.50
						CHECK TOTAL:	14.50
00399563	11/04/19	Lordsburg Communicatio	OUTSIDE PRINTING	0110397140	5870	OUTSIDE PRINTING	89.13
						CHECK TOTAL:	89.13
00399564	11/04/19	Martinez, Michelle	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	39.13
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	382.69
						CHECK TOTAL:	421.82
00399565	11/04/19	NICK RAIL MUSIC	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	85.80
						CHECK TOTAL:	85.80
00399566	11/04/19	Nunziata, Chris	10/15-10/16 - MATH MINDSETS	0102014740	5220	TRAVEL & CONFERENCE	111.51
						CHECK TOTAL:	111.51
00399567	11/04/19	OCDE	9/27-9/27 - INTERPRETERS CONF	0102011500	5220	TRAVEL & CONFERENCE	550.00
						CHECK TOTAL:	550.00
00399568	11/04/19	PEAR DECK	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	8,580.00
						CHECK TOTAL:	8,580.00
00399569	11/04/19	Randi Beckley	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	22.00
						CHECK TOTAL:	22.00
00399570	11/04/19	Thompson Engineering	MISC REPAIR	0106477408	5690	MISC REPAIR	134.00
						CHECK TOTAL:	134.00
00399571	11/04/19	Vander Veen, Amanda	REFRESHMENTS - NOT FOOD SERV	0106015040	4325	REFRESHMENTS - NOT FOOD	50.72
			REFRESHMENTS - NOT FOOD SERV	0106015040	4325	REFRESHMENTS - NOT FOOD	43.30
						CHECK TOTAL:	94.02
00399572	11/04/19	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	59.20

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
CHECK TOTAL:							59.20
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							20,866.34

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399573	11/05/19	Academic Therapy Publi	TESTS/SCORING	0104613150	4330	TESTS/SCORING	866.46
						CHECK TOTAL:	866.46
00399574	11/05/19	Acorn Media	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	1,228.20
						CHECK TOTAL:	1,228.20
00399575	11/05/19	Air-Ex Air Conditionin	HVAC	0106477408	5660	HVAC	368.91
			HVAC	0108477408	5660	HVAC	324.15
			HVAC	0108477408	5660	HVAC	423.52
						CHECK TOTAL:	1,116.58
00399576	11/05/19	Apple Computer Inc.	COMPUTER SUPPLIES	0113017175	4320	COMPUTER SUPPLIES	191.80
			COMPUTER SUPPLIES	0113017175	4320	COMPUTER SUPPLIES	654.35
			iMac 21.5-inch with Retina 4K	0113017175	4460	EQUIPMENT-COMPUTER \$500-	1,507.42
			RECYCLE FEE	0113017175	4460	EQUIPMENT-COMPUTER \$500-	6.00
						CHECK TOTAL:	2,359.57
00399577	11/05/19	Atkinson Andelson Loya	SEPTEMBER 2019	0102397400	5835	LEGAL EXPENSE	7,664.51
			SEPTEMBER 2019	0110397140	5835	LEGAL EXPENSE	12,143.75
						CHECK TOTAL:	19,808.26
00399578	11/05/19	BEN'S MUSIC WORKSHOP I	MISC REPAIR	0102011190	5690	MISC REPAIR	1,910.00
						CHECK TOTAL:	1,910.00
00399579	11/05/19	Caston Inc.	BUILDING IMPROVEMENTS	0105497408	6230	BUILDING IMPROVEMENTS	14,445.75
						CHECK TOTAL:	14,445.75
00399580	11/05/19	Cengage Learning	TEXTBOOKS	0102016300	4100	TEXTBOOKS	74,174.13
						CHECK TOTAL:	74,174.13
00399581	11/05/19	Demco	LIBRARY BOOKS	0108054356	4210	LIBRARY BOOKS	100.17
						CHECK TOTAL:	100.17
00399582	11/05/19	Ganahl Lumber	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	171.78
						CHECK TOTAL:	171.78
00399583	11/05/19	Grainger	MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	215.86
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	11.39
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	99.91
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	169.60
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	124.08
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	10.93
						CHECK TOTAL:	631.77

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399584	11/05/19	Home Depot	MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	880.13
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	228.06
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	723.43
						CHECK TOTAL:	1,831.62
00399585	11/05/19	LAGUNA BEACH LANGUAGE	OUTSIDE ASSESSMENT FEES	0104192430	5895	OUTSIDE ASSESSMENT FEES	2,925.00
						CHECK TOTAL:	2,925.00
00399586	11/05/19		PARENT REIMBURSEMENT (LEGAL)	0104632900	5878	PARENT REIMBURSEMENT (LE	5,500.00
						CHECK TOTAL:	5,500.00
00399587	11/05/19	MAXIM HEALTHCARE SERVI	SEPTEMBER 2019	0104172860	5831	CONSULTANTS-OTHER	4,459.50
						CHECK TOTAL:	4,459.50
00399588	11/05/19	McKinley Elevator Corp	OTHER MAINTENANCE SERVICES	0105477408	5692	OTHER MAINTENANCE SERVIC	490.00
						CHECK TOTAL:	490.00
00399589	11/05/19	Ocean View School	OCTOBER 2019	0104632210	5875	TUITION	4,719.95
						CHECK TOTAL:	4,719.95
00399590	11/05/19	Rutan & Tucker	SEPTEMBER 2019	0102397400	5835	LEGAL EXPENSE	3,399.00
						CHECK TOTAL:	3,399.00
00399591	11/05/19	Safety 1st Pest Contro	SEPTEMBER 2019	0102477409	5550	PEST CONTROL	50.00
			SEPTEMBER 2019	0105477409	5550	PEST CONTROL	175.00
			SEPTEMBER 2019	0106477409	5550	PEST CONTROL	125.00
			SEPTEMBER 2019	0107477409	5550	PEST CONTROL	125.00
			PEST CONTROL	0107477409	5550	PEST CONTROL	150.00
			SEPTEMBER 2019	0108477409	5550	PEST CONTROL	125.00
						CHECK TOTAL:	750.00
00399592	11/05/19	SOLUTION TREE	TRAVEL & CONFERENCE	0106011008	5220	TRAVEL & CONFERENCE	5,200.00
						CHECK TOTAL:	5,200.00
00399593	11/05/19	STUDICA INC.	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	458.59
						CHECK TOTAL:	458.59
00399594	11/05/19	UNIVERSAL ASPHALT CO I	PAVING	0107477408	5607	PAVING	1,750.00
						CHECK TOTAL:	1,750.00
00399595	11/05/19	UPS Protection	ELECTRICAL REPAIRS	0106477408	5661	ELECTRICAL REPAIRS	751.02
						CHECK TOTAL:	751.02
00399596	11/05/19	VERTICAL TRANSPORT INC	OTHER MAINTENANCE SERVICES	0105477408	5692	OTHER MAINTENANCE SERVIC	810.00

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			OTHER MAINTENANCE SERVICES	0107477408	5692	OTHER MAINTENANCE SERVIC	490.00
						CHECK TOTAL:	1,300.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							150,347.35

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399597	11/06/19	Apple Computer Inc.	MATERIALS & SUPPLIES-INSTRUCT COMPUTER SUPPLIES	0106015040 0113457175	4310 4320	MATERIALS & SUPPLIES-INS COMPUTER SUPPLIES CHECK TOTAL:	1,292.35 5,748.12 7,040.47
00399598	11/06/19	Bonnie's Embroidery	GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS CHECK TOTAL:	53.46 53.46
00399599	11/06/19	Ganahl Lumber	MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES CHECK TOTAL:	113.88 113.88
00399600	11/06/19	Herman, Thomas M.	CONSULTANTS-OTHER	0106011008	5831	CONSULTANTS-OTHER CHECK TOTAL:	500.00 500.00
00399601	11/06/19	Houghton Mifflin Harco	TEXTBOOKS SOFTWARE - INSTRUCTIONAL MATERIALS & SUPPLIES-INSTRUCT	0102016300 0102016300 0104613150	4100 4315 4310	TEXTBOOKS SOFTWARE - INSTRUCTIONAL MATERIALS & SUPPLIES-INS CHECK TOTAL:	1,645.94 715.00 1,055.41 3,416.35
00399602	11/06/19	Lakeshore Learning Mat	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	80.92 80.92
00399603	11/06/19	Office Depot	GENERAL SUPPLIES-NON INSTRUCT GENERAL SUPPLIES-NON INSTRUCT GENERAL SUPPLIES-NON INSTRUCT GENERAL SUPPLIES-NON INSTRUCT GENERAL SUPPLIES-NON INSTRUCT GENERAL SUPPLIES-NON INSTRUCT GENERAL SUPPLIES-NON INSTRUCT	0102397406 0108091005 0108091005 0108091005 0108091005 0108091005 0108091005	4340 4340 4340 4340 4340 4340 4340	GENERAL SUPPLIES-NON INS GENERAL SUPPLIES-NON INS GENERAL SUPPLIES-NON INS GENERAL SUPPLIES-NON INS GENERAL SUPPLIES-NON INS GENERAL SUPPLIES-NON INS GENERAL SUPPLIES-NON INS CHECK TOTAL:	28.33 23.12 36.82 8.61 9.04 32.53 10.98 149.43
00399604	11/06/19	Pearson Assessments	TESTS/SCORING TESTS/SCORING	0104613150 0104613150	4330 4330	TESTS/SCORING TESTS/SCORING CHECK TOTAL:	403.50 218.00 621.50
00399605	11/06/19	Procure America Inc	AUGUST 2019 - TELECOM AUGUST 2019 - WIRELESS	0102477409 0102477409	5831 5831	CONSULTANTS-OTHER CONSULTANTS-OTHER CHECK TOTAL:	1,354.34 58.25 1,412.59
00399606	11/06/19	Smardan Supply Co	PLUMBING REPAIRS PLUMBING REPAIRS PLUMBING REPAIRS PLUMBING REPAIRS PLUMBING REPAIRS	0102477408 0102477408 0102477408 0102477408 0102477408	5662 5662 5662 5662 5662	PLUMBING REPAIRS PLUMBING REPAIRS PLUMBING REPAIRS PLUMBING REPAIRS PLUMBING REPAIRS CHECK TOTAL:	405.58 20.56 412.54 174.46 680.43 1,693.57

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399607	11/06/19	Sphero Inc.	MATERIALS & SUPPLIES-INSTRUCT	0113015040	4310	MATERIALS & SUPPLIES-INS	2,931.51
						CHECK TOTAL:	2,931.51
00399608	11/06/19	Tangram Interiors	EQUIPMENT-NEW \$500-\$5000	0113018640	6410	EQUIPMENT-NEW >\$5000	599.99
						CHECK TOTAL:	599.99
00399609	11/06/19	Thompson Engineering	MISC REPAIR	0106477408	5690	MISC REPAIR	134.00
						CHECK TOTAL:	134.00
00399610	11/06/19	Vort Corporation	TESTS/SCORING	0104613150	4330	TESTS/SCORING	105.52
						CHECK TOTAL:	105.52
00399611	11/06/19	Western Psychological	TESTS/SCORING	0104613150	4330	TESTS/SCORING	737.23
						CHECK TOTAL:	737.23
00399612	11/06/19	William V MacGill & Co	GENERAL SUPPLIES-NON INSTRUCT	0105171012	4340	GENERAL SUPPLIES-NON INS	103.69
						CHECK TOTAL:	103.69
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							19,694.11

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399613	11/07/19	CALIFORNIA SCHOOLS EMP	NOVEMBER 2019	0102017400	3401	HEALTH & WELFARE, CERTIF	18,287.28
			NOVEMBER 2019	0102017400	3401	HEALTH & WELFARE, CERTIF	2,943.98
			NOVEMBER 2019	0102397400	3402	HEALTH & WELFARE, CLASSIF	9,007.17
			NOVEMBER 2019	0102397400	3402	HEALTH & WELFARE, CLASSIF	1,450.02
			NOVEMBER 2019	0102397400	5831	CONSULTANTS-OTHER	543.00
						CHECK TOTAL:	32,231.45
00399614	11/07/19	Certified Transportati	10/4 - PALOS VERDES	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	1,290.42
			10/5 - GALWAY DOWNS	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	1,281.50
			10/11 - KARE PARK	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	722.25
			10/11 - KARE PARK	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	1,081.71
			10/11 - WOODWARD PARK	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	1,640.03
						CHECK TOTAL:	6,015.91
00399615	11/07/19	Cintas Corporation Loc	OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES	330.71
						CHECK TOTAL:	330.71
00399616	11/07/19	Fisher Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	80.46
						CHECK TOTAL:	80.46
00399617	11/07/19		NOVEMBER 2019	0104632900	5878	PARENT REIMBURSEMENT (LE	3,600.00
						CHECK TOTAL:	3,600.00
00399618	11/07/19	Home Depot	MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	236.62
						CHECK TOTAL:	236.62
00399619	11/07/19	JENNIFER TONEY SPEECH	OCTOBER 2019	0104632900	5886	PHYSICAL THERAPY	2,252.50
			OCTOBER 2019	0104632900	5887	SPEECH THERAPY	8,117.50
						CHECK TOTAL:	10,370.00
00399620	11/07/19	JFK Transportation	10/14 - GETTY VILLA	0105015040	5865	CHARTER BUS-ATHLETIC/FIE	673.25
						CHECK TOTAL:	673.25
00399621	11/07/19	Laguna Graphic Arts In	OUTSIDE PRINTING	0106091008	5870	OUTSIDE PRINTING	40.41
						CHECK TOTAL:	40.41
00399622	11/07/19	Laguna Laundry & Dry C	MISC OUTSIDE VENDOR	0105311075	5860	MISC OUTSIDE VENDOR	85.75
			MISC OUTSIDE VENDOR	0105311075	5860	MISC OUTSIDE VENDOR	125.00
						CHECK TOTAL:	210.75
00399623	11/07/19	Mardan Center of Educa	OCTOBER 2019 - SPEECH	0104632210	5875	TUITION	278.82
			OCTOBER 2019	0104632210	5875	TUITION	635.70
			OCTOBER 2019	0104632210	5875	TUITION	3,709.69
						CHECK TOTAL:	4,624.21

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399624	11/07/19	Parker, Dennis R.	CONSULTANTS-OTHER	0106011008	5831	CONSULTANTS-OTHER	2,500.00
						CHECK TOTAL:	2,500.00
00399625	11/07/19	Penske Truck Leasing C	RENTAL EXPENSE	0102477408	5620	RENTAL EXPENSE	246.32
						CHECK TOTAL:	246.32
00399626	11/07/19		PARENT REIMBURSEMENT (LEGAL)	0104632900	5878	PARENT REIMBURSEMENT (LE	11,500.00
						CHECK TOTAL:	11,500.00
00399627	11/07/19	Pioneer Revere	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	1,239.39
						CHECK TOTAL:	1,239.39
00399628	11/07/19	RDM Electric Co Inc	BUILDING IMPROVEMENTS	0105497408	6230	BUILDING IMPROVEMENTS	13,712.00
						CHECK TOTAL:	13,712.00
00399629	11/07/19	Southern California Ed	OCTOBER 2019	0102477409	5520	LIGHT & POWER	2,218.57
			OCTOBER 2019	0105477409	5520	LIGHT & POWER	12,003.87
			OCTOBER 2019	0106477409	5520	LIGHT & POWER	7,542.14
			OCTOBER 2019	0107477409	5520	LIGHT & POWER	9.63
						CHECK TOTAL:	21,774.21
00399630	11/07/19	The LaunchPad Therapy	OCTOBER 2019	0104632900	5885	OCCUPATIONAL THERAPY	11,960.00
						CHECK TOTAL:	11,960.00
00399631	11/07/19	Waste Management of OC	NOVEMBER 2019	0102477409	5540	TRASH - UTILITIES	240.88
			NOVEMBER 2019	0105477409	5540	TRASH - UTILITIES	1,412.70
			NOVEMBER 2019	0106477409	5540	TRASH - UTILITIES	644.08
			NOVEMBER 2019	0107477409	5540	TRASH - UTILITIES	461.09
			NOVEMBER 2019	0108477409	5540	TRASH - UTILITIES	310.63
						CHECK TOTAL:	3,069.38
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							124,415.07

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399632	11/08/19	Ahern, Claudette	MILEAGE - 9/9/19-9/30/19 MILEAGE - 8/9/19-8/28/19 MILEAGE - 10/1/19 - 10/30/19	0102175425 0102175425 0102175425	5210 5210 5210	MILEAGE REIMBURSEMENT MILEAGE REIMBURSEMENT MILEAGE REIMBURSEMENT CHECK TOTAL:	120.18 16.47 163.21 299.86
00399633	11/08/19	ASICS AMERICA CORPORAT	MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT	0105311075 0105315310	4310 4310	MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS CHECK TOTAL:	561.02 110.41 671.43
00399634	11/08/19	AVILA, BJORN	10/23-10/24 - SOLUTION TREE	0106011008	5220	TRAVEL & CONFERENCE CHECK TOTAL:	67.40 67.40
00399635	11/08/19	Bell Electric	ELECTRICAL REPAIRS ELECTRICAL REPAIRS	0113478640 0105477408	5661 5661	ELECTRICAL REPAIRS ELECTRICAL REPAIRS CHECK TOTAL:	8,705.00 1,495.00 10,200.00
00399636	11/08/19	Bhaskaran, Megan	10/23-10/24 - SOLUTION TREE	0106011008	5220	TRAVEL & CONFERENCE CHECK TOTAL:	45.36 45.36
00399637	11/08/19	BLICK ART MATERIALS	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	425.92 425.92
00399638	11/08/19	Calcoast Team Sports I	GENERAL SUPPLIES-NON INSTRUCT	0102477408	4340	GENERAL SUPPLIES-NON INS CHECK TOTAL:	512.79 512.79
00399639	11/08/19	California Dept of Tax	EQUIPMENT-NEW \$500-\$5000	0107011005	4410	EQUIPMENT-NEW \$500-\$5000 CHECK TOTAL:	29.33 29.33
00399640	11/08/19	CASBO	5/14/19 - ATTENDANCE ACCT	0106091008	5220	TRAVEL & CONFERENCE CHECK TOTAL:	305.00 305.00
00399641	11/08/19	Cintas Corporation Loc	OTHER CUSTODIAL SUPPLIES OTHER CUSTODIAL SUPPLIES	0108477409 0107477409	4361 4361	OTHER CUSTODIAL SUPPLIES OTHER CUSTODIAL SUPPLIES CHECK TOTAL:	452.49 143.77 596.26
00399642	11/08/19	Home Depot	MAINTENANCE SUPPLIES OTHER CUSTODIAL SUPPLIES	0102477408 0106477409	4362 4361	MAINTENANCE SUPPLIES OTHER CUSTODIAL SUPPLIES CHECK TOTAL:	164.32 80.68 245.00
00399643	11/08/19	Karol, Alexis	MATERIALS & SUPPLIES-INSTRUCT	0105315015	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	124.99 124.99
00399644	11/08/19	King, Nikol	GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS CHECK TOTAL:	80.62 80.62

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399645	11/08/19	Pacific Sign Center	CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	3,510.50
						CHECK TOTAL:	3,510.50
00399646	11/08/19	Riverside Insights	TESTS/SCORING	0104613150	4330	TESTS/SCORING	4,229.15
						CHECK TOTAL:	4,229.15
00399647	11/08/19	SELWAY, SOMER	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	51.96
						CHECK TOTAL:	51.96
00399648	11/08/19	Sherpa Learning LLC	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	111.00
						CHECK TOTAL:	111.00
00399649	11/08/19	Silver, Laura	10/23-10/24 - SOLUTION TREE	0106011008	5220	TRAVEL & CONFERENCE	91.29
						CHECK TOTAL:	91.29
00399650	11/08/19	Slunks LLC	MATERIALS & SUPPLIES-INSTRUCT	0105311075	4310	MATERIALS & SUPPLIES-INS	1,500.00
			MATERIALS & SUPPLIES-INSTRUCT	0105315310	4310	MATERIALS & SUPPLIES-INS	385.63
						CHECK TOTAL:	1,885.63
00399651	11/08/19	South Coast Fire Prote	PLUMBING REPAIRS	0105477408	5662	PLUMBING REPAIRS	778.53
						CHECK TOTAL:	778.53
00399652	11/08/19	SPEAR Sports Performan	10/7/19 - 10/18/19	0105315040	5860	MISC OUTSIDE VENDOR	1,310.00
						CHECK TOTAL:	1,310.00
00399653	11/08/19	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	244.30
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	-129.71
						CHECK TOTAL:	114.59
00399654	11/08/19	Stevens, Julie E.	MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	18.00
			MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	61.65
			MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	21.49
			MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	38.75
						CHECK TOTAL:	139.89
00399655	11/08/19	TODAY'S CLASSROOM LLC	ECR4KIDS ELR-17257 Birch 30 Cu	0107011005	4410	EQUIPMENT-NEW \$500-\$5000	491.24
						CHECK TOTAL:	491.24
00399656	11/08/19	Vital Link Orange Coun	CONSULTANTS-OTHER	0105015040	5831	CONSULTANTS-OTHER	7,800.00
						CHECK TOTAL:	7,800.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							34,117.74

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Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399657	11/12/19	Acorn Naturalists	MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	904.03
						CHECK TOTAL:	904.03
00399658	11/12/19	ALL CITY MANAGEMENT SE	10/6/19 - 10/19/19	0106098040	5860	MISC OUTSIDE VENDOR	831.60
						CHECK TOTAL:	831.60
00399659	11/12/19	Apple Computer Inc.	iMac 21.5-inch 2.3 GHz dual co	0106015040	4460	EQUIPMENT-COMPUTER \$500-	1,130.30
			iMac 21.5-inch 2.3 GHz dual co	0106015040	4460	EQUIPMENT-COMPUTER \$500-	1,130.29
			iMac 21.5-inch 2.3 GHz dual co	0106015040	4460	EQUIPMENT-COMPUTER \$500-	1,130.30
			iMac 21.5-inch 2.3 GHz dual co	0106015040	4460	EQUIPMENT-COMPUTER \$500-	1,130.30
			iMac 21.5-inch 2.3 GHz dual co	0106015040	4460	EQUIPMENT-COMPUTER \$500-	1,130.30
			iMac 21.5-inch 2.3 GHz dual co	0106015040	4460	EQUIPMENT-COMPUTER \$500-	1,130.30
			recycle fee	0106015040	4460	EQUIPMENT-COMPUTER \$500-	36.00
						CHECK TOTAL:	6,817.79
00399660	11/12/19	Bearcom	CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	160.00
						CHECK TOTAL:	160.00
00399661	11/12/19	BEST Contracting Servi	ROOFING	0105497411	6209	ROOFING	950.00
						CHECK TOTAL:	950.00
00399662	11/12/19	BRAINSTORM STUDIOS LLC	MISC OUTSIDE VENDOR	0107014011	5860	MISC OUTSIDE VENDOR	2,080.00
						CHECK TOTAL:	2,080.00
00399663	11/12/19	Cintas Corporation Loc	OTHER CUSTODIAL SUPPLIES	0107477409	4361	OTHER CUSTODIAL SUPPLIES	143.86
			OTHER CUSTODIAL SUPPLIES	0106477409	4361	OTHER CUSTODIAL SUPPLIES	209.88
						CHECK TOTAL:	353.74
00399664	11/12/19	Crisp Imaging	CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	1,500.20
						CHECK TOTAL:	1,500.20
00399665	11/12/19	Forecast 5 Analytics I	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	17,980.00
						CHECK TOTAL:	17,980.00
00399666	11/12/19	Ganahl Lumber	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	135.16
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	82.40
						CHECK TOTAL:	217.56
00399667	11/12/19	Grainger	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	373.25
						CHECK TOTAL:	373.25
00399668	11/12/19	Home Depot	MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	390.90
						CHECK TOTAL:	390.90

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
00399669	11/12/19		NOVEMBER 2019	0104632900	5878	PARENT REIMBURSEMENT (LE	2,375.00
						CHECK TOTAL:	2,375.00
00399670	11/12/19	OCEAN Institute	5/15 - HOSUE FOR HERMIT CRAB	0107015600	5860	MISC OUTSIDE VENDOR	129.00
			5/15 - HOUSE FOR HERMIT CRAB	0107015600	5860	MISC OUTSIDE VENDOR	129.00
						CHECK TOTAL:	258.00
00399671	11/12/19	Orange County Therapy	OCTOBER 2019	0104632900	5100	SUBAGREEMENTS FOR SERVIC	9,000.00
			OCTOBER 2019	0104632900	5885	OCCUPATIONAL THERAPY	350.00
			OCTOBER 2019	0104632900	5886	PHYSICAL THERAPY	720.00
						CHECK TOTAL:	10,070.00
00399672	11/12/19	Painting & Decor Inc.	PAINTING	0102477408	5675	PAINTING	3,300.00
			PAINTING	0105477408	5675	PAINTING	5,475.00
			PAINTING	0106477408	5675	PAINTING	15,220.00
			PAINTING	0107477408	5675	PAINTING	9,700.00
						CHECK TOTAL:	33,695.00
00399673	11/12/19	Resilient Communicatio	Advanced Network Double Sided	0113017175	4410	EQUIPMENT-NEW \$500-\$5000	1,606.55
			Advanced Network Double Sided	0113017175	4410	EQUIPMENT-NEW \$500-\$5000	1,606.56
						CHECK TOTAL:	3,213.11
00399674	11/12/19	School Specialty Inc.	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	189.92
						CHECK TOTAL:	189.92
00399675	11/12/19	Southern California Ed	OCTOBER 2019	0107477409	5520	LIGHT & POWER	3,307.10
			OCTOBER 2019	0108477409	5520	LIGHT & POWER	3,449.89
						CHECK TOTAL:	6,756.99
00399676	11/12/19	BEST Contracting Servi	ROOFING	4005498440	6209	ROOFING	13,466.49
			ROOFING	4007498440	6209	ROOFING	72,985.18
						CHECK TOTAL:	86,451.67
00399677	11/12/19	Montgomery Hardware Co	BUILDING IMPROVEMENTS	4205498800	6230	BUILDING IMPROVEMENTS	3,120.49
			BUILDING IMPROVEMENTS	4206498800	6230	BUILDING IMPROVEMENTS	3,120.48
			BUILDING IMPROVEMENTS	4207498800	6230	BUILDING IMPROVEMENTS	3,120.49
			BUILDING IMPROVEMENTS	4208498800	6230	BUILDING IMPROVEMENTS	3,120.49
						CHECK TOTAL:	12,481.95
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							188,050.71

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399678	11/13/19	Acorn Media	NetGear	0113018640	4410	EQUIPMENT-NEW \$500-\$5000 CHECK TOTAL:	654.99 654.99
00399679	11/13/19	American Red Cross - H	MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	210.00 210.00
00399680	11/13/19	Arata, Foster Silas	ALL OTHER LOCAL REVENUE	0106005540	8699	ALL OTHER LOCAL REVENUE CHECK TOTAL:	75.00 75.00
00399681	11/13/19	BEST Contracting Servi	ROOFING	0105497411	6209	ROOFING CHECK TOTAL:	3,570.00 3,570.00
00399682	11/13/19	COMMITTEE for CHILDREN	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	123.00 123.00
00399683	11/13/19	HARTFORD BADGES	GENERAL SUPPLIES-NON INSTRUCT	0106091008	4340	GENERAL SUPPLIES-NON INS CHECK TOTAL:	143.50 143.50
00399684	11/13/19	Home Depot	MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES CHECK TOTAL:	142.49 142.49
00399685	11/13/19	Home Depot	MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	39.78
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	17.93
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	95.10
			KW3660 BENCH PRO	0105018640	4410	EQUIPMENT-NEW \$500-\$5000	648.40
			KW3660 BENCH PRO	0105018640	4410	EQUIPMENT-NEW \$500-\$5000	648.40
			KW3660 BENCH PRO	0105018640	4410	EQUIPMENT-NEW \$500-\$5000	648.40
			KW3660 BENCH PRO	0105018640	4410	EQUIPMENT-NEW \$500-\$5000	648.40
			EQUIPMENT-NEW \$500-\$5000	0105018640	4410	EQUIPMENT-NEW \$500-\$5000	-0.01
			MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	246.07
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	-35.54
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	29.15
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	50.58
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	166.09
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	313.85
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	237.91
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	409.45
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	268.30
						CHECK TOTAL:	4,432.26
00399686	11/13/19	JFK Transportation	CHARTER BUS-ATHLETIC/FIELD TRP	0105315015	5865	CHARTER BUS-ATHLETIC/FIE CHECK TOTAL:	425.00 425.00
00399687	11/13/19	Laguna Laundry & Dry C	MISC OUTSIDE VENDOR	0105311075	5860	MISC OUTSIDE VENDOR	125.00

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
						CHECK TOTAL:	125.00
00399688	11/13/19	NASCO MODESTO	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	741.50
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	53.03
						CHECK TOTAL:	794.53
00399689	11/13/19	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0104072000	4340	GENERAL SUPPLIES-NON INS	100.24
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	7.41
			PRINTERS <\$250 & INK/SUPPLIES	0108011005	4322	PRINTERS <\$250 & INK/SUP	103.08
			PRINTERS <\$250 & INK/SUPPLIES	0108091005	4340	GENERAL SUPPLIES-NON INS	61.30
			PRINTERS <\$250 & INK/SUPPLIES	0108091005	4340	GENERAL SUPPLIES-NON INS	14.19
			MATERIALS & SUPPLIES-INSTRUCT	0109017150	4310	MATERIALS & SUPPLIES-INS	98.29
			GENERAL SUPPLIES-NON INSTRUCT	0109397150	4340	GENERAL SUPPLIES-NON INS	329.87
			GENERAL SUPPLIES-NON INSTRUCT	0109397150	4340	GENERAL SUPPLIES-NON INS	-151.93
			GENERAL SUPPLIES-NON INSTRUCT	0109397150	4340	GENERAL SUPPLIES-NON INS	-151.93
						CHECK TOTAL:	410.52
00399690	11/13/19	PITNEY BOWES GLOBAL FI	8/30/19-11/29/19	0102397400	5620	RENTAL EXPENSE	653.88
						CHECK TOTAL:	653.88
00399691	11/13/19	Resilient Communicatio	Advanced Networks IP Outdoor P	0113017175	4410	EQUIPMENT-NEW \$500-\$5000	576.61
			Advanced Networks IP Outdoor P	0113017175	4410	EQUIPMENT-NEW \$500-\$5000	576.61
			Advanced Networks IP Outdoor P	0113017175	4410	EQUIPMENT-NEW \$500-\$5000	576.61
						CHECK TOTAL:	1,729.83
00399692	11/13/19	SECURE LIVE SCAN	FINGER PRINTING	0110397140	5845	FINGER PRINTING	49.00
						CHECK TOTAL:	49.00
00399693	11/13/19	Southwest School and O	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	408.52
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	-148.24
			PRINTERS <\$250 & INK/SUPPLIES	0107011005	4322	PRINTERS <\$250 & INK/SUP	6,435.82
						CHECK TOTAL:	6,696.10
00399694	11/13/19	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	47.32
						CHECK TOTAL:	47.32
00399695	11/13/19	Tangible Play Inc.	MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	1,245.59
						CHECK TOTAL:	1,245.59
00399696	11/13/19	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	131.43
						CHECK TOTAL:	131.43
00399697	11/13/19	William V MacGill & Co	GENERAL SUPPLIES-NON INSTRUCT	0107171005	4340	GENERAL SUPPLIES-NON INS	60.30
						CHECK TOTAL:	60.30

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
00399698	11/13/19	BEST Contracting Servi	ROOFING	4005498440	6209	ROOFING	9,403.51
			ROOFING	4007498440	6209	ROOFING	12,832.58
						CHECK TOTAL:	22,236.09
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							43,955.83

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399699	11/14/19	Air-Ex Air Conditionin	HVAC HVAC	0106477408 0108477408	5660 5660	HVAC HVAC	1,078.28 324.15 CHECK TOTAL: 1,402.43
00399700	11/14/19	Ann Moneymaker	MILEAGE - 7/10/19-10/10/19	0102477408	5220	TRAVEL & CONFERENCE	18.44 CHECK TOTAL: 18.44
00399701	11/14/19	Apple Computer Inc.	Apple Pencil (2nd Generation) Smart Keyboard Folio for 12.9-	0113457175 0113457175	4460 4460	EQUIPMENT-COMPUTER \$500- EQUIPMENT-COMPUTER \$500-	128.22 214.42 CHECK TOTAL: 342.64
00399702	11/14/19	ASL Lettering LLC	MATERIALS & SUPPLIES-INSTRUCT	0105311075	4310	MATERIALS & SUPPLIES-INS	3,000.00 CHECK TOTAL: 3,000.00
00399703	11/14/19	Beacon Day School	OCTOBER 2019 OCTOBER 2019 OCTOBER 2019	0104632210 0104632210 0104632210	5100 5875 5875	SUBAGREEMENTS FOR SERVIC TUITION TUITION	3,990.58 8,232.30 130.00 CHECK TOTAL: 12,352.88
00399704	11/14/19	Caputo,Christopher J.	MISC OUTSIDE VENDOR	0105315015	5860	MISC OUTSIDE VENDOR	4,100.00 CHECK TOTAL: 4,100.00
00399705	11/14/19	Certified Transportati	10/19 - WOODWARD REGIONAL PARK	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	3,504.79 CHECK TOTAL: 3,504.79
00399706	11/14/19	First Student Inc.	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	2,861.41 CHECK TOTAL: 2,861.41
00399707	11/14/19	Flinn Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	91.86 CHECK TOTAL: 91.86
00399708	11/14/19	Geil Industries	MISC OUTSIDE VENDOR	0105011012	5860	MISC OUTSIDE VENDOR	556.79 CHECK TOTAL: 556.79
00399709	11/14/19	Hartford Financial Ser	OTHER INSURANCE	0102397400	5450	OTHER INSURANCE	3,151.00 CHECK TOTAL: 3,151.00
00399710	11/14/19	Home Depot	MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	317.03 CHECK TOTAL: 317.03
00399711	11/14/19	Intermountain	OCTOBER 2019 OCTOBER 2019 OCTOBER 2019	0104632210 0104632210 0104632210	5875 5889 5898	TUITION OTHER THERAPY AB3632 ROOM & BOARD	3,832.50 8,060.00 1,550.00 CHECK TOTAL: 13,442.50

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399712	11/14/19	Laguna Beach Water Dis	8/27/19 - 10/28/19 8/27/19 - 10/28/19 8/27/19 - 10/28/19 8/27/19 - 10/28/19	0107477409 0107477409 0107477409 0107477409	5530 5530 5530 5530	WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES	3,648.36 3,658.86 707.73 665.18 CHECK TOTAL: 8,680.13
00399713	11/14/19	Maintex	OTHER CUSTODIAL SUPPLIES	0106477409	4361	OTHER CUSTODIAL SUPPLIES	2,802.55 CHECK TOTAL: 2,802.55
00399714	11/14/19	McGill, Loryn Rachel	OCTOBER 2019	0104632900	5887	SPEECH THERAPY	1,000.00 CHECK TOTAL: 1,000.00
00399715	11/14/19	McNeany, Christopher	11/14 - ACE RACE	0106015040	5860	MISC OUTSIDE VENDOR	3,780.00 CHECK TOTAL: 3,780.00
00399716	11/14/19	Olive Crest Academy	OCTOBER 2019 OCTOBER 2019	0104632210 0104632210	5100 5875	SUBAGREEMENTS FOR SERVIC TUITION	3,020.76 7,453.88 CHECK TOTAL: 10,474.64
00399717	11/14/19	ReadyRefresh by Nestle	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	61.90 CHECK TOTAL: 61.90
00399718	11/14/19	Southern Calif Gas Co.	OCTOBER 2019 OCTOBER 2019 OCTOBER 2019 SEPTEMBER 2019 OCTOBER 2019	0102477409 0102477409 0106477409 0107477409 0108477409	5510 5510 5510 5510 5510	HEAT - UTILITIES HEAT - UTILITIES HEAT - UTILITIES HEAT - UTILITIES HEAT - UTILITIES	21.68 18.52 138.67 81.05 55.42 CHECK TOTAL: 315.34
00399719	11/14/19	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	359.02 CHECK TOTAL: 359.02
00399720	11/14/19	STRING TENNIS SHOP	MATERIALS & SUPPLIES-INSTRUCT	0105311075	4310	MATERIALS & SUPPLIES-INS	1,546.71 CHECK TOTAL: 1,546.71
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							74,162.06

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399721	11/15/19	Aardvark Clay & Suppli	MATERIALS & SUPPLIES-INSTRUCT	0105015060	4310	MATERIALS & SUPPLIES-INS	1,501.23
						CHECK TOTAL:	1,501.23
00399722	11/15/19	Acorn Media	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	133.35
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	296.04
						CHECK TOTAL:	429.39
00399723	11/15/19	Apple Computer Inc.	IPAD PRO 11-INCH WI-FI 256GB S	0113457175	4460	EQUIPMENT-COMPUTER \$500-	968.67
			RECYCLE FEE	0113457175	4460	EQUIPMENT-COMPUTER \$500-	5.00
						CHECK TOTAL:	973.67
00399724	11/15/19	Dunn Edwards Paint	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	-311.93
			MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	103.98
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	586.62
			MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	106.46
						CHECK TOTAL:	485.13
00399725	11/15/19	OCDE	OCTOBER 2019	0104542110	7142	IAA-PAYMENTS TO COUNTY O	9,245.00
			TRANSPORTATION - QUARTER 1	0104542110	7142	IAA-PAYMENTS TO COUNTY O	8,276.84
						CHECK TOTAL:	17,521.84
00399726	11/15/19	Palos Sports	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	335.00
						CHECK TOTAL:	335.00
00399727	11/15/19	Resilient Communicatio	CISCO CORDLESS EXTENSION HANDS	0113457175	4410	EQUIPMENT-NEW \$500-\$5000	583.75
			Cisco Smartnet SNTC-8X5XNBD Ci	0113457175	4410	EQUIPMENT-NEW \$500-\$5000	64.69
						CHECK TOTAL:	648.44
00399728	11/15/19	Southwest School and O	COPIER PAPER	0105011012	4312	COPIER PAPER	1,939.50
						CHECK TOTAL:	1,939.50
00399729	11/15/19	STEM Supplies	MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	104.68
						CHECK TOTAL:	104.68
00399730	11/15/19	Tans Club	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	203.28
						CHECK TOTAL:	203.28
00399731	11/15/19	Visual Edge Inc.	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	200.03
						CHECK TOTAL:	200.03
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							24,342.19

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399732	11/18/19	Aardvark Clay & Suppli	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	738.09 738.09
00399733	11/18/19	Academic Chess of Oran	9/16/2019 - 11/4/2019	0108014011	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	1,183.00 1,183.00
00399734	11/18/19	Bone Clones Inc.	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	111.98 111.98
00399735	11/18/19		NPS TRANSPORTATION-IN LIEU	0104256700	5881	NPS TRANSPORTATION-IN LI CHECK TOTAL:	578.00 578.00
00399736	11/18/19	Burnham Benefits Insur	NOVEMBER 2019	0102397400	5831	CONSULTANTS-OTHER CHECK TOTAL:	5,000.00 5,000.00
00399737	11/18/19	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP CHECK TOTAL:	583.92 583.92
00399738	11/18/19	Fisher Science Educati	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	39.62 39.62
00399739	11/18/19	Ganahl Lumber	MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES CHECK TOTAL:	152.25 152.25
00399740	11/18/19	Home Depot	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES	0102477408 0102477408 0102477408 0102477408 0102477408 0102477408	4362 4362 4362 4362 4362 4362	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES CHECK TOTAL:	456.70 350.00 21.37 167.27 -146.24 330.09 1,179.19
00399741	11/18/19	Laguna Graphic Arts In	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	7,602.84 7,602.84
00399742	11/18/19	Learning A-Z	SUBSCRIPTIONS	0108011005	4368	SUBSCRIPTIONS CHECK TOTAL:	1,509.34 1,509.34
00399743	11/18/19	Learning Ally Inc.	MATERIALS & SUPPLIES-INSTRUCT	0102016300	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	7,171.50 7,171.50
00399744	11/18/19	Maintex	OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES CHECK TOTAL:	215.29 215.29

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
00399745	11/18/19	MAXIM HEALTHCARE SERVI	OCTOBER 2019	0104172860	5831	CONSULTANTS-OTHER	5,416.20
						CHECK TOTAL:	5,416.20
00399746	11/18/19	Monarch Center for Aut	OCTOBER 2019	0104632210	5100	SUBAGREEMENTS FOR SERVIC	4,805.00
			OCTOBER 2019	0104632210	5100	SUBAGREEMENTS FOR SERVIC	9,098.40
			OCTOBER 2019	0104632210	5898	AB3632 ROOM & BOARD	16,122.48
						CHECK TOTAL:	30,025.88
00399747	11/18/19	Online-Rewards	MISC OUTSIDE VENDOR	0110397135	5860	MISC OUTSIDE VENDOR	5,500.00
						CHECK TOTAL:	5,500.00
00399748	11/18/19	PAPER RECYCLING AND SH	OTHER MAINTENANCE SERVICES	0101377100	5692	OTHER MAINTENANCE SERVIC	50.00
						CHECK TOTAL:	50.00
00399749	11/18/19	Pearson Assessments	TESTS/SCORING	0104613150	4330	TESTS/SCORING	3,719.52
						CHECK TOTAL:	3,719.52
00399750	11/18/19		JULY 2019	0104256700	5880	TRANSPORTATION-IN LIEU	136.61
			NOVEMBER 2019	0104256700	5880	TRANSPORTATION-IN LIEU	35.95
			SEPTEMBER 2019	0104256700	5880	TRANSPORTATION-IN LIEU	143.80
			OCTOBER 2019	0104256700	5880	TRANSPORTATION-IN LIEU	158.18
						CHECK TOTAL:	474.54
00399751	11/18/19	TLC Child & Family Ser	OCTOBER 2019	0104632210	5875	TUITION	4,374.04
			OCTOBER 2019	0104632210	5889	OTHER THERAPY	1,794.24
			OCTOBER 2019	0104632210	5898	AB3632 ROOM & BOARD	13,732.00
						CHECK TOTAL:	19,900.28
00399752	11/18/19	WINSOR LEARNING INC.	TESTS/SCORING	0104613150	4330	TESTS/SCORING	1,179.32
						CHECK TOTAL:	1,179.32
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							92,330.76

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399753	11/20/19	Apple Computer Inc.	Magic Mouse 2 - Space Gray	0113457175	4460	EQUIPMENT-COMPUTER \$500-	106.67
			USB-C to USB Adapter	0113457175	4460	EQUIPMENT-COMPUTER \$500-	20.47
			Magic Keyboard with Numeric Ke	0113457175	4460	EQUIPMENT-COMPUTER \$500-	160.55
						CHECK TOTAL:	287.69
00399754	11/20/19	Bell Electric	ELECTRICAL REPAIRS	0106477408	5661	ELECTRICAL REPAIRS	2,196.00
						CHECK TOTAL:	2,196.00
00399755	11/20/19	CDW GOVERNMENT LLC	COMPUTER SUPPLIES	0108091005	4320	COMPUTER SUPPLIES	361.01
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	329.35
						CHECK TOTAL:	690.36
00399756	11/20/19	Cox Communications	NOVEMBER 2019	0100005090	8699	ALL OTHER LOCAL REVENUE	-4,926.68
			NOVEMBER 2019	0113457175	5940	INTERNET CONNECTIVITY	375.49
			NOVEMBER 2019	0113457175	5940	INTERNET CONNECTIVITY	10,561.19
			OCTOBER 2019	0113457175	5940	INTERNET CONNECTIVITY	2,274.91
						CHECK TOTAL:	8,284.91
00399757	11/20/19	DONOMA SOFTWARE	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	6,000.00
						CHECK TOTAL:	6,000.00
00399758	11/20/19	Fisher Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	409.55
						CHECK TOTAL:	409.55
00399759	11/20/19	Frontier California In	NOVEMBER 2019	0102477409	5920	TELEPHONE SERVICE	269.68
						CHECK TOTAL:	269.68
00399760	11/20/19	Ganahl Lumber	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	29.72
						CHECK TOTAL:	29.72
00399761	11/20/19	Industrial Cleaning Sy	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	902.04
						CHECK TOTAL:	902.04
00399762	11/20/19	Industrial Metal Suppl	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	100.98
						CHECK TOTAL:	100.98
00399763	11/20/19	Konica Minolta	OCTOBER 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	23.47
			OCTOBER 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	21.72
			OCTOBER 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	134.41
			OCTOBER 2019	0102397400	5650	SOFTWARE/COPIER MAINTENA	229.60
			OCTOBER 2019	0105091012	5650	SOFTWARE/COPIER MAINTENA	57.50
			OCTOBER 2019	0105091012	5650	SOFTWARE/COPIER MAINTENA	88.09
			OCTOBER 2019	0105091012	5650	SOFTWARE/COPIER MAINTENA	1,129.99
			OCTOBER 2019	0106091008	5650	SOFTWARE/COPIER MAINTENA	193.72

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			OCTOBER 2019	0106091008	5650	SOFTWARE/COPIER MAINTENA	375.47
			OCTOBER 2019	0107091005	5650	SOFTWARE/COPIER MAINTENA	90.98
			OCTOBER 2019	0107091005	5650	SOFTWARE/COPIER MAINTENA	216.10
			OCTOBER 2019	0108091005	5650	SOFTWARE/COPIER MAINTENA	297.98
			OCTOBER 2019	0108091005	5650	SOFTWARE/COPIER MAINTENA	203.52
						CHECK TOTAL:	3,062.55
00399764	11/20/19	Laguna Graphic Arts In	OUTSIDE PRINTING	0105315015	5870	OUTSIDE PRINTING	560.30
						CHECK TOTAL:	560.30
00399765	11/20/19	McNeany, Christopher	10/11 -RESCUE BEAR	0106015040	5860	MISC OUTSIDE VENDOR	2,400.00
						CHECK TOTAL:	2,400.00
00399766	11/20/19	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	46.27
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	24.02
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	5.50
			GENERAL SUPPLIES-NON INSTRUCT	0108091005	4340	GENERAL SUPPLIES-NON INS	299.43
			GENERAL SUPPLIES-NON INSTRUCT	0109397150	4340	GENERAL SUPPLIES-NON INS	40.07
			GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	182.55
						CHECK TOTAL:	597.84
00399767	11/20/19	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	490.39
						CHECK TOTAL:	490.39
00399768	11/20/19	Southern California Se	OTHER MAINTENANCE SERVICES	0102477408	5692	OTHER MAINTENANCE SERVIC	317.22
						CHECK TOTAL:	317.22
00399769	11/20/19	Sparkletts	MISC OUTSIDE VENDOR	0102397400	5860	MISC OUTSIDE VENDOR	277.33
						CHECK TOTAL:	277.33
00399770	11/20/19	Staples Advantage	OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	336.18
						CHECK TOTAL:	336.18
00399771	11/20/19	UCI Writing Project	TRAVEL & CONFERENCE	0105011012	5220	TRAVEL & CONFERENCE	2,320.00
						CHECK TOTAL:	2,320.00
00399772	11/20/19	Verizon Wireless LA	OCTOBER 2019	0113457175	5930	MOBILE COMMUNICATIONS	3,273.54
						CHECK TOTAL:	3,273.54
00399773	11/20/19	School Construction Co	ROOFING	4005498440	6209	ROOFING	100.00
			ROOFING	4007498440	6209	ROOFING	100.00
						CHECK TOTAL:	200.00
00399774	11/20/19	Painting & Decor Inc.	BUILDING IMPROVEMENTS	4205498008	6230	BUILDING IMPROVEMENTS	3,810.00

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
						CHECK TOTAL:	3,810.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							36,816.28

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399775	11/21/19	ALC Schools LLC	OCTOBER 2019 SEPTEMBER 2019	0104256700 0104256700	5100 5100	SUBAGREEMENTS FOR SERVIC SUBAGREEMENTS FOR SERVIC	32,750.00 -240.00 CHECK TOTAL: 32,510.00
00399776	11/21/19	Apple Computer Inc.	Recycle Fee MacBook Pro 15-inch with Touch	0113457175 0113457175	4460 4460	EQUIPMENT-COMPUTER \$500- EQUIPMENT-COMPUTER \$500-	6.00 2,811.20 CHECK TOTAL: 2,817.20
00399777	11/21/19	AT&T	OCTOBER 2019 OCTOBER 2019	0102477409 0106477409	5920 5920	TELEPHONE SERVICE TELEPHONE SERVICE	31.68 4.65 CHECK TOTAL: 36.33
00399778	11/21/19	CDW GOVERNMENT LLC	ANNUAL SOFTWARE LICENSE FEE ANNUAL SOFTWARE LICENSE FEE	0113457175 0113457175	5805 5805	ANNUAL SOFTWARE LICENSE ANNUAL SOFTWARE LICENSE	6,317.80 1,097.31 CHECK TOTAL: 7,415.11
00399779	11/21/19	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	304.94 CHECK TOTAL: 304.94
00399780	11/21/19	Flinn Scientific	MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT	0105011012 0105011012	4310 4310	MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS	43.14 101.24 CHECK TOTAL: 144.38
00399781	11/21/19	LBUSD Revolving Cash F	WEINELL, ELIZABETH EXP PAY 04A ABI SAMRA, HANNA EXP PAY 05B SUBURBAN SCHOOL SUPER CONFEREN BANK SRVC CHRG - OCTOBER 2019	0100000000 0100000000 0101377100 0102397400	8699 8699 5220 5820	ALL OTHER LOCAL REVENUE ALL OTHER LOCAL REVENUE TRAVEL & CONFERENCE BANKING SERVICES	2.93 2.34 2,014.00 16.34 CHECK TOTAL: 2,035.61
00399782	11/21/19		OCTOBER 2019 OCTOBER 2019	0109037150 0109397150	3901 3901	OTHER BENEFITS,CERTIFICA OTHER BENEFITS,CERTIFICA	8,047.83 8,047.84 CHECK TOTAL: 16,095.67
00399783	11/21/19	Southern Calif Gas Co.	OCTOBER 2019 OCTOBER 2019 OCTOBER 2019 OCTOBER 2019	0102477409 0105477409 0105477409 0105477409	5510 5510 5510 5510	HEAT - UTILITIES HEAT - UTILITIES HEAT - UTILITIES HEAT - UTILITIES	14.30 138.67 174.51 15.35 CHECK TOTAL: 342.83
00399784	11/21/19	Bread Artisan Bakery L	FOOD	1302277426	4700	FOOD	129.82 CHECK TOTAL: 129.82
00399785	11/21/19	Void - Continued Stub	Undefined.....	Undef.	Unde	CHECK TOTAL:	0.00*

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399786	11/21/19	Gold Star Foods	FOOD	1302277426	4700	FOOD	220.27
			FOOD	1302277426	4700	FOOD	132.50
			FOOD	1302277426	4700	FOOD	77.43
			FOOD	1302277426	4700	FOOD	142.36
			FOOD	1302277426	4700	FOOD	168.84
			FOOD	1302277426	4700	FOOD	214.68
			FOOD	1302277426	4700	FOOD	90.61
			FOOD	1302277426	4700	FOOD	63.47
			FOOD	1302277426	4700	FOOD	313.32
			FOOD	1302277426	4700	FOOD	68.02
			FOOD	1302277426	4700	FOOD	421.16
			FOOD	1302277426	4700	FOOD	183.51
			FOOD	1302277426	4700	FOOD	24.47
			FOOD	1302277426	4700	FOOD	63.74
			FOOD	1302277426	4700	FOOD	159.24
			FOOD	1302277426	4700	FOOD	205.54
			FOOD	1302277426	4700	FOOD	180.17
			FOOD	1302277426	4700	FOOD	19.43
			FOOD	1302277426	4700	FOOD	79.27
			FOOD	1302277426	4700	FOOD	38.86
			FOOD	1302277426	4700	FOOD	206.19
			FOOD	1302277426	4700	FOOD	29.99
			FOOD	1302277426	4700	FOOD	79.12
			FOOD	1302277426	4700	FOOD	90.61
			FOOD	1302277426	4700	FOOD	56.60
			FOOD	1302277426	4700	FOOD	66.07
			FOOD	1302277426	4700	FOOD	207.84
			FOOD	1302277426	4700	FOOD	102.74
			FOOD	1302277426	4700	FOOD	149.48
			FOOD	1302277426	4700	FOOD	121.46
			FOOD	1302277426	4700	FOOD	154.86
			FOOD	1302277426	4700	FOOD	214.80
			FOOD	1302277426	4700	FOOD	92.36
			FOOD	1302277426	4700	FOOD	131.16
			FOOD	1302277426	4700	FOOD	131.16
			FOOD	1302277426	4700	FOOD	-61.32
						CHECK TOTAL:	4,640.01
00399787	11/21/19	Harvest Santa Barbara	FOOD	1302277426	4700	FOOD	249.00
						CHECK TOTAL:	249.00
00399788	11/21/19	Hollandia Dairy Inc	FOOD	1302277426	4700	FOOD	63.40
			FOOD	1302277426	4700	FOOD	83.84
			FOOD	1302277426	4700	FOOD	152.05

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			FOOD	1302277426	4700	FOOD	113.08
			FOOD	1302277426	4700	FOOD	168.89
			FOOD	1302277426	4700	FOOD	137.50
			FOOD	1302277426	4700	FOOD	159.19
			FOOD	1302277426	4700	FOOD	151.59
			FOOD	1302277426	4700	FOOD	76.46
			FOOD	1302277426	4700	FOOD	86.94
			FOOD	1302277426	4700	FOOD	206.15
			FOOD	1302277426	4700	FOOD	98.10
			FOOD	1302277426	4700	FOOD	235.55
			FOOD	1302277426	4700	FOOD	159.76
			FOOD	1302277426	4700	FOOD	115.72
						CHECK TOTAL:	2,008.22
00399789	11/21/19	P & R Paper Supply Co	GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	1,733.30
			GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	56.27
			GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	-90.18
						CHECK TOTAL:	1,699.39
00399790	11/21/19	STIX HOLDINGS LLC	FOOD	1302277426	4700	FOOD	157.50
			FOOD	1302277426	4700	FOOD	129.25
			FOOD	1302277426	4700	FOOD	166.25
			FOOD	1302277426	4700	FOOD	129.25
						CHECK TOTAL:	582.25
00399791	11/21/19	SUNRISE PRODUCE	FOOD	1302277426	4700	FOOD	8.30
			FOOD	1302277426	4700	FOOD	190.83
			FOOD	1302277426	4700	FOOD	172.60
			FOOD	1302277426	4700	FOOD	24.65
			FOOD	1302277426	4700	FOOD	153.60
			FOOD	1302277426	4700	FOOD	15.46
			FOOD	1302277426	4700	FOOD	54.12
			FOOD	1302277426	4700	FOOD	90.15
			FOOD	1302277426	4700	FOOD	39.05
			FOOD	1302277426	4700	FOOD	81.97
			FOOD	1302277426	4700	FOOD	39.05
			FOOD	1302277426	4700	FOOD	75.98
			FOOD	1302277426	4700	FOOD	156.55
			FOOD	1302277426	4700	FOOD	145.70
			FOOD	1302277426	4700	FOOD	150.65
			FOOD	1302277426	4700	FOOD	24.20
			FOOD	1302277426	4700	FOOD	44.90
			FOOD	1302277426	4700	FOOD	201.34
			FOOD	1302277426	4700	FOOD	77.39

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			FOOD	1302277426	4700	FOOD	52.40
			FOOD	1302277426	4700	FOOD	157.20
						CHECK TOTAL:	1,956.09
00399792	11/21/19	Sysco Food Service of	FOOD	1302277426	4700	FOOD	234.85
			FOOD	1302277426	4700	FOOD	895.23
			FOOD	1302277426	4700	FOOD	497.47
			FOOD	1302277426	4700	FOOD	346.54
			FOOD	1302277426	4700	FOOD	64.76
			FOOD	1302277426	4700	FOOD	806.39
			FOOD	1302277426	4700	FOOD	63.47
						CHECK TOTAL:	2,908.71
00399793	11/21/19	US Foodservice Inc.	FOOD	1302277426	4700	FOOD	688.63
			FOOD	1302277426	4700	FOOD	195.12
			FOOD	1302277426	4700	FOOD	310.19
			FOOD	1302277426	4700	FOOD	258.18
			FOOD	1302277426	4700	FOOD	545.83
			FOOD	1302277426	4700	FOOD	745.77
			FOOD	1302277426	4700	FOOD	39.22
			FOOD	1302277426	4700	FOOD	165.05
						CHECK TOTAL:	2,947.99
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							78,823.55

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
00399794	11/22/19	Bandettini, Sandra	GENERAL SUPPLIES-NON INSTRUCT	0102115398	4340	GENERAL SUPPLIES-NON INS	59.82
						CHECK TOTAL:	59.82
00399795	11/22/19		OCTOBER 2019	0104632900	5887	SPEECH THERAPY	1,125.00
						CHECK TOTAL:	1,125.00
00399796	11/22/19	CDW GOVERNMENT LLC	ViewSonic TD2220 - LED Monitor	0113017175	4460	EQUIPMENT-COMPUTER \$500-	951.60
			Ergotron LX Dual Stacking Arm	0113017175	4460	EQUIPMENT-COMPUTER \$500-	339.46
			Microsoft Wired Desktop 600 -	0113017175	4460	EQUIPMENT-COMPUTER \$500-	309.46
			RECYCLING FEE 15" TO LESS THAN	0113017175	4460	EQUIPMENT-COMPUTER \$500-	24.00
			HP SB Integrated Work Center f	0113017175	4460	EQUIPMENT-COMPUTER \$500-	63.97
						CHECK TOTAL:	1,688.49
00399797	11/22/19	Cortez-Redard, Ivonne	10/24-10/25 - COMM LIAISON PD	0102011500	5220	TRAVEL & CONFERENCE	164.49
						CHECK TOTAL:	164.49
00399798	11/22/19	DOHENY PLUMBING INC.	PLUMBING REPAIRS	0107477408	5662	PLUMBING REPAIRS	327.00
			PLUMBING REPAIRS	0106477408	5662	PLUMBING REPAIRS	1,018.00
			PLUMBING REPAIRS	0106477408	5662	PLUMBING REPAIRS	608.00
			PLUMBING REPAIRS	0106477408	5662	PLUMBING REPAIRS	850.50
						CHECK TOTAL:	2,803.50
00399799	11/22/19	HERTZING, RYAN	11/13-11/14 - CETPA	0113457175	5220	TRAVEL & CONFERENCE	92.61
						CHECK TOTAL:	92.61
00399800	11/22/19	HIDDLESON LISTENING LA	OCTOBER 2019	0104632900	5889	OTHER THERAPY	1,350.00
						CHECK TOTAL:	1,350.00
00399801	11/22/19	Irish, Angela C.	MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	31.00
			MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	226.72
						CHECK TOTAL:	257.72
00399802	11/22/19	Jennifer Lundblad	REFRESHMENTS - NOT FOOD SERV	0113015040	4325	REFRESHMENTS - NOT FOOD	147.47
						CHECK TOTAL:	147.47
00399803	11/22/19	Margaretich, Kathleen	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	103.34
						CHECK TOTAL:	103.34
00399804	11/22/19	Maria Hoffman	10/15-10/16 - MATH MINDSET	0102014740	5220	TRAVEL & CONFERENCE	77.40
						CHECK TOTAL:	77.40
00399805	11/22/19	New Haven Youth & Fami	SEPTEMBER 2019	0104132750	5889	OTHER THERAPY	2,973.33
			OCTOBER 2019	0104132750	5889	OTHER THERAPY	3,196.67
						CHECK TOTAL:	6,170.00

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Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399806	11/22/19	RUSH, MICHAEL	11/13-11/14 - CETPA	0113457175	5220	TRAVEL & CONFERENCE	92.61
						CHECK TOTAL:	92.61
00399807	11/22/19	Sandra Johnson	9/21 - CLTA WORLD LANG	0105011012	5220	TRAVEL & CONFERENCE	122.12
						CHECK TOTAL:	122.12
00399808	11/22/19	STAR of CA	OCTOBER 2019	0104132750	5889	OTHER THERAPY	1,506.25
			OCTOBER 2019	0104132750	5889	OTHER THERAPY	750.00
						CHECK TOTAL:	2,256.25
00399809	11/22/19	Stevens, Julie E.	MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	23.26
						CHECK TOTAL:	23.26
00399810	11/22/19		NPS TRANSPORTATION-IN LIEU	0104256700	5881	NPS TRANSPORTATION-IN LI	793.12
						CHECK TOTAL:	793.12
00399811	11/22/19	THE PRENTICE SCHOOL	OCTOBER 2019 - OT	0104632210	5100	SUBAGREEMENTS FOR SERVIC	102.00
			OCTOBER 2019 - SPEECH	0104632210	5100	SUBAGREEMENTS FOR SERVIC	822.50
			OCTOBER 2019	0104632210	5100	SUBAGREEMENTS FOR SERVIC	4,044.26
						CHECK TOTAL:	4,968.76
00399812	11/22/19	Tingirides, Amy	MATERIALS & SUPPLIES-INSTRUCT	0104644575	4310	MATERIALS & SUPPLIES-INS	107.75
						CHECK TOTAL:	107.75
00399813	11/22/19	Total Fence Solutions	CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	1,450.00
			CONTRACT SERVICES	0107477408	5610	CONTRACT SERVICES	375.00
						CHECK TOTAL:	1,825.00
00399814	11/22/19	TYPING AGENT LLC	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	2,300.00
						CHECK TOTAL:	2,300.00
00399815	11/22/19	U.S. Bank National Ass	OTHER BOOKS	0101377100	4220	OTHER BOOKS	563.81
			REFRESHMENTS - NOT FOOD SERV	0101377100	4325	REFRESHMENTS - NOT FOOD	332.58
			REFRESHMENTS - NOT FOOD SERV	0101377100	4325	REFRESHMENTS - NOT FOOD	19.18
			REFRESHMENTS - NOT FOOD SERV	0101377100	4325	REFRESHMENTS - NOT FOOD	27.88
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	19.94
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	299.45
			PUBLICATIONS & JOURNALS	0101377100	4365	PUBLICATIONS & JOURNALS	15.96
			TRAVEL & CONFERENCE	0101377100	5220	TRAVEL & CONFERENCE	737.97
			TRAVEL & CONFERENCE	0101377100	5220	TRAVEL & CONFERENCE	2,278.87
			REFRESHMENTS - NOT FOOD SERV	0102011500	4325	REFRESHMENTS - NOT FOOD	183.28
			GENERAL SUPPLIES-NON INSTRUCT	0102011500	4340	GENERAL SUPPLIES-NON INS	51.58
			MISC OUTSIDE VENDOR	0102014345	5860	MISC OUTSIDE VENDOR	2,440.00

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Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			TRAVEL & CONFERENCE	0102014740	5220	TRAVEL & CONFERENCE	5,010.60
			REFRESHMENTS - NOT FOOD SERV	0102015380	4325	REFRESHMENTS - NOT FOOD	352.99
			TEXTBOOKS	0102016300	4100	TEXTBOOKS	2,729.02
			TRAVEL & CONFERENCE	0102397400	5220	TRAVEL & CONFERENCE	1,500.00
			MATERIALS & SUPPLIES-INSTRUCT	0104613150	4310	MATERIALS & SUPPLIES-INS	31.78
			MATERIALS & SUPPLIES-INSTRUCT	0104613150	4310	MATERIALS & SUPPLIES-INS	345.33
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	350.24
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	67.22
			TRAVEL & CONFERENCE	0105011012	5220	TRAVEL & CONFERENCE	1,566.59
			TRAVEL & CONFERENCE	0105011012	5220	TRAVEL & CONFERENCE	300.00
			TRAVEL & CONFERENCE	0105011075	5220	TRAVEL & CONFERENCE	2,277.70
			MISC OUTSIDE VENDOR	0105015030	5860	MISC OUTSIDE VENDOR	800.00
			MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	617.55
			REFRESHMENTS - NOT FOOD SERV	0105091012	4325	REFRESHMENTS - NOT FOOD	232.36
			GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS	1.00
			TRAVEL & CONFERENCE	0105091012	5220	TRAVEL & CONFERENCE	-1,431.60
			REFRESHMENTS - NOT FOOD SERV	0105095040	4325	REFRESHMENTS - NOT FOOD	188.56
			TRAVEL & CONFERENCE	0105114695	5220	TRAVEL & CONFERENCE	395.00
			CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	621.18
			MATERIALS & SUPPLIES-INSTRUCT	0105315310	4310	MATERIALS & SUPPLIES-INS	1,689.64
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	80.67
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	239.10
			REFRESHMENTS - NOT FOOD SERV	0106011008	4325	REFRESHMENTS - NOT FOOD	523.99
			TRAVEL & CONFERENCE	0106011008	5220	TRAVEL & CONFERENCE	222.71
			MISC OUTSIDE VENDOR	0106011008	5860	MISC OUTSIDE VENDOR	21.99
			MISC OUTSIDE VENDOR	0106011008	5860	MISC OUTSIDE VENDOR	82.43
			REFRESHMENTS - NOT FOOD SERV	0106091008	4325	REFRESHMENTS - NOT FOOD	386.56
			GENERAL SUPPLIES-NON INSTRUCT	0106091008	4340	GENERAL SUPPLIES-NON INS	96.90
			MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	389.70
			MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	97.16
			REFRESHMENTS - NOT FOOD SERV	0107091005	4325	REFRESHMENTS - NOT FOOD	42.00
			TRAVEL & CONFERENCE	0108011005	5220	TRAVEL & CONFERENCE	215.64
			REFRESHMENTS - NOT FOOD SERV	0108091005	4325	REFRESHMENTS - NOT FOOD	118.82
			TRAVEL & CONFERENCE	0109156100	5220	TRAVEL & CONFERENCE	195.00
			TRAVEL & CONFERENCE	0109156100	5220	TRAVEL & CONFERENCE	440.30
			PUBLICATIONS & JOURNALS	0109397150	4365	PUBLICATIONS & JOURNALS	50.00
			DUES & MEMBERSHIPS	0109397150	5310	DUES & MEMBERSHIPS	109.00
			TRAVEL & CONFERENCE	0110397140	5220	TRAVEL & CONFERENCE	68.00
			MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	67.87
			MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	149.90
			REFRESHMENTS - NOT FOOD SERV	0113015040	4325	REFRESHMENTS - NOT FOOD	612.41
			ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	199.00
						CHECK TOTAL:	29,024.81

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Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399816	11/22/19		OCTOBER 2019	0104256700	5880	TRANSPORTATION-IN LIEU	678.70
						CHECK TOTAL:	678.70
00399817	11/22/19	WINSTON, LEISA	11/13-11/16 - BLUE RIBBON	0101377100	5220	TRAVEL & CONFERENCE	94.00
						CHECK TOTAL:	94.00
00399818	11/22/19	U.S. Bank National Ass	MATERIALS & SUPPLIES-INSTRUCT	1119014680	4310	MATERIALS & SUPPLIES-INS	75.41
						CHECK TOTAL:	75.41
00399819	11/22/19	U.S. Bank National Ass	COMPUTER SUPPLIES	1302277426	4320	COMPUTER SUPPLIES	391.43
			GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	99.09
						CHECK TOTAL:	490.52
00399820	11/22/19	Econo Fence Inc.	SITE IMPROVEMENT	4205498800	6110	SITE IMPROVEMENT	15,640.00
						CHECK TOTAL:	15,640.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							72,532.15

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
00399821	11/26/19	Acorn Media	NET MCAs27-100PAS Swivel Mount	0113018640	4320	COMPUTER SUPPLIES	63.58
			MONITOR RECYCLE FEE	0113018640	4320	COMPUTER SUPPLIES	18.00
			NET MC227HW-100PAS Meural Canv	0113018640	4410	EQUIPMENT-NEW \$500-\$5000	748.86
			NET-MC227wl-100PAS Meural Canv	0113018640	4410	EQUIPMENT-NEW \$500-\$5000	641.11
			NET-MC227BL-100PAS Meural Canv	0113018640	4410	EQUIPMENT-NEW \$500-\$5000	641.11
						CHECK TOTAL:	2,112.66
00399822	11/26/19	Campus Safety Group	CONSULTANTS-OTHER	0102395980	5831	CONSULTANTS-OTHER	4,661.00
						CHECK TOTAL:	4,661.00
00399823	11/26/19	CDW GOVERNMENT LLC	HP SB 405 G4 A-200GE 256/8 WP	0113017175	4460	EQUIPMENT-COMPUTER \$500-	513.84
			HP SB 405 G4 A-200GE 256/8 WP	0113017175	4460	EQUIPMENT-COMPUTER \$500-	513.84
			HP SB 405 G4 A-200GE 256/8 WP	0113017175	4460	EQUIPMENT-COMPUTER \$500-	513.84
			HP SB 405 G4 A-200GE 256/8 WP	0113017175	4460	EQUIPMENT-COMPUTER \$500-	513.84
			CONSULTANTS-OTHER	0113017175	4460	EQUIPMENT-COMPUTER \$500-	-0.01
						CHECK TOTAL:	2,055.35
00399824	11/26/19	Durham School Services	OCTOBER 2019	0102256700	5100	SUBAGREEMENTS FOR SERVIC	148,497.22
			SEPTEMBER 2019	0104256700	5100	SUBAGREEMENTS FOR SERVIC	25,596.04
			10/2 - HARBOR H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	175.00
			10/4 - SAGE HILL H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	439.70
			10/14 - EL MORRO	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	175.00
			10/15 - MARINA H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	485.20
			10/15 - HARBOR H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	175.00
			10/16 - JSERRA H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	463.75
			10/16 - SAGE HILL H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	175.00
			10/17 - EDISON H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	517.70
			10/17 - CORONA DEL MAR H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	175.00
			10/19 - OAK CANYON	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	663.95
			10/21 - EL MORRO	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	175.00
			10/22 - HUNTINGTON BEACH H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	491.05
			10/23 - CORONA DEL MAR H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	175.00
			10/24 - MARINA H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	480.00
			10/25 - CORONA DEL MAR H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	175.00
			10/26 - OLD RIVERSIDE GC	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	528.75
			10/28 - EL MORRO	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	175.00
			10/28 - EDISON H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	496.25
			10/30 - EDISON H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	512.50
			10/30 - MARINA H.S.	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	512.50
			SEPTEMBER 2019	0106011008	5855	CHARTER BUS-HOME TO SCHO	1,185.25
			SEPTEMBER 2019	0106015600	5855	CHARTER BUS-HOME TO SCHO	790.17
			SEPTEMBER 2019	0108011005	5855	CHARTER BUS-HOME TO SCHO	377.33
			SEPTEMBER 2019	0108015600	5855	CHARTER BUS-HOME TO SCHO	377.32
						CHECK TOTAL:	183,989.68

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399825	11/26/19	Follett School Solutio	TEXTBOOKS	0102016300	4100	TEXTBOOKS	409.56
						CHECK TOTAL:	409.56
00399826	11/26/19	Home Depot	MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	531.38
						CHECK TOTAL:	531.38
00399827	11/26/19	Laguna Art Museum	MISC OUTSIDE VENDOR	0108015600	5860	MISC OUTSIDE VENDOR	2,400.00
						CHECK TOTAL:	2,400.00
00399828	11/26/19	Laguna Beach Water Dis	9/10/19 - 11/12/19	0102477409	5530	WATER - UTILITIES	157.86
						CHECK TOTAL:	157.86
00399829	11/26/19	Paton Group	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	1,870.00
						CHECK TOTAL:	1,870.00
00399830	11/26/19	Southern Calif Gas Co.	OCTOBER 2019	0107477409	5510	HEAT - UTILITIES	126.98
						CHECK TOTAL:	126.98
00399831	11/26/19	MOBILE MODULAR MANAGEM	NOVEMBER 2019	2506498410	5620	RENTAL EXPENSE	1,104.02
						CHECK TOTAL:	1,104.02
00399832	11/26/19	Ideal Glass Tinting In	BUILDING IMPROVEMENTS	4205498800	6230	BUILDING IMPROVEMENTS	2,904.00
			BUILDING IMPROVEMENTS	4206498800	6230	BUILDING IMPROVEMENTS	1,872.00
			BUILDING IMPROVEMENTS	4207498800	6230	BUILDING IMPROVEMENTS	3,330.00
			BUILDING IMPROVEMENTS	4207498800	6230	BUILDING IMPROVEMENTS	4,750.00
			BUILDING IMPROVEMENTS	4208498800	6230	BUILDING IMPROVEMENTS	3,000.00
						CHECK TOTAL:	15,856.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							215,274.49

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399833	12/02/19	ABEDI Inc.	OCTOBER 2019	0104602140	5894	IBI SUPERVISION	646.91
						CHECK TOTAL:	646.91
00399834	12/02/19	BEACH KIDS THERAPY CEN	SEPTEMBER 2019	0104132750	5889	OTHER THERAPY	300.00
						CHECK TOTAL:	300.00
00399835	12/02/19	CDW GOVERNMENT LLC	ViewSonic TD2230 - LED Monitor	0113017175	4460	EQUIPMENT-COMPUTER \$500-	537.87
			RECYCLING FEE 15" TO LESS THAN	0113017175	4460	EQUIPMENT-COMPUTER \$500-	12.00
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	24.18
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	134.11
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	623.87
						CHECK TOTAL:	1,332.03
00399836	12/02/19	Cox Communications	NOVEMBER 2019	0113457175	5940	INTERNET CONNECTIVITY	97.65
						CHECK TOTAL:	97.65
00399837	12/02/19	Dan's Thermal Services	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	255.00
			CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	821.59
						CHECK TOTAL:	1,076.59
00399838	12/02/19	Dick Blick	MATERIALS & SUPPLIES-INSTRUCT	0105014695	4310	MATERIALS & SUPPLIES-INS	175.33
			MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	14.88
			MATERIALS & SUPPLIES-INSTRUCT	0105014695	4310	MATERIALS & SUPPLIES-INS	-10.27
						CHECK TOTAL:	179.94
00399839	12/02/19	Flinn Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	133.50
						CHECK TOTAL:	133.50
00399840	12/02/19		MILEAGE - OCTOBER 2019	0104256700	5880	TRANSPORTATION-IN LIEU	525.84
						CHECK TOTAL:	525.84
00399841	12/02/19	Home Depot	MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	652.93
						CHECK TOTAL:	652.93
00399842	12/02/19	Institute for Multi-Se	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	407.15
						CHECK TOTAL:	407.15
00399843	12/02/19	Kaiser Foundation Heal	DECEMBER 2019	0102017400	3401	HEALTH & WELFARE, CERTIF	100,115.81
			DECEMBER 2019	0102017400	3401	HEALTH & WELFARE, CERTIF	5,263.02
			DECEMBER 2019	0102017400	3401	HEALTH & WELFARE, CERTIF	791.43
			DECEMBER 2019	0102397400	3402	HEALTH & WELFARE,CLASSIF	49,310.77
			DECEMBER 2019	0102397400	3402	HEALTH & WELFARE,CLASSIF	2,592.23
			DECEMBER 2019	0102397400	3402	HEALTH & WELFARE,CLASSIF	389.81
						CHECK TOTAL:	158,463.07

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399844	12/02/19	Laguna Beach Books	MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	285.04 285.04
00399845	12/02/19	Learning Without Tears	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	619.32 619.32
00399846	12/02/19	Maintex	OTHER CUSTODIAL SUPPLIES	0106477409	4361	OTHER CUSTODIAL SUPPLIES CHECK TOTAL:	743.69 743.69
00399847	12/02/19	New Vista School	OCTOBER 2019	0104632210	5875	TUITION CHECK TOTAL:	4,642.68 4,642.68
00399848	12/02/19	Palos Sports	MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT	0107015040 0107015600	4310 4310	MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS CHECK TOTAL:	231.96 201.94 433.90
00399849	12/02/19	Penske Truck Leasing C	MISC OUTSIDE VENDOR	0105315015	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	186.81 186.81
00399850	12/02/19	Promote Marketing Conc	GENERAL SUPPLIES-NON INSTRUCT	0107015040	4340	GENERAL SUPPLIES-NON INS CHECK TOTAL:	483.48 483.48
00399851	12/02/19	SC Fuels	OCTOBER 2019 OCTOBER 2019 OCTOBER 2019	0102477408 0105477408 0108477408	4375 4375 4375	FUEL FOR VEHICLES FUEL FOR VEHICLES FUEL FOR VEHICLES CHECK TOTAL:	413.05 528.29 89.79 1,031.13
00399852	12/02/19	THE BALLOON BOX	MISC OUTSIDE VENDOR	0106011008	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	117.84 117.84
00399853	12/02/19	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT	0105011012 0105011012	4310 4310	MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS CHECK TOTAL:	114.73 840.76 955.49
00399854	12/02/19	Rice, Gabriella	FOOD SERVICE SALES	1300007426	8634	FOOD SERVICE SALES CHECK TOTAL:	14.80 14.80
00399855	12/02/19	Signs & Lucite Product	BUILDING IMPROVEMENTS	4205498008	6230	BUILDING IMPROVEMENTS CHECK TOTAL:	1,961.05 1,961.05
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							175,290.84

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399856	12/03/19	Best Best & Krieger LL	OCTOBER 2019	0104072000	5835	LEGAL EXPENSE	2,158.00
CHECK TOTAL:							2,158.00
00399857	12/03/19	CENTRAL RESTAURANT PRO	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	2,139.81
CHECK TOTAL:							2,139.81
00399858	12/03/19	Maintex	OTHER CUSTODIAL SUPPLIES	0106477409	4361	OTHER CUSTODIAL SUPPLIES	29.66
			OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	929.86
CHECK TOTAL:							959.52
00399859	12/03/19	Pearson Assessments	INVESTMENTS AT COST	0104613150	4330	TESTS/SCORING	280.00
			INVESTMENTS AT COST	0104613150	4330	TESTS/SCORING	365.48
			TESTS/SCORING	0104613150	4330	TESTS/SCORING	98.22
			TESTS/SCORING	0104613150	4330	TESTS/SCORING	280.00
CHECK TOTAL:							1,023.70
00399860	12/03/19	West Coast Fire & Inte	OCTOBER 2019	0102477409	5560	ALARM SERVICES	180.00
			OCTOBER 2019	0105477409	5560	ALARM SERVICES	190.00
			OCTOBER 2019	0105477409	5560	ALARM SERVICES	100.00
			OCTOBER 2019	0106477409	5560	ALARM SERVICES	100.00
			OCTOBER 2019	0107477409	5560	ALARM SERVICES	100.00
			OCTOBER 2019	0108477409	5560	ALARM SERVICES	100.00
CHECK TOTAL:							770.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							7,051.03

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399861	12/04/19	BERTRAND'S HORN IMPROV	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	1,061.75
						CHECK TOTAL:	1,061.75
00399862	12/04/19	BRACKEZ, LISA	10/15-10/16 - MINDSET MATH	0102014740	5220	TRAVEL & CONFERENCE	85.22
						CHECK TOTAL:	85.22
00399863	12/04/19	BROWN, DAWN	11/6-11/8 - CCAC CONF	0110397140	5220	TRAVEL & CONFERENCE	772.42
						CHECK TOTAL:	772.42
00399864	12/04/19	Cortez-Redard, Ivonne	MILEAGE - 10/1/19 - 10/29/19	0102011500	5210	MILEAGE REIMBURSEMENT	30.62
						CHECK TOTAL:	30.62
00399865	12/04/19	Cox Communications	NOVEMBER 2019	0106091008	5860	MISC OUTSIDE VENDOR	18.00
						CHECK TOTAL:	18.00
00399866	12/04/19	Donna Todd	REFRESHMENTS - NOT FOOD SERV	0109397150	4325	REFRESHMENTS - NOT FOOD	23.97
						CHECK TOTAL:	23.97
00399867	12/04/19	Dramatists Play Servic	MATERIALS & SUPPLIES-INSTRUCT	0105315015	4310	MATERIALS & SUPPLIES-INS	240.00
						CHECK TOTAL:	240.00
00399868	12/04/19	Dwight, Katie	3/15-3/17 CUE CONF EXP CK	0100000000	8699	ALL OTHER LOCAL REVENUE	138.86
			10/7-10/8 - PLC A WORK	0108011005	5220	TRAVEL & CONFERENCE	162.56
						CHECK TOTAL:	301.42
00399869	12/04/19	Ganahl Lumber	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	139.90
						CHECK TOTAL:	139.90
00399870	12/04/19	HI-TECH Cabling Inc.	CONSULTANTS-COMPUTER SERVICES	0113457175	5832	CONSULTANTS-COMPUTER SER	415.00
						CHECK TOTAL:	415.00
00399871	12/04/19	JW Pepper	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	21.45
						CHECK TOTAL:	21.45
00399872	12/04/19	Laguna Laundry & Dry C	MISC OUTSIDE VENDOR	0105311075	5860	MISC OUTSIDE VENDOR	125.00
						CHECK TOTAL:	125.00
00399873	12/04/19	Norris, Jill	11/7 - WHAT'S NEW IN YOUNG LIT	0113017175	5220	TRAVEL & CONFERENCE	51.16
						CHECK TOTAL:	51.16
00399874	12/04/19	Office Depot	PRINTERS <\$250 & INK/SUPPLIES	0101377100	4322	PRINTERS <\$250 & INK/SUP	108.26
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	79.24
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	56.65
						CHECK TOTAL:	244.15

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399875	12/04/19	Pearson Assessments	TESTS/SCORING	0104613150	4330	TESTS/SCORING	199.90
						CHECK TOTAL:	199.90
00399876	12/04/19	ReadyRefresh by Nestle	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	61.90
						CHECK TOTAL:	61.90
00399877	12/04/19	Rojas, Yadhira	MILEAGE - 10/1/19 - 10/30/19	0102011500	5210	MILEAGE REIMBURSEMENT	89.15
			MILEAGE - 9/3/19 - 9/30/19	0102011500	5210	MILEAGE REIMBURSEMENT	89.32
			MILEAGE - 8/22/19 - 11/8/19	0102011500	5210	MILEAGE REIMBURSEMENT	32.02
						CHECK TOTAL:	210.49
00399878	12/04/19	Sandy Jones	11/13-11/14 - 5 STAR STUDENTS	0105011012	5220	TRAVEL & CONFERENCE	248.20
						CHECK TOTAL:	248.20
00399879	12/04/19	Shearer, Kellee	MILEAGE - 10/2/19 - 10/30/19	0105114695	5210	MILEAGE REIMBURSEMENT	224.46
						CHECK TOTAL:	224.46
00399880	12/04/19	Ureno, Anakaren	MILEAGE - 10/2/19 - 10/29/19	0110397140	5220	TRAVEL & CONFERENCE	28.54
						CHECK TOTAL:	28.54
00399881	12/04/19	Vander Veen, Amanda	REFRESHMENTS - NOT FOOD SERV	0106011008	4325	REFRESHMENTS - NOT FOOD	68.96
			REFRESHMENTS - NOT FOOD SERV	0106015040	4325	REFRESHMENTS - NOT FOOD	102.67
						CHECK TOTAL:	171.63
00399882	12/04/19		NOVEMBER 2019	0104632900	5878	PARENT REIMBURSEMENT (LE	2,375.00
						CHECK TOTAL:	2,375.00
00399883	12/04/19	Yale/Chase Equipment a	VEHICLE REPAIR	0105477408	5640	VEHICLE REPAIR	69.94
						CHECK TOTAL:	69.94
00399884	12/04/19	Bread Artisan Bakery L	FOOD	1302277426	4700	FOOD	127.34
						CHECK TOTAL:	127.34
00399885	12/04/19	Gold Star Foods	FOOD	1302277426	4700	FOOD	25.59
			FOOD	1302277426	4700	FOOD	324.50
			FOOD	1302277426	4700	FOOD	280.77
			FOOD	1302277426	4700	FOOD	332.16
			FOOD	1302277426	4700	FOOD	51.26
			FOOD	1302277426	4700	FOOD	51.22
			FOOD	1302277426	4700	FOOD	51.26
			FOOD	1302277426	4700	FOOD	99.81
			FOOD	1302277426	4700	FOOD	116.04
			FOOD	1302277426	4700	FOOD	314.82

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			FOOD	1302277426	4700	FOOD	53.44
			FOOD	1302277426	4700	FOOD	215.51
			FOOD	1302277426	4700	FOOD	38.15
			FOOD	1302277426	4700	FOOD	251.35
			FOOD	1302277426	4700	FOOD	105.58
			FOOD	1302277426	4700	FOOD	34.01
			FOOD	1302277426	4700	FOOD	336.23
			FOOD	1302277426	4700	FOOD	138.67
			FOOD	1302277426	4700	FOOD	105.58
			FOOD	1302277426	4700	FOOD	39.56
			FOOD	1302277426	4700	FOOD	102.74
			FOOD	1302277426	4700	FOOD	194.54
			FOOD	1302277426	4700	FOOD	125.23
			FOOD	1302277426	4700	FOOD	55.15
			FOOD	1302277426	4700	FOOD	232.29
			FOOD	1302277426	4700	FOOD	178.06
			FOOD	1302277426	4700	FOOD	123.92
			FOOD	1302277426	4700	FOOD	365.50
			FOOD	1302277426	4700	FOOD	40.13
			FOOD	1302277426	4700	FOOD	19.43
			FOOD	1302277426	4700	FOOD	365.50
			FOOD	1302277426	4700	FOOD	40.13
						CHECK TOTAL:	4,808.13
00399886	12/04/19	Harvest Santa Barbara	FOOD	1302277426	4700	FOOD	417.00
						CHECK TOTAL:	417.00
00399887	12/04/19	Hollandia Dairy Inc	FOOD	1302277426	4700	FOOD	134.64
			FOOD	1302277426	4700	FOOD	87.82
			FOOD	1302277426	4700	FOOD	112.15
			FOOD	1302277426	4700	FOOD	178.70
			FOOD	1302277426	4700	FOOD	101.85
			FOOD	1302277426	4700	FOOD	246.39
			FOOD	1302277426	4700	FOOD	134.78
			FOOD	1302277426	4700	FOOD	145.99
			FOOD	1302277426	4700	FOOD	110.16
			FOOD	1302277426	4700	FOOD	69.38
			FOOD	1302277426	4700	FOOD	95.94
			FOOD	1302277426	4700	FOOD	73.28
			FOOD	1302277426	4700	FOOD	209.35
			FOOD	1302277426	4700	FOOD	125.02
			FOOD	1302277426	4700	FOOD	87.26
			FOOD	1302277426	4700	FOOD	120.09
			FOOD	1302277426	4700	FOOD	73.00

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			FOOD	1302277426	4700	FOOD	125.02
			FOOD	1302277426	4700	FOOD	134.78
			FOOD	1302277426	4700	FOOD	227.22
			FOOD	1302277426	4700	FOOD	87.82
			FOOD	1302277426	4700	FOOD	131.45
			FOOD	1302277426	4700	FOOD	161.39
			FOOD	1302277426	4700	FOOD	161.65
			FOOD	1302277426	4700	FOOD	143.97
			FOOD	1302277426	4700	FOOD	130.94
			FOOD	1302277426	4700	FOOD	150.34
			FOOD	1302277426	4700	FOOD	266.52
						CHECK TOTAL:	3,826.90
00399888	12/04/19	Mandarin King	FOOD	1302277426	4700	FOOD	180.00
			FOOD	1302277426	4700	FOOD	260.00
						CHECK TOTAL:	440.00
00399889	12/04/19	P & R Paper Supply Co	GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	2,283.43
						CHECK TOTAL:	2,283.43
00399890	12/04/19	Quick Dispense Inc.	FOOD	1302277426	4700	FOOD	519.20
						CHECK TOTAL:	519.20
00399891	12/04/19	STIX HOLDINGS LLC	FOOD	1302277426	4700	FOOD	148.75
			FOOD	1302277426	4700	FOOD	129.25
			FOOD	1302277426	4700	FOOD	129.25
			FOOD	1302277426	4700	FOOD	131.25
			FOOD	1302277426	4700	FOOD	117.50
			FOOD	1302277426	4700	FOOD	96.25
						CHECK TOTAL:	752.25
00399892	12/04/19	SUNRISE PRODUCE	FOOD	1302277426	4700	FOOD	68.20
			FOOD	1302277426	4700	FOOD	24.50
			FOOD	1302277426	4700	FOOD	311.13
			FOOD	1302277426	4700	FOOD	397.02
			FOOD	1302277426	4700	FOOD	39.05
			FOOD	1302277426	4700	FOOD	122.83
			FOOD	1302277426	4700	FOOD	149.74
			FOOD	1302277426	4700	FOOD	181.67
			FOOD	1302277426	4700	FOOD	26.67
			FOOD	1302277426	4700	FOOD	117.68
			FOOD	1302277426	4700	FOOD	72.16
			FOOD	1302277426	4700	FOOD	77.82
			FOOD	1302277426	4700	FOOD	145.05

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			FOOD	1302277426	4700	FOOD	39.05
			FOOD	1302277426	4700	FOOD	120.51
			FOOD	1302277426	4700	FOOD	-15.51
						CHECK TOTAL:	1,877.57
00399893	12/04/19	Sysco Food Service of	FOOD	1302277426	4700	FOOD	257.09
			FOOD	1302277426	4700	FOOD	70.38
			FOOD	1302277426	4700	FOOD	799.97
			FOOD	1302277426	4700	FOOD	269.92
			FOOD	1302277426	4700	FOOD	54.74
			FOOD	1302277426	4700	FOOD	16.47
			FOOD	1302277426	4700	FOOD	260.12
			FOOD	1302277426	4700	FOOD	85.28
			FOOD	1302277426	4700	FOOD	677.52
			FOOD	1302277426	4700	FOOD	126.64
			FOOD	1302277426	4700	FOOD	149.28
			FOOD	1302277426	4700	FOOD	63.38
			FOOD	1302277426	4700	FOOD	16.75
			FOOD	1302277426	4700	FOOD	695.88
			FOOD	1302277426	4700	FOOD	126.76
			FOOD	1302277426	4700	FOOD	983.58
			FOOD	1302277426	4700	FOOD	26.19
			FOOD	1302277426	4700	FOOD	55.39
						CHECK TOTAL:	4,735.34
00399894	12/04/19	US Foodservice Inc.	FOOD	1302277426	4700	FOOD	291.48
			FOOD	1302277426	4700	FOOD	874.22
			FOOD	1302277426	4700	FOOD	292.61
			FOOD	1302277426	4700	FOOD	112.35
			FOOD	1302277426	4700	FOOD	351.37
			FOOD	1302277426	4700	FOOD	337.27
			FOOD	1302277426	4700	FOOD	1,393.23
			FOOD	1302277426	4700	FOOD	34.98
			FOOD	1302277426	4700	FOOD	77.34
			FOOD	1302277426	4700	FOOD	258.18
			FOOD	1302277426	4700	FOOD	458.86
			FOOD	1302277426	4700	FOOD	1,048.88
			FOOD	1302277426	4700	FOOD	310.19
			FOOD	1302277426	4700	FOOD	397.44
			FOOD	1302277426	4700	FOOD	187.38
			FOOD	1302277426	4700	FOOD	1,339.32
			FOOD	1302277426	4700	FOOD	137.14
			FOOD	1302277426	4700	FOOD	86.61
						CHECK TOTAL:	7,988.85

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399895	12/04/19	Z PIZZA INC	FOOD	1302277426	4700	FOOD	319.00
			FOOD	1302277426	4700	FOOD	156.00
			FOOD	1302277426	4700	FOOD	264.00
			FOOD	1302277426	4700	FOOD	132.00
			FOOD	1302277426	4700	FOOD	308.00
			FOOD	1302277426	4700	FOOD	144.00
			FOOD	1302277426	4700	FOOD	344.00
			FOOD	1302277426	4700	FOOD	308.00
						CHECK TOTAL:	1,975.00
00399896	12/04/19	BEST Contracting Servi	ROOFING	4007498440	6209	ROOFING	31,836.20
						CHECK TOTAL:	31,836.20
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							68,707.33

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399897	12/05/19	Aardvark Clay & Suppli	MATERIALS & SUPPLIES-INSTRUCT	0105015060	4310	MATERIALS & SUPPLIES-INS	12.18
						CHECK TOTAL:	12.18
00399898	12/05/19	ACT American College T	TESTS/SCORING	0105011012	4330	TESTS/SCORING	3,444.00
						CHECK TOTAL:	3,444.00
00399899	12/05/19	ASL Lettering LLC	MATERIALS & SUPPLIES-INSTRUCT	0105311075	4310	MATERIALS & SUPPLIES-INS	1,500.00
			MATERIALS & SUPPLIES-INSTRUCT	0105315310	4310	MATERIALS & SUPPLIES-INS	1,159.57
						CHECK TOTAL:	2,659.57
00399900	12/05/19	B & H Photo Video Inc.	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	34.82
						CHECK TOTAL:	34.82
00399901	12/05/19	Blue Shield of Califor	DECEMBER 2019	0102017400	3401	HEALTH & WELFARE, CERTIF	174,847.76
			DECEMBER 2019	0102397400	3402	HEALTH & WELFARE,CLASSIF	86,119.05
						CHECK TOTAL:	260,966.81
00399902	12/05/19	California Math League	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	90.00
						CHECK TOTAL:	90.00
00399903	12/05/19	Disneyland Resort	MISC OUTSIDE VENDOR	0105114695	5860	MISC OUTSIDE VENDOR	2,250.00
						CHECK TOTAL:	2,250.00
00399904	12/05/19	Educational Theatre As	MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	830.00
						CHECK TOTAL:	830.00
00399905	12/05/19	Estancia High School	MISC OUTSIDE VENDOR	0105311075	5860	MISC OUTSIDE VENDOR	395.00
						CHECK TOTAL:	395.00
00399906	12/05/19	File Keepers LLC	MISC OUTSIDE VENDOR	0101377100	5860	MISC OUTSIDE VENDOR	15.00
						CHECK TOTAL:	15.00
00399907	12/05/19	Follett School Solutio	TEXTBOOKS	0102016300	4100	TEXTBOOKS	-246.62
			TEXTBOOKS	0102016300	4100	TEXTBOOKS	-12.19
			TEXTBOOKS	0102016300	4100	TEXTBOOKS	307.61
						CHECK TOTAL:	48.80
00399908	12/05/19	Gallagher & Associates	10/17 - PROF DEV	0105011012	5830	CONSULTANTS-INSTRUCTIONA	1,000.00
						CHECK TOTAL:	1,000.00
00399909	12/05/19	Harbottle Law Group	OCTOBER 2019	0104072000	5835	LEGAL EXPENSE	9,318.93
						CHECK TOTAL:	9,318.93
00399910	12/05/19	Laguna Graphic Arts In	OUTSIDE PRINTING	0105315015	5870	OUTSIDE PRINTING	1,303.78

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
						CHECK TOTAL:	1,303.78
00399911	12/05/19	McGraw Hill School Pub	MATERIALS & SUPPLIES-INSTRUCT	0104613150	4310	MATERIALS & SUPPLIES-INS	482.35
						CHECK TOTAL:	482.35
00399912	12/05/19	Mission of San Juan Ca	12/11 - STUDENT DOCENT	0107011005	5860	MISC OUTSIDE VENDOR	1,062.50
						CHECK TOTAL:	1,062.50
00399913	12/05/19	NICK RAIL MUSIC	MATERIALS & SUPPLIES-INSTRUCT	0102011190	4310	MATERIALS & SUPPLIES-INS	461.18
						CHECK TOTAL:	461.18
00399914	12/05/19	Painting & Decor Inc.	PAINTING	0113478640	5675	PAINTING	21,650.00
						CHECK TOTAL:	21,650.00
00399915	12/05/19	Pearson Assessments	TESTS/SCORING	0104613150	4330	TESTS/SCORING	101.28
						CHECK TOTAL:	101.28
00399916	12/05/19	Procure America Inc	3/26/19-6/25/19 - ELECTRICITY	0102477409	5831	CONSULTANTS-OTHER	512.51
						CHECK TOTAL:	512.51
00399917	12/05/19	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	587.25
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	55.21
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	304.27
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	364.05
						CHECK TOTAL:	1,310.78
00399918	12/05/19	State of CA/Department	OCTOBER 2019	0110397140	5845	FINGER PRINTING	503.00
						CHECK TOTAL:	503.00
00399919	12/05/19	UCI Writing Project	TRAVEL & CONFERENCE	0108011005	5220	TRAVEL & CONFERENCE	580.00
						CHECK TOTAL:	580.00
00399920	12/05/19	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	40.92
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	167.77
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	56.01
						CHECK TOTAL:	264.70
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							309,297.19

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399921	12/06/19	Acorn Naturalists	MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	2,278.64 2,278.64
00399922	12/06/19	ALL CITY MANAGEMENT SE	10/20/19 - 11/02/19	0106098040	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	831.60 831.60
00399923	12/06/19	Apple Computer Inc.	Belkin Thunderbolt 3 express D	0113457175	4460	EQUIPMENT-COMPUTER \$500- CHECK TOTAL:	323.20 323.20
00399924	12/06/19	BEACH KIDS THERAPY CEN	NOVEMBER 2019	0104132750	5889	OTHER THERAPY CHECK TOTAL:	810.00 810.00
00399925	12/06/19	BRAINSTORM STUDIOS LLC	SESSION 1 - 9/16/19 - 11/14/19	0108014011	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	1,852.50 1,852.50
00399926	12/06/19	CDW GOVERNMENT LLC	COMPUTER SUPPLIES Kensington SD5500T Thunderbolt	0104613150 0113457175	4320 4460	COMPUTER SUPPLIES EQUIPMENT-COMPUTER \$500- CHECK TOTAL:	185.99 503.49 689.48
00399927	12/06/19		DECEMBER 2019	0104632900	5878	PARENT REIMBURSEMENT (LE CHECK TOTAL:	3,600.00 3,600.00
00399928	12/06/19	JENNIFER TONEY SPEECH	NOVEMBER 2019 NOVEMBER 2019	0104632900 0104632900	5886 5887	PHYSICAL THERAPY SPEECH THERAPY CHECK TOTAL:	467.50 5,737.50 6,205.00
00399929	12/06/19	Laguna Beach Water Dis	9/16/19 - 11/15/19 9/16/19 - 11/15/19 9/16/19 - 11/15/19 9/16/19 - 11/15/19 9/16/19 - 11/15/19 9/16/19 - 11/15/19 9/16/19 - 11/15/19 9/16/19 - 11/15/19 9/16/19 - 11/15/19	0102477409 0105477409 0105477409 0105477409 0105477409 0105477409 0105477409 0105477409 0106477409 0106477409	5530 5530 5530 5530 5530 5530 5530 5530 5530 5530	WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES WATER - UTILITIES CHECK TOTAL:	107.08 37.36 466.86 47.86 1,534.33 1,513.92 585.79 6,628.39 32.00 10,953.59
00399930	12/06/19		JULY 2019 AUGUST 2019 SEPTEMBER 2019 OCTOBER 2019 NOVEMBER 2019 PARENT REIMBURSEMENT (LEGAL)	0104632900 0104632900 0104632900 0104632900 0104632900 0104632900	5878 5878 5878 5878 5878 5878	PARENT REIMBURSEMENT (LE PARENT REIMBURSEMENT (LE PARENT REIMBURSEMENT (LE PARENT REIMBURSEMENT (LE PARENT REIMBURSEMENT (LE PARENT REIMBURSEMENT (LE CHECK TOTAL:	1,645.00 2,145.00 2,145.00 2,145.00 2,145.00 1,433.13 11,658.13

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00399931	12/06/19	Maintex	OTHER CUSTODIAL SUPPLIES	0102477409	4361	OTHER CUSTODIAL SUPPLIES	215.57
			OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	37.15
			OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	16.76
						CHECK TOTAL:	269.48
00399932	12/06/19	Mardan Center of Educa	NOVEMBER 2019	0104632210	5875	TUITION	3,022.88
						CHECK TOTAL:	3,022.88
00399933	12/06/19	Mobile Ed Productions	4/23 - FORCES & MOTION	0107015030	5830	CONSULTANTS-INSTRUCTIONA	795.00
			12/19 - SKY DOME PLANETARIUM	0107015030	5830	CONSULTANTS-INSTRUCTIONA	895.00
						CHECK TOTAL:	1,690.00
00399934	12/06/19	OCDE	NOVEMBER 2019	0104542110	7142	IAA-PAYMENTS TO COUNTY O	9,245.00
						CHECK TOTAL:	9,245.00
00399935	12/06/19	Ocean View School	NOVEMBER 2019	0104632210	5875	TUITION	4,256.11
						CHECK TOTAL:	4,256.11
00399936	12/06/19	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0104072000	4340	GENERAL SUPPLIES-NON INS	93.77
						CHECK TOTAL:	93.77
00399937	12/06/19	PT FOR KIDS	NOVEMBER 2019	0104632900	5886	PHYSICAL THERAPY	832.50
						CHECK TOTAL:	832.50
00399938	12/06/19	Rutan & Tucker	OCTOBER 2019	0102397400	5835	LEGAL EXPENSE	4,613.99
						CHECK TOTAL:	4,613.99
00399939	12/06/19	Safety 1st Pest Contro	OCTOBER 2019	0102477409	5550	PEST CONTROL	50.00
			PEST CONTROL	0102477409	5550	PEST CONTROL	75.00
			OCTOBER 2019	0105477409	5550	PEST CONTROL	175.00
			OCTOBER 2019	0106477409	5550	PEST CONTROL	125.00
			OCTOBER 2019	0107477409	5550	PEST CONTROL	125.00
			OCTOBER 2019	0108477409	5550	PEST CONTROL	125.00
						CHECK TOTAL:	675.00
00399940	12/06/19	Southern California Se	OTHER MAINTENANCE SERVICES	0102477408	5692	OTHER MAINTENANCE SERVIC	251.37
						CHECK TOTAL:	251.37
00399941	12/06/19	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	645.85
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	28.26
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	154.02
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	168.40
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	220.56

Check Stock: 76

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
=====	=====	=====	=====	=====	=====	=====	=====
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	177.01
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	10.45
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	199.37
						CHECK TOTAL:	1,603.92
00399942	12/06/19	Super Duper Publicatio	TESTS/SCORING	0104613150	4330	TESTS/SCORING	107.75
						CHECK TOTAL:	107.75
00399943	12/06/19	The LaunchPad Therapy	NOVEMBER 2019	0104632900	5100	SUBAGREEMENTS FOR SERVIC	8,077.50
			NOVEMBER 2019	0104632900	5885	OCCUPATIONAL THERAPY	2,202.50
						CHECK TOTAL:	10,280.00
00399944	12/06/19	Thompson Engineering	MISC REPAIR	0106477408	5690	MISC REPAIR	134.00
						CHECK TOTAL:	134.00
00399945	12/06/19	Woodwind & Brasswind	BELLAFINA MUSICALE SERIES CELL	0102011190	4410	EQUIPMENT-NEW \$500-\$5000	754.24
			BELLAFINA MUSICALE SERIES CELL	0102011190	4410	EQUIPMENT-NEW \$500-\$5000	754.24
						CHECK TOTAL:	1,508.48
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							77,786.39

Laguna Beach Unified School District

13.g. CONSENT/ACTION

December 17, 2019

**Approval: Ratification of Certificated Payroll 5A in the Amount of \$2,279,781.31
 Ratification of Classified Payroll 5B in the Amount of \$776,955.31
 Ratification of Certificated Payroll 5C in the Amount of \$9,364.15**

LCAP Priority Area

Goal 5 - All stakeholders will be engaged in the learning process by promoting a variety of opportunities for parents, students, staff, and the community that strengthen communication and meaningful participation.

Proposal

Staff proposes the Board of Education ratify the expenditure of funds from the General Fund to cover:

1. Certificated Payroll 5A in the amount of \$2,279,781.31; and,
2. Classified Payroll 5B in the amount of \$776,955.31; and,
3. Certificated Payroll 5C in the amount of \$9,364.15 for the month of November 2019 totaling \$3,066,100.77.

Background

Payroll is in conformity with the annual All Funds Budget adopted by the Board of Education.

Recommended Action

Staff recommends the Board of Education approve:

1. Certificated Payroll 5A in the amount of \$2,279,781.31; and,
2. Classified Payroll 5B in the amount of \$776,955.31; and,
3. Certificated Payroll 5C in the amount of \$9,364.15 for the month of November 2019 totaling \$3,066,100.77.

Laguna Beach Unified School District

13.h. CONSENT/ACTION

December 17, 2019

Approval: Stipulated Expulsion Agreement for LBHS Student 2019-20-001

Proposal

Staff recommends the Board of Education approve the Stipulated Expulsion Agreement that was made between the Laguna Beach Unified School District (LBUSD) and parents of the Laguna Beach High School student pursuant to the terms outlined in the Stipulated Expulsion Agreement and Rehabilitation Plan.

Background

Pursuant to Education Code §48915(c), the principal shall immediately suspend and recommend expulsion of a student when it has been determined they have committed any of the acts listed in Education Code §48915(c) at school or at a school activity off school grounds, when other means of correction are not feasible or have repeatedly failed to bring about proper conduct or, due to the nature of the act, the presence of the student causes a continuing danger to the physical safety of other students.

Student 2019-20-001 was found to unlawfully have possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.

In accordance with California Education Code §35146, §48912, §48918, and §48919, actions of student discipline relative to expulsions are reviewed and acted upon by the Board of Education.

LBUSD and the family of the Laguna Beach High School student agreed to a Stipulated Expulsion Agreement and Rehabilitation Plan. Should the Board of Education approve the Stipulated Expulsion Agreement, the student will immediately enroll in an alternative education program for the duration of the period of expulsion. Upon successful completion of the Rehabilitation Plan, the student will be eligible to apply for reinstatement in the district. If any of the conditions of the Stipulated Expulsion Agreement and Rehabilitation Plan are not met, or if there are any violations of California Education Code §48900/48915, et. seq., the expulsion will be continued until such time as compliance with the terms has been completely met.

Budget Impact

No budget impact.

Recommended Action

Staff recommends the Board of Education approve the expulsion of the student pursuant to the terms outlined in the Stipulated Expulsion Agreement and Rehabilitation Plan.

Laguna Beach Unified School District

13.i. ACTION

December 17, 2019

Approval: Renewal of 2020 Contract with Fulcrum Management Solutions, Inc. to Provide Thoughtexchange Software and Professional Services with a Not-to-Exceed Amount of \$29,400

LCAP Priority Alignment

Goal 5 - All stakeholders will be engaged in the learning process by promoting a variety of opportunities for parents, students, staff, and the community that strengthen communication and meaningful participation.

Proposal

Staff proposes the Board of Education approve a renewal contract with Fulcrum Management Solutions, Inc. to provide Thoughtexchange software and professional services during 2020 with a not-to-exceed amount of \$29,400.

Background

The District has utilized several methods for sharing information and gathering stakeholder input on topics of interest to the greater school community, including surveys, town-hall-type sessions, phone calls, emails, and Board Study Sessions. These tools are useful for obtaining feedback but are limited in their capacity to provide two-way communication inclusive of all stakeholders. In January 2019, the Board approved an initial contract with Thoughtexchange, a software program that provides an online platform for individual stakeholders to confidentially share thoughts on a particular topic and indicate whether or not thoughts shared by others resonate with them. Fulcrum's professional services supports the District in formulating an open-ended question related to the topic, ensuring a plan for outreach and moderating in accordance with each exchange's determined moderation rules. Individuals share responses to the open-ended question using 300 characters or less and may provide a star-rating of the thoughts of others in an order unique to each person. The software identifies themes around the highest rated thoughts and provides data analysis on the results.

This process was used in the development of a new high school bell schedule, in the development of the three-year LCAP plan, and in informing our recruitment plan for the TOW principal position. The platform will continue to be utilized with students, parents, and staff.

Budget Impact

This General Fund expenditure is budgeted at a not-to-exceed amount of \$29,400.

Recommended Action

Staff recommends the Board of Education approve a contract with Fulcrum Management Solutions, Inc. to provide Thoughtexchange software and professional services during 2020 with a not-to-exceed amount of \$29,400.



INVOICE

Fulcrum Management Solutions Inc.

Suite 404, 9116 Sprague Ave
Spokane Valley
WA 99206

Invoice #: INV1522

Invoice Date: 11/14/2019

Due Date: 12/31/2019

Bill To:**Laguna Beach Unified School District**

550 Blumont St
Laguna Beach, CA 92651-2356
United States

Reference #:

Terms:

Item	Description	Unit	Quantity	Unit Price	Amount
TE Platform	Thoughtexchange Software Platform	Each	1	\$29,400.00	\$29,400.00
SUBTOTAL					\$29,400.00
TAX					\$0.00
1) CANADA CA GST (0)					\$0.00
TOTAL					\$29,400.00

Thoughtexchange Services (January 1, 2019 to December 31, 2020) as per agreement, to be automatically renewed. Thank you for your business.

Remit cheques to:-

Fulcrum Management Solution Inc.
C/O PO BOX 2260, ROSSLAND, BC, V0G 1Y0, CANADA

Details for making payment via EFT or wire transfer:

Bank Name: Wells Fargo Bank, N.A.
Bank Address: 420 Montgomery, San Francisco, CA 94104
Account Name: Fulcrum Management Solutions Inc.
Account #: 4129385415
Swift Code: WFBIUS6S
ABA #: 121000248

Laguna Beach Unified School District

13.j. CONSENT/ACTION

December 17, 2019

Approval: Memorandum of Understanding Between the University of California, San Diego (UCSD) and Laguna Beach Unified School District for Administrative Coordination, Item Design, Proctoring, and Advanced Analytics of the Biannual California Healthy Kids Survey During the 2019-2020 School Year in an Amount Not-to-Exceed \$13,000

LCAP Priority Alignment

Goal 1 - Increase student academic achievement and social/emotional strength through collaboration, critical thinking, creativity, and communication.

Proposal

Staff proposes that the Board of Education approve a Memorandum of Understanding (MOU) between the University of California, San Diego (UCSD) and Laguna Beach Unified School District for the administrative coordination, item design, proctoring, and advanced analytics of the California Healthy Kids Survey (CHKS) for students in grades 7, 9, and 11. This survey is part of the comprehensive Cal-SCHLS data system, developed by WestEd under contract with the California Department of Education.

Background

The California Healthy Kids Survey is administered as part of the requirements for the TUPE grant funding. The data received from the student, staff, and parent surveys helps staff to identify students' strengths and areas of need to better serve and support their social-emotional development, health, and physical development. Additionally, the data assists in our understanding of student attitudes and perceptions regarding school and community issues. Our proposed renewed partnership with UCSD will enable the district to develop additional questions based on targeted needs, complete advanced statistical analysis using correlational and stratified analysis to strengthen actionable insights, and present findings to administrative staff and district stakeholders. Information will also be used to help meet the Local Control Accountability Plan (LCAP) requirements, and plays a critical role in justifying any needs for potential State, Federal, and/or private grant funds.

Budget Impact

The cost for UCSD services is not to exceed \$13,000.00. Four thousand (\$4,000) dollars of the cost of this MOU will be covered under grant money received through the District's participation in the TUPE program through the Orange County County Department of Education. The remaining balance will be funded from the district's general fund.

Recommended Action

Staff recommends the Board of Education approve the MOU between the University of California, San Diego (UCSD) and Laguna Beach Unified School District for support with the administration, advanced analysis, and reporting of findings of the California Healthy Kids Survey for students in grades 7, 9, and 11 during the 2019-2020 school year.



SERVICE AGREEMENT

This Service Agreement ("Agreement") is entered into by and between **The Regents of the University of California on behalf of the University of California, San Diego**, a public, not-for-profit, educational institution located at 9500 Gilman Drive, La Jolla, California 92093 ("UCSD") and the **Company** whose name and address appear on Exhibit A, attached hereto and incorporated by reference herein ("Company").

In consideration of the mutual covenants set forth herein, the parties agree as follows:

- 1.
2. **Scope of Work.** UCSD will perform the services set forth on Exhibit A, Services, attached hereto and incorporated by reference herein ("Services").
3. **Deliverables.** UCSD will provide to the Company the deliverables set forth on Exhibit A, incorporated by reference herein.
4. **Cost.** As consideration for UCSD's performance of the Services, the Company will pay UCSD the costs set forth on Exhibit A, incorporated by reference herein.
5. **Payment.**
 - 5.1. **Schedule.** The Company shall pay UCSD the compensation on the dates or milestones set forth on Exhibit A, incorporated by reference herein.
 - 5.2. **Remittance.** Checks are to be made payable to The Regents of the University of California and sent to the address set forth in Exhibit A.
6. **Term of Agreement.** This Agreement will begin and end on the dates set forth on Exhibit A.
7. **UCSD Contact.** All inquiries and notices with respect to this Agreement shall be sent to the UCSD contact whose name and related information are set forth on Exhibit A.
8. **Responsibilities.** The Company shall provide to UCSD those items listed in Exhibit A, if any, in a timely and secure manner so as to allow UCSD to perform its work. The parties agree to comply with any and all applicable laws, rules, regulations, and policies.
9. **Termination.** Either party may terminate this Agreement upon thirty (30) days' written notice. If the Company terminates this Agreement, the Company will pay UCSD for all costs and any non-cancelable obligations incurred up to the effective date of termination.
10. **Insurance.** Each party shall, at its sole cost, insure its activities and indemnification obligations in connection with this Agreement from its inception and shall keep in force and maintain insurance or self-insurance as follows: general liability, business automobile liability, and workers' compensation and such other insurance as may be necessary to provide coverage for its performance under this Agreement. If the insurance is written on a claims-made form, it shall continue for a period of three years following termination of this Agreement. The coverage required herein shall not in any way limit the liability of either party.
11. **Indemnification.** Each party shall defend, indemnify and hold the other party, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including attorneys' fees), and claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury (including death) or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, employees, or agents.
12. **Patent Infringement Indemnification.** The Company shall indemnify, defend, and hold harmless UCSD, its officers, agents, and employees against all losses, damages, liabilities, costs, and expenses (including but not limited to attorneys' fees) resulting from any judgment or proceeding in which it is determined, or any settlement agreement arising out of the allegation, that the Company's furnishing or supplying UCSD with parts, goods, components, programs, practices, or methods under this Agreement or UCSD's use of such parts, goods, components, programs, practices, or methods supplied by the Company under this Agreement constitutes an infringement of any patent, copyright, trademark, trade name, trade secret, or other proprietary or contractual right of any third party. UCSD shall inform the Company as soon as practicable of the suit or action alleging such infringement. The Company shall not settle such suit or action without the consent of UCSD. UCSD retains the right to participate in the defense against any such suit or action.
13. **Limitation of Liability.** EXCEPT WITH REGARD TO ITS INDEMNIFICATION OBLIGATIONS, NEITHER PARTY WILL BE LIABLE TO THE OTHER PARTY FOR ANY INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES, OR COSTS, INCLUDING, BUT NOT LIMITED TO, ANY LOST PROFITS OR REVENUES, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND REGARDLESS OF THE LEGAL THEORY UNDER WHICH SUCH DAMAGES ARE SOUGHT. **UCSD DISCLAIMS ALL WARRANTIES, EXPRESS AND IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL UCSD'S TOTAL LIABILITY UNDER THIS AGREEMENT EXCEED THE AMOUNT PAID BY THE COMPANY FOR THE SERVICES.**
14. **Company's Ownership of Deliverables.** The Company will own the deliverables upon payment in full of the cost of the Services.
15. **Use of UCSD Name.** California Education Code Section 92000 prohibits use of the University of California, San Diego's name to suggest that UCSD endorses a product or service. The Company will not use The University of California's name, or any acronym thereof, including UCSD, without UCSD's prior written approval.
16. **Excusable Delay.** In the event of a delay caused by inclement weather, fire, flood, strike or other labor dispute, acts of God, acts of Governmental officials or agencies, or any other cause beyond the control of UCSD, UCSD's performance is excused hereunder for the periods of time attributable to such a delay, which may extend beyond the time lost due to one or more of the causes mentioned

above. The Company's duty to pay for past or continuing costs is not suspended hereunder.

17. **Non-Interference.** Notwithstanding any other provision contained herein, the use of UCSD facilities and/or UCSD personnel in support of this Agreement can only be authorized to the extent that it will not interfere with work related to the prime missions of UCSD and/or the Department (e.g., education and research). Accordingly, Company's exclusive remedy for failure by either UCSD or persons acting on its behalf to perform services or furnish information or data hereunder at any particular time or in any specific manner, is limited to reimbursement of any unexpended payments under this Agreement.
18. **Non-Exclusive Nature of Services.** The Services herein are being offered to Company on a non-exclusive basis. Nothing herein shall be construed as granting Company any exclusive right(s) to the Service(s) referenced herein, and UCSD retains the right to offer and perform similar or identical Services for others.
19. **Notice.** Any notice or communication required by this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally, or sent by overnight mail, or prepaid registered mail, or confirmed facsimile transmission, addressed to the other party at the address set forth on Exhibit A, or at such other address as such party hereto may hereafter specify in writing to the other party.
20. **Status of Parties.** This Agreement is not intended to create, nor shall it be construed to be, a joint venture, association, partnership, franchise, or other form of business relationship. Neither party shall have, nor hold itself out as having, any right, power or authority to assume, create, or incur any expenses, liability, or obligation on behalf of the other party, except as expressly provided herein.
21. **Third-Party Beneficiary.** There are no intended third-party beneficiaries to this Agreement.
22. **Severability.** If any provision of this Agreement is held invalid, illegal or unenforceable in any respect, such provision shall be treated as severable, leaving the remaining provisions unimpaired, provided that such does not materially prejudice either party in their respective rights and obligations contained in the valid terms, covenants, or conditions.
23. **Non-Waiver.** The failure of either party to require the performance of any of the terms of this Agreement or the waiver by either party of any default under this Agreement shall not prevent a subsequent enforcement of such term, nor be deemed a waiver of any subsequent breach.
24. **Modification of Agreement.** This Agreement shall be changed only by written agreement of the parties.
25. **Applicable Law.** This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions.
26. **Signatures, Counterparts and Copies.** This Agreement may be executed in counterparts, all of which, when taken together, shall constitute one contract with the same force and effect as if all signatures had been entered on one document. Signatures may be made electronically, and such electronic signatures shall be valid and binding upon the parties making them, and shall serve in all respects as original signatures. Signatures may be delivered among and between the parties by facsimile or electronic means. Thereafter, the parties further agree that electronic copies of this Agreement may be used for any and all purposes for which the original may have been used.
27. **Arbitration.** In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or the

breach thereof, the parties hereto shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If they do not reach solution within a period of sixty (60) days, then upon notice by either party to the other, all disputes, claims, questions, or disagreements shall be finally settled in accordance with the provisions of the American Arbitration Association ("AAA") and proceed under the provisions of Title 9 of the California Code of Civil Procedure Sections 1280 through and including 1294.2. The discovery provisions of the California Code of Civil Procedure Section 1283.05 shall be applicable to this Agreement. Each party shall bear its own costs.

28. **Headings and Captions.** Headings and captions in this Agreement are to facilitate reference only, do not form a part of this Agreement, and shall not in any way affect the interpretation hereof.
29. **Authority.** Both parties represent that each has the full authority to perform its obligations under this Agreement and that the person executing this Agreement has the authority to bind it.
30. **Survival.** Provisions of this Agreement, which by their express terms, or by necessary implication, apply for period of time other than specified herein, shall be given effect, notwithstanding termination or expiration.
31. **Company's Representations and Warranties.** Company hereby represents and warrants that, except as expressly provided for herein, no obligations are imposed upon UCSD as a result of any other agreement(s) involving Company to which UCSD is not a party.
32. **Export Control.** No ITAR or export controlled materials shall be delivered to UCSD pursuant to this agreement.
33. **Entire Agreement.** This Agreement, including Exhibit A made a part hereof, sets forth the entire agreement of the parties with respect to the subject matter herein and supersedes any prior agreements, oral and written, and all other communications between the parties with respect to such subject matter. Any terms and conditions contained in the Company's purchase order, and any NDA or separate scope of work or similar document shall have no force and effect. Any changes or additions to Sections 1-32 inclusive, of this Agreement are invalid, unless approved in writing by the UCSD representative identified in Exhibit A, Paragraph 7.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth below.

THE REGENTS OF THE UNIVERSITY
OF CALIFORNIA ON BEHALF OF THE
SAN DIEGO CAMPUS

Company Name:Laguna Beach Unified School District

By: _____

Name:

Title:

Date:

By: _____

Name:

Title:

Date:

EXHIBIT A

SERVICES

COMPANY:

Laguna Beach Unified School District
State of incorporation: California
Principal place of business located at 550 Blumont Street, Laguna Beach, CA 92651
Attention: Michael Keller
Telephone: 949-497-7700 Ext. 5237
Fax: N/A
Email: mkeller@lbusd.org

1. SCOPE OF WORK:

The Services will be performed as set forth below or in accordance with the attachment hereto and incorporated by reference herein. The Company may issue a purchase order for each Service, however, any terms and conditions set forth on the purchase order are of no force and effect and only the terms and conditions set forth in this Agreement shall apply to the Services hereunder.

See Attachment A.

2. DELIVERABLES:

See Attachment A.

3. COST: Total \$12,346

4. PAYMENT

4.1. SCHEDULE:

100% of cost due upon signing of this Agreement.

4.1.1. Invoices will be submitted in accordance with the payment schedule.

4.2. REMITTANCE: Checks are to be made payable to **The Regents of the University of California and sent to:**

University of California, San Diego
Attention: Briana Albertson
9500 Gilman Drive Mail Code 0109
La Jolla, California 92093-109

5. TERM OF AGREEMENT: This Agreement will begin on 12/1/2019 and end on 6/30/2020.

6. UCSD CONTACT:

Name of UCSD Contact
University of California, San Diego
9500 Gilman Drive Mail Stop 0109
La Jolla, California 92093-0109
Telephone: (858) 534-6805
Fax: () N/A
Email: balbertson@ucsd.edu

7. PER SECTION 32 OF THE AGREEMENT, THE UCSD REPRESENTATIVE RESPONSIBLE FOR APPROVING CHANGES OR ADDITIONS TO THIS AGREEMENT: Service Agreement Contract Officer - MC 0934; UCSD-Provided-Svcs@ucsd.edu.

END OF EXHIBIT A

October 31, 2019

*Michael Keller
Director, Social and Emotional Support
Laguna Beach Unified School District
550 Blumont Street
Laguna Beach, CA 92651*

Proposal of Services to be Rendered

Dear Mr. Keller,

My UCSD research program is pleased to offer to partner with the Laguna Beach Unified School District in conducting the California Healthy Kids Survey in the 2019-2020 school years. This includes:

- Providing a Coordinator to oversee administration of the CHKS on the day of the school survey
- Survey administration for all 7th, 9th and 11th grade students in the district
- Developing additional questions for the survey as determined by district needs
- Providing printed and digital graphical and tabular statistical reports of district identified variables of interest, by grade and school
- Providing digital (anonymized) tabulations of all item responses, by grade and school
- Providing digital summary reports of correlational and stratified analyses, as determined by the district prior to data collection
- Coordination with WestEd for the secure transfer, processing, and storage of CHKS data
- Presentation of findings to the administrative staff at each school, upon request.

The services will not include:

- Developing, distribution, collection, and recording parental consent
- The provision of the computer aided survey systems used for mass administration

These services will be provided at the following costs:

Project Principal: The senior leader will provide guidance on project administration, survey protocols, and optimizing the survey administration to be sensitive to the overall mission of the school district. Project principal also agrees to meet with senior district leadership as a community service (\$0).

Project Coordinator: The coordinator will oversee all aspects of administration of the CHKS including: working with the district liaison and school sites to schedule and organize the CHKS; prepare surveys for all grades; train and oversee all proctors; work with the programmer analyst to develop the database, data processing, and data analysis and provide district and site-specific feedback on survey results. One coordinator at 20% time for 3 months (cost of \$4,992).

Statistical Programmer and Analyst: The analyst will assist in adapting extant analytical scripts to match matching the WestEd data model (e.g. variable names & value codes) to our database and extant scripts. The analyst will also program the standard site and district level reports. One analyst at 20% time for 3 months (\$2,792).

Proctors: Professional UCSD staff and trained research interns will be utilized to administer the surveys. Staff without CHKS specific experience would require 4 hours of training, and CHKS experienced staff 1 hour of refresher training. Five proctors in the field each for 2 days would cost \$1,980 (5 proctors X \$22/hr X 18 hrs).

Consumables: Materials/travel expenses are estimated at \$700.

Total Direct Costs: \$10,643
Total Indirect Costs (Community Service 16% F&A): \$1,703
Total Project Cost: \$12,346

Sandra A. Brown, Ph.D.
Vice Chancellor for Research, UCSD
Professor, Department of Psychology and Psychiatry, UCSD

Laguna Beach Unified School District

13.k. CONSENT/ACTION

December 17, 2019

Approval: Pepperdine University Agreement to Provide Educational Fieldwork Experience with Laguna Beach Unified School District from January 1, 2020, to July 31, 2025

LCAP Priority Alignment

Goal 5 - All stakeholders will be engaged in the learning process by promoting a variety of opportunities for parents, students, staff, and the community that strengthen communication and meaningful participation.

Proposal

Staff proposes the Board of Education approve an Educational Fieldwork Experience Agreement with Pepperdine University from January 1, 2020, through July 31, 2025.

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 and pupil services.

Budget Impact

There is no financial impact to the District.

Recommended Action

Staff proposes the Board of Education approve an Educational Fieldwork Experience Agreement with Pepperdine University from January 1, 2020, through July 31, 2025.

DIRECTED TEACHING AGREEMENT

This Agreement is made between Pepperdine University ("Pepperdine") on behalf of Pepperdine Teacher Preparation Programs and the hereinafter mentioned school district ("District"). It is the parties' intent that this agreement is a cooperative agreement for the benefit of the public and that entering into this agreement does not trigger any compliance or reporting obligation on the part of Pepperdine. This agreement does not in any way enlarge the University's obligations under federal or state law regulation.

RECITALS

- A. Pepperdine has established an approved program (the "Program") of directed teaching for training education students of the University;
- B. Directed teaching experiences are a required and integral part of the Program;
- C. Pepperdine desires the cooperation of Laguna Beach Unified School District in the training of students through the directed teaching experiences, which will provide a benefit to the public; and
- D. Pursuant to the provisions of Section 44320 of the California Education Code, the governing board of a District is authorized to enter into agreements with any university or college accredited by the State Board of Education as a teacher education institution, to provide teaching experience through directed teaching to students enrolled in teacher education curricula of such institution; and
- E. Any such agreement may provide for the payment in money or services for the services rendered by the District in an amount not to exceed the actual cost to the District of the services rendered by the District.

Now, therefore, it is mutually agreed between the parties hereto as follows:

SPECIAL PROVISIONS

DATE: **October 28, 2019**

PARTIES: Pepperdine University and Laguna Beach Unified School District

TERM: From January 1, 2020 to July 31, 2025.

CONTRACT SERVICES: Not to exceed three Clinical Experiences per year, per mentor.

RATE AND AMOUNT: \$150 Master Teaching Stipend per student, per session of Clinical Observation of student by Master Teacher. \$150 Master Teaching Stipend per student teacher, per session of directed mentoring for Clinical Experience.

METHOD OF PAYMENT: Check one.
_____ Stipend is to be paid directly to the District.

XXXX Stipend is to be paid directly to the Master Teacher.

GENERAL TERMS

1. Directed Teaching

- A. The District shall provide teaching experience through directed teaching in schools and classes of the District, not to exceed the number of directed teaching assignments. Such directed teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and Pepperdine through their duly authorized representatives may agree upon.
- B. The District may, for good cause, refuse to accept for directed teaching any student of Pepperdine assigned to directed teaching in the District. In such event, Pepperdine shall terminate the assignment of such student to the directed teaching program in the District.
- C. The term “directed teaching” as used herein and elsewhere in this Agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District who hold valid clear teaching credentials issued by the California Commission on Teacher Credentialing authorizing them to serve as classroom teachers in the schools or classes in which the direct teaching is provided, and who have completed a minimum of three years successful teaching experience.
- D. Pepperdine student teachers without emergency or substitute credentials may not be asked by the school districts to serve and be paid for substitute teaching. Such students are not regarded as properly certified and require full-time supervision. Those holding substitute or emergency credentials may substitute only for their master teacher when s/he is out ill; when it is determined by the principal that such substitution is in the best interest of the student teacher and the students in the classroom; only after the first four weeks of that student’s first student teaching assignment; the student teacher is paid by the District; and the number of days is kept to a minimum.
- E. Pepperdine will pay for the performance by the District of all services required to be performed by the District under this Agreement at the aforesaid rates for each session of part-time directed teaching or full-time directed teaching provided by the District pursuant to this Agreement.
- F. The term “session of directed teaching” as used herein and elsewhere in this Agreement is considered to be a full day of directed teaching for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidates receives four (4) semester units of practice teaching credit) and six (6) periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidates receive four (4) semester units of practice teaching credit). The credential candidate must complete two (2) sessions for a minimum total of sixteen (16) weeks.
- G. An assignment of a Pepperdine student to directed teaching in classes of schools of the District shall be for one (1), two (2), or three (3) sessions as mutually agreed between

Pepperdine and the District.

- H. An assignment of a Pepperdine student to directed teaching in the District shall be deemed to be effective for the purposes of this Agreement as of the date the student presents to the proper authorities of the District the assignment papers or other documents provided by Pepperdine affecting such assignment, but no earlier than the date of such assignment as shown on such card or other documents.
- I. In the event the assignment of a Pepperdine student to directed teaching is terminated by Pepperdine for any reason after the student has been in directed teaching and has been at the assignment for a minimum of two weeks, the District shall receive payment for the assignment on account of such student as though there had been no termination of the assignment. Said payment not to exceed \$150 per student per session of terminated assignment.
- J. If applicable, within a reasonable time following the close of each session of Pepperdine, the District shall submit an invoice in triplicate, to Pepperdine for payment, at \$150 per student, per term, for all directed teaching provided by the District under and in accordance with this Agreement during said session. This process may be altered in writing according to individual district procedures as to how the invoicing will proceed.
- K. Notwithstanding any other provision of this Agreement, Pepperdine shall not be obligated by this Agreement to pay the District any amount in excess of the total sum.
- L. In accordance with California Education Code Section 44320(b), each credential candidate, prior to assignment to District, must obtain at his or her sole expense a "Certificate of Clearance", which includes a complete Live Scan Service. The University will ensure that students receive a Certificate prior to beginning their assignment in the district.
- M. In accordance with California Education Code Section 49406, each credential candidate prior to assignment to District must obtain at his or her sole expense an examination, by a licensed physician or surgeon within the past 60 days to determine that he or she is free of active tuberculosis, or provide a current certificate that shows s/he is free of communicable tuberculosis prior to beginning their assignment in the District.

1. Minimum Insurance Requirements

- A. District. The District shall maintain insurance in full force and effect, at its sole expense, the following minimum insurance coverage or comparable program of self-insurance:
 - i. Commercial General Liability (Minimum Requirement):
\$1,000,000 Combined Single Limit
 - ii. Coverage:
 - Premises/Operations
 - Liability Medical Payments
 - Liability

Personal Injury Liability

- iii. The District shall maintain in full force and effect, at its sole expense, Workers' Compensation and Employers Liability Insurance in a form and amount covering District's full liability under the Workers' Compensation Insurance and Safety Act of the State of California as amended from time to time. Coverage:

- 1. Statutory limits per State of California
- 2. Employers Liability
 - \$1,000,000 Each Accident
 - \$1,000,000 Each Employee

District shall provide University with 30 days written notice before cancellation, or any reduction or material change in coverage.

- B. University shall maintain insurance in full force and effect, at its sole expense:

- i. Commercial General Liability (Minimum Requirement):
 - \$2,000,000 General Aggregate
 - \$1,000,000 Combined Single Limits

- ii. Coverage:
 - Premises/Operations Liability Medical
 - Payments Liability Contractual Liability
 - Personal Injury Liability
 - Independent Contractors

- iii. The University will maintain in full force and effect, at its sole expense Workers' Compensation and Employers Liability Insurance in a form and amount covering University's full liability under the Workers' Compensation Insurance and Safety Act of the State of California as amended from time to time. Coverage:

- 1. Statutory limits per State of California
- 2. Employers Liability
 - \$1,000,000 Each Accident
 - \$1,000,000 Each Employee

A certificate of general liability insurance with the District named as an additional insured shall be provided by Pepperdine University' Insurance and Risk Department to the District 30 days in advance of the commencement of this agreement.

The District will require 30 days written notice before cancellation, or any reduction or material change in coverage.

3. Indemnity

District shall defend, indemnify and hold Pepperdine, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent 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, agents, or employees.

Pepperdine shall defend, indemnify and hold the District, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent 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 Pepperdine, its officers, agents or employees.

4. Miscellaneous

- A. Termination. Either party may terminate this Agreement with or without cause by providing written notice to the other party. Termination will be effective at the end of the school year during which the notice is issued. The notice required under this paragraph shall be sent by registered mail.
- B. Any notice required to be given pursuant to this Agreement shall be in writing and shall be served by personal service or first class mail. When served by first class mail, service shall be conclusively deemed effective three (3) days after deposit thereof in the United States mail, postage prepaid, addressed to the party to whom such notice is to be given as herein provided:

Notice to Pepperdine: Pepperdine University
Graduate School of Education and Psychology
6100 Center Drive, 5th Floor
Los Angeles, CA 90045
ATTN: Teacher Preparation Program Director

Notice to District: Leisa Winston. Laguna Beach Unified School District
550 Blumont St.
Laguna Beach, CA 92651
(949) 497-7700

- C. District and Pepperdine agree that neither will unlawfully discriminate against any individual on the basis of age, sex, race, creed, color, religious belief, national origin, and disability, status as a disabled veteran, or veteran of the Vietnam era.
- D. Neither party shall use the other's name or any corporate or business name which is reasonably likely to suggest that the two are related without first obtaining the written

consent of the other party.

- E. The Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and may be modified only by a writing signed by both parties.
- F. The parties hereto shall not have either the power or the right to assign this Agreement or any part thereof to any person or party for any reason, and any attempt to do so shall be void and of no legal effect.
- G. This Agreement shall be governed by and construed under the laws of the State of California, which shall be the forum for any lawsuit arising from or incident to this Agreement.
- H. Should either party reasonably retain an attorney to enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and costs including fees and costs of corporate staff and counsel.
- I. In the event that any provision of this Agreement shall be held void, voidable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.
- J. Each party is an independent agent and shall not act as, or be an agent or employee of, the other party.

In witness thereof, the parties hereto have caused this Agreement to be signed by its duly authorized representative.

Leisa Winston
Deputy Superintendent, HR & IS

Print Name

Signature

Date

Dr. Anthony Collatos,
Interim Program Director

Print Name

Signature

Date

Laguna Beach Unified School District

13.1. CONSENT/ACTION

December 17, 2019

Approval: Agreement with Learning Together Strengths Academy for Facilitation of a Series of Gallup Strengths Workshops for LBUSD Leadership LBHS Staff, Authentic Exploratory Research Students, and Mentors, and the Human Resources, Instructional Services, and Technology Divisions for Two Dates in January 2020 in An Amount Not-to-Exceed \$10,000

Proposal

Staff proposes that the Board of Education approve an agreement with Learning Together Strengths Academy for the facilitation of a series of Strengths Workshops for LBUSD Leadership LBHS Staff, Authentic Exploratory Research Students, and Mentors, and the Human Resources, Instructional Services, and Technology Divisions for dates in January 2020.

Background

According to the Gallup organization, “learning and emerging as a leader is a process that takes knowledge, skills, and practice, and it requires you to be intentional in how you use your talents.” Clifton Strengths workshops focus on personal development and provide leaders with the opportunity to:

- Increase self-awareness
- Deepen knowledge and appreciation of others’ talents
- Form and maximize teams
- Help others to affirm, develop, and apply their talents

Through a series of afternoon workshops, LBUSD leadership staff and students will spend time understanding their strengths and how to invest in others' strengths, getting people with the right strengths on their team, and understanding and meeting the four basic needs of those who look to you for leadership.

Budget Impact

The budget impact for these professional development days focused on strengths is not-to-exceed \$10,000.

Recommended Action

Staff recommends the Board of Education approve an agreement with Learning Together Strengths Academy for the facilitation of a series of Strengths Workshops for LBUSD Leadership LBHS Staff, Authentic Exploratory Research Students, and Mentors, and the Human Resources, Instructional Services, and Technology Divisions for two dates in January 2020.



Company Address 5509-B W Friendly Ave
Suite 201
Greensboro, NC 27410

Created Date 11/21/2019
Expiration Date 12/20/2019
Quote No. 201911-275

Sales Mike Morrill
Company Name Learning Together
Phone (866) 921-0000
Sales Email mike@learningtogether.com

Contact Name Mike Morrison
Title Chief Technology Officer
JANUARY STRENGTHS WORK
Phone 949-497-7700, EXT. 5227
Email mmorrison@lbusd.org

Bill To Name Laguna Beach Unified School District
Bill To 550 Blumont Street
Laguna Beach, CA 92651

Ship To Name Laguna Beach Unified School District

Product	Line Item Description	Quantity	List Price	Sales Price	Total Price
A01: Executive Team Strengths Workshop	LAGUNA BEACH HS: Small-group version of "Introduction to Strengths" workshop on Jan. 6, 2020. Includes 30 CliftonStrengths codes.	1.00	\$4,995.00	\$2,355.00	\$2,355.00
W01: Introduction to Strengths Workshop	MENTORING PROGRAM: A one-hour "Introduction to Strengths" workshop adapted for high school students and their adult mentors, followed immediately by a "Praise and Recognition" workshop for adult mentors only. Scheduled for Jan. 13, 2020.	1.00	\$4,995.00	\$2,495.00	\$2,495.00
W02: Advanced Strengths Workshop	JANUARY 13, 2020 AFTERNOON WORKSHOP: Second workshop scheduled on the same day as MENTORING program. Group and specific workshop topic TBD. Includes up to 30 adult codes.	1.00	\$4,995.00	\$1,855.00	\$1,855.00
X25: Extra CliftonStrengths Codes for Workshops	MENTORING PROGRAM: Estimate, district will be billed only for adult codes ordered. Discounted price is guaranteed through Dec. 20 only.	50.00	\$19.99	\$12.00	\$600.00
XQ2: CliftonStrengths Codes for Students	MENTORING PROGRAM: Estimate, district will be billed only for student codes ordered. Discounted price is guaranteed through Dec. 20 only.	50.00	\$19.99	\$12.00	\$600.00

Totals

8% shipping and handling applies to materials only

Total Price \$7,905.00
Grand Total \$7,905.00

This is a proposal quote, NOT an invoice.

I accept this proposal on behalf of the designated district, school and/or contact.

Signed: _____ Title: _____

Date: _____ PO Number: _____

Does not include any applicable state or local taxes.

Pricing valid for 90 days from date of quotation. After 90 days, pricing and shipping costs may be subject to change. Please contact your representative or call 866.921.0000 for an updated quote. Any unopened items may be returned within 15 days. A re-stocking fee will be charged on all returned items. Rush processing and/or express shipping is billed in addition to the 8% shipping and handling fee.

Laguna Beach Unified School District

13.m. CONSENT/ACTION

December 17, 2019

Approval: Agreement with Computer-Using Educators Inc. for Facilitation of a workshop on Education Technology Protocols for Site Technology Leads and teachers 2019-2020 School Year in An Amount Not-to-Exceed \$3,500

LCAP Priority Alignment

Goal 3 - Professional Development based on 21st-century teaching and learning.

Proposal

Staff proposes that the Board of Education approve an agreement with Computer-Using Educators, Inc. for the facilitation of a workshop on the Educational Technology Protocols. The primary focus of the training is on our technology leads from each site but we will open this up to 10 teachers to sign up for the day voluntarily.

Background

Jon Corippo the Chief Learning Officer from CUE has authored two books about Ed Tech Protocols that detail practical ways to incorporate technology into your lessons. Teachers will receive the first book and walk through the protocols throughout the day.

Budget Impact

The budget impact for this professional development days focused on strengths is not-to-exceed \$3,500.

Recommended Action

Staff recommends the Board of Education approve the agreement with Computer-Using Educators, Inc. for the facilitation of an Ed Tech Protocol Workshop for the LBUSD Technology Leads and Teachers.



CUE UID 2093

1/23/2020

PROFESSIONAL LEARNING - LAGUNA
BEACH UNIFIED SCHOOL DISTRICT

Prepared For:

Michael Morrison
CTO
Laguna Beach Unified School District
550 Blumont
Laguna Beach CA 92651
mmorrison@lbusd.org
949-874-1400

Prepared By:

Kayla Jones
Computer-Using Educators (CUE), Inc
877 Ygnacio Valley Road, Ste. 200
Walnut Creek, CA 94596
925-954-3391
925-891-7862 Fax
kjones@cue.org

Business Contact Information:

Shadi Tavares
550 Blumont
Laguna Beach CA 92651
949-497-7700
stavares@lbusd.org

Proposal Date: 11/1/2019

CUE will provide Laguna Beach Unified School District with the following high-quality professional development session.

Scope of Work:

Event Start Date: 1/23/2020
Length: 1 Day
Times: 8:00 AM - 2:30 PM
Attendance: 20 Participants
Event Location: Room 91 Training Room, 550 Blumont, Laguna Beach CA 92651

Description:

Jon Corippo will deliver one (1) day of CUE Professional Learning for Laguna Beach Unified School District.

Compensation:

Laguna Beach Unified School District will reimburse CUE for these services at the following rates.
\$ 3000

These rates include all travel fees and other expenses.

These sessions are offered via "group registration." Laguna Beach Unified School District will handle individual registration and will pay CUE with a single check for all participants. Payment is due within 30 days of delivery of services.

Terms and Conditions:

Laguna Beach Unified School District will host the workshop in an appropriate training facility equipped with projectors, screens, and wireless Internet Access. Laguna Beach Unified School District will also provide technical support and logistical support for the session.

Services may be canceled by CUE or Laguna Beach Unified School District with or without cause upon giving written notice to the other party. If services are canceled by Laguna Beach Unified School District, Laguna Beach Unified School District shall be obligated to pay fees to CUE as follows:

Cancellation within 90 Days of the event start date = 25%

Cancellation within 60 Days of the event start date = 50%

Cancellation within 30 Days of the event start date = 75%

Copyright:

In lieu of traditional copyright, all original materials (such as agendas, handouts, and presentation slides) related to these services will be licensed under the Creative Commons Attribution-ShareAlike 3.0 license. Attribution will be reserved by CUE, Inc. For more information on this license visit: <http://creativecommons.org/licenses/by-sa/3.0/>

Participant Information

In the course of producing this workshop, CUE will collect attendee contact information that may also be used by CUE for promotion of future CUE professional development opportunities. We will never distribute or sell this information. Participants can opt out of receiving emails from CUE at any time using the "unsubscribe" feature in each CUE email or by replying to CUE staff to remove their name from CUE's mailing list.

Changes:

Changes to this contract may be arranged by mutual agreement in writing between CUE and Laguna Beach Unified School District.

Agreement:

This contract may serve as a letter of agreement between CUE, Inc. and Laguna Beach Unified School District. If this contract meets the needs of both parties, authorized representatives may sign below to signify agreement to the terms above.

Computer-Using Educators, Inc.

By:  _____

Name: Danielle Forst

Title: Associate Executive Director
Computer-Using Educators, Inc

Date: 11 / 05 / 2019 _____

Laguna Beach Unified School District

By: _____

Name: _____

Title: _____

Date: _____

Laguna Beach Unified School District

13.n. CONSENT/ACTION

December 17, 2019

Approval: Board Policy Migration Services Through Diligent Boarddocs at a Cost Not-to-exceed \$11,000

Proposal

Staff proposes the Board of Education approve the addition of board policy migration services to the BoardDocs service options at a cost not-to-exceed \$11,000.

Background

The district will be launching a redesigned, fully ADA compliant website effective January 2020, which will require all documents to be migrated from the current site to the redesigned site. It was determined that utilizing the services of BoardDocs to migrate all existing board policies and bylaws from the current website to the revised website will be cost-effective and more efficient. In addition, utilizing these services will ensure ADA compliance with all Board policy and bylaw documents.

Budget Impact

The costs will not exceed \$11,000. Funds to come from the superintendent's budget.

Recommended Action

Staff recommends the Board of Education approve the addition of board policy migration services to the BoardDocs service options at a cost not-to-exceed \$11,000.

Description of Policy Migration Services

BoardDocs provides subscribers the capability to publish and archive their local policies. This feature does not replace policy consulting services, rather, it provides subscribers the autonomy to quickly and efficiently draft, publish, and archive local policy changes proposed by a consulting service and/or the Board. This feature frees the subscriber from relying on another source to post policy materials online and allows the subscriber to control the speed with which policy changes are published. Policies in BoardDocs can be formatted and organized as desired by subscriber personnel using a username and password. The public is provided direct access to policies without the need to log-in. Policies and attachments in BoardDocs are easily searched and shared, making them available for quick reference.

BoardDocs provides services to help subscribers migrate policy documents into their BoardDocs instance. Policy documents can be imported from another database, Word documents, or by manual creation.

For policies that are already structured within the framework of a database, the import service is provided free of charge. We can generally extract data from most any type of database. Initially, the subscriber must designate a technical contact who can answer questions about the source database. A member of the BoardDocs development team will work with your technical contact to get a copy of the database and may ask for additional information about the data structure to facilitate the import.

While the database import service is offered free of charge, it does not include precision formatting. If policies require additional formatting after the initial database import, subscribers can format the policy documents themselves (we offer free training to assist our subscribers with this), or engage our formatting service for a one-time fee (see description of fees, below).

For policies maintained in Word documents, whether compiled in a singular Word file or separate Word files by section or code, the service is provided free of charge. A member of the BoardDocs team will request copies of the Word documents to facilitate the conversion of the data from Word format to plain text in BoardDocs.

While the Word document import service is offered free of charge, it does not include precision formatting. The import is accomplished by applying a general import script to any docx file submitted. As you know, no two policies are formatted alike. Also, the success of the import relies heavily on the quality and integrity of the documents provided. Therefore, converted

policies will require additional formatting after the initial import. Subscribers can format the policy documents themselves (we offer free training to assist our subscribers with this), or engage our formatting service for a one-time fee (see description of fees, below).

If policies are stored in PDF files or on a website in HTML format, a one-time flat fee is charged to offset the time and labor necessary to manually transfer the individual policy documents into BoardDocs.

Description of Fees

The fee structure for the various options described above are summarized in the following table:

Service Description	Average Duration	Fee
Policy migration service (database import method)	3 to 6 weeks	\$0
Policy migration service (Word import method)	1 to 2 weeks	\$0
Precision formatting after database or Word import*	2 to 4 weeks	\$3,000
Policy migration service (manual creation method)	3 to 6 weeks	\$6,000
Linking legal citations after formatting	1 to 2 weeks	\$1000
Linking cross-references after formatting	1 to 2 Days	\$500

*Important note: Prior to accepting a precision formatting project after a Word import, a BoardDocs Policy Specialist will evaluate the quality of the data imported to ensure a manual import is not required.

Laguna Beach Unified School District

13.o. CONSENT/ACTION

December 17, 2019

Approval: Approval to Renew Contracts for HVAC and Painting Unit Cost Bids for District-Wide Services

LCAP Priority Area

Goal 4 - Safe, attractive, clean, well-equipped learning environments for all students that promote critical thinking, collaboration, creativity, and communication.

Proposal

Staff proposes the Board of Education authorize the Assistant Superintendent of Business Services to renew the contract for HVAC and Painting Unit Cost Bids for district-wide services for each bid category as listed in the Board report.

Background

On December 12, 2017, the Board of Education approved the initial one-year term of the contracts for HVAC and Painting Unit Cost Bids. The procurement method provides for routine maintenance and repair of HVAC systems and building painting at District properties on a unit cost basis. Pursuant to the terms of the contract, after the initial one-year period the District may extend the contracts up to four additional years being done so one year at a time. The term for this second renewal is from December 13, 2019 through December 12, 2020. Contractors will increase unit costs for services 3.0% as allowed per contract terms to adjust for cost increases in market conditions.

The following list contains the numbered bid category, along with a brief description of the scope of work contained in the category.

Bid Category	Contractor	Unit Cost Price Adjustment
No. 1 - HVAC	Air-Ex Air Conditioning, Inc.	+3.0%
No. 2 - Painting	Painting & Decor, Inc.	+3.0%

The unit cost bid for services satisfies the competitive requirements related to bid limits for public works construction. Award of the bid does not require the District to solely contract with contractors listed in the Board report and future projects may be bid independently at the District's discretion. All work that is under the bid limit may be awarded to alternative contractors.

Budget Impact

No budget impact will occur as a result of this action.

Recommended Action

Staff recommends the Board of Education authorize the Assistant Superintendent of Business Services to renew the contract for HVAC and Painting Unit Cost Bids for district-wide services for each bid category as listed in the Board report.

**AMENDMENT NO. 2 TO THE AGREEMENT BETWEEN THE
LAGUNA BEACH UNIFIED SCHOOL DISTRICT AND PAINTING & DECOR, INC.**

This Amendment No. 2 is made to the Agreement dated December 13, 2017, and is made and entered into this 18th day of December, 2019, between the Laguna Beach Unified School District ("District") and Painting & Decor, Inc. ("Contractor"). It is agreed by the District and the Contractor as follows:

1. Article 4 – Term of Agreement

District and Contractor mutually agree to extend the Agreement for an additional one (1) year term, commencing December 13, 2019 through December 12, 2020. All other terms and conditions of Article 4 shall remain in full force and effect.

2. Article 6 – Price Adjustment. This Article shall be deleted in its entirety and shall state the following:


Any adjustments to the Contractor's pricing set forth in the Unit Price Log shall be made in accordance with Section 17 of the Bid Form. A revised Unit Price Log for the renewal term is attached hereto as Exhibit A and incorporated herein.

3. Except as expressly herein amended, said Agreement of December 13, 2017, shall in all respects be and remain in full force and effect.

LAGUNA BEACH UNIFIED
SCHOOL DISTRICT

PAINTING & DECOR, INC.

By: _____
Jeff Dixon
Assistant Superintendent
Business Services

By: _____
Nyle Buchner
President

Board Approval Date: _____

The below Unit Price Log from Agreement dated December 13, 2017 is updated per Bureau of Labor Statistics "All Urban Consumers" Consumer Price Index using Table A for "Services Less Energy Services" from Economic News Release Summary dated November 13, 2019 to provide for a 3.0% increase to the prior year unit rates.

UNIT PRICE LOG - EXHIBIT A

All prices shall include all labor, materials, supplies, and equipment required to perform the work, as well as overhead and profit. The only exclusion is the primer, paint, or stain material which will be **OWNER** provided to the contractor. The contractor will utilize the District's account to purchase primer, paint, or stain material and will provide all administrative services to coordinate material orders and deliveries with the paint supplier.

Item No.	Description	Notes	Unit of Measurement	Unit Price 12/13/2017 - 12/12/2018	Unit Price 12/13/2018 - 12/12/2019	Unit Price 12/13/2019 - 12/12/2020
Surface Preparation						
1	Sand Blasting	Turnkey sandblasting of surfaces within 15' of the ground, including but not limited to metal, stucco color coat, concrete, masonry, etc.	SQFT	\$125.00	\$128.63	\$132.48
2	Steam Cleaning	Turnkey steam cleaning with a high pressure water blaster to remove dirt and debris such as gum to provide a deep clean to walkway surfaces without destruction.	SQFT	\$0.12	\$0.12	\$0.13
3	Pressure Washing	Water blast horizontal and vertical surfaces to remove dirt and debris to prepare the surface for painting. Also, includes the cleaning of Roofing surfaces.	SQFT	\$0.08	\$0.08	\$0.08
4	Stucco Patching	Prepare and patch the surface to best match the existing stucco texture. Include the removal of bad material, spot prime prior to the application of patching material, and installation of material per manufacturer recommended installation instructions.	SQFT	\$3.00	\$3.09	\$3.18
5	Drywall Patching	Cut out damaged area and patch with new drywall material, tape, and texture to provide a level 4 finish.	SQFT	\$5.00	\$5.15	\$5.30
6	Drywall Texture	Provide a heavy orange peel textured surface, include protection of existing finishes, preparation of surface, and cleanup of area to allow for painting.	SQFT	\$2.00	\$2.06	\$2.12
7	T-1 (11) Siding Replacement	Include removal and installation of T-1 (11) siding material. Remove and dispose of the existing siding, install new Grade D Jumbo Tex 60 Minute building paper, and Hardiepanel Vertical Siding, install sealant at joints.	4'x8' Sheet	\$125.00	\$128.63	\$132.48
Primer, Paint and Coatings						
8a	Exterior Primer Coat for Stucco, Concrete or Masonry	Include all surface preparation, including but not limited to scraping, brushing, sanding, cleaning to receive primer. Provide single primer coat.	SQFT	\$0.16	\$0.16	\$0.17

Item No.	Description	Notes	Unit of Measurement	Unit Price 12/13/2017 - 12/12/2018	Unit Price 12/13/2018 - 12/12/2019	Unit Price 12/13/2019 - 12/12/2020
8b	Exterior Painting Coat for Stucco, Concrete or Masonry	Provide turnkey installation of a single painting coat. Include. Mask off any adjacent surface to the work.	SQFT	\$0.16	\$0.16	\$0.17
9a	Exterior Primer Coat for Wood	Include all surface preparation, including but not limited to scraping, brushing, sanding, cleaning to receive primer. Provide single primer coat.	SQFT	\$0.18	\$0.19	\$0.19
9b	Exterior Painting Coat for Wood	Provide turnkey installation of a single painting coat. Mask off any adjacent surface to the work.	SQFT	\$0.18	\$0.19	\$0.19
10a	Exterior Primer Coat for Metal Work	Include all surface preparation, including but not limited to application of rust remover, scraping, brushing, sanding, cleaning to receive primer. Provide single primer coat.	SQFT	\$0.18	\$0.19	\$0.19
10b	Exterior Painting for Metal Work	Provide turnkey installation of a single painting coat. Mask off any adjacent surface to the work.	SQFT	\$0.18	\$0.19	\$0.19
11	Exterior Stain for Wood	Include cleaning of surface, sand lightly with fine grit sandpaper, and remove dust with a tack cloth. Apply deep penetrating stain and sealer per manufacturer recommendations.	SQFT	\$0.18	\$0.19	\$0.19
12	Interior Painting for Enamel Woodwork	Include primer and finish coat of enamel material to woodwork surface. Prepare surface with minor hole and crack fill, sealant at joints, etc. for turnkey job.	LF	\$1.00	\$1.03	\$1.06
13a	Interior Primer for Plaster & Drywall	Include primer coat for plater or drywall surfaces. Prepare surface with minor hole and crack fill, sealant at joints, etc. for turnkey job.	SQFT	\$0.25	\$0.26	\$0.26
13b	Interior Painting for Plaster & Drywall	Provide a single finish coat for painting of plaster and drywall surfaces. Prepare surface to fill minor holes and cracks, install sealant at joints, etc. for turnkey job.	SQFT	\$0.25	\$0.26	\$0.26
Trim and Openings						
14	Door - Single Side	Full prep, spot prime and painting coat for one side of a metal/wood door and frame that is 3'x7'.	EA	\$12.00	\$12.35	\$12.72
15	Door - Both Sides	Full prep, spot prime and painting coat for both sides of a metal/wood door and frame that is 3'x7'.	EA	\$25.00	\$25.73	\$26.50
16	Hollow Metal Frames	Full prep, spot prime and painting coat for a single side of a metal frame assembly.	LF	\$0.80	\$0.82	\$0.85
17	Trim	Full prep, spot prime and painting coat for a single side of wood/metal trim or fascia. Surface is to be 8" or less.	LF	\$1.25	\$1.29	\$1.32

Item No.	Description	Notes	Unit of Measurement	Unit Price 12/13/2017 - 12/12/2018	Unit Price 12/13/2018 - 12/12/2019	Unit Price 12/13/2019 - 12/12/2020
SERVICE LABOR: Regular time prevailing wage rates inclusive of fringe and burden benefits. Includes all direct and indirect costs required to perform routine service calls. Worker is to have a service vehicle with a minimum 24' ladder, and industry standard tools and equipment. Rate includes costs for supervision, office support, overhead, and profit.						
18	Journeyman	Regular Hourly Rate	HR	\$59.71	\$61.44	\$63.28
19	Journeyman	Overtime Hourly Rate	HR	\$78.41	\$80.68	\$83.10
20	Apprentice	Regular Hourly Rate	HR	\$49.17	\$50.60	\$52.11
21	Apprentice	Overtime Hourly Rate	HR	\$63.61	\$65.45	\$67.42

The District requests the option to purchase additional items from vendor's catalog not listed in bid.
Please state percent discount to deduct from catalog list prices.

Catalog List Prices less 5% discount for all items in catalog

All labor costs provided above shall not be less than the applicable prevailing wage rate. Any wage classifications that are subject to predetermined increases during the term of this Agreement shall be included in the costs by the Bidder.

Laguna Beach Unified School District

14. ACTION

December 17, 2019

Approval: 2018-2019 District Audit

Proposal

Staff proposes the Board of Education approve the acceptance of the 2018-2019 District Audit as presented by the District's independent audit firm, Eide Bailly, LLP.

Background

Pursuant to Education Code 41020, not later than December 15, an audit report for the preceding fiscal year shall be filed with the County Superintendent of Schools of the county in which the school district is located, the State Department of Education, and the Controller. This audit was performed by the independent auditing firm of Eide Bailly, LLP.

Budget Impact

Acceptance of the annual audit has no impact upon the general budget.

Recommended Action

Staff recommends the Board of Education approve the acceptance of the 2018-2019 District Audit as presented by the District's independent audit firm, Eide Bailly, LLP.

Laguna Beach Unified School District

15. ACTION

December 17, 2019

Approval: Resolution #19-16: Establish Interfund Transfers of \$1,000,000 from the General Fund to the Special Reserve for Non-Capital Outlay Fund for 2019-20

Proposal

Staff proposes the Board of Education approve the attached Resolution #19-16: Establish Interfund Transfers from the General Fund to the Special Reserve for Non-Capital Outlay Fund (17).

Background

Board Policy 3001 states “A Community Funded Differential Reserve to be maintained in perpetuity based on annual recommendations to the Governing Board on the amount of the annual contribution to this reserve necessary to maintain this level of funding. (A Community Funded differential is the cost of maintaining the District’s budget for a period of one year if funded at the Local Control Funding Formula (LCFF) Target.)”

In September of each school year, the Assistant Superintendent of Business shall present a status report and recommendations to the Governing Board for the allocation of funds to the Community Funded Differential Reserve.

This action authorizes the transfer of committed funds in the amount of \$1,000,000 in compliance with Board Policy 3001.

Budget Impact

The 2019-2020 First Interim Report reflects this Interfund Transfer of \$1,000,000 from the General Fund to the Special Reserve for Non-Capital Fund.

Recommended Action

Staff recommends the Board of Education approve the attached Resolution #19-16: Establish Interfund Transfers from the General Fund to the Special Reserve for Non-Capital Outlay Fund (17).

**RESOLUTION OF THE BOARD OF EDUCATION OF THE
LAGUNA BEACH UNIFIED SCHOOL DISTRICT
TO ESTABLISH INTERFUND TRANSFERS OF \$1,000,000 FROM THE GENERAL FUND
TO THE SPECIAL RESERVE FOR NON-CAPITAL OUTLAY FUND FOR 2019-2020**

P138

Laguna Beach Unified School District

16. ACTION

December 17, 2019

Approval: Resolution #19-17: Establish Interfund Transfer for \$1,200,000 from the General Fund to the Special Reserve Fund for Capital Improvement Plan for 2019-2020

Proposal

Staff proposes that the Board of Education approve the attached Resolution #19-17: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4042 Capital Improvement Plan for 2019-2020.

Background

This transfer is part of the funding model for the Capital Improvement Plan. The Ten-Year Facilities Master Plan lists \$12 million in projects to be funded in ten annual payments toward the Capital Improvement Plan to address facility impacts of program improvements and needs identified in the facility condition assessment. This year, staff is proposing \$1,200,000 to be contributed to the Capital Improvement Plan to support the facility improvements as outlined in the facilities master plan.

Budget Impact

The 2019-20 General Fund budget includes \$1,200,000 toward the Special Reserve for the Capital Improvement Plan (CIP).

Recommended Action

Staff recommends that the Board of Education approve the attached Resolution #19-17: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4042 Capital Improvement Plan for 2019-2020.

RESOLUTION NO. 19-17

**RESOLUTION OF THE BOARD OF EDUCATION OF THE LAGUNA BEACH UNIFIED
SCHOOL DISTRICT TO ESTABLISH INTERFUND TRANSFERS OF \$1,200,000 FROM THE
GENERAL FUND TO THE SPECIAL RESERVE FUND FOR CAPITAL IMPROVEMENT
PLAN FOR 2019-2020**

WHEREAS, the Governing Board intends to transfer General Fund Ending Balance Reserves of \$1,500,000 committed for the Capital Improvement Plan (CIP) to the Special Reserve for Capital Outlay, Subfund 4042 Capital Improvement Plan, as authorized by Education Code 42605; and,

WHEREAS, that the District has created the Special Reserve for Capital Outlay with the subfund designation for the Capital Improvement Plan; and,

WHEREAS, the Governing Board will prioritize projects for the Capital Improvement Plan; and,

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Laguna Beach Unified School District, authorizes a transfer of \$1,200,000 for fiscal year 2019-2020 from the General Fund to the Special Reserve for Capital Outlay Fund, Subfund 4042 Capital Improvement Plan.

PASSED AND ADOPTED by the Governing Board on December 17, 2019, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) ss
COUNTY OF ORANGE

I, Carol Normandin, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this 17th day of December 2019.

Carol Normandin
Clerk of the Governing Board

Laguna Beach Unified School District

17. ACTION

December 17, 2019

Approval: Resolution #19-18: Establish Interfund Transfer of \$900,000 from the General Fund to the Special Reserve Fund for Facilities Repair and Replacement Program for 2019-2020

Proposal

Staff recommends that the Board of Education approve the attached Resolution #19-18: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4040 Facilities Repair & Replacement Program for 2019-2020.

Background

This transfer amount is included in the Facilities Master Plan for funding of the Facilities Repair & Replacement Program (FRRP). The annual transfer is included in the adopted budget and multi-year projections. The reserve is expected to fund 20-year major replacements in excess of \$9 million. This action authorizes the transfer of committed funds.

Budget Impact

The 2019-20 General Fund budget includes the inter-fund transfer of \$900,000 to the Reserve for Capital Outlay, Subfund 4040 Facilities Repair & Replacement Program (FRRP).

Recommended Action

Staff recommends that the Board of Education approve the attached Resolution #19-18: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4040 Facilities Repair & Replacement Program for 2019-2020.

RESOLUTION NO. 19-18

**RESOLUTION OF THE BOARD OF EDUCATION OF THE LAGUNA BEACH UNIFIED
SCHOOL DISTRICT TO ESTABLISH INTERFUND TRANSFERS OF \$900,000 FROM THE
GENERAL FUND TO THE SPECIAL RESERVE FUND FOR FACILITIES REPAIR &
REPLACEMENT PROGRAM FOR 2019-2020**

WHEREAS, the Governing Board intends to transfer General Fund Ending Balance Reserves of \$900,000 committed for the Facilities Repair & Replacement Program (FRRP) to the Special Reserve for Capital Outlay, Subfund 4040 Facilities Repair & Replacement Program, as authorized by Education Code 42605; and,

WHEREAS, that the District has created the Special Reserve for Capital Outlay with the subfund designation for the Facilities Repair & Replacement Program; and,

WHEREAS, the Governing Board will prioritize projects for the Facilities Repair & Replacement Program; and,

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Laguna Beach Unified School District, authorizes a transfer of \$900,000 for fiscal year 2019-2020 from the General Fund to the Special Reserve for Capital Outlay Fund, Subfund 4040 Facilities Repair & Replacement Program.

PASSED AND ADOPTED by the Governing Board on December 17, 2019, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) ss

COUNTY OF ORANGE

I, Carol Normandin, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this 17th day of December 2019.

Carol Normandin
Clerk of the Governing Board

Laguna Beach Unified School District

18. ACTION

December 17, 2019

Approval: Revised Job Description: Theater Manager

LCAP Priority Alignment

Goal 3 - Professional Development focused on 21st Century teaching and learning. More specifically, the district will recruit, hire, train, and retain high performing staff who are appropriately assigned and credentialed.

Proposal

Staff proposes the Board of Education approve the revised job description for Theater Manager.

Background

In the field of personnel, it is best practice to review job descriptions regularly to ensure they address the current needs of the school, department or division. The Theater Manager job description was last updated in 2006. The proposed revisions reflect changes in duties, procedures, and to better align it to the district's facility use process.

Budget Impact

There is no budget impact for this item.

Recommended Action

Staff recommends the Board of Education approve revisions to the job description for Theater Manager.

LAGUNABEACH UNIFIED SCHOOL DISTRICT
Job Description: Theatre Manager (Classified Management)

DefinitionBASIC FUNCTION:

Under the general supervision of a designated site administrator, and direction of the Director of Facilities, ~~To~~ plan, direct and supervise technical operations and managerial functions in the Artists' Theatre; to perform a variety of technical and managerial tasks relative to the preparation and production of school and community events; to serve as a consultant to ~~the~~ district staff teachers and to help them with theatrical events on the other school sites; ~~to schedule the coordinate the use of The Artist's Theatre~~ for internal and external groups through the district's facility use process.

ESSENTIAL DUTIES/Work Performed

- Prepare and maintain the Artists' Theatre master calendar of shows providing clear communication with ~~the~~ High School Principal administration, the Activities Office and the Performing Arts teachers.
- Maintain a good working relationship with the ~~the~~ High School, district and community in all uses of the Artists' Theatre. Be an advocate for the ~~the~~ district in all non-district uses of the Artists' Theatre.
- Maintain regular hours in the Artists' Theatre as determined by the ~~the~~ Theatre Schedule & High School administration Principal to ensure good communication with site, ~~the~~ district, and users.
- Respond promptly to all phone calls and communication regarding the Artists' Theatre and its use/maintenance.
- The Theatre Manager is a ~~the~~ Board member of the Performing Arts Boosters.
- Plan, design, direct, implement and manage all technical operations in The Artist's Theatre. Act as resident scenic, lighting and sound designer on all ~~the~~ High School productions as requested. Operate lighting, rigging and sound systems for ~~the~~ High School productions, event and assemblies, ~~the~~ district use and community use. The Theatre Manager or his designee is the Technical Director for all events in the Artist's Theatre.
- In conjunction with ~~the~~ Administration, develop and administer a yearly operations budget for the Artists' Theatre ~~using theatre revenue and receipts.~~
- In conjunction with ~~District Chief Financial Officer~~ Facilities Department, ~~to ensure that outside users pay correct fees, carry proper insurance policies and submit reasonable security deposits~~ have a valid use permit prior to providing use of the facility.
- ~~Recommend fee schedules for outside users that details labor costs, replacement of consumable items according to Board policy.~~
- Work with Human Resources to recruit, interview, and hire qualified staff to support the theatre. ~~Train and~~ direct the activities of and supervise all subordinate technical theater staff at ~~the~~ High School. ~~Supervise classified staff.~~ Supervise all stage crews for school and community events.
- ~~Request, inspect and follow up on regular~~ Request, inspect and follow up on regular ~~High School~~ High School maintenance and custodial needs for The Artist's Theatre. Establish short-term and long-term maintenance plans and work with ~~the Business Superintendent;~~ the Director of Facilities and ~~the~~ High School administration Principal to ensure the Artists' Theatre is maintained according to all

- federal, state and local facility safety standards.
- Participate on committees, which recommend capital outlays for the purpose of enhancing the Artists' Theatre. Make determinations as to needs for equipment purchases for the Artists' Theatre to keep it a world-class performing arts facility.
- Determine and manage appropriate use of Artist's Theatre facility space and configurations.
- Determining appropriate needs, purchase theatrical equipment and supplies for LBHS theatres.
- Follow established District business practices using the purchase order process.

OTHER REPRESENTATIVE DUTIES

- Other related duties as assigned.
- Plans, coordinates, arranges, and conducts appropriate training for theatre support personnel.

JOB SCOPE KNOWLEDGE, SKILLS, AND PHYSICAL ABILITIES:

Knowledge of:

~~The ability to walk, climb stairs, operate a computer, a telephone, operate basic hand tools and possess the physical strength and dexterity to operate basic and traditional theatre equipment.~~

- Journey-level skills in at least two of the following disciplines: electrics, scenic carpentry, audio and stage rigging.

~~The Artist's Theatre Manager should possess:~~

- ~~I~~in-depth knowledge of performing arts, scene design lighting, sound/electrical equipment, special effects, and theater equipment/facility maintenance. Basic knowledge of contracts, budgets, and accounting. Computer, organization, management, communication, and interpersonal skills.

Ability to:

- The ability to walk, climb stairs, operate a computer, a telephone, operate basic hand tools and possess the physical strength and dexterity to operate basic and traditional theatre equipment.

~~WRITTEN AND VERBAL COMMUNICATION SKILLS:~~

- Explain~~ing~~ information related to day-to-day or recurring issues. ~~Ability to~~
- ~~E~~establish and maintain cooperative and effective working relationships, assign, review and evaluate the work of others, train, supervise, and recommend disciplinary actions of personnel.
- Compos~~ing~~ letters, memos, reports, or documents of a unique or non-recurring nature.

~~PROBLEM ANALYSIS:~~

~~The Artist's Theatre Manager typically has to~~

- ~~D~~eal with issues or problems that oft~~e~~n require assessment and reasoning before coming up with an approach or solution. The search for solutions may be accomplished quickly, but usually requires assessment and analysis of various alternatives based on standards or approaches defined by the appropriate professional/technical discipline.

JOB EMPOWERMENT:

~~Supervision from: Superintendent and High School Principal. Once given general assignments, the Artist's Theatre Manager determines priorities and defines what should be done and how to do it. He/she has the ability to change his/her own, or a subordinate's procedures or approaches as appropriate for getting the job done. Review of the employee's work results is after the fact, usually occurring at the end of a week or longer.~~

LEADERSHIP OF PEOPLE:

~~Supervision over: All technical theatre staff, students, volunteers and appropriate classified staff performing work in The Artist's Theatre and elsewhere on the High School campus.~~

~~The Artist's Theatre Manager is accountable for either (or a combination of):~~

- ~~• The technical leadership of a team.~~
- ~~• Project leadership for an employee group.~~

~~WORK CONDITIONS: The individual is required to use a vehicle to visit school and community sites, to attend periodic meetings and productions, and/or to travel within and out of city boundaries.~~

Minimum QualificationsMINIMUM QUALIFICATIONS

Education:

High school diploma or equivalent, bachelor's degree in technical theatre or management is desirable.

Experience:

Minimum of five years technical theatre production and management experience.

WORKING CONDITIONS:

Environment:

- Indoor theatre environment.
- Indoor and outdoor environments subject to occasional dark/dusty confined spaces.

Physical requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is required to demonstrate:

- Ability to frequently use hands to handle or feel objects, tools, or controls and talk or hear.
- Ability to frequently sit, occasionally stand; walk; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.
- Ability to frequently lift and/or move up to 50 pounds and occasionally lift and/or move theatre settings and equipment weighing up to 100 pounds.
- Specific vision abilities including close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to focus for purposes of reading documents, diagrams, labels, and other printed materials.

- Ability to communicate, hear, and understand speech at typical levels in person and on the phone.
- Ability to climb stairs.

Operation of Vehicles, Machinery, and Equipment Requirements:

- Ability to travel to a variety of locations within a reasonable amount of time.
- Must be able to operate office, multimedia, and computer equipment.

Mental and Emotional Requirements:

- Ability to understand and follow oral and written directions.
- Ability to work independently with little direction.
- Ability to concentrate to meet numerous deadlines.
- Ability to establish and maintain effective working relationships with others.
- Ability to make independent decisions to respond to numerous requests, deadlines, and to prioritize assignments.
- Ability to exchange information.
- Ability to learn the procedures, functions, and limitations of assigned duties.

Other Conditions:

The individual is required to use a personal vehicle to visit school and community sites, to attend periodic meetings and productions, and/or travel within and out of city boundaries. The individual may be required to work extended hours beyond the normal workday. The position is exempt from overtime compensation.

Laguna Beach Unified School District

19. ACTION

December 17, 2019

Approval: Approval of Continued Career Technical Education Incentive Grant (CTEIG) Memorandum of Understanding (MOU) Between Laguna Beach Unified School District and College and Career Advantage (CCA) For the Period of June 1, 2019 through June 30, 2021

LCAP Priority Alignment

Goal 2 - All students will gain the knowledge and skills to be college and career ready through a wide variety of academic and enrichment opportunities.

Proposal

Staff proposes the Board of Education approve the Career Technical Education Incentive Grant (CTEIG) Memorandum of Understanding (MOU) Between Laguna Beach Unified School District and College and Career Advantage (CCA). The purpose of this agreement is to continue a cooperative and mutually beneficial relationship between the parties and to set forth the responsibilities of the parties as related to the implementation of the CTEIG.

Background

The CTEIG program was established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and post-secondary education. The purpose of this program is to encourage and maintain the delivery of career technical education programs during the implementation of the District's Local Control Funding Formula (LCFF) in accordance with Education Code sections 53070–53076.4.

The CTEIG has a year by year application process. Applicants must successfully complete all of the deliverables for the previous year in order to be eligible to submit a new application for the next year of funding. Applicants wishing to apply as a consortium must complete an MOU establishing the partnership.

The CCA has been an important partner with LBUSD in developing a comprehensive program that meets the requirements for the 11 High-Quality Elements of a CTE program. The areas of focus for the current CTEIG application from the CCA and LBUSD partnership include continuing support for career counseling services, equipment to maintain and enhance current CTE offerings, and expanding internships from local business/industry partners, elementary and middle school CTE related programs,

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industry-related certifications, and student leadership opportunities. The goal for these areas of focus and partnership is to continue to grow student participation and pathway completion in CTE.

Budget Impact

The annual CTEIG grant requires a match of \$2.00 for every \$1.00 received from this program. The estimated annual allocated amount to be received from CTEIG is \$225,000.00.

Recommended Action

Staff recommends the Board of Education approve the Career Technical Education Incentive Grant Program (CTEIG) Memorandum of Understanding (MOU) between Laguna Beach Unified School District (LBUSD) and College and Career Advantage (CCA) for the period of June 1, 2019, through June 30, 2021.

**California Career Technical Education Incentive Grant Program
Memorandum of Understanding (MOU) Between Laguna Beach Unified School
District and College and Career Advantage**

This memorandum of understanding sets forth the terms of agreement between the Laguna Beach Unified School District (hereafter LBUSD) and College and Career Advantage (hereafter CCA), with regards to participation in the California Career Technical Education Incentive Grant Program.

I. Background

The California Career Technical Education Incentive Grant Program is established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten and grades 1 to 12, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of career technical education programs during implementation of the District's Local Control Funding Formula.

II. Purpose of the Agreement

It is the purpose of this agreement to establish a cooperative and mutually beneficial relationship between the parties and to set forth the responsibilities of the parties as related to the implementation of the Career Technical Education Incentive Grant Program.

III. Duration of the Agreement

The term of this agreement shall be from June 1, 2019 through and including June 30, 2021 unless modified or terminated in writing. Termination can be exercised by either party 30 days following written notice.

IV. Responsibilities

In consideration of the shared goals associated with this agreement, and in recognition of the benefit to be derived from the effective implementation of the program, the parties agree that their responsibilities under this agreement shall be as follows:

LBUSD shall:

Provide a proportional dollar-for-dollar match for any funding received from the California Career Technical Education Incentive Grant Program, as follows:

- A. For the term beginning July 1, 2019, two dollars (\$2) for every one dollar (\$1) received from this program. For the 2020-21 application, matching funds may be based on local match expenditures starting June 1, 2019, to June 30, 2021.

The Executive Director of Career Technical Education for College and Career Advantage will prepare and submit all required documentation related to this grant.

CCA shall:

Meet all of the eligibility standards, as follows:

- A. Offer high quality curriculum and instruction aligned with the California Career Technical Education Model Curriculum Standards, including, but not limited to, providing a coherent sequence of career technical education programs that lead to a career pathway or attain employment upon graduation.
- B. Provide pupils with quality career exploration and guidance.
- C. Provide pupils support services, including counseling and leadership development.
- D. Provide for system alignment, coherence, and articulation, including ongoing and structural regional or local partnerships with postsecondary educational institutions, documented through formal written agreements.
- E. Form ongoing and structural industry and labor partnerships, documented through formal written agreements and through participation on advisory committees.
- F. Provide opportunities for pupils to participate in after school, extended day, and out-of-school internships, competitions, and other work-based learning opportunities.
- G. Reflect regional or local labor market-demands and focus on current and emerging high-skill, high-wage, or high-demand occupations.
- H. Provide programs that lead to an industry-recognized credential or certificate, or appropriate postsecondary training or employment.
- I. Provide skilled teachers with appropriated credentials, as well as skilled administrators and support staff who provide professional development opportunities.
- J. Report data as a program participation requirement to allow for evaluation of the program. Data elements shall include, but not be limited to, metrics aligned with the core metrics required by the federal Workforce Innovation and Opportunity Act and the quality indicators described in the California State Plan for Career Technical Education required by the federal Carl D. Perkins Career and Technical Improvement Act of 2006, and the following metrics:
 - i. The number of pupils completing high school.
 - ii. The number of pupils completing career technical education coursework.
 - iii. The number of pupils obtaining an industry-recognized credential, certificate, license, or other measure of technical skill attainment.
 - iv. The number of former pupils employed and the types of businesses in which they are employed.
 - v. The number of former pupils enrolled in a postsecondary educational institution, a state apprenticeship program or another form of job training.

V. Additional Provisions

1. As the administrative agency for the JPA, Laguna Beach Unified School District will receive and administer the JPA's allocated funds, and submit the necessary plans, applications, and all fiscal claims to the California Department of Education (CDE). Each of the LEAs participating in the JPA will cooperate in the development of these documents and will provide timely responses to the JPA fiscal agent's request for information and data.
2. Each member of the JPA will release the Average Daily Attendance (ADA) of their students in their district that will participate in the JPA's CTE programs to determine funding for this specific CTEIG funding structure. The JPA will report only those students' ADA that the member has released for the purpose of determining the grant allocation award. Each member and fiscal agent will submit data on CTE students according to what they are claiming or releasing of ADA for the grant funding structure of ADA, as outlined in Education Code (EC) Section 53071, (B), i-v. Each member of the MOU and fiscal lead agency will sign all grant assurances and comply with all requirements as a grant recipient for the CTEIG funding, as outlined in EC Section 53071. In accordance with the CTEIG program, EC Section 53070, (b) of the amounts appropriated in paragraphs (1) through (3), inclusive, of subdivision (a), 4 percent is designated for applicants with average daily attendance of less than or equal to 140, 8 percent is designated for applicants with average daily attendance of more than 140 and less than or equal to 550, and 88 percent is designated for applicants with average daily attendance of more than 550. For purposes of this section, average daily attendance shall be those figures that are reported at the time of the second principal apportionment for the previous fiscal year for pupils in grades 7 to 12, inclusive. For any applicant consisting of more than one school district, county office of education, charter school, or regional occupational center or program operated by a joint powers authority, or of any combination of these entities, the sum of the average daily attendance for each of the constituent entities shall be used for purposes of this subdivision.
3. This agreement is entered into by the duly authorized officials of each respective party.
4. It is understood by both parties that each will fulfill its responsibility under the MOU in accordance with the provisions of law and regulations that govern their activities.
5. Nothing in this agreement is intended to negate or otherwise render ineffective any previous agreements.
6. If at any time either party is unable to complete their responsibilities under this agreement, the affected party shall immediately provide written notice to the other party to establish a date for mutual termination of the agreement.
7. This MOU constitutes the entire agreement hereto with respect to the subject matter.

8. No amendment, modification or alteration in the terms of the MOU shall be binding on either party unless submitted in writing.
9. This MOU may be amended by the mutual written consent of the parties.

Approved By:

Laguna Beach Unified School District

Signature: _____

Name/Title:

Date:

College and Career Advantage

Signature: _____

Name/Title:

Date:

Laguna Beach Unified School District

20. ACTION

December 17, 2019

Approval: Approval of the Strong Workforce Program (SWP) K-12 Pathway Improvement Grant Service Agreement Between Laguna Beach Unified School District and Orange County Superintendent of Schools for the Period of June 1, 2019, through December 31, 2021

LCAP Priority Alignment

Goal #2: All students will gain the knowledge and skills to be college and career ready through a wide variety of academic and enrichment opportunities.

Proposal

Staff proposes the Board of Education approve the Strong Workforce Program (SWP) K-12 Pathway Improvement Grant Service Agreement between the Laguna Beach Unified School District and Orange County Superintendent of Schools. The grant allocation for the period of June 1, 2019 through December 31, 2021 is \$444,000.00.

Background

Beginning in 2018-2019, Education Code 88827 established a K-12 component of the Strong Workforce Program (K12 SWP) appropriating \$150,000,000 in annual ongoing career technical education (CTE) funding to strengthen the pathways for students from secondary to post-secondary education. The goal of the K-12 SWP grant is to increase the levels of college and career readiness among students which will support their successful transition from secondary education to post-secondary education and, ultimately, to career. Orange County is expected to receive approximately \$13,000,000 annually for school districts and colleges.

LBUSD has agreed to partner with the OCDE, and other districts and colleges on the following four initiatives.

1. Advancing career counseling for each LEA: This initiative is to fund a Career Counseling Coordinator for each district that will regularly collaborate with OCDE and other Orange County districts to organize school career counseling efforts, such as early college credit attainment, industry certifications, work-based learning, etc., to align with Community Colleges.
2. Building CTE dual enrollment: This initiative supports increasing CTE dual enrollment, concurrent enrollment and articulation course offerings/pathway sequences between high schools and community colleges in Orange County.
3. Enhancing career education pedagogies: Funding for this initiative supports learning opportunities for teachers in career pathway programs at the high school

level and teachers in career awareness programs at the K-8 level with the goal to grow their proficiency in and use of key strategies to equip students with career-based competencies, such as: 1) Human Centered Design Thinking; 2) Universal Design for Learning, and; 3) Project Based Learning.

4. Heightening work-based learning: Funding would be for industry/business partners to create and connect secondary students to specific technical and employability skills identified by industry/company.

Budget Impact

The Strong Workforce Program (SWP) K12 Pathway Improvement Grant Service Agreement grant requires a match of \$1.00 for every \$1.00 received from this program. The grant amount to be received is \$444,000.00.

Recommended Action

Staff recommends the Board of Education approve the Strong Workforce Program (SWP) K12 Pathway Improvement Grant Service Agreement Between the Laguna Beach Unified School District (LBUSD) and Orange County Superintendent of Schools For the Period of June 1, 2019, through December 31, 2021.

LAGUNA BEACH UNIFIED SCHOOL DISTRICT
STRONG WORKFORCE PROGRAM (SWP) K12 PATHWAY IMPROVEMENT GRANT
SERVICE AGREEMENT

This AGREEMENT is hereby entered into this 1st day of July, 2019, which date is enumerated for purposes of reference only, by and between the Orange County Superintendent of Schools, 200 Kalmus Drive, P.O. Box 9050, Costa Mesa, California 92628-9050, hereinafter referred to as "SUPERINTENDENT", and Laguna Beach Unified School District, 550 Blumont Street, Laguna Beach, California 92651, hereinafter referred to as "DISTRICT". SUPERINTENDENT and DISTRICT shall be individually referred to as "Party" and collectively referred to as the "Parties."

WHEREAS, the Rancho Santiago Community College District (RSCCD) was selected as the Fiscal Agent for the Strong Workforce Program (SWP) K12 Pathway Improvement grant by the California Community Colleges Chancellor's Office, Division of Workforce and Economic Development to subcontract with Local Educational Agencies to implement career education, K-12 to community college pathway improvement projects that connect to in-demand, high-wage occupations in the region; and

WHEREAS, RSCCD has selected SUPERINTENDENT to serve as a subcontractor for the Strong Workforce Program (SWP) K12 Pathway Improvement grant; and

WHEREAS, SUPERINTENDENT is specially trained, experienced and competent to perform the services required by RSCCD and is agreeable to the rendering of such services according to the terms and conditions hereinafter set forth.

WHEREAS, the Strong Workforce Program (SWP) K12 Pathway Improvement grant requires SUPERINTENDENT to allocate a portion of the grant funds to LEA's throughout Los Angeles and Orange Counties; and

WHEREAS, DISTRICT is specially trained, experienced and competent to perform the services

1 required by SUPERINTENDENT and RSCCD and is agreeable to the rendering of such services according
2 to the terms and conditions hereinafter set forth.

3 NOW, THEREFORE, the Parties agree as follows:

4 **1.0 TERM.** The term of this AGREEMENT shall commence on July 1, 2019 and terminate on
5 December 31, 2021, subject to earlier termination as set forth in this AGREEMENT, provided, however,
6 DISTRICT shall be obligated to perform such duties as would normally extend beyond this term
7 including, but not limited to, obligations with respect to indemnification, audits, reporting, and
8 accounting.

9 **2.0 SCOPE OF WORK.**

10 A. SUPERINTENDENT hereby engages DISTRICT as an independent contractor to perform the
11 following described work and DISTRICT hereby agrees to perform said work upon the terms and
12 conditions hereinafter set forth. DISTRICT shall meet all of the contractual requirement listed herein
13 and shall provide all labor, materials, supplies, and equipment necessary to fully perform all
14 responsibilities required by this AGREEMENT and specifically described in Exhibit "A", Scope of Work,
15 which is attached hereto and incorporated herein by this reference to this AGREEMENT.

16 **3.0 TOTAL COMPENSATION.**

17 A. The Maximum Payment Obligation of SUPERINTENDENT to DISTRICT under this
18 AGREEMENT for the period of July 1, 2019 through December 31, 2021 is Four hundred forty-four
19 thousand dollars (\$444,000.00). Payment shall be based on eighty percent (80%) in advance and a
20 progress payment of twenty percent (20%). Payment shall not exceed the amount listed above.

21 B. DISTRICT agrees to comply with all Strong Workforce Program (SWP) K12 Pathway
22 Improvement grant requirements and is solely responsible for the appropriate expenditure of all
23 Strong Workforce Program (SWP) K12 Pathway Improvement grant funds received and for any
24 misappropriation or dis-allowment of grant funds. DISTRICT shall establish and maintain fiscal control
25

1 and accounting procedures as may be necessary to assure proper accounting for all funds under this
2 AGREEMENT. Any work performed prior to approval of the SUPERINTENDENT will be rendered on a
3 voluntary basis, and shall not be compensated unless and until funding is authorized. Any work
4 performed prior to approval of the State of California will be rendered on a voluntary basis and shall
5 not be compensated unless and until funding is authorized.

6 **4.0 BUDGET ALLOCATION.**

7 A. The K12 Strong Workforce (SWP) Program K12 Pathway Improvement grant funds shall be
8 expended only for those purposes expressed in the scope of Work, Exhibit A submitted by DISTRICT
9 under Section 2.0 of this AGREEMENT. No monies from the Strong Workforce Program (SWP) K12
10 Pathway Improvement grant shall be used to supplant state or local general fund money of any
11 purpose. Strong Workforce Program (SWP) K12 Pathway Improvement grant funds shall be allocated
12 for the term of the AGREEMENT pursuant to Exhibit "B", "Budget Form", which is attached hereto and
13 incorporated herein by this reference to this AGREEMENT. DISTRICT shall return the completed
14 Budget Form and invoice along with the signed AGREEMENT. Once SUPERINTENDENT has approved
15 DISTRICT's budget, DISTRICT must obtain prior written approval from SUPERINTENDENT for any budget
16 revisions, where an adjustment of funds in a line item are different from the originally approved budget
17 by more than ten percent (10%) and as long as the total dollar amount is not affected and the outcomes
18 of the Agreement will not be materially affected.

19 B. If the DISTRICT wishes to make substantial changes to the Scope of Work, then a revised
20 Scope of Work that describes the requested changes and their impact to the budget and outcomes
21 must be submitted and approved by the SUPERINTENDENT in writing. Substantial changes are those
22 that would represent a significant deviation from the approved scope of work and would lead to
23 different outcomes or fall outside of the generally understood purpose of the use of the funds.
24 Changes in methods of implementation (i.e., the means by which the approved scope of work is
25

implemented) or movement between budget line items would not be considered substantial changes, and would not require prior approval.

5.0 PAYMENT AND INVOICING.

A. SUPERINTENDENT, under the terms of this AGREEMENT, shall pay DISTRICT an advance payment of eighty (80%) and a progress payment of twenty percent (20%), based on the maximum payment obligation identified in Paragraph 3.0 Total Compensation of this AGREEMENT for providing the services and activities hereunder identified in Exhibit A; provided, however, the total of such payments does not exceed DISTRICT's maximum obligation; and provided further, DISTRICT's costs shall be reimbursable pursuant to State and Federal Regulations. DISTRICT shall be responsible for all other expenses incurred in connection with the performance of this AGREEMENT. Payment to DISTRICT should be released by SUPERINTENDENT no later than thirty (30) calendar days after receipt of signed AGREEMENT, completed and approved Strong Workforce Program (SWP) K12 Pathway Improvement grant Budget Form and DISTRICT's invoice.

DISTRICT shall submit invoices for payment to:

Nicole Stephenson
Email: nstephenson@ocde.us
Telephone: (714) 708-5893

B. For travel necessary to the performance of this AGREEMENT, DISTRICT's travel and other travel related expense reimbursement claims shall not exceed the travel policy and procedures of the State of California. Travel and other related travel expenses shall be limited to those necessary for the performance of this AGREEMENT. Travel outside of the State of California must be authorized in writing by SUPERINTENDENT prior to travel. Travel outside of the United States is not permitted.

C. DISTRICT's billings shall be submitted on DISTRICT's Invoice in duplicate. DISTRICT shall submit SUPERINTENDENT'S Expenditure Report Form - Strong Workforce Program (SWP) K12 Pathway Improvement grant, which is attached hereto as Exhibit "C" and incorporated herein by reference to this AGREEMENT. Timelines for the submittal of the Expenditure Report Form will be based on

requirements set forth by RSCCD to SUPERINTENDENT.

D. All DISTRICT's Expenditure Report Forms submitted to SUPERINTENDENT shall be supported by source documentation including, but not limited to, ledgers, invoices, receipts, receiving records, and records of services provided.

E. Any payment made by SUPERINTENDENT to DISTRICT in excess of that of which DISTRICT is entitled under this AGREEMENT shall be immediately due to SUPERINTENDENT and repaid by DISTRICT. In this regard, DISTRICT shall make repayment on any overpayment within thirty (30) days after the date SUPERINTENDENT requests the repayment in writing. Nothing in this AGREEMENT shall be construed as limiting the remedies of SUPERINTENDENT in the event that an overpayment has been made.

F. SUPERINTENDENT may withhold or delay any payment if DISTRICT fails to comply with any provision set forth in this AGREEMENT.

G. DISTRICT shall not claim reimbursement for services provided beyond the expiration and/or termination of this AGREEMENT, except as may otherwise be provided under this AGREEMENT.

H. The obligation of SUPERINTENDENT under this AGREEMENT is contingent upon the availability of funds furnished by RSCCD. It is mutually agreed that if the current fiscal year covered under this AGREEMENT does not appropriate sufficient funds for this program, this AGREEMENT shall be of no further force and effect and shall be terminated. In this event, SUPERINTENDENT shall have no liability to pay any funds whatsoever to DISTRICT or to furnish any other considerations under this AGREEMENT and DISTRICT shall not be obligated to perform any provisions of this AGREEMENT. If funding for any fiscal year is reduced, or deleted for purposes of this program, the SUPERINTENDENT shall have the option to either terminate this AGREEMENT with no liability occurring to the SUPERINTENDENT or offer an amendment to DISTRICT to reflect the reduced amount. SUPERINTENDENT shall give DISTRICT written notification of such termination. Notice shall be deemed

served on the date of mailing.

6.0 REPORTS.

DISTRICT shall submit to SUPERINTENDENT reports as requested or required by SUPERINTENDENT and/or RCSSD concerning DISTRICT's activities as they affect the services hereunder. Reports shall be submitted in a timely manner. SUPERINTENDENT shall be specific to the information requested and allow DISTRICT thirty (30) calendar days to respond.

7.0 RECORDS MANAGEMENT AND MAINTENANCE.

A. DISTRICT shall, throughout the term of this AGREEMENT, prepare, maintain and manage records appropriate to the services provided and in accordance with this AGREEMENT and all applicable requirements.

B. DISTRICT shall ensure appropriate financial records related to cost reporting, expenditure, revenue, billings, etc., are prepared and maintained accurately and appropriately.

C. DISTRICT shall retain all financial records for a minimum of three (3) years after the completion of the activities for which the funds are used and until audit findings are resolved, or due to legal proceedings such as litigations and/or settlement of claims whichever is longer.

D. DISTRICT shall notify SUPERINTENDENT of any Public Record Act (PRA) requests within forty-eight (48) hours of receipt of said request. DISTRICT shall provide SUPERINTENDENT with all information that is requested and provided by DISTRICT.

8.0 INDEPENDENT CONTRACTOR.

A. DISTRICT is, and shall at all times be deemed to be, an independent contractor and shall be wholly responsible for the manner in which it performs the services required of it by the terms of this AGREEMENT.

B. DISTRICT warrants that it has all necessary licenses required to perform the services required by the terms of this AGREEMENT.

1 C. DISTRICT is entirely responsible for compensating staff, subcontractors, and consultants
2 employed by DISTRICT. This AGREEMENT shall not be construed as creating the relationship of
3 employer and employee, or principal and agent between SUPERINTENDENT and DISTRICT or any of
4 DISTRICT's employees, agents, consultants, or subcontractors. DISTRICT understands and agrees that
5 he/she and all his/her employees shall not be considered officers, employees or agents of
6 SUPERINTENDENT, and are not entitled to benefits of any kind or nature normally provided employees
7 of SUPERINTENDENT and/or to which SUPERINTENDENT's employees are normally entitled, including,
8 but not limited to, State Unemployment Insurance or Workers' Compensation. DISTRICT shall assume
9 full responsibility for payment of all federal, state and local taxes or contributions, including
10 unemployment insurance, social security and income taxes with respect to DISTRICT's employees.

11 D. DISTRICT assumes exclusively the responsibility for the acts of its employees, agents,
12 consultants, or subcontractors as they relate to the services to be provided during the course and
13 scope of their employment.

14 E. DISTRICT, its agents, employees, consultants, or subcontractors, shall not be entitled to
15 any rights or privileges of SUPERINTENDENT's employees and shall not be considered in any manner
16 to be SUPERINTENDENT's employees.

17 **9.0 INDEMNIFICATION.**

18 A. SUPERINTENDENT hereby agrees to indemnify, defend, and hold harmless DISTRICT, its
19 Governing Board, and their officers, agents, and employees from liability and claims of liability for
20 bodily injury, personal injury, sickness, disease, or death of any person or persons, or damage to any
21 property, real, personal, tangible or intangible, arising out of the negligent acts or omissions of
22 employees, agents or officers of SUPERINTENDENT or the Orange County Board of Education during
23 the period of this AGREEMENT.

24 B. DISTRICT hereby agrees to indemnify, defend, and hold harmless SUPERINTENDENT, the
25

1 Orange County Board of Education and its officers, agents, and employees, from liability and claims of
2 liability for bodily injury, personal injury, sickness, disease, or death of any person or persons, or
3 damage to any property, real, personal, tangible or intangible, arising out of the negligent acts or
4 omissions of employees, agents or officers of DISTRICT during the period of this AGREEMENT.

5 C. DISTRICT agrees to indemnify, defend and save harmless the State of California, its
6 officers, agents and employees from any and all claims and losses accruing or resulting to any and all
7 contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing
8 or supplying work services, materials, or supplies in connection with the performance of this
9 AGREEMENT, and from any and all claims and losses accruing or resulting to any person, firm or
10 corporation who may be injured or damaged by DISTRICT in the performance of this AGREEMENT.

11 **10.0 COPYRIGHT.** SUPERINTENDENT and the State of California shall have a royalty-free,
12 nonexclusive, and irrevocable license to publish, translate, or use now and continuing all material and
13 work product (both tangible and intangible), if any, developed under this AGREEMENT including those
14 materials covered by copyright.

15 **11.0 CONFIDENTIALITY.** SUPERINTENDENT and DISTRICT shall maintain the confidentiality of all
16 records, including any hard copies, and/or electronic or computer based data, and/or audio and/or
17 video recordings, in accordance with all applicable state and federal codes and regulations relating to
18 privacy and confidentiality as they now exist or may hereafter be amended or changed. The
19 confidentiality requirements under this paragraph shall survive the termination or expiration of this
20 AGREEMENT or any subsequent agreement intended to supersede this AGREEMENT.

21 **12.0 CONFLICT OF INTEREST.** The Parties hereto acknowledge that DISTRICT may be affiliated with
22 one or more organizations or professional practices located in DISTRICT's county. DISTRICT therefore
23 warrants that he/she shall not violate any applicable law, rule or regulation of any governmental entity
24 relating to conflict of interest. DISTRICT shall not knowingly undertake any act which unjustifiably
25

1 results in any relative benefit to any organization or professional practice with which he/she is
2 affiliated as a direct or indirect result, whether economic or otherwise in nature, of the performance
3 of duties and obligations required by this AGREEMENT, when compared to the result such act has on
4 any other organization or professional practice.

5 **13.0 EMPLOYEE ELIGIBILITY VERIFICATION.** DISTRICT warrants that it shall fully comply with all
6 federal and state statutes and regulations regarding the employment of aliens and others and to
7 ensure that employees, subcontractors and consultants performing work under this AGREEMENT meet
8 the citizenship or alien status requirement set forth in federal statutes and regulations. DISTRICT shall
9 obtain, from all employees, subcontractors and consultants performing work hereunder, all
10 verification and other documentation of employment eligibility status required by federal or state
11 statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986,
12 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. DISTRICT shall
13 retain all such documentation for all covered employees, subcontractors and consultants for the
14 period prescribed by the law.

15 **14.0 DELEGATION AND ASSIGNMENT.** DISTRICT may not delegate its obligations hereunder, either
16 in whole or in part, without the prior written consent of SUPERINTENDENT.

17 **15.0 INSPECTIONS AND AUDITS.** SUPERINTENDENT, RSCCD, the Bureau of State Audits, the State
18 of California or any other appropriate state or federal oversight agency, or their authorized
19 representatives, shall have the right to review and copy any books, documents, and records, and
20 supporting documents including but not limited to, financial statements, general ledgers, relevant
21 accounting systems of DISTRICT that are directly pertinent to this AGREEMENT, for the purpose of
22 responding to a beneficiary complaint or conducting an audit, review, evaluation, or examination
23 during the term of this AGREEMENT. Such persons may at all reasonable times inspect or otherwise
24 evaluate the services provided pursuant to this AGREEMENT, and the premises in which they are
25

provided.

16.0 ENTIRE AGREEMENT.

A. This Agreement will be implemented in accordance with the conditions defined in the Strong Workforce Program (SWP) K12 Pathway Improvement grant, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Education Code Part 54.5 Strong Workforce Program Section 88827), as set forth and incorporated into this Agreement by reference. The Strong Workforce Program (SWP) K12 Pathway Improvement grant is subject to any additional restrictions, limitations, or conditions enacted in the State Budget and/or Executive Orders that may affect the provisions, terms, or funding of this Agreement in any manner, SUPERINTENDENT may modify this Agreement through an amendment, as needed. DISTRICT agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

B. DISTRICT shall comply with all laws, rules or regulations applicable to the services provided hereunder, as any may now exist or be hereafter amended or changed.

17.0 NONDISCRIMINATION. In the performance of this AGREEMENT, DISTRICT shall not engage in, nor permit any employee or agent to engage in discrimination in employment of person or provision of services or assistance, nor exclude any person from participation in, nor deny any person the benefits of, not subject any person to discrimination under any program or activity funded in whole or in part with the Improving Systems of Academic and Behavioral Supports (ISABS) funds on the grounds of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, gender or sexual orientation. DISTRICT shall comply with Title II of the Americans with Disabilities Act, (42 U.S.C., {12101, et seq.) as it relates to public accommodations.

18.0 TERMINATION.

A. Either party may terminate this AGREEMENT, without cause, upon thirty (30) days' written notice (Notice of Termination) given the other party. Upon receipt of notice of termination

without cause, DISTRICT shall immediately cease performance under this AGREEMENT.

B. Unless otherwise specified in this AGREEMENT, SUPERINTENDENT reserves the right to terminate this AGREEMENT for cause due to the default (as defined in Paragraph 22.0) by DISTRICT in its performance obligations under this AGREEMENT. SUPERINTENDENT may in any notice of default advise DISTRICT it also intends to terminate the AGREEMENT for cause. The notice of default from SUPERINTENDENT shall advise DISTRICT if SUPERINTENDENT intends to elect to terminate the AGREEMENT and in this event DISTRICT shall immediately cease performance and provision of services as of the date the notice of default is received or deemed received, whichever is earlier. In the event of termination, SUPERINTENDENT, may, but is not required, to take over the work and prosecute the same to completion by contract or otherwise. Also, in the event of termination for cause, DISTRICT shall be liable to the extent that the total cost for completion of the services required by this AGREEMENT exceeds the compensation stipulated in this AGREEMENT (provided that SUPERINTENDENT shall use reasonable efforts to mitigate damages), and SUPERINTENDENT expressly reserves the right to withhold any outstanding payments to DISTRICT for the purpose of set off or partial payment of the amounts owed SUPERINTENDENT as previously set forth in this AGREEMENT.

19.0 TOBACCO USE POLICY. In the interest of public health, SUPERINTENDENT provides a tobacco-free environment. Smoking or the use of any tobacco products are prohibited in buildings and vehicles, and on any property owned, leased or contracted for by the SUPERINTENDENT pursuant to SUPERINTENDENT'S Policy 400.15. Failure to abide with conditions of this policy could result in the termination of this AGREEMENT.

20.0 COMPLIANCE WITH APPLICABLE LAWS. The services completed herein must meet the approval of SUPERINTENDENT and shall be subject to SUPERINTENDENT's general right of inspection to secure the satisfactory completion thereof. DISTRICT agrees to comply with all federal, state and local laws,

1 statutes, rules, regulations and local ordinances that are now or may in the future become applicable
2 to the services performed under this AGREEMENT.

3 **21.0 NON WAIVER.** The failure of SUPERINTENDENT or DISTRICT to seek redress for violation of,
4 or to insist upon, the strict performance of any term or condition of this AGREEMENT shall not be
5 deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from
6 again constituting a violation of such term or condition.

7 **22.0 DEFAULT.** Failure by DISTRICT to perform and/or comply with any provision, covenant, or
8 condition of this AGREEMENT shall be a default of this AGREEMENT. In the event of default
9 SUPERINTENDENT may avail any remedies available at law, in equity, or otherwise specified in this
10 AGREEMENT (including immediate termination for cause as set forth in Paragraph 18.0 above), and
11 may elect any of the following, if applicable:

12 A. Afford DISTRICT a time period of fifteen (15) days from the date the notice is mailed to cure
13 the default, or to commence to cure the breach and diligently pursue to completion the cure of the
14 breach within thirty (30) days of date notice is mailed; and/or

15 B. Discontinue payment and eligibility for payment to DISTRICT during the period in which
16 DISTRICT is in breach, which payment may not be entitled to later recovery; and/or

17 C. Offset against any funds invoiced by DISTRICT but yet unpaid by SUPERINTENDENT those
18 monies disallowed pursuant to the above offset authority; and/or

19 D. Withhold from any monies payable to DISTRICT sufficient funds to compensate
20 SUPERINTENDENT for any losses, costs, liabilities or damages it reasonable believes were suffered by
21 or have been incurred by SUPERINTENDENT due to the default of DISTRICT in the performance of the
22 services required by this AGREEMENT.
23

24 **23.0 NOTICES.** All notices, claims, correspondence, reports, and/or statements authorized or
25 required by this AGREEMENT shall be addressed as follows:

SUPERINTENDENT: Orange County Superintendent of Schools
200 Kalmus Drive
P.O. Box 9050
Costa Mesa, California 92628-9050
Attn: Patricia McCaughey

DISTRICT: Laguna Beach Unified School District
550 Blumont Street
Laguna Beach, California 92651
Attn: _____

24.0 SEVERABILITY. If any term, condition or provision of this AGREEMENT or application thereof to any person or circumstances is held by a court of competent jurisdiction to be invalid, void, or unenforceable, or if any provision of this AGREEMENT contravenes any federal, state or county statute, ordinance, or regulation, the remaining provisions of this AGREEMENT or application thereof will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

25.0 ALTERATION OF TERMS. This AGREEMENT, together with any Exhibits attached hereto and incorporated herein by reference, fully expresses all understanding of SUPERINTENDENT and DISTRICT with respect to the subject matter of this AGREEMENT, and shall constitute the total AGREEMENT between the Parties for these purposes. No addition to, or alteration of, the terms of this AGREEMENT, whether written or verbal, shall be valid unless made in writing and formally executed and approved by SUPERINTENDENT and DISTRICT.

26.0 AUTHORIZED SIGNATURES. The individuals signing this AGREEMENT warrant that they are authorized to do so, and further, that they are authorized to make the promises in this AGREEMENT on behalf of the respective Parties. The Parties understand and agree that a breach of this warranty shall constitute a breach of the AGREEMENT and shall entitle the non-breaching party to all appropriate legal and equitable remedies against the breaching party.

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1 **27.0 GOVERNING LAW.** The terms and conditions of this AGREEMENT shall be governed by the
2 laws of the State of California with venue in Orange County, California.

3 IN WITNESS WHEREOF, the Parties have executed this AGREEMENT, in the County of Orange,
4 State of California.

5 DISTRICT: LAGUNA BEACH UNIFIED
6 SCHOOL DISTRICT

ORANGE COUNTY SUPERINTENDENT
OF SCHOOLS

7 BY: _____
Authorized Signature

BY:  _____
Authorized Signature

8 PRINTED NAME: _____

PRINTED NAME: Patricia McCaughey

9 TITLE: _____

TITLE: Administrator

10 DATE: _____

DATE: October 29, 2019

11 TIN: _____

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25 LAGUNA BEACH SWP(RSCCD-Grant(49183)20

Laguna Beach Unified School District

21. ACTION

December 17, 2019

Approval: Agreement with Instructure, Inc., to Utilize Portfolium for the 2019-20 and 2020-21 School Year for the Amount of \$21,500

LCAP Priority Alignment

Goal 2 - All students will gain the knowledge and skills to be college and career ready through a wide variety of academic and enrichment opportunities.

Proposal

Staff proposes the Board of Education approve a two-year subscription service contract with Instructure for Portfolium in the amount of \$21,500.

Background

The District is committed to supporting the development of college and career readiness for students. Portfolium is an electronic portfolio system that allows students to develop, store, and curate their coursework. This contract with Portfolium was initiated by OC Pathways as a tool to support initiatives related to Career Technical Education (CTE). OC Pathways will be working with Portfolium and community colleges in Orange County to link both K-12 and college systems so that material from both systems will be available and visible in the ePortfolios. Students can also earn badges to demonstrate mastery in certain areas, which could then become industry certifications.

The software and services are owned by Instructure, Inc., which also owns Canvas, a learning management system. Canvas is also widely adopted in the California Community Colleges, California State University, and University of California systems. This broad institutional user-base allows students to retain and continue to build their ePortfolio after they transfer to a four-year institution and in the job market. While other digital portfolio platforms are available, no other vendor offers this unique integration with Canvas and ready continuity to transfer to California public institutions.

Annually, LBUSD has about 400 students enrolled in CTE or career education-related classes. The initial roll-out of Portfolium will be to students at LBHS who are enrolled in these courses. Students will be able to create and use a Portfolium account that they can potentially use beyond LBHS to add college, and career projects, including milestones, performance-based assessments, internships and work-based learning experiences, employment, and more.

Budget Impact

The budget impact for this license is \$21,500 from the K-12 Strong Workforce Program Grant.

Recommended Action

Staff recommends the Board of Education approve a two-year subscription service contract for Portfolium in the amount of \$21,500.



Services Order Form

Order #: Q-105352-1
Date: 10/14/2019
Offer Valid Through: 11/15/2019

6350 South 3000 East, Suite 700, Salt Lake City, UT 84121, United States

Order Form For Laguna Beach Unified School District

Address: 550 Blumont St.
City: Laguna Beach
State/Province: California
Zip/Postal Code: 92651
Country: United States

Order Information
Billing Frequency: Custom
Payment Terms: Net 30

Billing Contact

Name: _____
Email: _____
Phone: _____

Primary Contact

Name: Kellee Shearer
Email: kshearer@lbusd.org
Phone: 949-497-7700 x5327

Billing Notes:

Full Payment for the entire contract amount of \$21,500 will be invoiced upon contract execution. Due Net 30.

Year 1

Description	Start Date	End Date	Metric	Qty	Price	Amount
Portfolium ePortfolio Subscription & BadgeLink Bundle	1/1/2020	12/31/2020	Up To	1	USD 9,000.00	USD 9,000.00
Dedicated Canvas Consultant Provided per Attached SOW	1/1/2020	12/31/2020	Per Event	1	USD 2,000.00	USD 2,000.00
Recurring Sub-Total						USD 11,000.00
Portfolium Implementation			20% of Subscription (Minimums Apply)	1	USD 1,500.00	USD 1,500.00
Non-Recurring Sub-Total						USD 1,500.00
Year 1 Total						USD 12,500.00

Year 2

Description	Start Date	End Date	Metric	Qty	Price	Amount
Portfolium ePortfolio Subscription & BadgeLink Bundle	1/1/2021	12/31/2021	Up To	1	USD 9,000.00	USD 9,000.00

Description	Start Date	End Date	Metric	Qty	Price	Amount
Recurring Sub-Total						USD 9,000.00
Year 2 Total						USD 9,000.00
Grand Total:						USD 21,500.00

Package Information

Included in your Portfolium Bundle:

ePortfolio Admin Subscription

BadgeLink (Portfolium)

Deliverable	Description	Expiration
ePortfolio Admin Subscription	Up To Metric reflects the maximum number of individuals authorized by the Customer to access and/or use the Service and Customer has paid for such access and/or use.	N/A
BadgeLink (Digital Credentials & Pathways)	Up To Metric reflects the maximum number of individuals authorized by the Customer to access and/or use the Service and Customer has paid for such access and/or use.	N/A
Dedicated Canvas Consultant Provided per Attached SOW	These services are individually scoped and backed by a SOW (which is included with the order). Project pricing based Must include signed/completed SOW which is scoped by Learning & Strategy Consulting prior to quote.	12 Months

The items above must be completed during the time period beginning on the later of the Effective Date or the initial Start Date specified in this Order Form and ending pursuant to the time frame set forth in the Expiration column above.

Metric	Description
Up To	Up To Metric reflects the maximum number of individuals authorized by the Customer to access and/or use the Service and Customer has paid for such access and/or use.

Product	Description
ePortfolio Admin Subscription	Notwithstanding anything to the contrary in the terms and conditions governing this Order Form, Customer acknowledges and agrees that Instructure may continue to use Customer Content contained in a User's ePortfolio to enable such User to access such Customer Content beyond the term of this Order Form. Without limiting the generality of the preceding sentence, Instructure may, upon the User's consent, make available and/or transfer such User's content to third parties as authorized by the User.
BadgeLink (Digital Credentials & Pathways)	<ul style="list-style-type: none"> - Ability to create/issue badges (adhering to Open Badge Standard) upon completion of assessment, event, milestone; manually or automatically upon specific score threshold - Automatic direct-deposit of digital badges to the Students' ePortfolio and synced to the supporting artifact/evidence - Ability to create digital pathway with multiple milestones and requirements - Ability to enroll and/or invite Students to engage in the digital pathway - Ability to engage with Students at various points along their digital pathway - Ability to view and export report of the Students enrolled in digital pathway, along with their performance and progress along the pathway - Ability to view and export report of issued badges/earners linked to the program/course/assignment, rubric and evidence of mastery

Duration: Instructure may begin providing the services on the later of: (i) ninety (90) days prior to the earliest start date; or (ii) the date of the last signature on this Order Form ("Effective Date"). Notwithstanding the foregoing, any third-party content purchased under this order form will be made available on the applicable start date listed above.

Miscellaneous: Instructure's support terms are available as follows:
Canvas & Catalog: <https://www.canvaslms.com/policies/support-terms>
Bridge: <https://www.getbridge.com/support-terms>
Portfolium: <https://portfolium.com/support-terms>
MasteryConnect: <https://www.masteryconnect.com/support/>

Notes
Access is intended for Laguna Beach Unified School District CTE students and admins. Current users are approx. 300

PURCHASE ORDER INFORMATION	TAX INFORMATION
Is a Purchase Order required for the purchase or payment of the products on this order form? Please Enter (Yes or No): _____ If yes, please enter PO Number: _____	Check here if your company is tax exempt: _____ <i>Please email any/all exemption certifications to ar@instructure.com.</i>

By executing this Order Form, each party agrees to be legally bound by this Order Form and the applicable terms and conditions.

Laguna Beach Unified School District

Signature:	_____
Name:	_____
Title:	_____
Date:	_____

Instructure, Inc.

Signature:	_____
Name:	_____
Title:	_____
Date:	_____

Instructure Terms and Conditions

This document outlines the standard contractual terms and conditions that apply to the provision of any products or services by Instructure, Inc. ("Instructure") to the entity identified in the Order Form ("Customer"). An "Order Form" means any order for the provision of products or services signed by Customer. These terms are incorporated into the Order Form and together, the Order Form and these Terms are the "Agreement." Instructure and Customer are referred to in this Agreement each as a "party" and together as the "parties."

1. Service. Subject to the terms of this Agreement, Instructure will provide the Service described in the Order Form. All rights in and to the Service not expressly granted to Customer in this Agreement are reserved by Instructure. "Service" means the proprietary software as a service offering(s) provided by Instructure and made available through a URL in a hosted environment, together with any other related products and services to be provided by Instructure as described in the Order Form. "User" means an individual who is authorized by the Customer to use the Service and Customer has paid for such use.

2. Customer Restrictions. Customer shall not (and shall not permit Users to): (a) sell, resell, rent, lease, lend, sublicense, distribute, assign, timeshare, or otherwise transfer or provide access to the Service to any third party except as expressly authorized under this Agreement; (b) access the Service for competitive purposes; (c) copy, modify, adapt, or create derivative works from any feature, function, interface, or graphic in the Service; (d) remove or modify Instructure's policies or proprietary markings displayed within the Service; or (e) use the Service or any of Instructure's data, systems, networks, or services to engage in, foster, or promote illegal, abusive, or irresponsible behavior, including, without limitation and merely for illustrative purpose, using in excess of any defined limits or parameters, accessing or using Instructure data, systems, or networks in an unauthorized manner, attempting to probe, scan, or test the vulnerability of an Instructure system or network, circumventing any Instructure security or authentication measures, monitoring Instructure data or traffic, interfering with any Instructure services, collecting or using from the Service any personal information, such as email addresses, screen names, or other identifiers, collecting or using from the Service information without the consent of the owner or licensor, using any false, misleading, or deceptive information, using the Service to distribute software or tools that gather information, distribute advertisements, or engage in conduct that may result in retaliation against Instructure or its data, systems, or networks. Use and access to the Application Program Interface ("API") will be subject to the Instructure API Policy available at <https://www.instructure.com/policies/api-policy>.

3. Customer Responsibilities. Customer shall have sole responsibility for Customer Content (defined below) and use of the Service by Users in compliance with this Agreement and the Acceptable Use Policy provided by Instructure within the Service and available at <https://www.instructure.com/policies/acceptable-use> (the "AUP"), and Customer agrees to reasonably assist Instructure in connection with a User's adherence to the AUP. Customer further agrees to: (a) maintain the confidentiality and security of passwords and abide by any access protocols or credential requirements set and identified by Instructure; (b) obtain from Users any consents necessary under this Agreement or to allow Instructure to provide the Service; (c) use commercially reasonable efforts to prevent unauthorized access to or use of the Service; (d) notify Instructure promptly of any such unauthorized access or use of which it learns; and (e) cooperate reasonably in all respects with respect to implementation, access, support, and maintenance of the Service.

4. Instructure Responsibilities. Instructure shall: (a) deploy all updates and upgrades to the Service to Customer that Instructure provides to its customers generally for no additional charge; and (b) provide support ("Support") pursuant to the terms described on the Order Form.

5. Fees. As consideration for the subscription to the Service, Customer shall pay all fees ("Fees") set forth in the Order Form. All Fees are billed in advance on an annual basis and are due and payable from Customer within thirty (30) days after receipt of invoice, unless otherwise agreed to in the Order Form. All Fees owed by Customer are exclusive of, and Customer shall pay, all applicable sales, use, VAT, excise, withholding, and other taxes that may be levied in connection with this Agreement. Instructure reserves the right (in addition to any other rights or remedies Instructure may have) to discontinue the Service and to suspend all Users' and Customer's access to the Service if any fees are overdue until such amounts are paid in full. Except as expressly set forth in this Agreement, all Fees are non-refundable.

6. Service Standard. Instructure will use commercially reasonable efforts to make the Service available with an annual uptime percentage of at least 99.9% ("Service Commitment"). In the event Instructure does not meet the Service Commitment, Customer will be eligible to receive a service credit as described below. The maximum amount of the credit is 1/12 of the annual subscription fee for a twelve (12) month period. The service credit is calculated by taking the number of hours the applicable Service was unavailable below the Service Commitment, and multiplying it by 3% of 1/12 the annual subscription fee. If the Customer has been using the Service for less than 365 days, the preceding 365 days will be used, but any days prior to Customer's use of the Service will be deemed to have had 100% availability. Any unavailability occurring prior to a credit cannot be used for any future claims. The Service Commitment does not apply to any scheduled outages, standard maintenance windows, force majeure, and outages that result from any technology issue not originating from Instructure. Any service credit shall be calculated using solely the Fees paid and attributable to the Service. Customer's sole and exclusive remedy for breach of the Service Commitment in this Section 6 will be for Instructure to provide a credit as provided in this Section 6; provided that Customer notifies Instructure in writing of such claim within thirty (30) days of becoming eligible for such claim.

7. Representations and Warranties. Instructure warrants that: (a) the functionality or features of the Service and Support may change but will not materially degrade during the Term; and (b) the Service will materially conform to its then-current documentation. As Customer's sole and exclusive remedy for Instructure's breach of the warranties set forth in this Section 7: (i) Instructure shall correct the non-conforming Service at no additional charge to Customer; or (ii) in the event Instructure is unable to correct such deficiencies after good-faith efforts, Instructure shall refund Customer amounts paid that are attributable to the defective Service from the date Instructure received such notice. To receive warranty remedies, Customer must promptly report deficiencies in writing to Instructure, but no later than thirty (30) days after the deficiency is identified by Customer. EXCEPT AS EXPRESSLY PROVIDED IN THIS SECTION 7 AND TO THE MAXIMUM EXTENT OF THE LAW, INSTRUMENT AND ITS SUPPLIERS DISCLAIM ALL WARRANTIES, WHETHER WRITTEN, ORAL, EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, NON-INFRINGEMENT, AND FITNESS FOR A PARTICULAR PURPOSE. WITHOUT LIMITING THE FOREGOING, INSTRUMENT DOES NOT WARRANT THAT THE SERVICE WILL BE UNINTERRUPTED, OR ERROR-FREE, NOR DOES INSTRUMENT WARRANT THE RESULTS OR OUTCOMES FROM USE OF THE SERVICE. TO THE EXTENT THE FOREGOING DISCLAIMER IS EXPRESSLY PROHIBITED BY LAW, ANY AVAILABLE WARRANTY SHALL BE LIMITED TO THIRTY (30) DAYS AND TO THE SERVICE REMEDIES PROVIDED BY INSTRUMENT IN THIS SECTION 7.

8. Compliance. Each party will comply with all applicable laws and regulations with respect to its activities under this Agreement. Without limiting the generality of the foregoing, Customer shall not make the Service available to any person or entity that: (i) is located in a country that is subject to a U.S. government embargo; or (ii) is listed on any U.S. government list of prohibited or restricted parties. Instructure will implement reasonable administrative, technical, and physical safeguards in an effort to secure its facilities and systems from unauthorized access and to secure the Customer Content.

9. Data. As between Instructure and Customer, any and all information, data, results, plans, sketches, text, files, links, images, photos, videos, audio files, notes, or other materials uploaded by a User through the Service ("**Customer Content**") remain the sole property of Customer. Instructure may use the Customer Content solely to provide and improve the Service in accordance with this Agreement or Customer's instructions. As between the parties, Instructure owns the aggregated and statistical data generated or related to the provision, operation, or use of the Service, including measurement and usage statistics, configurations, survey responses, and performance results (the "**Aggregated Data**"). Nothing herein shall be construed as prohibiting Instructure from utilizing the Aggregated Data, provided that Instructure's use of Aggregated Data will not reveal the identity, whether directly or indirectly, of any User or Customer.

10. Limitation of Liability. EACH PARTY AND ITS SUPPLIERS SHALL NOT BE LIABLE TO THE OTHER PARTY FOR ANY INDIRECT, SPECIAL, EXEMPLARY, PUNITIVE, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE USE OR INABILITY TO USE THE SERVICE (INCLUDING, WITHOUT LIMITATION, COSTS OF DELAY, LOSS OR INACCURACY OF DATA, RECORDS OR INFORMATION, COST(S) OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES, AND ANY FAILURE OF DELIVERY OF THE SERVICE), EVEN IF THE OTHER PARTY HAS BEEN NOTIFIED OF THE LIKELIHOOD OF SUCH DAMAGES. EXCEPT FOR A PARTY'S INDEMNITY OBLIGATIONS IN SECTION 15, EACH PARTY'S CUMULATIVE MAXIMUM LIABILITY FOR DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT (WHETHER IN CONTRACT, TORT OR OTHERWISE) SHALL NOT EXCEED THE AMOUNT PAID BY CUSTOMER UNDER THIS AGREEMENT WITHIN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO LIABILITY. CUSTOMER ACKNOWLEDGES THAT INSTRUMENT IS NOT RESPONSIBLE FOR THIRD-PARTY SERVICES OR CONTENT MADE AVAILABLE THROUGH THE SERVICE.

11. Confidentiality. Each party acknowledges that the other party may disclose its Confidential Information to the other in the performance of this Agreement. Accordingly, the Receiving Party (defined below) shall: (a) keep the Confidential Information disclosed by the other party confidential; (b) use Confidential Information only for purposes of fulfilling its obligations and exercising its rights hereunder; and (c) disclose such Confidential Information only to the Receiving Party's employees or Affiliates (defined below) who have a need to know and only for the purposes of fulfilling this Agreement or to the extent required by law. As used herein, "**Confidential Information**" means any and all non-public, confidential and proprietary information, data, or know-how disclosed by either party or its Affiliates (in such capacity the "**Disclosing Party**") to the other party (in such capacity, the "**Receiving Party**"), whether disclosed in writing, orally, electronically, or by other means, and whether or not identified as confidential. Confidential Information shall include all information about the Disclosing Party's businesses, operations, finances, properties, employees, relationships with third parties, plans, trade secrets, and other intellectual property and all analyses, compilations, forecasts, studies, summaries, notes, reports, memoranda, interpretations, data, and other materials which contain or are generated from the Confidential Information. For the avoidance of doubt, any non-public aspect of the Service will be considered the Confidential Information of Instructure. Confidential Information shall not include information that (i) is or becomes a matter of public knowledge through no fault of the Receiving Party; (ii) is rightfully received by the Receiving Party by a third party without a duty of confidentiality; (iii) is independently developed by the Receiving Party without use of or access to any Confidential Information of the Disclosing Party; or (iv) is identified by the Disclosing Party in writing as no longer confidential and proprietary. Notwithstanding the restrictions above, the Receiving Party may disclose the Confidential Information pursuant to law, regulation, or court order, provided that the Receiving Party promptly notifies the Disclosing Party in writing prior to making any such disclosure so that the Disclosing Party may seek a protective order or other appropriate remedy from the proper authority. The Receiving Party agrees to cooperate with the Disclosing Party in seeking such order or other remedy. The Receiving Party further agrees that if the Disclosing Party is not successful in precluding the requesting legal body from requiring the disclosure of the Confidential Information, it will furnish only that portion of the Confidential Information which is legally required (based on the advice of counsel) and will exercise all reasonable efforts to obtain reliable assurances that confidential treatment will be afforded the Confidential Information. Further, any information obtained by monitoring, reviewing, or recording is subject to review by law enforcement organizations in connection with investigation or prosecution of possible criminal or unlawful activity on the Service as well as to disclosures required by or under applicable law or related government agency actions. Instructure will also comply with all court orders or subpoenas involving requests for such information. "**Affiliate**" with respect to a party means any entity that directly, or indirectly through one or more intermediaries controls, is controlled by or is under common control with such party.

12. Proprietary Rights. As between Customer and Instructure, the Instructure Intellectual Property is, and shall at all times remain, the sole and exclusive property of Instructure. Customer shall have no right to use, copy, distribute, or create derivative works of the Instructure Intellectual Property except as expressly provided herein. Instructure shall have the right, in its sole discretion, to modify the Instructure Intellectual Property. "**Instructure Intellectual Property**" means: (a) the Service; (b) all improvements, changes, enhancements, and components thereof; (c) all other proprietary materials of Instructure and/or its licensors that are delivered, provided, or used by Instructure in the course of providing the Service; and (d) all other intellectual property owned by Instructure and all copyrights, patents, trademarks and trade names, trade secrets, specifications, methodologies, documentation, algorithms, criteria, designs, report formats, and know-how, as well as and any underlying source code and object code related thereto.

13. Term and Termination. The term of this Agreement is specified in the Order Form ("**Term**") and shall continue for its full duration unless earlier terminated by a party in accordance with this Section 13. Either party may terminate this Agreement for the material breach of any provision of this Agreement by the other party if such material breach remains uncured for thirty (30) days after receipt of written notice of such breach from the non-breaching party. Such termination right shall be in addition to any other rights and remedies that may be available to the non-breaching party. In the event the Agreement is terminated, all Order Forms are simultaneously terminated. Upon expiration or termination of this Agreement: (a) Customer shall immediately cease using the Service; and (b) in connection with certain aspects of the Service that feature an export function, for a period of three (3) months following expiration or termination, Customer may export the Customer Content by using the export feature within the Service. Subject to such three (3) month period and Instructure's legal obligations, Instructure has no obligation to maintain or provide any Customer Content after the termination or expiration of this Agreement.

14. Suspension of Service. Instructure may suspend a User's access to the Service for a violation of Section 3 of this Agreement, any applicable law, or third-party rights and may suspend the offending User's access to the Service to the extent and for the duration necessary to address any such violation. Instructure will use commercially reasonable efforts to provide notice to Customer in advance of any suspension unless such violation may cause direct harm to the Service or may result in liability to Instructure. Customer agrees that Instructure will not be liable to Customer or a User if Instructure exercises its suspension rights as permitted by this Section 14.

15. Indemnification. Instructure will indemnify and defend Customer from and against any and all losses, liabilities, and claims (including reasonable attorneys' fees) arising out of any claim by a third party alleging that the Service infringes or misappropriates the intellectual property rights of that third party. Notwithstanding the foregoing, Instructure shall not be obligated to indemnify Customer if such infringement or misappropriation claim arises from: (a) the Customer Content or content from any User; (b) Customer's or User's misuse of the Service; or (c) Customer's or User's use of the Service in combination with any products, services, or technology provided by a third party. If such a claim of infringement or misappropriation is made or threatened, Instructure may, in its sole discretion: (i) modify the Service so that it becomes non-infringing; (ii) obtain a license for Customer to continue its use of the Service; or (iii) notwithstanding Instructure's obligation to indemnify hereunder, terminate the Agreement with no liability to Customer or any User along with the return of the unused portion of any prepaid fees. Customer will indemnify and defend Instructure from and against any and all losses, liabilities, and claims (including reasonable attorneys' fees) arising out of any claim by a third party regarding: (z) an allegation that the Customer Content or content from any User infringes or misappropriates the intellectual property rights of that third party; or (y) use of the Service by Customer (or any User) in violation of this Agreement. The party seeking indemnification (the "**Indemnified Party**") shall provide the other party (the "**Indemnifying Party**") with prompt written notice upon becoming aware of any claim subject to indemnification hereunder and shall provide reasonable cooperation to the Indemnifying Party in the defense of or investigation of any claim, suit or proceeding. The Indemnifying Party, at its option, will have sole control of such defense, provided that the Indemnified Party is entitled to participate in its own defense at its sole expense. The Indemnifying Party shall not enter into any settlement or compromise of any such claim, suit, or proceeding without the Indemnified Party's prior written consent, except that the Indemnifying Party may without such consent enter into any settlement of a claim that resolves the claim without liability to the Indemnified Party and without impairment to any of the Indemnified Party's rights or requiring the Indemnified Party to make any admission of liability.

16. General. Each party acknowledges that any breach, threatened or actual, of this Agreement, including, without limitation, with respect to unauthorized use of proprietary assets, will cause irreparable injury to the other party, such injury would not be quantifiable in monetary damages, and the other party would not have an adequate remedy at law. Each party therefore agrees that the other party shall be entitled, in addition to other available remedies, to seek and be awarded an injunction or other appropriate equitable relief from a court of competent jurisdiction restraining any breach, threatened or actual, of this Agreement. Each party waives any requirement that the other party post any bond or other security in the event any injunctive or equitable relief is sought by or awarded to enforce any provision of this Agreement. Any legal notice by a party under this Agreement shall be in writing and either personally delivered, delivered by email or reputable overnight courier (such as Federal Express) or certified mail, postage prepaid and return receipt requested, addressed to the other party at the address specified in the Order Form or such other address of which either party may from time to time notify the other in accordance with this Section 16. A copy of all notices to Instructure shall be sent to: Instructure, Inc., 6330 South 3000 East, Suite 700, Salt Lake City, UT 84121, Attention: General Counsel and, if by email, to legal@instructure.com. For purposes of service messages and notices about the Service, Instructure may place a banner notice or send an email to the current email address associated with an account. It is the User's responsibility to ensure that a current email address is associated with their account. All notices shall be in English and shall be deemed effective upon receipt. If Instructure is unable to perform its obligations under this Agreement due to circumstances beyond its reasonable control, including, but not limited to, acts of God, earthquakes, hacker attacks, actions or decrees of governmental bodies, changes in applicable laws, or communication or power failures, such obligations will be suspended so long as those circumstances persist. This Agreement shall be interpreted, governed, and construed by the laws of the State of Delaware without regard to principles of conflict of laws. Instructure is performing this Agreement as an independent contractor to Customer. If any term of this Agreement is invalid or unenforceable, the other terms remain in effect and the invalid or unenforceable provision will be deemed modified so that it is valid and enforceable to the maximum extent permitted by law. Amendments to this Agreement must be made in writing and signed by both parties unless otherwise specified in the Agreement. The Parties agree that: (a) this Agreement constitutes the entire agreement between the parties with respect to the subject matter thereof, and any prior representations, statements, and agreements relating thereto are superseded by the terms of this Agreement; and (b) Customer may use purchase orders or similar documents only as proof of acceptance of each Order Form and for convenience only, and all terms and conditions (preprinted or otherwise and regardless of how referenced) shall be void and of no effect. Customer shall not assign this Agreement, in whole or in part, to any entity without Instructure's prior written consent. Any attempt to assign this Agreement, in whole or part, in contravention of this Section 16, shall be void. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their successors and permitted assigns. Any failure by either party to enforce the other party's strict performance of any provision of this Agreement will not constitute a waiver of its right to subsequently enforce such provision or any other provision of this Agreement. Customer agrees to allow Instructure to use its name, logo, and non-competitive use details in both text and pictures in its various marketing communications and materials, in accordance with Customer's trademark guidelines and policies. Any terms that by their nature survive termination or expiration of this Agreement will survive (including, but not limited to, Sections 5, 7, 10, 11, 12, 13, 15 and 16).

Updated 05/2019

Laguna Beach Unified School District

22. ACTION

December 17, 2019

Approval: Approval of Additional Services to Design a Seismic Building Rehabilitation to Ruhnau Clarke Architects for Thurston Middle School Field and Classroom Modernization Project

LCAP Priority Alignment

Goal 4 - Safe, attractive, clean, well-equipped learning environments for all students that promote critical thinking, collaboration, creativity, and communication.

Proposal

Staff proposes the Board of Education authorize the Assistant Superintendent of Business Services to accept additional design services and increase the service contract to include a full seismic rehabilitation of the classroom building with Ruhnau Clarke Architects required for the Thurston Middle School Field and Classroom Modernization project.

Background

On February 12, 2019, the Board of Education approved the contract with Ruhnau Clarke Architects to provide architectural services for Thurston Middle School Field and Classroom Modernization project. The original contract scope included the design and construction administration to renovate the existing 7000 classroom building. In order to obtain two standard sized classrooms, a full seismic rehabilitation of the building is required. The additional service fee is for the architect and structural engineer to develop the plans and process the documents with the Division of the State Architect (DSA). Included in the additional service fee is the processing of a funding application with the State Allocation Board (SAB) to receive eligible state building program bond funds. Given the type of upgrade, the project is prioritized to receive approximately \$1,025,821 in available funds.

Budget Impact

\$24,000 expended from the Capital Improvement Plan (CIP) Special Reserve (Subfund 4042). The additional classroom design service is eligible for the use of Developer Fees to be expended from Capital Facilities Fund (Fund 25). The project becomes eligible for prioritized state funding in the amount of \$1,025,821 from the State Allocation Board (SAB).

Recommended Action

Staff recommends the Board of Education approve additional design services and increase the service contract to include a full seismic rehabilitation of the classroom building with Ruhnau Clarke Architects required for the Thurston Middle School Field and Classroom Modernization project.



May 29, 2019

Re: Proposal for Architectural Design Services for Additional Services for Thurston Middle School Field and Classroom Modernization- Full Seismic Rehabilitation of Building 7

Director of Facilities

Laguna Beach Unified School
District

550 Blumont St.,
Laguna Beach, CA 92651

As directed, we are now including the seismic upgrade in the development of the classrooms for the referenced project. This results in additional fees for us and our structural engineer in the plan development and DSA processing for the project. As you know, moving these walls out are required to obtain the necessary square footage for two separate classrooms. In order to do this, CBC, Part 1 Section 4-309 (c)2.A requires a full seismic rehabilitation of the building, as noted in prior emails.

We propose these services to you for a lump sum in the amount of Twenty-Four Thousand Dollars (\$24,000).

Please provide your authorization to proceed by signing in the space below and returning a copy to us.

Accepted by

Date

If you have any questions regarding this fee proposal, please give me a call at 951-684-4664.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Roger Clarke", is written over a circular blue stamp.

Roger Clarke, AIA, NCARB
President, Principal in Charge

Tel. 951.684.4664

Cell. 951.529.7715

Email. rclarke@ruhnaclarke.com

Laguna Beach Unified School District

23. ACTION

December 17, 2019

Approval: Board Policies - First Read

Proposal

On November 25, 2019, the Board of Education held a special Board Policy Workshop to review and discuss policies and bylaws listed below for potential additions, revisions, and deletions. The Superintendent recommended a first reading by the Board of Education of the same Board policies and bylaws occur at the December 17, 2019 Board meeting. The Board may waive a second reading or require an additional reading if necessary. Board policies are brought forward for a first reading by the Board, as described in Board Bylaw 9310.

Tab	Policy Number	Description	Notes from Policy Workshop
a.	1312.1	Complaints Concerning Employees	Agreed with proposed revisions. Deleted language as recommended.
b.	3540	Transportation	Move forward for a first reading.
c.	5131.2	Bullying	Made additional revisions. Noted in red for first reading.
d.	5142	Safety	Move forward for a first reading.
e.	6142.1	Comprehensive Health Instruction	Move forward for a first reading.
f.	6142.2	World Language Instruction	Move forward for a first reading.
g.	6163.1	Library Media Centers	Move forward for a first reading. Added Legal Resources.
h.	6174	Education for English Learners	Move forward for a first reading.
i.	6179	Supplemental Instruction	Move forward for a first reading.
	Continued on next page		

Tab	Bylaw Number	Description	Notes from Policy Workshop
j.	9270	Conflict of Interest	Move forward for a first reading.
k.	9320	Meetings and Notices	Move forward for a first reading.
l.	9321	Closed Session	Move forward for a first reading.
m.	9321.1	Closed Session Action and Reports	Move forward for deletion.
n.	9322	Agenda/Meeting Materials	Move forward for a first reading.

Board policy 3516, Emergency and Disaster Preparedness was reviewed. No changes were recommended.

Recommended Action

Staff recommends the Board review, discuss, and amend policies as needed and move them forward for a second reading and approval.

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

BP 1312.1

Community Relations

The Governing Board ~~recognizes its~~**accepts** responsibility to the public for the quality of the district's educational program and the performance of district employees. ~~for providing a means by which the public can hold employees accountable for their actions.~~ The district shall provide a process by which a complaint submitted by any person regarding an employee can be resolved impartially, ~~The Board desires that complaints be resolved expeditiously, and with minimal~~**without disruption**ing to district operations and the educational program**process.**

When a concern regarding an employee is presented during a Board meeting or to an individual Board member or employee outside of a Board meeting, the complainant shall be informed of the appropriate complaint procedure.

Any complaint regarding the Superintendent shall be initially filed in writing with the Board. The Board shall consult with legal counsel or appoint an appropriate agent to conduct the investigation.

The Superintendent or designee shall determine whether a complaint against any other employee should be considered a complaint against the district and/or an individual employee, and whether it should be resolved by the district's process for complaints concerning personnel and/or other district procedures. Any complaint of child abuse or neglect alleged against a district employee shall be reported to the appropriate local agencies in accordance with law and BP 5141.4 - Child Abuse Prevention and Reporting. Any complaint alleging that an employee engaged in unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) in district programs and activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures. Any complaint by an employee, job applicant, volunteer, intern, or independent contractor alleging unlawful discrimination or harassment by an employee shall be filed in accordance with AR 4030 - Nondiscrimination in Employment.

Any complaint subject to this policy and the accompanying administrative regulation shall be investigated by the principal, the employee's immediate supervisor, the Superintendent or designee, legal counsel, agent of the Board, and/or other appropriate person who is not the subject of the complaint or subordinate to the employee charged in the complaint. The complainant and the employee shall have an opportunity to present information relevant to the complaint.

A complaint that is filed anonymously may be investigated by the Superintendent or designee depending on the specificity and reliability of the information.

If a complainant requests confidentiality, the Superintendent or designee shall inform the complainant that the request may limit the district's ability to investigate the employee's conduct or take other necessary action, and that legal mandates may require the initiation of an investigation. In these circumstances, ~~However,~~ the Superintendent or designee shall take all reasonable steps to investigate and resolve the complaint without divulging the complainant's identity, or where an investigation is required to comply with legal mandates, that confidentiality will be maintained to the maximum extent possible.

~~The Superintendent or designee shall develop regulations which permit the public to submit complaints against district employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.~~

The Board prohibits retaliation against complainants. ~~The Superintendent or designee at his/her discretion may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint. The district will not investigate anonymous complaints unless it so desires.~~

Appeals

If either the complainant or the employee submits an appeal of the Superintendent's decision to the Board, the Board shall determine whether to uphold the Superintendent's decision without hearing the complaint, appoint an appeals committee to advise the Board, or hear the appeal itself.

If the Board decides to hear the complaint, the matter shall be addressed in closed session in accordance with Government Code 54957 unless the employee requests that it be heard in open session. The Board shall review the original complaint and additional information provided by the Superintendent or designee regarding the steps taken to resolve the issue.

The Board's decision shall be final.

Legal Reference:

EDUCATION CODE

33308.1 Guidelines on procedure for filing child abuse complaints

35146 Closed sessions

44031 Personnel file contents and inspection

44811 Disruption of public school activities

44932-44949 Resignation, dismissal and leaves of absence (rights of employee; procedures to follow)

48987 Child abuse guidelines

GOVERNMENT CODE

54957 Closed session; complaints re employees

54957.6 Closed session; salaries or fringe benefits

Board Policy Workshop November 25, 2019
First Read December 17, 2019
Date Policy Adopted by the Board: May 28, 2013

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

TRANSPORTATION

BP 3540

Business and Noninstructional Operations

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance, and reduce tardiness. In determining the extent to which the district will provide transportation services, the Board shall weigh student and community needs against the cost of providing such services.

The Superintendent or designee shall recommend to the Board economical, environmentally sustainable, and appropriate means of providing transportation services.

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools.

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts.

~~In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school. (Education Code 39806-39807)~~

The Board may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 - Transportation Fees.

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety.

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

The district may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to district and school administrators and parents/guardians.

Board Policy Workshop November 25, 2019
First Read December 17, 2019

Legal Reference:

EDUCATION CODE

35330 Excursions and field trips
35350 Authority to transport pupils
39800-39860 Transportation, especially:
39800 Powers of governing board to provide transportation for pupils to and from school;
definition of "municipally owned transit system"
39801 Contract with County Superintendent of Schools to provide transportation
39802-39803 Bids and contracts for transportation services
39806 Payments to parents in lieu of transportation
39807 Food and lodging payments in lieu of transportation
39807.5 Transportation fees
39808 District transportation of private school students
41850-41854 Allowances for transportation
41860-41862 Supplemental allowances for transportation
45125.1 Criminal background checks for contractors
52311 Regional occupational centers, transportation

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

PENAL CODE

637.7 Electronic tracking devices

VEHICLE CODE

2807 School bus inspection

CODE OF REGULATIONS, TITLE 5

14100-14103 Use of school buses and school pupil activity buses
15240-15343 Allowances for student transportation, especially:
15253-15272 District records related to transportation

CODE OF REGULATIONS, TITLE 13

2025 Retrofitting of diesel school buses

COURT DECISIONS

Arcadia Unified School District et. al. v. State Department of Education, 2 Cal. 4th 251 (1992)

(6/92 10/97) 5/19

LAGUNA BEACH UNIFIED SCHOOL DISTRICT ~~DELETE~~

TRANSPORTATION

BP 3540

Business and Noninstructional Operations

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance and reduce tardiness. The extent to which the district provides for transportation services shall depend upon student and community needs and a continuing assessment of financial resources.

The Superintendent or designee shall recommend to the Board the most economical and appropriate means of providing transportation services.

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.

Legal Reference:

EDUCATION CODE

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39860 Transportation, especially:

Board Policy Workshop November 25, 2019

First Read December 17, 2019

(DELETE and replace in entirety)

39800 Powers of governing board to provide transportation for pupils to and from school;
definition of "municipally owned transit system"

39801 Contract with County Superintendent of Schools to provide transportation

39802-39803 Bids and contracts for transportation services

39806 Payments to parents in lieu of transportation

39807 Food and lodging payments in lieu of transportation

39807.5 Transportation fees

39808 District transportation of private school students

41850-41854 Allowances for transportation

41860-41862 Supplemental allowances for transportation

45125.1 Criminal background checks for contractors

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

CODE OF REGULATIONS, TITLE 5

14100-14103 Use of school buses and school pupil activity buses

15240-15343 Allowances for student transportation, especially:

15253-15272 District records related to transportation

VEHICLE CODE

2807 School bus inspection

Date Policy Adopted by the Board: January 24, 2017

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

BULLYING

BP 5131.2

Students

The Governing Board recognizes the harmful effects of bullying on student well-being, student learning and school attendance and ~~desires~~ **strives** to provide a safe school environment that protects students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No individual or group shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, retaliate, cyberbully, cause bodily injury to, or commit hate violence against any student or school personnel, **or retaliate against them for filing a complaint or participating in the complaint resolution process.** To the maximum extent permitted by law, the Superintendent or designee shall protect the identity of the victim(s) and the upstander(s) who reported any incident(s).

The Superintendent or designee shall develop strategies for addressing bullying in district schools with the involvement of students, parents/guardians, and staff. As appropriate, the Superintendent or designee may also collaborate with social services, mental health services, law enforcement, courts, and other agencies and community organizations in the development and implementation of effective strategies to promote safety in schools and the community.

Such strategies shall be incorporated into the comprehensive safety plan and, to the extent possible, into the local control and accountability plan and other applicable district and school plans.

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3. If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

CSBA Suggests removing all of this from the policy:

~~Cyberbullying includes the electronic creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images as defined in Education Code 48900. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.~~

Board Policy Workshop November 25, 2019
First Read December 17, 2019

~~Strategies for addressing bullying in district schools shall be developed with involvement of key stakeholders, including students, parents/guardians, and staff, and may be incorporated into the comprehensive safety plan, the local control and accountability plan, and other applicable district and school plans.~~

~~As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.~~

Bullying Prevention

~~To the extent possible, district schools shall focus on the prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.~~

~~As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes social-emotional learning, effective communication and conflict resolution skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.~~

~~Such instruction shall also educate students about the negative impact of bullying, discrimination, intimidation, and harassment based on actual or perceived immigration status, religious beliefs and customs, or any other individual bias or prejudice.~~

~~The Superintendent or designee shall provide training to teachers and other school staff to raise their awareness about the legal obligation of the district and its employees to prevent discrimination, harassment, intimidation, and bullying of district students. Such training shall be designed to provide staff with the skills to:~~

- ~~1. Discuss the diversity of the student body and school community, including their varying immigration experiences~~
- ~~2. Discuss bullying prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims~~
- ~~3. Identify the signs of bullying or harassing behavior~~
- ~~4. Take immediate corrective action when bullying is observed~~
- ~~5. Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior~~

~~Based on an assessment of bullying incidents at school, the Superintendent or designee may~~

~~increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.~~

~~Intervention~~

~~Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.~~

~~School staff who witness an act of bullying shall immediately intervene to stop the incident when it is safe to do so.~~

~~When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.~~

~~The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate.~~

~~Reporting and Filing of Complaints~~

~~Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, a compliance officer, or any other available school employee. Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report their observation to the principal or a district compliance officer, whether or not the alleged victim files a complaint.~~

~~Within two business days of receiving a report of bullying, the principal shall notify the district compliance officer identified in AR 1312.3 - Uniform Complaint Procedures.~~

~~When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.~~

~~When a report of bullying is submitted, the principal or a district compliance officer shall inform~~

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~~the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.~~

~~Investigation and Resolution of Complaints~~

~~Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3.~~

~~If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.~~

~~Discipline~~

~~Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.~~

~~Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.~~

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32282 Comprehensive safety plan

32283.5 Bullying; online training

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

48900-48925 Suspension or expulsion

48985 Translation of notices

52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4687 70 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

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CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Date Board Policy Adopted by the Board: August 27, 2013

(Replaced BP 5044)

Revised: January 26, 2016

Revised: September 25, 2018

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

SAFETY

BP 5142

Students

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and promotes student safety and well-being. Appropriate measures shall be implemented to minimize the risk of harm to students, including, but not limited to, protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, and guiding student participation in educational programs and school-sponsored activities.

School staff shall be responsible for the proper supervision of students at all times when students are subject to district rules, including, but not limited to, during school hours, school-sponsored activities, before and after-school programs, morning drop-off and afternoon pick-up, and while students are using district transportation.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety and emergency procedures, as well as injury and disease prevention.

Crossing Guards/Student Safety Patrol

To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a student safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

Student Identification Cards and Safety Information

Student identification cards of students in grades ~~6~~-12 shall have printed on them safety information, including the following:

The National Suicide Prevention Lifeline telephone number and, at the district's discretion, the Crisis Text Line and/or a local suicide prevention hotline telephone number.

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Legal Reference:

EDUCATION CODE

8482-8484.65 After School Education and Safety Program

17280-17317 Building approvals (Field Act)

17365-17374 Fitness of school facilities for occupancy

32001 Fire alarms and drills

32020 School gates; entrances for emergency vehicles

32030-32034 Eye safety

32040 First aid equipment

32225-32226 Two-way communication devices in classrooms

32240-32245 Lead-free schools

32250-32254 CDE school safety and security resources unit

32280-32289 Safety plans

44807 Duty of teachers concerning conduct of students

44808 Exemption from liability when students are not on school property

44808.5 Permission for students to leave school grounds; notice (high school)

45450-45451 Crossing guards

48900 Hazing

49300-49307 School safety patrol

49330-49335 Injurious objects

49341 Hazardous materials in school science laboratories

51202 Instruction in personal and public health and safety

GOVERNMENT CODE

810-996.6 California Tort Claims Act

HEALTH AND SAFETY CODE

115725-115735 Playground safety

115775-115800 Wooden playground equipment

116046 Issuance of best practices guidelines for K-12 pool safety

PENAL CODE

245.6 Hazing

PUBLIC RESOURCES CODE

5411 Purchase of equipment usable by persons with disabilities

VEHICLE CODE

21100 Rules and regulations; crossing guards

21201 Rules for operation of bicycle on roadway

21212 Use of helmets

42200 Fines and forfeitures, disposition by cities

42201 Fines and forfeitures, disposition by counties

CODE OF REGULATIONS, TITLE 5

202 Exclusion of students with a contagious disease

570-576 School safety patrols

5531 Supervision of social activities

5552 Playground supervision

5570 When school shall be open and teachers present

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14030 Standards for development of plans for the design and construction of school facilities

14103 Bus driver; authority over pupils

COURT DECISIONS

J.H. v. Los Angeles Unified School District, (2010) 183 Cal.App.4th 123

Lane v. City of Sacramento, (2010) 183 Cal. App. 4th. 1337

Wiener v. Southcoast Childcare Centers, (2004) 32 Cal.4th 1138

Kahn v. East Side Union High School District, (2003) 31 Cal.4th 990

Knight v. Jewett, (1992) 3 Cal.4th 296, 313

Hoyem v. Manhattan Beach City School District, (1978) 22 Cal. 3d 508

Dailey v. Los Angeles Unified School District, (1970) 2 Cal 3d 741

Date Policy Adopted:

(11/02 7/06) 10/19

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

COMPREHENSIVE HEALTH INSTRUCTION

BP 6142.1

Instruction

The Governing Board desires to provide a well-planned, integrated sequence of medically accurate and inclusive instruction on comprehensive sexual health and human immunodeficiency virus (HIV) prevention. The district's educational program shall provide students with the knowledge and skills necessary to protect them from sexually transmitted infections and unintended pregnancy and to have healthy, positive, and safe relationships and behaviors. The district's educational program shall also promote understanding of sexuality as a normal part of human development and the development of healthy attitudes and behaviors concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family.

Comprehensive sexual health education and HIV prevention education shall be offered to all students in grades 7-12, including at least once in junior high or middle school and at least once in high school.

The Health Education Content Standards for California Public Schools have eight overarching standards in the following areas:

1. Essential Health Concepts: All students will comprehend essential concepts related to enhancing health.
2. Analyzing Health Influences: All students will demonstrate the ability to analyze internal and external influences that affect health.
3. Accessing Valid Health Information: All students will demonstrate the ability to access and analyze health information, products, and services.
4. Interpersonal Communication: All students will demonstrate the ability to use interpersonal communication skills to enhance health.
5. Decision Making: All students will demonstrate the ability to use decision-making skills to enhance health.
6. Goal Setting: All students will demonstrate the ability to use goal-setting skills to enhance health.
7. Practicing Health-Enhancing Behaviors: All students will demonstrate the ability to practice behaviors that reduce risk and promote health.
8. Health Promotion: All students will demonstrate the ability to promote and support personal, family, and community health.

The district's curriculum shall support the purposes of the California Healthy Youth Act as specified in Education Code 51930-51939, be unbiased and inclusive of all students in the classroom, and be aligned with the state's content standards. The district shall respect the rights of parents/guardians to supervise their children's education on these subjects and to impart values regarding human sexuality to their children.

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The Superintendent or designee shall identify appropriate methods for informing the school community about subjects related to the district's comprehensive health curriculum. The Superintendent or designee shall use such identified methods to inform parents/guardians of students in grades 6-12 about human trafficking prevention resources, as required pursuant to Education Code 49381.

Parent/Guardian Consent

Annually, parents/guardians shall be notified that they may request in writing that their child be excused from participating in comprehensive sexual health and HIV prevention education. Students so excused by their parents/guardians shall be given an alternative educational activity.

A student shall not be subject to disciplinary action, academic penalty, or other sanction if the student's parent/guardian declines to permit the student to receive the instruction.

Legal Reference:

EDUCATION CODE

220 Prohibition of discrimination

33544 Inclusion of sexual harassment and violence in health curriculum framework

48980 Notice at beginning of term

51202 Instruction in personal and public health and safety

51210.8 Health education curriculum

51225.35 Instruction in sexual harassment and violence; districts that require health education for graduation

51240 Excuse from instruction due to religious beliefs

51513 Materials containing questions about beliefs or practices

51930-51939 California Healthy Youth Act

67386 Student safety; affirmative consent standard

HEALTH AND SAFETY CODE

1255.7 Parents surrendering physical custody of a baby

PENAL CODE

243.4 Sexual battery

261.5 Unlawful sexual intercourse

271.5 Parents voluntarily surrendering custody of a baby

UNITED STATES CODE, TITLE 20

1232h Protection of student rights

7906 Sex education

Date Board Policy Adopted: September 25, 2018

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

WORLD LANGUAGE INSTRUCTION

BP 6142.2

Instruction

In order to prepare students for global citizenship and to broaden their intercultural understanding and career opportunities, the Governing Board shall provide students with opportunities to develop communicative and cultural proficiency and literacy in one or more world languages.

The Superintendent or designee shall recommend a variety of world languages to be taught in the district's educational program based on student interest, community needs, and available resources.

For any program designed to provide students with instruction in a language other than English to a degree sufficient to produce proficiency in that language, the Superintendent or designee shall establish a process for schools to receive and respond to input from parents/guardians and other stakeholders regarding the non-English language in which instruction will be provided.

If American Sign Language courses are offered, they shall be open to all students regardless of hearing status.

The district shall offer a sequential curriculum aligned with the state content standards, state curriculum framework, and, as applicable, California university admission requirements for languages other than English.

Instruction in world languages shall be offered to secondary school students beginning no later than grade 7 and shall be designed to develop students' skills in understanding, speaking, reading, and writing the language.

The Board shall ensure that students have access to high-quality instructional materials in world languages.

The Superintendent or designee shall provide professional development as necessary to ensure that teachers of world languages have the knowledge and skills they need to implement an effective instructional program that helps students attain academic standards, including communicative and cultural proficiency and understanding.

The district shall determine appropriate measures to assess student proficiency in world languages offered by district schools. Students who have attained a high level of proficiency may receive recognition for their achievement, including the State Seal of Biliteracy for students graduating from high school.

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Legal Reference:

EDUCATION CODE

300-310 Education for English learners

42238.02 Local control funding formula; class size requirements

44253.1-44253.11 Qualifications of teachers of English learners

44256-44257 Credential requirements, including teachers of world language

48980 Parental notifications

51212 Legislative intent to encourage world language instruction in grades 1-6

51220 Courses of study, grades 7-12

51225.3 High school graduation requirements

51243-51245 Alternative credits toward graduation for world language instruction in private school

60119 Public hearings, instructional materials

60605.3 Content standards for world language instruction

60605.5 Revision of state standards for world language instruction

CODE OF REGULATIONS, TITLE 5

1632 Alternative credits toward graduation for foreign language instruction in private school

11300-11316 Multilingual and English learner education

Date Policy Adopted by the Board:

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

Library Media Centers

BP 6163.1

Instruction

The Board of Education recognizes that school libraries support the educational program by providing access to a variety of informational and supplemental resources that can help raise the academic achievement of all students. The Board desires all school libraries to be stocked with up-to-date books, reference materials, and electronic resources that promote literacy, support the California state standards and prepare students to become lifelong learners and readers.

The Superintendent or designee shall, in consultation with the teacher librarian(s), classroom teachers, administrators, parents/guardians, and students as appropriate, develop and regularly update a plan for school libraries that describes the district's goals for school libraries and how funds will be distributed to school sites to support libraries. As appropriate, the plan will address staffing, facilities, selection and evaluation of materials, prevention of loss or damage of library materials, prioritization of needs, and other related matters. The Superintendent or designee shall ensure that the library strategic plan is aligned with the district's local control and accountability plan and other district and school goals.

Staffing

The district may employ one or more teacher librarians who possess appropriate credentials issued by the Commission on Teacher Credentialing.

The Superintendent or designee may assign teacher librarians to perform the following duties in accordance with the authorizations of their credential:

1. Instruct students in accessing, evaluating, integrating, originating, and using information and resources in the library program and/or provide departmentalized instruction in research, information literacy, digital literacy, and digital citizenship
2. Plan and coordinate school library programs with the district's instructional programs through collaboration with classified library personnel and teachers
3. Select and evaluate library materials for school and district libraries
4. Develop and deliver staff professional development programs on school library services, research, information and digital literacy, and digital citizenship
5. Coordinate and/or supervise library programs at the school or district level
6. Plan and conduct a course of instruction for students who assist in the operation of school libraries

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7. Provide direction to classified personnel assigned school library duties
8. Develop procedures for and management of the school and district libraries
9. Coordinate the purchase and distribution of instructional (textbooks) and supplemental (workbooks) materials for the district.

To staff school libraries, the district may employ classified employees to serve as library media specialists or library media assistants.

The Superintendent or designee may assign library classified employees to perform the following duties:

1. Provide a library orientation for teachers and students covering organization, layout, and proper use, and use of online catalog
2. Plan and coordinate school library events, displays, and bulletin boards related to literacy, collections, and/or in collaboration with school or district staff
3. Assist with the selection and evaluation library materials for the school library
4. Assist with the ordering and distribution of instructional materials
5. Develop guidelines or procedures for substitutes and/or volunteers

Selection and Evaluation of School Library Materials

School library materials shall include print and electronic books and resources that align with the curriculum and student interest and are accessible to students with varying cognitive or language needs.

Library materials shall be evaluated and selected through a process that invites recommendations from administrators, teachers, other staff, parents/guardians, and students as appropriate.

Library materials shall be continually evaluated in relation to evolving curricula, new formats of materials, new instructional methods, and the needs and interests of students and teachers. Materials that contain outdated subject matter or are no longer appropriate shall be removed.

All gifts and donations of school library materials shall be subject to the same criteria as materials selected for purchase by the district.

Complaints regarding the appropriateness of library materials shall be addressed using the district's procedures for complaints regarding instructional materials.

Fees

Students shall be allowed to borrow school library materials at no charge for use in the library

and classrooms as well as out of school.

Students shall be encouraged to return library materials in a timely manner, but no charge shall be assessed for the late return of materials. After a reasonable period of time materials not returned will result in a “replacement fee” being assessed.

Library Instruction

Teacher librarians and/or classroom teachers shall provide library instruction to develop students' media and information literacy skills. Such instruction shall be aligned with the state academic standards for library instruction and shall prepare students to:

1. Access information by applying knowledge of the organization of libraries, print materials, digital media, and other sources
2. Evaluate and analyze information to determine appropriateness in addressing the scope of inquiry
3. Organize, synthesize, create, and communicate information
4. Integrate information literacy skills into all areas of learning and pursue information independently to become lifelong learners

Teacher librarians may also provide support to teachers, administrators, and other staff by identifying instructional materials that will aid in the development of curriculum and instructional activities and by providing information about effective and ethical uses of school library services and equipment.

Program Evaluation

The Superintendent or designee shall annually assess and report to the Board regarding the condition and use of school libraries. The assessment shall evaluate, at a minimum:

1. Access of students and staff to school libraries during school hours and, as appropriate, access outside the school day
2. The process and frequency by which students are allowed to check out library materials
3. Staffing levels, qualifications, and number of hours worked
4. The quality of the collection at each library, including, but not limited to, the total number of books in the collection, number of books per student, amount expended during the year for the purchase of new resources, and the number of resources discarded and added during the year
5. Any special programs offered at the school to encourage reading and/or library use

6. The adequacy of the facility space and equipment designated for the school library
7. The source(s) and adequacy of funding for school libraries

The district shall, on or before August 31 each year, report to the CDE on the condition of its school libraries for the preceding year ending June 30.

Legal Reference:

EDUCATION CODE

1703 Coordination of district library services by county superintendent

1770-1775 Provision of library services by county superintendent

18100-18203 School libraries

18300-18571 Union high school district/unified school district library district

19335-19336 Reading Initiative Program; recommended books

35021 Volunteer aides

44868-44869 Qualifications and employment of library media teachers

45340-45349 Instructional aides

CODE OF REGULATIONS, TITLE 5

16040-16043 School libraries

80023-80023.2 Emergency permits, general requirements

80024.6 Emergency teacher librarian services permit

80026-80026.6 Emergency permits

80053-80053.1 Teacher librarian services credential

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

BP 6174

Instruction

The Governing Board intends to provide English learners with challenging curriculum and instruction ~~maximize the attainment of high levels of proficiency in English, advance multilingual capabilities, and facilitate that develop proficiency in English as rapidly and effectively as possible while facilitating student achievement in the~~ District's regular course of study.

~~The District shall identify in its local control and accountability plan (LCAP) specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.~~

~~Education Code 60211 authorizes the SDE to adopt K-8 instructional materials aligned to the state English language development standards.~~

English learners shall be provided ~~differentiated~~ English language development instruction which is targeted to their English proficiency level. Such instruction shall be based on sound instructional theory, be aligned with state content standards, emphasize inquiry-based learning and critical thinking skills, and be integrated across all subject areas. ~~and aligned with the state content standards and curriculum framework. The District's program shall be based on sound instructional theory, use standards-aligned instructional materials, and assist students in accessing the full educational program.~~

No middle or high school student who is an English learner shall be denied enrollment in any of the following:

1. Courses in the core curriculum areas of reading/language arts, mathematics, science, and history-social science, courses required to meet state and local high school graduation requirements, or courses required for middle school grade promotion

However, an English learner may be denied participation in any such course if the student has been enrolled in a school in the United States for less than 12 months or is enrolled in a program designed to develop the basic English skills of newly arrived immigrant students, and the course of study provided to the student is designed to remedy academic deficits incurred during participation and to enable

the student to attain parity of participation in the standard instructional program within a reasonable length of time after the student enters the school system.

2. A full course load of courses specified in item #1 above
3. Other courses that meet the "a-g" course requirements for college admission or are advanced courses such as honors or Advanced Placement courses, on the sole basis of the student's classification as an English learner

The district shall identify in its local control and accountability plan (LCAP) specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.

~~The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.~~

~~The Superintendent or designee shall provide to teachers, administrators, and other school staff research-based professional development that is designed to improve the instruction and assessment of English learners and enhance staff's ability to understand and use curricula, assessment, and instructional strategies for English learners.~~

The Superintendent or designee shall encourage parent/guardian and community involvement in the development, ~~implementation,~~ and evaluation of **programs for English learners.** ~~language development programs. In addition, to support students' English language development,~~ The Superintendent or designee may also provide an **English development** ~~adult~~ literacy training program ~~that leads to English fluency~~ for parents/guardians and community members **so that they may better support students' English language development.**

Staff Qualifications and Training

The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

The district shall provide effective professional development to teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), administrators, and other school or community-based organization personnel to improve the instruction and assessment of English learners and enhance staff's ability to understand and use curricula, assessment, and instructional strategies for English learners. Such professional development shall be of sufficient intensity and duration to produce a positive and lasting impact on teachers' performance in the classroom. ~~(20 USC 6825)~~

Identification and Assessment

The Superintendent or designee shall maintain procedures for the early identification of English learners and an assessment of their proficiency using the state's English Language Proficiency Assessments for California (ELPAC). To oversee test administration, the Superintendent or designee shall annually designate a district ELPAC coordinator and a site coordinator for each test site in accordance with 5 CCR 11518.40-11518.45. ~~which provide for the accurate identification of English learners and an assessment of their proficiency and needs in the areas of listening, speaking, reading, and writing in English.~~

Once identified as an English learner, a student shall be annually assessed for language proficiency until the student ~~he/she~~ is reclassified based on criteria specified in the accompanying administrative regulation.

English learners' academic achievement in English language arts, mathematics, science, and any additional subject required by law shall be assessed using the California Assessment of Student Performance and Progress. As necessary, the test shall be administered with allowable testing variations in accordance with 5 CCR 853.5 and 853.7. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law.

Language Acquisition Programs

The district shall offer research-based language acquisition programs that are designed to ensure English acquisition as rapidly and as effectively as possible and that provide instruction to students on the state-adopted academic content standards, including the English language development standards.

At a minimum, the district shall offer a structured English immersion program which includes designated and integrated English language development. In the structured English immersion program, nearly all of the classroom instruction shall be provided in English, but with the curriculum and presentation designed for students who are learning English.

~~Placement of English Learners~~



~~Students who are English learners shall be educated through "structured English immersion" (also known as "sheltered English immersion"), as defined in law and the accompanying administrative regulation, for a temporary transition period not normally intended to exceed~~

~~one year. Nearly all of the classroom instruction in the District's structured English immersion program shall be in English, but with the curriculum and presentation designed for students who are learning the language.¶~~

~~¶~~ ~~"Nearly all,"~~ For the purpose of determining the amount of instruction to be conducted in English in the structured English immersion program, "nearly all" means that all classroom instruction shall be conducted in English except for clarification, explanation, and support as needed.

The district's language acquisition programs for grades K-3 shall comply with class size requirements specified in Education Code 42238.02.

In establishing the district's language acquisition programs, the Superintendent or designee shall consult with parents/guardians and the community during the LCAP development process. The Superintendent or designee shall also consult with administrators, teachers, and other personnel with appropriate authorizations and experience in establishing a language acquisition program.

At the beginning of each school year or upon a student's enrollment, parents/guardians shall be provided information on the type(s) of language acquisition program(s) available to students enrolled in the district, including, but not limited to, a description of each program, the process to be followed in making a program selection, identification of any language to be taught in addition to English when the program includes instruction in another language, and the process to request establishment of a language acquisition program.

~~When an English learner has acquired a reasonable level of English proficiency as measured by any of the state designated assessments approved by the California Department of Education, any District assessments, and/or other criteria adopted by the Board, he/she shall be transferred from a structured English immersion classroom to an English language mainstream classroom in which the instruction is overwhelmingly in English.¶~~

~~¶~~

~~An English learner has acquired a "reasonable level of English proficiency" when he/she has achieved the following:¶~~

- ~~1. Assessment of English language proficiency using an objective assessment instrument, including but not limited to, the state test of English language development.¶~~
- ~~2. Teacher evaluation, including but not limited to, a review of the student's curriculum mastery.¶~~
- ~~3. Parent opinion and consultation.¶~~
- ~~4. A comparison of student performance on an objective District assessment in Language Arts, which may include District benchmarks or other District common assessments.¶~~

~~¶~~

~~At any time during the school year, the parent/guardian of an English learner may have his/her child moved into an English language mainstream program. ¶~~

~~¶~~

~~Parental Exception Waivers ¶~~

~~¶~~

~~When allowed by law, the parent/guardian of an English learner may submit a request that his/her child be exempted from placement in a structured English immersion program and instead be placed in a class where he/she is taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. ¶~~

~~¶~~

~~Each waiver request shall be considered on its individual merits with deference given to the parent/guardian's preference for student placement. ¶~~

~~¶~~

~~A waiver request shall be granted in accordance with law unless the principal and educational staff have determined that an alternative program would not be better suited to the student's overall educational development. ¶~~

~~¶~~

~~If the Superintendent or designee denies the waiver request, he/she shall provide a written justification to the parent/guardian describing the reasons for the denial. A parent/guardian may appeal the decision in writing to the Board. The Board may consider the matter at its next regular Board meeting. The Board may decide not to hear the appeal, in which case the Superintendent's decision shall be final. If the Board hears the appeal, the Superintendent shall send the Board's decision to the parent/guardian within seven working days. ¶~~

Reclassification

When an English learner is determined based on state and district reclassification criteria to have acquired a reasonable level of English proficiency pursuant to Education Code 313 and 52164.6, or upon request by the student's parent/guardian, the student shall be transferred from a language acquisition program into an English language mainstream classroom.

Program Evaluation

To evaluate the effectiveness of the District's educational program for English learners, the Superintendent or designee shall report to the Board, at least annually, regarding:

1. Progress of English learners towards proficiency in English

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2. The number and percentage of English learners reclassified as fluent English proficient
3. The number and percentage of English learners who are or are at risk of being classified as long-term English learners in accordance with Education Code 313.1
4. The achievement of English learners on standards-based tests in core curricular areas
5. Progress toward any other goals for English learners identified in the District's LCAP
6. A comparison of current data with data from at least the previous year in regards to items #1-3 above.

The Superintendent or designee also shall provide the Board with regular reports from any District or schoolwide English learner advisory committees.

Legal Reference:

EDUCATION CODE

300-340 English language education

305-310 Language acquisition programs

313-313.5 Assessment of English proficiency

430-446 English Learner and Immigrant Pupil Federal Conformity Act

33050 State Board of Education waiver authority

42238.02-42238.03 Local control funding formula

44253.1-44253.11 Qualifications for teaching English learners

48980 Parental notifications

48985 Notices to parents in language other than English

52052 ~~Academic Performance Index~~ Accountability; numerically significant student subgroups

52060-52077 Local control and accountability plan

~~52130-52135 Impacted Languages Act of 1984~~

52160-52178 Bilingual Bicultural Act

60603 Definition, recently arrived English learner

60640 California Assessment of Student Performance and Progress

~~60200.7 Suspension of state instructional materials adoptions~~

~~60605.87 Supplemental instructional materials, English language development~~

60640 California Assessment of Student Performance and Progress

60810-60812 Assessment of language development

62005.5 Continuation of advisory committee after program sunsets

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Date Policy Adopted by the Board: January 26, 2016

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

SUPPLEMENTAL INSTRUCTION

BP 6179

Instruction

The Governing Board recognizes that high-quality supplemental instruction can motivate and support students to attain grade-level academic standards, overcome academic deficiencies, and/or acquire critical skills. The district shall offer programs of direct, systematic, and intensive supplemental instruction to meet student needs. Supplemental instruction shall be offered in accordance with law and may be used to assist the district in meeting its goals for student achievement.

Supplemental instruction may be offered during and outside the regular school day, including during the summer, before school, after school, on Saturday, and/or during intersessions. When supplemental instruction is offered during the regular school day, it shall not supplant the student's instruction in the core curriculum areas or physical education.

As appropriate, supplemental instruction may be provided through a classroom setting, individual or small group instruction, technology-based instruction, and/or an arrangement with a community or other external service provider.

When determined to be necessary by the principal or designee ~~and when written parent/guardian consent is obtained for the student's participation~~, a student may be required to participate in supplemental instruction outside the regular school day. ~~In such cases, written parent/guardian consent shall be obtained for the student's participation.~~

Supplemental instruction shall be offered to students ~~in grades 2-9 who have been retained or~~ are recommended for retention, ~~or are identified as being at risk for retention~~, at their current grade level.

~~The district shall offer alternative supports designed to increase the academic achievement of socioeconomically disadvantaged students attending schools identified by the California Department of Education for program improvement for two or more consecutive years.¶~~

In addition, supplemental instruction may be offered to:

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~~Students who are identified as being at risk for retention based on state assessment results, grades, or other indicators~~

1. Students who demonstrate academic deficiencies that may jeopardize their attainment of academic standards
2. High school students who need support to successfully complete courses required for graduation

~~High school students who need support to successfully complete courses required for graduation~~

Legal Reference:

EDUCATION CODE

37200-37202 School calendar

37223 Weekend classes

~~37254.1 Supplemental instruction, summer school~~

42238.01-42238.5 ~~42238.07~~ Local control funding formula

46100 Length of school day

48070-48070.6 ~~48070.6~~ Promotion and retention

48200 Compulsory education

48985 Translation of notices

51210-51212 Courses of study, elementary schools

51220-51228 Courses of study, secondary schools

52060-52077 Local control and accountability plan

60603 Definitions, core curriculum areas

60640-60649 California Assessment of Student Performance and Progress

~~60859 High school exit examination, especially: Suspension of high school exit examination~~

Date Policy Adopted: November 14, 2017

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

CONFLICT OF INTEREST

BB 9270

Board Bylaws

The Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision.

The Board shall adopt a resolution that specifies the terms of the district's conflict of interest code, the district's designated positions, and the disclosure categories required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code and submit any changes to the code reviewing body.

When a change in the district's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days.

When reviewing and preparing the district's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views.

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A Board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or district employment.

Conflict of Interest under the Political Reform Act

A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use their official position to influence a governmental decision in which he/she knows or has reason to know that they have a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the Board member's or designated employee's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the Board member's or designated employee's participation is legally required

A Board member or designated employee makes a governmental decision when, acting within the authority of their office or position, they vote on a matter, appoints a person, obligates or commits the district to any course of action, or enters into any contractual agreement on behalf of the district.

A Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the Board shall abstain from voting on the matter. They may remain on the dais, but their presence shall not be counted towards achieving a quorum for that matter. A Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue.

Additional Requirements for Boards that Manage Public Investments

A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following:

1. Publicly identify each financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
2. Recuse themselves from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. The Board member shall not be counted toward achieving a quorum while the item is discussed.

However, the Board member may speak on the issue during the time that the general public speaks on it and may leave the dais to speak from the same area as members of the public. They may listen to the public discussion of the matter with members of the public.

3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters.

If the item is on the consent calendar, the Board member must recuse themselves from discussing or voting on that matter, but the Board member is not required to leave the room during consideration of the consent calendar.

4. If the Board's decision is made during closed session, disclose their interest orally during the open session preceding the closed session. This disclosure shall be limited to a declaration that their recusal is because of a conflict of interest pursuant to Government Code 87100. They shall not be present when the item is considered in closed session and shall not knowingly obtain or review a recording or any other nonpublic information regarding the Board's decision.

Conflict of Interest under Government Code 1090

Board members, employees, or district consultants shall not be financially interested in any contract made by the Board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest, the district is barred from entering into the contract.

A Board member shall not be considered to be financially interested in a contract if their interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a district employee for at least one year prior to the Board member's election or appointment.

A Board member shall not be considered to be financially interested in a contract if they have only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract.

Even if there is not a prohibited conflict of interest, a Board member shall abstain from voting on personnel matters that uniquely affect their relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which their relative belongs. Relative means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree.

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

Common Law Doctrine Against Conflict of Interest

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with their official duties.

Rule of Necessity or Legally Required Participation

On a case-by-case basis and upon advice of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18708.

Incompatible Offices and Activities

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the district.

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value.

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Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the district for Board members and designated employees.

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law.

The term honorarium does not include:

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches.
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes.

APPENDIX

Disclosure Categories

1. Category 1: A person designated Category 1 shall disclose:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.
2. Category 2: A person designated Category 2 shall disclose:
 - a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.
 - b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is their entire school.

Designated Positions

Designated Position and Disclosure Category

Title	Category
Governing Board Members	1
Superintendent of Schools	1
Deputy Superintendent	1
Assistant Superintendents	1
Directors	2
Principals	2
Assistant Principals	2
Chief Technology Officer	2
School Psychologist	2

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code. A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to:

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18704, subsections (a) and (b), or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code.

Legal Reference:

EDUCATION CODE

1006 Qualifications for holding office

35107 School district employees

35230-35240 Corrupt practices, especially:

35233 Prohibitions applicable to members of governing boards

41000-41003 Moneys received by school districts

FAMILY CODE

297.5 Rights, protections, and benefits of registered domestic partners

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers

1125-1129 Incompatible activities

81000-91014 Political Reform Act of 1974, especially:

82011 Code reviewing body

87100-87103.6 General prohibitions

87200-87210 Disclosure

87300-87313 Conflict of interest code

87500 Statements of economic interests

89501-89503 Honoraria and gifts

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91000-91014 Enforcement

Date Bylaw Adopted By the Board: June 10, 2014
Revised: March 12, 2019
Revised:

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

MEETINGS AND NOTICES

BB 9320

Board Bylaws

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings to discuss confidential matters only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws and policies, ~~and administrative regulations.~~

A Board meeting exists whenever a majority of Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the Board or district.

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members.

In order to help ensure participation in the meeting by disabled individuals, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act

Meeting notices and agendas shall specify that any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee.

Each agenda shall also list the address(es) designated by the Superintendent or designee for public inspection of agenda documents that are distributed to the Board less than 72 hours before the meeting.

Regular Meetings

The Board shall hold one or two regular meeting(s) each month. Regular meetings shall be held at 6:00 p.m., generally on the second and/or fourth Tuesday of the month; however, only one regularly scheduled meeting will be held in the months of July, August, November, December, February, and April. Meetings will be held at the Laguna Beach Unified School District Board Room, 550 Blumont, Laguna Beach, California.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public.

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members.

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting.

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes.

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration.

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting.

An emergency situation means either of the following:

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board
2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time he/she notifies the other members of the Board about the meeting.

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The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible.

Adjourned/Continued Meetings

A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings.

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held.

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program:

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board provided that the

Board members who are not members of the standing committee attend only as observers. Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act.

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility which is inaccessible to disabled persons or where members of the public must make a payment or purchase in order to be admitted.

Meetings shall be held within district boundaries, except to do any of the following:

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication.

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video.

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The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call.

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries.

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

Legal Reference:

EDUCATION CODE

35140 Time and place of meetings

35143 Annual organizational meeting, date, and notice

35144 Special meeting

35145 Public meetings

35145.5 Agenda; public participation; regulations

35146 Closed sessions

35147 Open meeting law exceptions and applications

GOVERNMENT CODE

11135 State programs and activities, discrimination

54950-54963 The Ralph M. Brown Act, especially:

54953 Meetings to be open and public; attendance

54954 Time and place of regular meetings

Date adopted by the Board: June 10, 2014

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

CLOSED SESSION PURPOSES AND AGENDAS

BB 9321

Board Bylaws

The Governing Board is committed to complying with state open meeting laws and modeling transparency in its conduct of district business. The Board shall hold closed sessions ~~only for purposes authorized by law. A closed session may be held during a regular, special, or emergency meeting~~ **for purposes authorized by** ~~in accordance with~~ law.

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law **and specified below.**

In the open session preceding the closed session, the Board shall disclose the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement.

After the closed session, the Board shall reconvene in open session before adjourning the meeting, and when ~~applicable~~ **required by law**, shall **publicly** disclose any action taken in the closed session, **the votes or abstentions thereon, and other disclosures specified below that are applicable to the matter being addressed.** ~~in the manner prescribed by Government Code 54957.1.~~

When an action taken during a closed session involves final approval or adoption of a document such as a contract or settlement agreement, the Superintendent or designee shall provide a copy of the document to any person present at the conclusion of the closed session who submitted a written request. If the action taken results in one or more substantive amendments, the Superintendent or designee shall make the document available the next business day or when the necessary retyping is completed. Whenever copies of an approved agreement will not be immediately released due to an amendment, the Board president shall orally summarize the substance of the amendment for those present at the end of the closed session.

Confidentiality

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed.

In accordance with law, a Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information.

Personnel Matters

The Board may hold a closed session under the "personnel exception" to consider the appointment, employment, evaluation of performance, discipline, or dismissal of an employee. Such a closed session shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline.

The Board may also hold a closed session to **conduct a hearing on** ~~hear~~ complaints or charges brought against an employee by another person or employee, unless the employee requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of their right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session.

~~The Board may hold a closed session to discuss a district employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan.~~

Agenda items related to district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal, or release require no additional information.

After the closed session, the Board shall report any action taken to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a district employee and shall identify the title of the affected position. The report shall be given at the public meeting during which the closed session is held, except that the report of a dismissal or nonrenewal of an employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted.

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act:

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting, or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

The Board may meet in closed session to review the Board's position and/or instruct its designated representative regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees. Prior to the closed session, the Board shall identify its designated representative in open session. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative.

The Board may meet in closed session, **prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees**, to review the Board's position and/or instruct its designated representative(s) regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, **and, for represented employees, any other matter within the statutorily provided scope of representation**. Prior to the closed session, the Board shall identify its designated representative in open session. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. **Final action on the proposed compensation of one or more unrepresented employees shall not be taken in closed session.**

~~Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees.~~

~~For represented employees, the Board may also meet in closed session regarding any other matter within the statutorily provided scope of representation.~~

The Board also may meet in closed session with a state conciliator or mediator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations.

Approval of an agreement regarding labor negotiations with represented employees pursuant to Government Code 54957.6 shall be reported after the agreement is final and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation.

Matters Related to Students

If a public hearing would lead to the disclosure of confidential student information, the Board shall meet in closed session to consider a suspension, disciplinary action, any other action against a student except expulsion, or a challenge to a student record. If a written request for open session is received from the parent/guardian or adult student, the meeting shall be public, except that any discussion at that meeting which may be in conflict with the right to privacy of any student other than the student requesting the public meeting shall be in closed session.

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled.

~~The Board shall meet in closed session to address any student matter that may involve disclosure of confidential student information, or to consider a suspension, disciplinary action, or any other action against a student except expulsion. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student.~~

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing" or "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Security Matters

The Board may meet in closed session with the Governor, Attorney General, district attorney, district legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. **Such discussions may be held in closed session during an emergency meeting called pursuant to Government Code 54956.5 if agreed to by a two-thirds vote of the Board members present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present.**

Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult.

~~The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes~~

~~specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present.~~

The Board may meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. Following the closed session, the Board shall report any action taken to approve the plan, but need not disclose the district's plan for tactical responses.

~~Conference with Real Property Negotiator~~ Negotiations

The Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the district in order to grant its negotiator authority regarding the price and terms of payment for the property.

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s) and the property under negotiation and to specify the person(s) with whom the negotiator may negotiate. For purposes of real property transactions, negotiators may include members of the Board.

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both.

When the Board approves a final agreement concluding real estate negotiations pursuant to Government Code 54956.8, it shall report that approval and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party to the negotiations, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval.

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding pending litigation when a discussion of the matter in open session would prejudice the district's position in the litigation. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator.

Litigation is considered "pending" in any of the following circumstances:

1. Litigation to which the district is a "party" has been initiated formally.

2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel regarding the "existing facts and circumstances," there is a "significant exposure to litigation" against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized.

Existing facts and circumstances for these purposes are limited to the following:

- a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.
 - b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiffs and which must be publicly disclosed before the closed session or specified on the agenda.
 - c. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.
 - d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.
 - e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on their behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.
3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation.

Before holding a closed session pursuant to the pending litigation exception, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage.

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation."

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations.

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(c) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above.

Following the closed session, the Board shall publicly report, as applicable:

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.
2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that the action, defendants, and other details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.
3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

If approval is given to legal counsel to settle pending litigation but final approval rests with the other party or with the court, the district shall report the fact of approval and the substance of the agreement thereon to persons who inquire once the settlement is final.

Joint Powers Agency Issues

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member.

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made.

Following the closed session, the Board shall publicly report the disposition of joint powers agency or self-insurance claims, including the name of the claimant(s), the name of the agency claimed against, the substance of the claim, and the monetary settlement agreed upon by the claimant.

When the board of the JPA has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the JPA. During the Board's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session

of the JPA to fellow Board members.

The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district.

Closed session agenda items related to conferences involving a JPA shall specify the closed session description used by the JPA and the name of the Board member representing the district on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included.

Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office, the Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law.

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office."

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review.

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Following the closed session, the Board shall confirm that the assessment instruments were reviewed. Any actions related to the review shall be taken in open session without revealing any proprietary or confidential information and shall be a matter of public record.

Legal Reference:

EDUCATION CODE

32281 School safety plans

35145 Public meetings

35146 Closed session (re student suspension)

44929.21 Districts with ADA of 250 or more

48912 Governing board suspension

48918 Rules governing expulsion procedures; hearings and notice

49070 Challenging content of students records

49073-49079 Privacy of student records

60617 Meetings of governing board

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

6252-6270 California Public Records Act

54950-54963 The Ralph M. Brown Act

CALIFORNIA CONSTITUTION

Article 1, Section 3 Public right to access information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.8 Family Educational Rights and Privacy

COURT DECISIONS

Moreno v. City of King, (2005) 127 Cal.App.4th 17

Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners, (2003) 107 Cal.App.4th 860

Rim of the World Unified School District v. San Bernardino County Superior Court, (2002) 104 Cal.App.4th 1393

Bell v. Vista Unified School District, (2000) 82 Cal.App. 4th 672

Fischer v. Los Angeles Unified School District, (1999) 70 Cal.App. 4th 87

Kleitman v. Superior Court of Santa Clara County, (1999) 87 Cal Rptr. 2d

Furtado v. Sierra Community College District, (1998) 68 Cal.App. 4th 876

Roberts v. City of Palmdale, (1993) 5 Cal. 4th 363

San Diego Union v. City Council, (1983) 146 Cal.App.3d 947

Sacramento Newspaper Guild v. Sacramento County Board of Supervisors, (1968) 263 Cal.App. 2d 41

ATTORNEY GENERAL OPINIONS

94 Ops.Cal.Atty.Gen. 82 (2011)

89 Ops.Cal.Atty.Gen. 110 (2006)

86 Ops.Cal.Atty.Gen. 210 (2003)

78 Ops.Cal.Atty.Gen. 218 (1995)

59 Ops.Cal.Atty.Gen. 532 (1976)

57 Ops.Cal.Atty.Gen. 209 (1974)

Date Bylaw Adopted by the Board: March 24, 2015

Revised: January 24, 2017

Revised:

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

CLOSED SESSION ACTIONS AND REPORTS

DELETE

BB 9321.1

Board Bylaws

No matters other than those announced in open session shall be acted upon during the closed session.

The Board shall reconvene in open session before adjourning and report closed session actions, the votes or abstentions thereon, and other disclosures required by Government Code 54957.1. These disclosures may be made at the location announced in the agenda for the closed session, as long as the public is allowed to be present at that location for the purpose of hearing them.

Personnel Matters

The Board shall report any personnel action taken and the votes or abstentions thereon at the public meeting during which the closed session is held. This report shall identify the title of the position. However, the report of a dismissal or nonrenewal of an employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted.

Negotiations/Collective Bargaining

Final action on the proposed compensation of one or more unrepresented employees shall not be taken during the closed session.

Approval of an agreement concluding closed session labor negotiations with represented employees shall be reported after the agreement is final and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation.

Student Matters

Actions related to student matters shall be taken in open session and shall be a matter of public record. No information shall be released in violation of student privacy rights provided in law.

In an expulsion action, the student's name shall not be disclosed, but the cause for the expulsion shall be disclosed in open session.

Real Estate Negotiations

Approval of an agreement concluding real estate negotiations shall be reported after the agreement is final. If the Board renders the agreement final, it shall report that approval, the votes or abstentions thereon, and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval.

Pending Litigation

The Board shall report the following actions related to pending litigation, and the votes or abstentions thereon, at the public meeting during which the closed session is held:

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.
2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.
3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

If approval is given to legal counsel to settle pending litigation and if final approval rests with the other party or with the court, the district shall report the fact of approval, the substance of the agreement and the vote and abstentions thereon to persons who inquire once the settlement is final.

JPA/Self-Insurance Claims

The Board shall report the disposition of joint powers authority or self-insurance claims and the votes or abstentions thereon at the public meeting during which the closed session is held. This report shall include the name of the claimant(s), the name of the agency claimed against, the substance of the claim and the monetary settlement agreed upon by the claimant.

Review of Assessment Instruments

At the public meeting during which the Board holds a closed session to review student assessment instruments, the Board shall confirm that this review was made. Any actions related

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First Read December 17, 2019

to the review shall be taken in open session without revealing any proprietary or confidential information and shall be a matter of public record.

Legal Reference:

EDUCATION CODE

35145 Public meetings

35146 Closed session (re student matters)

48918 Rules governing expulsion procedures; hearings and notice

49073-49079 Privacy of student records

60617 Meetings of governing board

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act, especially:

54957.1 Closed sessions; public report of action taken

54957.6 Closed sessions; representatives to employee organization(s)

54957.7 Disclosure of items to be discussed

Date Board Bylaw Adopted by Board: March 24, 2015

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

AGENDA/MEETING MATERIALS

BB 9322

Board Bylaws

Agenda Content

Governing Board meeting agendas shall reflect the district's vision and goals and the Board's focus on student learning.

Each agenda shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session.

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. However, the agenda need not provide an opportunity for public comment when the agenda item has previously been considered at an open meeting of a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item at that meeting and that the item has not been substantially changed since the committee considered it.

The agenda for a regular Board meeting shall also provide members of the public an opportunity to provide comment on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board.

Each agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of documents related to an open session item that have been distributed to the Board less than 72 hours before the meeting.

The agenda shall include information regarding how, when, and to whom a request should be made if an individual requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting.

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the Superintendent or designee with supporting documents and information, if any., ~~at least two weeks before the scheduled meeting date. Items submitted less than two weeks before the scheduled meeting date will be considered for placement on the agenda at a later meeting. may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.~~

The Board president and Superintendent shall decide whether a request from a member of the public is within the subject matter jurisdiction of the Board. Items not within the subject matter

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jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation.

If the Board president and Superintendent deny a request from a Board member to place an item on the agenda, the Board member may request the Board to take action to determine whether the item shall be placed on the agenda.

The Board president and Superintendent shall **also** decide whether an agenda item is appropriate for discussion in open or closed session and whether the item should be an action item subject to Board vote or an information item that does not require immediate action.

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered.

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda.

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

Agenda Dissemination to Board Members

At least 72 hours before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, and others; and other available documents pertinent to the meeting.

When special meetings are called, **Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted.**

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee **to ask questions and/or request additional information on agenda items. However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.**

Agenda Dissemination to Members of the Public

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. Only those documents which are disclosable public records under the Public Records Act and which relate to an agenda item scheduled for the open session portion of a regular meeting shall be made available to the public.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public.

In addition, the Superintendent or designee shall post the agenda on the homepage of the district web site. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the district's agenda management platform in accordance with Government Code 54954.2. When the district utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the web site with the district's agendas, and the current agenda shall be the first available.

If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board.

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first.

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year.

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act.

Legal Reference:

EDUCATION CODE

35144 Special meetings

35145 Public meetings

35145.5 Right of public to place matters on agenda

GOVERNMENT CODE

6250-6270 Public Records Act

53635.7 Separate item of business

54954.1 Mailed agenda of meeting

54954.2 Agenda posting requirements; board actions

54954.3 Opportunity for public to address legislative body

54954.5 Closed session item descriptions

54956.5 Emergency meetings

54957.5 Availability of public records

54960.2 Challenging board actions; cease and desist

UNITED STATES CODE, TITLE 42

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First Read December 17, 2019

12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229

Caldwell v. Roseville Joint Union High School District, 2007 U.S. Dist. LEXIS 66318

ATTORNEY GENERAL OPINIONS

99 Ops. Cal. Atty. Gen. 11 (2016)

78 Ops.Cal.Atty.Gen. 327 (1995)

Date Board Bylaw Adopted by Board: March 24, 2015

Revised:

ANNUAL ORGANIZATIONAL MEETING

Education Code Section 35143 requires the governing board of each school district to hold an annual organizational meeting and election within a prescribed 15-day period. For 2019, the 15-day period is from December 6 through December 20. Laguna Beach Unified School District Board Bylaw 9100 also specifies that the Board shall hold an annual organizational meeting and elect its slate of officers.

The Superintendent will conduct nominations and election of the Board President.

A. Election of Board President

Call for nominations for the position of President of the Board of Education

Upon election, the Superintendent will turn the meeting over to the new Board President who will continue with elections and appointments, and conduct the balance of the meeting. Mrs. Vickers served as President during 2019.

B. Election of Board Clerk

Call for nominations for the position of Clerk of the Board of Education. Mrs. Normandin served as clerk during 2019.

C. Appointment of Secretary to the Board of Education

Per Board Bylaw 9100, the Secretary to the Board of Education shall be appointed at the Annual Organizational Meeting and Board Bylaw 9006 designates the Superintendent as the Secretary to the Board.

D. Appointment of Board Representatives to the Following Groups:

1. District Representative for Orange County Nominating Committee and Orange County School Boards Association (1 Representative, 1 Alternate)
2019 Representatives were Mrs. Peggy Wolff and Alternate Dr. Jim Kelly
2. Laguna Beach Council of PTAs (1 Representative, 1 Alternate)
2019 Representatives were Mrs. Jan Vickers and Alternate Mrs. Peggy Wolff
3. Laguna Beach Education Foundation School Power (1 Representative, 1 Alternate)
2019 Representatives were Mrs. Peggy Wolff and Alternate Mrs. Dee Perry
4. Laguna Beach Education Foundation School Power Endowment
(1 Representative, 1 Alternate)
2019 Representatives were Mrs. Dee Perry and Alternate Dr. Jim Kelly
5. Community Coalition (1 Representative, 1 Alternate)
2019 Representatives were Mrs. Carol Normandin and Alternate Mrs. Dee Perry
6. College and Career Readiness (CCA) (2 Representatives, 1 Alternate)
At the November 12, 2019 Board meeting, Mrs. Vickers and Mrs. Perry were appointed representatives and Mrs. Wolff was appointed as the alternate.

The Board President and Superintendent are ex-officio members of all committees. Board members will be advised of the Ralph M. Brown Act restrictions regarding participation on various types of committees. (Government Code Section 54954 and SB 139 amendments).

E. Setting Meeting Dates, Time and Place for 2020

Listed below are two schedules for potential Regular Meeting dates for the Board of Education to review and discuss for 2020. The Board shall decide by a majority vote which schedule to adopt. These meetings will be held at a time to be determined by the Board of Education.

Day and Date	Meeting Type
Wednesday, January 15	Business Meeting
Tuesday, January 28	Joint Meeting with the City of LB and Study Session
Wednesday, February 12	Business Meeting
Wednesday, March 11	Business Meeting
Wednesday, March 25	Study Session
Wednesday, April 15	Business Meeting
Wednesday, May 6	Study Session
Wednesday, May 20	Business Meeting
Wednesday, June 3	Business Meeting
Wednesday, June 17	Business Meeting
Wednesday, July 22	Business Meeting
Wednesday, August 19	Business Meeting
Wednesday, September 2	Business Meeting
Wednesday, September 16	Study Session
Wednesday, October 7	Business Meeting
Wednesday, October 21	Study Session
Wednesday, November 18	Business Meeting
Wednesday, December 16	Business Meeting and Annual Organizational Meeting

OR

Day and Date	Meeting Type
Thursday, January 16	Business Meeting
Tuesday, January 28	Joint Meeting with the City of LB and Study Session
Thursday, February 13	Business Meeting
Thursday, March 12	Business Meeting
Thursday, March 26	Study Session
Thursday, April 16	Business Meeting
Thursday, May 7	Study Session
Thursday, May 21	Business Meeting
Thursday, June 4	Business Meeting
Thursday, June 18	Business Meeting
Thursday, July 23	Business Meeting
Thursday, August 20	Business Meeting
Thursday, September 3	Business Meeting
Thursday, September 17	Study Session
Thursday, October 8	Business Meeting
Thursday, October 22	Study Session
Thursday, November 19	Business Meeting
Thursday, December 17	Business Meeting and Annual Organizational Meeting

F. Annual Reminders

1. Aliso Property Option Reminder

The Board of Education is reminded that the District has the opportunity to purchase the Aliso School Property in the year 2041 for one dollar. This special note is to remain a part of all Annual Organizational meetings until said purchase option is exercised or expires. A one dollar (\$1) bill is on file in the Business Office as a reminder to future Boards of Education. This dollar bill may be used to exercise that option in 2041. The *First Amendment to the Option to Re-purchase*, effective December 11, 2012, enabled the District to establish a trust account that holds the deed to the property pursuant to any default by the current property owner. The District may record the deed by satisfying the existing loan upon any future default by the current owner.

2. Resolution No. 01-02 – Facilities Repair and Replacement Program

The Board of Education is reminded that by adoption of Resolution No. 01-02 on February 27, 2001, the intention and desire was to continue this program to ensure future repair and replacement of the District's facilities.