



LAGUNA BEACH
UNIFIED SCHOOL DISTRICT

**Regular Meeting
of the
Board of Education**

AGENDA

January 23, 2018

ADMINISTRATION

Jason Vilorio, Ed.D., Superintendent of Schools
Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services
Jeff Dixon, Assistant Superintendent, Business Services
Leisa Winston, Assistant Superintendent, Human Resources and
Public Communications

BOARD OF EDUCATION

Jan Vickers, President
Dee Perry, Clerk
Ketta Brown, Member
Carol Normandin, Member
Peggy Wolff, Member

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

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

January 23, 2018

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

AGENDA

RECORDING OF SCHOOL BOARD MEETINGS

Open Session School Board Meetings will be video recorded.

1. CALL TO ORDER

2. ROLL CALL TO ESTABLISH QUORUM

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

4. ADJOURN TO CLOSED SESSION

A. STUDENT DISCIPLINE – Case Number 02-2018-02

Education Code § 48915(c)(3) and § 48911

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Government Code §54957

C. CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION

(Govt. Code § 54956.9(d)(1))

(Student DOE v. Laguna Beach Unified School District, OC Superior Court Case No. 30-2017-00917965-CU-WM-CJC)

D. NEGOTIATIONS

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 |

5. CALL TO ORDER - REGULAR SESSION

6. PLEDGE OF ALLEGIANCE

7. REPORT ON CLOSED SESSION ACTION

8. ADOPTION OF AGENDA

9. RECOGNITIONS

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

11. REPORTS

- *Student Representative(s)*
- *LaBUFA Representative*
- *CSEA Representative*
- *Organizations – Boosters, PTA, SchoolPower*
- *Board Members*
- *Superintendent*
- *Cabinet Members*
- *Principal Report – Chris Duddy, El Morro Elementary School*

12. 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.

- a. Approval of Minutes
 - i. January 11, 2018 Special Meeting
 - ii. January 9, 2018 Regular Meeting
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Student Field Trip(s)
- e. Approval of Agreements for Contracted Services – Special Education
- f. Approval of Agreements and Contracts – Technology Services
- g. Approval/Ratification of Warrants #392661 through #392762 in the amount of \$580,330.71 Dates: 12/20/17 through 1/11/18
- h. Approval/Ratification of Certificated Payroll 6A in the Amount of \$2,257,206.38
Approval/Ratification of Classified Payroll 6B in the Amount of \$709,859.98
Approval/Ratification of Classified Payroll 6C in the Amount of \$8,790.83
- i. Authorization to Increase the Existing Contract with Nicole Miller & Associates, Inc., to Conduct Risk Management Investigations in an Amount Not-to-Exceed \$30,000

INFORMATION ITEMS

13. MONTHLY FINANCIAL UPDATE - DECEMBER

– Jeff Dixon, Assistant Superintendent, Business Services

Staff will present the Monthly Financial Update to the Board of Education.

ACTION ITEMS

14. SUPPORT FOR ASSEMBLY BILL 1743 - CAREER TECHNICAL EDUCATION INCENTIVE GRANT PROGRAM

– Jason Vilorio, Ed.D., Superintendent

Staff proposes the Board of Education support AB 1743 – Career Technical Education Incentive Grant Program and its goal of creating a continued funding source for California's Career Technical Education (CTE) programs. The College and Career Advantage Program, which Laguna Beach Unified School District is a partner in, serves 12,243 students in career technical education pathways.

15. APPROVAL OF CONTRACT WITH BARBER & GONZALES CONSULTING GROUP TO PROVIDE INTEREST-BASED BARGAINING (IBB) TRAINING AND FACILITATION FOR DISTRICT, CSEA, AND LABUFA LEADERSHIP AND NEGOTIATIONS TEAMS WITH A NOT-TO-EXCEED AMOUNT OF \$48,000

– Leisa Winston, Assistant Superintendent, Human Resources/ Public Communications

Staff proposes the Board of Education approve a contract with Barber & Gonzales Consulting to provide Interest-Based Bargaining (IBB) training and facilitation for Laguna Beach USD, CSEA, and LaBUFA leadership and negotiations teams with a not-to-exceed amount of \$48,000.

16. APPROVAL OF JOB DESCRIPTION: TEACHER ON SPECIAL ASSIGNMENT TOSA) – K-5 COMPUTER LITERACY

– Leisa Winston, Assistant Superintendent, Human Resources/ Public Communications

Staff recommends the Board of Education approve the job description of Teacher on Special Assignment (TOSA) – K-5 Computer Literacy.

17. APPROVAL OF JOB DESCRIPTION: DIGITAL LIBRARY AND MEDIA SPECIALIST

– Leisa Winston, Assistant Superintendent, Human Resources/ Public Communications

Staff recommends the Board of Education approve the job description of Digital Library and Media Specialist.

18. APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH MACMILLAN SPEAKERS BUREAU FOR CONSULTING SERVICES BY JULIE LYTHCOTT-HAIMS IN AN AMOUNT NOT-TO-EXCEED \$15,000.00, PLUS TRAVEL EXPENSES

– Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services

Staff proposes the Board of Education approve an Independent Contractor Agreement with MacMillan Speakers Bureau for consulting services by Julie Lythcott-Haims to be the keynote speaker at the district's first annual Parent Institute in Spring 2018. Ms. Lythcott-Haims is the author of the *New York Times* best-selling book *How to Raise an Adult: Break Free of the Overparenting Trap and Prepare Your Kid for Success* (2015) and *Real American: A Memoir* (2017).

19. BOARD MEMBER REQUESTS FOR ITEMS FOR NEXT MEETING, REQUESTS FOR INFORMATION, OR GENERAL COMMENTS

– Jan Vickers, President, Board of Education

20. ADJOURNMENT

– Jan Vickers, President, Board of Education

The next Regular Meeting of the Board of Education is **Tuesday, February 13, 2018, 6:00 PM**
at the Laguna Beach Unified School District Office Board Room
550 Blumont St., Laguna Beach, California

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

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

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

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

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

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

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

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

REASONABLE ACCOMMODATION

In accordance with the Americans with Disability Act, members of the public who require disability accommodation to participate in the meeting should contact the office of the Superintendent in writing at 550 Blumont Street, Laguna Beach, 92651 by noon on the Friday before the scheduled meeting.

Laguna Beach Unified School District

12.a.i. CONSENT/ACTION

January 23, 2018

Approval:

Minutes: January 11, 2018

Board of Education Minutes of Special Meeting January 11, 2018

Call to Order

The meeting was called to order at 8:00 a.m.

Roll Call to Establish Quorum

Roll call to establish Quorum:

Members Present: Jan Vickers
 Dee Perry – arrived at 8:01 a.m
 Ketta Brown
 Carol Normandin
 Peggy Wolff

Staff Present: Jason Vilorio, Ed.D., Superintendent
 Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services
 Amy Kernan, Director, Assessment and Accountability
 Victoria Webber, Executive Assistant

Pledge of Allegiance

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

Adoption of Agenda

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

Discussion: None

President Vickers called for the vote.

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

Public Comment (Items Not on the Agenda)

None.

Public Comment on Closed Session Agenda Item

None.

Adjourn to Closed Session

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

Discussion: None.

President Vickers called for the vote.

Motion carried by a vote of 4-0-1. Members Vickers, Brown, Normandin and Wolff voted yes to adjourn to closed session. Member Perry had not yet arrived.

The meeting adjourned to Closed Session at 8:02 a.m. to discuss

A. STUDENT DISCIPLINE

(Government Code §35146, §48912, §48918, and §49070)

Adjournment of Closed Session

Member Normandin moved adjournment of Closed Session. Member Brown seconded.

No discussion occurred. President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff, voted yes to adjourn. Closed Session was adjourned at 8:31 a.m.

Report Out of Closed Session

President Vickers reported on a motion by Member Brown and a second by Member Normandin, by a vote of 5-0, with all members voting yes, the Board of Education voted to approve the recommendation of the administrative hearing panel to expel student case number 02-2018-01, pursuant to Education Code § 48915 (a.1)(b), 48900 (b) and 48900 (h). The Board also approved the recommendation to suspend the expulsion pursuant to terms of the Findings of Fact and Recommendations of the administrative hearing panel.

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

Discussion: None

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff, voted yes to adjourn at 8:32 a.m.

Laguna Beach Unified School District

12.a.ii. CONSENT/ACTION

January 23, 2018

Approval:

Minutes: January 9, 2018

Board of Education Minutes of Regular Meeting January 9, 2018

Call to Order

The Regular Meeting of the Board of Education was called to order by President Vickers 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
 Dee Perry
 Ketta Brown
 Carol Normandin
 Peggy Wolff

Public Comment on Closed Session Items

There were no public comments.

Adjourn to Closed Session

Member Wolff moved to adjourn to Closed Session. Member Brown seconded. President Vickers called for the vote. Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn to Closed Session at 5:01 p.m. to discuss the following:

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Education Code §54957

B. NEGOTIATIONS

Government Code §54957.6

- i. Employee Organization: CSEA
- District Negotiator: Leisa Winston

C. CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION

(Govt. Code § 54956.9(d)(1))

(*Student DOE v. Laguna Beach Unified School District*, OC Superior Court Case No. 30-2017-00917965-CU-WM-CJC)

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

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn from Closed Session. The Board adjourned Closed Session at 5:58 p.m.

Present at Board Meeting

Members Present: Jan Vickers
Ketta Brown
Carol Normandin
Dee Perry
Peggy Wolff

Employee Group
Representatives: Mindy Hawkins, President, LaBUFA
Margaret Warder, President, CSEA

Staff: Jason Vilorio, Ed.D., Superintendent
Leisa Winston, Assistant Superintendent, Human Resources/Public
Communications
Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services
Jeff Dixon, Assistant Superintendent, Business Services
Victoria Webber, Executive Assistant
Mike Morrison, Chief Technology Officer
Amy Kernan, Director, Assessment & Accountability
Michael Keller, Ed.D., Director, Social Emotional Supports
Ryan Zajda, Director, Facilities
Anakaren Ureno, Public Relations Liaison
Chris Duddy, Principal, El Morro Elementary
Mike Conlon, Principal, Top of the World Elementary
Jenny Salberg, Principal, Thurston Middle School
Jason Allemann, Principal, Laguna Beach High School

Pledge of Allegiance

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

Report of Closed Session Action

President Vickers stated there was no report from Closed Session.

Adoption of Agenda

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

Discussion:

President Vickers called for the vote.

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

Public Comment (Non- Agenda Items)

There was no public comment.

Reports

LaBUFA Representative – Mindi Hawkins, LaBUFA President

- Students helped to distribute employee gifts

CSEA Representative – Margaret Warder, CSEA President

- CSEA Executive Officers will be installed January 10
- Attending insurance university in San Diego with Elizabeth Phillips

Board Members

Board members reported as follows:

Member Wolff

- Attended SchoolPower meeting in December; discussed dinner dance

Member Normandin

- Reported on highlights from December CSBA conference
 - New laws in human trafficking effective 2018, LBUSD teachers already complying
- Attended Social/Emotional stakeholder meeting in December

Member Brown

- Attended College and Career Advantage meeting. Shared the grant for funding is in its final stage.
 - The State Assembly will discuss the reissuance of a “need to support” CTE funding
 - The fall schedule has been published
 - Jan Vickers is Vice President of the CCA Board

Clerk Perry

- Attended SchoolPower meeting
- Attended Social/Emotional Stakeholder meeting

President Vickers

- No report

Superintendent Viloria

- Attended SchoolPower meeting
- Attended District Office Quarterly meeting
- Participated in interview process for the hiring of the new fire chief in Laguna Beach
- LCAP Survey is closed and the district has received preliminary information. There is a growth in the number of people responding to the survey
- Staff will bring a letter of support to the Board for approval for CTE pathways funding

Cabinet

Leisa Winston, Assistant Superintendent, Human Resources and Public Communications

- Thanked Board members for attending the Holiday Open House
 - Honored Teacher of the Year Laura Silver and Classified Employees of the Year Chris Landrum as well as classified employee category winners

Jeff Dixon, Assistant Superintendent, Business Services

- Kudos to Ryan Zajda for all the work done on facilities over the holiday break and for completion of the Facilities Inspection Tool

Alysia Odipo, Assistant Superintendent, Instructional Services

- DELAC meeting held – kudos to Debby Finnerty
- K-12 Dyslexia and Inquiry professional development held

CONSENT CALENDAR

Member Normandin moved approval of Consent Calendar items a – j. Member Brown seconded.

Public Comment: None

Discussion: None

- a. Approval of Minutes – December 12, 2017
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Field Trip(s)

- e. Approval of Agreements for Contracted Services – Special Education
- f. Approval of Agreements and Contracts – Technology Services
- g. Acceptance of Gifts-Checks Totaling \$307,807.00
- h. Approval/Ratification of Warrants #392428 through #392660 in the amount of \$923,498.96 Dates: 12/04/17 through 12/19/17
- i. Approval of Independent Contractor Agreement with Jennifer McCluan in an Amount Not-to-Exceed \$5,550.00
- j. Approval of Independent Contractor Agreement with Brian Shay in an Amount Not-to-Exceed \$3,200.00

Discussion: Mr. Dixon commented on the warrants.

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the consent calendar, items a – j.

INFORMATION ITEMS

Second Quarter Report of Uniform Complaints for the Williams Case Settlement

Mrs. Winston stated there were no Uniform Complaints under the Williams Case Settlement filed.

Report on Temporary Interfund Transfer of \$6,000,000 Initiated on September 14, 2017 was Returned to the Special Reserve for Non-Capital Outlay Fund (17) on December 20, 2017

Mr. Dixon shared that the first installment for property taxes had been received in December.

Monthly Financial Update - November

Mr. Dixon reviewed the net change in fund balance and ending fund balance.

Board member Brown asked for clarification on the money set aside for other post employment benefits (OPEB) and if the district was earning interest on those funds. Mr. Dixon answered yes.

ACTION ITEMS

Approval of Single Plans for Student Achievement – All Sites

Dr. Odipo introduced the item.

Public Comment: None

Board Member Questions: None

Member Brown moved to approval the Single Plans for Student Achievement – all sites. Member Normandin seconded.

Board Member Discussion: Board members appreciate the individualization and data provide for each plan.

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

Approval of Independent Contractor Agreement with Dr. Belinda Karge, Co-Teaching Expert at a Cost of \$8,384.85

Dr. Odipo introduced the item stating the agreement is for both professional development and coaching days.

Public Comment: None

Board Member Questions: Board members asked about the co-teaching model.

Member Brown moved approval of the Independent Contractor Agreement with Dr. Belinda Karge. Member Normandin seconded.

Board Member Discussion:

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

Approval of Memorandum of Understanding Between 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 2017-2018 School Year at a Cost Not-to-Exceed \$13,000

Dr. Odipo introduced the item and stated that 50% of the cost of \$13,000 would be reimbursed to the District. Staff hopes to begin the survey the week of January 29.

Member Normandin moved to approve the MOU between UC San Diego and Laguna Beach Unified School District. Member Brown seconded.

Discussion: Board members discussed the process of designing and proctoring with staff and asked clarifying questions.

President Vickers called for the vote.

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

Approval to Close Community Learning Center (CLC) Alternative Program Located at Top of the World Elementary School

Dr. Vilorio introduced the item reviewing the process of events over the past several months.

Member Normandin moved to approve closing the alternative program. Member Brown seconded.

President Vickers shared a discussion she had with former Board Member, Ron Chilcott, who had been instrumental in the formation of the CLC. The Board discussed keeping options open for potential alternative programs in future years

President Vickers called for the vote.

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

Approval of Employment Contracts for Assistant Superintendent, Business Services, Assistant Superintendent, Human Resources and Public Communications, and Assistant Superintendent, Instructional Services

Dr. Vilorio introduced the item stating the contracts were previously presented to the Board on November 14 as an information item. He also stated the salary the schedules included on the contracts were approved in July 2017 and no new increases are included. Dr. Vilorio noted the duration of the term of the contracts.

Member Brown moved to approve employment contracts. Member Normandin seconded.

Board members as when the contracts would come back to the Board for review. Dr. Vilorio stated the contracts will be presented again in coordination with the evaluation cycles of the assistant superintendents. Board members also noted that the Board found the contracts to be consistent with other districts.

President Vickers called for the vote.

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

Board Member Requests for Items for Next Meeting, Requests for Information, or General Comments

Carol Normandin shared statistics regarding illiteracy and poverty through an article titled "Why 2017 Was the Best Year in Human History." Shared that Real Talk will be held at Suzi Q on Wednesday, January 10 and the topic this month is mental health.

Dee Perry shared she is encouraged by the number of organizations throughout the city of Laguna Beach that are focusing on mental health.

Jan Vickers shared that Steve Lalim was selected as Coach of the Year by the OC Register for the Orange Coast League. Mrs. Vickers complimented the winter concerts and the team that put together the Holiday Open House. She also commented on budget expenditures and the fact that amounts that are encumbered, and not automatically spent and there are often balances left on purchase orders that have not been spent.

Adjournment

Member Brown moved to adjourn. Member Normandin seconded.

President Vickers announced the next regular meeting is January 23, 2018 at 6:00 p.m.

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn the meeting. The meeting adjourned at 6:48 p.m.

Dee Perry
Clerk of the Board
January 23, 2018

Laguna Beach Unified School District

12.b. CONSENT/ACTION

January 23, 2018

Approval/Ratification: Personnel Report

Proposal

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

Background

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

Budget Impact

Expenditures are within budgeted appropriations as indicated.

Recommended Action

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

PERSONNEL REPORT**January 23, 2018****I. RESIGNATIONS:**

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Charlotte El-Kanj PC02SC1001	Payroll Specialist District Office	January 19, 2018
Carlos Iglesias PC06SA0909	Campus Supervisor Thurston Middle School	February 5, 2018
Sarah Steer PC07SA0806	Instructional Assistant, Classroom El Morro Elementary	January 10, 2018

II. EMPLOYMENT:

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

III. EMPLOYMENT: Short Term Assignments - Extra Duty

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Maureen Bornstein	Attend PLCs Top of the World Elementary 0104612310-2150 NTE: 12 hours	January 11, 2018 to June 21, 2018 Special Ed Fund \$27.16 per hour
Connie Byrnes	Attendance Specialist Laguna Beach High School 0105091012-2490 Range: 30 Step: A \$22.92 per hour 3.5 hours per day/5 days per week/NTE: 10 days Reason: Assist Attendance Office	January 13, 2018 to January 29, 2018 General Fund Short Term Assignment
Carlos Iglesias	Campus Supervisor Thurston Middle School 0106011008-2252 NTE: 45 hours Reason: Supervision at Homework club and other before/after school activities	October 1, 2017 to February 5, 2018 General Fund \$21.90 per hour
See Employee List	CPI Training Districtwide 0102015380-2150 NTE: 3.5 hours each Employees: Luis Antonio, Ali Baruch, Christian Caballero, Rachel Domiano, Miranda Fortich, Kris Hammerquist, Keeyan Kazemian, Andrew Palacios, Sophia Papadatos, Andy Romo	January 29, 2018 Special Ed Fund \$27.56 per hour
See Employee List	CPI Training Districtwide 0102015380-2150 NTE: 3.5 hours each Employees: Emily Chaddock, Jolene Hamilton, Kristina Smith	January 29, 2018 Special Ed Fund \$40.17 per hour

IV. EMPLOYMENT: Short Term Assignments - Performing Arts

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

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

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

VI. EMPLOYMENT: Short Term Assignments - PTA

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

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

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

Fall Sports Calendar 2017/18:

In-Season:	August 7 - November 3, 2017
CIF Playoff:	November 6 - December 4, 2017

Winter Sports Calendar 2017/18:

In-Season:	November 6 - February 9, 2018
CIF Playoff:	February 12 to March 2, 2018

Spring Sports Calendar 2017/18:

In-Season:	February 12 - May 11, 2018
CIF Playoff:	May 14 to June 4, 2018

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

Work Site: Laguna Beach High School
Booster Account: 0105315310-1185/2140

Fall Sports Calendar 2017/18:

In-Season:	August 7 - November 3, 2017
CIF Playoff:	November 6 - December 4, 2017

Winter Sports Calendar 2017/18:

In-Season:	November 6 - February 9, 2018
CIF Playoff:	February 12 to March 2, 2018

Spring Sports Calendar 2017/18:

In-Season:	February 12 - May 11, 2018
CIF Playoff:	May 14 to June 4, 2018

IX. Employment and Resignation- Substitute Teachers & Classified Substitutes:

Employment:

Name:

Ana Karla Soletsz
Ronald Beatty
Alejandro Salas

Position/Site:

Classified Substitute
Classified Substitute
Classified Substitute

Effective:

December 15, 2017
December 15, 2017
December 15, 2017

Resignation

Name:

Shelly Mulcahy
Nathalie Wagner

Position/Site:

Classified Substitute
Substitute Teacher

Effective:

January 8, 2018
January 2, 2018

Release

Name:

Jesus Rodriguez

Position/Site:

Substitute Custodian

Effective:

January 9, 2018

Laguna Beach Unified School District

12.c. CONSENT/ACTION

January 23, 2018

Approval: Conference/Workshop Attendance

Ivonne Redard – “Are We Doing Enough to End Homelessness” – February 8, 2018 – Garden Grove, CA. Participants will engage in an informative discussion and presentation regarding how to address homelessness and strategies.

Fiscal Impact:

\$	20.00	Registration
\$	27.07	Transportation/mileage
\$	47.07	TOTAL

Account #0102013040 – 5220 – Title I - Travel & Conference

Michael Keller and Michael Conlon – “The EQ Schools Leadership Summit” – February 8 – 10, 2018 – Sunnyvale, CA. Participants will learn how to implement positive psychology secrets, utilize social intelligence techniques, strategically move well-being to the center of the school, and much more.

Fiscal Impact:

\$	406.00	Registration
\$	800.00	Transportation airfare and shuttle/taxi
\$	1,200.00	Lodging
\$	300.00	Meals
\$	2,706.00	TOTAL

Account #0102015380 – 5220 – Staff Development - Travel & Conference

Mike Morrison, Jackie Parker, Roi Brignac, Mike Conlon, and Suzy Capano - “Aeries Spring Conference” March 5-6, 2018 – Ontario, CA. The conference provides opportunities for users to advance their level of knowledge and learn new applicants and requirements in student records.

Fiscal Impact:

\$	2,625.00	Registration
\$	379.32	Transportation-mileage
\$	627.75	Lodging
\$	300.00	Meals
\$	323.36	Substitutes
\$	180.00	Parking
\$	4,435.43	TOTAL

Account #0113457175 – 5220 – Technology - Travel & Conference

Account #0108091005 – 5220 – TOW – Travel & Conference

Account #0108091005 – 2190 – TOW – Substitutes

Irene White - "RTC and ERMHS Vendor Fair and Networking Meeting" - April 16, 2018 – Costa Mesa, CA. Participants will gather information from residential treatment center vendors about their facilities. Transportation companies and other vendors will also be in attendance to answer questions and provide information.

Fiscal Impact: No cost

Total Fiscal Impact: \$ 7,188.50

Laguna Beach Unified School District

12.d. CONSENT/ACTION

January 23, 2018

Approval: Student Field Trips

Proposal

Staff proposes the Board of Education approve the following revised student field trip. Due to the natural disaster in Montecito, CA, the girls water polo team was not able to attend the tournament on January 11-13, which was previously approved on October 10, 2017.

1. Laguna Beach High School

Destination:	Santa Barbara/Water Polo - San Marcos @ Santa Barbara High
Date:	February 9-10, 2018
Chaperone(s):	E. Damato, T Lyle, M Tingler, and C Borkovec
Cost to Student:	\$0 – Booster Paid
Number of Students:	18
Transportation:	Automobile
Accommodations:	Santa Barbara Holiday Inn

Students will participate in a regional athletic scrimmages against competitive water polo teams.

Background

The principal of Laguna Beach High School has approved the Applications for Field Trip requests and submitted the application for approval in accordance with Board Policy 6019. This policy provides forms for use by parents/guardians that give permission for their student(s) to participate in field trips, along with authorization for medical care and a waiver in conformance with Education 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

12.e. ACTION

January 23, 2018

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 needed 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 – January 23, 2018

Contractor	Description of Services	Term	Funding	Cost
Parent Reimbursement/Legal	Reimbursement per settlement agreement for educational placement for a special education student	01/23/18- 08/31/18	Parent Reimbursement/Legal 0104632900-5878	\$35,000
Independent Contract OC SLLC, Inc.	Intervention to assist with decoding weaknesses for a special education student	01/08/18- 06/30/18	Outside Agency 0104632900-5889	\$11,573
Individual Contract Ocean View School	Non-Public day school tuition for a special education student	01/11/18- 06/30/18	Non-Public School 0104632210-5875	\$21,312
Master Contract Plumfield Academy	Residential placements for special education students	01/16/18- 06/30/18		
Individual Contract Plumfield Academy	Residential placement for a special education student	01/16/18- 06/30/18	Non-Public School 0104632210-5875-\$20,509 0104632210-5898-\$37,551	\$58,060
Parent Reimbursement	Parent Travel to RTC/student home visit from RTC	10/11/17- 06/30/18	Parent Reimbursement 0104256700-5881	\$ 3,000
Parent Reimbursement	Parent Travel to RTC/student home visit from RTC	01/12/18- 06/30/18	Parent Reimbursement 0104256700-5881	\$ 2,000
Independent Contract New Haven Youth & Family Services	Services per settlement agreement dtd 1/16/18 for Intensive Community Based Case-Management services-WRAP-3 hours per week for a 504 student	01/16/18- 06/21/18	Outside Agency 0104132750-5889	\$12,110

Laguna Beach Unified School District

12.f. CONSENT/ACTION

January 23, 2018

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 authorize the following contracts.

Laguna Beach Unified School District

Contracts/Licenses – January 23, 2018

Contractor	Description of Services	Term	Funding	Cost
Lucid Software	Design Software for 5 th Grade	1/04/18 – 1/04/19 Renew	01130171755805	\$1,200.00
Scientific Learning	Fast Forward MySciLEARN and progress monitoring service package (for Elementary)	1/06/18 – 1/05/19 Renew	01130171755805	\$2,495.00

Laguna Beach Unified School District

12.g. CONSENT/ACTION

January 23, 2018

Approval: Warrants #392661 Through #392762 In The Amount of \$580,330.71
Dates: 12/20/2017 through 1/11/2018

Proposal

Staff proposes the Board of Education approve/ratify Warrants #392661 through #392762 in the amount of \$580,330.71.

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 2017/2018 District Operating Budgets.

Recommended Action

Staff recommends the Board of Education approve/ratify the warrants in the amount of \$580,330.71.

SELECT Check ID's and Numbers: 768 ; Check Dates: 122017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392661	12/20/17	AT&T	NOVEMBER 2017	0105477409	5920	TELEPHONE SERVICE	6.50
			NOVEMBER 2017	0106477409	5920	TELEPHONE SERVICE	26.09
			NOVEMBER 2017	0102477409	5920	TELEPHONE SERVICE	30.10
						CHECK TOTAL:	62.69
00392662	12/20/17		NOVEMBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	570.00
			DECEMBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	2,175.00
						CHECK TOTAL:	2,745.00
00392663	12/20/17	Durham School Services	12/16 - LAGUNA ART MUSEUM	0108011005	5865	CHARTER BUS-ATHLETIC/FIE	151.82
			12/17 - LAGUNA ART MUSEUM	0108011005	5865	CHARTER BUS-ATHLETIC/FIE	143.15
			NOVEMBER 2017	0104256700	5100	SUBAGREEMENTS FOR SERVIC	23,832.40
			NOVEMBER 2017	0102256700	5100	SUBAGREEMENTS FOR SERVIC	96,973.48
			NOVEMBER 2017	0108011005	5855	CHARTER BUS-HOME TO SCHO	387.70
			NOVEMBER 2017	0108015600	5855	CHARTER BUS-HOME TO SCHO	387.00
			NOVEMBER 2017	0107011005	5855	CHARTER BUS-HOME TO SCHO	523.92
			NOVEMBER 2017	0107015600	5855	CHARTER BUS-HOME TO SCHO	523.91
			NOVEMBER 2017	0106011008	5855	CHARTER BUS-HOME TO SCHO	852.98
			NOVEMBER 2017	0106015600	5855	CHARTER BUS-HOME TO SCHO	852.97
			DECEMBER 2017 (12/1-12/8)	0104256700	5100	SUBAGREEMENTS FOR SERVIC	7,539.24
			FIRE STAGING 12/1-12/8	0102256700	5100	SUBAGREEMENTS FOR SERVIC	3,592.96
			DECEMBER 2017 (12/1 - 12/8)	0108011005	5855	CHARTER BUS-HOME TO SCHO	124.16
			DECEMBER 2017 (12/1 - 12/8)	0106011008	5855	CHARTER BUS-HOME TO SCHO	158.04
			DECEMBER 2017 (12/1-12/8)	0106015600	5855	CHARTER BUS-HOME TO SCHO	158.04
						CHECK TOTAL:	136,201.77
00392664	12/20/17		DECEMBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	2,676.00
			OCTOBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	5,800.00
			NOVEMBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	5,800.00
						CHECK TOTAL:	14,276.00
00392665	12/20/17		DECEMBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	3,140.00
						CHECK TOTAL:	3,140.00
00392666	12/20/17		11/20 - 11/24	0104632900	5878	PARENT REIMBURSEMENT (LE	650.00
			11/27 - 12/1	0104632900	5878	PARENT REIMBURSEMENT (LE	1,625.00
			12/4 - 12/8	0104632900	5878	PARENT REIMBURSEMENT (LE	1,625.00
			12/11 - 12/15	0104632900	5878	PARENT REIMBURSEMENT (LE	1,625.00
						CHECK TOTAL:	5,525.00
00392667	12/20/17	OC Register	ADVERTISING	0102477408	5815	ADVERTISING	4,546.00
						CHECK TOTAL:	4,546.00
00392668	12/20/17	PACIFIC RIDGE SCHOOL	MISC OUTSIDE VENDOR	0105015590	5860	MISC OUTSIDE VENDOR	900.00

LAGUNA BEACH USD 12/20/17 Commercial Check Register Page 2
WED, DEC 20, 2017, 8:29 AM --req: ADMIN-----leg: 76 ----loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST

SELECT Check ID's and Numbers: 760 ; Check Dates: 122017

<u>Check #</u>	<u>Register</u>	<u>Payee Name</u>	<u>Description</u>	<u>Key</u>	<u>Object</u>	<u>Object Description</u>	<u>Check Amount</u>
CHECK TOTAL:							900.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							167,396.46
GRAND TOTAL							167,396.46

SELECT Check ID's and Numbers: 768 ; Check Dates: 010518

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392669	01/05/18	Aglar, Timothy B.	MISC OUTSIDE VENDOR	0105015317	5860	MISC OUTSIDE VENDOR	500.00
						CHECK TOTAL:	500.00
00392670	01/05/18	Apple Computer Inc.	EQUIPMENT-COMPUTER	0102397406	4460	EQUIPMENT-COMPUTER	278.00
			EQUIPMENT-COMPUTER	0101377100	4460	EQUIPMENT-COMPUTER	1,006.00
			EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	614.18
			EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	422.38
						CHECK TOTAL:	2,320.56
00392671	01/05/18	BrightView Landscape S	DECEMBER 2017	0102477409	5680	LANDSCAPE/IRRIGATION	616.20
			DECEMBER 2017	0105477409	5680	LANDSCAPE/IRRIGATION	5,591.60
			DECEMBER 2017	0108477409	5680	LANDSCAPE/IRRIGATION	3,594.50
			DECEMBER 2017	0107477409	5680	LANDSCAPE/IRRIGATION	4,210.70
			DECEMBER 2017	0106477409	5680	LANDSCAPE/IRRIGATION	3,081.00
						CHECK TOTAL:	17,094.00
00392672	01/05/18		DECEMBER 2017 - SPEECH	0104072000	5878	PARENT REIMBURSEMENT (LE	645.00
						CHECK TOTAL:	645.00
00392673	01/05/18		OCTOBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	720.00
			NOVEMBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	2,175.00
						CHECK TOTAL:	2,895.00
00392674	01/05/18	Coyne & Associates Inc	NOVEMBER 2017	0104602140	5894	IBI SUPERVISION	7,060.75
						CHECK TOTAL:	7,060.75
00392675	01/05/18	DecisionInsite LLC	SOFTWARE>\$500 PER ITEM	0102477408	4470	SOFTWARE>\$500 PER ITEM	1,684.00
						CHECK TOTAL:	1,684.00
00392676	01/05/18	Discovery Cuba's Ocean	MISC OUTSIDE VENDOR	0107015600	5860	MISC OUTSIDE VENDOR	912.00
						CHECK TOTAL:	912.00
00392677	01/05/18	First Student Inc.	CHARTER BUS-ATHLETIC/FIELD TRP	0105015060	5865	CHARTER BUS-ATHLETIC/FIE	392.44
						CHECK TOTAL:	392.44
00392678	01/05/18	Grainger	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	189.30
						CHECK TOTAL:	189.30
00392679	01/05/18	HIDDLESON LISTENING LA	NOVEMBER 2017	0104632900	5889	OTHER THERAPY	862.50
						CHECK TOTAL:	862.50
00392680	01/05/18	Irvine Ranch Water Dis	SEWER FEES	0107477409	5555	SEWER FEES	497.78
						CHECK TOTAL:	497.78

SELECT Check ID's and Numbers: 766 ; Check Dates: 010518

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392681	01/05/18	JENNIFER TONEY SPEECH	DECEMBER 2017	0104632900	5887	SPEECH THERAPY	4,165.00
						CHECK TOTAL:	4,165.00
00392682	01/05/18	LIGHTSPEED TECHNOLOGIE	EQUIPMENT-NEW	0113018640	4410	EQUIPMENT-NEW	2,237.57
						CHECK TOTAL:	2,237.57
00392683	01/05/18		PARENT REIMBURSEMENT (LEGAL)	0104632900	5878	PARENT REIMBURSEMENT (LE	5,705.00
						CHECK TOTAL:	5,705.00
00392684	01/05/18	Maintex	OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	469.71
			OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES	231.88
			OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	470.38
						CHECK TOTAL:	1,171.97
00392685	01/05/18	MAXIM HEALTHCARE SERVI	NOVEMBER 2017	0104172860	5831	CONSULTANTS-OTHER	8,110.80
						CHECK TOTAL:	8,110.80
00392686	01/05/18	McGill, Loryn Rachel	DECEMBER 2017	0104632900	5887	SPEECH THERAPY	625.00
						CHECK TOTAL:	625.00
00392687	01/05/18	Mission of San Juan Ca	1/10 - STUDENT DOCENT	0107015600	5860	MISC OUTSIDE VENDOR	1,164.00
						CHECK TOTAL:	1,164.00
00392688	01/05/18	Montgomery Hardware Co	OTHER MAINTENANCE SERVICES	0102477408	5692	OTHER MAINTENANCE SERVIC	1,719.62
						CHECK TOTAL:	1,719.62
00392689	01/05/18	New Dimension General	CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	9,734.00
			CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	3,782.10
						CHECK TOTAL:	13,516.10
00392690	01/05/18	Nyberg, Julia	10/11 & 11/15 - GATE	0102015380	5830	CONSULTANTS-INSTRUCTIONA	3,700.00
						CHECK TOTAL:	3,700.00
00392691	01/05/18	Ocean View School	DECEMBER 2017	0104632210	5100	SUBAGREEMENTS FOR SERVIC	11,211.53
						CHECK TOTAL:	11,211.53
00392692	01/05/18	PAPER RECYCLING AND SH	OTHER MAINTENANCE SERVICES	0101377100	5692	OTHER MAINTENANCE SERVIC	50.00
						CHECK TOTAL:	50.00
00392693	01/05/18	Pearson Assessments	TESTS/SCORING	0104613150	4330	TESTS/SCORING	598.00
						CHECK TOTAL:	598.00
00392694	01/05/18	Seneca Family of Agenc	NOVEMBER 2017	0104132980	5889	OTHER THERAPY	11,170.00
						CHECK TOTAL:	11,170.00

SELECT Check ID's and Numbers: 76@ ; Check Dates: 010518

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392695	01/05/18	SimplexGrinnell	JANUARY 2018	0105477409	5560	ALARM MONITORING	1,485.92
			JANUARY 2018	0106477409	5560	ALARM MONITORING	482.25
			JANUARY 2018	0105477409	5560	ALARM MONITORING	178.09
			JANUARY 2018	0102477409	5560	ALARM MONITORING	186.00
			JANUARY 2018	0107477409	5560	ALARM MONITORING	327.25
			JANUARY 2018	0108477409	5560	ALARM MONITORING	272.25
						CHECK TOTAL:	2,931.76
00392696	01/05/18	SOUTHWEST STRINGS	MATERIALS & SUPPLIES-INSTRUCT	0102011190	4310	MATERIALS & SUPPLIES-INS	724.50
						CHECK TOTAL:	724.50
00392697	01/05/18	Sparkletts	MISC OUTSIDE VENDOR	0102397400	5860	MISC OUTSIDE VENDOR	251.59
						CHECK TOTAL:	251.59
00392698	01/05/18	Staples Advantage	PRINTERS <\$250 & INK/SUPPLIES	0106015040	4322	PRINTERS <\$250 & INK/SUP	119.96
			COPIER PAPER	0106011008	4312	COPIER PAPER	833.99
			PRINTERS <\$250 & INK/SUPPLIES	0106015040	4322	PRINTERS <\$250 & INK/SUP	447.51
						CHECK TOTAL:	1,401.46
00392699	01/05/18	The LaunchPad Therapy	OCCUPATIONAL THERAPY	0104632900	5885	OCCUPATIONAL THERAPY	1,955.00
						CHECK TOTAL:	1,955.00
00392700	01/05/18	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	145.21
						CHECK TOTAL:	145.21
00392701	01/05/18	Gold Star Foods	FOOD	1302277426	4700	FOOD	-69.88
			FOOD	1302277426	4700	FOOD	-115.02
			FOOD	1302277426	4700	FOOD	596.06
			FOOD	1302277426	4700	FOOD	823.03
			FOOD	1302277426	4700	FOOD	394.95
			FOOD	1302277426	4700	FOOD	245.55
						CHECK TOTAL:	1,874.69
00392702	01/05/18	Hollandia Dairy Inc	FOOD	1302277426	4700	FOOD	123.09
			FOOD	1302277426	4700	FOOD	98.44
			FOOD	1302277426	4700	FOOD	157.78
			FOOD	1302277426	4700	FOOD	157.01
			FOOD	1302277426	4700	FOOD	115.32
			FOOD	1302277426	4700	FOOD	78.24
			FOOD	1302277426	4700	FOOD	96.65
			FOOD	1302277426	4700	FOOD	65.24
						CHECK TOTAL:	891.77

SELECT Check ID's and Numbers: 760 ; Check Dates: 010518

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392703	01/05/18	SUNRISE PRODUCE	FOOD	1302277426	4700	FOOD	77.70
			FOOD	1302277426	4700	FOOD	90.47
			FOOD	1302277426	4700	FOOD	79.92
			FOOD	1302277426	4700	FOOD	113.36
			FOOD	1302277426	4700	FOOD	230.48
			FOOD	1302277426	4700	FOOD	145.33
			FOOD	1302277426	4700	FOOD	56.42
			FOOD	1302277426	4700	FOOD	30.49
						CHECK TOTAL:	824.17
00392704	01/05/18	Sysco Food Service of	FOOD	1302277426	4700	FOOD	21.75
			FOOD	1302277426	4700	FOOD	99.53
			FOOD	1302277426	4700	FOOD	46.38
			FOOD	1302277426	4700	FOOD	564.23
			FOOD	1302277426	4700	FOOD	208.67
						CHECK TOTAL:	940.56
00392705	01/05/18	US Foodservice Inc.	FOOD	1302277426	4700	FOOD	286.49
			FOOD	1302277426	4700	FOOD	561.92
			FOOD	1302277426	4700	FOOD	27.51
						CHECK TOTAL:	875.92
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							113,014.55
GRAND TOTAL							113,014.55

SELECT Check ID's and Numbers: 76@ ; Check Dates: 010818

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392706	01/08/18	Ahern, Claudette	MILEAGE 8/22-12/11	0102115398	5210	MILEAGE REIMBURSEMENT	148.73
						CHECK TOTAL:	148.73
00392707	01/08/18	Bandettini, Sandra	MILEAGE 8/25 - 12/13	0102115398	5210	MILEAGE REIMBURSEMENT	150.44
						CHECK TOTAL:	150.44
00392708	01/08/18	Cohn, Jacquie	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	146.45
						CHECK TOTAL:	146.45
00392709	01/08/18	Cortez-Redard, Ivonne	MILEAGE 10/2 - 11/30	0102013045	5210	MILEAGE REIMBURSEMENT	102.83
						CHECK TOTAL:	102.83
00392710	01/08/18	Frontier California In	DECEMBER 2017	0107477409	5920	TELEPHONE SERVICE	55.73
			DECEMBER 2017	0102477409	5920	TELEPHONE SERVICE	290.14
			DECEMBER 2017	0105477409	5920	TELEPHONE SERVICE	55.73
			DECEMBER 2017	0107477409	5920	TELEPHONE SERVICE	157.68
			DECEMBER 2017	0102477409	5920	TELEPHONE SERVICE	179.34
			DECEMBER 2017	0108477409	5920	TELEPHONE SERVICE	453.81
			DECEMBER 2017	0106477409	5920	TELEPHONE SERVICE	659.46
			DECEMBER 2017	0105477409	5920	TELEPHONE SERVICE	824.34
			DECEMBER 2017	0102477409	5920	TELEPHONE SERVICE	1,027.95
			DECEMBER 2017	0108477409	5920	TELEPHONE SERVICE	291.06
						CHECK TOTAL:	3,995.24
00392711	01/08/18	Kaiser Foundation Heal	JANUARY 2018	0102017400	3401	HEALTH & WELFARE, CERTIF	104,391.93
			JANUARY 2018	0102397400	3402	HEALTH & WELFARE,CLASSIF	51,416.92
			JANUARY 2018	0102017400	3401	HEALTH & WELFARE, CERTIF	1,154.42
			JANUARY 2018	0102397400	3402	HEALTH & WELFARE,CLASSIF	568.59
						CHECK TOTAL:	157,531.86
00392712	01/08/18	Rojas, Yadhira	MILEAGE 11/30 - 12/27	0102013040	5210	MILEAGE REIMBURSEMENT	73.30
						CHECK TOTAL:	73.30
00392713	01/08/18	RUSH, MICHAEL	11/14 - 11/17 - CETPA	0113457175	5220	TRAVEL & CONFERENCE	171.44
						CHECK TOTAL:	171.44
00392714	01/08/18	Southern Calif Gas Co.	DECEMBER 2017	0107477409	5510	UTILITIES - HEAT	120.22
						CHECK TOTAL:	120.22
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							162,440.51
GRAND TOTAL							162,440.51

SELECT Check ID's and Numbers: 76@ ; Check Dates: 010918

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392715	01/09/18	Acorn Media	EQUIPMENT-NEW	0113457175	4410	EQUIPMENT-NEW	1,888.86
			GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	333.91
						CHECK TOTAL:	2,222.77
00392716	01/09/18	Advanced Alarm Inc.	ALARM MONITORING	0102477408	5560	ALARM MONITORING	625.00
			ALARM MONITORING	0108477408	5560	ALARM MONITORING	625.00
						CHECK TOTAL:	1,250.00
00392717	01/09/18	Aeries Software	CONSULTANTS-COMPUTER SERVICES	0113457175	5832	CONSULTANTS-COMPUTER SER	1,800.00
						CHECK TOTAL:	1,800.00
00392718	01/09/18	ALL CITY MANAGEMENT SE	11/19/17 - 12/2/17	0106098040	5860	MISC OUTSIDE VENDOR	500.92
						CHECK TOTAL:	500.92
00392719	01/09/18	American MicroImaging	MISC OUTSIDE VENDOR	0101377100	5860	MISC OUTSIDE VENDOR	14,711.28
						CHECK TOTAL:	14,711.28
00392720	01/09/18	B & E Photo Video Inc.	GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	116.59
			EQUIPMENT-NEW	0113457175	4410	EQUIPMENT-NEW	369.45
						CHECK TOTAL:	486.04
00392721	01/09/18	CALIFORNIA YOUTH SERVI	CONSULTANTS-OTHER	0101395985	5831	CONSULTANTS-OTHER	1,200.00
						CHECK TOTAL:	1,200.00
00392722	01/09/18	CalSSD	DUES & MEMBERSHIPS	0101377100	5310	DUES & MEMBERSHIPS	3,000.00
						CHECK TOTAL:	3,000.00
00392723	01/09/18	CDW GOVERNMENT LLC	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	65.77
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	143.91
			EQUIPMENT-NEW	0113457175	4410	EQUIPMENT-NEW	850.10
						CHECK TOTAL:	1,059.78
00392724	01/09/18	Cintas Corporation Loc	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	2,100.00
						CHECK TOTAL:	2,100.00
00392725	01/09/18	Dunn Edwards Paint	GENERAL SUPPLIES-NON INSTRUCT	0105477408	4340	GENERAL SUPPLIES-NON INS	480.48
						CHECK TOTAL:	480.48
00392726	01/09/18	Fisher Science Educati	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	288.76
						CHECK TOTAL:	288.76
00392727	01/09/18	Ganahl Lumber	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	27.80
						CHECK TOTAL:	27.80

SELECT Check ID's and Numbers: 76@ ; Check Dates: 010918

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392728	01/09/18	GST	EQUIPMENT-NEW	0113017175	4410	EQUIPMENT-NEW	3,617.30
						CHECK TOTAL:	3,617.30
00392729	01/09/18	Harbottle Law Group	LEGAL EXPENSE	0109156100	5835	LEGAL EXPENSE	1,130.50
						CHECK TOTAL:	1,130.50
00392730	01/09/18	MATTSON, KIMBERLY	MILEAGE - NOVEMBER 2017	0109397150	5210	MILEAGE REIMBURSEMENT	18.40
						CHECK TOTAL:	18.40
00392731	01/09/18	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	45.22
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	-29.07
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	35.75
			GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	228.56
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	15.51
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	16.15
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	13.98
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	18.31
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	36.61
						CHECK TOTAL:	381.02
00392732	01/09/18	Orange County Therapy	DECEMBER 2017	0104632900	5886	PHYSICAL THERAPY	774.00
			DECEMBER 2017	0104632900	5100	SUBAGREEMENTS FOR SERVIC	1,050.00
			DECEMBER 2017	0104632900	5100	SUBAGREEMENTS FOR SERVIC	12,470.00
						CHECK TOTAL:	14,294.00
00392733	01/09/18	Pearson	MATERIALS & SUPPLIES-INSTRUCT	0102014100	4310	MATERIALS & SUPPLIES-INS	689.08
						CHECK TOTAL:	689.08
00392734	01/09/18	Plantinum Internationa	PRINTERS <\$250 & INK/SUPPLIES	0108011005	4322	PRINTERS <\$250 & INK/SUP	342.65
						CHECK TOTAL:	342.65
00392735	01/09/18	Scholastic Book Fair	LIBRARY BOOKS	0108015060	4210	LIBRARY BOOKS	8,698.46
						CHECK TOTAL:	8,698.46
00392736	01/09/18	School Specialty Inc.	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	492.22
						CHECK TOTAL:	492.22
00392737	01/09/18	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	96.01
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	185.08
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	100.79
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	-207.79
			PRINTERS <\$250 & INK/SUPPLIES	0106015040	4322	PRINTERS <\$250 & INK/SUP	16.14
			COPIER PAPER	0105011012	4312	COPIER PAPER	667.19
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	209.41

SELECT Check ID's and Numbers: 760 ; Check Dates: 010918

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			PRINTERS <\$250 & INK/SUPPLIES	0106015040	4322	PRINTERS <\$250 & INK/SUP	5.81
						CHECK TOTAL:	1,072.64
00392738	01/09/18	WESTERN YOUTH SERVICES	NOVEMBER 2017	0104132980	5889	OTHER THERAPY	540.00
						CHECK TOTAL:	540.00
00392739	01/09/18	MOBILE MODULAR MANAGEM	RENTAL EXPENSE	2506498410	5620	RENTAL EXPENSE	586.00
						CHECK TOTAL:	586.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							60,990.10
GRAND TOTAL							60,990.10

SELECT Check ID's and Numbers: 768 ; Check Dates: 011118

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392740	01/11/18	Atkinson Andelson Loya	NOVEMBER 2017 NOVEMBER 2017	0102397400 0110397140	5835 5835	LEGAL EXPENSE LEGAL EXPENSE	14,348.26 1,061.81
						CHECK TOTAL:	15,410.07
00392741	01/11/18	Blue Ice Air and Heati	HVAC	0102477408	5660	HVAC	575.00
						CHECK TOTAL:	575.00
00392742	01/11/18	Capano, Ignazio	MILEAGE JULY - DECEMBER 2017	0113457175	5210	MILEAGE REIMBURSEMENT	40.13
						CHECK TOTAL:	40.13
00392743	01/11/18	CARE Youth Corporation	DECEMBER 2017 DECEMBER 2017 DECEMBER 2017	0104632210 0104632210 0104632210	5898 5875 5889	AB3632 ROOM & BOARD TUITION OTHER THERAPY	6,820.00 3,000.00 2,294.00
						CHECK TOTAL:	12,114.00
00392744	01/11/18	Carol Mignosa	ALL OTHER LOCAL REVENUE	0100000000	8699	ALL OTHER LOCAL REVENUE	115.96
						CHECK TOTAL:	115.96
00392745	01/11/18	Center for Drug Free C	MISC OUTSIDE VENDOR	0102014342	5860	MISC OUTSIDE VENDOR	715.00
						CHECK TOTAL:	715.00
00392746	01/11/18	Crown Concrete Cutting	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	750.00
						CHECK TOTAL:	750.00
00392747	01/11/18	Easykeys.com Inc.	GENERAL SUPPLIES-NON INSTRUCT	0102477408	4340	GENERAL SUPPLIES-NON INS	22.00
						CHECK TOTAL:	22.00
00392748	01/11/18	Educational Data Syste	TESTS/SCORING	0102013045	4330	TESTS/SCORING	24.60
						CHECK TOTAL:	24.60
00392749	01/11/18	Ganahl Lumber	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT	0108477408 0105477408 0105114695 0105114695 0105114695 0105114695	4362 4362 4310 4310 4310 4310	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS	25.73 40.24 81.23 458.09 374.79 -458.09
						CHECK TOTAL:	521.99
00392750	01/11/18	Global Environmental C	CONTRACT SERVICES CONTRACT SERVICES	0108477408 0108477408	5610 5610	CONTRACT SERVICES CONTRACT SERVICES	1,984.00 9,984.00
						CHECK TOTAL:	11,968.00
00392751	01/11/18	JIM PRENTICE	ROOFING ROOFING	0105477408 0105477408	5609 5609	ROOFING ROOFING	2,760.00 2,520.00

SELECT Check ID's and Numbers: 768 ; Check Dates: 011118

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			ROOFING	0105477408	5609	ROOFING	1,460.00
						CHECK TOTAL:	6,740.00
00392752	01/11/18	KYA SERVICES LLC	EQUIPMENT-NEW	0108477408	4410	EQUIPMENT-NEW	854.25
						CHECK TOTAL:	854.25
00392753	01/11/18	Margaretich, Kathleen	MATERIALS & SUPPLIES-INSTRUCT	0107011020	4310	MATERIALS & SUPPLIES-INS	165.00
			MATERIALS & SUPPLIES-INSTRUCT	0107011020	4310	MATERIALS & SUPPLIES-INS	90.32
						CHECK TOTAL:	255.32
00392754	01/11/18	Pearson Assessments	TESTS/SCORING	0104613150	4330	TESTS/SCORING	95.66
						CHECK TOTAL:	95.66
00392755	01/11/18	Pro Ed	TESTS/SCORING	0104613150	4330	TESTS/SCORING	291.50
			TESTS/SCORING	0104613150	4330	TESTS/SCORING	236.50
						CHECK TOTAL:	528.00
00392756	01/11/18	PT FOR KIDS	DECEMBER 2017	0104632900	5886	PHYSICAL THERAPY	1,350.00
						CHECK TOTAL:	1,350.00
00392757	01/11/18	Purchase Power	POSTAGE/DELIVERY	0105091012	5910	POSTAGE/DELIVERY	103.98
						CHECK TOTAL:	103.98
00392758	01/11/18	Recess Revolution	ALL OTHER LOCAL REVENUE	0100000000	8699	ALL OTHER LOCAL REVENUE	800.00
						CHECK TOTAL:	800.00
00392759	01/11/18	Richard Selin	ALL OTHER LOCAL REVENUE	0100000000	8699	ALL OTHER LOCAL REVENUE	133.38
						CHECK TOTAL:	133.38
00392760	01/11/18		SPRING 2018	0104632900	5878	PARENT REIMBURSEMENT (LE	10,174.50
						CHECK TOTAL:	10,174.50
00392761	01/11/18	TOTAL RECALL CAPTIONIN	DECEMBER 2017	0104622510	5860	MISC OUTSIDE VENDOR	3,206.25
						CHECK TOTAL:	3,206.25
00392762	01/11/18	UC Regents	CONSULTANTS-INSTRUCTIONAL	0102015380	5830	CONSULTANTS-INSTRUCTIONA	10,000.00
						CHECK TOTAL:	10,000.00
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	76,498.09
			GRAND TOTAL				76,498.09

Laguna Beach Unified School District

12.h. CONSENT/ACTION

January 23, 2018

**Approval: Ratification of Certificated Payroll 6A in the Amount of \$2,257,206.38
 Ratification of Classified Payroll 6B in the Amount of \$709,859.98
 Ratification of Classified Payroll 6C in the Amount of \$8,790.83**

Proposal

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

1. Certificated Payroll 6A in the amount of \$2,257,206.38; and,
2. Classified Payroll 6B in the amount of \$709,859.98; and,
3. Certificated Payroll 6C in the amount of \$8,790.83 for the month of December 2017 totaling \$2,975,857.19.

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 6A in the amount of \$2,257,206.38; and,
2. Classified Payroll 6B in the amount of \$709,859.98; and,
3. Certificated Payroll 6C in the amount of \$8,790.83 for the month of December 2017 totaling \$2,975,857.19.

Laguna Beach Unified School District

12.i. CONSENT/ACTION

January 23, 2018

Approval: Authorization to Increase the Existing Contract with Nicole Miller & Associates, Inc., to Conduct Risk Management Investigations in an Amount Not-to-Exceed \$30,000

Proposal

Staff proposes the Board of Education authorize an increase to the existing contract with Nicole Miller & Associates, Inc., to conduct risk management investigations with a not-to-exceed amount of \$30,000.

Background

On June 27, 2017, the Board of Education, approved a contract with Nicole Miller & Associates, Inc. to conduct risk management investigations. An increase to the approved contract amount is necessary due to a need for potential additional investigations.

This investigator is utilized to conduct investigations into complaints, personnel-related matters, and risk management issues as the firm has extensive training and experience in thorough, legally-complaint investigations and reports.

This investigator is also used by our property/liability insurance carrier and several other Orange County school districts.

Budget Impact

This General Fund expenditure is budgeted at a not-to-exceed amount of \$30,000.

Recommended Action

Staff recommends the Board of Education authorize an increase to the contract with Nicole Miller & Associates, Inc., to conduct risk management investigations with a not-to-exceed amount of \$30,000.

Laguna Beach Unified School District

13. INFORMATION

January 23, 2018

Monthly Financial Update

Proposal

Staff will present the Monthly Financial Update to the Board of Education.

Background

The Monthly Financial Update is a financial report provided to ensure the Board is familiar with the year to date financial activity of the District. The General Fund is presented as it pertains to the current budget. The District budget is adopted by July 1 of each year, revised as of October 31 and January 31, with report dates no later than December 15 and March 15, respectively.

The Monthly Financial Update consists of all the District's funds and special reports for services.

Budget Impact

There is no budget impact for this report.

Recommended Action

No action is required. The Monthly Financial Update report is prepared for information purposes only.

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT
MONTHLY FINANCIAL STATEMENT
AS OF DECEMBER 31, 2017**

	First Interim @ 12/12/2017	Receipts/ Expenditures YTD	Percent YTD
REVENUES			
Property Taxes/LCFF Hold Harmless/Prop. 30	51,972,758	29,023,402	56%
Federal Revenues	889,634	92,470	10%
Other State Revenues	3,674,869	721,907	20%
Other Local Revenues	2,871,313	708,584	25%
Interfund Transfers In	0	0	0%
TOTAL REVENUE	59,408,574	30,546,364	51%
EXPENDITURES			
Certificated Salaries	22,762,933	7,365,810	32%
Classified Salaries	8,495,551	3,167,202	37%
Employee Benefits	12,567,600	4,497,990	36%
Books & Supplies	3,092,705	1,404,745	45%
Services and Operating Services	9,523,950	3,865,004	41%
Capital Outlay	1,483,292	604,545	41%
Other Outgo	372,496	105,619	28%
Transfers Out	2,390,000	2,390,000	100%
TOTAL EXPENDITURES	60,688,527	23,400,915	39%
ADJUSTED BEGINNING BALANCE AS OF 7/1/2017	<u>\$ 7,466,970</u>		
SURPLUS / DEFICIT SPENDING	<u>(1,279,953)</u>		
ENDING FUND BALANCE PROJECTED FOR 6/30/2018	<u>\$ 6,187,017</u>		

SPECIAL PROGRAM EXPENDITURES REPORTING

Special Education	8,976,156	3,245,365	36%
Technology	2,488,609	1,434,527	58%
4CLE	1,128,136	608,637	54%
Ongoing & Major Maintenance Account	2,627,322	1,186,487	45%
Capital Improvement Plan	4,292,331	1,145,991	27%
Facilities Repair & Replacement Program	1,015,250	451,956	45%

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT
FISCAL YEAR 2017-18
FIRST INTERIM
COMPONENTS OF ENDING FUND BALANCE**

General Fund	
ENDING FUND BALANCE	\$ 6,187,017
<u>Nonspendable - (Revolving Cash)</u>	\$ 50,000
<u>Restricted - (Categorical Programs)</u>	
Routine Restricted Maintenance	2,556,678
<u>Committed</u>	
<u>Assigned</u>	
Potential Onetime Expenditures	530,339
District Goals, GASB 45, Textbooks, Special Education, Litigation, Furniture & Equipment, and Facilities	
<u>Unassigned / Unappropriated</u>	
Reserve for Economic Uncertainties = 5%	3,050,000
State required reserve for economic uncertainty 3%	
Local requirement under Policy 3101: Financial Reserves 2%	
 Fund Balance	 <u><u>\$ 6,187,017</u></u>

Education Code Section 42127(a)(2)(B) requires a statement of the reasons that substantiate the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard for economic uncertainties for each fiscal year identified in the budget.

General Fund Expenditures	58,298,527
General Fund Transfers Out to Other Funds	<u>2,390,000</u>
General Fund Expenditures and Transfers	<u><u>60,688,527</u></u>

<u>Assigned</u>		
Potential Onetime Expenditures	0.9%	530,339
District Goals, GASB 45, Textbooks, Special Education, Litigation, Furniture & Equipment, and Facilities		
<u>Unassigned</u>		
State Minimum Reserve Level	3.0%	1,820,656
District Minimum Reserve Level	2.0%	1,229,344
Assigned and Unassigned Balances	<u>5.9%</u>	<u>\$ 3,580,339</u>

LAGUNA BEACH UNIFIED SCHOOL DISTRICT
MONTH ENDING CASH BALANCE
AS OF DECEMBER 31, 2017

	Revenue	Expenditures	Assets/Liability Changes	Monthly Cash Flow Change	Month Ending Cash Balance
7/1/2017					7,543,615.45
JULY	646,578.38	(1,744,089.37)	(1,032,817.39)	(2,130,328.38)	5,413,287.07
AUGUST	325,386.62	(2,847,676.76)	(77,080.87)	(2,599,371.01)	2,813,916.06
SEPTEMBER *	1,664,741.84	(4,715,479.57)	6,457,988.20	3,407,250.47	6,221,166.53
OCTOBER	269,396.39	(5,242,549.95)	26,591.04	(4,946,562.52)	1,274,604.01
NOVEMBER	9,258,740.57	(4,378,423.31)	(277,643.92)	4,602,673.34	5,877,277.35
DECEMBER *	18,381,519.87	(4,472,696.18)	(6,026,838.32)	7,881,985.37	13,759,262.72
JANUARY					
FEBRUARY					
MARCH					
APRIL					
MAY					
JUNE					
YTD	30,546,363.67	(23,400,915.14)	(929,801.26)	6,215,647.27	

* SEPTEMBER and DECEMBER expected \$6 million cash flow transfer in from Fund 17 and transfer out to Fund 17.

			CalPERS "CERBT" Trust for OPEB	
			Contributions	Quarter Ending Balance
2017-18			As of:	
	Month Ending Cash Balance	Projected Ending Fund Balance		
FUND 01	\$ 13,759,262.72	\$ 6,187,017.00	Dec. 8, '15	2,000,000.00
FUND 11	33,293.45	19,099.00	Dec. 31, '15	1,992,366.86
FUND 13	73,222.69	42,021.00	Jan. 13, '16	193,539.00
FUND 17	16,440,577.67	16,500,087.00	Mar. 31, '16	2,269,242.75
FUND 25	411,177.83	290,127.00	June 30, '16	2,336,219.11
FUND 4040	958,462.88	399,025.00	Sept 30, '16	2,385,154.37
FUND 4041	5,123,968.00	5,140,920.00	Dec 31, '16	2,325,276.97
FUND 4042	3,393,348.99	248,290.00	Jan 31, '17	264,284.00
	\$ 40,193,314.23	\$ 28,826,586.00	Mar 31, '17	2,654,488.79
			Jun 30, '17	2,704,831.27
			Sept 30, '17	2,767,482.39

INTERFUND TRANSFERS

Transferred from General Fund to:	First Interim Budget	Actuals	% Used
Cafeteria Fund (Fund 13)	165,000	165,000	100%
Special Reserve Other Than Capital Outlay (Fund 17)	125,000	125,000	100%
Special Reserve for Capital Outlay - Facilities Repair & Replacement Program (Fund 4040)	900,000	900,000	100%
Special Reserve for Capital Outlay - Capital Improvement Plan (Fund 4042)	1,200,000	1,200,000	100%

Laguna Beach Unified School District
 CERBT Strategy 3
 Entity #: SKB8-1700217302-001
 Quarter Ended September 30, 2017



Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$2,704,831.27	\$2,704,831.27
Contribution	0.00	0.00
Disbursement	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	63,238.70	63,238.70
Administrative Expenses	(339.38)	(339.38)
Investment Expense	(248.20)	(248.20)
Other	0.00	0.00
Ending Balance	\$2,767,482.39	\$2,767,482.39
FY End Contrib per GASB 74 Para 22	0.00	0.00
FY End Disbursement Accrual	0.00	0.00
Grand Total	\$2,767,482.39	\$2,767,482.39

FUND DESCRIPTIONS

FUND 01 **The General Fund** is the chief operating fund for Laguna Beach USD. It is used to account for the ordinary operations of the district. All transactions except those required or permitted by law to be in another fund are accounted for in this fund. Restricted projects or activities within the general fund must be identified and reported separately from unrestricted projects or activities.

FUND 11 **The Adult Education Fund** is a separate fund used to account for state appropriations and to finance specific programs for the education of adults. Funds can be expended on salaries, benefits, supplies, books, services, and equipment related to adult education programs (Education Code Section 52616.4).

FUND 13 **The Cafeteria Fund (Food Service)** is used to account separately for federal, state, and local resources to operate the food service program (Education Code sections 38090-38093). The purpose of the food service program is to provide nutritious meals to the students. The District participates in the National School Lunch Program and the School Breakfast Program. The District serves approximately 500-550 lunches and 200-230 breakfasts to the students from kindergarten through twelfth grade on a daily basis.

FUND 17 **The Special Reserve Fund for Other Than Capital Outlay Projects** is used primarily to provide for the accumulation of moneys for general operating purposes other than for capital outlay (Education Code Section 42840). On May 11, 2004 the Board of Education approved the target of reserving two-thirds of the basic aid differential (the difference between Revenue Limit funding and Basic Aid funding) to be achieved by June 30, 2009. Funds reserved for the Basic Aid differential are deposited into this fund.

FUND 25 **The Capital Facilities Fund (Developer Fees)** exists to account for monies received as mitigation fees levied on developers, property owners or other agencies as a condition of approving new development or additions to existing real property. The authority for these levies may be local government ordinances (GC 65970-65981) or private agreements between a school district and the developer. Expenditures from this fund are to be used for the purpose of funding the construction or reconstruction of school facilities (Education Code sections 17620-

FUND 40 **The Special Reserve Fund for Capital Outlay Projects** exists to account for the accumulation of moneys for capital outlay purposes (Education Code Section 42840). This fund is separated into three sub-funds in accordance with resolutions #01-02, #14-02 and #14-03.

Sub-fund 4040 exists to account for the **Facility Repair and Replacement Program (FRRP)**.

Sub-fund 4041 exists to account for the **Vista Aliso property reserve**. The District holds a re-purchase agreement on the property.

Sub-fund 4042 exists to account for the **Capital Improvement Plan (CIP)** that goes above and beyond prior commitments for repair and replacement needs, but extends to improvements of facilities for program and enrollment growth. A ten-year plan will be developed and revised, at least annually, to prioritize major projects.

LAGUNA BEACH USD
GL 220 Balance Sheet
Subfund: 0101 GENERAL FUND
YTD For Month Ending: 12/31/2017

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	13,759,262.72	
REVOLVING CASH ACCOUNT	9130	50,000.00	
ACCOUNTS RECEIVABLE MANUAL	9205	12,949.74	
DUE FROM GRANTOR GOVERNMENTS	9290	683,662.10	
MID MONTH PAYROLL	9360	138,386.73	
Total Assets:			14,644,261.29
LIABILITIES			
ACCOUNTS PAYABLE MANUAL	9510	26,833.23	
CA USE TAX LIABILITY	9552	5,009.31	
Total Liabilities:		31,842.54	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	7,466,970.22	
Total Beginning Fund Balance:		7,466,970.22	
Excess Revenue Over Expenditures:		7,145,448.53	
Total Fund Balance:		14,612,418.75	
Total Liabilities & Fund Balance:			14,644,261.29
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 0101 GENERAL FUND
YTD For Month Ending: 12/31/2017

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	620,094.40	
Property Tax	(8020-8079)	28,403,308.07	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	92,469.63	
Other State Revenue	(8300-8599)	721,907.48	
Other Local Revenue	(8600-8799)	708,584.09	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			30,546,363.67
EXPENDITURES			
Certificated Salaries	(1000-1999)	7,365,809.65	
Classified Salaries	(2000-2999)	3,167,202.06	
Employee Benefits	(3000-3999)	4,497,990.34	
Supplies and Services	(4000-5999)	5,269,749.25	
Capital Outlays	(6000-6999)	604,545.02	
Other Outgo	(7000-7399)	105,618.82	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	2,390,000.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			23,400,915.14
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			7,145,448.53
BEGINNING FUND BALANCE (9791)		7,466,970.22	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			7,466,970.22
ENDING FUND BALANCE			14,612,418.75

LAGUNA BEACH USD
GL 220 Balance Sheet
Subfund: 1111 ADULT EDUCATION
YTD For Month Ending: 12/31/2017

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	33,293.45	
Total Assets:			33,293.45
LIABILITIES			
Total Liabilities:		0.00	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	67,634.45	
Total Beginning Fund Balance:		67,634.45	
Excess Revenue Over Expenditures:		-34,341.00	
Total Fund Balance:		33,293.45	
Total Liabilities & Fund Balance:			33,293.45
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 1111 ADULT EDUCATION
YTD For Month Ending: 12/31/2017

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	302.83	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			302.83
EXPENDITURES			
Certificated Salaries	(1000-1999)	11,524.97	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	2,272.05	
Supplies and Services	(4000-5999)	20,846.81	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			34,643.83
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			-34,341.00
BEGINNING FUND BALANCE (9791)		67,634.45	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			67,634.45
ENDING FUND BALANCE			33,293.45

LAGUNA BEACH USD
GL 220 Balance Sheet
Subfund: 1313 CAFETERIA
YTD For Month Ending: 12/31/2017

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	73,222.69	
REVOLVING CASH ACCOUNT	9130	1,295.00	
STORES-CAFETERIA FUND ONLY	9321	8,142.65	
Total Assets:			82,660.34
LIABILITIES			
Total Liabilities:		0.00	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	46,273.13	
Total Beginning Fund Balance:		46,273.13	
Excess Revenue Over Expenditures:		36,387.21	
Total Fund Balance:		82,660.34	
Total Liabilities & Fund Balance:			82,660.34
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 1313 CAFETERIA
YTD For Month Ending: 12/31/2017

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	13,746.22	
Other State Revenue	(8300-8599)	1,032.56	
Other Local Revenue	(8600-8799)	186,125.65	
Interfund Transfers In	(8910-8929)	165,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			365,904.43
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	160,964.67	
Employee Benefits	(3000-3999)	34,372.03	
Supplies and Services	(4000-5999)	134,180.52	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			329,517.22
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			36,387.21
BEGINNING FUND BALANCE (9791)		46,273.13	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			46,273.13
ENDING FUND BALANCE			82,660.34

LAGUNA BEACH USD

GL 220 Balance Sheet

Subfund: 1717 Special Reserve Other Than C/O

YTD For Month Ending: 12/31/2017

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	16,440,577.67	
Total Assets:			16,440,577.67
FUND BALANCE			
BEGINNING FUND BALANCE	9791	16,133,086.62	
Total Beginning Fund Balance:		16,133,086.62	
Excess Revenue Over Expenditures:		307,491.05	
Total Fund Balance:		16,440,577.67	
Total Liabilities & Fund Balance:			16,440,577.67
Difference (Error):			0.00

LAGUNA BEACH USD

GL275 Income Statement

Subfund: 1717 Special Reserve Other Than C/O

YTD For Month Ending: 12/31/2017

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	57,491.05	
Interfund Transfers In	(8910-8929)	250,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			307,491.05
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			0.00
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			307,491.05
BEGINNING FUND BALANCE (9791)		16,133,086.62	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			16,133,086.62
ENDING FUND BALANCE			16,440,577.67

LAGUNA BEACH USD
GL 220 Balance Sheet
Subfund: 2525 CAPITAL FACILITIES
YTD For Month Ending: 12/31/2017

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	411,177.83	
Total Assets:			411,177.83
LIABILITIES			
ACCOUNTS PAYABLE MANUAL	9510	14,565.00	
Total Liabilities:		14,565.00	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	283,101.61	
Total Beginning Fund Balance:		283,101.61	
Excess Revenue Over Expenditures:		113,511.22	
Total Fund Balance:		396,612.83	
Total Liabilities & Fund Balance:			411,177.83
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 2525 CAPITAL FACILITIES
YTD For Month Ending: 12/31/2017

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	147,271.47	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			147,271.47
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	2,930.00	
Capital Outlays	(6000-6999)	30,830.25	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			33,760.25
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			113,511.22
BEGINNING FUND BALANCE (9791)		283,101.61	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			283,101.61
ENDING FUND BALANCE			396,612.83

LAGUNA BEACH USD
GL 220 Balance Sheet
Subfund: 4040 SPECIAL RESERVE
YTD For Month Ending: 12/31/2017

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	958,462.88	
Total Assets:			958,462.88
LIABILITIES			
Total Liabilities:		0.00	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	500,275.03	
Total Beginning Fund Balance:		500,275.03	
Excess Revenue Over Expenditures:		458,187.85	
Total Fund Balance:		958,462.88	
Total Liabilities & Fund Balance:			958,462.88
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 4040 SPECIAL RESERVE
YTD For Month Ending: 12/31/2017

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	10,144.10	
Interfund Transfers In	(8910-8929)	900,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			910,144.10
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	451,956.25	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			451,956.25
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			458,187.85
BEGINNING FUND BALANCE (9791)		500,275.03	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			500,275.03
ENDING FUND BALANCE			958,462.88

LAGUNA BEACH USD
GL 220 Balance Sheet
Subfund: 4041 Special Reserve Aliso Property
YTD For Month Ending: 12/31/2017

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	5,123,968.00	
Total Assets:			5,123,968.00
FUND BALANCE			
BEGINNING FUND BALANCE	9791	5,225,919.77	
Total Beginning Fund Balance:		5,225,919.77	
Excess Revenue Over Expenditures:		-101,951.77	
Total Fund Balance:		5,123,968.00	
Total Liabilities & Fund Balance:			5,123,968.00
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 4041 Special Reserve Aliso Property
YTD For Month Ending: 12/31/2017

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	23,048.23	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			23,048.23
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	125,000.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			125,000.00
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			-101,951.77
BEGINNING FUND BALANCE (9791)		5,225,919.77	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			5,225,919.77
ENDING FUND BALANCE			5,123,968.00

LAGUNA BEACH USD
GL 220 Balance Sheet
Subfund: 4042 Special Reserve Cap Imp plan
YTD For Month Ending: 12/31/2017

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	3,393,348.99	
Total Assets:			3,393,348.99
LIABILITIES			
Total Liabilities:		0.00	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	3,325,621.16	
Total Beginning Fund Balance:		3,325,621.16	
Excess Revenue Over Expenditures:		67,727.83	
Total Fund Balance:		3,393,348.99	
Total Liabilities & Fund Balance:			3,393,348.99
Difference (Error):			0.00

LAGUNA BEACH USD

GL275 Income Statement

Subfund: 4042 Special Reserve Cap Imp plan

YTD For Month Ending: 12/31/2017

Object Codes		Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	13,718.77	
Interfund Transfers In	(8910-8929)	1,200,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			1,213,718.77
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	1,145,990.94	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			1,145,990.94
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			67,727.83
BEGINNING FUND BALANCE (9791)		3,325,621.16	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			3,325,621.16
ENDING FUND BALANCE			3,393,348.99

Laguna Beach Unified School District

14. ACTION

January 23, 2018

Approval: Support for Assembly Bill 1743 - Continued Funding for Career Technical Education Incentive Grant

Proposal

Staff proposes that the Board of Education send a letter of support to the California State Assembly regarding Assembly Bill 1743 and its goal of creating a continued funding source for California's Career Technical Education (CTE) programs.

Background

Career Technical Education is at the forefront of the education reform movement in California due to the work-based learning approach in every course, the highly technical skills that students acquire, and the ability to earn college and high school honors credit in many CTE courses.

College and Career Advantage (CCA) provides the students of Capistrano and Laguna Beach Unified School Districts with these opportunities and more. Internships with local business and industry partners help students learn skills that they can list on their resume and take to the workplace or the college path to greater success. Courses that are taught by credentialed teachers who are industry experts provide students the opportunity to learn career skills from the experts in classrooms and labs that are modeled after the workplace. Business partners who provide advice on curriculum and projects that are taught in class helps to ensure that students receive the latest and greatest training in current trends and developing fields. Robust CTE programs make a significant contribution to California's economy by providing thousands of students with the training and skills necessary to be productive, income-earning and tax-paying citizens. The end of the current grant would require a loss in the number of programs and opportunities offered to students in LBUUSD.

AB 1743 would extend the provisions of the K-12 CTE Incentive Grant (CTEIG) and provide \$500 million annually across the State for that purpose.

Budget

The budget impact cannot be determined at this time.

Recommended Action

Staff recommends the Board of Education approve sending a letter of support to the California State Assembly regarding Assembly Bill 1743 and its goal of creating a continued funding source for California's Career Technical Education (CTE) programs.

Jason Vilorio, Ed.D., Superintendent
Telephone: (949) 497-7700 x5202
jvilorio@lbusd.org

Board of Education
Jan Vickers, President
Dee Perry, Clerk
Ketta Brown, Member
Carol Normandin, Member
Peggy Wolff, Member

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

January 24, 2018

The Honorable Patrick O'Donnell
The Honorable Kevin McCarthy
Members, California State Assembly
State Capitol, Room 2196
Sacramento, CA 95814

RE: Support for Assembly Bill 1743 – Continued funding for Career Technical Education Programs

Dear Assembly Members :

On behalf of Laguna Beach Unified School District, we support Assembly Bill 1743 and its goal of creating a continued funding source for California's Career Technical Education (CTE) programs. We appreciate your bipartisan joint authorship of the bill and look forward to working with you as the bill moves through the legislative process. Our CTE and ROP JPA serves 12,243 students in career technical education pathways with regional courses offered to all students after the bell schedule as well as during the bell schedule. Many of our courses articulate with Saddleback Community College.

We believe that robust CTE programs make a significant contribution to California's economy by providing thousands of students with the training and skills necessary to be productive, income-earning and tax-paying citizens.

High quality CTE programs also provide students, particularly those at risk of dropping out, with valuable career and college readiness skills. Cutting-edge, rigorous and relevant CTE programs prepare youth and adults for a wide range of high-wage, high-skilled, and high-demand careers.

AB 1743 would extend the provisions of the K-12 CTE Incentive Grant (CTEIG) program and provide \$500 million annually for that purpose. We believe this grant, while temporary can lead to a reliable, dedicated CTE funding source that would allow our CTE JPA to develop long-term plans to offer high quality CTE programs that attract local business partners, and give our teachers and staff confidence regarding their future employment.

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.

Again, thank you for your leadership on this issue and for ensuring that competitive and skilled workers are ready, willing, and capable of holding jobs in high-wage, high-skill, and in-demand career fields vital in keeping California competitive in the global economy.

We are in strong support of this measure and will urge our local legislators to support the bill.

Sincerely,

Jan Vickers
Board President

Jason Vilorio, Ed.D.
Superintendent

cc: Assembly Member William Brough
Senator Pat Bates
Members, Assembly Education Committee

Laguna Beach Unified School District

15. ACTION

January 23, 2018

Approval: Approval of Contract with Barber & Gonzales Consulting Group to Provide Interest-Based Bargaining (IBB) Training and Facilitation for District, CSEA, and LaBUFA Leadership and Negotiations Teams with a Not-to-Exceed Amount of \$48,000

Proposal

Staff proposes the Board of Education approve a contract with Barber & Gonzales Consulting Group to provide Interest-Based Bargaining (IBB) training and facilitation for District, CSEA and LaBUFA leadership and negotiations teams with a not-to-exceed amount of \$48,000.

Background

Interest-based bargaining (IBB) is a negotiation style in which parties collaborate to find mutually beneficial solutions to problems. This strategy focuses on developing mutually beneficial agreements based on the interests of the parties. Interests include the needs, desires, concerns, and fears important to each side. IBB gives each party a better opportunity to solve complicated problems and build ongoing relationships that allows both sides to maximize interests.

The District last held IBB training for its negotiations teams in 2010. Since that time, a significant number of District and association negotiation team members have been replaced on their respective teams. Two days of training will take place for District, CSEA, and LaBUFA leadership and negotiations teams on February 12 and 13. Additional days of training and facilitation for negotiations teams will be held in the spring.

Budget Impact

This General Fund expenditure is budgeted at a not-to-exceed amount of \$48,000.

Recommended Action

Staff recommends the Board of Education approve a contract with Barber & Gonzales Consulting Group to provide Interest-Based Bargaining (IBB) training and facilitation for District, CSEA and LaBUFA leadership and negotiations teams with a not-to-exceed amount of \$48,000.

CONSULTING AGREEMENT
Barber & Gonzales Consulting
Personal Services

This AGREEMENT is made and entered into this 15th day of January, 2018 by and between Barber & Gonzales Consulting, hereinafter referred to as "Consultant" and the Laguna Beach Unified School District, hereinafter referred to as "District".

WHEREAS, the District is in need of special services and advice in administrative matters;
and

WHEREAS, such services and advice are not available at no cost from public agencies;
and

WHEREAS, Consultant is specially trained, experienced, and competent to provide the special services and advice required;
and

WHEREAS, such services are needed on a limited basis;
NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES to be provided by Consultant:

Preparation for and facilitation of the Interest Based Approach to collective bargaining / negotiations, as scheduled by the Superintendent or designated manager.

2. The Consultant will commence providing services under this AGREEMENT from February 1, 2018 to June 30, 2018. The Consultant will perform said services as an independent contractor and not as an employee of the District. Consultant shall be under the direction of the District as to the result to be accomplished and not as to the means or manner by which such result is to be accomplished.

3. The District will prepare and furnish to the Consultant upon request such information, facilities, and materials as are reasonably necessary to the performance of the Consultant to this AGREEMENT.

4. The District shall pay the Consultant a total amount not to exceed \$48,000 (forty eight thousand dollars) for services and expenses rendered pursuant to this AGREEMENT. Consultant shall submit periodic invoices to the District reflecting such services and expenses. Invoices shall be submitted to the District 30 days in advance of each payment due date.

a. In particular to this AGREEMENT the parties are agreed to engage in a minimum of 5 days of preparation for negotiation and 5 days of actual, facilitated negotiations per bargaining unit. The parties are also agreed that with regard to the preparation stage of the negotiations, per mutual design between the consultant and the District, the bargaining units may be mutually engaged/involved.

b. The parties are agreed that the Consultant may, at the discretion of the Consultant, sub-contract with other professional colleagues in order to provide supportive facilitative or consulting services in pursuit of the specific needs of the District in pursuit of the purposes of this AGREEMENT.

c. Rate structure: Lead Consultant/facilitator: \$2400 p/day; Support/Co Facilitator: \$1200.00 p/day; travel and associated expenses billed to District as incurred with receipts provided.

5. The District may at any time for any reason terminate this AGREEMENT and compensate the Consultant only for services rendered to the date of termination. Written notice by the Assistant Superintendent of Human Resources of the District shall be sufficient to stop further performance of services by Consultant. The notice shall be deemed given when received or no later than three days after the day of mailing whichever is sooner.

6. There may occur rare occasions when the District should find it necessary to cancel an agreed to date(s) for services to be rendered by the Consultant. Should such cancellation occur within two weeks of the scheduled date(s) Consultant will be compensated for the cancelled dates at a rate of 50% of the ordinary daily rate of the Consultant. Should such cancellation occur within 7 days of the scheduled date(s) Consultant will be compensated in full for the cancelled date(s).

7. Consultant agrees to and shall hold harmless and indemnify the District, its officers, agents, and employees from every claim or demand and every liability or loss, damage, or expense which may be incurred by reason of the following:

a. Liability for damages for death or bodily injury to person, injury to property, or any other loss, damage, or expense sustained by the Consultant or any person, firm, or corporation employed by the Consultant upon or in connection with the negligent performance of services by the Consultant called for in this AGREEMENT, except for liability for damages referred to above which result from the negligence or willful misconduct of the District, its officers, employees, or agents.

b. Liability for any injury to or death of persons or damage to property, sustained by any persons, firm, or corporation, including the District, arising out of, or in any way connected with the negligent performance of services by the Consultant called for in this AGREEMENT, whether said injury or damage occurs either on or off District property, except for liability for damages which result from the sole negligence or willful misconduct of the District, its officers, employees, or agents.

In the event of the negligent performance of the services to be rendered by the Consultant per this AGREEMENT at Consultant's expense, cost, and risk the Consultant shall defend any and all actions, suits, or other proceeding that may be brought or instituted against the District, its officers, agents, or employees

8. This AGREEMENT is not assignable without the written consent of the parties hereto.

9. Consultant shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances including worker's compensation.

10. Consultant, if an employee of another public agency, certifies that Consultant will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

CONSULTANT:

Barber & Gonzales Consulting

By: _____

Address: _____

Date: _____

Tax ID # _____

DISTRICT:

Laguna Beach Unified School District

By: Jason Vilorio, Ed.D.

Title: Superintendent

Address: 550 Blumont St.,
Laguna Beach, CA 92651

Date: _____

District Board Approved:

Laguna Beach Unified School District

16. ACTION

January 23, 2018

Approval: **Job Description:** Teacher on Special Assignment (TOSA) – K-5 Computer Literacy

Proposal

Staff recommends the Board of Education approve the job description of Teacher on Special Assignment (TOSA) – K-5 Computer Literacy.

Background

The Computer Science Committee, which consists of teachers and administrators across all grade levels, has recommended that the district will begin to implement mandated computer science standards in upcoming school years. As staff move forward with the implementation, an identified teacher expert in computer literacy would support elementary teachers with integrating standards-based computer science, digital literacy and digital citizenship in the classroom setting.

This position will be offered as one or two part-time assignments, intended to be assigned to existing teachers' schedules for 2018-19. This job description outlines the duties and requirements of the position.

Budget Impact

There is no budget impact for this item.

Recommended Action

Staff recommends the Board of Education approve the job description of Teacher on Special Assignment (TOSA) – K-5 Computer Literacy.

LAGUNA BEACH UNIFIED SCHOOL DISTRICT
Job Description: Teacher on Special Assignment: K-5 Computer Literacy

BASIC FUNCTION:

The Teacher on Special Assignment – K-5 Computer Literacy, under the supervision of the Chief Technology Officer, will assist in district efforts to implement computer science, digital literacy and digital citizenship standards at the K-5 level. The TOSA-Computer Literacy will collaborate with teachers to support classroom instruction.

ESSENTIAL DUTIES:

- Collaborate with teachers, staff and administrators to identify needs and supports for standards-based computer science, digital literacy and digital citizenship in the classroom setting, which may include participation in grade level PLC meetings.
- Models instructional strategies and coaches staff members in the integration of computer literacy strategies and technology with curriculum.
- Provides information services and resources to assist staff in their knowledge and educational trends, developments, techniques, research and experimentation.

OTHER REPRESENTATIVE DUTIES:

- Maintains professional competence through in-service education activities and professional learning communities provided by the District and/or self-selected professional growth activities.
- Perform other related duties as required and assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Best practices in working with adult learners.
- Curriculum development and program design, as it relates to computer literacy instruction.
- Best practices that positively impact instruction and learning.
- Student assessment processes and techniques.
- Effective communication, presentation, and interpersonal skills.
- Effective organization, time management and follow-up skills.
- Collaboration techniques.
- Modern technology practices for office and instructional use.

Ability to:

- Communicate effectively in oral and written form, clearly and persuasively.
- Establish and maintain cooperative and effective working relationships with others.
- Develop and maintain relationships with local community organizations.

- Organize, evaluate and analyze data and plan actions based on the data collected.
- Serve as a resource in classroom management, curriculum, instruction, assessment, and technology for instructional staff.
- Present and facilitate staff development, including modeling lessons and attending PLCs to support teachers with lesson design.
- Successfully handle multiple projects concurrently; ability to work as a team member.
- Conduct staff development.
- Meet schedules and timelines.

Personal Qualities:

Appearance, grooming and personality which establish a desirable example for pupils and peers. Ability to meet District standards for physical or mental health.

Above average recommendations from supervisors or other professionals who have observed the personal characteristics, scholastic attainment, and performance of the classroom teacher, including the qualities listed below:

- Independent worker
- Maturity and good judgment
- Neat and clean appearance
- Willingness to assume a wide range of responsibilities
- Willingness to learn new skills and information
- Willingness to continuously improve
- Pleasant interpersonal skills
- Good organizational skills
- Ability to work within short timelines
- Commitment to professional courtesy
- Commitment to high standards
- Commitment to professional responsibility
- High intrinsic motivation

MINIMUM QUALIFICATIONS:

Education/ Experience:

- Bachelor's Degree
- Experience with curriculum development and instruction in computer science, digital literacy and digital citizenship.

Certification/Licenses Required:

- Valid California Teaching Credential
- Valid California Motor Vehicle Operator's License

WORKING CONDITIONS:**Environment:**

- Indoor office and classroom environment.
- Moderate to loud noise levels.

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 sit; stand; walk; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.
- Ability to occasionally lift and/or move up to 15 pounds.
- Specific vision abilities including close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus for purposes of reading documents, spreadsheets, diagrams, labels, and other printed matter.
- Ability to communicate, hear, and understand speech at typical levels in person and on the telephone.
- Ability to climb stairs.

Operation of Vehicles, Machinery, and Equipment Requirements:

- Ability to travel to a variety of locations within a reasonable time frame.
- 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.

Work Year: 10 months

Salary Range: Prorated Certificated Salary Schedule

Laguna Beach Unified School District

17. ACTION

January 23, 2018

Approval: Job Description: Digital Library and Media Specialist

Proposal

Staff proposes the Board of Education approve the job description of Digital Library and Media Specialist.

Background

The District currently employs four classified library support staff, but does not currently have certificated library and media support. A certificated Digital Library and Media Specialist will plan, coordinate, organize, and manage the use of print, digital, and related information technologies and equipment and supervise the operation of the district's library/media centers. This position will collaborate with all staff in providing a variety and range of materials to support the curriculum and challenge students in their research and study.

Budget Impact

There is no budget impact for this item.

Recommended Action

Staff recommends the Board of Education approve the job description of Digital Library and Media Specialist.

LAGUNA BEACH UNIFIED SCHOOL DISTRICT
Job Description: Digital Media and Library Specialist

BASIC FUNCTION:

Under the direction of the Chief Technology Officer, plans, coordinates, organizes, and manages the use of print, digital, and related information technologies and equipment and supervises the operation of the district's library/media centers; collaborates with staff in providing a variety and range of materials to support the curriculum; challenges students in their research and study, and stimulate an intellectual curiosity and a lifelong love of reading and learning. This position also provides leadership and direction to classified library media specialists.

ESSENTIAL DUTIES:

- Provides instruction and support to staff and students based on and integrated with district objectives and state standards utilizing school library media curriculum, learning resources, print and electronic reference tools, and information literacy processes.
- Collaborates with staff to support information literacy skills that enable students to complete instructional tasks and explore personal interests.
- Provides reading and media activities to develop a critical appreciation of the value of literature and information resources.
- Supports the implemented curriculum of the district by providing print and digital resources that will expand and enhance student learning beyond the textbook.
- Collaborates with staff in the design, production, implementation and evaluation of instructional units.
- Creates and implements procedures for library media center operations including, but not limited to: planning and evaluation, budgeting, access, student and teacher use, instruction, services, facilities, and collection development (selection, acquisition, cataloging, processing, inventory, weeding).
- Develops and maintains a diversified library collection of print, non-print, and electronic resources to support curricular needs, the development of student literacy, and the interests of students, using up-to-date review sources and selection practices.
- Coordinates and evaluates the selection and ongoing licensing processes of digital resources for schools in conjunction with the Chief Technology Officer and site administrator.

- Provides information and instruction in areas of information literacy, the research cycle, acceptable use policies, digital citizenship, ethics, intellectual property and copyright, and use of educational technologies.
- In collaboration with administration and staff, manages the selection, purchase, processing, distribution and inventory of books, non-printed materials, textbooks, and technology to meet the changing needs of the instructional program.
- Researches, previews and evaluates media materials in accordance with State curricular frameworks, legislative mandates, cultural priorities and the needs of the district.
- Collaborates with staff to design, plan and develop media center and classroom learning units related to curricular needs of students.
- Collaborates with classroom teachers in the preparation, presentation, and evaluation of units or assignments that utilize information resources.
- Plans and supports staff for kindergarten through twelfth grade to incorporate California Standards, 21st Century skills and technology competencies.
- Assists staff and students with strategies for intellectual access to information and ideas for learning (finding, judging, and using information) that they can use with and beyond school settings.
- Models instructional strategies and coaches staff members in the integration of information literacy strategies and technology with curriculum.
- Provides a wide range and variety of learning resources that meet the specific goals and objectives of the instructional program and the changing needs and interests of students and staff.
- Provides information services, resources, and staff development to assist staff in their knowledge and educational trends, developments, techniques, research and experimentation.
- Trains and directs library support staff and volunteers in the performance of their duties.
- Promotes media services throughout the district and community.
- Expands educational outreach to students and their families in the safe and ethical use of information technologies.

OTHER REPRESENTATIVE DUTIES:

- Participate in professional growth opportunities including conferences and workshops, district in-services, and curriculum meetings.
- Keeps abreast of current developments and research through professional associations, study and research.
- Participates on district-wide school technology committees and/or the leadership committee and other curriculum committees.

- Perform other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Principles, theories, methods, techniques, and strategies pertaining to teaching and instruction of TK-12;
- Information access and delivery;
- Appropriate technology for library administration and all phases of library management;
- Academic, social, and behavioral characteristics of students;
- Educational curriculum and instructional goals and objectives, and educational trends and research findings pertaining to comprehensive educational programming;
- Motivation of students, behavior management and behavior shaping;
- Strategies, techniques and methods, and conflict resolution procedures.

Ability to:

- Plan, organize, develop, and conduct a comprehensive instructional program for students in library;
- Find information, analyze and problem-solve to support research and encourage users to become skilled creators of information and ideas;
- Provide leadership, instruction, and consulting assistance in the use of literature, leading edge instruction and information technology sciences;
- Provide appropriate and effective learning experiences for students from a wide range of backgrounds;
- Effectively assess the instructional and educational needs of students, and design, develop, and implement sound instructional and educational programs;
- Provide a motivating and stimulating learning environment;
- Perform research and development activities pertaining to curriculum and instructional programs and innovative and creative pilot projects designed to enhance student educational opportunities and experiences;
- Communicate effectively in oral and written form, clearly and persuasively;
- Establish and maintain cooperative and effective working relationships with staff and students;
- Organize, evaluate and analyze data and plan actions based on the data collected;
- Build and develop community partnerships;
- Successfully handle multiple projects concurrently;
- Work as a team member;

- Conduct staff development;
- Meet schedules and timelines.

Personal Qualities:

Appearance, grooming and personality which establish a desirable example for pupils and peers. Ability to meet District standards for physical or mental health.

Above average recommendations from supervisors or other professionals who have observed the personal characteristics, scholastic attainment, and performance of the individual, including the qualities listed below:

- Independent worker
- Maturity and good judgment
- Neat and clean appearance
- Willingness to assume a wide range of responsibilities
- Willingness to learn new skills and information
- Willingness to continuously improve
- Pleasant interpersonal skills
- Good organizational skills
- Ability to work within short timelines
- Commitment to professional courtesy
- Commitment to high standards
- Commitment to professional responsibility
- High intrinsic motivation

MINIMUM QUALIFICATIONS:

Education/ Experience:

Master's Degree, including all courses needed to meet credential requirements; two or more years of experience in school library and media services preferred.

Certification/Licenses Required:

- California Library Media Services Credential
- Valid California Motor Vehicle Operator's License

WORKING CONDITIONS:

Environment:

- Indoor office and classroom environment.
- Moderate to loud noise levels.
- Constant interruptions.

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 sit; stand; walk; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.
- Ability to occasionally lift and/or move up to 25 pounds without assistance.
- Specific vision abilities including close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus for purposes of reading documents, spreadsheets, diagrams, labels, and other printed matter.
- Ability to communicate, hear, and understand speech at typical levels in person and on the telephone.
- Ability to climb stairs.

Operation of Vehicles, Machinery, and Equipment Requirements:

- Ability to travel to a variety of locations within a reasonable time frame.
- 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.

Work Year: 197 days

Salary Range: Certificated Nurse Salary Schedule (8 hours/day)

Laguna Beach Unified School District

18. ACTION

January 23, 2018

Approval: Independent Contractor Agreement with MacMillan Speakers Bureau for Consulting Services by Julie Lythcott-Haims in an Amount Not-to-Exceed \$15,000.00, Plus Travel Expenses. A majority of the cost is being underwritten from a Donation Made By the Martini Family Through the SchoolPower Foundation

Proposal

Staff proposes the Board of Education approve an Independent Contractor Agreement with MacMillan Speakers Bureau for consulting services by Julie Lythcott-Haims. Ms. Lythcott-Haims is the author of the *New York Times* best-selling book *How to Raise an Adult: Break Free of the Overparenting Trap and Prepare Your Kid for Success* (2015) and *Real American: A Memoir* (2017). Staff proposes that we engage Ms. Lythcott-Haims to be our keynote speaker at Laguna Beach Unified School District's first annual Parent Institute in Spring 2018.

Background

The Laguna Beach Unified School District is committed to the positive development of the whole child. This results from an integrated focus on best practice instruction, effective prevention and intervention systems in the area of social and emotional health, and collaborative relationships with parents. Our local research with multiple climate surveys, universal social emotional health surveys, and California Healthy Kids Survey (CHKS) data reflects that intense levels of student stress has emerged as one of the greatest barriers to developing resilience, a mastery oriented mindset, and an overall sense of subjective well-being. Ms. Lythcott-Haims' work aligns perfectly with recent district initiatives to design and implement a K-12 social emotional support system with an emphasis on prevention and early intervention. We share a mission with parents to help students lead satisfying and healthy lives through the development of self awareness, become motivated to work to achieve in areas of interest, connecting work and effort with outcomes, and giving space for failure as a learning opportunity for continuous improvement.

We are fortunate to bring this renowned speaker to our LBUSD families through the generosity of the Martini Family with a donation to SchoolPower designated specifically for this program.

Budget Impact

The cost for this presentation is \$15,000 plus travel expenses (business class round trip airfare, ground transportation, hotel, and meals). This cost includes up to two presentations, which are usually a parent/community keynote and either a faculty workshop or a student assembly.

The cost will be shared as follows: SchoolPower Donation \$10,000; LBUSD Instructional Services Budget \$5,000 plus travel expenses.

Recommended Action

Staff recommends the Board of Education approve an Independent Contractor Agreement with MacMillan Speakers Bureau to engage Julie Lythcott-Haims to be our keynote speaker at Laguna Beach Unified School District's first annual Parent Institute in Spring 2018.

INDEPENDENT CONTRACTOR AGREEMENT

This AGREEMENT is hereby entered into between the Laguna Beach Unified School District, hereinafter referred to as "DISTRICT," and Macmillan Speakers Bureau, Address: 175 Fifth Avenue, New York, NY 10010, Phone: 646-307-5567; hereinafter referred to as "CONTRACTOR."

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, DISTRICT is in need of such special services and advice; and

WHEREAS, CONTRACTOR is specially trained and experienced and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis;

NOW, THEREFORE, the parties agree as follows:

1. **Scope of Work.** CONTRACTOR shall perform services for the DISTRICT as follows:
District will engage Julie Lythcott-Haims to be our keynote speaker at Laguna Beach Unified School District's first annual Parent Institute in Spring 2018. This contract will include two presentations, a parent/community keynote and a faculty workshop.

2. **Term.** CONTRACTOR shall commence providing services under this AGREEMENT upon Board approval and will diligently perform as required **until June 29, 2018.**

3. **Compensation.** DISTRICT agrees to pay the CONTRACTOR for services satisfactorily rendered pursuant to this AGREEMENT **a total fee not to exceed \$15,000.00 plus travel expenses as agreed.** DISTRICT shall pay CONTRACTOR according to the following terms and conditions:
Net 30 days upon invoicing after delivery of agreed upon services.

4. **Expenses.** DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT, except as follows: **Travel expenses (business class round trip airfare, ground transportation, hotel, and meals).**

5. **Independent Contractor.** CONTRACTOR, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this AGREEMENT. CONTRACTOR shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees.

6. Materials. CONTRACTOR shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this AGREEMENT. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

7. Originality of Services. CONTRACTOR agrees that in providing services pursuant to this AGREEMENT, CONTRACTOR shall obey and comply with all copyright, trademark and patent laws, rules and regulations, including proper identification of all copyrighted materials used.

8. Copyright/Trademark/Patent. CONTRACTOR further understands and agrees that in the event materials are produced pursuant to this AGREEMENT for the benefit of the DISTRICT for which a copyright, trademark and patent may be secured, the DISTRICT shall have the right to such copyright, trademark or patent. CONTRACTOR further understands and agrees that all materials produced for the benefit of the DISTRICT pursuant to this AGREEMENT shall become the DISTRICT'S property, and reuse is subject to the DISTRICT'S express written permission.

9. Termination. DISTRICT may, at any time, with or without reason, terminate this AGREEMENT and compensate CONTRACTOR only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by CONTRACTOR. Notice shall be deemed given when received by the CONTRACTOR or no later than three days after the day of mailing, whichever is sooner.

DISTRICT may terminate this AGREEMENT upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the CONTRACTOR; or (b) any act by CONTRACTOR exposing the DISTRICT to liability to others for personal injury or property damage; or CONTRACTOR is adjudged a bankrupt, CONTRACTOR makes a general assignment for the benefit of creditors or a receiver is appointed on account of CONTRACTOR's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within five (5) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this AGREEMENT shall upon the expiration of the five (5) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. If the cost to the DISTRICT exceeds the cost of providing the service pursuant to this AGREEMENT, the excess cost shall be charged to and collected from the CONTRACTOR. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party, or no later than three days after the day of mailing, whichever is sooner.

10. Hold Harmless. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or

demand made and every liability, loss, damage or expense, of any nature whatsoever, which may be incurred by reason of:

- (a) Liability for damages for: (1) death or bodily injury to person; (2) injury to, loss or theft of property; or (3) any other loss, damage or expense arising out of (1) or (2) above, sustained by the CONTRACTOR or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, upon or in connection with the services called for in this AGREEMENT, however caused, except for liability for damages referred to above which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.
- (b) Any injury to or death of any persons, including the DISTRICT or its officers, employees and agents, or damage to or loss of any property caused by any act, neglect, default, or omission of the CONTRACTOR, or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, arising out of, or in any way connected with, the services covered by this AGREEMENT, whether said injury or damage occurs either on or off DISTRICT's property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.
- (c) Any liability for damages which may arise from the furnishing or use of any copyrighted or uncopyrighted matter or patented or unpatented invention under this AGREEMENT.
- (d) Any acts or omissions by CONTRACTOR or any person or corporation employed by CONTRACTOR relating to services to be rendered under this Agreement.

11. Insurance. CONTRACTOR agrees to carry a comprehensive general and automobile liability insurance with limits of One Million Dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect CONTRACTOR and DISTRICT against liability or claims of liability which may arise out of this AGREEMENT. In addition, CONTRACTOR agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by DISTRICT shall be excess and noncontributory." CONTRACTOR agrees to carry malpractice and/or professional liability insurance in the amount One Million Dollars (\$1,000,000). Prior to the execution of this Agreement, CONTRACTOR shall provide DISTRICT with certificates of insurance evidencing all coverages and endorsements required hereunder including a thirty (30) day written notice of cancellation or reduction in coverage. CONTRACTOR agrees that not less than 30 days prior to the expiration of any coverage, CONTRACTOR will provide evidence of renewal to DISTRICT. CONTRACTOR agrees to name DISTRICT and its officers, agents and employees as additional insureds under said policies.

CONTRACTOR shall provide proof of current Worker's Compensation insurance for CONTRACTOR'S employees (if applicable).

12. Assignment. The obligations of the CONTRACTOR pursuant to this AGREEMENT shall not be assigned by the CONTRACTOR without the prior written consent of District.

13. Compliance With Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT's general right of inspection to secure the satisfactory completion thereof. CONTRACTOR agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to CONTRACTOR, CONTRACTOR's business, equipment and personnel engaged in operations covered by this AGREEMENT or accruing out of the performance of such operations.

14. Permits/Licenses. CONTRACTOR and all CONTRACTOR's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this AGREEMENT.

15. Employment With Public Agency. CONTRACTOR, if an employee of another public agency, agrees that CONTRACTOR will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this AGREEMENT.

16. Entire Agreement/Amendment. This AGREEMENT and any exhibits attached hereto constitute the entire agreement among the parties to it and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both parties to the AGREEMENT.

17. Affirmative Action Employment. CONTRACTOR agrees that it will not engage in unlawful discrimination in employment of persons because of sexual orientation, race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons.

18. Non Waiver. The failure of DISTRICT or CONTRACTOR to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

19. Notice. All notices or demands to be given under this AGREEMENT by either party to the other, shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or if mailed on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section.

At the date of this AGREEMENT, the addresses of the parties are as follows:

**LAGUNA BEACH UNIFIED
SCHOOL DISTRICT**
550 Blumont Street
Laguna Beach, CA 92651

CONTRACTOR
Macmillan Speakers Bureau
175 Fifth Avenue
New York, NY 10010

20. Severability. If any term, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

21. Governing Law. The terms and conditions of this AGREEMENT shall be governed by the laws of the State of California with venue in Orange County, California.

THIS AGREEMENT IS ENTERED INTO THIS ____ DAY OF _____, 2018.

LAGUNA BEACH UNIFIED SCHOOL DISTRICT CONTRACTOR

By: _____
Signature

Jason Vilorio, Ed.D. _____
Typed Name

Superintendent of Schools _____
Title

By: _____
Signature

Typed Name

Title

Social Security or
Taxpayer Identification Number