



**LAGUNA BEACH**  
**UNIFIED SCHOOL DISTRICT**

**Regular Meeting  
of the  
Board of Education**

**AGENDA**

**September 27, 2016**

**ADMINISTRATION**

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

**BOARD OF EDUCATION**

William Landsiedel, President  
Jan Vickers, Clerk  
Ketta Brown, Member  
Carol Normandin, Member  
Dee Perry, Member

For information regarding Laguna Beach Unified School District, please visit our website: [www.lbusd.org](http://www.lbusd.org)

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

September 27, 2016

Open Session 6:00 P.M.

**AGENDA**

**RECORDING OF SCHOOL BOARD MEETINGS**

Open Session School Board Meetings will be audio and video recorded.

- 1. CALL TO ORDER**
- 2. ROLL CALL TO ESTABLISH QUORUM**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADOPTION OF AGENDA**

**5. 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.

**6. 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*

## **7. CONSENT CALENDAR**

All matters listed under the Consent Calendar, items a – J, 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, denial, 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 – September 13, 2016
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Field Trip(s)
- e. Approval of Interdistrict Attendance Agreements – Resident Students from Other District(s)
- f. Approval of Agreements for Contracted Services – Special Education
- g. Approval of Agreements for Contracted Services – Technology
- h. Approval/Ratification of Warrants #387832 through #387990 in the amount of \$1,722,456.81 Dates: 09/02/2016 through 09/16/2016
- i. Approval/Ratification of Certificated Payroll 2A in the Amount of \$361,975.95  
Approval/Ratification of Classified Payroll 2B in the Amount of \$382,889.20  
Approval/Ratification of Certificated Payroll 2C in the Amount of \$1,982.73
- j. Approval of Community Facilities District 98-1 (Crystal Cove) Administrative Expense Fund Disbursements Totaling \$1,700.00

## **INFORMATION ITEMS**

### **8. MONTHLY FINANCIAL UPDATE**

– **Dean West, Assistant Superintendent, Business Services**

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

### **9. BOARD MEMBER DISCUSSION REGARDING CITY COUNCIL RESOLUTION OPPOSING MEASURE KK**

– **Jason Vilorio, Ed.D., Superintendent**

At its August 30, 2016 meeting, the Laguna Beach City Council voted to oppose Measure KK. On August 27 and September 13, members of the community requested the Laguna Beach Unified School District Board of Education take action to support the City Council's position. During the September 13 meeting of the Board of Education, two Board members requested additional discussion on this topic.

## **ACTION ITEMS**

### **10. APPROVAL OF RESOLUTION 16-15: SUPPORT FOR NATIONAL BULLYING PREVENTION MONTH**

– **Jason Vilorio, Ed.D., Superintendent**

October is National Bullying Prevention Month. Staff proposes the Board of Education review and adopt Resolution 16-15: Support of National Bullying Prevention Month.

- 11. APPROVAL TO CHANGE OCTOBER 25, 2016 BOARD OF EDUCATION MEETING DATE TO MONDAY, OCTOBER 24, 2016**  
– Jason Vilorio, Ed.D., Superintendent  
The Orange County Teacher of the Year Awards Banquet has been scheduled for Tuesday, October 25, 2016. To allow Board Members, Superintendent, and Cabinet member participation in this event, it is suggested that the date of the October 25 Board Meeting be rescheduled to Monday, October 24, 2016.
- 12. REVIEW AND APPROVAL OF BOARD POLICY, FINANCIAL RESERVES**  
– Dean West, Assistant Superintendent, Business Services  
Staff requests the Board of Education review Board Policy 3001, Financial Reserves, based on annual policy. No changes are recommended or required.
- 13. APPROVAL OF RESOLUTION #16-16: TEMPORARY INTERFUND TRANSFER OF \$6,000,000 FROM THE SPECIAL RESERVE FOR NON-CAPITAL OUTLAY FUND (17) TO THE GENERAL FUND (01)**  
– Dean West, Assistant Superintendent, Business Services  
Staff proposes the Board of Education approve a temporary interfund transfer of \$6,000,000 from the Special Reserve for Non-Capital Outlay (17) to the General Fund (01).
- 14. APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN COLLEGE AND CAREER ADVANTAGE (CCA) AND LAGUNA BEACH UNIFIED SCHOOL DISTRICT (LBUSD) TO EMPLOY LBUSD AND CCA TEACHERS TO OFFER ELECTIVE COURSES AT LAGUNA BEACH HIGH SCHOOL FOR THE 2016-2017 SCHOOL YEAR**  
– Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services  
Staff proposes the Board of Education approve a Memorandum of Understanding (MOU) between College and Career Advantage (CCA) and Laguna Beach Unified School District (LBUSD) to offer elective courses at Laguna Beach High School.
- 15. APPROVAL OF AN INDEPENDENT CONTRACTOR AGREEMENT WITH THE UNIVERSITY OF CALIFORNIA IRVINE, MATH PROJECT CONSULTING SERVICES, IN AN AMOUNT NOT-TO-EXCEED \$32,450**  
– Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services  
Staff proposes the Board of Education approve an Independent Contractor Agreement for consulting services by the UC Irvine Math Project to support the math teachers in successfully implementing the Common Core standards. The UC Irvine Math Project will partner with the District to build language rich conceptual math lessons to support all learners in math support classes. The Irvine Math Project may provide modeled lessons upon request.
- 16. APPROVAL OF JOB DESCRIPTION: TEACHER ON SPECIAL ASSIGNMENT: VISUAL AND PERFORMING ARTS (VAPA)**  
– Leisa Winston, Assistant Superintendent, Human Resources/Public Communications  
Staff proposes that the Board of Education approve the job description of Teacher on Special Assignment: Visual and Performing Arts (VAPA).

**17. AUTHORIZE THE ASSISTANT SUPERINTENDENT OF BUSINESS SERVICES TO FILE A NOTICE OF COMPLETION (NOC) FOR THE INSTALLATION OF TWO DIVIDER WALLS AT TOP OF THE WORLD ELEMENTARY SCHOOL BY WORLD WIDE CONSTRUCTION, FOR RECORDING BY THE COUNTY CLERK-RECORDER**

**– Dean West, Assistant Superintendent, Business Services**

**– Jeff Dixon, Director, Facilities**

Staff proposes the Board of Education approve filing a Notice of Completion (NOC) for the installation of two divider walls at Top of the World Elementary School by World Wide, Inc., for recording by the County Clerk-Recorder by the Assistant Superintendent of Business Services.

**18. ADJOURNMENT**

**– William Landsiedel, President, Board of Education**

The next Regular Meeting of the Board of Education is **Tuesday, October 11, 2016, 6:00 PM**

550 Blumont St., Laguna Beach, CA

For information regarding Laguna Beach Unified School District, please visit our website: [www.lbusd.org](http://www.lbusd.org)

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

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

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

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

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

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

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

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

### **REASONABLE ACCOMMODATION**

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

## **Laguna Beach Unified School District**

**7.a. CONSENT/ACTION**

**September 27, 2016**

**Approval:**

**Minutes**

### **Board of Education Minutes of Regular Meeting September 13, 2016**

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#### **Call to Order**

Open Session of the Regular Meeting of the Board of Education was called to order by Board President Landsiedel at 6:00 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: William Landsiedel  
Jan Vickers  
Dee Perry  
Carol Normandin  
Ketta Brown

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

Staff: Jason Vilorio, Ed.D., Superintendent  
Dean West, Assistant Superintendent of Business Services  
Alysia Odipo, Ed.D., Assistant Superintendent, Instruction  
Leisa Winston, Assistant Superintendent, Human Resources and Public Communications  
Victoria Webber, Executive Assistant to the Board/Superintendent  
Mike Morrison, Chief Technology Officer  
Jeff Dixon, Director, Facilities  
Shannon Soto, Director, Fiscal  
Irene White, Director, Special Education  
Chris Herzfeld, Principal, Laguna Beach High School  
Jenny Salberg, Principal, Thurston Middle School  
Chris Duddy, Principal, El Morro Elementary  
Mike Conlon, Principal, Top of the World Elementary  
Anahi Velasco, Public Relations and Communications Liaison

#### **Pledge of Allegiance**

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

**Webber/Viloria**

### **Adoption of Agenda**

Member Brown moved to adopt the agenda. Clerk Vickers seconded.

Discussion: None.

President Landsiedel called for the vote.

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

### **Public Comment (Items not on the Agenda)**

Amy Kramer requested Board support of the City Council's Resolution in opposition of Measure KK.

Juliet Chesley requested Board support of the City Council's Resolution in opposition of Measure KK.

Howard Hills encouraged the Board to take a position on Measure KK.

Shari Morgan spoke in opposition to Measure KK.

### **Recognition**

Laguna Beach High School Principal, Chris Herzfeld, introduced the 2016 Boys Baseball team as CIF-SS, Division 4 Champions. Ten players were able to attend the Board recognition.

### **Reports**

#### **Student Representatives – Colette Hammett and Chloe Brian**

- Students and staff had a great first week of school and an update was given on the following topics:
  - New engineering course
  - BTSN
  - Link Crew orientation
  - New PA system
  - Fall sports update

#### **LaBUFA Representative – Mindy Hawkins, LaBUFA President**

- Attended Google Summit and applauded keynote speakers
- Teachers are excited for Rocket Ready professional development
- Faculty appreciates District administration



**CSEA Representative – Margaret Warder, CSEA President**

- Attended CSEA conference
- Thanked Dr. Vilorio for including CSEA and LaBUFA in District Leadership Workshop
- Reported on:
  - BTSNs
  - CSEA survey
  - Classified professional development (LaunchPad)

**PTA – Tammy Skenderian**

- Thanked everyone who attended PTA Council meeting and welcome reception for Dr. Vilorio and Dr. Odipo
- Reported on:
  - Reflections entry deadline 10/21
  - TOW and El Morro after school registrations
  - TOW Back to School Bonanza

**Board Members**

Board members reported as follows:

**Member Perry**

- Received positive feedback on certificated professional development
- Attended Community Coalition Meeting and reported out
- Commented on opposition of Measure KK

**Member Normandin**

- Commented on parent and community understanding of Board member roles
- Looking forward to governance workshop
- Visited classrooms with Dr. Vilorio

**Member Brown**

- Shared concerns from a community member regarding work at school sites on the weekends
- Attended PTA welcome reception and thanked PTA
- Received positive feedback on staff/professional development
- Commented on opposition of Measure KK

**Clerk Vickers**

- Attended the following events:
  - New employee orientation
  - Leadership workshop
  - Superintendent's evaluation/goal setting meeting
  - Welcome Back Breakfast
  - PTA Council Meeting
  - Welcome reception for Dr. Vilorio and Dr. Odipo and thanked PTA
  - Olympic celebration for Fischer sisters
- Commented on positive resolution of food truck location for football games
- Thanked Victoria Webber for Board Handbooks

**President Landsiedel**

- Met with LBUSD auditors
- Commented on enrollment numbers and encouraged staff to keep a watchful eye on enrollments
- Commented on Fischer sisters achievements
- Commented on LBUSD athletes and academic achievements
- Thanked PTA for holding welcome reception
- Commented on the incredible staff in LBUSD

**Superintendent Viloria**

- Thanked PTA for holding a welcome reception
- Thanked LaBUFA and CSEA for great working relationships
- Thanked principals for their great work
- Commented he works with great people in LBUSD

**Cabinet**

**Dean West, Assistant Superintendent, Business Services**

- Thanked Jeff Dixon for his work with the City on the Olympic celebration for the Fischer sisters

**Leisa Winston, Assistant Superintendent, Human Resources and Public Communication**

- Commented on the successful second annual classified staff development day and thanked the LBPD and guidance team for their contributions to the training
- Thanked all teachers and support staff for their work in opening the schools

**Alysia Odipo, Assistant Superintendent, Instructional Services**

- Thanked PTA for holding a welcome reception
- Commended the instructional services team for their work in preparing for the certificated professional development days
- Reported she will be meeting with every teacher in the District over the next few months

**PUBLIC HEARING**

Ensure Availability of Textbooks and Instructional Materials for 2016-2017 and Certification of Provision of Standards-Aligned Instructional Materials Per Education Code Sections 60119 and 60422 (b). Notice of Public Hearing was posted on August 30, 2016. (Resolution #16-13 will be brought for approval under Action Item 12).

President Landsiedel opened the public hearing at 7:04 p.m.

Public Comment: None

Board Discussion: None

President Landsiedel closed the public hearing at 7:05 p.m.

**Webber/Viloria**

## Consent Calendar

Jan Vickers pulled item 9.b., section 13. Dee Perry pulled item 9.e.

Member Brown moved approval of Consent Calendar items a-l, minus 9.b., section 13 and 9.e. Clerk Vickers seconded.

Public Comment: Howard Hills commented on items 9.d. and 9.e.

Discussion: Clerk Vickers made a correction to the August 23 minutes, noting the names of the Fischer sisters should be switched. Clerk Vickers made a correction to the August 29 minutes, noting the vote for adjournment to Closed Session should be 4-1-0, Member Perry had not yet arrived.

President Landsiedel called for the vote.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve Consent Calendar items a-l, minus 9.b., section 13 and 9.e.

- a. Approval of Minutes
  - i. August 23, 2016 (Regular Meeting)
  - ii. August 29, 2016 (Special Meeting)
- b. Approval/Ratification of Personnel Report (minus section 13)
- c. Approval of Conference/Workshop Attendance
- d. Approval of Interdistrict Attendance Agreements – Resident Students from Other District(s)
- ~~e. Denial of Interdistrict Attendance Agreements—Students from Other Districts~~
- f. Approval of Agreements for Contracted Services – Special Education
- g. Approval of Agreements for Contracted Services – Technology
- h. Approval/Ratification of Warrants #387691 through #387831 in the amount of \$1,832,797.66 Dates: 08/15/2016 through 09/01/2016
- i. Approval of Capistrano Unified School District Personnel Reimbursement Agreement
- j. Approval for Continuation of the Memorandum of Understanding (MOU) with Orange County Department of Education (OCDE) for the Teacher Induction Program for the 2016-2017 School Year in the estimated amount of \$12,500
- k. Approval of Quarterly Report – Board Policy 3002 – Investments
- l. Approval to Extend Award of Contract for Furniture and Accessories to Culver-Newlin Inc., and Concepts School and Office Furnishings based on Hawthorne School District Piggyback Purchasing Bid #13-14-1 Through June 30, 2017

Member Brown moved approval of Consent Calendar item 9.e. Member Normandin seconded.

Discussion: Board members discussed the circumstances regarding the denial of the request for transfer into the District.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve Consent Calendar 9.e. as listed.

Member Brown moved approval of Consent Calendar item 9.b., section 13 Member Normandin seconded.

Discussion: Board Clerk Vickers stated she would be abstaining from the vote for personal reasons.

Motion carried 4-0-1. Members Landsiedel, Perry, Normandin, and Brown voted yes to approve Consent Calendar 9.b, section 13. Clerk Vickers abstained.

### **Information Items**

#### **Summer School Update**

Assistant Superintendent Alysia Odipo introduced presenters Scott Wittkop and Dustin Gowan, who presented information on the 2015-2016 summer school program.

Public Comment: None

Board Discussion: President Landsiedel requested staff look into the possibility of increasing summer school electives offered to help reduce pressure AP students by allowing them to take electives outside of the regular school year.

#### **Opening of the School Year**

Superintendent Vilorio and staff presented information on the opening of schools for 2016-17. Information included updates on the Superintendent's Entry Plan, facilities projects, technology, and new staff.

Public Comment: None

Board Discussion: None

## **Action Items**

### **Approval of Resolution #16-13: Ensure Availability of Textbooks and Instructional Materials for 2016-2017 and Certification of Provision of Standards-Aligned Instructional Materials**

Clerk Vickers moved approval of Resolution #16-13: Ensure availability of textbooks and instructional materials for 2016-2017 and certification of provision of standards-aligned instructional materials. Member Brown seconded.

Public Comment: None

Board Discussion: None.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve Resolution #16-13: Ensure availability of textbooks and instructional materials for 2016-2017 and certification of provision of standards-aligned instructional materials.

### **Approval of Resolution #16-14: Cooperative Grant Between the Laguna Beach Unified School District and the Department of Rehabilitation to Provide Vocational Rehabilitation Services through a Transition Partnership Project (TPP)**

Member Brown moved approval of Resolution #16-14: Cooperative Grant Between the Laguna Beach Unified School District and the Department of Rehabilitation to Provide Vocational Rehabilitation Services through a Transition Partnership Project (TPP). Clerk Vickers seconded.

Public Comment: None

Board Discussion: Board members believe this is a great program.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve Resolution #16-14: Cooperative Grant Between the Laguna Beach Unified School District and the Department of Rehabilitation to Provide Vocational Rehabilitation Services through a Transition Partnership Project (TPP).

### **Approval of Hanover Partnership Proposal**

Member Brown moved approval of the Hanover Partnership Proposal. Member Normandin seconded.

Public Comment: None

Discussion: Superintendent Vilorio stated that Hanover is a research firm that specializes in education research. Through an approved partnership, staff would have access to 200 analysts and 875 existing reports. The partnership agreement would provide benchmarking and neutral analysis.

Board Discussion: Board members asked clarifying questions regarding study requests.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve the Hanover Partnership Proposal.

#### **Approval of Revisions to CSEA Salary Schedule**

Member Brown moved approval of revisions to CSEA salary schedule. Member Normandin seconded.

Public Comment: Margaret Warder, CSEA President, commented on her appreciation to the immediate response from District administration to correct the salary schedule.

Board Discussion: None

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve revisions to CSEA salary schedule.

#### **Approval of Independent Contract with Burnham Benefits Insurance Services to Provide Consulting and Brokerage Support for District Employees' Health Benefits for October 1, 2016 through September 30, 2017 with a not-to-exceed amount of \$60,000.**

Member Brown moved approval of an Independent Contract with Burnham Benefits Insurance Services to provide consulting and brokerage support for district employees' health benefits for October 1, 2016 through September 30, 2017 with a not-to-exceed amount of \$60,000. Clerk Vickers seconded.

Public Comment: None

Discussion: Leisa Winston stated it is good practice to review vendors and agreements regularly. The insurance committee reviewed, interviewed, and recommended Burnham Benefits Insurance Services.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve an Independent Contract with Burnham Benefits Insurance Services to provide consulting and brokerage support for district employees' health benefits for October 1, 2016 through September 30, 2017 with a not-to-exceed amount of \$60,000.

**Approval of Revised Job Description: Chief Technology Officer**

Clerk Vickers moved approval of the revised job description: Chief Technology Officer. Member Brown seconded.

Public Comment: None

Discussion: Leisa Winston stated proposed revisions include a change in reporting structure.

Board Discussion: None

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve the revised job description: Chief Technology Officer.

**Authorize the Assistant Superintendent of Business Services to File a Notice of Completion (NOC) for Roofing Replacement at Various Sites at Laguna Beach Unified School District by Best Contracting Services, Inc., for Recording by The County Clerk-Recorder.**

Clerk Vickers moved approval to Authorize the Assistant Superintendent of Business Services to File a Notice of Completion (NOC) for roofing replacement at various sites at Laguna Beach Unified School District by Best Contracting Services, Inc., for Recording by The County Clerk-Recorder. Member Brown seconded.

Public Comment: None.

Discussion: None

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to approve to Authorize the Assistant Superintendent of Business Services to File a Notice of Completion (NOC) for roofing replacement at various sites at Laguna Beach Unified School District by Best Contracting Services, Inc., for Recording by The County Clerk-Recorder.

Member Normandin requested a moment of recognition and reflection for Mr. Shew to honor his passing.

**Adjournment**

Clerk Vickers moved to adjourn the meeting. Member Brown seconded.

Public Comment: None

The next regular meeting of the Board of Education is Tuesday, September 27, 2016.

President Landsiedel called for the vote.

Motion carried 5-0. Members Landsiedel, Vickers, Perry, Normandin, and Brown voted yes to adjourn. The meeting adjourned at 8:17 p.m.

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Jan Vickers  
Clerk of the Board  
September 27, 2016



**Laguna Beach Unified School District**

**7.b. CONSENT/ACTION**

**September 27, 2016**

**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

September 27, 2016

### I. RETIREMENTS:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Kathleen Knott	Nurse	December 30, 2016
PC02SN0104	School Readiness	

### II. RESIGNATIONS:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
James Floren	Campus Supervisor	September 12, 2016
PC06SA0911	Thurston Middle School	

### III. EMPLOYMENT:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Betsy Klein	Instructional Assistant, Special Education	September 8, 2016
PC04SE0123	Laguna Beach High School	Special Ed Funds
	0104622510-2115	Permanent Employee
	Range: 23 Step: E	\$24.54 per hour
	6.5 hours per day/5 days per week/10 month academic calendar	

### IV. EMPLOYMENT: Stipends 2016/17 School Year

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Azadeh Baghai	GATE Coordinator	September 6, 2016 to
	Top of the World Elementary	June 22, 2017
	0108014011-1170	General Fund
		NTE: \$1822.00
Marie Bammer	Pilgrim Overnight Chaperone	March 13, 2017 to
	Top of the World Elementary	March 14 2017
	0108091005-1370	General Fund
		NTE: \$113.00
Randi Beckley	SAC Coordinator	September 1, 2016 to
	Thurston Middle School	June 22, 2017
	0106091008-1370	General Fund
	Shared with Michelle Martinez	NTE: \$728.00
Brooke Bismack	Grade Level Chair - Kindergarten	September 6, 2016 to
	Top of the World Elementary	June 22, 2017
	0108091005-1370	General Fund
		NTE: \$2060.00
Teryl Campbell	Grade Level Chair - 5th Grade	September 6, 2016 to
	Top of the World Elementary	June 22, 2017
	0108091005-1370	General Fund
		NTE: \$2060.00

**IV. EMPLOYMENT: Stipends 2016/17 School Year (cont'd)**

<u>Name:</u>	<u>Position/Site:</u>		<u>Effective Date:</u>
Kari Damato	Pilgrim Overnight Chaperone Top of the World Elementary 0108091005-1370	General Fund NTE: \$113.00	March 16, 2017 to March 17, 2017
Cory Day	Grade Level Chair - 3rd Grade Top of the World Elementary 0108091005-1370	General Fund NTE: \$2060.00	September 6, 2016 to June 22, 2017
Cory Day	CAASPP Site Testing Coordinator Top of the World Elementary 0108091005-1370	General Fund NTE: \$729.00	September 6, 2016 to June 22, 2017
Katie Dwight	Pilgrim Overnight Chaperone Top of the World Elementary 0108091005-1370	General Fund NTE: \$113.00	March 15, 2017 to March 16 2017
Rich Hartford	Elementary District Music Top of the World Elementary 0108091005-1370	General Fund NTE: \$510.50	September 6, 2016 to June 22, 2017
Rosie Haynes	Grade Level Chair - 2nd Grade Top of the World Elementary 0108091005-1370	General Fund NTE: \$2060.00	September 6, 2016 to June 22, 2017
Cyrus Hwang	Elementary District Music Top of the World Elementary 0108091005-1370	General Fund NTE: \$510.50	September 6, 2016 to June 22, 2017
Betsy Klein	Toileting Stipend Laguna Beach High School 0104612310-2170	Special Ed Funds NTE: \$150.00 per month	September 6, 2016 to June 22 2017
Brian Kull	Teacher-in-Charge Top of the World Elementary 0108091005-1370	General Fund NTE: \$1822.00	September 6, 2016 to June 22, 2017
Wendy Landaverde	Toileting Stipend Laguna Beach High School 0104612310-2170	Special Ed Funds NTE: \$75.00 per month	September 6, 2016 to June 22 2017
Cynthia LeMottee	Toileting Stipend Laguna Beach High School 0104612310-2170	Special Ed Funds NTE: \$150.00 per month	September 6, 2016 to June 22 2017

**IV. EMPLOYMENT: Stipends 2016/17 School Year (cont'd)**

<b><u>Name:</u></b>	<b><u>Position/Site:</u></b>		<b><u>Effective Date:</u></b>
Michelle Martinez	SAC Coordinator Thurston Middle School 0106091008-1370 Shared with Randi Beckley	General Fund NTE: \$728.00	September 1, 2016 to June 22, 2017
Megan Matthias	Geography Club Thurston Middle School 0106091008-1370	General Fund NTE: \$366.00	September 6, 2016 to June 22, 2017
Megan Matthias	Model UN Advisor Thurston Middle School 0106091008-1370	General Fund NTE: \$1822.00	September 6, 2016 to June 22, 2017
Kimberly Mattson	Grade Level Chair - 1st Grade Top of the World Elementary 0108091005-1370	General Fund NTE: \$2060.00	September 6, 2016 to June 22, 2017
Kimberly Mattson	SAC Chairperson Top of the World Elementary 0108091005-1370	General Fund NTE: \$1456.00	September 6, 2016 to June 22, 2017
Stacy Quirarte	District GATE Coordinator Districtwide 0102014011-1170	General Fund NTE: \$3767.00	July 1, 2016 to June 30, 2017
Nikki Romano	Toileting Stipend Top of the World Elementary 0104612310-2170	Special Ed Funds NTE: \$75.00 per month	September 6, 2016 to June 22 2017
Beth Sand	Elementary District Music Top of the World Elementary 0108091005-1370 NTE: 19.5 hours	General Fund Short Term/Intermittent Work Hours \$26.25 per hour	September 6, 2016 to June 22, 2017
Laura Silver	GATE Coordinator Thurston Middle School 0106014011-1170	General Funds NTE: \$1822.00	September 6, 2017 to June 22, 2017
Maryann Thomas	Grade Level Chair - 4th Grade Top of the World Elementary 0108091005-1370	General Fund NTE: \$2060.00	September 6, 2016 to June 22, 2017

**IV. EMPLOYMENT: Stipends 2016/17 School Year (cont'd)**

<u>Name:</u>	<u>Position/Site:</u>		<u>Effective Date:</u>
Maryann Thomas	Pilgrim Overnight Chaperone Top of the World Elementary 0108091005-1370	General Fund NTE: \$113.00	March 14, 2017 to March 15, 2017
Lorraine Winokur	Science Camp Chaperone Thurston Middle School 0106311008-1170 Replacing Linda Hill-Lindsay	General Fund NTE: \$450.00	September 20, 2016 to September 23, 2016

**V. EMPLOYMENT: Extra Duty/Short Term Assignments**

<u>Name:</u>	<u>Position/Site:</u>		<u>Effective Date:</u>
Ann Bergen	College and Career Specialist Laguna Beach High School 0105111600-2950 NTE: 5 hours Reason: CTE Meeting	General Fund \$30.21 per hour	August 2, 2016
Trina Bilich	Instructional Assistant, Special Education Top of the World Elementary 0104612310-2115 NTE: 6 hours Reason: Attending PLC after school	Special Ed Funds \$26.25 per hour	September 7, 2016 to June 21, 2017
Trina Bilich	Fitness Club Lead Assistant Top of the World Elementary 0104292600-2145 NTE: 4.5 hours Reason: Preparing and planning for Fitness Club	Special Ed Funds \$26.25 per hour	September 26, 2016 to May 25, 2017
Steven Bogusiewicz	4 CLE Classroom Design Laguna Beach High School 0113018640-1170 NTE: 5 hours	General Fund \$38.424 per hour	May 30, 2016 to June 20, 2016
Steven Bogusiewicz	4 CLE Classroom Support/Prep Laguna Beach High School 0113018640-1170 NTE: 4 hours	General Fund \$39.58 per hour	August 30, 2016 to September 1, 2016
Christina Carrillo	Adult Education Teacher - Prep Laguna Beach High School 1119014680-1130 NTE: 40 hours total	General Fund Short Term/Intermittent Work Hours \$39.58 per hour	September 26, 2016 to June 30, 2017

**V. EMPLOYMENT: Extra Duty/Short Term Assignments (cont'd)**

<u>Name:</u>	<u>Position/Site:</u>		<u>Effective Date:</u>
Christina Carrillo	Adult Education Teacher Laguna Beach High School 1119014680-1130 NTE: 300 hours total	General Fund Short Term/Intermittent Work Hours \$45.23 per hour	September 26, 2016 to June 30, 2017
Jeff Dippel	Adult Education Teacher - Prep Laguna Beach High School 1119014680-1130 NTE: 40 hours total	General Fund \$39.58 per hour	July 1, 2016 to June 30, 2017
Jeff Dippel	Adult Education Teacher Laguna Beach High School 1119014680-1130 NTE: 300 hours total	General Fund \$45.23 per hour	September 26, 2016 to June 30, 2017
Mark Harris	Link Crew Assistant - 9th Grade Orientation Laguna Beach High School 0105091012-2252 NTE: 11 hours	General Fund \$26.25 per hour	August 25, 2016
Samantha Gardner	Link Crew Assistant - 9th Grade Orientation Laguna Beach High School 0105011012-1180 NTE: 11 hours	General Fund \$45.23 per hour	August 25, 2016
Nadia Hart	Homework Club - 1st through 3rd Grade Top of the World Elementary 018011005-1280 NTE: 24 hours Reason: Shared with Patti Rabun	General Fund \$45.23 per hour	September 26, 2016 to May 25, 2017
Sally Jo	4 CLE Classroom Support/Prep Laguna Beach High School 0113018640-1170 NTE: 8 hours	General Fund \$39.58 per hour	September 1, 2016 to September 7, 2016
Cynthia LeMottee	Summer Tech Support Laguna Beach High School 0113457175-2290 NTE: 42 hours	General Fund Short Term/Intermittent Work Hours \$26.25 per hour	August 23, 2016 to September 2, 2016

**V. EMPLOYMENT: Extra Duty/Short Term Assignments (cont'd)**

<b><u>Name:</u></b>	<b><u>Position/Site:</u></b>	<b><u>Effective Date:</u></b>
Liv Marshall	Set up of Lexia and Fastbridge for Summer School El Morro Elementary General Fund 0112011055-1130 \$38.424 per hour NTE: 8 hours	June 24, 2016 to June 28, 2016
Michelle Martinez	"Breakout" Staff Development for CCM Thurston Middle School General Fund 0106011008-1130 \$39.58 per hour NTE: 5 hours	September 6, 2016 to September 9, 2016
Megan Matthias	Creation of TMS Club Brochure Thurston Middle School General Fund 0106011008-1130 \$39.58 per hour NTE: 8 hours	August 15, 2016 to September 6, 2016
Megan Matthias	"Breakout" Staff Development for CCM Thurston Middle School General Fund 0106011008-1130 \$39.58 per hour NTE: 5 hours	September 6, 2016 to September 9, 2016
Nathan McConnell	Fitness Club Assistant Top of the World Elementary Special Ed Funds 0104292600-2145 \$26.25 per hour NTE: 40 hours	September 26, 2016 to May 25, 2017
Nancy Mooers	4CLE Classroom Support/Prep Laguna Beach High School General Funds 0113018640-1170 \$38.424 per hour NTE: 7 hours	June 16, 2016 to June 20, 2016
Nancy Mooers	4CLE Classroom Support/Prep Laguna Beach High School General Funds 0113018640-1170 \$39.58 per hour NTE: 4 hours	September 1, 2016 to September 5, 2016
Valorie Quigley	4CLE Classroom Support/Prep Laguna Beach High School General Funds 0113018640-1170 \$38.424 per hour NTE: 4 hours	June 20, 2016 to June 22, 2016

**V. EMPLOYMENT: Extra Duty/Short Term Assignments (cont'd)**

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Valorie Quigley	4CLE Classroom Support/Prep Laguna Beach High School 0113018640-1170 NTE: 9.5 hours	August 30, 2016 to September 2, 2016
	General Funds \$39.58 per hour	
Patti Rabun	Homework Club - 1st through 3rd Grade Top of the World Elementary 018011005-1280 NTE: 24 hours Reason: Shared with Nadia Hart	September 26, 2016 to May 25, 2017
	General Fund \$45.23 per hour	
Kimberly Rood	4CLE Classroom Support/Prep Laguna Beach High School 0113018640-1170 NTE: 4 hours	June 16, 2016 to June 21, 2016
	General Funds \$38.424 per hour	
Kimberly Rood	4CLE Classroom Support/Prep Laguna Beach High School 0113018640-1170 NTE: 4 hours	August 30, 2016 to September 2, 2016
	General Funds \$39.58 per hour	
Sarah Schaeffer	Middle School Teacher - ELA Thurston Middle School 0106011008-1130 NTE: 22 hours Reason: Creating the Writing the Wave Handbook for 2016-17	July 1, 2016 September 30, 2016
	General Fund \$39.58 per hour	
Jennifer Sweet	DIBELS Testing Top of the World Elementary 0108091005-1280 NTE: 20 hours	September 12, 2016 to September 23, 2016
	General Fund Short Term/Intermittent Work Hours \$26.25 per hour	
See Employee List	4CLE Committee Member El Morro Elementary 0113018640-1170 NTE: 40 hours per employee Employees: Heather Besecker, Annie Bochenek, Denise Grey, Kathy Vick	September 14, 2016 to June 30, 2017
	General Fund \$39.58 per hour	



**V. EMPLOYMENT: Extra Duty/Short Term Assignments (cont'd)**

<b><u>Name:</u></b>	<b><u>Position/Site:</u></b>	<b><u>Effective Date:</u></b>
See Employee List	4CLE Committee Member Top of the World 0113018640-1170 General Fund \$39.58 per hour NTE: 40 hours per employee Employees: Brett Dick, Junko Hosokawa, Kimberly Mattson, Carol Mignosa, Carrie Rabay	September 14, 2016 to June 30, 2017
See Employee List	Coding Class Top of the World Elementary 0108091005-1280 General Fund \$39.58 per hour NTE: 1 hour per employee Employees: Susan Anderson, Azadeh Baghai, Marie Bammer, Marianne Bynum, Megan Bartlett, Brooke Bismack, Teryl Campbell, Jennifer Carlson, Jacquie Cohn, Kari Damato, Halle Davidson, Cory Day, Brett Dick, Michelle Douglass, Katie Dwight, Nadia Hart, Rosie Haynes, Robert Hoglebe, Junko Hosokawa, Pam Howland, Launa Nacion-Kirkey, Brian Kull, Tauna LaPierre, Liv Marshall, Carol Mignosa, Kimberly Mattson, Amanda Myregard, Kevin Nguyen, Patti Rabun, Erica Rahall, Maryann Thomas, Melanie Whitenack, Sarah Wolsey	September 26, 2016 to October 3, 2016
See Employee List	EL Team Meetings Top of the World Elementary 0108011500-1130 General Fund \$39.58 per hour NTE: 9 hours per employee Employees: Susan Anderson, Marie Bammer, Brett Dick, Katie Dwight, Rosie Haynes, Robert Hoglebe	October 1, 2016 to June 22, 2017
See Employee List	MTSS Team Meetings Top of the World Elementary 0108091005-1280 General Fund \$39.58 per hour NTE: 10 hours per employee Employees: Azadeh Baghai, Kari Damato, Michelle Douglass, Jolene Dugan, Robert Hoglebe, June Hosokawa, Livi Marshall	September 6, 2016 to June 22, 2017

**V. EMPLOYMENT: Extra Duty/Short Term Assignments (cont'd)**

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
See Employee List	Station Rotation Team Top of the World Elementary 0108091005-1280 General Fund \$39.58 per hour NTE: 3 hours per employee Reason: Prepare for and instruct students on Campus Rules Employees: Azadeh Baghai, Jolene Dugan, Michelle Douglas, Robert Hogrebe, Livi Marshall	September 7, 2016 to September 9, 2016
See Employee List	Station Rotation Assembly Top of the World Elementary 0108091005-1280 General Fund \$26.25 per hour NTE: 3 hours per employee Short Term/Intermittent Work Hours Reason: Prepare for and instruct students on Campus Rules Employees: Joshua Johnson, Kathy Norfleet, Nathan McConnell, Andy Romo	September 7, 2016 to September 9, 2016
See Employee List	TMS Book Club Thurston Middle School 0106011008-1130 General Fund \$39.58 per hour NTE: 12 hours each Employees: Tammy Bonneville, Maria Hoffman, Ina Inouye, Katie Meyers	September 6, 2016 to June 22, 2017
Laura Silver	Middle School Teacher - ELA Thurston Middle School 0106011008-1130 General Fund \$39.58 per hour NTE: 22 hours Reason: Creating the Writing the Wave Handbook for 2016-17	July 1, 2016 September 30, 2016
Cynthia Sorenson	4CLE Classroom Support/Prep Laguna Beach High School 0113018640-1170 General Funds \$38.424 per hour NTE: 7 hours	June 20, 2016 to June 29, 2016
Cynthia Sorenson	4CLE Classroom Support/Prep Laguna Beach High School 0113018640-1170 General Funds \$39.58 per hour NTE: 6.5 hours	September 5, 2016 to September 9, 2016
Eleanor Tiner	Science Camp Chaperone Thurston Middle School 0106011008-2252 General Fund Short Term/Intermittent Work Hours Range: 23 Step: E + longevity NTE: 8 hours daily \$26.31 per hour	September 20, 2016 to September 23, 2016

**VI. EMPLOYMENT: Short Term Assignments - PTA****Effective Date:**

**Name:**                      **Position/Site:**  
None

**VII. EMPLOYMENT: Short Term Assignments - Performing Arts**

<b><u>Name:</u></b>	<b><u>Position/Site:</u></b>	<b><u>Effective Date:</u></b>
Angela Irish	Drama Production Assistant Laguna Beach High School 0102315890-2970 NTE: \$15,000	September 13, 2016 to June 30, 2017 PA Funds Intermittent Work Hours \$26.25 per hour
Amy Macon	Ballet Instructor Laguna Beach High School 0102315890-2270 NTE: \$5500	September 1, 2016 to June 30, 2017 PA Funds Intermittent Work Hours \$26.25 per hour
Paul Nygro	Guest Choreographer - Drama Laguna Beach High School 0105315315-2970 NTE: \$5000	September 13, 2016 to June 30, 2017 PA Funds Intermittent Work Hours \$26.25 per hour
Andrew Pearson	Guest Choreographer - Dance Laguna Beach High School 01023158990-2270 NTE: \$750	October 1, 2016 to December 1, 2016 PA Funds Intermittent Work Hours \$26.25 per hour
Julie Stevens	Drama Assistant Laguna Beach High School 0105315315-2970 NTE: \$2000	September 13, 2016 to June 30, 2017 PA Funds Intermittent Work Hours \$26.25 per hour

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

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

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

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

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

Work Site: Laguna Beach High School

General Fund Account: 0105311075-1185/2140

**Fall Sports Calendar 2016/17:**

Pre-Season: July 5 - July 29, 2016  
In-Season: August 1 - November 4, 2016  
CIF Playoff: November 7 - December 3, 2016

**Winter Sports Calendar 2016/17:**

Pre-Season: September 5 - November 4, 2016  
In-Season: November 7 - February 10, 2017  
CIF Playoff: February 13 to March 4, 2017

**Spring Sports Calendar 2016/17:**

Pre-Season: November 7 - February 10, 2017  
In-Season: February 13 - May 12, 2017  
CIF Playoff: May 15 to June 3, 2017

**Employment - Fall Season:**

**Cross Country - Girls:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Steve Lalim	Head Coach, In Season	\$4,369.55
Mark Harris	Assistant Coach, In Season	\$1,875.00

**Cross Country - Boys:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Scott Wittkop	Head Coach, In Season	\$4,369.55
Kevin Tovar	Assistant Coach, In Season	\$2,375.00

**Football:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
John Shanahan	Head Coach, In Season	\$4,410.00
Nathan Ball	Assistant Coach, In Season	\$1,500.00
Brian Bishop	Assistant Coach, In Season	\$3,528.00
Darren Crawford	Assistant Coach, In Season	\$1,500.00
Alex Hutchinson	Assistant Coach, In Season	\$1,500.00
Joey Luna	Assistant Coach, In Season	\$2,869.00
Dan Moriarty	Assistant Coach, In Season	\$1,500.00
Paige Nobles	Assistant Coach, In Season	\$1,500.00
Tarquin Stephenson	Assistant Coach, In Season	\$1,500.00

**Golf - Girls:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Jon Hendrickson	Head Coach, In Season	\$3,978.93
Sean Quigley	Assistant Coach, In Season	\$2,036.00

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

Work Site: Laguna Beach High School

General Fund Account: 0105311075-1185/2140

**Sand Volleyball - Boys:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Darren Utterback	Head Coach, In Season	\$3,846.00
Everett Blanton	Assistant Coach, In Season	\$2,575.00

**Surf - Coed:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Scott Finn	Head Coach, In Season	\$4,369.55
Alisa Cairns	Assistant Coach, In Season	\$2,036.00

**Tennis - Girls:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Don Davis	Head Coach, In Season	\$3,393.00
Rick Gephardt	Assistant Coach, In Season	\$2,035.00

**Volleyball - Girls:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Carson Tanner	Head Coach, In Season	\$3,846.00
Matt Malone	Assistant Coach, In Season	\$2,450.00
Ryan Murphy	Assistant Coach, In Season	\$2,450.00
Joey Pillon	Assistant Coach, In Season	\$2,450.00

**Waterpolo - Boys:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Trevor Lyle	Head Coach, In Season	\$3,846.00
Ethan Damato	Assistant Coach, In Season	\$2,900.00
Nathan McConnell	Assistant Coach, In Season	\$2,189.00

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

Work Site: Laguna Beach High School

Booster Account: 0105315310-1185/2140

**Fall Sports Calendar 2016/17:**

Pre-Season:	July 5 - July 29, 2016
In-Season:	August 1 - November 4, 2016
CIF Playoff:	November 7 - December 3, 2016

**Winter Sports Calendar 2016/17:**

Pre-Season:	September 5 - November 4, 2016
In-Season:	November 7 - February 10, 2017
CIF Playoff:	February 13 to March 4, 2017

**XI. EMPLOYMENT/RELEASES: Short Term Assignments - Coaches/Booster Funded (cont'd)**

Work Site: Laguna Beach High School

Booster Account: 0105315310-1185/2140

**Spring Sports Calendar 2016/17:**

Pre-Season: November 7 - February 10, 2017

In-Season: February 13 - May 12, 2017

CIF Playoff: May 15 to June 3, 2017

**Employment - Fall Season:**

**Golf - Girls:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Lori Hathaway	Assistant Coach, Preseason	\$1,500.00
Lori Hathaway	Assistant Coach, In Season	\$1,500.00
Sean Quigley	Assistant Coach, Preseason	\$1,000.00

**Surf - Coed:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Alisa Cairns	Assistant Coach, Preseason	\$2,100.00

**Volleyball - Girls:**

<b><u>Name:</u></b>	<b><u>Position:</u></b>	<b><u>Stipend:</u></b>
Matt Malone	Assistant Coach, Preseason	\$1,500.00
Ryan Murphy	Assistant Coach, Preseason	\$1,500.00
Joey Pillon	Assistant Coach, Preseason	\$1,500.00

**XII. SUBSTITUTES: Employment and Resignations**

**Employment:**

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

**Laguna Beach Unified School District**

**7.c. CONSENT/ACTION**

**September 27, 2016**

**Approval: Conference/Workshop Attendance**

Julie Yaccino and Lou Ann Hendrickson - "Read 180 Next Generation" - September 28-29, 2016, Oceanside, CA. Participants will receive training in Read 180 Next Generation.

**Fiscal Impact:**

\$ 1,196.00 Registration  
\$ 176.24 Transportation  
\$ 200.00 Meals  
\$ 500.00 Substitutes

**\$ 2,072.24 TOTAL**

Account #0104613150 - 5220 Special Education - Travel & Conference  
Account #0104602120 - 2190 Special Education - Instructional Aide Substitutes  
Account #0104602120 - 1190 Special Education - Substitutes

Jason Vilorio, Alysia Odipo, Amy Kernan, Irene White, and Lila Samia - "21<sup>st</sup> Annual Conference on Advancing School Mental Health" - September 29 through October 1, 2016 – San Diego, CA. The annual conference offers speakers and participants numerous opportunities to advance knowledge and skills related to school mental health practice, research, training, and policy. The conference will emphasize a shared school-family-community agenda to bring high quality and evidence-based mental health promotion, prevention, and intervention to students and families.

**Fiscal Impact:**

\$ 2,675.00 Registration  
\$ 432.00 Transportation  
\$ 2,800.00 Lodging  
\$ 500.00 Meals  
\$ 200.00 Parking

**\$ 6,607.00 TOTAL**

Account #0102015380 - 5220 Staff Development Travel & Conference  
Account #0101377100 - 5220 Superintendent Travel & Conference

Alysia Odipo, Ed.D. - "AP Day" - October 8, 2016 – Costa Mesa, CA. The workshop will provide an in-depth survey of effective ways to support an AP program.

**Fiscal Impact:**

\$ 175.00 Registration  
  
**\$ 175.00 TOTAL**

Account #0109397150 - 5220 Instructional Services Travel & Conference

Cyndi Kimball and Chris Costley "Doing What Matters for Students-College & Career Readiness" October 14, 2016 – Huntington Beach, CA. A conference designed for middle and high school counselors to learn about long-term career pathways supported by the seven priority and emerging workplace sectors in Orange County identified by the California Community Colleges Chancellor's Office. Sectors include: advanced manufacturing, energy efficiency and utilities, information communication technology (ICT)/digital media, retail/hospitality/tourism, small business, health, global trade and logistics. Topics covered include: raising the bar in career readiness; dual enrollment, articulation, and information systems; tools to implement career pathways; linking secondary with post-secondary courses; work-based learning; and new career resources for students.

**Fiscal Impact:**

\$ 150.00	Registration
\$ 32.84	Transportation
\$ 182.84	TOTAL

**Account #0104033200 - 5220 TPP Travel & Conference**

Bob Billinger and Lance Neal - "CIF SS Athletic Administrators Summit" - October 17, 2016 – Sacramento, CA. Participants will attend interactive breakout sessions on tools and best practices for today's athletic professional.

**Fiscal Impact:**

\$ 120.00	Registration
\$ 48.60	Transportation
\$ 168.60	TOTAL

**Account #0105311075 - 5220 Athletic Travel & Conference**

Amy Kernan, Nichole Rosa, Jennifer DeMark, and Marianne Lawson - "California Association of School Counselors" - October 17-18, 2016 – Riverside, CA. The Mission Possible: Student Success! conference will focus on five themes: Safe and Supportive Schools; Reaching Higher for College and Career Readiness; Evidence Based School Counseling; Professional Practices; and the Digital Landscape

**Fiscal Impact:**

\$ 1,700.00	Registration
\$ 432.00	Transportation
\$ 320.00	Lodging
\$ 200.00	Meals
\$ 80.00	Parking
\$2,732.00	TOTAL

**Account #0102095380 - 5220 Staff Development Travel & Conference**



Heather Besecker, Annie Bochenek, and Denise Grey - "OCC Gate Annual Conference" - October 22, 2016 – Irvine, CA. Participants will explore the educational needs of gifted students through instruction, differentiation, and STEM.

**Fiscal Impact:**

\$ 270.00 Registration

\$ 270.00 TOTAL

Account #0107014011 - 5220 GATE Travel & Conference

Irene White - "ACSA 2017 Every Child Counts Symposium" - February 1-3, 2017 – Anaheim, CA. ACSA's Student Services and Special Education Council presents this world-class learning event featuring exciting workshops, informative keynotes and opportunities for skill development and networking. The event is designed for both beginning and veteran educational leaders and focuses on the latest in the field of student services and special education.

**Fiscal Impact:**

\$ 375.00 Registration

\$ 76.78 Transportation

\$ 150.00 Meals

\$ 601.78 TOTAL

Account #0104292600 - 5220 Special Education Travel & Conference

**Total Expenses: \$ 12,809.46**

## **Laguna Beach Unified School District**

### **7.d. CONSENT/ACTION**

**September 27, 2016**

**Approval: Student Field Trips**

#### **Proposal**

Staff proposes the Board of Education approve the following amended and newly presented student field trips:

#### **1. Laguna Beach High School**

Destination: Stanford Invitational Cross Country Meet  
Date: September 29 through October 1, 2016  
Chaperone(s): Scott Wittkop, Kevin Tovar, and Jennifer Orr  
Cost to Student: \$275  
Number of Students: 9  
Transportation: Van  
Accommodations: Residence Inn

Participation and travel to the Stanford Invitational Cross Country Meet was originally approved on May 10, 2016 for September 23-25, 2016. The dates of the meet have changed to September 29 through October 1, 2016. In addition, the team will no longer be traveling by air and costs are reduced from \$450 per student to \$275 per student.

#### **2. Laguna Beach High School**

Destination: Clovis Rough Rider Invitational – Cross Country Meet  
Date: October 12-14, 2016  
Chaperone(s): Scott Wittkop, Kevin Tovar, and Jennifer Orr  
Cost to Student: \$150.00  
Number of Students: 50  
Transportation: Charter Bus  
Accommodations: Best Western Plus

Participation and travel to the Clover Rough Rider Invitational was originally approved on May 10, 2016 for 14 students to attend. Students participated in fundraising events and have earned enough to take the entire team. This amendment is to include a total of 50 students.

#### **3. Laguna Beach High School**

Destination: SoCal Volleyball Invitational Varsity Tournament  
Date: October 14-15, 2016  
Chaperone(s): Carson Tanner  
Cost to Student: \$550 for the team  
Number of Students: 16  
Transportation: Charter Bus  
Accommodations: Holiday Inn

Student athletes will compete in a Division 1 volleyball tournament and enhance team bonding.

#### **4. El Morro Elementary**

Destination:	Pilgrim Overnight
Date:	November 4, 2016
Chaperone(s):	Ali Baruch, Chris Duddy, and five parent chaperones
Cost to Student:	\$80.00
Number of Students:	107 5 <sup>th</sup> grade students
Transportation:	Parents to transport
Accommodations:	The Pilgrim

Students will be immersed in early California history and work with a variety of dynamic historical characters. Students will gain skills in cooperative learning, teamwork, and communication.

#### **Background**

The principals of Laguna Beach High School and El Morro Elementary have approved the Applications for Field Trip requests and submitted the applications 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

### 7.e. CONSENT/ACTION

September 27, 2016

**Approval:** Interdistrict Attendance Agreement - Student From Other District

#### Proposal

Staff proposes the Board of Education approve the following Interdistrict Attendance Agreement request for a student to attend Laguna Beach Unified School District.

#### Background

Board Policy 5035 and Education Code 48204 provide for Interdistrict Attendance Agreements. Because of limited District resources, the Governing Board discourages transfers into the District and will consider approving such transfers only on a case-by-case basis through an Interdistrict Attendance Agreement with another district.

#### Implications

This proposed action would approve the request of a non-resident student to attend Laguna Beach Unified Schools. The request is for the **2016/2017 school year**.

#### Budget Impact

The budget impact that will occur as a result of this action is approximately \$8,500.00 per school year per student. This represents the estimated annual cost per student. The spreadsheet below outlines the number of Interdistrict Transfers into LBUSD for 2015/16 and 2016/17.

Summary of Interdistrict Transfer Agreement for Staff Members - 2016-17				
Requested School	IDT's for 2015/16	2015/16 Estimated Cost (\$8500 per student)	IDT's for 2016/17	2016/17 Estimated Cost (\$8500 per student)
LBHS	10	\$ 85,000.00	6	\$ 51,000.00
TMS	9	\$ 76,500.00	10	\$ 85,000.00
TOW/ELM	25	\$ 221,000.00	34	\$ 289,000.00
Total	44	\$ 382,500.00	49	\$ 425,000.00

#### Recommended Action

Staff recommends the Board of Education approve the attached request for Interdistrict Attendance Agreement.

Name	Grade	District From	Reason
Kylee N.	10	Capo USD	1

- (1) Employee - Renewal
- (2) Employee - New
- (3) Special Need/Request

**7.f. ACTION**

**September 27, 2016**

**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**

**Contracts-September 27, 2016**

<b><u>Contractor</u></b>	<b><u>Description of Services</u></b>	<b><u>Term</u></b>	<b><u>Funding</u></b>	<b><u>Cost</u></b>
Parent Reimbursement/ Legal	Reimbursement per settlement agreement dtd 9/6/16 for education placement for a special education student	09/01/16- 06/30/17	Parent Reimbursement/ Legal 0104632900-5878	\$29,755
Independent Contract Total Recall Captioning Inc.	Remote captioning service for a hearing impaired student	09/16/16- 06/22/17	Outside Agency 0104622510-5860	\$11,700
Parent Reimbursement/ Legal	Reimbursement per Due Process Hearing decision dtd 8/28/16 for a special education student	08/28/16- 08/28/16	Parent Reimbursement/ 0104632900-5878	\$ 5,491
Parent Reimbursement/ Legal	Reimbursement per settlement agreement dtd 8/15/16 for education placement for a special education student	07/01/16- 08/30/16	Parent Reimbursement/ Legal 0104632900-5878	\$ 2,018
Independent Contract Melinda Gillinger DHH Specialist	Deaf & Hard of Hearing observation & IEP attendance for a special education student	09/20/16- 10/05/16	Outside Agency 0104632900-5889	\$ 750
Independent Contract Kimberly Hiddleston DHH Specialist	Auditory Verbal Therapy and IEP attendance for a special education student	09/20/16- 06/30/17	Outside Agency 0104632900-5889	\$12,300

**Laguna Beach Unified School District**

**7.g CONSENT/ACTION**

**September 27, 2016**

**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/License Renewals – September 27, 2016

Contractor	Description of Services	Term	Funding	Cost
Acorn Media	Quicken Deluxe 2016 Accounting Software for Business	09/01/16 – 09/01/17	01134571755805	\$ 1,039.74
Blue Duck Ltd.	Math Skills Software K-5	09/17/16 – 09/17/17	01130171755805	\$ 5,250.00
Granicus, Inc.	Video publishing and storage for Board Meetings	07/01/16 – 06/30/17	01134571755805	\$ 6,000.00
Hapara	Software for Google Apps (All Sites)	10/01/16 – 09/30/17	01130171755805	\$15,384.60
Lexia Learning Systems	Lexia Reading Learning Software for Elementary	10/01/16 – 9/30/17	01130171755805	\$ 6,750.00



## **Laguna Beach Unified School District**

### **7.h. CONSENT/ACTION**

**September 27, 2016**

**Approval: Warrants #387832 Through #387990 In The Amount of \$1,722,456.81**  
**Dates: 09/02/2016 through 09/16/2016**

#### **Proposal**

Staff proposes the Board of Education approve/ratify Warrants #387832 through #387990 in the amount of \$1,722,456.81.

#### **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 2016/2017 District Operating Budgets.

#### **Recommended Action**

Staff recommends the Board of Education approve/ratify the warrants in the amount of \$1,722,456.81.

LAGUNA BEACH USD 09/02/16 8:12 AM ---req: ADMIN-----leg: 76 ---loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST Page 1  
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Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387832	09/02/16	AMERICAN MEDIA ARTISTS	MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	2,063.91 2,063.91
00387833	09/02/16	ANCHOR ELECTRIC	ELECTRICAL REPAIRS	0107477408	5661	ELECTRICAL REPAIRS	6,162.00
			ELECTRICAL REPAIRS	0105477408	5661	ELECTRICAL REPAIRS	615.00
			ELECTRICAL REPAIRS	0106477408	5661	ELECTRICAL REPAIRS	1,940.00
			ELECTRICAL REPAIRS	0105477408	5661	ELECTRICAL REPAIRS	2,278.00
						CHECK TOTAL:	10,995.00
00387834	09/02/16	AUDIOLOGY SYSTEMS INC.	MISC REPAIR	0102172850	5690	MISC REPAIR CHECK TOTAL:	360.00 360.00
00387835	09/02/16	Brightview Landscape S	LANDSCAPE/IRRIGATION	0102477409	5680	LANDSCAPE/IRRIGATION	600.00
			LANDSCAPE/IRRIGATION	0105477409	5680	LANDSCAPE/IRRIGATION	3,950.00
			LANDSCAPE/IRRIGATION	0106477409	5680	LANDSCAPE/IRRIGATION	3,000.00
			LANDSCAPE/IRRIGATION	0107477409	5680	LANDSCAPE/IRRIGATION	4,100.00
			LANDSCAPE/IRRIGATION	0108477409	5680	LANDSCAPE/IRRIGATION	3,500.00
			LANDSCAPE/IRRIGATION	0105477409	5680	LANDSCAPE/IRRIGATION	1,495.00
						CHECK TOTAL:	16,645.00
00387836	09/02/16	CASBO	GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	36.83
			TRAVEL & CONFERENCE	0102397406	5220	TRAVEL & CONFERENCE	305.00
						CHECK TOTAL:	341.83
00387837	09/02/16	City of Laguna Beach	ALARM MONITORING	0102477408	5560	ALARM MONITORING CHECK TOTAL:	150.00 150.00
00387838	09/02/16	Curriculum Associates	TEXTBOOKS	0102014105	4100	TEXTBOOKS CHECK TOTAL:	404.67 404.67
00387839	09/02/16	Ganahl Lumber	MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	48.31
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	273.69
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	182.20
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	42.13
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	45.44
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	22.85
						CHECK TOTAL:	614.62
00387840	09/02/16		AUGUST 2016	0104632900	5878	PARENT REIMBURSEMENT (LE	2,562.00
						CHECK TOTAL:	2,562.00
00387841	09/02/16	JENNIFER TONEY SPEECH	AUGUST 2016	0104632900	5887	SPEECH THERAPY CHECK TOTAL:	680.00 680.00

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387842	09/02/16	Jun Shen	ACCOUNTS PAYABLE MANUAL	0100000000	9510	ACCOUNTS PAYABLE MANUAL	168.43
			ACCOUNTS PAYABLE MANUAL	0100000000	9510	ACCOUNTS PAYABLE MANUAL	1,400.00
			ACCOUNTS PAYABLE MANUAL	0100000000	9510	ACCOUNTS PAYABLE MANUAL	215.94
			CHECK TOTAL:			CHECK TOTAL:	1,784.37
00387843	09/02/16	Maintex	CUSTODIAL CONSUMABLES (PAPER)	0105477409	4360	CUSTODIAL CONSUMABLES (PA	4,898.91
			CHECK TOTAL:			CHECK TOTAL:	4,898.91
00387844	09/02/16	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0102397400	4340	GENERAL SUPPLIES-NON INS	85.82
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	34.19
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	114.48
			CHECK TOTAL:			CHECK TOTAL:	234.49
00387845	09/02/16	PAPER RECYCLING AND SH	OTHER MAINTENANCE SERVICES	0101377100	5692	OTHER MAINTENANCE SERVIC	50.00
			CHECK TOTAL:			CHECK TOTAL:	50.00
00387846	09/02/16	Perma Bound Books	TEXTBOOKS	0102014105	4100	TEXTBOOKS	105.84
			MATERIALS & SUPPLIES-INSTRUCT	0102014100	4310	MATERIALS & SUPPLIES-INS	107.01
			CHECK TOTAL:			CHECK TOTAL:	212.85
00387847	09/02/16	Rochester 100 Inc.	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	125.00
			CHECK TOTAL:			CHECK TOTAL:	125.00
00387848	09/02/16	School Services of CA	TRAVEL & CONFERENCE	0102397406	5220	TRAVEL & CONFERENCE	215.00
			CHECK TOTAL:			CHECK TOTAL:	215.00
00387849	09/02/16	Sparkletts	MISC OUTSIDE VENDOR	0102397400	5860	MISC OUTSIDE VENDOR	235.18
			CHECK TOTAL:			CHECK TOTAL:	235.18
00387850	09/02/16	StorageContainer.com	RENTAL EXPENSE	0106091008	5620	RENTAL EXPENSE	165.00
			CHECK TOTAL:			CHECK TOTAL:	165.00
00387851	09/02/16	Western OC Self Funded	WORKERS' COMP, CERTIFICATED	0102017400	3601	WORKERS' COMP, CERTIFICATE	68,227.13
			WORKERS' COMP, CLASSIFIED	0102397400	3602	WORKERS' COMP, CLASSIFIED	28,411.87
			CHECK TOTAL:			CHECK TOTAL:	96,639.00
00387852	09/02/16	INDIGO BRIDGE TECHNOLO	GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	766.80
			CHECK TOTAL:			CHECK TOTAL:	766.80
00387853	09/02/16	MOBILE MODULAR MANAGEM	RENTAL EXPENSE	2506498410	5620	RENTAL EXPENSE	586.00
			CHECK TOTAL:			CHECK TOTAL:	586.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							140,729.63

LAGUNA BEACH USD      09/02/16      Commercial Check Register      Page 3  
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GRAND TOTAL							140,729.63

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387854	09/06/16	AccuTrain Corporation	MATERIALS & SUPPLIES-INSTRUCT	0104292600	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	200.00 200.00
00387855	09/06/16	Allstate Sign & Plaque	MISC OUTSIDE VENDOR	0106091008	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	122.70 122.70
00387856	09/06/16	CDW GOVERNMENT LLC	PRINTERS <\$250 & INK/SUPPLIES	0107011005	4322	PRINTERS <\$250 & INK/SUP CHECK TOTAL:	2,737.80 2,737.80
00387857	09/06/16	COMMITTEE for CHILDREN	MATERIALS & SUPPLIES-INSTRUCT	0104292600	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	7,363.00 7,363.00
00387858	09/06/16	Copy & Print Center	OUTSIDE PRINTING	0105091012	5870	OUTSIDE PRINTING CHECK TOTAL:	424.42 424.42
00387859	09/06/16	Graininger	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES CHECK TOTAL:	694.54 694.54
00387860	09/06/16	Handwriting Without Te	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	4,668.71 4,668.71
00387861	09/06/16	Hayden McNeil	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	458.99 458.99
00387862	09/06/16	Kajeet Inc.	INTERNET CONNECTIVITY	0113457175	5940	INTERNET CONNECTIVITY CHECK TOTAL:	1,137.39 1,137.39
00387863	09/06/16	Maintex	EQUIPMENT - NEW CUSTODIAL CONSUMABLES (PAPER)	0105477409	4410	EQUIPMENT - NEW CUSTODIAL CONSUMABLES (PA CHECK TOTAL:	319.52 124.48 444.00
00387864	09/06/16	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	34.75 34.75
00387865	09/06/16	STRING TENNIS SHOP	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	2,046.06 2,046.06
00387866	09/06/16	Tech4Learning Inc.	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE CHECK TOTAL:	4,868.00 4,868.00
00387867	09/06/16	XVR Software LLC	CONSULTANTS-COMPUTER SERVICES	0113457175	5832	CONSULTANTS-COMPUTER SER CHECK TOTAL:	4,950.00 4,950.00

LAGUNA BEACH USD      09/06/16      Commercial Check Register      Page 2  
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TOTAL FOR STOCK 76 Laguna Beach's check stock ID							30,150.36
GRAND TOTAL							30,150.36

LAGUNA BEACH USD 09/07/16 Commercial Check Register Page 1  
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 SELECT Check ID's and Numbers: 766 ; Check Dates: 090716

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387868	09/07/16	All American Trophy &	GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS CHECK TOTAL:	22.68 22.68
00387869	09/07/16	B & H Photo Video Inc.	MATERIALS & SUPPLIES-INSTRUCT EQUIPMENT - NEW	0105015040	4310	MATERIALS & SUPPLIES-INS 0105015040 4410 EQUIPMENT - NEW 0105015040 4310 MATERIALS & SUPPLIES-INS CHECK TOTAL:	855.52 3,923.18 96.59 4,875.39
00387870	09/07/16	Certified Transportati	CHARTER BUS-ATHLETIC/FIELD TRP CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE 0105311075 5865 CHARTER BUS-ATHLETIC/FIE CHECK TOTAL:	1,084.20 1,941.20 2,025.40
00387871	09/07/16	Copy & Print Center	OUTSIDE PRINTING OUTSIDE PRINTING	0105011012	5870	OUTSIDE PRINTING 0105091012 5870 OUTSIDE PRINTING CHECK TOTAL:	2,779.92 2,215.14 2,995.06
00387872	09/07/16	Curriculum Associates	TEXTBOOKS	0102014105	4100	TEXTBOOKS CHECK TOTAL:	289.94 289.94
00387873	09/07/16	Durham School Services	7/15 CRYSTAL COVE 7/22-CRYSTAL COVE JULY 2016	0107011005	5865	CHARTER BUS-ATHLETIC/FIE 0107011005 5865 CHARTER BUS-ATHLETIC/FIE 0104256700 5865 CHARTER BUS-HOME TO SCHO CHECK TOTAL:	84.55 96.23 16,764.23 16,945.01
00387874	09/07/16	EPS LITERACY & INTERVE	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	1,745.79 1,745.79
00387875	09/07/16	Flinn Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	942.43 942.43
00387876	09/07/16	Harcourt School Publis	TEXTBOOKS	0102014100	4100	TEXTBOOKS CHECK TOTAL:	220.21 220.21
00387877	09/07/16	Houghton Mifflin Harco	TEXTBOOKS	0102014041	4100	TEXTBOOKS CHECK TOTAL:	5,863.59 5,863.59
00387878	09/07/16	Jim's Music Center Inc	MISC REPAIR	0102011190	5690	MISC REPAIR CHECK TOTAL:	2,300.00 2,300.00
00387879	09/07/16	JW Pepper	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	164.12 164.12
00387880	09/07/16	KRUGER TEAM SPORT	MATERIALS & SUPPLIES-INSTRUCT	0106011075	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	9,528.96 9,528.96

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387881	09/07/16	Maintex	CUSTODIAL CONSUMABLES (PAPER)	0105477409	4360	CUSTODIAL CONSUMABLES (PAPER) CHECK TOTAL:	730.98 730.98
00387882	09/07/16	Mountain & Sea Educati	MISC OUTSIDE VENDOR	0106013455	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	74,042.75 74,042.75
00387883	09/07/16	NETSTYLE CORP.	GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INSTRUCT CHECK TOTAL:	380.00 380.00
00387884	09/07/16	NICK RAIL MUSIC	EQUIPMENT - NEW	0102015940	4410	EQUIPMENT - NEW CHECK TOTAL:	774.00 774.00
00387885	09/07/16	Ocean View School	AUGUST 2016	0104632210	5875	TUITION CHECK TOTAL:	4,315.11 4,315.11
00387886	09/07/16	Void - Continued Stubb	Undefined.....	Undef.	Unde	CHECK TOTAL:	0.00*
00387887	09/07/16	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0102172850	4340	GENERAL SUPPLIES-NON INSTRUCT MATERIALS & SUPPLIES-INSTRUCT	192.96
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	16.59
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	24.88
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	2,089.36
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	1,729.38
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	2,184.45
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	335.75
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	150.17
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	142.39
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	308.58
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	6,807.11
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	10.79
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	44.50
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	19.71
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	256.23
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	1,812.06
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4410	EQUIPMENT - NEW	248.39
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	560.52
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	111.03
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	92.66
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	55.60
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	92.47
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	78.73
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	60.53
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	17.67
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INSTRUCT	100.88



Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387888	09/07/16	Premier Agendas Inc.	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	188.62
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	21.05
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	44.60
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	593.86
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	374.49
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	46.27
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	68.90
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	19.98
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	8.64
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	144.45
						CHECK TOTAL:	19,054.26
00387889	09/07/16	SCHOOL DATEBOOKS INC.	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	1,136.37
						CHECK TOTAL:	1,136.37
00387890	09/07/16	Scott Wittkop	OUTSIDE PRINTING	0106091008	5870	OUTSIDE PRINTING	3,427.76
						CHECK TOTAL:	3,427.76
00387891	09/07/16	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	485.95
						CHECK TOTAL:	485.95
00387892	09/07/16	Steve Lalim	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	74.71
						CHECK TOTAL:	74.71
00387893	09/07/16	The LaunchPad Therapy	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	1,400.00
						CHECK TOTAL:	1,400.00
00387894	09/07/16	West Music	AUGUST 2016	0104632900	5885	OCCUPATIONAL THERAPY	115.00
						CHECK TOTAL:	115.00
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	558.00
						CHECK TOTAL:	558.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							154,413.47
GRAND TOTAL							154,413.47

LAGUNA BEACH USD 09/08/16 8:24 AM --req: ADMIN--leg: 76 -----loc: ISSSTAFF--job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST Page 1  
 THU, SEP 08, 2016, 8:24 AM --req: ADMIN--leg: 76 -----loc: ISSSTAFF--job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST  
 SELECT Check ID's and Numbers: 768 ; Check Dates: 090816

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387895	09/08/16	Acorn Media	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	105.29
						CHECK TOTAL:	105.29
00387896	09/08/16	AT&T	TELEPHONE SERVICE	0107477409	5920	TELEPHONE SERVICE	9.40
						CHECK TOTAL:	9.40
00387897	09/08/16	Blue Ice Air and Heati	HVAC	0105477408	5660	HVAC	425.00
						CHECK TOTAL:	425.00
00387898	09/08/16	Blue Shield of Califor	HEALTH & WELFARE, CERTIFICATED	0102397400	3402	HEALTH & WELFARE, CLASSIF	91.060.63
			HEALTH & WELFARE, CERTIFICATED	0102017400	3401	HEALTH & WELFARE, CERTIF	184,880.66
						CHECK TOTAL:	275,941.29
00387899	09/08/16	CDW GOVERNMENT LLC	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	34.86
			EQUIPMENT - NEW	0102477408	4410	EQUIPMENT - NEW	11.00
			EQUIPMENT-COMPUTER	0102477408	4460	EQUIPMENT-COMPUTER	2,144.93
			EQUIPMENT-COMPUTER	0102477408	4460	EQUIPMENT-COMPUTER	79.20
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	75.60
						CHECK TOTAL:	2,345.59
00387900	09/08/16	Costco	DUES & MEMBERSHIPS	0101377100	5310	DUES & MEMBERSHIPS	55.00
						CHECK TOTAL:	55.00
00387901	09/08/16	FIVE STAR TROPHIES	GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	16.46
						CHECK TOTAL:	16.46
00387902	09/08/16	Frontier California In	TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	245.03
						CHECK TOTAL:	245.03
00387903	09/08/16	Grainger	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	34.70
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	1,881.90
						CHECK TOTAL:	1,916.60
00387904	09/08/16	Houghton Mifflin Harco	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	75.60
						CHECK TOTAL:	75.60
00387905	09/08/16	KYA SERVICES LLC	CONTRACT SERVICES	0106477408	5610	CONTRACT SERVICES	1,859.38
						CHECK TOTAL:	1,859.38
00387906	09/08/16	Maintax	OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES	5,040.04
						CHECK TOTAL:	5,040.04
00387907	09/08/16	OCDE	OUTSIDE PRINTING	0102397406	5870	OUTSIDE PRINTING	189.00
						CHECK TOTAL:	189.00

LAGUNA BEACH USD 09/08/16 Commercial Check Register Page 2  
 THU, SEP 08, 2016, 8:24 AM ---req: ADMIN-----leg: 76 ---loc: ISSSTAFF---job: 10660941 #J302---prog: CK514 <1.02>---report id: CKOCLIST  
 SELECT Check ID's and Numbers: 760 ; Check Dates: 090816

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387908	09/08/16	PITNEY BOWES GLOBAL FI	RENTAL EXPENSE	0102397400	5620	RENTAL EXPENSE	231.91
						CHECK TOTAL:	231.91
00387909	09/08/16	Purchase Power	POSTAGE	0102397400	5910	POSTAGE	3,630.85
						CHECK TOTAL:	3,630.85
00387910	09/08/16	Staples Advantage	COPIER PAPER	0102397400	4312	COPIER PAPER	334.37
						CHECK TOTAL:	334.37
00387911	09/08/16	WeVideo Inc.	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	3,563.00
						CHECK TOTAL:	3,563.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							295,983.81
GRAND TOTAL							295,983.81

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387912	09/09/16	Home Depot	PLUMBING REPAIRS	0102477408	5862	PLUMBING REPAIRS	376.65
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	242.49
			MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	270.42
			PLUMBING REPAIRS	0102477408	5862	PLUMBING REPAIRS	28.15
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	-129.44
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	301.46
			PLUMBING REPAIRS	0102477408	5862	PLUMBING REPAIRS	187.91
			PLUMBING REPAIRS	0102477408	5862	PLUMBING REPAIRS	605.41
			PLUMBING REPAIRS	0102477408	5862	PLUMBING REPAIRS	60.67
			PLUMBING REPAIRS	0102477408	5862	PLUMBING REPAIRS	104.30
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	252.20
			MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	417.20
						CHECK TOTAL:	2,727.42
00387913	09/09/16	KOCE TV Foundation	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	15,400.20
						CHECK TOTAL:	15,400.20
00387914	09/09/16	Laguna Graphic Arts In	OUTSIDE PRINTING	0106091008	5870	OUTSIDE PRINTING	240.84
						CHECK TOTAL:	240.84
00387915	09/09/16	LIGHTSPEED TECHNOLOGIE	EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	10,322.87
			EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	23,494.11
						CHECK TOTAL:	33,816.98
00387916	09/09/16	Orange County Therapy	AUGUST 2016	01046322900	5886	PHYSICAL THERAPY	85.00
						CHECK TOTAL:	85.00
00387917	09/09/16	ProGroup	OUTSIDE PRINTING	0106091008	5870	OUTSIDE PRINTING	216.00
			OUTSIDE PRINTING	0106091008	5870	OUTSIDE PRINTING	64.80
						CHECK TOTAL:	280.80
00387918	09/09/16	Seaside Solutions	AUGUST 2016	0104132980	5889	OTHER THERAPY	550.00
						CHECK TOTAL:	550.00
00387919	09/09/16	Southwest Binding & La	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	74.20
						CHECK TOTAL:	74.20
00387920	09/09/16	Tangram Interiors	EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	8,108.88
			EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	8,108.88
			EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	8,108.88
						CHECK TOTAL:	24,326.64

TOTAL FOR STOCK 76 Laguna Beach's check stock ID 77,502.08

LAGUNA BEACH USD      09/09/16      Commercial Check Register      Page 2  
 FRI, SEP 09, 2016,    8:09 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: 090916

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
GRAND TOTAL							77,502.08

LAGUNA BEACH USD 09/12/16 7:57 AM ---reg: ADMIN-----leg: 76 ----loc: ISSSTAFF---job: 10660941 #J302--prog: CK514 <1.02>---report id: CKOCLIST Page 1  
 MON, SEP 12, 2016, SELECT Check ID's and Numbers: 760 ; Check Dates: 091216

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387921	09/12/16	Culver Newlin Inc.	EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	6,920.64
			EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	8,824.14
			EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	8,966.70
			EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	8,966.70
			EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	8,966.70
			EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	8,966.70
						CHECK TOTAL:	51,611.58
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							51,611.58
GRAND TOTAL							51,611.58

LAGUNA BEACH USD 09/13/16 Commercial Check Register Page 1  
TUE, SEP 13, 2016, 7:57 AM --req: ADMIN-----leg: 76 ----loc: ISSSTAFF---job: 10660941 #J302--prog: CR514 <1.02--report id: CROCLIST  
SELECT Check ID's and Numbers: 766 ; Check Dates: 091316

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387922	09/13/16	Apple Computer Inc.	EQUIPMENT-COMPUTER	0113457175	4460	EQUIPMENT-COMPUTER CHECK TOTAL:	1,591.31 1,591.31
00387923	09/13/16	Atkinson Andelson Loya	LEGAL EXPENSE LEGAL EXPENSE	0110397140	5835	LEGAL EXPENSE CHECK TOTAL:	2,349.38 2,349.38
00387924	09/13/16	Brain Pop	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE CHECK TOTAL:	7,980.00 7,980.00
00387925	09/13/16	CDW Computer Centers I	EQUIPMENT-COMPUTER	0108011005	4460	EQUIPMENT-COMPUTER CHECK TOTAL:	784.00 784.00
00387926	09/13/16	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP CHECK TOTAL:	654.78 654.78
00387927	09/13/16	Fisher Scientific	MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	607.51 607.51
00387928	09/13/16	Grainger	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES CHECK TOTAL:	261.09 261.09
00387929	09/13/16	KRUGER TEAM SPORT	MISC OUTSIDE VENDOR	0106011008	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	594.00 594.00
00387930	09/13/16	LIGHTSPEED TECHNOLOGIE	EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW CHECK TOTAL:	6,659.86 6,659.86
00387931	09/13/16	Medco Supply Co.	MATERIALS & SUPPLIES-INSTRUCT EQUIPMENT - NEW	0105011075	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	133.98 133.98
00387932	09/13/16	Pearson	TEXTBOOKS	0102014100	4100	TEXTBOOKS CHECK TOTAL:	2,718.36 2,718.36
00387933	09/13/16	PITNEY BOWES GLOBAL FI	6/30/16-9/29/16	0105091012	5620	RENTAL EXPENSE CHECK TOTAL:	1,425.60 1,425.60
00387934	09/13/16	Scholastic Inc.	SUBSCRIPTIONS	0108011005	4368	SUBSCRIPTIONS CHECK TOTAL:	414.04 414.04
							387.33 387.33

LAGUNA BEACH USD 09/13/16 Commercial Check Register Page 2  
 TUE, SEP 13, 2016, 7:57 AM --req: ADMIN-----leg: 76 -----loc: ISSTAFF---Job: 10660941 #J302--prog: CK514 <1.02>---report id: CKOCLIST  
 SELECT Check ID's and Numbers: 756 ; Check Dates: 091316

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387935	09/13/16	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	3.95
			MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	194.68
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	961.30
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	202.68
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	702.48
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	101.96
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	10.30
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	72.90
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	202.94
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	334.37
			COPIER PAPER	0105011012	4312	COPIER PAPER	2,787.56
			CHECK TOTAL:				2,950.00
00387936	09/13/16	TransACT Communication	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	2,950.00
			CHECK TOTAL:				2,950.00
00387937	09/13/16	UPS	POSTAGE	0113457175	5910	POSTAGE	741.00
			POSTAGE	0113457175	5910	POSTAGE	-355.20
			CHECK TOTAL:				385.80
00387938	09/13/16	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	16.04
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	143.85
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	51.72
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	111.74
			CHECK TOTAL:				323.35
00387939	09/13/16	RUHNAU RUHNAU CLARKE	ARCHITECTURAL DESIGN FEES	2508498410	6220	ARCHITECTURAL DESIGN FEE	900.00
			CHECK TOTAL:				900.00

GRAND TOTAL 35,377.75  
 TOTAL FOR STOCK 76 Laguna Beach's check stock ID 35,377.75



SELECT Check ID's and Numbers: 768 ; Check Dates: 091416

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387940	09/14/16	Fisher Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	1,006.81 1,006.81
00387941	09/14/16	Houghton Mifflin Harco	CONSULTANTS-INSTRUCTIONAL	0102015380	5830	CONSULTANTS-INSTRUCTIONA CHECK TOTAL:	5,900.00 5,900.00
00387942	09/14/16	Jenny Salberg	MISC OUTSIDE VENDOR	0106091008	5860	MISC OUTSIDE VENDOR	62.40
			GENERAL SUPPLIES-NON INSTRUCT	0106091008	4340	GENERAL SUPPLIES-NON INS CHECK TOTAL:	36.63 99.03
00387943	09/14/16	Maintex	CUSTODIAL CONSUMABLES (PAPER)	0105477409	4360	CUSTODIAL CONSUMABLES (PA	19.76
			CUSTODIAL CONSUMABLES (PAPER)	0105477409	4360	CUSTODIAL CONSUMABLES (PA CHECK TOTAL:	74.79 94.55
00387944	09/14/16	McGraw Hill School Pub	TEXTBOOKS	0102014100	4100	TEXTBOOKS	11,485.04
						CHECK TOTAL:	11,485.04
00387945	09/14/16	NETSTYLE CORP.	GENERAL SUPPLIES-NON INSTRUCT	0106091008	4340	GENERAL SUPPLIES-NON INS CHECK TOTAL:	215.00 215.00
00387946	09/14/16	Pasco Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	426.40 426.40
00387947	09/14/16	SIERRA SCHOOL EQUIPMEN	EQUIPMENT - NEW	0108011005	4410	EQUIPMENT - NEW CHECK TOTAL:	5,840.64 5,840.64
00387948	09/14/16	Toner Campus Inc	PRINTERS <\$250 & INK/SUPPLIES	0108011005	4322	PRINTERS <\$250 & INK/SUP CHECK TOTAL:	2,484.00 2,484.00
00387949	09/14/16	WEST COAST LANYARDS IN	MISC OUTSIDE VENDOR	0106015455	5860	MISC OUTSIDE VENDOR CHECK TOTAL:	142.60 142.60
00387950	09/14/16	West Music	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	465.00 465.00
00387951	09/14/16	Woodwind & Brasswind	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	543.78 1,423.73 1,967.51
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							30,126.58
GRAND TOTAL							30,126.58

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 THU, SEP 15, 2016, 8:24 AM ---req: ADMIN-----leg: 76 ----loc: ISSTAFF---job: 10660941 #J302---prog: CK514 <1.02>---report id: CKCOLLIST  
 SELECT Check ID's and Numbers: 760 ; Check Dates: 091516

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387952	09/15/16	Advanced Alarm Inc.	ALARM MONITORING	0106477408	5560	ALARM MONITORING	575.00
			ALARM MONITORING	0106477408	5560	ALARM MONITORING	520.00
			ALARM MONITORING	0106477408	5560	ALARM MONITORING	3,580.00
			ALARM MONITORING	0106477408	5560	ALARM MONITORING	995.00
			CHECK TOTAL:				5,670.00
00387953	09/15/16	ANCHOR ELECTRIC	ELECTRICAL REPAIRS	0105477408	5661	ELECTRICAL REPAIRS	7,021.00
			ELECTRICAL REPAIRS	0106477408	5661	ELECTRICAL REPAIRS	252.00
			CHECK TOTAL:				7,273.00
00387954	09/15/16	Blue Ice Air and Heat	HVAC	0107477408	5660	HVAC	12,562.00
			HVAC	0106477408	5660	HVAC	2,400.00
			HVAC	0106477408	5660	HVAC	185.00
			CHECK TOTAL:				840.00
			CHECK TOTAL:				15,987.00
00387955	09/15/16	Bonnie's Embroidery an	MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	427.68
			MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	53.46
			CHECK TOTAL:				481.14
00387956	09/15/16	BrightView Landscape S	LANDSCAPE/IRRIGATION	0106477409	5680	LANDSCAPE/IRRIGATION	1,423.06
			LANDSCAPE/IRRIGATION	0102477409	5680	LANDSCAPE/IRRIGATION	409.88
			LANDSCAPE/IRRIGATION	0105477409	5680	LANDSCAPE/IRRIGATION	514.82
			LANDSCAPE/IRRIGATION	0108477409	5680	LANDSCAPE/IRRIGATION	514.82
			LANDSCAPE/IRRIGATION	0106477408	5680	LANDSCAPE/IRRIGATION	409.88
			LANDSCAPE/IRRIGATION	0105477409	5680	LANDSCAPE/IRRIGATION	294.23
			CHECK TOTAL:				3,566.69
00387957	09/15/16	CALIFORNIA SCHOOLS EMP	HEALTH & WELFARE, CLASSIFIED	0102397400	3402	HEALTH & WELFARE, CLASSIF	840.93
			HEALTH & WELFARE, CERTIFICATED	0102017400	3401	HEALTH & WELFARE, CERTIF	1,707.33
			HEALTH & WELFARE, CLASSIFIED	0102397400	3402	HEALTH & WELFARE, CLASSIF	9,565.60
			HEALTH & WELFARE, CERTIFICATED	0102017400	3401	HEALTH & WELFARE, CERTIF	19,421.08
			CHECK TOTAL:				31,534.94
00387958	09/15/16	CalSSD	TRAVEL & CONFERENCE	0102397406	5220	TRAVEL & CONFERENCE	60.00
			CHECK TOTAL:				60.00
00387959	09/15/16	City of Laguna Beach	POOL COSTS	0105477408	5580	POOL COSTS	15,072.99
			CHECK TOTAL:				15,072.99
00387960	09/15/16	DIXON, JEFF	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	284.75
			CHECK TOTAL:				284.75
00387961	09/15/16	Ganahl Lumber	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	20.79

LACUNA BEACH USD 09/15/16 Commercial Check Register Page 2  
 THO, SEP 15, 2016, 8:24 AM --reg: ADMIN-----leg: 76 ----loc: ISSSTAFF----job: 10660941 #J302--prog: CK514 <1.02>--report id: CKNOCLIST  
 SELECT Check ID's and Numbers: 766 ; Check Dates: 091516

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387962	09/15/16	OCDE	OUTSIDE PRINTING	0101377100	5870	OUTSIDE PRINTING	20.79
						CHECK TOTAL:	565.00
00387963	09/15/16	OCDE	TRAVEL & CONFERENCE	0110397140	5220	TRAVEL & CONFERENCE	565.00
						CHECK TOTAL:	660.00
00387964	09/15/16	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	18.55
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	83.35
			PRINTERS <\$250 & INK/SUPPLIES	0102397406	4322	PRINTERS <\$250 & INK/SUP	211.13
						CHECK TOTAL:	313.03
00387965	09/15/16	Quality Office Furnish	EQUIPMENT - NEW	0101377100	4410	EQUIPMENT - NEW	1,338.84
						CHECK TOTAL:	1,338.84
00387966	09/15/16	Reynolds Carpet Cleane	CONTRACT SERVICES	0106477408	5610	CONTRACT SERVICES	2,895.00
						CHECK TOTAL:	2,895.00
00387967	09/15/16	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	1,555.38
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	2,328.79
						CHECK TOTAL:	438.11
00387968	09/15/16	Southern Calif Gas Co.	UTILITIES - HEAT	0108477409	5510	UTILITIES - HEAT	4,322.28
			UTILITIES - HEAT	0102477409	5510	UTILITIES - HEAT	28.19
			UTILITIES - HEAT	0105477409	5510	UTILITIES - HEAT	32.47
			UTILITIES - HEAT	0105477409	5510	UTILITIES - HEAT	13.81
			UTILITIES - HEAT	0105477409	5510	UTILITIES - HEAT	42.07
			UTILITIES - HEAT	0105477409	5510	UTILITIES - HEAT	82.67
						CHECK TOTAL:	199.21
00387969	09/15/16	Southern California Ed	LIGHT & POWER	0108477409	5520	LIGHT & POWER	4,133.77
			LIGHT & POWER	0102477409	5520	LIGHT & POWER	31.01
						CHECK TOTAL:	4,164.78
00387970	09/15/16	State of CA/Department	FINGER PRINTING	0110397140	5845	FINGER PRINTING	488.00
						CHECK TOTAL:	488.00
00387971	09/15/16	Waste Management of OC	TRASH - UTILITIES	0107477409	5540	TRASH - UTILITIES	558.69
			TRASH - UTILITIES	0108477409	5540	TRASH - UTILITIES	532.82
			TRASH - UTILITIES	0102477409	5540	TRASH - UTILITIES	275.33
			TRASH - UTILITIES	0106477409	5540	TRASH - UTILITIES	586.55
			TRASH - UTILITIES	0105477409	5540	TRASH - UTILITIES	1,145.70
						CHECK TOTAL:	3,099.09

LAGUNA BEACH USD 09/15/16 Commercial Check Register Page 3  
 THU, SEP 15, 2016, 8:24 AM --req: ADMIN-----leg: 76 ----loc: ISSSTAFF---job: 10660941 #J302--prog: CK514 <1.02>---report id: CKOCLIST  
 SELECT Check ID's and Numbers: 766 ; Check Dates: 091516

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387972	09/15/16	WEBBER, VICTORIA	GENERAL SUPPLIES-NON INSTRUCT REFRESHMENTS - NOT FOOD SERV	0101377100	4340	GENERAL SUPPLIES-NON INS	18.88
				0101377100	4325	REFRESHMENTS - NOT FOOD	10.90
						CHECK TOTAL:	29.78
00387973	09/15/16	World Wide Constructio	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	70,166.44
						CHECK TOTAL:	70,166.44
00387974	09/15/16	EDUCATION MANAGEMENT S	MISC OUTSIDE VENDOR	1302277426	5860	MISC OUTSIDE VENDOR	2,040.00
						CHECK TOTAL:	2,040.00
00387975	09/15/16	GMU Geotechnical Inc.	ARCHITECTURAL DESIGN FEES	2508498410	6220	ARCHITECTURAL DESIGN FEE	3,492.50
						CHECK TOTAL:	3,492.50
00387976	09/15/16	RUHNAU RUHNAU CLARKE	ARCHITECTURAL DESIGN FEES	2508498410	6220	ARCHITECTURAL DESIGN FEE	580.00
						CHECK TOTAL:	580.00
00387977	09/15/16	Beynon Sports Surfaces	SITE IMPROVEMENT	4205498510	6110	SITE IMPROVEMENT	337,107.00
						CHECK TOTAL:	337,107.00
00387978	09/15/16	Byrom-Davey Inc.	SITE IMPROVEMENT	4205498510	6110	SITE IMPROVEMENT	237,975.00
						CHECK TOTAL:	237,975.00
00387979	09/15/16	Division of State Arch	SITE IMPROVEMENT	4205498510	6110	SITE IMPROVEMENT	170.00
						CHECK TOTAL:	170.00
00387980	09/15/16	Leighton Consulting In	SITE IMPROVEMENT	4207498068	6110	SITE IMPROVEMENT	3,819.43
						CHECK TOTAL:	3,819.43
00387981	09/15/16	PDPlay	SITE IMPROVEMENT	4205498510	6110	SITE IMPROVEMENT	79,207.22
						CHECK TOTAL:	79,207.22
00387982	09/15/16	RUHNAU RUHNAU CLARKE	SITE IMPROVEMENT	4205498510	6110	SITE IMPROVEMENT	14,345.00
			SITE IMPROVEMENT	4205498510	6110	SITE IMPROVEMENT	2,250.00
						CHECK TOTAL:	16,595.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							849,178.90
GRAND TOTAL							849,178.90

LAGUNA BEACH USD 09/16/16 Commercial Check Register Page 1  
 FBI, SEP 16, 2016, 8:27 AM --req: ADMIN-----leg: 76 -----loc: ISSSTAFF-----job: 10660941 #J302--prog: CK514 <1.02>--report id: CK0C11ST  
 SELECT Check ID's and Numbers: 768 ; Check Dates: 091616

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00387983	09/16/16	CDW GOVERNMENT LLC	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE CHECK TOTAL:	11,847.59 11,847.59
00387984	09/16/16	Cox Communications	SEPTEMBER 2016 SEPTEMBER 2016 SEPTEMBER 2016 SEPTEMBER 2016	0113457175	5940	INTERNET CONNECTIVITY INTERNET CONNECTIVITY INTERNET CONNECTIVITY INTERNET CONNECTIVITY CHECK TOTAL:	456.77 195.32 1,157.09 8,455.44 10,264.62
00387985	09/16/16	Culver Newlin Inc.	EQUIPMENT - NEW	0105015040	6410	EQUIPMENT - NEW CHECK TOTAL:	5,732.64 5,732.64
00387986	09/16/16	Durinda Klein	REFRESHMENTS - NOT FOOD SERV	0105091012	4325	REFRESHMENTS - NOT FOOD CHECK TOTAL:	261.41 261.41
00387987	09/16/16	Kris Hammerquist	PUBLICATIONS & JOURNALS	0108091005	4365	PUBLICATIONS & JOURNALS CHECK TOTAL:	442.39 442.39
00387988	09/16/16	ProGroup	EQUIPMENT - NEW EQUIPMENT - NEW EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW EQUIPMENT - NEW EQUIPMENT - NEW CHECK TOTAL:	8,447.60 8,447.60 8,856.00 25,751.20
00387989	09/16/16		AUGUST 2016 AUGUST 2016 - ACADEMIC ENRICH	0104632900	5878	PARENT REIMBURSEMENT (LE PARENT REIMBURSEMENT (LE CHECK TOTAL:	2,292.00 720.00 3,012.00
00387990	09/16/16	WavingAtYou.com	GENERAL SUPPLIES-NON INSTRUCT	0108477408	4340	GENERAL SUPPLIES-NON INS CHECK TOTAL:	70.80 70.80
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							57,382.65
GRAND TOTAL							57,382.65

**Laguna Beach Unified School District**

**7.i. CONSENT/ACTION**

**September 27, 2016**

**Approval:      Ratification of Certificated Payroll 2A in the Amount of \$361,975.95  
                     Ratification of Classified Payroll 2B in the Amount of \$382,889.20  
                     Ratification of Certificated Payroll 2C in the Amount of \$1,982.73**

**Proposal**

It is proposed that the Board of Education ratify the expenditure of funds from the General Fund to cover:

1. Certificated Payroll 2A in the amount of \$361,975.95;
2. Classified Payroll 2B in the amount of \$382,889.20; and,
3. Certificated Payroll 2C in the amount of \$1,982.73 for the month of September 2016 totaling \$746,847.88.

**Background**

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

**Recommended Action**

It is recommended that the Board of Education approve:

1. Certificated Payroll 2A in the amount of \$361,975.95;
2. Classified Payroll 2B in the amount of \$382,889.20; and,
3. Certificated Payroll 2C in the amount of \$1,982.73 for the month of September 2016 totaling \$746,847.88.

**Laguna Beach Unified School District**

**7.j. CONSENT/ACTION**

**September 27, 2016**

**Approval/Ratification: Community Facilities District 98-1 (Crystal Cove) Administrative Expense Fund Disbursements Totaling \$1,700.00**

**Proposal**

It is proposed that the Board of Education approve/ratify the attached disbursement from the Administrative Fund of the Community Facilities District 98-1 "CFD 98-1."

**Background**

A separate Administrative Fund was established pursuant to the Indenture by and between Laguna Beach Unified School District and Community Facilities District No.98-1 (Crystal Cove) 2012 Special Tax Refunding Bonds. Administrative expenses are for the actual or reasonably estimated costs directly related to the administration of CFD No. 98-1. Staff requests approval of the payment detailed on the Administrative Funds Disbursement list.

**Budget Impact**

The \$1,700.00 payment will be made from the CFD 98-1 Administrative Expense Fund located at U.S. Bank. After the disbursement, the remaining fund balance will be \$24,233.47.

	Payee Name & Address	Purpose	Revenue	Expense	Balance
1	Beginning Balance				\$25,928.64
2	U.S. Bank	Inv. 4388909		\$1,700.00	
3	Interest Earned	July - Aug 2016	\$4.83		
5	Ending Fund Balance				\$ 24,233.47

**Recommended Action**

It is recommended that the Board of Education approve/ratify the disbursement as presented.

**Laguna Beach Unified School District**

**8. INFORMATION**

**September 27, 2016**

**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 AUGUST 31, 2016**

	Adopted Budget @ 07/01/2016	Receipts/ Expenditures YTD	Percent YTD
<b>REVENUES</b>			
Property Taxes/LCFF Hold Harmless/Prop. 30	48,300,000	644,930	1%
Federal Revenues	895,545	3,104	0%
Other State Revenues	3,209,325	298,154	9%
Other Local Revenues	2,589,130	103,015	4%
Interfund Transfers In	500,000	0	0%
<b>TOTAL REVENUE</b>	<b>55,494,000</b>	<b>1,049,203</b>	<b>2%</b>
<b>EXPENDITURES</b>			
Certificated Salaries	21,777,987	762,528	4%
Classified Salaries	8,225,918	391,292	5%
Employee Benefits	11,421,674	1,272,333	11%
Books & Supplies	2,192,879	231,264	11%
Services and Operating Services	7,919,226	1,337,652	17%
Capital Outlay	1,151,065	586,400	51%
Other Outgo	421,366	47,166	11%
Transfers Out	2,265,000	165,000	7%
<b>TOTAL EXPENDITURES</b>	<b>55,375,115</b>	<b>4,793,634</b>	<b>9%</b>
ADJUSTED BEGINNING BALANCE AS OF 7/1/2016	\$ 7,521,856		
SURPLUS / DEFICIT SPENDING	118,885		
ENDING FUND BALANCE PROJECTED FOR 6/30/2017	\$ 7,640,741		

**SPECIAL PROGRAM REPORTING**

Special Education	7,884,947	478,923	6%
Technology	2,270,323	380,646	17%
4CLE	740,000	63,169	9%
Ongoing & Major Maintenance Account	2,439,395	809,258	33%
Capital Improvement Plan	2,628,390	750,454	29%

LAGUNA BEACH UNIFIED SCHOOL DISTRICT  
COMPONENTS OF ENDING FUND BALANCE  
FISCAL YEAR 2016-2017  
ADOPTED BUDGET WITH UNAUDITED ACTUAL ADJUSTED BEGINNING BALANCE

<u>General Fund</u>	
ADOPTED BEGINNING FUND BALANCE (6/28/2016)	\$ 5,531,322
2015-16 YEAREND ADJUSTMENT (8/01/2016)	1,990,534
ADJUSTED BEGINNING BALANCE AS OF 7/1/2016	<u>\$ 7,521,856</u>
SURPLUS / DEFICIT SPENDING	118,885
ENDING FUND BALANCE PROJECTED FOR 6/30/2017	<u>\$ 7,640,741</u>

Nonspendable - (Revolving Cash)

Revolving Cash	\$	50,000
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Restricted - (Categorical Programs)

Medi-Cal Billing Option		19,493
California Clean Energy Jobs Act		15,326
Lottery: Instructional Materials		168,863
Routine Restricted Maintenance (4%)		2,331,968

Committed

Assigned

Carryover for Unrestricted Programs		912,669
Potential One-Time Expenditures Including:		1,142,422
District Goals, Textbooks, Special Education		
Facilities, Common Core, and Litigation		

Unassigned / Unappropriated

Reserve for Economic Uncertainties = 5%		3,000,000
State required reserve for economic uncertainty 3%		
Local requirement under Policy 3101: Financial Reserves 2%		

Fund Balance		<u>\$ 7,640,741</u>
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**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**  
**MONTH ENDING CASH BALANCE**  
**AS OF AUGUST 31, 2016**

	Revenue	Expenditures	Assets/Liability Changes	Monthly Cash Flow Change	Month Ending Cash Balance
7/1/2016					8,596,372.43
JULY	600,913.57	(1,915,068.60)	(1,466,630.97)	(2,780,786.00)	5,815,586.43
AUGUST	448,289.00	(2,878,565.87)	(58,307.14)	(2,488,584.01)	3,327,002.42
SEPTEMBER *					
OCTOBER					
NOVEMBER					
DECEMBER					
JANUARY *					
FEBRUARY					
MARCH					
APRIL					
MAY					
JUNE					
YTD	1,049,202.57	(4,793,634.47)	(1,524,938.11)	(5,269,370.01)	

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

	Month Ending Cash Balance	2016-17 Projected Ending Fund Balance	As of:	CalPERS "CERBT" Trust for OPEB	
				Contributions	Quarter Ending Balance
FUND 01	\$ 3,327,002.42	\$ 7,640,741.00	Dec. 8, '15	2,000,000.00	
FUND 11	73,085.18	79,634.00	Dec. 31, '15		1,992,366.86
FUND 13	187,242.31	48,950.00	Jan. 13, '16	193,539.00	
FUND 17	16,021,926.29	16,101,875.00	Mar. 31, '16		2,269,242.75
FUND 25	191,692.47	389,855.00	June 30, '16		2,336,219.11
FUND 4040	5,728,819.43	1,579,422.00			
FUND 4041	5,685,716.74	5,217,149.00			
FUND 4042	4,009,417.58	3,333,337.00			
	<u>\$ 35,224,902.42</u>	<u>\$ 34,390,963.00</u>			

**INTERFUND TRANSFERS**

Transfer to General Fund from Special Reserve for Capital Outlay - Aliso Property (Fund 4041)	500,000	0	0%
<b>Transferred from the General Fund to:</b>			
Cafeteria Fund (Fund 13)	165,000	165,000	100%
Special Reserve for Capital Outlay - Facilities Repair & Replacement Program (Fund 4040)	900,000	0	0%
Special Reserve for Capital Outlay - Capital Improvement Plan (Fund 4042)	1,200,000	0	0%

## LAGUNA BEACH UNIFIED SCHOOL DISTRICT 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 (Nutrition Services)** 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 17620-17626).
- 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 to 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: 08/31/2016**

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	3,327,002.42	
REVOLVING CASH ACCOUNT	9130	50,000.00	
ACCOUNTS RECEIVABLE MANUAL	9205	33,461.57	
DUE FROM GRANTOR GOVERNMENTS	9290	840,354.26	
MID MONTH PAYROLL	9360	82,700.63	
<b>Total Assets:</b>			<b>4,333,518.88</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE MANUAL	9510	64,567.94	
ACCTS PAY AUTOMATIC	9519	487,771.55	
AUTO YEAR END PAYROLL ACCRUAL	9521	2,625.56	
CA USE TAX LIABILITY	9552	1,129.35	
<b>Total Liabilities:</b>		<b>556,094.40</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	7,521,856.38	
Total Beginning Fund Balance:		7,521,856.38	
Excess Revenue Over Expenditures:		-3,744,431.90	
<b>Total Fund Balance:</b>		<b>3,777,424.48</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>4,333,518.88</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
**Subfund: 0101 GENERAL FUND**  
**YTD For Month Ending: 08/31/2016**

	<b>Object Codes</b>	<b>Amount</b>	<b>Totals</b>
<b>REVENUE</b>			
Revenue Limit			
State Aid	(8000-8019)	164,461.20	
Property Tax	(8020-8079)	480,468.58	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	3,104.11	
Other State Revenue	(8300-8599)	298,154.12	
Other Local Revenue	(8600-8799)	103,014.56	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>1,049,202.57</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	762,528.01	
Classified Salaries	(2000-2999)	391,291.88	
Employee Benefits	(3000-3999)	1,272,333.34	
Supplies and Services	(4000-5999)	1,568,915.47	
Capital Outlays	(6000-6999)	586,399.61	
Other Outgo	(7000-7399)	47,166.16	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	165,000.00	
All Other Financing Uses	(7630-7999)	0.00	
<b>Total Expenditures</b>			<b>4,793,634.47</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-3,744,431.90</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>7,521,856.38</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>7,521,856.38</b>
<b>ENDING FUND BALANCE</b>			<b>3,777,424.48</b>

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
**Subfund: 1111 ADULT EDUCATION**  
**YTD For Month Ending: 08/31/2016**

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	73,085.18	
<b>Total Assets:</b>			<b>73,085.18</b>
<b>LIABILITIES</b>			
<b>Total Liabilities:</b>		<b>0.00</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	79,633.59	
Total Beginning Fund Balance:		79,633.59	
Excess Revenue Over Expenditures:		-6,548.41	
<b>Total Fund Balance:</b>		<b>73,085.18</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>73,085.18</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
**Subfund: 1111 ADULT EDUCATION**  
**YTD For Month Ending: 08/31/2016**

	<b>Object Codes</b>	<b>Amount</b>	<b>Totals</b>
<b>REVENUE</b>			
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)	51.35	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>51.35</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	6,599.76	
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	
<b>Total Expenditures</b>			<b>6,599.76</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-6,548.41</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>79,633.59</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>79,633.59</b>
<b>ENDING FUND BALANCE</b>			<b>73,085.18</b>



**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
**Subfund: 1313 CAFETERIA**  
**YTD For Month Ending: 08/31/2016**

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	187,242.31	
REVOLVING CASH ACCOUNT	9130	1,295.00	
STORES-CAFETERIA FUND ONLY	9321	9,756.06	
<b>Total Assets:</b>			<b>198,293.37</b>
<b>LIABILITIES</b>			
ACCTS PAY AUTOMATIC	9519	766.80	
<b>Total Liabilities:</b>		<b>766.80</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	53,001.13	
Total Beginning Fund Balance:		53,001.13	
Excess Revenue Over Expenditures:		144,525.44	
<b>Total Fund Balance:</b>		<b>197,526.57</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>198,293.37</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
**Subfund: 1313 CAFETERIA**  
**YTD For Month Ending: 08/31/2016**

	<b>Object Codes</b>	<b>Amount</b>	<b>Totals</b>
<b>REVENUE</b>			
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)	34.99	
Interfund Transfers In	(8910-8929)	165,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>165,034.99</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	10,096.07	
Employee Benefits	(3000-3999)	2,314.77	
Supplies and Services	(4000-5999)	8,098.71	
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	
<b>Total Expenditures</b>			<b>20,509.55</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>144,525.44</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>53,001.13</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>53,001.13</b>
<b>ENDING FUND BALANCE</b>			<b>197,526.57</b>

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
**Subfund: 1717 Special Reserve Other Than C/O**  
**YTD For Month Ending: 08/31/2016**

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	16,021,926.29	
<b>Total Assets:</b>			<b>16,021,926.29</b>
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	16,011,874.69	
Total Beginning Fund Balance:		16,011,874.69	
Excess Revenue Over Expenditures:		10,051.60	
<b>Total Fund Balance:</b>		<b>16,021,926.29</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>16,021,926.29</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
Subfund: 1717 Special Reserve Other Than C/O  
YTD For Month Ending: 08/31/2016

	Object Codes	Amount	Totals
<b>REVENUE</b>			
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)	10,051.60	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>10,051.60</b>
<b>EXPENDITURES</b>			
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	
<b>Total Expenditures</b>			<b>0.00</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>10,051.60</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>16,011,874.69</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>16,011,874.69</b>
<b>ENDING FUND BALANCE</b>			<b>16,021,926.29</b>

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
**Subfund: 2525 CAPITAL FACILITIES**

YTD For Month Ending: 08/31/2016

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	191,692.47	
<b>Total Assets:</b>			<b>191,692.47</b>
<b>LIABILITIES</b>			
ACCTS PAY AUTOMATIC	9519	586.00	
<b>Total Liabilities:</b>		<b>586.00</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	236,386.67	
Total Beginning Fund Balance:		236,386.67	
Excess Revenue Over Expenditures:		-45,280.20	
<b>Total Fund Balance:</b>		<b>191,106.47</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>191,692.47</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
**Subfund: 2525 CAPITAL FACILITIES**  
**YTD For Month Ending: 08/31/2016**

	<b>Object Codes</b>	<b>Amount</b>	<b>Totals</b>
<b>REVENUE</b>			
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)	6,742.11	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>6,742.11</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	1,172.00	
Capital Outlays	(6000-6999)	50,850.31	
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	
<b>Total Expenditures</b>			<b>52,022.31</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-45,280.20</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>236,386.67</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>236,386.67</b>
<b>ENDING FUND BALANCE</b>			<b>191,106.47</b>

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
**Subfund: 4040 SPECIAL RESERVE**

YTD For Month Ending: 08/31/2016

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	5,728,819.43	
<b>Total Assets:</b>			<b>5,728,819.43</b>
<b>LIABILITIES</b>			
<b>Total Liabilities:</b>		<b>0.00</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	6,033,421.85	
Total Beginning Fund Balance:		6,033,421.85	
Excess Revenue Over Expenditures:		-304,602.42	
<b>Total Fund Balance:</b>		<b>5,728,819.43</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>5,728,819.43</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
Subfund: 4040 SPECIAL RESERVE  
YTD For Month Ending: 08/31/2016

	Object Codes	Amount	Totals
<b>REVENUE</b>			
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)	3,775.31	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>3,775.31</b>
<b>EXPENDITURES</b>			
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)	308,377.73	
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	
<b>Total Expenditures</b>			<b>308,377.73</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-304,602.42</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>6,033,421.85</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>6,033,421.85</b>
<b>ENDING FUND BALANCE</b>			<b>5,728,819.43</b>



**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
**Subfund: 4041 Special Reserve Aliso Property**  
**YTD For Month Ending: 08/31/2016**

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	5,685,716.74	
<b>Total Assets:</b>			<b>5,685,716.74</b>
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	5,682,149.72	
Total Beginning Fund Balance:		5,682,149.72	
Excess Revenue Over Expenditures:		3,567.02	
<b>Total Fund Balance:</b>		<b>5,685,716.74</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>5,685,716.74</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
**Subfund: 4041 Special Reserve Aliso Property**  
**YTD For Month Ending: 08/31/2016**

	<b>Object Codes</b>	<b>Amount</b>	<b>Totals</b>
<b>REVENUE</b>			
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)	3,567.02	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>3,567.02</b>
<b>EXPENDITURES</b>			
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	
<b>Total Expenditures</b>			<b>0.00</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>3,567.02</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>5,682,149.72</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>5,682,149.72</b>
<b>ENDING FUND BALANCE</b>			<b>5,685,716.74</b>

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
Subfund: 4042 Special Reserve Cap Imp plan  
YTD For Month Ending: 08/31/2016

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	4,009,417.58	
<b>Total Assets:</b>			<b>4,009,417.58</b>
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	4,756,726.76	
Total Beginning Fund Balance:		4,756,726.76	
Excess Revenue Over Expenditures:		-747,309.18	
<b>Total Fund Balance:</b>		<b>4,009,417.58</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>4,009,417.58</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
Subfund: 4042 Special Reserve Cap Imp plan  
YTD For Month Ending: 08/31/2016

	Object Codes	Amount	Totals
<b>REVENUE</b>			
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)	3,144.48	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>3,144.48</b>
<b>EXPENDITURES</b>			
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)	750,453.66	
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	
<b>Total Expenditures</b>			<b>750,453.66</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-747,309.18</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>4,756,726.76</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>4,756,726.76</b>
<b>ENDING FUND BALANCE</b>			<b>4,009,417.58</b>



**Laguna Beach Unified School District**

**CERBT Strategy 3**

**Entity #: SKB8-1700217302-001**

**Quarter Ended June 30, 2016**

**Market Value Summary:**

	<b>QTD Current Period</b>	<b>Fiscal Year to Date</b>
<b>Beginning Balance</b>	<b>\$2,269,242.75</b>	<b>\$0.00</b>
<b>Contribution</b>	<b>0.00</b>	<b>2,193,539.00</b>
<b>Distribution</b>	<b>0.00</b>	<b>0.00</b>
<b>Transfer In</b>	<b>0.00</b>	<b>0.00</b>
<b>Transfer Out</b>	<b>0.00</b>	<b>0.00</b>
<b>Investment Earnings</b>	<b>67,460.30</b>	<b>143,725.44</b>
<b>Admin Expense</b>	<b>(279.55)</b>	<b>(603.82)</b>
<b>Investment Expense</b>	<b>(204.39)</b>	<b>(441.51)</b>
<b>Other</b>	<b>0.00</b>	<b>0.00</b>
<b>Ending Balance</b>	<b>\$2,336,219.11</b>	<b>\$2,336,219.11</b>
<b>YTD Accrual</b>	<b>0.00</b>	<b>0.00</b>
<b>Grand Total</b>	<b>\$2,336,219.11</b>	<b>\$2,336,219.11</b>

**Laguna Beach Unified School District**  
**Monthly Financial Statements**  
**Object 5000 Series - Services and Other Operating Costs**

As of: 8/31/2016

Object	Description	Budget	Enc To Date	Actual To Date	Balance	% Used
5100	SUBAGREEMENTS FOR SERVICES	1,884,000.00	1,735,898.96	14,101.04	134,000.00	92.9%
	<b>Total for: 5100</b>	<b>1,884,000.00</b>	<b>1,735,898.96</b>	<b>14,101.04</b>	<b>134,000.00</b>	<b>92.9%</b>
5210	MILEAGE REIMBURSEMENT	9,864.00	-	85.54	9,778.46	0.9%
5220	TRAVEL & CONFERENCE	99,515.00	53,138.52	18,245.73	28,130.75	71.7%
5230	MEETING EXPENSE-NON FOOD	200.00	-	-	200.00	0.0%
5240	RECRUITING	4,200.00	-	3,398.08	801.92	80.9%
5298	TAXABLE MILEAGE-CLASSIFIED	10,000.00	-	400.00	9,600.00	4.0%
5299	TAXABLE MILEAGE-CERTIFICATED	20,000.00	-	3,452.04	16,547.96	17.3%
	<b>Total for: 5200</b>	<b>143,779.00</b>	<b>53,138.52</b>	<b>25,581.39</b>	<b>65,059.09</b>	<b>54.8%</b>
5310	DUES & MEMBERSHIPS	40,816.00	2,004.40	29,376.32	9,435.28	76.9%
	<b>Total for: 5300</b>	<b>40,816.00</b>	<b>2,004.40</b>	<b>29,376.32</b>	<b>9,435.28</b>	<b>76.9%</b>
5450	OTHER INSURANCE	300,000.00	3,030.00	279,083.00	17,887.00	94.0%
	<b>Total for: 5400</b>	<b>300,000.00</b>	<b>3,030.00</b>	<b>279,083.00</b>	<b>17,887.00</b>	<b>94.0%</b>
5510	UTILITIES - HEAT	32,000.00	24,139.98	-	7,860.02	75.4%
5520	LIGHT & POWER	382,000.00	352,676.04	29,253.98	69.98	100.0%
5530	WATER - UTILITIES	144,000.00	111,238.19	15,061.81	17,700.00	87.7%
5540	TRASH - UTILITIES	58,000.00	39,506.41	6,693.59	11,800.00	79.7%
5545	TREE TRIMMING	24,100.00	-	-	24,100.00	0.0%
5550	PEST CONTROL	23,300.00	11,225.00	775.00	11,300.00	51.5%
5555	SEWER FEES	11,000.00	-	-	11,000.00	0.0%
5560	ALARM MONITORING	77,200.00	70,383.98	6,766.02	50.00	99.9%
5580	POOL COSTS	50,000.00	-	-	50,000.00	0.0%
	<b>Total for: 5500</b>	<b>801,600.00</b>	<b>609,169.60</b>	<b>58,550.40</b>	<b>133,880.00</b>	<b>83.3%</b>
5604	FLOOR COVERING	63,000.00	-	62,354.00	646.00	99.0%
5607	PAVING	30,000.00	30,000.00	-	0.00	100.0%
5610	CONTRACT SERVICES	365,000.00	92,266.62	237,131.46	35,601.92	90.2%
5620	RENTAL EXPENSE	44,650.00	7,620.31	884.02	36,145.67	19.0%
5630	COMPUTER REPAIRS/MAINTENANCE	7,000.00	-	-	7,000.00	0.0%
5640	VEHICLE REPAIR	5,000.00	5,000.00	-	0.00	100.0%
5650	SOFTWARE/COPIER MAINTENANCE FEE	57,738.00	57,672.00	-	66.00	99.9%
5660	HVAC	138,300.00	123,573.66	14,630.30	96.04	99.9%
5661	ELECTRICAL REPAIRS	74,000.00	31,374.05	35,515.50	7,110.45	90.4%
5662	PLUMBING REPAIRS	65,700.00	33,936.30	29,731.97	2,031.73	96.9%
5670	RISK MANAGEMENT	35,860.00	-	-	35,860.00	0.0%
5675	PAINTING	20,000.00	-	-	20,000.00	0.0%
5680	LANDSCAPE/IRRIGATION	342,000.00	269,610.12	72,189.88	200.00	99.9%
5685	ATHLETIC FIELD SUPPLIES	539.00	-	-	539.00	0.0%
5690	MISC REPAIR	151,173.00	14,249.76	410.24	136,513.00	9.7%
5692	OTHER MAINTENANCE SERVICES	125,300.00	1,196.00	100.00	124,004.00	1.0%
	<b>Total for: 5600</b>	<b>1,525,260.00</b>	<b>666,498.82</b>	<b>452,947.37</b>	<b>405,813.81</b>	<b>73.4%</b>
5760	CATERING - FOOD SERVICES	20,000.00	-	-	20,000.00	0.0%
	<b>Total for: 5700</b>	<b>20,000.00</b>	<b>-</b>	<b>-</b>	<b>20,000.00</b>	<b>0.0%</b>

Laguna Beach Unified School District  
Monthly Financial Statements  
Object 5000 Series - Services and Other Operating Costs

As of: 8/31/2016

Object	Description	Budget	Enc To Date	Actual To Date	Balance	% Used
5805	ANNUAL SOFTWARE LICENSE FEE	363,280.00	91,812.49	194,299.41	77,168.10	78.8%
5813	SUBSCRIPTIONS - ONLINE	100.00	-	-	100.00	0.0%
5815	ADVERTISING	14,550.00	11,000.00	-	3,550.00	75.6%
5820	BANKING SERVICES	33,300.00	-	-	33,300.00	0.0%
5825	ADMIN FEE COUNTY TREASURER	3,400.00	-	2.71	3,397.29	0.1%
5830	CONSULTANTS-INSTRUCTIONAL	48,000.00	5,900.00	-	42,100.00	12.3%
5831	CONSULTANTS-OTHER	129,273.00	86,419.87	15,345.33	27,507.80	78.7%
5832	CONSULTANTS-COMPUTER SERVICES	40,250.00	11,248.62	23,842.00	5,159.38	87.2%
5835	LEGAL EXPENSE	180,530.00	75,752.00	14,248.00	90,530.00	49.9%
5840	AUDITS	37,500.00	37,500.00	-	0.00	100.0%
5845	FINGER PRINTING	5,000.00	4,627.00	373.00	0.00	100.0%
5850	REGULATORY FEES	1,000.00	800.00	-	200.00	80.0%
5852	OTHER LOCAL AGENCY FEES	119,670.00	33,568.00	1,268.98	84,833.02	29.1%
5855	CHARTER BUS-HOME TO SCHOOL	94,000.00	40,765.00	19,235.00	34,000.00	63.8%
5860	MISC OUTSIDE VENDOR	295,206.00	163,592.44	67,737.83	63,875.73	78.4%
5861	COPIER MAINTENANCE FEES	1,000.00	-	-	1,000.00	0.0%
5865	CHARTER BUS-ATHLETIC/FIELD TRP	112,300.00	111,900.00	-	400.00	99.6%
5870	OUTSIDE PRINTING	28,695.00	15,451.81	2,956.76	10,286.43	64.2%
5875	TUITION	343,000.00	316,669.14	25,915.84	415.02	99.9%
5877	PRESCHOOL TUITION	26,027.00	12,750.00	750.00	12,527.00	51.9%
5878	PARENT REIMBURSEMENT (LEGAL)	332,200.00	289,815.50	42,361.50	23.00	100.0%
5880	TRANSPORTATION-IN LIEU	12,800.00	3,000.00	-	9,800.00	23.4%
5881	NPS TRANSPORTATION-IN LIEU	20,000.00	-	-	20,000.00	0.0%
5885	OCCUPATIONAL THERAPY	53,300.00	46,380.00	6,865.00	55.00	99.9%
5886	PHYSICAL THERAPY	44,000.00	26,585.00	995.00	16,420.00	62.7%
5887	SPEECH THERAPY	107,500.00	107,045.00	375.00	80.00	99.9%
5888	VISION THERAPY	3,150.00	-	-	3,150.00	0.0%
5889	OTHER THERAPY	210,150.00	195,315.27	14,688.79	145.94	99.9%
5890	OTHER EXPENSE	1,000.00	-	-	1,000.00	0.0%
5894	IBI SUPERVISION	104,604.00	96,620.56	7,239.44	744.00	99.3%
5895	OUTSIDE ASSESSMENT FEES	45,600.00	40,335.00	-	5,265.00	88.5%
5898	AB3632 ROOM & BOARD	189,000.00	172,190.00	15,934.00	876.00	99.5%
	<b>Total for: 5800</b>	<b>2,999,385.00</b>	<b>1,997,042.70</b>	<b>454,433.59</b>	<b>547,908.71</b>	<b>81.7%</b>
5910	POSTAGE	31,100.00	22,974.14	3,725.86	4,400.00	85.9%
5920	TELEPHONE SERVICE	80,066.00	63,992.22	4,187.78	11,886.00	85.2%
5930	MOBILE COMMUNICATIONS	16,220.00	-	2,102.38	14,117.62	13.0%
5940	INTERNET CONNECTIVITY	77,000.00	62,431.99	13,562.52	1,005.49	98.7%
	<b>Total for: 5900</b>	<b>204,386.00</b>	<b>149,398.35</b>	<b>23,578.54</b>	<b>31,409.11</b>	<b>84.6%</b>
	<b>Total for Major: 5000</b>	<b>7,919,226.00</b>	<b>5,216,181.35</b>	<b>1,337,651.65</b>	<b>1,365,393.00</b>	<b>82.8%</b>

**Laguna Beach Unified School District**

**9. INFORMATION**

**September 27, 2016**

**Board Member Discussion Regarding the City Council's Resolution Opposing Measure KK**

**Background**

At its August 30, 2016 meeting, the Laguna Beach City Council voted to oppose Measure KK. On August 27 and September 13, members of the community requested the Laguna Beach Unified School District Board of Education show support for the City Council's position. During the September 13 meeting of the Board of Education, two Board members requested additional discussion on this topic.

**Budget Impact**

There is no budget impact to this item at this time.

**Recommended Action**

Board member discussion.



**Laguna Beach Unified School District**

**10. ACTION**

**September 27, 2016**

**Approval: Resolution 16-15: Support for National Bullying Prevention Month**

**Proposal**

October is National Bullying Prevention Month. Staff proposes the Board of Education review and adopt Resolution 16-15: Support of National Bullying Prevention Month.

**Background**

A safe school environment ensures the physical and emotional safety of students and staff and also creates the conditions necessary to foster academic achievement. A safe school is one where teaching and learning are foremost; disruptions are minimized; problems with drugs, violence, bullying, and fear are addressed by adults; students are not discriminated against; expectations for behavior are clearly communicated; and consequences for infractions are consistently and fairly applied.

Laguna Beach Unified School District is committed to preventing bullying, raising awareness, and addressing the issue through education and support. Each school has implemented a Positive Behavior Interventions and Support (PBIS) program to prevent and reduce bullying on school campuses. In addition, each school involves students in a variety of activities to increase respect for oneself and one another thereby becoming an upstanding student. School counselors are available to help students stand up to bullying, as well as resolve interpersonal conflicts in a constructive manner.

**Budget Impact**

There is no impact to the General Fund.

**Recommended Action**

Staff recommends the Board of Education adopt Resolution 16-15: Support of National Bullying Prevention Month.

## **Laguna Beach Unified School District**

### **Resolution 16-15: Support of National Bullying Prevention Month**

**WHEREAS, Laguna Beach Unified School District** supports the right of students and staff to attend schools that are safe and free from violence, harassment, bullying and discrimination; and

**WHEREAS, providing a safe school environment that ensures both the physical and emotional safety of students and staff creates the conditions necessary to foster academic achievement; and**

**WHEREAS, bullying, harassment, discrimination and violence, and even the fear of harm can create barriers to learning and contribute to low self-esteem, depression, anger and, in extreme cases, school violence or suicide; and**

**WHEREAS, a safe school is one where teaching and learning are not distracted; disruptions are minimized; drugs, violence, bullying and fear are not present; students are not discriminated against; expectations for behavior are clearly communicated; and consequences for infractions are consistently and fairly applied; and**

**WHEREAS, school districts and county offices of education have a responsibility to ensure a safe school environment that is free of intimidation and harassment; and**

**WHEREAS, the most effective approach to creating safe school environments requires a comprehensive, coordinated effort including school-wide, district-wide and community-wide strategies where all institutions, organizations and individuals must accept responsibility for their critical roles and collaborate to establish a positive environment for teaching and learning; and**

**WHEREAS, the California School Boards Association supports local schools, districts and communities in developing, implementing and monitoring policies and programs to address the prevention, intervention and elimination of bullying, harassment and discrimination; and**

**WHEREAS, the month of October is National Bullying Prevention Month, a campaign in response to the need to raise awareness of bullying that provides schools and communities with an opportunity to educate students, parents and others about their role in bullying prevention;**

**NOW, THEREFORE, BE IT RESOLVED** that Laguna Beach Unified School District supports the goals of National Bullying Prevention Month and will work with a broad spectrum of local community stakeholders, parents, students, teachers and staff to develop, implement and monitor policies and programs that foster and support a positive school climate free from harassment, bullying, discrimination and violence; and

**BE IT FURTHER RESOLVED** that Laguna Beach Unified School District urges the state of California to invest in, promote and support comprehensive, coordinated and collaborative strategies to prevent bullying, harassment, discrimination and violence in our schools so that all students have the opportunity to attend school, engage in the classroom and achieve academic success.

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William Landsiedel, President  
Board of Education

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Jason Vilorio, Ed.D.  
Superintendent of Schools

September 27, 2016

Webber/Viloria

**Laguna Beach Unified School District**

**11. ACTION**

**September 27, 2016**

**Approve: Change October 25, 2016 Board of Education Meeting Date to Monday, October 24, 2016**

**Proposal**

The Orange County Teacher of the Year Awards Banquet has been scheduled for Tuesday, October 25, 2016. To allow Board Members, Superintendent, and Cabinet member participation in this event, it is suggested that the date of the October 25 Board Meeting be rescheduled to Monday, October 24, 2016.

**Background**

A similar request was made in 2015 due to a conflict with the LBUUSD meeting schedule and the OC Teacher of the Year Awards Banquet.

**Fiscal Impact**

There is no fiscal impact.

**Recommended Action**

Staff recommends the Board of Education approve changing the October 25, 2016 Board meeting date to October 24, 2016.

## **Laguna Beach Unified School District**

### **12. ACTION**

**September 27, 2016**

**Approval: Review of Board Policy, Financial Reserves**

#### **Proposal**

Staff requests the Board of Education review Board Policy 3001, Financial Reserves, based on annual policy. No changes are recommended or required.

#### **Background**

Board Policy 3001, section F states: "In September of each school year, the Assistant Superintendent of Business shall present a status report and recommendations to the Governing Board for the allocation of funds to the General Fund Reserve, the Basic Aid Differential Reserve, the Facility Repair and Replacement Plan Reserve, the Aliso Property Reserve, and the Capital Improvement Plan Reserve."

On January 21, 2015, the Legislative Analyst's Office (LAO) released the report "Analysis of School District Reserves." The LAO refers to Senate Bill (SB) 858 and lays out the rationale behind school district reserve levels, the benefits of prudent reserves, and the risks of reduced reserves. It further states: "We recommend the Legislature repeal the reserve cap."

The report details five main reasons that school districts maintain adequate reserves:

- Managing cash flow
- Mitigating volatility in funding or expenditures
- Saving for larger purchases
- Addressing unexpected costs
- Reducing costs of borrowing

The LAO notes specific risks to school districts that lower their reserves in accordance with the SB 858 cap, including:

- The cap would limit most districts to maintaining only a few weeks of payroll
- Emergency facility repairs and other unexpected costs would place districts with low reserves in a precarious position
- Districts with reserves below the caps have been about twice as likely to be flagged for fiscal intervention in the past
- Districts with lower reserves could have their credit ratings reduced, increasing the cost of borrowing money

We are pleased that the LAO has come to the same conclusion as almost all school districts across the state, prudent reserves are needed to avoid cuts during difficult times, address unexpected costs, avoid fiscal interventions, and lower borrowing costs. We hope this report will propel the conversation forward to repeal the cap on school district reserves.

Each year the District must prioritize the current and future needs of the District and focus resources on those needs. Some of those needs are immediate requiring current year spending such as legal settlements for special education or other liabilities; some are identified debts of the past such as unfunded liabilities for STRS, PERS, or OPEB. Some are future needs for unexpected items, cash flow, capital project, or deferred maintenance. Reserves are established to satisfy these needs.



Laguna Beach USD is classified as a basic aid district, in which revenues from local property tax collections exceed the State per minimum pupil allocation for school districts. The higher property tax sources, along with prudent spending patterns and commitment to a solid reserve policy, ensure a strong financial position for the District.

Pursuant to Resolution No. 00-04, adopted by the Governing Board of the Laguna Beach Unified School District on November 14, 2000, the Governing Board determined it is fiscally prudent to establish a reasonable reserve to mitigate revenue volatility and plan for future expenditures.

The District established a policy to create a Basic Aid Differential in Fund 17 in an amount between the annual local property tax level and the state per pupil amount. Special reserves in fund 40 were added under this reserve calculation in November 2015. Current revenue is budgeted at \$48.3 million and LCFF Funding is \$22.4 million for a differential amount of \$25.9 million. The current Fund 17 amount is \$16.1 million and Fund 40 has \$19.4 million for a combined sum of \$35.5 million in special reserves.

In 2015, the Board took the following actions, based on staff recommendations:

- 1) Continue to fund basic aid differential;
- 2) Expand the recognition of funds that meet the differential calculation;
- 3) Establish a trust account for OPEB to reflect increased funding levels toward debt obligations. Approve the trust agreement, authorized signers, contribution targets, and investments strategies for OPEB, which is the future obligation of retiree health benefits based on the active employees of today;
- 4) Transfer \$2 million of Fund 17 to the OPEB trust accounts toward liability;
- 5) Transfer from the General Fund an annual amount of actuarial determined liability that exceeds current year payments for benefits from existing retiree payments.

To date, the transfer of \$10 million from Fund 17 Special Reserve for Basic Aid Differential to Fund 4042 Special Reserve for Capital Improvement Plan (CIP) for cash flow as identified in the Ten-Year Facilities Plan has been deferred. Many of the projects have been deferred, shifted to other funding sources, or generated savings from initial budget.

In 2016-17, the current language in Board Policy 3001 allows options, versus required commitment to any outstanding need. Currently, the District ended the 2015-16 fiscal year with \$1.1 million in reserves assigned for potential onetime expenditures. Subsequent completion of summer projects charged to the Routine Restricted Maintenance Account in the General Fund have the option to be funded by this reserve or future ongoing revenue. Therefore, these options are afforded to the Board of Education:

- Option 1: Make no transfer or reserve designation. Wait for the school year to progress and see what needs arise, then appropriate funds from reserve designation of Assigned for Potential Onetime Expenditures.
- Option 2: Hold \$1,000,000 in the General Fund under Committed Reserve for Basic Aid Differential. This would help build the General Fund cash reserve and lessen the transfer required annually from other funds. The shortfall to pay salaries is about \$6 million at the low point of early December before property tax revenue is received.
- Option 3: Transfer \$1,000,000 to Fund 17 the Special Reserve for Non-Capital Outlay that was initially established to maintain a Basic Aid Differential. Existing funding of Fund 17 is about \$1 million less than two-thirds of the Basic Aid Differential.
- Option 4: Fund trust for Other Post Employment Benefits (OPEB) at \$1,000,000. Last years' \$2 million contribution funded 58% of the \$3.7 million OPEB liability by yearend. By 2018, the District Audit Report will reflect the full liability under GASB 75. The trust is held by CalPERS in the California Employers' Retiree Benefit Trust (CERBT).
- Option 5: Expand facilities project opportunities by transferring \$1,000,000 to Fund 4042 Special Reserve for Capital Improvement Plan. In October 2016 the Board will receive and update on the existing facilities project and possible revisions. In January 2017, the Board will be asked to approve the revised Facilities Master Plan.

#### **Budget Impact**

Reserves are onetime resources and will be allocated based on the option selected by Board action.

#### **Recommended Action**

Staff recommends the Board of Education maintain the existing language in Board Policy 3001, Financial Reserves. Staff further recommends Option 1 above to the Board of Education for action on existing reserve designations by selecting one of the five options above.

**FINANCIAL RESERVES****BP 3001****Business and Noninstructional Operations**

A. Pursuant to Resolution No. 00-04 adopted by the Governing Board of the Laguna Beach Unified School District on November 14, 2000, the Governing Board determined that it is fiscally prudent to establish a reasonable reserve to mitigate revenue volatility and to plan for future expenditures. Therefore, the Governing Board has determined that its Financial Reserves shall be composed of the following components within the General Fund and Special Reserve Funds:

1. A State mandated General Fund Reserve for uncertainty which is currently legally required to be maintained at least three percent (3%) of the District's current annual budget;
2. A Reserve for Economic Uncertainty which shall be an additional two percent (2%) of the total General Fund Reserve for uncertainty described in subparagraph 1 above;
3. Routine Restricted Maintenance Account (RRMA) under the School Facility Grant Program generally requiring deposit of a minimum of 3% of the total general fund expenditures for each fiscal year, including other financing uses for the applicable fiscal year. With the elimination of the Deferred Maintenance Grant, the RRMA will increase to incorporate the deferred maintenance projects. Under resolution No. 00-02, the RRMA will maintain a 4% reserve balance in the General Fund.
4. A Facilities Repair and Replacement Plan (FRRP) Reserve, a restricted account based on a twenty year projection of the cost of facility construction, repair, maintenance and modernization. The reserve will be adjusted periodically for cost escalation in the original plan;
5. A Basic Aid Differential Reserve to be maintained in perpetuity based on annual recommendations to the Governing Board on the amount of the annual contribution to this reserve necessary to maintain this level of funding. A Basic Aid Differential is the cost of maintaining the District's budget for a period of one year if funded at the Local Control Funding Formula (LCFF). Committed reserves in subfunds under the Special Reserve for Capital Outlay (Fund 40) may also be considered in the differential calculation. Caution: If onetime projects reduce reserves below two-thirds of the Basic Aid Differential, a plan should be developed to determine when reserves are projected to recover above that level.
6. Aliso Property Reserve for the accelerated option under the Option to Re-purchase Agreement with National Church Residences of Laguna Beach. The agreement extends until 2041, but allows for the payoff of the Housing and Urban Development (HUD) loan and transfer of the grant deed in case of default. The executed grant deed is held in custody trust at U.S. Bank.
7. A Capital Improvement Plan (CIP) Reserve, separate and distinct from the FRRP, to provide for the establishment of prioritized projects in a 10-year plan;
8. A Reserve for Specific Designations which shall be established by the Board annually based on actual anticipated expenditures.

B. The Reserve for Specific Designations shall be annually reevaluated when financial information regarding actual anticipated expenditures demonstrates that prudent financial management requires an allocation to this Reserve or a reallocation from it.

C. The annual establishment of the funding levels of the above components of the District's Financial Reserves funds and any periodic adjustment to the funding levels of those components shall occur only after a public hearing is held and before the adoption of the annual budget by the Governing Board.

D. Following the adoption of the District's annual budget by the Governing Board, any subsequent action by the Board to appropriate or reallocate any of the reserve funds from either the State mandated General Fund, Reserve for Economic Uncertainty or the Facility Repair and Replacement Reserve shall require that four-fifths of all of the members of the Governing Board vote to approve such action.

E. The Board requires that the Reserve for Specific Planned Designation shall not be included in the Reserve for Economic Uncertainty as such reserve is defined by the Governmental Accounting Standards Board.

F. In September of each school year, the Assistant Superintendent of Business shall present a status report and recommendations to the Governing Board for the allocation of funds to the General Fund Reserve, the Basic Aid Differential Reserve, the Facility Repair and Replacement Plan Reserve, the Aliso Property Reserve, and the Capital Improvement Plan Reserve.

**Legal Reference:**

Board Resolution No. 00-04

Education Code section 17070.75

Date Policy Adopted By the Board: November 14, 2000, by Resolution 00-04

Date Policy Re-Numbered (from 3101 to 3001) By The Board: November 23, 2004

Date Policy Revised by the Board: May 25, 2010

Date Policy Revised by the Board: May 28, 2013

Date Policy Revised by the Board: February 11, 2014

Date Policy Revised by the Board: November 9, 2015



**Laguna Beach Unified School District**

**13. ACTION**

**September 27, 2016**

**Approval: Resolution #16-16: Temporary Interfund Transfer of \$6,000,000 from the Special Reserve for Non-Capital Outlay Fund (17) to the General Fund (01)**

**Proposal**

Staff proposes the Board of Education approve a temporary interfund transfer of \$6,000,000 from the Special Reserve for Non-Capital Outlay (17) to the General Fund (01).

**Background**

Pursuant to Education Code Section 42603, the governing board of any school district may direct that moneys held in any fund or account be temporarily transferred to another fund or account of the district for payment of obligations.

The months of October through December are the low cash balance months in the General Fund. Major payrolls begin September 30 and the first major cash receipt from property taxes arrives mid-December. The cash shortage in the General Fund during this period is estimated at \$6,000,000. Therefore, it is requested that funds be transferred from the Special Reserve for Non-Capital Outlay to the General Fund on or about September 28, 2016 with the plan to repay the temporary borrowing on or about December 20, 2017.

An information agenda item will be prepared in January noting the return transfer to Fund 17.

**Budget Impact**

There is no impact to the budget. The cash balance will increase the General Fund and decrease the Special Reserve for Non-Capital Outlay by \$6,000,000 for approximately three months.

**Recommended Action**

Staff recommends the Board of Education approve the temporary interfund transfer of \$6,000,000 from the Special Reserve for Non-Capital Outlay (17) to the General Fund (01).

## RESOLUTION NO. 16-16

### RESOLUTION OF THE BOARD OF EDUCATION OF THE LAGUNA BEACH UNIFIED SCHOOL DISTRICT TO ESTABLISH TEMPORARY INTERFUND TRANSFERS

ON MOTION of \_\_\_\_\_, seconded by \_\_\_\_\_,  
the following resolution is hereby adopted:

WHEREAS, the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code 42603; and

WHEREAS, no more than 75 percent of the maximum of moneys held in any fund or account during a current fiscal year may be transferred; and,

WHEREAS, the transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account; and,

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year;

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Laguna Beach Unified School District, in accordance with the provisions of Education Code section 42603 adopts the following authorization for fiscal year 2016/2017 to temporarily transfer \$6,000,000 from the Special Reserve for Non-Capital Outlay Fund (17) to the General Fund (01).

FURTHERMORE, BE IT RESOLVED that the Governing Board of the Laguna Beach Unified School District will be notified by the Superintendent or designee in a following agenda item when the temporary transfer of \$6,000,000 was returned to the Special Reserve for Non-Capital Outlay Fund (17) from the General Fund (01).

PASSED AND ADOPTED by the Governing Board on September 27, 2016, by the following vote:

AYES:	Members:
NOES:	Members:
ABSENT:	Members:

STATE OF CALIFORNIA     )  
                                      ) ss  
COUNTY OF ORANGE

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

WITNESSED my hand this 27<sup>th</sup> day of September, 2016.

\_\_\_\_\_  
Jan Vickers, Clerk of the Governing Board

Lee/West/Viloria

## **Laguna Beach Unified School District**

### **14. ACTION**

**September 27, 2016**

**Approval: Memorandum of Understanding (MOU) Between College and Career Advantage (CCA) and Laguna Beach Unified School District (LBUSD) to Employ LBUSD and CCA Teachers to Offer Elective Courses at Laguna Beach High School For the 2016-2017 School Year**

#### **Proposal**

Staff proposes the Board of Education approve a Memorandum of Understanding (MOU) between College and Career Advantage (CCA) and Laguna Beach Unified School District (LBUSD) to offer the following elective courses at Laguna Beach High School:

- Dance III and Dance IV
- Multimedia Design, Multimedia Production, 3D Design
- After bell schedule elective courses which are open to students at LBHS as well as students from surrounding school districts:
  - Medical/Hospital Careers course with Internship
  - Introduction to Emergency Medicine
  - Programming/Coding

#### **Background**

CCA will employ Scott Wittkop, a LBUSD teacher, on a 60% contract basis for the 2016-2017 school year to provide Multimedia Design, Multimedia Production and 3D Design classes. CCA agrees to reimburse LBUSD for the salary cost of Mr. Wittkop's 60% contract and statutory payroll benefits costs. LBUSD will invoice CCA for this expense at the end of the 2016-2017 school year.

CCA will employ Estee Carrizosa, a LBUSD teacher, on a 40% contract basis for the 2016-2017 school year to provide Dance III and Dance IV classes. CCA agrees to reimburse LBUSD for the salary cost of Ms. Carrizosa's 40% contract, and statutory payroll benefits costs. LBUSD will invoice CCA for this expense at the end of the 2016-2017 school year.

CCA will provide an instructor for the after school Medical/Hospital Careers Internship course. Additional teacher pay is incurred for this course to cover the monitoring of internships, developing partnership agreements, collaborating with site supervisors, and regular required reporting. The course is being offered during the fall semester of the 2016/17 school year. LBUSD will reimburse CCA in the amount of \$5,000.00 per semester for the additional cost of this course.

#### **Budget Impact**

The budget impact for this Memorandum of Understanding is approximately \$118,000.00 to be reimbursed to LBUSD by CCA. Additionally, \$5,000.00 per semester will be paid to CCA by LBUSD.

#### **Recommended Action**

Staff recommends the Board of Education approve the Memorandum of Understanding (MOU) between College and Career Advantage (CCA) and Laguna Beach Unified School District (LBUSD) to offer the above-described elective courses at Laguna Beach High School for the 2016-2017 school year and approve payment of \$5,000 per semester.

**Memorandum of Understanding Between  
College and Career Advantage and  
Laguna Beach Unified School District  
2016-17 School Year**

**College and Career Advantage (CCA)** will employ two Laguna Beach Unified School District (LBUSD) teachers for the 2016-2017 school year to offer the following high school elective classes:

- Dance III and Dance IV
- Multimedia Design, Multimedia Production, 3D Design

In addition, CCA will offer the following after bell schedule elective courses which are open to students at LBHS as well as students from surrounding school districts:

- Medical/Hospital Careers course with Internship
- Introduction to Emergency Medicine
- Programming/Coding

CCA will employ Scott Wittkop, a LBUSD teacher, on a 60% contract basis for the 2016-2017 school year to provide Multimedia Production, Multimedia Design and 3D Design classes. CCA agrees to reimburse LBUSD for the salary cost of Mr. Wittkop's 60% contract and statutory payroll benefits costs. CCA will employ Estee Carrizosa, a LBUSD teacher, on a 40% contract basis for the 2016-2017 school year to provide Dance III and Dance IV classes. CCA agrees to reimburse LBUSD for the salary cost of Ms. Carrizosa's 40% contract and statutory payroll benefits costs. LBUSD will invoice CCA for the estimated amount of \$118,000.00 for this expense at the end of the 2016-2017 school year.

Additionally, CCA will provide an instructor for the after school Medical/Hospital Careers Internship course. Additional teacher pay is incurred for this course to cover the monitoring of internships, developing partnership agreements, collaborating with site supervisors, and regular required reporting. The course is being offered during the fall semester of the 2016/17 school year. LBUSD will reimburse CCA in the amount of \$5,000.00 per semester for the additional cost of this course.

Board Approved: \_\_\_\_\_

Agreed this date: \_\_\_\_\_

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**Pati Romo, Director  
College and Career Advantage**

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**Jason Vilorio, Ed.D., Superintendent  
Laguna Beach Unified School District**

## **Laguna Beach Unified School District**

### **15. ACTION**

**September 27, 2016**

**Approval: Approval of an Independent Contractor Agreement with the University of California Irvine, Math Project Consulting Services, in an Amount Not-to-Exceed \$32,450.00**

#### **Proposal**

Staff proposes the Board of Education approve an Independent Contractor Agreement for consulting services by the UC Irvine Math Project to support the math teachers and instructional assistants in successfully implementing the Common Core standards. The UC Irvine Math Project will partner with the District to build language rich conceptual math lessons to support all learners in math support classes. The Irvine Math Project may provide modeled lessons upon request.

#### **Background**

Laguna Beach High School has three sections of math support; Algebra I, Algebra II and Geometry. The UC Irvine Math Project will provide one day of scope and sequence training, and three days of coaching and professional development support for the three teachers of the math support sections. The cost of this consulting work is as follows: \$1,500 for one coaching day planning scope and sequence; \$2,000 per day for nine professional development days (\$18,000); and \$1,000.00 for each complete intervention unit for curriculum/lessons, an estimated ten lessons (\$10,000.00), for a total of \$29,500.00. A 10% tax will be added to the cost.

#### **Budget Impact**

The projected cost for this training and coaching is not-to-exceed \$32,450.00.

#### **Recommended Action**

Staff recommends the Board of Education approve the Independent Contractor Agreement for consulting services to be provided by the UC Irvine Math Project to support the math teachers and instructional assistants in successfully implementing the common core standards. The UC Irvine Math Project will partner with the district to build language rich, conceptual math lessons to support all learners in math support classes.

## INDEPENDENT CONTRACTOR AGREEMENT

### Sales and Service Agreement Between Laguna Beach Unified School District and The Regents of the University of California University of California, Irvine

This AGREEMENT is hereby entered into between the Laguna Beach Unified School District, hereinafter referred to as "DISTRICT," and "The Regents of the University Of California University Of California, Irvine", 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 the following services for the DISTRICT: The UCI Math Project will provide one day of scope and sequence training and three days of coaching and professional development support for each math support class teacher, for a total of ten days of work, to the Laguna Beach High School math support teachers.
2. **Term.** CONTRACTOR shall commence providing services under this AGREEMENT upon Board approval and will diligently perform as required until **June 30, 2017**.
3. **Compensation.** DISTRICT agrees to pay the CONTRACTOR for services satisfactorily rendered pursuant to this AGREEMENT a total fee not to exceed **\$32,450.00** DISTRICT shall pay CONTRACTOR according to the following terms and conditions: **Invoice 1: July - December work will be invoiced in January 2017; Invoice 2: January - June work will be invoiced in June 2017.**
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: N/A
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**  
Jason Vilorio, Ed.D.  
550 Blumont Street  
Laguna Beach, CA 92651

**CONTRACTOR**  
Karajean Hyde, Irvine Math Project  
439 Social Science Tower  
University of California, Irvine  
Irvine, California 92697 - 2505

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 \_\_\_\_\_, 2016.

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**

**CONTRACTOR**

By: \_\_\_\_\_  
Signature

By \_\_\_\_\_  
Signature

Jason Vilorio, Ed.D. \_\_\_\_\_

\_\_\_\_\_  
Typed Name  
Superintendent \_\_\_\_\_

\_\_\_\_\_  
Title

\_\_\_\_\_  
Typed Name

\_\_\_\_\_  
Title

Taxpayer ID Number:  
\_\_\_\_\_

**Laguna Beach Unified School District**

**16. ACTION**

**September 27, 2016**

**Approval: Job Description: Teacher on Special Assignment (TOSA): Visual and Performing Arts (VAPA)**

**Proposal**

Staff proposes that the Board of Education approve the job description of Teacher on Special Assignment (TOSA): Visual and Performing Arts (VAPA).

**Background**

During the 2015-2016 school year, the District convened an Arts Education Committee comprised of teachers, staff and representatives from local arts organizations to review and discuss refinements to visual and performing arts programming across the District. The Committee formulated a plan, which was presented to the Board on November 9, 2015. One of the action steps outlined in the plan for 2016-2017 includes the hiring of a 20% coordinating position to support arts programs across the district. 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 that the Board of Education approve the job description of Teacher on Special Assignment (TOSA): Visual and Performing Arts (VAPA).

## LAGUNA BEACH UNIFIED SCHOOL DISTRICT

### **Job Description: Teacher on Special Assignment: K-5 Visual and Performing Arts (VAPA)**

#### **BASIC FUNCTION:**

The Teacher on Special Assignment – K-5 Visual and Performing Arts (VAPA), under the supervision of the Assistant Superintendent, Instructional Services, will assist in district efforts to implement the District's Art Strategic Plan at the K-5 level. The TOSA-VAPA will collaborate with teachers and assist in the procurement of community resources to support classroom art instruction.

#### **ESSENTIAL DUTIES:**

- Collaborate with teachers to identify needs and supports for standards-based art instruction in the classroom setting, which may include participation in grade level PLC meetings.
- Assist with District efforts to collaborate with local community art organizations and community members regarding the Arts Strategic Plan and standards-based art instruction.
- Coordinate the integration of local community art organizations into classroom instruction, as designed by the TOSA in collaboration with classroom teachers.

#### **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 art 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.
- 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
- Valid Single Subject Credential or Supplementary Authorization in Art

#### **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:** 20% assignment, 10 months

**Salary Range: Prorated Certificated Salary Schedule**

## **Laguna Beach Unified School District**

### **17. ACTION**

**September 27, 2016**

**Approval: Authorize the Assistant Superintendent of Business Services to File a Notice of Completion (NOC) for the Installation of Two Divider Walls at Top of the World Elementary School by World Wide Construction, for Recording by the County Clerk-Recorder**

#### **Proposal**

Staff proposes the Board of Education approve filing a Notice of Completion (NOC) for the installation of two divider walls at Top of the World Elementary School by World Wide, Inc., for Recording by The County Clerk-Recorder by the Assistant Superintendent of Business Services.

#### **Background**

The Notice of Completion (NOC), once executed and recorded by the Orange County Clerk-Recorder, serves to give formal notice to all subcontractors, manufacturers, and material suppliers that they have 30 days in which to submit any claims to the District for payment due from any prime contractors. The filing of the NOC also generally serves to trigger the start of warranty/guarantee periods, including the extended period of applicable performance bonds by various contractors, which generally run for a period of one year from the recording date of NOC. While such action declares the project to be "completed," it does not require any retention funds to be automatically released to project engineers or contractors.

#### **Budget Impact**

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

#### **Recommended Action**

Staff recommends the Board of Education approve filing a Notice of Completion (NOC) for the installation of two walls for new classrooms at Top of the World Elementary School by World Wide, Inc., for Recording by The County Clerk-Recorder by the Assistant Superintendent of Business Services.