



LAGUNA BEACH
UNIFIED SCHOOL DISTRICT

**Regular Meeting
of the
Board of Education**

AGENDA

January 10, 2017

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

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

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

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

January 10, 2017

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

AGENDA

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

- 1. CALL TO ORDER**
- 2. ROLL CALL TO ESTABLISH QUORUM**
- 3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**
- 4. ADJOURN TO CLOSED SESSION**
 - A. PUBLIC EMPLOYEE APPOINTMENT**

Government Code §54957
Title: Interim Assistant Superintendent, Business Services
 - B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

Government Code §54957
 - C. NEGOTIATIONS**

Government Code §54957.6

 - i. Employee Organization: LaBUFA
District Negotiator: Leisa Winston
 - ii. Employee Organization: CSEA
District Negotiator: Leisa Winston
 - iii. Employee Organization: Unrepresented Employees
District Negotiator: Leisa Winston
- 5. CALL TO ORDER - REGULAR SESSION**
- 6. PLEDGE OF ALLEGIANCE**
- 7. REPORT ON CLOSED SESSION ACTION**
- 8. ADOPTION OF AGENDA**

9. 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.

10. REPORTS

- *Student Representative(s)*
- *LaBUFA Representative*
- *CSEA Representative*
- *Organizations – Boosters, PTA, SchoolPower*
- *Board Members*
- *Superintendent*
- *Cabinet Members*

11. CONSENT CALENDAR

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

- a. Approval of Minutes – December 13, 2016 (Regular Meeting)
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Agreements for Contracted Services – Special Education
- e. Approval of Agreements for Contracted Services – Technology Services
- f. Acceptance of Gifts-Checks Totaling \$1,225.00
- g. Approval/Ratification of Warrants #388808 through #389015 in the amount of \$1,227,073.88 Dates: 12/05/2016 through 12/20/2016

INFORMATION ITEMS

12. COLLEGE AND CAREER ADVANTAGE

– **Alysia Odipo, Ed.D., Assistant Superintendent, Instruction**

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

Staff will present an update to the Board of Education regarding the College and Career Advantage (CCA) programs and activities.

13. EDUCATOR EFFECTIVENESS GRANT EXPENDITURES

– Alysia Odipo, Ed.D., Assistant Superintendent, Instruction

Staff will present an update to the Board of Education regarding the use of Educator Effectiveness Grant Funds.

14. OVERVIEW OF THE SOCIAL EMOTIONAL SUPPORTS IN LBUSD

– Alysia Odipo, Ed.D., Assistant Superintendent, Instruction

Staff will present information about the social emotional needs of our students and current supports available to students within our District. The presentation will include an overview of our current initiative to refine of our Site Guidance Plans for elementary, middle school and high school, which include social emotional learning (SEL) curriculum and identified staffing needs.

15. FIRST READING OF BOARD POLICIES

– Jason Viloria, Ed.D., Superintendent

The following Board policies are brought forward for a first reading by the Board, as described in Board Bylaw 9310:

	Policy	Title	Recommendation	Comments
a.	0410	Nondiscrimination in District Programs and Activities	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
b.	1230	School Connected Organizations	New Policy for LBUSD. Recommend second reading.	Updated regulations
c.	1260	Educational Foundation	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
d.	1325	Advertising and Promotion	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
e.	3540	Transportation	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
f.	3580	District Records	New Policy for LBUSD. Recommend second reading.	New laws and regulations
g.	4135 4235 4335	Soliciting and Selling	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
h.	6020	Parent Involvement	New Policy. Delete current BP 6006 and 6007. Recommend second reading.	New laws and regulations.
i.	6158	Independent Study	New Policy. Delete BP 6025. Recommend second reading.	New laws and regulations.

j.	Bylaw 9321	Closed Session	Updated bylaw. Recommend second reading.	Bylaw updated to clarify revised closed session meeting regulations per GC 54957 of the Ralph M. Brown Act.
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16. PRESENTATION OF MONTHLY FINANCIAL REPORT

– Dean West, Assistant Superintendent, Business Services

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.

17. TEMPORARY INTERFUND TRANSFER OF \$6,000,000 INITIATED ON SEPTEMBER 28, 2016 WAS RETURNED TO THE SPECIAL RESERVE FOR NON-CAPITAL OUTLAY FUND (17) ON DECEMBER 20, 2017

– Dean West, Assistant Superintendent, Business Services

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 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. Pursuant to Education Code Section 42603, approval of Resolution 16-16, approved September 27, 2016, positions the district to be prepared should the need arise at any time during the current fiscal year.

ACTION ITEMS

18. APPROVAL OF RESOLUTION #17-01: ESTABLISH INTERFUND TRANSFER FOR \$1,200,000 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND FOR CAPITAL IMPROVEMENT PLAN FOR 2016-2017

– Dean West, Assistant Superintendent, Business Services

Staff proposes that the Board of Education approve the attached Resolution #17-01: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4042 Capital Improvement Plan for 2016-2017.

19. APPROVAL OF RESOLUTION #17-02: ESTABLISH INTERFUND TRANSFER OF \$900,000 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND FOR FACILITIES REPAIR AND REPLACEMENT PROGRAM FOR 2016-2017

– Dean West, Assistant Superintendent, Business Services

Staff recommends that the Board of Education approve the attached Resolution #17-02: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4040 Facilities Repair & Replacement Program for 2016-2017.

20. APPROVAL OF JOB DESCRIPTION: TEACHER ON SPECIAL ASSIGNMENT (TOSA) - SCIENCE

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

Staff recommends the Board of Education approve the job description of Teacher on Special Assignment (TOSA) - Science.

21. APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH JULIA NYBERG, ED.D., IN AN AMOUNT NOT-TO-EXCEED \$5,500.00

– Alysia Odipo, Ed.D., Assistant Superintendent, Instruction

Staff proposes the Board of Education approve an Independent Contractor Agreement for consulting services by Julia Nyberg, Ed.D. Dr. Nyberg's expertise in working with the Gifted Child will support our teachers in working with our Gifted and Talented Education (GATE) students. Teachers will receive professional development on strategies that align to the pedagogical shift in Common Core. Emphasis will be placed on differentiation, rigor, depth, complexity, novelty, and acceleration. Professional development will include a site demonstration lesson and provide guided time for GATE teachers to work collaboratively to design instruction.

22. APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT FOR PROFESSIONAL DEVELOPMENT CONSULTANT, WESTON KIESCHNICK OF THE INTERNATIONAL CENTER FOR LEADERSHIP, IN AN AMOUNT NOT-TO-EXCEED \$35,400.00

– Alysia Odipo, Ed.D., Assistant Superintendent, Instruction

Staff proposes that the Board of Education approve the Independent Contractor Agreement with International Center for Leadership in Education for a professional development series presented by Weston Kieschnick. The Agreement is in the amount of \$35,400.00.

23. ADJOURNMENT

– Jan Vickers, President, Board of Education

The next Regular Meeting of the Board of Education is **Tuesday, January 24, 2017, 6:00 PM**
at the Laguna Beach Unified School District Office Board Room
550 Blumont St., Laguna Beach, California

For information regarding Laguna Beach Unified School District, please visit our website:

www.lbusd.org

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

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

The members of the 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

11.a. CONSENT/ACTION

January 10, 2017

Approve:

Minutes

Board of Education Minutes of Regular Meeting December 13, 2016

Board Members Vickers and Wolff were administered the Oath of Office by Superintendent Viloria at 4:45 p.m.

Call to Order

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

Roll Call to Establish Quorum

Quorum was established.

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

Public Comment on Closed Session Items

There were no public comments.

Adjourn to Closed Session

Member Brown moved to adjourn to Closed Session. Member Normandin seconded. Clerk Vickers called for the vote. Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn to Closed Session at 5:02 p.m. to discuss the following:

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Subdivision (a) of Government Code §54956.9
Student Case Number PER1501246DD

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Education Code §54957

C. NEGOTIATIONS

Government Code §54957.6

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

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

Clerk Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn from Closed Session. The Board adjourned Closed Session at 5:57 p.m.

Present at Board Meeting

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

Employee Group
Representatives: Sara Hopper, President LaBUFA
Margaret Warder, President, CSEA

Staff: Jason Vilorio, Ed.D., Superintendent
Dean West, Assistant Superintendent of Business Services
Leisa Winston, Assistant Superintendent, Human Resources and Public
Communications
Victoria Webber, Executive Assistant
Jeff Dixon, Director, Facilities
Mike Morrison, Chief Technology Officer
Shannon Soto, Ed.D., Director, Fiscal
Irene White, Director, Special Education
Amy Kernan, Coordinator, Assessment & Accountability
Nikol King, Assistant 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
Liaison

Pledge of Allegiance

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

Report of Closed Session Action

Clerk Vickers reported that no action was taken in Closed Session.

Adoption of Agenda

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

Discussion: Superintendent Vilorio noted one correction to the warrants, item 12.g. The amount for approval should read \$1,533,802.30.

Clerk Vickers called for the vote.

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

Special Recognitions

PTA Council member, Jennifer Baker, gave a presentation highlighting the PTA Reflections winners for Laguna Beach Unified.

Public Comment (Non- Agenda Items)

There was no public comment.

Reports

LaBUFA Representative – Sara Hopper, LaBUFA Vice President

- Welcomed newly elected Board member Peggy Wolff
- Congratulated Jan Vickers on her reelection

CSEA Representative – Margaret Warder, CSEA President

- Wished everyone Happy Holidays
- Welcomed Peggy Wolff and congratulated Jan Vickers
- Commented on the following
 - Classified Employee of the Year Nominations complete
 - Reclassification meeting upcoming
 - California School Employees Benefits Association (CSEBA) workshop
 - Reunion for Champions of Change in Washington, D.C.

Board Members

Board members reported as follows:

Member Wolff

- Attended California School Boards Association (CSBA) Annual Conference
- Attended LBHS Dance concert

Member Brown

- No report

Member Normandin

- Attended CSBA
- Attended LBHS Basketball games
 - Commented on new lighting in gym
- Toured TMS with Board Member Perry and Superintendent Vilorio

Member Perry

- Attended Early Developmental Index (EDI) workshop at District
- Attended CSBA

Clerk Vickers

- Attended Coffee Break
- Attended LBHS Basketball
- Attended Dance concert
- Commented on two LBHS graduates who play for UCLA
- Commented on TMS students singing at La Playa

Superintendent Vilorio

- Commented on hard work of staff and volunteers throughout the District
- Attended CSBA with four Board and two staff members
- Attended opening presentation by Alysia Odipo at Rocket Ready Professional Development
- Attended SchoolPower meeting
- Attended quarterly meeting with LBPD
- Participated in part two of Strength Finders program with all leadership staff
- Offered kudos to TMS for their clean and inviting campus

Cabinet

Dean West, Assistant Superintendent, Business Services

- No report

Alysia Odipo, Assistant Superintendent, Instructional Services

- Not in attendance

Leisa Winston, Assistant Superintendent, Human Resources and Public Communications

- Attended California School Employees Benefits Association (CSEBA) workshop
- Shared Employee of the Year Announcements will be made next week

Chris Herzfeld, LBHS Principal

Shared highlights of Laguna Beach High School, including assessment results and student connectedness, which included a video produced by student Connor Breshear.

ANNUAL ORGANIZATIONAL MEETING

Superintendent Vilorio read the following:

Education Code Section 35143 requires the governing board of each school district to hold an annual organizational meeting and election within a prescribed 15-day period. For 2016, the 15-day period is from December 2 through December 16. Laguna Beach Unified School District Board Bylaw 9100 also specifies that the Board shall hold an annual organizational meeting and elect its slate of officers.

Superintendent Vilorio conducted the election for President of the Board.

Election of Board President

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

Superintendent Vilorio called for nominations for President.

Member Brown moved to nominate and elect Jan Vickers as President of the Board.
Member Normandin seconded.

Discussion: None.

Superintendent Vilorio called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to elect Jan Vickers as President of the Board.

Election of Board Clerk

President Vickers called for nominations for the position of Clerk of the Board of Education.

Member Brown moved to nominate and elect Dee Perry as Clerk of the Board.
Member Normandin seconded.

Discussion: None

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to elect Dee Perry as Clerk of the Board.

Appointment of Secretary to the Board of Education

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

The Board acknowledged the appointment of the Superintendent as Secretary to the Board.

Appointment of Board Representatives to the Following Groups:

The following members were appointed as representatives to outside organizations:

1. Community Coalition: Dee Perry Representative and Carol Normandin Alternate
2. District Representative for Orange County Nominating Committee and Orange County School Boards Association: Dee Perry Representative and Ketta Brown Alternate
3. Laguna Beach Council of PTAs: Jan Vickers Representative and Peggy Wolff Alternate
4. Laguna Beach Education Foundation School Power: Peggy Wolff Representative and Ketta Brown Alternate
5. Laguna Beach Education Foundation School Power Endowment: Ketta Brown Representative and Peggy Wolff Alternate

Setting Meeting Dates, Time and Place for 2017

Listed below are the recommended Regular Meeting dates for the Board of Education during 2017. These meetings will be held at a time to be determined by the Board of Education (typically the second and fourth Tuesday of the month at 6:00 p.m.) in the Board Room in the District Education Center, 550 Blumont Street, Laguna Beach, California.

Tuesday, January 10	Tuesday, May 9	Tuesday, September 12
Tuesday, January 24	Tuesday, May 23	Tuesday, September 26
<i>(Joint Meeting with City, Regular Meeting, & Study Session)</i>		<i>(Study Session & Meeting)</i>
Tuesday, February 14	Tuesday, June 13	Tuesday, October 10
Tuesday, March 14	Tuesday, June 27	Tuesday, October 24
<i>(Study Session & Meeting)</i>		<i>(Study Session & Meeting)</i>
Tuesday, March 28	Tuesday, July 18	Tuesday, November 14
Tuesday, April 11	Tuesday, August 22	Tuesday, December 12

Member Brown moved approval of the 2017 meeting dates as presented. Member Normandin seconded.

President Vickers called for the vote.

Motion carried by a vote of 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the 2017 meeting dates.

Annual Reminders

President Vickers read the annual reminders.

1. Aliso Property Option Reminder

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

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

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

CONSENT CALENDAR

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

Public Comment: None

Discussion:

- a. Approval of Minutes
 - i. November 15, 2016 Regular Meeting
 - ii. November 21, 2016 Special Meeting
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Acceptance of Gifts and In-kind donations – Checks Totaling \$2,065.00
- e. Approval of Agreements for Contracted Services – Special Education
- f. Approval of Agreements for Contracted Services – Technology
- g. Approval/Ratification of Warrants #388514 through #388807 in the amount of \$1,533,802.30 Dates: 11/14/2016 through 12/02/2016
- h. Approval/Ratification of Certificated Payroll 5A in the Amount of \$2,224,749.38
Approval/Ratification of Classified Payroll 5B in the Amount of \$764,086.27
Approval/Ratification of Certificated Payroll 5C in the Amount of \$9,300.00
- i. Approval/Ratification of Community Facilities District 98-1 (Crystal Cove)
Administrative Fund Disbursements Totaling \$1,235.30

- j. Authorize the Assistant Superintendent of Business Services to File a Notice of Completion (NOC) for the Installation of New Walls at the Laguna Beach High School Library by World Wide Construction, for Recording by The County Clerk-Recorder

President Vickers called for the vote.

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

ACTION ITEMS

Approval of Board Policy 6171, Title 1 Programs

Dr. Vilorio introduced the item.

Public Comment: None

Board Member Questions: Clarification was given on the program evaluation being addressed through the LCAP.

Member Normandin moved approval of Board Policy 6171, Title 1 Programs. Member Brown seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve Board Policy 6171, Title 1 Programs.

Approval of Positive Certification of First Interim Report

Mr. West introduced the item and stated this is the first report the Board receives from staff after the adoption of the budget.

Public Comment: None

Board Member Questions: Mr. West answered questions from the Board.

Member Brown moved approval the Positive Certification of the First Interim Report. Member Normandin seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the Positive Certification of the First Interim Report

Approval of the College Readiness Block Grant

Dr. Vilorio introduced the item. He stated the Board received information of identified expenditures under the grant at the November 15 Board meeting. The District has three years to spend funds provided by the grant.

Public Comment: None

Board Member Questions: None

Member Brown moved approval of the College Readiness Block Grant. Member Normandin seconded.

Board Member Discussion: President Vickers stated she appreciates the work that staff does to identify and receive grants.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the College Readiness Block Grant.

Approval to Award an Independent Contractor Agreement with Dr. Jenny Grant Rankin in an Amount Not-to-Exceed \$2,000.00

Dr. Vilorio introduced the item. The work Dr. Rankin will do with staff is related to GATE program resources for staff and parents.

Public Comment: None

Board Member Questions: None

Member Brown moved approval to award an independent contractor agreement with Dr. Jenny Rankin Grant in an amount not-to-exceed \$2,000.00. Member Normandin seconded.

Board Member Discussion:

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to award an independent contractor agreement to Dr. Jenny Rankin Grant in an amount not-to-exceed \$2,000.00.

Approval for the Purchase and Pilot of Read 180 Universal and System 44 Next Generation Supplementary Reading Intervention Programs in the Amount of \$118,900.00

Dr. Vilorio introduced the item. The pilot will be conducted at the elementary schools and middle school.

Public Comment: None

Board Member Questions: Dr. Vioria answered Board questions regarding student participation numbers.

Member Normandin moved approval for the purchase and pilot of Read 180 Universal and System 44 Next Generation Supplementary Reading Intervention programs in the amount of \$118,800.00. Member Brown seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve the College Readiness Block Grant.

Approval to Pilot the ILit ELL Program from Pearson Education for Supplementary Intervention Support for ELA/ELD Program 5 in the Amount of \$1,900.00

Dr. Vioria introduced the item. The pilot will be used in the middle school and high school.

Public Comment: None

Board Member Questions: Dr. Vioria answered Board questions regarding program 5.

Member Normandin moved approval to pilot the ILit ELL program from Pearson Education for supplementary intervention support for ELA/ELD Program 5 in the amount of \$1,900.00. Member Brown seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to approve piloting the ILit ELL program from Pearson Education for supplementary intervention support for ELA/ELD Program 5 in the amount of \$1,900.00.

Approval to Award Contract for Playground Turf Installation at Top of the World Elementary School to Kya Services, Inc., in the Amount of \$80,031.29

Mr. West introduced the item.

Public Comment: None

Board Member Questions: None

Member Brown moved approval to award a contract for playground turf installation to Top of the World Elementary to Kya Services, Inc., in the amount of \$80,031.29. Member Normandin seconded.

Board Member Discussion: None

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to award a contract for playground turf installation to Top of the World Elementary to Kya Services, Inc., in the amount of \$80,031.29

Adjournment

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

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn to Closed Session at 7:38 p.m.

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

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Brown, Normandin, Perry, and Wolff voted yes to adjourn the meeting. The meeting adjourned at 8:53 p.m.

Dee Perry
Clerk of the Board
January 10, 2017

Laguna Beach Unified School District

11.b. CONSENT/ACTION

January 10, 2017

Approval/Ratification: Personnel Report

Proposal

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

Background

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

Budget Impact

Expenditures are within budgeted appropriations as indicated.

Recommended Action

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

PERSONNEL REPORT

January 10, 2017

I. RESIGNATION:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Dean West PC02ASB101	Assistant Superintendent, Business Central Offices	January 10, 2017
Stacy Yelland PC08SA0801	Instructional Assistant, Classroom Top of the World Elementary	December 14, 2016

II. EMPLOYMENT:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Nikki Romano PC08LS0301	Elementary Media Specialist Top of the World Elementary 0108051180-2225 Range: 28 Step: E 6 hours per day/5 days per week/10.2 month calendar Replaces: Brandy Lowry	December 12, 2016
Elizabeth Yoder-Hale PC04SE0115	Instructional Assistant, Special Education Top of the World Elementary 0104613150-2115 Range: 23 Step: D 6 hours per day/5 days per week/10 month academic calendar Replaces: Jan Hedden	December 19, 2016

III. EMPLOYMENT: Stipends 2016/17 School Year

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Megan Matthias	Science Camp Coordinator Thurston Middle School 0106311008-1170	September 7, 2016 to October 1, 2016

IV. EMPLOYMENT: Short Term Assignments - Extra Duty

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Marie Bammer	School Advisory Council Top of the World Elementary 0108091005-1370 NTE: 6 hours	September 1, 2016 to June 30, 2017
Dustin Gowan	Rocket Ready Lead Central Offices 0113035380-1370 NTE: 32.5 hours	December 3, 2016 to June 30, 2017

IV. EMPLOYMENT: Short Term Assignments - Extra Duty (cont'd)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Lynn Gregory	Test Coordinator (SAT/ACT Prep) Laguna Beach High School 0105214730-2950 NTE: 5 hours	January 14, 2017 General Fund Short Term/Intermittent Work Hours \$26.25 per hour
Megan Matthias	Science Camp Coordinator Thurston Middle School 0106311008-1170 NTE: 11 hours Reason: Extra hours needed to coordinate 2016 Science Camp	September 7, 2016 to September 30, 2016 General Fund Short Term/Intermittent Work Hours \$39.58 per hour
Melanie Whitenack	School Advisory Council Top of the World Elementary 0108091005-1370 NTE: 6 hours	September 1, 2016 to June 30, 2017 General Fund Short Term/Intermittent Work Hours \$39.58 per hour

V. EMPLOYMENT: Short Term Assignments - PTA

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

VI. EMPLOYMENT: Short Term Assignments - Performing Arts

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

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

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

Fall Sports Calendar 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

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

Work Site: Laguna Beach High School

General Fund Account: 0105311075-1185/2140

Employment - Fall Season:

Band

<u>Name:</u>	<u>Position/Site:</u>	<u>Stipend</u>
Jeremy Chung	Band Director, CIF	\$350.00

Cheer

<u>Name:</u>	<u>Position/Site:</u>	<u>Stipend</u>
Yvette Kelly	Co-Ed Cheer, CIF	\$350.00

Football

<u>Name:</u>	<u>Position/Site:</u>	<u>Stipend</u>
John Shanahan	Head Coach, CIF	\$1,323.00
Nate Ball	Assistant Coach, CIF	\$450.00
Brian Bishop	Assistant Coach, CIF	\$1,058.40
Darren Crawford	Assistant Coach, CIF	\$450.00
Alex Hutchinson	Assistant Coach, CIF	\$450.00
Joey Luna	Assistant Coach, CIF	\$860.70
Dan Moriarty	Assistant Coach, CIF	\$450.00
Paige Nobles	Assistant Coach, CIF	\$450.00
Tarquin Stephenson	Assistant Coach, CIF	\$450.00

Tennis

<u>Name:</u>	<u>Position/Site:</u>	<u>Stipend</u>
Don Davis	Head Coach, Boys Preseason	\$1,500.00
Don Davis	Head Coach, CIF - Individuals	\$340.00

Resignation:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date</u>
Don Davis	Head Coach, Tennis (Coed)	December 22, 2016

VIII. 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

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

Work Site: Laguna Beach High School

Booster Account: 0105315310-1185/2140

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 - Winter Season:

Tennis - Girls

<u>Name:</u>	<u>Position/Site:</u>	<u>Stipend</u>
Don Davis	Head Coach, Post Season	\$1,500.00
Rick Gephardt	Assistant Coach, Post Season	\$500.00

Employment - Spring Season:

Baseball

<u>Name:</u>	<u>Position/Site:</u>	<u>Stipend</u>
Harrison Williams	Assistant Coach, Preseason	\$2,000.00

IX. SUBSTITUTES: Employment and Resignations

Release:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Nate Pratt	Substitute Teacher	December 19, 2016

Laguna Beach Unified School District

11.c. CONSENT/ACTION

January 10, 2017

Approve/Ratify:

Conference/Workshop Attendance

Andy Crisp “Web Accessibility Awareness Training - December 1, 2016, Costa Mesa, CA. Participants learned requirements regarding the impact of ADA on websites.

Fiscal Impact:

\$	85.00	Registration
\$	15.44	Transportation
\$	100.44	TOTAL

Account #0113457175 - 5220 Technology - Travel & Conference

Jeremy Chung - “Southern California School Band and Orchestra Conference” - January 19 - 22, 2017, Anaheim, CA. This conference is an educational event to raise standards of music education, develop new teaching techniques, and assist teachers in music education.

Fiscal Impact:

\$	80.00	Registration
\$	77.04	Transportation
\$	150.00	Meals
\$	250.00	Substitutes
\$	557.04	TOTAL

Account #0105011012 - 5220 LBHS General - Travel & Conference

Account #0105011012 - 1190 LBHS General - Substitutes

Max Messinger, Amy Arneson, and Luis Antonio “S-1 An Introduction to What’s & Not’s of Attention Deficit Hyperactivity Disorder (ADHD): Implications for Behavior and Instruction” - January 19, 2017, Mission Viejo, CA. The training provides an introduction to understanding the complexity and multifaceted aspects of ADHD. Cognitive, behavioral, social, and academic issues associated with the condition will be discussed.

Fiscal Impact:

\$	32.10	Transportation
\$	375.00	Substitutes
\$	407.10	TOTAL

Account #0104613150 - 2190 Special Education - Substitute

Irene White - “Special Education Legal Panel” – January 26, 2017, Santa Ana, CA. Attorneys who specialize in the field of special education will present on several topics.

Fiscal Impact:

\$	18.90	Transportation
\$	18.90	TOTAL

Account #00104072000 - 5220 Superintendent/Board – Travel & Conference

Nikol King and Mari Andersen - "CAASPP Pre-test Workshop" - February 7, 2017, Irvine, CA. Participants will prepare for the 2017 CAASPP administration.

Fiscal Impact:

\$	32.52	Transportation
\$	40.00	Meals
\$	72.52	TOTAL

Account #0105011012 - 5220 LBHS General - Travel & Conference

Michelle Martinez, Darci Anderson, Carl Nelson, and Megan Matthias - "Democratizing the Document Based Question" - February 16 and April 27, 2017, Huntington Beach, CA. Participants will learn how to bring the state standards for history-social science to life in the classroom.

Fiscal Impact:

\$	1,200.00	Registration
\$	224.00	Transportation
\$	400.00	Meals
\$	1,000.00	Substitutes
\$	80.00	Parking
\$	2,924.00	TOTAL

Account #0102013080 - 5220 Teacher Quality - Travel & Conference

Account #0102013080 - 1190 Teacher Quality - Travel & Conference

Alysia Odipo, Michelle Martinez, Kristin Cowles, and Brian Kull - "History-Social Science Framework" - March 9, 2017, Long Beach, CA. This conference is one in a series of programs designed to introduce the new History-Social Science Framework to California's teachers and administrators. Presentations include major instructional shifts, updated & expanded content, and more.

Fiscal Impact:

\$	900.00	Registration
\$	130.00	Transportation
\$	375.00	Lodging
\$	1,405.00	TOTAL

Account #0102015380 - 5220 Staff Development - Travel & Conference

Account #0102015380 - 1190 Staff Development - Substitutes

Total Expenses: \$5,485.00

11.d. ACTION

January 10, 2017

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 - January 10, 2017

<u>Contractor</u>	<u>Description of Services</u>	<u>Term</u>	<u>Funding</u>	<u>Cost</u>
Parent Reimbursement/ Legal	Reimbursement per settlement agreement dtd 12/20/16 for educational placement for a special education student	07/01/16- 06/30/17	Parent Reimbursement/ Legal 0104632900-5878	\$21,325
Independent Contract Seneca Family of Agencies	Psychological Services for a special education per settlement agreement dtd 12/20/16	12/20/16- 06/30/17	Outside Agency 0104132430-5895	\$21,000
Parent Reimbursement	Mileage reimbursement per settlement agreement dtd 12/20/16 for a special education student	07/01/16- 06/30/17	Pupil Transportation 0104256700-5880	\$ 6,000
Parent Reimbursement	Reimbursement for preschool tuition for a special education student	01/09/16- 06/30/17	Parent Reimbursement 0104602150-5877	\$ 2,500
Independent Contract Hear Now	Audiological services for a special education student	12/19/16- 06/22/17	Outside Agency 0104632900-5889	\$ 1,780
Independent Contract Dr. Erin Igne, O.D.	Vision Therapy Assessments & Consultations for special education students	01/09/16- 06/22/17	Outside Agency 0104632900-5888	\$ 2,746
Independent Contract Cindy Cottier, SLP	Consultation on learning applications to teacher for a special education student	12/20/16- 06/22/17	Outside Agency 0104192430-5895	\$ 775
Independent Contract Cari Salkin, Reading Specialist	Reading Assessment, Report & IEP attendance for a special education student	12/05/16- 02/28/17	Outside Agency 0104642430-5895	\$ 550

Laguna Beach Unified School District

11.e. **CONSENT/ACTION**

January 10, 2017

Approval: Agreements and Contracts – Technology Services

Proposal

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

Background

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

Budget Impact

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

Recommended Action

Staff recommends the Board of Education authorize the following contracts.

Laguna Beach Unified School District

Contracts/Licenses – January 10, 2017

Contractor	Description of Services	Term	Funding	Cost
OCDE	Network Support Services for Business Applications	07/01/17 – 06/30/18	01134571755832 Renewal	\$2,250.00
Grammarly Inc.	Grammarly license gives students (seniors) autonomy to check any assignment for correct grammar	12/01/16 11/30/17	0113071755805 New	\$1,100.00

Laguna Beach Unified School District

11.f. CONSENT/ACTION

January 10, 2017

Approval: Acceptance of Gifts – Checks Totaling \$1,225.00

Proposal

Staff proposes the Board of Education accept the following gift(s) to the District – checks totaling \$1,225.00.

Background

After acceptance by the Board of Education, a letter of thanks and acknowledgement will be mailed to the donor(s).

Recommended Action

Staff recommends the Board of Education accept the following gift(s), as presented:

Type of Gift	Donor	Amount/Gift	Disposition
Check	Laguna Plein Air Painters Association	\$225.00	LBHS
Check	Parent	\$1,000.00	TOW CLC Aide Donation
Total		\$1,225.00	

Laguna Beach Unified School District

11.g. CONSENT/ACTION

January 10, 2017

Approval: Warrants #388808 Through #389015 In The Amount of \$1,227,073.88
Dates: 12/05/2016 through 12/20/2016

Proposal

Staff proposes the Board of Education approve/ratify Warrants #388808 through #389015 in the amount of \$1,227,073.88.

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 \$1,227,073.88.

SELECT Check ID's and Numbers: 76@ ; Check Dates: 120516

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388808	12/05/16	CODECAMPUS LLC	MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	1,215.36
						CHECK TOTAL:	1,215.36
00388809	12/05/16	Coyne & Associates Inc	OTHER EXPENSE	0104602140	5890	OTHER EXPENSE	100.00
						CHECK TOTAL:	100.00
00388810	12/05/16		PARENT REIMBURSEMENT (LEGAL)	0104632900	5878	PARENT REIMBURSEMENT (LE	9,225.00
						CHECK TOTAL:	9,225.00
00388811	12/05/16	Fisher Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	42.45
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	37.17
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	209.92
						CHECK TOTAL:	289.54
00388812	12/05/16	Follett School Solutio	OTHER BOOKS	0113017175	4220	OTHER BOOKS	209.30
			MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	754.92
						CHECK TOTAL:	964.22
00388813	12/05/16	Ganahl Lumber	MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	35.63
						CHECK TOTAL:	35.63
00388814	12/05/16	Geil Industries	MISC REPAIR	0105011012	5690	MISC REPAIR	969.80
						CHECK TOTAL:	969.80
00388815	12/05/16	Mission of San Juan Ca	MISC OUTSIDE VENDOR	0108015570	5860	MISC OUTSIDE VENDOR	1,284.00
						CHECK TOTAL:	1,284.00
00388816	12/05/16	OCEAN Institute	MISC OUTSIDE VENDOR	0107015570	5860	MISC OUTSIDE VENDOR	400.00
						CHECK TOTAL:	400.00
00388817	12/05/16	Perma Bound Books	TEXTBOOKS	0102014105	4100	TEXTBOOKS	781.28
						CHECK TOTAL:	781.28
00388818	12/05/16	Rutan & Tucker	OCTOBER 2016	0104072000	5835	LEGAL EXPENSE	4,296.38
						CHECK TOTAL:	4,296.38
00388819	12/05/16	School Savers	MATERIALS & SUPPLIES-INSTRUCT	0102016300	4310	MATERIALS & SUPPLIES-INS	10,613.21
						CHECK TOTAL:	10,613.21
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							30,174.42
GRAND TOTAL							30,174.42

SELECT Check ID's and Numbers: 76@ ; Check Dates: 120616

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388820	12/06/16	ACT American College T	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	250.00
						CHECK TOTAL:	250.00
00388821	12/06/16	CDW GOVERNMENT LLC	COMPUTER PRINTERS \$250-\$5,000	0108011005	4462	COMPUTER PRINTERS \$250-\$	744.42
						CHECK TOTAL:	744.42
00388822	12/06/16	Certified Transportati	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	842.40
						CHECK TOTAL:	842.40
00388823	12/06/16	Go Rent-A-Van	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	280.78
			CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	280.78
						CHECK TOTAL:	561.56
00388824	12/06/16	Harbottle Law Group	OCTOBER 2016	0109156100	5835	LEGAL EXPENSE	1,908.50
						CHECK TOTAL:	1,908.50
00388825	12/06/16	Holtz, Alexandra	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	255.60
						CHECK TOTAL:	255.60
00388826	12/06/16	Jenny Salberg	GENERAL SUPPLIES-NON INSTRUCT	0106091008	4340	GENERAL SUPPLIES-NON INS	69.06
						CHECK TOTAL:	69.06
00388827	12/06/16	Jun Shen	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	240.79
						CHECK TOTAL:	240.79
00388828	12/06/16	LYNN GREGORY	GENERAL SUPPLIES-NON INSTRUCT	0105095040	4340	GENERAL SUPPLIES-NON INS	131.85
			REFRESHMENTS - NOT FOOD SERV	0105095040	4325	REFRESHMENTS - NOT FOOD	456.00
			GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS	162.00
						CHECK TOTAL:	749.85
00388829	12/06/16	Maintex	OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	50.54
						CHECK TOTAL:	50.54
00388830	12/06/16	Mardan Center of Educa	NOVEMBER 2016	0104632210	5875	TUITION	9,128.08
						CHECK TOTAL:	9,128.08
00388831	12/06/16	Office Depot	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	129.51
						CHECK TOTAL:	129.51
00388832	12/06/16	Richard Selin	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	35.52
						CHECK TOTAL:	35.52
00388833	12/06/16	Ryonet Corporation	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	1,501.72
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	70.19

LAGUNA BEACH USD 12/06/16 Commercial Check Register Page 2
TUE, DEC 06, 2016, 8:02 AM --req: ADMIN-----leg: 76 -----loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST

SELECT Check ID's and Numbers: 76@ ; Check Dates: 120616

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
CHECK TOTAL:							1,571.91
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							16,537.74
GRAND TOTAL							16,537.74

SELECT Check ID's and Numbers: 76@ ; Check Dates: 120816

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388834	12/08/16	A-Z Office Resource In	PRINTERS <\$250 & INK/SUPPLIES	0107011005	4322	PRINTERS <\$250 & INK/SUP	1,706.04
						CHECK TOTAL:	1,706.04
00388835	12/08/16	Alan's Lawn & Garden C	EQUIPMENT - NEW	0105477408	4410	EQUIPMENT - NEW	1,260.57
						CHECK TOTAL:	1,260.57
00388836	12/08/16	AT&T	TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	6.33
			TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	31.94
			TELEPHONE SERVICE	0106477409	5920	TELEPHONE SERVICE	57.97
						CHECK TOTAL:	96.24
00388837	12/08/16	B & H Photo Video Inc.	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	279.98
						CHECK TOTAL:	279.98
00388838	12/08/16	Beth Sand	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	177.40
						CHECK TOTAL:	177.40
00388839	12/08/16	Burnham Benefits Insur	HEALTH & WELFARE, CLASSIFIED	0102397400	3402	HEALTH & WELFARE, CLASSIF	1,650.00
			HEALTH & WELFARE, CERTIFICATED	0102017400	3401	HEALTH & WELFARE, CERTIF	3,350.00
						CHECK TOTAL:	5,000.00
00388840	12/08/16	CAPISTRANO CRANE SERVI	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	1,267.50
						CHECK TOTAL:	1,267.50
00388841	12/08/16	Carolina Biological Su	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	136.99
						CHECK TOTAL:	136.99
00388842	12/08/16	DOHENY PLUMBING INC.	PLUMBING REPAIRS	0108477408	3662	PLUMBING REPAIRS	197.00
						CHECK TOTAL:	197.00
00388843	12/08/16	Environmental Nature C	MISC OUTSIDE VENDOR	0108015570	5860	MISC OUTSIDE VENDOR	841.50
						CHECK TOTAL:	841.50
00388844	12/08/16	Ganahl Lumber	MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	164.76
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	54.14
						CHECK TOTAL:	218.90
00388845	12/08/16	Go Rent-A-Van	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	163.47
			CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	107.99
						CHECK TOTAL:	271.46
00388846	12/08/16	Grainger	MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	480.83
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	82.34
						CHECK TOTAL:	563.17

SELECT Check ID's and Numbers: 76@ ; Check Dates: 120816

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388847	12/08/16	Home Depot	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	48.56
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	524.28
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	36.51
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	203.56
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	51.80
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	161.33
						CHECK TOTAL:	1,026.04
00388848	12/08/16	Jensma, Marlo	TRAVEL & CONFERENCE	0102015380	5220	TRAVEL & CONFERENCE	325.06
						CHECK TOTAL:	325.06
00388849	12/08/16	Jim's Music Center Inc	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	23.76
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	30.00
						CHECK TOTAL:	53.76
00388850	12/08/16	JW Pepper	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	514.35
						CHECK TOTAL:	514.35
00388851	12/08/16	Kathleen Knott	MILEAGE REIMBURSEMENT	0102175425	5210	MILEAGE REIMBURSEMENT	89.37
						CHECK TOTAL:	89.37
00388852	12/08/16	KIMBALL, CYNDI	GENERAL SUPPLIES-NON INSTRUCT	0104644575	4340	GENERAL SUPPLIES-NON INS	32.24
			MATERIALS & SUPPLIES-INSTRUCT	0104644575	4310	MATERIALS & SUPPLIES-INS	33.67
						CHECK TOTAL:	65.91
00388853	12/08/16	Lakeshore Learning Mat	MATERIALS & SUPPLIES-INSTRUCT	0104292600	4310	MATERIALS & SUPPLIES-INS	274.14
						CHECK TOTAL:	274.14
00388854	12/08/16	Learning A-Z	SUBSCRIPTIONS	0108011005	4368	SUBSCRIPTIONS	566.44
						CHECK TOTAL:	566.44
00388855	12/08/16	Lordsburg Communicatio	OUTSIDE PRINTING	0110397140	5870	OUTSIDE PRINTING	280.80
						CHECK TOTAL:	280.80
00388856	12/08/16	Maintex	MAINTENANCE SUPPLIES	0102477408	4362	MAINTENANCE SUPPLIES	32.40
						CHECK TOTAL:	32.40
00388857	12/08/16	Michelle Martinez	MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	177.85
						CHECK TOTAL:	177.85
00388858	12/08/16	MORRISON, MICHAEL	TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	7.43
			TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	188.96
			TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	6.84

SELECT Check ID's and Numbers: 76@ ; Check Dates: 120816

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	22.11
			TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	35.00
			TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	188.96
			TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	188.96
			TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	8.98
						CHECK TOTAL:	647.24
00388859	12/08/16	Myregard, Amanda	MILEAGE REIMBURSEMENT	0102015380	5210	MILEAGE REIMBURSEMENT	21.28
						CHECK TOTAL:	21.28
00388860	12/08/16	National Construction	RENTAL EXPENSE	0105477408	5620	RENTAL EXPENSE	170.60
						CHECK TOTAL:	170.60
00388861	12/08/16	OCDE	TRAVEL & CONFERENCE	0102013080	5220	TRAVEL & CONFERENCE	100.00
			TRAVEL & CONFERENCE	0108111005	5220	TRAVEL & CONFERENCE	75.00
			TRAVEL & CONFERENCE	0108091005	5220	TRAVEL & CONFERENCE	300.00
			TRAVEL & CONFERENCE	0108091005	5220	TRAVEL & CONFERENCE	300.00
			OUTSIDE PRINTING	0110397140	5870	OUTSIDE PRINTING	86.40
						CHECK TOTAL:	861.40
00388862	12/08/16	Office Depot	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	4.16
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	20.94
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	64.36
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	7.55
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	98.39
						CHECK TOTAL:	195.40
00388863	12/08/16	Pitney Bowes	DECEMBER 2016	0106091008	5620	RENTAL EXPENSE	27.00
						CHECK TOTAL:	27.00
00388864	12/08/16	PITNEY BOWES GLOBAL FI	RENTAL EXPENSE	0102397400	5620	RENTAL EXPENSE	231.91
						CHECK TOTAL:	231.91
00388865	12/08/16	Southern Calif Gas Co.	UTILITIES - HEAT	0107477409	5510	UTILITIES - HEAT	93.34
						CHECK TOTAL:	93.34
00388866	12/08/16	Southern California Ed	LIGHT & POWER	0107477409	5520	LIGHT & POWER	4,799.01
						CHECK TOTAL:	4,799.01
00388867	12/08/16	Staples Advantage	COPIER PAPER	0102397400	4312	COPIER PAPER	334.37
						CHECK TOTAL:	334.37
00388868	12/08/16	Turnitin LLC	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	4,542.90
						CHECK TOTAL:	4,542.90

SELECT Check ID's and Numbers: 76@ ; Check Dates: 120816

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388869	12/08/16	WESTERN YOUTH SERVICES	OTHER THERAPY	0104132980	5889	OTHER THERAPY	1,200.00
						CHECK TOTAL:	1,200.00
00388870	12/08/16	A&R Wholesale Distribu	FOOD	1302277426	4700	FOOD	242.82
			FOOD	1302277426	4700	FOOD	629.92
			FOOD	1302277426	4700	FOOD	59.28
			FOOD	1302277426	4700	FOOD	616.07
						CHECK TOTAL:	1,548.09
00388871	12/08/16	Gold Star Foods	FOOD	1302277426	4700	FOOD	310.99
			FOOD	1302277426	4700	FOOD	497.93
			FOOD	1302277426	4700	FOOD	-137.93
			FOOD	1302277426	4700	FOOD	413.60
			FOOD	1302277426	4700	FOOD	22.32
			FOOD	1302277426	4700	FOOD	90.06
			FOOD	1302277426	4700	FOOD	438.97
						CHECK TOTAL:	1,635.94
00388872	12/08/16	Hollandia Dairy Inc	FOOD	1302277426	4700	FOOD	127.06
			FOOD	1302277426	4700	FOOD	87.00
			FOOD	1302277426	4700	FOOD	127.62
			FOOD	1302277426	4700	FOOD	101.88
			FOOD	1302277426	4700	FOOD	181.20
			FOOD	1302277426	4700	FOOD	63.62
			FOOD	1302277426	4700	FOOD	76.50
			FOOD	1302277426	4700	FOOD	66.80
			FOOD	1302277426	4700	FOOD	181.92
			FOOD	1302277426	4700	FOOD	53.93
						CHECK TOTAL:	1,067.53
00388873	12/08/16	Mandarin King	FOOD	1302277426	4700	FOOD	250.00
			FOOD	1302277426	4700	FOOD	250.00
						CHECK TOTAL:	500.00
00388874	12/08/16	State of CA Nutrition	FOOD	1302277426	4700	FOOD	465.40
						CHECK TOTAL:	465.40
00388875	12/08/16	STIX HOLDINGS LLC	FOOD	1302277426	4700	FOOD	126.50
						CHECK TOTAL:	126.50
00388876	12/08/16	STRAUB DISTRIBUTING CO	FOOD	1302277426	4700	FOOD	297.50
						CHECK TOTAL:	297.50

SELECT Check ID's and Numbers: 768 ; Check Dates: 120816

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388877	12/08/16	SUNRISE PRODUCE	FOOD	1302277426	4700	FOOD	38.87
			FOOD	1302277426	4700	FOOD	27.69
			FOOD	1302277426	4700	FOOD	62.72
			FOOD	1302277426	4700	FOOD	108.96
			FOOD	1302277426	4700	FOOD	128.18
			FOOD	1302277426	4700	FOOD	14.64
			FOOD	1302277426	4700	FOOD	162.75
						CHECK TOTAL:	543.81
00388878	12/08/16	Z PIZZA INC	FOOD	1302277426	4700	FOOD	140.00
			FOOD	1302277426	4700	FOOD	162.00
			FOOD	1302277426	4700	FOOD	198.00
			FOOD	1302277426	4700	FOOD	216.00
						CHECK TOTAL:	716.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							35,448.09
GRAND TOTAL							35,448.09

SELECT Check ID's and Numbers: 760 ; Check Dates: 120916

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388879	12/09/16	Apple Computer Inc.	EQUIPMENT-COMPUTER	0113457175	4460	EQUIPMENT-COMPUTER	239.00
			EQUIPMENT-COMPUTER	0105011150	4460	EQUIPMENT-COMPUTER	2,054.92
			EQUIPMENT-COMPUTER	0105011150	4460	EQUIPMENT-COMPUTER	119.00
			COMPUTER SUPPLIES	0113017175	4320	COMPUTER SUPPLIES	16,092.00
						CHECK TOTAL:	18,504.92
00388880	12/09/16	CDW GOVERNMENT LLC	EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	4,798.88
			EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	213.31
			COMPUTER SUPPLIES	0113017175	4320	COMPUTER SUPPLIES	24.29
			EQUIPMENT - NEW	0113457175	4410	EQUIPMENT - NEW	1,643.50
			EQUIPMENT - NEW	0113017175	4410	EQUIPMENT - NEW	2,046.46
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	536.74
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	372.21
						CHECK TOTAL:	9,635.39
00388881	12/09/16	ECOLA TERMITE & PEST S	PEST CONTROL	0105477408	5550	PEST CONTROL	5,000.00
						CHECK TOTAL:	5,000.00
00388882	12/09/16	GILLINGER, MELINDA	NOVEMBER 2016	0104632900	5889	OTHER THERAPY	1,650.00
			NOVEMBER 2016	0104632900	5889	OTHER THERAPY	1,200.00
						CHECK TOTAL:	2,850.00
00388883	12/09/16	Ocean View School	NOVEMBER 2016	0104632210	5875	TUITION	9,741.68
						CHECK TOTAL:	9,741.68
00388884	12/09/16	U.S. Bank National Ass	MATERIALS & SUPPLIES-INSTRUCT	0102017400	4310	MATERIALS & SUPPLIES-INS	13.92
			MATERIALS & SUPPLIES-INSTRUCT	0102017400	4310	MATERIALS & SUPPLIES-INS	17,154.24
			MATERIALS & SUPPLIES-INSTRUCT	0102017400	4310	MATERIALS & SUPPLIES-INS	-181.92
						CHECK TOTAL:	16,986.24
00388885	12/09/16	Vavrinek Trine Day & C	AUDITS	0102377102	5840	AUDITS	9,900.00
						CHECK TOTAL:	9,900.00
00388886	12/09/16	Resilient Communicatio	REPLACE NON-INSTRUCT EQUIPMENT	4005498440	6520	REPLACE NON-INSTRUCT EQU	12,644.07
						CHECK TOTAL:	12,644.07
00388887	12/09/16	UCMI INC.	SITE IMPROVEMENT	4205498510	6110	SITE IMPROVEMENT	10,000.00
						CHECK TOTAL:	10,000.00
00388888	12/09/16	World Wide Constructio	SITE IMPROVEMENT	4205498510	6110	SITE IMPROVEMENT	6,494.20
						CHECK TOTAL:	6,494.20
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							101,756.50

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FRI, DEC 09, 2016, 8:19 AM --req: ADMIN-----leg: 76 -----loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST

SELECT Check ID's and Numbers: 76@ ; Check Dates: 120916

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
GRAND TOTAL							101,756.50

SELECT Check ID's and Numbers: 760 ; Check Dates: 121216

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388889	12/12/16	Abby Rozenberg	NOVEMBER 2016	0104632900	5887	SPEECH THERAPY	1,000.00
						CHECK TOTAL:	1,000.00
00388890	12/12/16	American MicroImaging	MISC OUTSIDE VENDOR	0101377100	5860	MISC OUTSIDE VENDOR	495.73
						CHECK TOTAL:	495.73
00388891	12/12/16	CALIFORNIA SCHOOLS EMP	HEALTH & WELFARE,CLASSIFIED	0102397400	3402	HEALTH & WELFARE,CLASSIF	174.73
			HEALTH & WELFARE, CERTIFICATED	0102017400	3401	HEALTH & WELFARE, CERTIF	354.77
			HEALTH & WELFARE, CERTIFICATED	0102017400	3401	HEALTH & WELFARE, CERTIF	19,631.75
			HEALTH & WELFARE,CLASSIFIED	0102397400	3402	HEALTH & WELFARE,CLASSIF	9,704.73
			HEALTH & WELFARE, CERTIFICATED	0102017400	3401	HEALTH & WELFARE, CERTIF	2,346.09
			HEALTH & WELFARE,CLASSIFIED	0102397400	3402	HEALTH & WELFARE,CLASSIF	1,155.54
						CHECK TOTAL:	33,367.61
00388892	12/12/16	CDW GOVERNMENT LLC	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	116.86
			EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	2,098.30
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	201.64
						CHECK TOTAL:	2,416.80
00388893	12/12/16	Costley, Chris	MILEAGE REIMBURSEMENT	0104644575	5210	MILEAGE REIMBURSEMENT	93.74
						CHECK TOTAL:	93.74
00388894	12/12/16	County of Orange Treas	SEWER FEES	0102477409	5555	SEWER FEES	627.00
			SEWER FEES	0102477409	5555	SEWER FEES	849.64
			SEWER FEES	0102477409	5555	SEWER FEES	627.00
			SEWER FEES	0102477409	5555	SEWER FEES	627.00
						CHECK TOTAL:	2,730.64
00388895	12/12/16	Cox Communications	DECEMBER 2016	0113457175	5940	INTERNET CONNECTIVITY	525.56
			DECEMBER 2016	0113457175	5940	INTERNET CONNECTIVITY	192.29
			DECEMBER 2016	0113457175	5940	INTERNET CONNECTIVITY	8,360.07
			DECEMBER 2016	0113457175	5940	INTERNET CONNECTIVITY	30.14
						CHECK TOTAL:	9,108.06
00388896	12/12/16	Express Pipe & Supply	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	31.41
						CHECK TOTAL:	31.41
00388897	12/12/16		NPS TRANSPORTATION-IN LIEU	0104256700	5881	NPS TRANSPORTATION-IN LI	840.94
						CHECK TOTAL:	840.94
00388898	12/12/16	KIMBALL, CYNDI	MILEAGE REIMBURSEMENT	0104033200	5210	MILEAGE REIMBURSEMENT	34.45
						CHECK TOTAL:	34.45
00388899	12/12/16	Laguna Beach Water Dis	WATER - UTILITIES	0108477409	5530	WATER - UTILITIES	3,875.69

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121216

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
CHECK TOTAL:							3,875.69
00388900	12/12/16	Maintex	OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES	224.37
CHECK TOTAL:							224.37
00388901	12/12/16	OCDE	OUTSIDE PRINTING	0110397140	5870	OUTSIDE PRINTING	58.32
CHECK TOTAL:							58.32
00388902	12/12/16	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	22.13
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	-22.13
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	104.23
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	27.43
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	23.28
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	19.42
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	5.52
CHECK TOTAL:							179.88
00388903	12/12/16	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	297.36
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	116.74
CHECK TOTAL:							414.10
00388904	12/12/16	Southern Calif Gas Co.	UTILITIES - HEAT	0105477409	5510	UTILITIES - HEAT	17.87
			UTILITIES - HEAT	0108477409	5510	UTILITIES - HEAT	93.81
			UTILITIES - HEAT	0105477409	5510	UTILITIES - HEAT	182.47
			UTILITIES - HEAT	0106477409	5510	UTILITIES - HEAT	171.99
			UTILITIES - HEAT	0105477409	5510	UTILITIES - HEAT	297.87
			UTILITIES - HEAT	0102477409	5510	UTILITIES - HEAT	35.13
			UTILITIES - HEAT	0102477409	5510	UTILITIES - HEAT	28.85
CHECK TOTAL:							827.99
00388905	12/12/16	Southern California Ed	LIGHT & POWER	0107477409	5520	LIGHT & POWER	26.69
			LIGHT & POWER	0102477409	5520	LIGHT & POWER	1,459.58
			LIGHT & POWER	0102477409	5520	LIGHT & POWER	746.90
			LIGHT & POWER	0102477409	5520	LIGHT & POWER	24.59
			LIGHT & POWER	0102477409	5520	LIGHT & POWER	69.15
			LIGHT & POWER	0105477409	5520	LIGHT & POWER	3,730.12
			LIGHT & POWER	0106477409	5520	LIGHT & POWER	8,152.97
			LIGHT & POWER	0105477409	5520	LIGHT & POWER	6,303.30
			LIGHT & POWER	0105477409	5520	LIGHT & POWER	280.52
			LIGHT & POWER	0102477409	5520	LIGHT & POWER	49.16
			LIGHT & POWER	0108477409	5520	LIGHT & POWER	5,272.22
CHECK TOTAL:							26,115.20
00388906	12/12/16	Tangram Interiors	EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	7,467.99

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Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
						CHECK TOTAL:	7,467.99
00388907	12/12/16	The LaunchPad Therapy	NOVEMBER 2016	0104632900	5885	OCCUPATIONAL THERAPY	345.00
			NOVEMBER 2016	0104632900	5885	OCCUPATIONAL THERAPY	460.00
			NOVEMBER 2016	0104632900	5885	OCCUPATIONAL THERAPY	345.00
						CHECK TOTAL:	1,150.00
00388908	12/12/16	The University of Texa	MATERIALS & SUPPLIES-INSTRUCT	0102014100	4310	MATERIALS & SUPPLIES-INS	3,000.00
						CHECK TOTAL:	3,000.00
00388909	12/12/16	Trudvang LLC	TESTS/SCORING	0104613150	4330	TESTS/SCORING	390.00
						CHECK TOTAL:	390.00
00388910	12/12/16	Verizon Wireless LA	MOBILE COMMUNICATIONS	0113457175	5930	MOBILE COMMUNICATIONS	2,597.08
						CHECK TOTAL:	2,597.08
00388911	12/12/16	Waste Management of OC	TRASH - UTILITIES	0102477409	5540	TRASH - UTILITIES	275.33
			TRASH - UTILITIES	0106477409	5540	TRASH - UTILITIES	584.37
			TRASH - UTILITIES	0108477409	5540	TRASH - UTILITIES	429.64
			TRASH - UTILITIES	0105477409	5540	TRASH - UTILITIES	1,316.48
			TRASH - UTILITIES	0107477409	5540	TRASH - UTILITIES	429.64
			TRASH - UTILITIES	0102477409	5540	TRASH - UTILITIES	532.33
						CHECK TOTAL:	3,567.79
00388912	12/12/16	WLC LLC	CONSULTANTS-OTHER	0101377100	5831	CONSULTANTS-OTHER	280.00
						CHECK TOTAL:	280.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							100,267.79
GRAND TOTAL							100,267.79

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121316

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388913	12/13/16	Airwolf 3D	MISC REPAIR	0105011012	5690	MISC REPAIR	83.50
						CHECK TOTAL:	83.50
00388914	12/13/16		PRESCHOOL TUITION	0104602150	5877	PRESCHOOL TUITION	625.00
						CHECK TOTAL:	625.00
00388915	12/13/16	Bandettini, Sandra	MATERIALS & SUPPLIES-INSTRUCT	0104292600	4310	MATERIALS & SUPPLIES-INS	138.31
						CHECK TOTAL:	138.31
00388916	12/13/16	CATHEDRAL HOME FOR CHI	JULY 2016	0104632210	5889	OTHER THERAPY	5,731.28
			SEPTEMBER 2016	0104632210	5875	TUITION	1,866.04
			SEPTEMBER 2016	0104632210	5875	TUITION	3,562.44
			NOVEMBER 2016	0104632210	5898	AB3632 ROOM & BOARD	7,710.00
			NOVEMBER 2016	0104632210	5889	OTHER THERAPY	5,546.40
			NOVEMBER 2016	0104632210	5898	AB3632 ROOM & BOARD	6,168.00
			TUITION	0104632210	5875	TUITION	520.60
			NOVEMBER 2016	0104632210	5875	TUITION	2,374.96
			NOVEMBER 2016	0104632210	5875	TUITION	3,223.16
			NOVEMBER 2016	0104632210	5889	OTHER THERAPY	4,437.12
						CHECK TOTAL:	41,140.00
00388917	12/13/16	Coyne & Associates Inc	OCTOBER 2016	0104602140	5890	OTHER EXPENSE	542.00
			OCTOBER 2016	0104602140	5894	IBI SUPERVISION	9,695.80
						CHECK TOTAL:	10,237.80
00388918	12/13/16	Follett School Solutio	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	12,627.70
						CHECK TOTAL:	12,627.70
00388919	12/13/16	HIDDLESON LISTENING LA	OCTOBER 2016	0104632900	5889	OTHER THERAPY	675.00
			OCTOBER 2016	0104632900	5889	OTHER THERAPY	1,350.00
			OCTOBER 2016	0104632900	5889	OTHER THERAPY	1,500.00
						CHECK TOTAL:	3,525.00
00388920	12/13/16	JENNIFER TONEY SPEECH	SPEECH THERAPY	0104632900	5887	SPEECH THERAPY	7,735.00
						CHECK TOTAL:	7,735.00
00388921	12/13/16	LBUSD Revolving Cash F	GENERAL SUPPLIES-NON INSTRUCT	0107091005	4340	GENERAL SUPPLIES-NON INS	10.02
			REFRESHMENTS - NOT FOOD SERV	0107091005	4325	REFRESHMENTS - NOT FOOD	70.12
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	95.85
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	22.81
			OTHER PROFESSIONAL SUPPORT	0102115398	2255	OTHER PROFESSIONAL SUPPO	1,094.21
			BANK SERVICE CHARGE	0102397400	5820	BANKING SERVICES	21.26
						CHECK TOTAL:	1,314.27

SELECT Check ID's and Numbers: 760 ; Check Dates: 121316

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388922	12/13/16	Leader Services	NOVEMBER 2016	0104292600	5831	CONSULTANTS-OTHER	17.02
						CHECK TOTAL:	17.02
00388923	12/13/16	Orange County Therapy	NOVEMBER 2016	0104632900	5886	PHYSICAL THERAPY	595.00
			NOVEMBER 2016	0104632900	5885	OCCUPATIONAL THERAPY	18,275.00
						CHECK TOTAL:	18,870.00
00388924	12/13/16	PT FOR KIDS	NOVEMBER 2016	0104632900	5886	PHYSICAL THERAPY	2,387.50
						CHECK TOTAL:	2,387.50
00388925	12/13/16	Richard Selin	MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	229.80
						CHECK TOTAL:	229.80
00388926	12/13/16		NOVEMBER 2016	0104632900	5878	PARENT REIMBURSEMENT (LE	2,740.00
						CHECK TOTAL:	2,740.00
00388927	12/13/16	Seaside Solutions	NOVEMBER 2016	0104132980	5889	OTHER THERAPY	275.00
						CHECK TOTAL:	275.00
00388928	12/13/16		PARENT REIMBURSEMENT (LEGAL)	0104632900	5878	PARENT REIMBURSEMENT (LE	33,000.00
						CHECK TOTAL:	33,000.00
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	134,945.90
			GRAND TOTAL				134,945.90

SELECT Check ID's and Numbers: 768 ; Check Dates: 121416

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388929	12/14/16	A-Z Office Resource In	GENERAL SUPPLIES-NON INSTRUCT	0107091005	4340	GENERAL SUPPLIES-NON INS	249.41
			GENERAL SUPPLIES-NON INSTRUCT	0107091005	4340	GENERAL SUPPLIES-NON INS	120.66
						CHECK TOTAL:	370.07
00388930	12/14/16	ALL CITY MANAGEMENT SE	MISC OUTSIDE VENDOR	0106098040	5860	MISC OUTSIDE VENDOR	617.04
						CHECK TOTAL:	617.04
00388931	12/14/16	BSN Sport	EQUIPMENT - NEW	0105011075	4410	EQUIPMENT - NEW	10,141.88
						CHECK TOTAL:	10,141.88
00388932	12/14/16	Certified Transportati	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	614.08
						CHECK TOTAL:	614.08
00388933	12/14/16	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	662.00
						CHECK TOTAL:	662.00
00388934	12/14/16	Durham School Services	10/10 - PLEIN PAINTERS	0107015600	5865	CHARTER BUS-ATHLETIC/FIE	89.51
			10/31 - ELM ENV NATURE	0107015600	5865	CHARTER BUS-ATHLETIC/FIE	310.51
			NOVEMBER 2016	0108011005	5855	CHARTER BUS-HOME TO SCHO	757.35
			NOVEMBER 2016	0108015600	5855	CHARTER BUS-HOME TO SCHO	650.85
			11/2 - LBHS TO TMS	0102014342	5865	CHARTER BUS-ATHLETIC/FIE	52.83
			11/4 - LBHS TO TMS	0102014342	5865	CHARTER BUS-ATHLETIC/FIE	27.35
						CHECK TOTAL:	1,888.40
00388935	12/14/16	General Binding Corp	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	196.97
						CHECK TOTAL:	196.97
00388936	12/14/16	Gopher Sport	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	1,080.56
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	-29.34
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	29.35
						CHECK TOTAL:	1,080.57
00388937	12/14/16	Grainger	MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	63.18
			MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	397.90
						CHECK TOTAL:	461.08
00388938	12/14/16	HI-TECH Cabling Inc.	CONSULTANTS-COMPUTER SERVICES	0113457175	5832	CONSULTANTS-COMPUTER SER	440.00
						CHECK TOTAL:	440.00
00388939	12/14/16	Houghton Mifflin Harco	TESTS/SCORING	0104613150	4330	TESTS/SCORING	196.32
			TESTS/SCORING	0104613150	4330	TESTS/SCORING	196.32
						CHECK TOTAL:	392.64
00388940	12/14/16	Irvine Ranch Water Dis	SEWER FEES	0107477409	5555	SEWER FEES	166.30

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121416

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
CHECK TOTAL:							166.30
00388941	12/14/16	Konica Minolta	SOFTWARE/COPIER MAINTENANCE	FE	0108091005	5650 SOFTWARE/COPIER MAINTENA	189.31
			SOFTWARE/COPIER MAINTENANCE	FE	0107091005	5650 SOFTWARE/COPIER MAINTENA	213.11
			SOFTWARE/COPIER MAINTENANCE	FE	0102397400	5650 SOFTWARE/COPIER MAINTENA	49.90
			SOFTWARE/COPIER MAINTENANCE	FE	0105091012	5650 SOFTWARE/COPIER MAINTENA	223.93
			SOFTWARE/COPIER MAINTENANCE	FE	0105091012	5650 SOFTWARE/COPIER MAINTENA	811.72
			SOFTWARE/COPIER MAINTENANCE	FE	0107091005	5650 SOFTWARE/COPIER MAINTENA	113.75
			SOFTWARE/COPIER MAINTENANCE	FE	0102397400	5650 SOFTWARE/COPIER MAINTENA	19.16
			SOFTWARE/COPIER MAINTENANCE	FE	0102397400	5650 SOFTWARE/COPIER MAINTENA	26.17
			SOFTWARE/COPIER MAINTENANCE	FE	0105091012	5650 SOFTWARE/COPIER MAINTENA	65.00
			SOFTWARE/COPIER MAINTENANCE	FE	0102397400	5650 SOFTWARE/COPIER MAINTENA	48.65
			SOFTWARE/COPIER MAINTENANCE	FE	0102397400	5650 SOFTWARE/COPIER MAINTENA	46.39
			SOFTWARE/COPIER MAINTENANCE	FE	0108091005	5650 SOFTWARE/COPIER MAINTENA	177.15
			SOFTWARE/COPIER MAINTENANCE	FE	0106091008	5650 SOFTWARE/COPIER MAINTENA	170.43
			SOFTWARE/COPIER MAINTENANCE	FE	0106091008	5650 SOFTWARE/COPIER MAINTENA	324.46
CHECK TOTAL:							2,479.13
00388942	12/14/16	Maintex	CUSTODIAL CONSUMABLES (PAPER)		0106477409	4360 CUSTODIAL CONSUMABLES (PA	3,392.98
CHECK TOTAL:							3,392.98
00388943	12/14/16	MANN, JONATHAN	MATERIALS & SUPPLIES-INSTRUCT		0106011008	4310 MATERIALS & SUPPLIES-INS	27.90
CHECK TOTAL:							27.90
00388944	12/14/16	Medco Supply Co.	MATERIALS & SUPPLIES-INSTRUCT		0105011075	4310 MATERIALS & SUPPLIES-INS	13.19
			MATERIALS & SUPPLIES-INSTRUCT		0105011075	4310 MATERIALS & SUPPLIES-INS	8.38
			MATERIALS & SUPPLIES-INSTRUCT		0105011075	4310 MATERIALS & SUPPLIES-INS	2,375.18
CHECK TOTAL:							2,396.75
00388945	12/14/16	OC Register	ADVERTISING		0102477408	5815 ADVERTISING	578.04
			ADVERTISING		0102477408	5815 ADVERTISING	572.04
CHECK TOTAL:							1,150.08
00388946	12/14/16	OCDE	OUTSIDE PRINTING		0102397406	5870 OUTSIDE PRINTING	459.00
CHECK TOTAL:							459.00
00388947	12/14/16	Office Depot	MATERIALS & SUPPLIES-INSTRUCT		0107011005	4310 MATERIALS & SUPPLIES-INS	54.35
			MATERIALS & SUPPLIES-INSTRUCT		0107011005	4310 MATERIALS & SUPPLIES-INS	18.57
			MATERIALS & SUPPLIES-INSTRUCT		0107011005	4310 MATERIALS & SUPPLIES-INS	52.91
			MATERIALS & SUPPLIES-INSTRUCT		0107011005	4310 MATERIALS & SUPPLIES-INS	84.99
			MATERIALS & SUPPLIES-INSTRUCT		0107011005	4310 MATERIALS & SUPPLIES-INS	26.42
			COPIER PAPER		0107011005	4312 COPIER PAPER	1,511.57
			GENERAL SUPPLIES-NON INSTRUCT		0113457175	4340 GENERAL SUPPLIES-NON INS	116.01
			MATERIALS & SUPPLIES-INSTRUCT		0108011005	4310 MATERIALS & SUPPLIES-INS	7.98

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121416

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	27.86
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	27.86
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	27.86
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	52.59
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	206.53
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	57.57
						CHECK TOTAL:	2,273.07
00388948	12/14/16	PITNEY BOWES GLOBAL FI	9/30/2016-11/30/2016	0105091012	5620	RENTAL EXPENSE	405.47
						CHECK TOTAL:	405.47
00388949	12/14/16	Southern Calif Gas Co.	UTILITIES - HEAT	0102477409	5510	UTILITIES - HEAT	14.79
			UTILITIES - HEAT	0102477409	5510	UTILITIES - HEAT	16.05
			UTILITIES - HEAT	0102477409	5510	UTILITIES - HEAT	16.95
						CHECK TOTAL:	47.79
00388950	12/14/16	Southern California Ed	LIGHT & POWER	0107477409	5520	LIGHT & POWER	5,013.83
			LIGHT & POWER	0102477409	5520	LIGHT & POWER	38.40
						CHECK TOTAL:	5,052.23
00388951	12/14/16	SOUTHWEST STRINGS	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	6.25
						CHECK TOTAL:	6.25
00388952	12/14/16	State of CA/Department	FINGER PRINTING	0110397140	5845	FINGER PRINTING	292.00
						CHECK TOTAL:	292.00
00388953	12/14/16	The LifeTrends Group T	GENERAL SUPPLIES-NON INSTRUCT	0102477408	4340	GENERAL SUPPLIES-NON INS	292.72
						CHECK TOTAL:	292.72
00388954	12/14/16	TOM PHILLIPS CONSTRUCT	CONTRACT SERVICES	0113018640	5610	CONTRACT SERVICES	2,880.00
			CONTRACT SERVICES	0113018640	5610	CONTRACT SERVICES	1,440.00
						CHECK TOTAL:	4,320.00
00388955	12/14/16	VS Athletics	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	27.84
			MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	1,438.79
						CHECK TOTAL:	1,466.63
00388956	12/14/16	William V MacGill & Co	GENERAL SUPPLIES-NON INSTRUCT	0106091008	4340	GENERAL SUPPLIES-NON INS	291.60
						CHECK TOTAL:	291.60
00388957	12/14/16	World Wide Constructio	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	1,450.84
						CHECK TOTAL:	1,450.84
00388958	12/14/16	Division of State Arch	INTERIM HOUSING	2508498410	6268	PUBLIC AGENCY FEES	14,565.00

LAGUNA BEACH USD 12/14/16 Commercial Check Register Page 4
WED, DEC 14, 2016, 8:32 AM --req: ADMIN-----leg: 76 -----loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121416

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
CHECK TOTAL:							14,565.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							57,400.47
GRAND TOTAL							57,400.47

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121516

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388959	12/15/16	BEST Contracting Servi	ROOFING	4008498440	6209	ROOFING	2,375.00
						CHECK TOTAL:	2,375.00
00388960	12/15/16	SCHNEIDER ELECTRIC BUI	BUILDING CAPITAL OUTLAY	4002498440	6210	BUILDING CAPITAL OUTLAY	507,758.55
						CHECK TOTAL:	507,758.55
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							510,133.55
GRAND TOTAL							510,133.55

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121616

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388961	12/16/16	BLICK ART MATERIALS	MATERIALS & SUPPLIES-INSTRUCT	0105015060	4310	MATERIALS & SUPPLIES-INS	126.23
						CHECK TOTAL:	126.23
00388962	12/16/16	Blue Ice Air and Heati	HVAC	0107477408	5660	HVAC	12,562.00
			HVAC	0105477408	5660	HVAC	329.00
						CHECK TOTAL:	12,891.00
00388963	12/16/16	-	DECEMBER 2016 AIDE	0104632900	5878	PARENT REIMBURSEMENT (LE	2,340.00
			DECEMBER 2016	0104632900	5878	PARENT REIMBURSEMENT (LE	2,175.00
						CHECK TOTAL:	4,515.00
00388964	12/16/16	CASBO	TRAVEL & CONFERENCE	0102397406	5220	TRAVEL & CONFERENCE	255.00
						CHECK TOTAL:	255.00
00388965	12/16/16	Certified Transportati	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	819.64
						CHECK TOTAL:	819.64
00388966	12/16/16	CHUNG, JEREMY	EQUIPMENT - NEW	0105011012	4410	EQUIPMENT - NEW	376.92
						CHECK TOTAL:	376.92
00388967	12/16/16	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	120.96
						CHECK TOTAL:	120.96
00388968	12/16/16	Copy & Print Center	OUTSIDE PRINTING	0105091012	5870	OUTSIDE PRINTING	131.76
						CHECK TOTAL:	131.76
00388969	12/16/16	Demco	MATERIALS & SUPPLIES-INSTRUCT	0108054356	4310	MATERIALS & SUPPLIES-INS	39.68
			GENERAL SUPPLIES-NON INSTRUCT	0108051180	4340	GENERAL SUPPLIES-NON INS	51.09
						CHECK TOTAL:	90.77
00388970	12/16/16	Dugan, Jolene	TRAVEL & CONFERENCE	0108111005	5220	TRAVEL & CONFERENCE	678.37
						CHECK TOTAL:	678.37
00388971	12/16/16	FAGEN, FRIEDMAN & FULF	LEGAL EXPENSE	0101377100	5835	LEGAL EXPENSE	5,867.00
						CHECK TOTAL:	5,867.00
00388972	12/16/16	FIVE STAR TROPHIES	GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	12.96
						CHECK TOTAL:	12.96
00388973	12/16/16	Ganahl Lumber	MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	156.76
						CHECK TOTAL:	156.76
00388974	12/16/16	JONES, GRACE	TRAVEL & CONFERENCE	0104292600	5220	TRAVEL & CONFERENCE	710.04
						CHECK TOTAL:	710.04

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121616

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388975	12/16/16	Kris Hammerquist	REFRESHMENTS - NOT FOOD SERV	0108091005	4325	REFRESHMENTS - NOT FOOD	53.84
						CHECK TOTAL:	53.84
00388976	12/16/16	Maintex	CUSTODIAL CONSUMABLES(PAPER)	0106477409	4360	CUSTODIAL CONSUMABLES(PA	898.45
						CHECK TOTAL:	898.45
00388977	12/16/16	Montgomery Hardware Co	MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	1,134.20
						CHECK TOTAL:	1,134.20
00388978	12/16/16	Mossa, Luisa	TRAVEL & CONFERENCE	0104292600	5220	TRAVEL & CONFERENCE	703.09
						CHECK TOTAL:	703.09
00388979	12/16/16	Mountain & Sea Educati	MISC OUTSIDE VENDOR	0106015455	5860	MISC OUTSIDE VENDOR	500.00
						CHECK TOTAL:	500.00
00388980	12/16/16	Pearson Assessments	TESTS/SCORING	0104613150	4330	TESTS/SCORING	208.62
						CHECK TOTAL:	208.62
00388981	12/16/16	PORTER, BRIDGET	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	223.21
						CHECK TOTAL:	223.21
00388982	12/16/16	Robert Billinger	SOFTWARE - INSTRUCTIONAL	0105011012	4315	SOFTWARE - INSTRUCTIONAL	557.49
						CHECK TOTAL:	557.49
00388983	12/16/16	Rosie Haynes	TRAVEL & CONFERENCE	0102015380	5220	TRAVEL & CONFERENCE	155.83
						CHECK TOTAL:	155.83
00388984	12/16/16	Rutan & Tucker	NOVEMBER 2016	0104072000	5835	LEGAL EXPENSE	4,098.00
						CHECK TOTAL:	4,098.00
00388985	12/16/16	Safety 1st Pest Contro	PEST CONTROL	0102477409	5550	PEST CONTROL	120.00
			PEST CONTROL	0105477409	5550	PEST CONTROL	120.00
			PEST CONTROL	0106477409	5550	PEST CONTROL	120.00
			PEST CONTROL	0107477409	5550	PEST CONTROL	120.00
			PEST CONTROL	0108477409	5550	PEST CONTROL	120.00
						CHECK TOTAL:	600.00
00388986	12/16/16	Sara Hopper	TRAVEL & CONFERENCE	0104292600	5220	TRAVEL & CONFERENCE	132.05
						CHECK TOTAL:	132.05
00388987	12/16/16	Scott Wittkop	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	140.22
						CHECK TOTAL:	140.22

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121616

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388988	12/16/16	Seneca Family of Agenc	SEPTEMBER 2016	0104132430	5895	OUTSIDE ASSESSMENT FEES	6,500.00
			AUGUST 2016	0104132430	5895	OUTSIDE ASSESSMENT FEES	6,515.00
			OCTOBER 2016	0104132430	5895	OUTSIDE ASSESSMENT FEES	3,715.00
			JULY 2016	0104132430	5895	OUTSIDE ASSESSMENT FEES	3,100.00
						CHECK TOTAL:	19,830.00
00388989	12/16/16		NOVEMBER 2016 - ACAD ENRICH	0104632900	5878	PARENT REIMBURSEMENT (LE	810.00
			NOVEMBER 2016	0104632900	5878	PARENT REIMBURSEMENT (LE	2,350.00
						CHECK TOTAL:	3,160.00
00388990	12/16/16	SPERAKOS, ROBERT	MILEAGE REIMBURSEMENT	0113457175	5210	MILEAGE REIMBURSEMENT	355.86
						CHECK TOTAL:	355.86
00388991	12/16/16	Staples Advantage	COPIER PAPER	0105011012	4312	COPIER PAPER	1,337.47
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	322.06
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	140.16
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	42.55
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	15.40
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	171.49
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	68.87
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	294.06
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	52.13
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	9.05
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	64.16
			COMPUTER PRINTERS \$250-\$5,000	0105011012	4462	COMPUTER PRINTERS \$250-\$	274.32
			COMPUTER PRINTERS \$250-\$5,000	0105011012	4462	COMPUTER PRINTERS \$250-\$	377.99
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	307.27
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	45.74
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	145.29
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	59.18
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	445.65
			COMPUTER PRINTERS \$250-\$5,000	0105011012	4310	MATERIALS & SUPPLIES-INS	34.33
			COMPUTER PRINTERS \$250-\$5,000	0106011008	4462	COMPUTER PRINTERS \$250-\$	464.39
			COMPUTER PRINTERS \$250-\$5,000	0106011008	4462	COMPUTER PRINTERS \$250-\$	80.99
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	97.02
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	68.00
						CHECK TOTAL:	4,917.57
00388992	12/16/16	TOM PHILLIPS CONSTRUCT	MISC OUTSIDE VENDOR	0106015040	5860	MISC OUTSIDE VENDOR	4,700.00
						CHECK TOTAL:	4,700.00
00388993	12/16/16	Total Safety Solutions	MISC OUTSIDE VENDOR	0106011008	5860	MISC OUTSIDE VENDOR	450.00
						CHECK TOTAL:	450.00

SELECT Check ID's and Numbers: 76@ ; Check Dates: 121616

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00388994	12/16/16	Western Psychological	TESTS/SCORING	0104613150	4330	TESTS/SCORING	81.65
						CHECK TOTAL:	81.65
00388995	12/16/16	WLC LLC	CONSULTANTS-OTHER	0101377100	5831	CONSULTANTS-OTHER	2,495.00
						CHECK TOTAL:	2,495.00
00388996	12/16/16	ZOHO Corporation	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	1,345.00
						CHECK TOTAL:	1,345.00
00388997	12/16/16	RUHNAU RUHNAU CLARKE	ARCHITECTURAL DESIGN FEES	2505498410	6220	ARCHITECTURAL DESIGN FEE	2,820.00
						CHECK TOTAL:	2,820.00
00388998	12/16/16	SVA ARCHITECTS	ARCHITECTURAL DESIGN FEES	2508498410	6220	ARCHITECTURAL DESIGN FEE	10,782.80
						CHECK TOTAL:	10,782.80
00388999	12/16/16	RUHNAU RUHNAU CLARKE	SITE IMPROVEMENT	4205498510	6110	SITE IMPROVEMENT	131.25
						CHECK TOTAL:	131.25
00389000	12/16/16	World Wide Constructio	BUILDING IMPROVEMENTS	4205498675	6230	BUILDING IMPROVEMENTS	74,681.04
						CHECK TOTAL:	74,681.04
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	161,907.58
			GRAND TOTAL				161,907.58

SELECT Check ID's and Numbers: 750 ; Check Dates: 122016

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389001	12/20/16	Houghton Mifflin Harco	TESTS/SCORING	0104613150	4330	TESTS/SCORING	2,414.56
						CHECK TOTAL:	2,414.56
00389002	12/20/16	KIMBALL, CYNDI	MATERIALS & SUPPLIES-INSTRUCT	0104644575	4310	MATERIALS & SUPPLIES-INS	105.26
						CHECK TOTAL:	105.26
00389003	12/20/16	KRAUSE, KIM	MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	640.00
						CHECK TOTAL:	640.00
00389004	12/20/16	LA PIERRE, TAUNA	MATERIALS & SUPPLIES-INSTRUCT	0108015640	4310	MATERIALS & SUPPLIES-INS	81.99
			MATERIALS & SUPPLIES-INSTRUCT	0108015640	4310	MATERIALS & SUPPLIES-INS	16.99
						CHECK TOTAL:	98.98
00389005	12/20/16	MAX Interactive Inc	COMPUTER SUPPLIES	0113017175	4320	COMPUTER SUPPLIES	2,518.60
						CHECK TOTAL:	2,518.60
00389006	12/20/16	Melaragno, Albert J.	CONSULTANTS-OTHER	0104292600	5831	CONSULTANTS-OTHER	175.00
						CHECK TOTAL:	175.00
00389007	12/20/16	Mossa, Luisa	MATERIALS & SUPPLIES-INSTRUCT	0104613150	4310	MATERIALS & SUPPLIES-INS	45.04
						CHECK TOTAL:	45.04
00389008	12/20/16	Pitney Bowes	POSTAGE	0106091008	5910	POSTAGE	409.40
						CHECK TOTAL:	409.40
00389009	12/20/16	Pitney Bowes	POSTAGE	0106091008	5910	POSTAGE	1,000.00
						CHECK TOTAL:	1,000.00
00389010	12/20/16	Randi Beckley	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	14.29
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	96.97
						CHECK TOTAL:	111.26
00389011	12/20/16	Richard Selin	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	74.43
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	125.15
						CHECK TOTAL:	199.58
00389012	12/20/16	Rothman, Jesse	MATERIALS & SUPPLIES-INSTRUCT	0102014105	4310	MATERIALS & SUPPLIES-INS	309.18
						CHECK TOTAL:	309.18
00389013	12/20/16	SADLER, ANNE	GENERAL SUPPLIES-NON INSTRUCT	0106091008	4340	GENERAL SUPPLIES-NON INS	66.65
						CHECK TOTAL:	66.65
00389014	12/20/16	Santomieri Systems	CONSULTANTS-COMPUTER SERVICES	0113457175	5832	CONSULTANTS-COMPUTER SER	408.33
						CHECK TOTAL:	408.33

SELECT Check ID's and Numbers: 760 ; Check Dates: 122016

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389015	12/20/16		PARENT REIMBURSEMENT (LEGAL)	0104632900	5878	PARENT REIMBURSEMENT (LE	70,000.00
						CHECK TOTAL:	70,000.00
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	78,501.84
			GRAND TOTAL				78,501.84

Laguna Beach Unified School District

12. INFORMATION

January 10, 2017

College and Career Advantage Update

Proposal

Staff will present an update to the Board of Education regarding the College and Career Advantage (CCA) programs and activities.

Background

We are continuing our participation in the College and Career Advantage Consortium with Capistrano Unified School District. Pati Romo, Executive Director, Career Technical Education, College and Career Advantage, will present to the School Board on data related to enrollment, completion, academic indicators and graduation rates within the CTE cohort students. CCA will also be showcasing the remarkable things we have done with the CTE Incentive Grant funds.

Budget Impact

There is no budget impact for this report.

Recommended Action

No action is required.

Kernan/Odipo/Viloria

Laguna Beach Unified School District

13. INFORMATION

January 10, 2017

Educator Effectiveness State Grant Report on Expenditures

Proposal

Staff will present an update to the Board of Education regarding the use of Educator Effectiveness Grant Funds.

Background

The Educator Effectiveness State Grant was established to provide California school districts with funding to support beginner teacher and administrator mentoring, professional development, coaching and support services, and to promote educator quality and effectiveness during the funding period of 2015 to 2017 school years.

As a condition for receiving such funds, LBUSD developed an expenditure plan describing how the funds will be used. The plan was initially presented at our October 27, 2015 school board meeting, and approved at our May 10, 2016 school board meeting. The expenditure plan has been implemented as approved. Staff will present information to the Board outlining the use of these funds.

Budget Impact

There is no budget impact for this report.

Recommended Action

No action is required.

Kernan/Odipo/Viloria

Laguna Beach Unified School District

14. INFORMATION

January 10, 2017

Overview of LBUSD Student Social Emotional Supports

Proposal:

Staff will present information about the social emotional needs of our students and current supports available to students within our District. The presentation will include an overview of our current initiative to refine our Site Guidance Plans for elementary, middle school and high school, which include social emotional learning (SEL) curriculum and identified staffing needs.

Background

PBIS (Positive Behavioral Interventions and Supports), along with RtI (Response to Intervention) have been important initiatives in the District for many years. Both initiatives have been combined into Multi-tiered Systems of Support or MTSS. MTSS includes meeting not only the academic needs of our students, but the social emotional and behavioral needs as well. We have been consistently refining our practices by using a variety of data sources at each of our sites.

At this time, we continue to see an increase in numbers of students with social emotional issues. Children and youth with emotional and behavioral disorders are considered the most underidentified and underserved groups. Without proper identification and treatment, such students pose substantial challenges to their teachers, administrators, and peers, including classroom disruptions and school safety issues. Moreover, longitudinal studies indicate that youth with emotional and behavioral challenges experience higher rates of delinquency, juvenile incarcerations, school dropout, teen pregnancy, suicide, and substance abuse. Epidemiological estimates indicate that one in ten school age children exhibit a mental health condition causing at least mild functional impairment, and one in four high school students reported feelings of depression severe enough to impair their daily activities.

LBUSD has put a number of programs in place to address these important student needs. Counselors, psychologists and administrators have been working together to develop a coherent, comprehensive program from grades pre-K through 12, and to continually monitor and adapt those programs to ensure we are proactively meeting the needs of our students.

Budget Impact

There is no budget impact at this time.

Recommended Actions

No action is required at this time.

Laguna Beach Unified School District

15. ACTION

January 10, 2017

Board Policies – First Reading of Board Policies

Proposal

The Superintendent recommends a first reading by the Board. The Board may waive a second reading or require an additional reading if necessary.

	Policy	Title	Recommendation	Comments
a.	0410	Nondiscrimination in District Programs and Activities	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
b.	1230	School Connected Organizations	New Policy for LBUSD. Recommend second reading.	Updated regulations.
c.	1260	Educational Foundation	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
d.	1325	Advertising and Promotion	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
e.	3540	Transportation	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
f.	3580	District Records	New Policy for LBUSD. Recommend second reading.	New laws and regulations
g.	4135 4235 4335	Soliciting and Selling	New Policy for LBUSD. Recommend second reading.	New laws and regulations.
h.	6020	Parent Involvement	New Policy. Delete current BP 6006 and 6007. Recommend second reading.	New laws and regulations.
i.	6158	Independent Study	New Policy. Delete BP 6025. Recommend second reading.	New laws and regulations.
j.	Bylaw 9321	Closed Session	Updated bylaw. Recommend second reading.	Bylaw updated to clarify revised closed session meeting regulations per GC 54957 of the Ralph M. Brown Act.

Background

Board policies are brought forward for a first reading by the Board, as described in Board Bylaw 9310.

Recommended Action

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

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

BP 0410

Philosophy, Goals, Objectives and Comprehensive Plans

The Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

District programs and activities shall also be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

Annually, the Superintendent or designee shall review district programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities. He/she shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

All allegations of unlawful discrimination in district programs and activities shall be investigated and resolved in accordance with the procedures specified in AR 1312.3 - Uniform Complaint Procedures.

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related complaint procedures. Such notification shall be included in each announcement, bulletin, catalog, handbook, application form, or other materials distributed to these groups and, as applicable, to the public. As appropriate, such notification shall be posted in district schools and offices, including staff lounges, student government meeting rooms, and other prominent locations and shall be posted on the district's web site and, when available, district-supported social media.

The district's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

Access for Individuals with Disabilities

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing district facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

The Superintendent or designee shall ensure that the district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to district and school web sites, note takers, written materials, taped text, and Braille or large print materials. Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the district's response to complaints and for complying with state and federal civil rights laws is hereby designated as the district's ADA coordinator. He/she shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to district programs, services, activities, or facilities.

Leisa Winston, Assistant Superintendent, Human Resources and Public Communications
550 Blumont Street
Laguna Beach, CA 92651
949-497-7700 x5219
lwinston@lbusd.org

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

51007 Legislative intent: state policy

GOVERNMENT CODE

11000 Definitions

11135 Nondiscrimination in programs or activities funded by state

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Definition of hate crime

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

2301-2415 Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

Date Policy Adopted by the Board: _____

LAGUNA BEACH UNIFIED SCHOOL DISTRICT**SCHOOL-CONNECTED ORGANIZATIONS****BP 1230**

Community Relations

- A. The Governing Board recognizes that parents/guardians and community members may wish to organize parent organizations and/or booster clubs for the purpose of supporting district and extracurricular programs, such as athletic teams, debate teams, or musical groups. The Board appreciates the contributions made by such organizations and encourages their interest and participation in supporting district activities and helping to achieve the district's vision for student learning.
- B. The Board recognizes that school-connected organizations are separate legal entities, independent of the district. However, in order to help the Board fulfill its legal and fiduciary responsibility to manage district operations, any school-connected organization that desires to raise money to benefit any district student shall submit a request for authorization to the Board, in accordance with Board policy and administrative regulation. In addition, the Superintendent or designee shall establish appropriate internal controls for the relationship between school-connected organizations and the district.
- C. The Board encourages school-connected organizations to consider the impact of fund-raising activities on the overall school and district program. School-connected organizations may consult with the principal to determine school needs and priorities. Activities by school-connected organizations shall not conflict with law, Board policies, administrative regulations, or any rules of the sponsoring school.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

35160 Authority of governing boards

38130-38138 Civic Center Act, use of school property for public purposes

48931 Authorization for sale of food by student organization

48932 Authorization for fund-raising activities by student organization

49431 Sale of food to elementary students during the school day

49431.2 Sale of food to middle, junior, or high school students

49431.5 Sale of beverages at elementary, middle, or junior high schools

51520 Prohibited solicitation on school premises

51521 Fund-raising project

Date Policy Adopted By the Board:

Draft

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

EDUCATIONAL FOUNDATION

New Policy

First Reading

BP 1260

Community Relations

- A. The Board desires to work cooperatively with the educational foundation in determining the purposes for which funds may be used to meet the changing needs of the district and its students. The Board recognizes that an educational foundation is a separate legal entity, independent of the district. However, the foundation is encouraged to provide regular reports to the Board on the status of its work and to communicate ways that the district can help support the foundation's activities.
- B. With the consent of the Superintendent or designee, the educational foundation, as appropriate, may use the district's name, a school's name, a school team's name, or any logo attributable to a school or the district.
- C. The Board supports foundation allocations that serve all district schools equitably.

Legal Reference:

EDUCATION CODE

38130-38138 Civic Center Act, use of school property for public purposes

BUSINESS AND PROFESSIONS CODE

12580-12599.7 Fundraisers for Charitable Purposes Act

17510-17510.95 Solicitations for charitable purposes

25608 Alcohol on school property; use in connection with instruction

PENAL CODE

319-329 Lottery, raffle

CODE OF REGULATIONS, TITLE 11

300-312.1 Fundraising for charitable purposes

Date Policy Adopted By the Board:

LAGUNA BEACH UNIFIED SCHOOL DISTRICT**ADVERTISING AND PROMOTION****BP 1325**

Community Relations

- A. The Governing Board establishes this policy to ensure effective and consistent implementation of its directions related to advertisements and promotions by non-school groups in school-sponsored publications, web sites, and social media and on school facilities. Student speech shall be regulated in accordance with BP/AR 5145.2 - Freedom of Speech/Expression.

Limited Public Forum

- B. The Board desires to promote positive relationships between district schools and the community in order to enhance community support and involvement in the schools. The Superintendent or designee may approve:
1. Distribution of noncommercial materials that publicize services, special events, public meetings, or other gatherings of interest to students or parents/guardians
 2. Distribution of promotional materials of a commercial nature to students or parents/guardians
 3. Paid advertisements on school property, including, but not limited to, advertisements on billboards and scoreboards
 4. Paid advertisements in school-sponsored publications, yearbooks, announcements, and other school communications, including web sites and social media
 5. Products and materials donated by commercial enterprises for educational use, including those that bear the name and/or logo of the donor, as long as they do not unduly promote the donor or any commercial activity or product
- C. Prior to the distribution, posting, or publishing of any non-school group's promotional materials or advertisement, the Superintendent, principal, or designee shall review the materials or advertisement based on the criteria listed below. He/she may not disapprove materials or advertisement in an arbitrary or capricious manner or in a way that discriminates against a particular viewpoint on a subject that is otherwise allowed by Board policy.
- D. Authorized materials may be posted to the Community Page of the District website, if provided in a timely fashion to the Superintendent's Office.
- E. All materials to be distributed shall bear the name and contact information of the sponsoring

entity.

- F. As necessary, the Superintendent, principal, or designee shall require a disclaimer on any non-school group's promotional materials to be distributed, posted, or published, stating that the distribution, posting, or publishing of the materials does not imply district endorsement of the group's activities, products, or services. District- and school-sponsored publications shall include a disclaimer stating that the district or school does not endorse any advertised products or services.

Criteria for Approval

- G. The Superintendent, principal, or designee shall not accept for distribution any materials or advertisements that:
 - 1. Are lewd, obscene, libelous, or slanderous
 - 2. Incite students to commit unlawful acts, violate school rules, or disrupt the orderly operation of the schools
 - 3. Promote any particular political interest, candidate, party, or ballot measure, unless the candidates or advocates from all sides are provided the opportunity to present their views to the students during school hours or during events scheduled pursuant to the Civic Center Act
 - 4. Discriminate against, attack, or denigrate any group on account of any unlawful consideration
 - 5. Promote the use or sale of materials or services that are illegal or inconsistent with school objectives, including, but not limited to, materials or advertisements for tobacco, intoxicants, non-nutritious foods and beverages, and movies or products unsuitable for children
 - 6. Solicit funds or services for an organization, with the exception of solicitations authorized in Board policy
 - 7. Distribute unsolicited merchandise for which an ensuing payment is requested
- H. The Superintendent or designee also may consider the educational value of the materials or advertisements, the age or maturity of the students in the intended audience, and whether the materials or advertisements support the basic educational mission of the district, directly benefit the students, or are of intrinsic value to the students or their parents/guardians.
- I. Schools may establish additional criteria pertaining to the content of advertisements in school publications and yearbooks, as deemed appropriate by the Superintendent or designee in accordance with law and Board policy.

Legal Reference:

U.S. Constitution, Amendment 1, Freedom of speech and expression

California Constitution, Article 1, Section 2 Free Speech Rights

Education Code section 7050-7058, 35160, 35160.1, 35172, 38130-38138

Business and Professions Code 25664

Date Policy Adopted By the Board:

Draft

LAGUNA BEACH UNIFIED SCHOOL DISTRICT**TRANSPORTATION****BP 3540****Business and Noninstructional Operations**

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

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

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

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

Legal Reference:**EDUCATION CODE**

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39860 Transportation, especially:

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

39801 Contract with County Superintendent of Schools to provide transportation

39802-39803 Bids and contracts for transportation services

39806 Payments to parents in lieu of transportation

39807 Food and lodging payments in lieu of transportation

39807.5 Transportation fees

39808 District transportation of private school students

41850-41854 Allowances for transportation

41860-41862 Supplemental allowances for transportation

45125.1 Criminal background checks for contractors

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

CODE OF REGULATIONS, TITLE 5

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

15240-15343 Allowances for student transportation, especially:

15253-15272 District records related to transportation

VEHICLE CODE

2807 School bus inspection

COURT DECISIONS

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

Date Policy Adopted by the Board:

Draft

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

DISTRICT RECORDS

BP 3580

Business and Noninstructional Operations

The Governing Board recognizes the importance of securing and retaining district documents. The Superintendent or designee shall ensure that district records are developed, maintained, and disposed of in accordance with law, Board policy, and administrative regulation.

The Superintendent or designee shall consult with district legal counsel, site administrators, district information technology staff, personnel department staff, and others as necessary to develop a secure document management system that provides for the storage, retrieval, archiving, and destruction of district documents, including electronically stored information such as email. This document management system shall be designed to comply with state and federal laws regarding security of records, record retention and destruction, response to "litigation hold" discovery requests, and the recovery of records in the event of a disaster or emergency.

The Superintendent or designee shall ensure the confidentiality of records as required by law and shall establish regulations to safeguard data against damage, loss, or theft.

The Superintendent or designee shall ensure that employees receive information about the district's document management system, including retention and confidentiality requirements and an employee's obligations in the event of a litigation hold established on the advice of legal counsel.

If the district discovers or is notified that a breach of security of district records containing unencrypted personal information has occurred, the Superintendent or designee shall notify every individual whose personal information was, or is reasonably believed to have been, acquired by an unauthorized person. Personal information includes, but is not limited to, a social security number, driver's license or identification card number, medical information, health insurance information, or an account number in combination with an access code or password that would permit access to a financial account. (Civil Code 1798.29)

The Superintendent or designee shall provide the notice in a timely manner either in writing or electronically, unless otherwise provided in law. The notice shall include the material specified in Civil Code 1798.29, be formatted as required, and be distributed in a timely manner, consistent with the legitimate needs of law enforcement to conduct an uncompromised investigation or any measures necessary to determine the scope of the breach and restore reasonable integrity of the data system. (Civil Code 1798.29)

Safe at Home Program

District public records shall not include the actual addresses of students, parents/guardians, or employees when a substitute address is designated by the Secretary of State pursuant to the Safe at Home program. (Government Code 6206, 6207)

When a substitute address card is provided pursuant to this program, the confidential, actual address may be used only to establish district residency requirements for enrollment and for school emergency purposes.

Retention of Electronic Records

The Board recognizes that the use of email and other electronic communication in the workplace has increased tremendously, raising issues with respect to communication, creation of information and systems, and retrieval and storage of electronic records. The Board further acknowledges the District's responsibility to make records available to the public, with certain exceptions. Accordingly, the Board directs that all electronic records of this District be maintained, safeguarded and disclosed in full compliance with the requirements of law.

Access to the District's computers and the District's information and communications systems and equipment is controlled and administered by the District's information technology department. The District has the right to disclose, as permitted or required by applicable law, any communications or records, or copies of communications or records stored for any period of time in or by the District's information and communications system or equipment. The District may monitor or access employee communications made using the District's information and communication systems and equipment, and employees should have no expectation of privacy when using the District's information and communication systems and equipment. When passwords are used, they must be known to the Superintendent or designee so that he/she may have system access.

Legal Reference:

EDUCATION CODE

35145 Public meetings

35163 Official actions, minutes and journal

35250-35255 Records and reports

44031 Personnel file contents and inspection

49065 Reasonable charge for transcripts

49069 Absolute right to access

CIVIL CODE

1798.29 Breach of security involving personal information

CODE OF CIVIL PROCEDURE

1985.8 Electronic Discovery Act

2031.010-2031.060 Civil Discovery Act, scope of discovery demand

2031.210-2031.320 Civil Discovery Act, response to inspection demand

GOVERNMENT CODE

6205-6210 Confidentiality of addresses for victims of domestic violence, sexual assault or stalking

6252-6265 Inspection of public records

12946 Retention of employment applications and records for two years

PENAL CODE

11170 Retention of child abuse reports

CODE OF REGULATIONS, TITLE 5

430 Individual student records; definition

432 Varieties of student records

16020-16022 Records, general provisions

16023-16027 Retention of records

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.8 Family Educational Rights and Privacy Act

Date Policy Adopted by the Board:

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

SOLICITING AND SELLING

New Policy

First Reading

BP 4135/4235/4335

Personnel

- A. Employees shall not solicit district staff, students or their families with the intent to sell general merchandise, books, equipment or services for their own personal profit or benefit. Solicitation of students and staff on behalf of the school or other charitable organizations shall be conducted in accordance with applicable Board policy and administrative regulation.
- B. Staff members shall respect the confidentiality of district employees and students and shall not use their status as district employees to secure information such as names, addresses, e-mail addresses, and telephone numbers for solicitations or use in personal profit-making or beneficial ventures.
- C. Educational tours may be promoted on school premises only if they are sponsored by the district. Employees engaged in planning, organizing or leading tours as private, non-district-sponsored businesses shall make it clear that they do not represent the school or district. All activities related to such tours must be carried on outside of school hours and off school premises.
- D. Staff participation in "flower funds," "anniversary funds," or other similar funds shall be voluntary.

Legal Reference:

Education Code section 51520

Date Policy Adopted By the Board:

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

PARENT INVOLVEMENT

New Policy
First Reading
Replaces BP 6006 and
BP 6007

BP 6020

Instruction

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in district and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

The Superintendent or designee shall develop and implement strategies applicable to each school to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Legal Reference:

EDUCATION CODE

8482-8484.6 After School Education and Safety program

8484.7-8484.9 21st Century Community Learning Center program

35021 Volunteer aides

35021.1 Automated records check

35021.3 Registry of volunteers for before/after school programs

44010 Sex offense; definition

44814-44815 Supervision of students during lunch and other nutrition periods

45125 Fingerprinting requirements

45125.01 Interagency agreements for criminal record information

45340-45349 Instructional aides

45360-45367 Teacher aides

48981 Parental notifications

49024 Activity Supervisor Clearance Certificate

49406 Examination for tuberculosis

GOVERNMENT CODE

3543.5 Prohibited interference with employees' rights

12940 Prohibited discrimination and harassment

HEALTH AND SAFETY CODE

1596.871 Fingerprints of individuals in contact with child day care facility clients

LABOR CODE

1720.4 Public works; exclusion of volunteers from prevailing wage law

3352 Workers' compensation; definitions

3364.5 Authority to provide workers' compensation insurance for volunteers

PENAL CODE

290 Registration of sex offenders

290.4 Information re: sex offenders

290.95 Disclosure by person required to register as sex offender

626.81 Sex offender; permission to volunteer at school

CODE OF REGULATIONS, TITLE 22

101170 Criminal record clearance

101216 Health screening, volunteers in child care centers

UNITED STATES CODE, TITLE 20

6319 Qualifications and duties of paraprofessionals, Title I programs

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Whisman Elementary School District, (1991) PERB Decision No. 868

Date Policy Adopted by the Board:
(Replaces BP 6006 and BP 6007)

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

Board Policy No. 6006: **PARENTAL INVOLVEMENT PROGRAM**

- A. It is the purpose of this policy to establish procedures for the design and implementation of a Parental Involvement Program pursuant to Education Code sections 11500-11506 and 20 U.S.C. section 2726. The goals of this program are:
1. To engage parents positively in their children's education by helping parents to develop skills to use at home that support their children's academic efforts and development as responsible future members of our society.
 2. To inform and train parents on how they can directly affect the success of their children's learning.
 3. To build effective communication between the home and the schools so that parents have the opportunity to know when and how to assist their children in support of classroom learning activities.
 4. To encourage and train teachers and administrators to communicate effectively with parents of students.
 5. To integrate parental involvement program into the plan for school accountability.
 6. To consult with parents regarding educational programs and to ensure opportunity for participation of parents who lack literacy skills.
- B. The Superintendent or designee is designated as the program manager. The Superintendent or designee shall:
1. Provide periodic programs at District schools each year regarding:
 - a) Parental ability to directly affect the success of their children's learning.
 - b) Home activities, strategies, and materials that can be used to assist and enhance learning.
 - c) Parenting skills that assist parents in understanding the developmental needs of their children, including appropriate discipline.
 2. Submit to the Board an annual statement identifying the specific objectives of the Program in meeting the stated objectives.
 3. Submit for review annually to the Board a written assessment of the progress of the Program in meeting the stated objectives.
 4. Ensure that parents are provided access to a copy of the annual review and assessment.

C. The Board shall annually review the Program.

D. Volunteer Activities By Parents And Members Of The Community.

1. Parent and community involvement in schools is one method of implementing the objectives of the Parental Involvement and Community Volunteer Program. Accordingly, the Superintendent or designee may authorize the use of unpaid parents as well as community volunteers for the following purposes:

- To serve as a non-teaching volunteer aide under the immediate supervision and direction of a certificated employee of the District.
- To supervise the students during the school lunch period.
- To perform other non-instructional duties relevant to and in support of curricular or extracurricular activities.

2. Unpaid parent and community volunteers shall abide by the following general rules in addition to any specific restrictions placed upon their service by the Superintendent:

- The District is not responsible for the loss of volunteer personal articles or property.
- Volunteers will abide by all Board Policies.
- Volunteers will perform only such services as are authorized by the Superintendent and or her designee.
- Volunteers will not engage in activities on campus which cause disruption to the educational program.

Legal Reference:

Education Code sections 11500-11506, 35021, 44814, 44815, 45349.

20 U.S.C. § 2726 (1988)

Date Policy Adopted By The Board: March 12, 2002

Date Policy Revised by The Board: October 25, 2005

Delete Policy.
Replace with
BP 6020

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

Board Policy No. 6007: PARENTAL INVOLVEMENT RIGHTS

- A. The Policy implements Education Code sections 51100 and 51101 adopted by the Legislature in 1998

Legal Reference:
Education Code sections 51100, 51101

Date Policy Adopted By The Board: December 11, 2001

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

INDEPENDENT STUDY

New Policy First Reading Replaces BP 6025

BP 6158 Instruction

The Governing Board authorizes independent study as an optional alternative instructional strategy for eligible students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students ~~who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems,~~ and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, ~~an alternative school or program of choice, a charter school,~~ a home-based format, and an online course.

A student's participation in independent study shall be voluntary. Students participating in independent study shall have the right, at any time, to enter or return to the regular classroom mode of instruction.

Parents/guardians of students who are interested in independent study shall contact the Principal or designee. The Principal or designee shall approve independent study for an individual student only upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well

Written Agreements

The Principal or designee shall ensure that a written master agreement and, as appropriate, a learning agreement for students participating in course- based independent study exist for each participating student as prescribed by law.

The master agreement shall specify the length of time in which each independent study assignment must be completed. Because excessive leniency in the duration of independent study assignments may result in a student falling behind his/her peers and increase the risk of dropping out of school, independent study assignments shall be no more than one week for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Principal or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student misses three assignments, unless the student's written agreement specifies a lower or higher number of missed assignments based on the nature of the assignments, the total number of assignments, and/or other unique circumstances.

Student-Teacher Conferences

Supervising teachers should establish an appropriate schedule for student- teacher conferences in order to help identify students falling behind in their work or in danger of failing or dropping out of school. Teachers are expected to monitor student progress and work closely with each student to determine the amount and type of contact needed for the student to be successful in the program.

Missing appointments with the supervising teacher without valid reasons may trigger an evaluation to determine whether the student should remain in independent study.

Legal Reference:

EDUCATION CODE

17289 Exemption for facilities
41976.2 Independent study programs; adult education funding
42238 Revenue limits
42238.05 Local control funding formula; average daily attendance
44865 Qualifications for home teachers and teachers in special classes and schools
46200-46208 Instructional day and year
46300-46307.1 Methods of computing average daily attendance
47612.5 Independent study in charter schools
48204 Residency
48206.3 Home or hospital instruction; students with temporary disabilities
48220 Classes of children exempted
48340 Improvement of pupil attendance
48915 Expulsion; particular circumstances
48916.1 Educational program requirements for expelled students
48917 Suspension of expulsion order
49011 Student fees
51225.3 Requirements for high school graduation
51745-51749.6 Independent study programs
52522 Adult education alternative instructional delivery
52523 Adult education as supplement to high school curriculum; criteria
56026 Individuals with exceptional needs
58500-58512 Alternative schools and programs of choice

Date Policy Adopted by the Board:

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

Board Policy No. 6025: INDEPENDENT STUDY

- A. The District through the Superintendent or designee may allow students to participate in independent study consistent with the provisions of this policy and established District guidelines. No student may be required to participate in independent study. Students who choose to participate in independent study are to have equality of rights and privileges with students at the same grade level who participate in the regular program.
- B. High school and continuation high school students, as well as adult education students, may participate in independent study as long as there is a prior written agreement consistent with the provisions of this policy and related District guidelines, and subject to final approval by the Superintendent or designee.
- C. Students in kindergarten through grade eight may participate in independent study under exceptional circumstances, as long as there is a prior written agreement consistent with the provisions of this policy, and only with the prior written approval of the Superintendent or designee.
- D. High school and continuation school students may use independent study to access educational coursework not available in the regular curriculum or to meet needs defined in section E.
 - 1. Such independent study shall be on a semester basis and shall be granted in five unit increments.
 - 2. The product of independent study will demonstrate an amount of work equal to an approved course of the same number of units – ninety (90) hours of work for each five units of credit earned.
 - 3. The product of independent study will be evaluated on a standard comparable to that used in the courses within the department granting the credit. The product shall be evaluated by his or her assigned teacher who shall be certificated in the subject area.
 - 4. While the student's work is expected to be of an autonomous nature, it is expected that the student will meet at regular intervals with his or her assigned teacher to discuss his or her progress and seek guidance and direction.
 - 5. The maximum number of credits a student may earn on independent study in any semester is five unit credits, and the maximum number of credits a student may earn on independent study in any school year is ten (10), except for adult education students, or unless a special exception is granted by the Superintendent or designee.
 - 6. Independent study credit shall be limited to a total of twenty (20) units, except for adult education students, or unless a special exception is granted by the Superintendent or designee.
 - 7. Units will be indicated on the student's transcript as Independent Study in the subject matter area.
 - 8. Independent study shall not be provided as a personalized curriculum.

- E. Any approved independent study is to be substantially equivalent in quality and quantity to regular classroom instruction. Lack of rigor in the terms of any independent study can result in students falling so far behind their peers as to increase, rather than decrease, the risk of their dropping out of school. In accordance with Education Code section 51745, independent study may include the following:
1. Special assignments extending the content of regular courses of instruction.
 2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum.
 3. Coursework which is substantially equivalent in quality and quantity to an existing offering when a student experiences scheduling conflicts or a full schedule of other classes and there is no other alternative. Courses that are substantially equivalent in quality and quantity to existing course offerings shall include the basic ninety (90) hour requirement plus all required co-curricular participation.
 4. Students approved for Independent Study Physical Education shall have a verifiable national-level ranking for their age group, and be training and competing at the pre-Olympic, Olympic, pre-professional or professional level for an approved individual sport/activity only.
- F. Prior to the commencement of any independent study, there shall be a written agreement signed by all necessary parties covering items F1 through F8 below. An agreement is not in effect until it is complete as to all required terms, and is signed and dated by all necessary parties. The written agreement for any independent study shall be signed by (1) the student and the parent (or guardian or caregiver adult) for any student below age 18, or the student only if he or she is 18 or over, (2) the teacher responsible for the independent study, (3) the principal, and (4) the Superintendent or designee. This written agreement shall include at least the following:
1. The maximum length of time (to be no more than a semester and to be within the semester system) that may elapse between the time the independent study assignment commences and the date by which the student must complete the assigned work shall not exceed one semester. The contract must contain the specific beginning and ending dates for the student's participation in independent study.
 2. The number of course credits to be earned by the student upon completion shall be specified or, for elementary grades, other measures of academic accomplishment appropriate for the agreement. The number and specific assignments that must be completed by the student in order to obtain credit for the independent study within the allotted time period shall also be set forth.
 3. The manner, time, frequency, and place for submitting work done by the student to the teacher and for reporting the student's progress to the teacher shall be specified.
 4. The number of missed assignments that will be allowed before an evaluation is conducted to determine whether it is in the best interests of the student to remain in independent study, or whether the student should be returned to the regular school program shall be specified.
 5. The objectives and methods of study for the student's work, and the methods to be utilized by the teacher to evaluate that work shall be specified.

6. The specific resources, including materials and personnel, that will be made available to assist the student shall be listed.
 7. A statement that independent study is an optional education alternative in which no student may be required to participate shall be included. In the case of any student who has been expelled, and whose expulsion has been suspended under Education Code section 48917, the agreement also shall include the statement that instruction may be provided to the student through independent study only if the student is offered the alternative of classroom instruction.
 8. In addition to the above, students involved in Independent Study Physical Education shall complete all additional required paperwork and certifications as established in District guidelines.
- G. The Superintendent or designee is directed to maintain all legally required record and information on independent study (Title 5, CCR, sections 11703).
- H. The Governing Board of the District in this policy hereby determines that any appeal with regard to the denial of any request for independent study will be made directly to the Superintendent.

Legal Reference:

Education Code sections 35161, 51745-51749.3, 46300, 46300.1 and 48917
Title 5, CCR, section 11701 and 11703 et seq.

Date Policy Adopted By The Board: December 10, 2002.

Date Revised Policy Adopted by the Board: December 11, 2012

LAGUNA BEACH UNIFIED SCHOOL DISTRICT**CLOSED SESSION PURPOSES AND AGENDAS REVISED****BB 9321**

Board Bylaws

~~The Governing Board may hold closed sessions only for purposes identified in law. The Board may hold a closed session at any time during a regular or special meeting and during emergency meetings in accordance with law.~~

The Governing Board is committed to complying with state open meeting laws and modeling transparency in its conduct of district business. The Board shall hold closed sessions only for purposes authorized by law. A closed session may be held during a regular, special, or emergency meeting in accordance with law.

~~The agenda shall contain a brief general description of all closed session items to be discussed.~~

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law.

The Board shall disclose in open ~~meeting~~-session the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. After the closed session, the Board shall reconvene in open session before adjourning the meeting, and when applicable, shall disclose any action taken in the closed session, in the manner prescribed by Government Code 54957.1.

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed.

In accordance with law, a Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information.

Personnel Matters

The Board may hold a closed session under the "personnel exception" to consider the appointment, employment, evaluation of performance, discipline, or dismissal of an employee. Such a closed session shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline.

The Board may also hold a closed session to hear complaints or charges brought against an employee by another person or employee, unless the employee requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session.

The Board may hold a closed session to discuss a district employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan.

Agenda items related to district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal, or release require no additional information.

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act:

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting, or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

The Board may meet in closed session ~~with the Board's designated representative to review the Board's position and/or instruct its~~ designated representative regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees. ~~Prior to the closed session, the Board shall identify its designated representative in open session. Any closed session held for this purpose~~ may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative.

Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees.

For represented employees, the Board may also meet in closed session regarding any other matter within the statutorily provided scope of representation.

The Board also may meet in closed session with a state conciliator or mediator who has intervened in proceedings ~~regarding any of the purposes enumerated in Government Code 54957.6.~~

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held

prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations.

Matters Related to Students

~~The Board shall meet in closed session to consider a suspension, disciplinary action, or any other action, except expulsion, against a student when a public hearing on the matter would violate student privacy rights. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student.~~

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled.

The Board shall meet in closed session to address any student matter that may involve disclosure of confidential student information, or to consider a suspension, disciplinary action, or any other action against a student except expulsion. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student.

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing" or "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Security Matters

The Board may meet in closed session with the Governor, Attorney General, district attorney, district legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities.

The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present.

Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult.

~~Those emergency situations that necessitate a need for an emergency meeting are listed in BB-9320—Meetings and Notices and include a terrorist attack, crippling disaster, or other activity that impairs public health or safety. For a list of actions for which more than a majority vote of the Board is required, see BB-9323.2—Actions by the Board.~~

~~The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present.~~

~~Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult.~~

Conference with Real Property Negotiator

The Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the district in order to grant its negotiator authority regarding the price and terms of payment for the property.

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s) and the property under negotiation and to specify the person(s) with whom the negotiator may negotiate.

For purposes of real property transactions, negotiators may include members of the Board.

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both.

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding a pending litigation when a discussion of the matter in open session would prejudice the district's position in the litigation. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator.

Litigation is considered "pending" in any of the following circumstances:

1. Litigation to which the district is a "party" has been initiated formally.
2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel regarding the "existing facts and circumstances," there is a "significant

exposure to litigation" against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized.

Existing facts and circumstances for these purposes are limited to the following:

- a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.
 - b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiffs and which must be publicly disclosed before the closed session or specified on the agenda.
 - c. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.
 - d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.
 - e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. *Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on his/her behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.*
3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation.

~~The above record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on his/her behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.~~

Before holding a closed session pursuant to the pending litigation exception, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage.

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation."

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations.

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(c) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above.

Joint Powers Agency Issues

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member.

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made.

When the board of the JPA has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the JPA. During the Board's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members.

The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district.

Closed session agenda items related to conferences involving a JPA shall specify the closed session description used by the JPA and the name of the Board member representing the district on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included.

Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office, the Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law.

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office."

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review.

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Legal Reference:

EDUCATION CODE

35145 Public meetings

35146 Closed session (re student suspension)

44929.21 Districts with ADA of 250 or more

48912 Governing board suspension

48918 Rules governing expulsion procedures; hearings and notice

49070 Challenging content of students records

60617 Meetings of governing board

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

6252-6270 California Public Records Act

54950-54963 The Ralph M. Brown Act

Date Bylaw Adopted by the Board: March 24, 2015

Date Revisions Approved by the Board:

Laguna Beach Unified School District

16. INFORMATION

January 10, 2017

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 NOVEMBER 30, 2016

	First Interim @ 12/13/2016	Receipts/ Expenditures YTD	Percent YTD
REVENUES			
Property Taxes/LCFF Hold Harmless/Prop. 30	49,642,162	11,336,179	23%
Federal Revenues	891,208	73,407	8%
Other State Revenues	3,518,725	502,819	14%
Other Local Revenues	2,770,975	723,175	26%
Interfund Transfers In	500,000	500,000	100%
TOTAL REVENUE	57,323,070	13,135,580	23%
EXPENDITURES			
Certificated Salaries	22,065,786	7,056,149	32%
Classified Salaries	8,285,257	2,283,977	28%
Employee Benefits	11,322,290	3,865,375	34%
Books & Supplies	2,861,371	1,291,751	45%
Services and Operating Services	8,972,803	3,086,692	34%
Capital Outlay	3,225,862	2,192,217	68%
Other Outgo	431,366	118,426	27%
Transfers Out	2,265,000	165,000	7%
TOTAL EXPENDITURES	59,429,735	20,059,588	34%
ADJUSTED BEGINNING BALANCE AS OF 7/1/2016	<u>\$ 7,521,856</u>		
SURPLUS / DEFICIT SPENDING	<u>(2,106,665)</u>		
ENDING FUND BALANCE PROJECTED FOR 6/30/2017	<u>\$ 5,415,191</u>		

SPECIAL PROGRAM REPORTING

Special Education	8,459,389	2,322,657	27%
Technology	2,349,101	1,173,413	50%
4CLE	1,402,027	1,155,437	82%
Ongoing & Major Maintenance Account	3,338,222	1,775,016	53%
Capital Improvement Plan	4,288,556	1,616,349	38%
Facilities Repair & Replacement Program	6,546,887	563,027	9%

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT
FISCAL YEAR 2016-17
FIRST INTERIM
COMPONENTS OF ENDING FUND BALANCE**

<u>General Fund</u>	
ENDING FUND BALANCE	\$ 5,415,191
<u>Nonspendable - (Revolving Cash)</u>	\$ 50,000
<u>Restricted - (Categorical Programs)</u>	
Routine Restricted Maintenance	1,529,246
<u>Committed</u>	
<u>Assigned</u>	
Potential Overtime Expenditures	835,945
District Goals, GASB 45, Textbooks, Special Education, Litigation, Furniture & Equipment, and Facilities	
<u>Unassigned / Unappropriated</u>	
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><u>\$ 5,415,191</u></u>

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

General Fund Expenditures	57,164,735	
General Fund Transfers Out to Other Funds	2,265,000	
General Fund Expenditures and Transfers	<u>59,429,735</u>	
 <u>Assigned</u>		
Potential Overtime Expenditures	1.4%	835,945
District Goals, GASB 45, Textbooks, Special Education, Litigation, Furniture & Equipment, and Facilities		
 <u>Unassigned</u>		
State Minimum Reserve Level	3.0%	1,782,893
District Minimum Reserve Level	2.0%	1,217,107
Assigned and Unassigned Balances	<u>6.5%</u>	<u>\$ 3,835,945</u>

LAGUNA BEACH UNIFIED SCHOOL DISTRICT
MONTH ENDING CASH BALANCE
AS OF NOVEMBER 30, 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 *	1,484,293.08	(5,210,182.26)	5,704,390.26	1,978,501.08	5,305,503.50
OCTOBER	628,135.95	(5,715,970.58)	750,411.04	(4,337,423.59)	968,079.91
NOVEMBER	9,973,948.12	(4,339,800.21)	(574,491.74)	5,059,656.17	6,027,736.08
DECEMBER					
JANUARY *					
FEBRUARY					
MARCH					
APRIL					
MAY					
JUNE					
YTD	13,135,579.72	(20,059,587.52)	4,355,371.45	(2,568,636.35)	

* 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	\$ 6,027,736.08	\$ 5,415,191.00	Dec. 8, '15	2,000,000.00	
FUND 11	67,130.87	73,034.00	Dec. 31, '15		1,992,366.86
FUND 13	113,251.51	48,950.00	Jan. 13, '16	193,539.00	
FUND 17	10,046,290.26	16,121,875.00	Mar. 31, '16		2,269,242.75
FUND 25	221,828.34	-	June 30, '16		2,336,219.11
FUND 4040	5,484,605.45	414,535.00	Sep. 30, '16		2,385,154.37
FUND 4041	5,195,739.86	5,217,149.00			
FUND 4042	3,150,379.93	1,688,171.00			
	<u>\$ 30,306,962.30</u>	<u>\$ 28,978,905.00</u>			

INTERFUND TRANSFERS

Transfer to General Fund from Special
Reserve for Capital Outlay - Aliso Property
(Fund 4041)

500,000 500,000 100%

Transferred from the General Fund to:

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 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: 11/30/2016

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	6,027,736.08	
REVOLVING CASH ACCOUNT	9130	50,000.00	
ACCOUNTS RECEIVABLE MANUAL	9205	12,227.29	
DUE FROM GRANTOR GOVERNMENTS	9290	581,014.31	
MID MONTH PAYROLL	9360	137,968.51	
Total Assets:			6,808,946.19
LIABILITIES			
ACCOUNTS PAYABLE MANUAL	9510	62,783.57	
ACCTS PAY AUTOMATIC	9519	30,133.79	
ACCRUED SUMMER PAY LIABILITY	9550	112,885.04	
CA USE TAX LIABILITY	9552	5,295.21	
DUE TO OTHER FUNDS	9610	6,000,000.00	
Total Liabilities:		6,211,097.61	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	7,521,856.38	
Total Beginning Fund Balance:		7,521,856.38	
Excess Revenue Over Expenditures:		-6,924,007.80	
Total Fund Balance:		597,848.58	
Total Liabilities & Fund Balance:			6,808,946.19
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 0101 GENERAL FUND
YTD For Month Ending: 11/30/2016

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	476,520.40	
Property Tax	(8020-8079)	10,859,658.57	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	73,407.35	
Other State Revenue	(8300-8599)	502,818.83	
Other Local Revenue	(8600-8799)	723,174.57	
Interfund Transfers In	(8910-8929)	500,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			13,135,579.72
EXPENDITURES			
Certificated Salaries	(1000-1999)	7,056,149.07	
Classified Salaries	(2000-2999)	2,283,976.73	
Employee Benefits	(3000-3999)	3,865,375.00	
Supplies and Services	(4000-5999)	4,378,443.62	
Capital Outlays	(6000-6999)	2,192,217.30	
Other Outgo	(7000-7399)	118,425.80	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	165,000.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			20,059,587.52
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			-6,924,007.80
BEGINNING FUND BALANCE (9791)		7,521,856.38	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			7,521,856.38
ENDING FUND BALANCE			597,848.58

LAGUNA BEACH USD
GL 220 Balance Sheet
Subfund: 1111 ADULT EDUCATION

YTD For Month Ending: 11/30/2016

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	67,130.87	
Total Assets:			67,130.87
LIABILITIES			
Total Liabilities:		0.00	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	79,633.59	
Total Beginning Fund Balance:		79,633.59	
Excess Revenue Over Expenditures:		-12,502.72	
Total Fund Balance:		67,130.87	
Total Liabilities & Fund Balance:			67,130.87
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 1111 ADULT EDUCATION
YTD For Month Ending: 11/30/2016

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	182.28	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			182.28
EXPENDITURES			
Certificated Salaries	(1000-1999)	4,103.02	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	629.67	
Supplies and Services	(4000-5999)	7,952.31	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			12,685.00
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			-12,502.72
BEGINNING FUND BALANCE (9791)		79,633.59	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			79,633.59
ENDING FUND BALANCE			67,130.87

LAGUNA BEACH USD
GL 220 Balance Sheet
Subfund: 1313 CAFETERIA
YTD For Month Ending: 11/30/2016

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	113,251.51	
REVOLVING CASH ACCOUNT	9130	1,295.00	
STORES-CAFETERIA FUND ONLY	9321	9,756.06	
Total Assets:			124,302.57
LIABILITIES			
Total Liabilities:		0.00	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	53,001.13	
Total Beginning Fund Balance:		53,001.13	
Excess Revenue Over Expenditures:		71,301.44	
Total Fund Balance:		124,302.57	
Total Liabilities & Fund Balance:			124,302.57
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 1313 CAFETERIA
YTD For Month Ending: 11/30/2016

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	1,625.82	
Other State Revenue	(8300-8599)	109.23	
Other Local Revenue	(8600-8799)	134,138.54	
Interfund Transfers In	(8910-8929)	165,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			300,873.59
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	105,020.66	
Employee Benefits	(3000-3999)	21,529.04	
Supplies and Services	(4000-5999)	103,022.45	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			229,572.15
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			71,301.44
BEGINNING FUND BALANCE (9791)		53,001.13	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			53,001.13
ENDING FUND BALANCE			124,302.57

LAGUNA BEACH USD

GL 220 Balance Sheet

Subfund: 1717 Special Reserve Other Than C/O

YTD For Month Ending: 11/30/2016

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	10,046,290.26	
DUE FROM OTHER FUNDS	9310	6,000,000.00	
Total Assets:			16,046,290.26
FUND BALANCE			
BEGINNING FUND BALANCE	9791	16,011,874.69	
Total Beginning Fund Balance:		16,011,874.69	
Excess Revenue Over Expenditures:		34,415.57	
Total Fund Balance:		16,046,290.26	
Total Liabilities & Fund Balance:			16,046,290.26
Difference (Error):			0.00

LAGUNA BEACH USD

GL275 Income Statement

Subfund: 1717 Special Reserve Other Than C/O

YTD For Month Ending: 11/30/2016

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	34,415.57	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			34,415.57
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			0.00
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			34,415.57
BEGINNING FUND BALANCE (9791)		16,011,874.69	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE		16,011,874.69	
ENDING FUND BALANCE		16,046,290.26	

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

YTD For Month Ending: 11/30/2016

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	221,828.34	
Total Assets:			221,828.34
LIABILITIES			
Total Liabilities:		0.00	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	236,386.67	
Total Beginning Fund Balance:		236,386.67	
Excess Revenue Over Expenditures:		-14,558.33	
Total Fund Balance:		221,828.34	
Total Liabilities & Fund Balance:			221,828.34
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 2525 CAPITAL FACILITIES
YTD For Month Ending: 11/30/2016

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	38,419.04	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			38,419.04
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	2,344.00	
Capital Outlays	(6000-6999)	50,633.37	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			52,977.37
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			-14,558.33
BEGINNING FUND BALANCE (9791)		236,386.67	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			236,386.67
ENDING FUND BALANCE			221,828.34

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

YTD For Month Ending: 11/30/2016

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	5,484,605.45	
Total Assets:			5,484,605.45
LIABILITIES			
Total Liabilities:		0.00	
FUND BALANCE			
BEGINNING FUND BALANCE	9791	6,033,421.85	
Total Beginning Fund Balance:		6,033,421.85	
Excess Revenue Over Expenditures:		-548,816.40	
Total Fund Balance:		5,484,605.45	
Total Liabilities & Fund Balance:			5,484,605.45
Difference (Error):			0.00

LAGUNA BEACH USD
GL275 Income Statement
Subfund: 4040 SPECIAL RESERVE
YTD For Month Ending: 11/30/2016

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	14,210.31	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			14,210.31
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	563,026.71	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			563,026.71
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			-548,816.40
BEGINNING FUND BALANCE (9791)		6,033,421.85	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			6,033,421.85
ENDING FUND BALANCE			5,484,605.45

LAGUNA BEACH USD

GL 220 Balance Sheet

Subfund: 4041 Special Reserve Aliso Property

YTD For Month Ending: 11/30/2016

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	5,195,739.86	
Total Assets:			5,195,739.86
FUND BALANCE			
BEGINNING FUND BALANCE	9791	5,682,149.72	
Total Beginning Fund Balance:		5,682,149.72	
Excess Revenue Over Expenditures:		-486,409.86	
Total Fund Balance:		5,195,739.86	
Total Liabilities & Fund Balance:			5,195,739.86
Difference (Error):			0.00

LAGUNA BEACH USD

GL275 Income Statement

Subfund: 4041 Special Reserve Aliso Property

YTD For Month Ending: 11/30/2016

Object Codes		Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	13,590.14	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			13,590.14
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	500,000.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			500,000.00
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			-486,409.86
BEGINNING FUND BALANCE (9791)		5,682,149.72	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			5,682,149.72
ENDING FUND BALANCE			5,195,739.86

LAGUNA BEACH USD

GL 220 Balance Sheet

Subfund: 4042 Special Reserve Cap Imp plan

YTD For Month Ending: 11/30/2016

	Object	Amount	Totals
ASSETS			
CASH IN COUNTY TREASURY (AUTO)	9110	3,150,379.93	
Total Assets:			3,150,379.93
LIABILITIES			
Total Liabilities:			0.00
FUND BALANCE			
BEGINNING FUND BALANCE	9791	4,756,726.76	
Total Beginning Fund Balance:			4,756,726.76
Excess Revenue Over Expenditures:			-1,606,346.83
Total Fund Balance:			3,150,379.93
Total Liabilities & Fund Balance:			3,150,379.93
Difference (Error):			0.00

LAGUNA BEACH USD

GL275 Income Statement

Subfund: 4042 Special Reserve Cap Imp plan

YTD For Month Ending: 11/30/2016

	Object Codes	Amount	Totals
REVENUE			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	10,001.84	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
Total Revenue			10,001.84
EXPENDITURES			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	1,616,348.67	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
Total Expenditures			1,616,348.67
Total Non-Operating Accounts	(9900-9999)		0.00
EXCESS REVENUE OVER EXPENDITURES			-1,606,346.83
BEGINNING FUND BALANCE (9791)		4,756,726.76	
BEGINNING ADJUSTED BALANCE (9793)		0.00	
BEGINNING RESTATED BALANCE (9795)		0.00	
TOTAL BEGINNING FUND BALANCE			4,756,726.76
ENDING FUND BALANCE			3,150,379.93



Laguna Beach Unified School District

CERBT Strategy 3

Entity #: SKB8-1700217302-001

Quarter Ended September 30, 2016

Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$2,336,219.11	\$2,336,219.11
Contribution	0.00	0.00
Distribution	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	49,442.15	49,442.15
Admin Expense	(292.81)	(292.81)
Investment Expense	(214.08)	(214.08)
Other	0.00	0.00
Ending Balance	\$2,385,154.37	\$2,385,154.37
YTD Accrual	0.00	0.00
Grand Total	\$2,385,154.37	\$2,385,154.37

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

As of: 11/30/2016

Object	Description	Budget	Enc To Date	Actual To Date	Balance	% Used
5100	SUBAGREEMENTS FOR SERVICES	1,921,500.00	1,722,658.52	105,186.48	93,655.00	95.1%
	Total for: 5100	1,921,500.00	1,722,658.52	105,186.48	93,655.00	95.1%
5210	MILEAGE REIMBURSEMENT	10,564.00	-	852.26	9,711.74	8.1%
5220	TRAVEL & CONFERENCE	178,164.00	47,670.27	51,769.33	78,724.40	55.8%
5230	MEETING EXPENSE-NON FOOD	200.00	-	198.00	2.00	99.0%
5240	RECRUITING	3,400.00	-	3,398.08	1.92	99.9%
5298	TAXABLE MILEAGE-CLASSIFIED	4,800.00	-	1,600.00	3,200.00	33.3%
5299	TAXABLE MILEAGE-CERTIFICATED	22,500.00	-	9,077.04	13,422.96	40.3%
	Total for: 5200	219,628.00	47,670.27	66,894.71	105,063.02	52.2%
5310	DUES & MEMBERSHIPS	53,474.00	7,246.40	46,149.02	78.58	99.9%
	Total for: 5300	53,474.00	7,246.40	46,149.02	78.58	99.9%
5450	OTHER INSURANCE	283,000.00	2,265.51	279,847.49	887.00	99.7%
	Total for: 5400	283,000.00	2,265.51	279,847.49	887.00	99.7%
5510	UTILITIES - HEAT	32,000.00	22,582.57	1,487.43	7,930.00	75.2%
5520	LIGHT & POWER	382,000.00	245,685.10	136,314.90	0.00	100.0%
5530	WATER - UTILITIES	129,300.00	70,606.82	55,693.18	3,000.00	97.7%
5540	TRASH - UTILITIES	58,000.00	29,460.87	25,970.36	2,568.77	95.6%
5545	TREE TRIMMING	10,000.00	-	-	10,000.00	0.0%
5550	PEST CONTROL	26,460.00	20,475.00	2,050.00	3,935.00	85.1%
5555	SEWER FEES	66,100.00	29,277.68	36,757.70	64.62	99.9%
5560	ALARM MONITORING	81,000.00	56,459.24	24,190.76	350.00	99.6%
5580	POOL COSTS	50,000.00	-	15,072.99	34,927.01	30.1%
	Total for: 5500	834,860.00	474,547.28	297,537.32	62,775.40	92.5%
5604	FLOOR COVERING	127,902.00	-	127,897.61	4.39	100.0%
5607	PAVING	30,000.00	29,550.00	450.00	0.00	100.0%
5610	CONTRACT SERVICES	581,800.00	59,497.32	332,488.78	189,813.90	67.4%
5620	RENTAL EXPENSE	59,542.00	6,125.32	3,016.19	50,400.49	15.4%
5630	COMPUTER REPAIRS/MAINTENANCE	7,000.00	-	1,154.38	5,845.62	16.5%
5640	VEHICLE REPAIR	14,600.00	9,081.54	5,465.17	53.29	99.6%
5650	SOFTWARE/COPIER MAINTENANCE FEE	57,737.00	56,947.39	724.61	65.00	99.9%
5660	HVAC	204,925.00	55,116.16	147,936.66	1,872.18	99.1%
5661	ELECTRICAL REPAIRS	84,445.00	15,661.05	52,445.94	16,338.01	80.7%
5662	PLUMBING REPAIRS	141,024.00	43,981.88	44,289.19	52,752.93	62.6%
5670	RISK MANAGEMENT	29,860.00	3,451.51	4,291.93	22,116.56	25.9%
5675	PAINTING	20,000.00	-	-	20,000.00	0.0%
5680	LANDSCAPE/IRRIGATION	361,000.00	196,599.02	145,200.98	19,200.00	94.7%
5685	ATHLETIC FIELD SUPPLIES	539.00	-	-	539.00	0.0%
5690	MISC REPAIR	131,063.00	13,371.56	8,544.74	109,146.70	16.7%
5692	OTHER MAINTENANCE SERVICES	75,096.00	4,351.01	200.00	70,544.99	6.1%
	Total for: 5600	1,926,533.00	493,733.76	874,106.18	558,693.06	71.0%
5760	CATERING - FOOD SERVICES	20,000.00	-	2,069.26	17,930.74	10.3%
	Total for: 5700	20,000.00	-	2,069.26	17,930.74	10.3%

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

As of: 11/30/2016

Object	Description	Budget	Enc To Date	Actual To Date	Balance	% Used
5805	ANNUAL SOFTWARE LICENSE FEE	383,180.00	23,994.00	346,815.26	12,370.74	96.8%
5813	SUBSCRIPTIONS - ONLINE	640.00	519.20	20.80	100.00	84.4%
5815	ADVERTISING	16,170.00	12,620.00	-	3,550.00	78.0%
5820	BANKING SERVICES	23,300.00	-	-	23,300.00	0.0%
5825	ADMIN FEE COUNTY TREASURER	3,400.00	-	73.24	3,326.76	2.2%
5830	CONSULTANTS-INSTRUCTIONAL	71,446.00	-	25,150.00	46,296.00	35.2%
5831	CONSULTANTS-OTHER	229,824.00	102,564.17	79,686.03	47,573.80	79.3%
5832	CONSULTANTS-COMPUTER SERVICES	57,550.00	16,658.43	40,482.62	408.95	99.3%
5835	LEGAL EXPENSE	194,030.00	97,044.90	32,955.10	64,030.00	67.0%
5840	AUDITS	37,500.00	22,740.00	14,760.00	0.00	100.0%
5845	FINGER PRINTING	5,000.00	2,436.00	2,564.00	0.00	100.0%
5850	REGULATORY FEES	800.00	800.00	-	0.00	100.0%
5852	OTHER LOCAL AGENCY FEES	84,870.00	30,524.00	33,125.82	21,220.18	75.0%
5855	CHARTER BUS-HOME TO SCHOOL	107,000.00	25,714.50	80,445.50	840.00	99.2%
5860	MISC OUTSIDE VENDOR	376,455.00	124,541.75	196,362.61	55,550.64	85.2%
5861	COPIER MAINTENANCE FEES	1,000.00	-	-	1,000.00	0.0%
5865	CHARTER BUS-ATHLETIC/FIELD TRP	136,055.00	92,992.94	42,810.75	251.31	99.8%
5870	OUTSIDE PRINTING	39,186.00	6,140.95	17,358.48	15,686.57	60.0%
5875	TUITION	345,000.00	255,673.42	86,911.56	2,415.02	99.3%
5877	PRESCHOOL TUITION	31,327.00	11,065.00	2,435.00	17,827.00	43.1%
5878	PARENT REIMBURSEMENT (LEGAL)	459,550.00	319,277.36	129,038.64	11,234.00	97.6%
5880	TRANSPORTATION-IN LIEU	7,800.00	3,000.00	-	4,800.00	38.5%
5881	NPS TRANSPORTATION-IN LIEU	20,000.00	3,659.04	4,587.78	11,753.18	41.2%
5885	OCCUPATIONAL THERAPY	73,245.00	25,485.00	46,960.00	800.00	98.9%
5886	PHYSICAL THERAPY	27,580.00	21,827.50	5,752.50	0.00	100.0%
5887	SPEECH THERAPY	107,420.00	89,867.50	17,552.50	0.00	100.0%
5888	VISION THERAPY	3,150.00	2,080.00	-	1,070.00	66.0%
5889	OTHER THERAPY	248,240.00	183,829.45	56,099.61	8,310.94	96.7%
5890	OTHER EXPENSE	11,000.00	9,800.00	-	1,200.00	89.1%
5894	IBI SUPERVISION	137,604.00	119,285.52	16,670.48	1,648.00	98.8%
5895	OUTSIDE ASSESSMENT FEES	59,600.00	38,427.00	2,658.00	18,515.00	68.9%
5898	AB3632 ROOM & BOARD	210,000.00	136,467.00	51,657.00	21,876.00	89.6%
Total for: 5800		3,508,922.00	1,779,034.63	1,332,933.28	396,954.09	88.7%
5910	POSTAGE	32,100.00	19,797.31	7,944.25	4,358.44	86.4%
5920	TELEPHONE SERVICE	70,566.00	52,024.04	16,155.96	2,386.00	96.6%
5930	MOBILE COMMUNICATIONS	26,120.00	13,787.27	12,315.11	17.62	99.9%
5940	INTERNET CONNECTIVITY	76,100.00	30,522.69	45,553.37	23.94	100.0%
Total for: 5900		204,886.00	116,131.31	81,968.69	6,786.00	96.7%
Total for Major: 5000		8,972,803.00	4,643,287.68	3,086,692.43	1,242,822.89	86.1%

Laguna Beach Unified School District

17. INFORMATION

January 10, 2017

Temporary Interfund Transfer of \$6,000,000 initiated on September 28, 2016 was returned to the Special Reserve for Non-Capital Outlay Fund (17) on December 20, 2016

Background

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 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. Pursuant to Education Code Section 42603, approval of Resolution 16-16, approved September 27, 2016, positions the district to be prepared should the need arise at any time during the current fiscal year.

On September 28, 2016, the District transferred \$6,000,000 from the Special Reserve for Non-Capital Outlay Fund (17) to the General Fund (01) to meet cash flow needs. With the deposit of property tax receipts to the General Fund (01) on December 19, 2016 sufficient to meet cash flow needs, the \$6,000,000 was returned to the Special Reserve for Non-Capital Fund (17) on December 20, 2016.

The lowest General Fund (01) cash balance during the period of the \$6 million short term inter-fund borrowing was on November 7, 2016 at \$472,493.

Budget Impact

There is no impact to the budget.

Laguna Beach Unified School District

18. ACTION

January 10, 2017

Approval: Resolution #17-01: Establish Interfund Transfer for \$1,200,000 from the General Fund to the Special Reserve Fund for Capital Improvement Plan for 2016-2017

Proposal

Staff proposes that the Board of Education approve the attached Resolution #17-01: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4042 Capital Improvement Plan for 2016-2017.

Background

This transfer is part of the funding model for the Capital Improvement Plan. The Ten-Year Facilities Master Plan list \$12 million in projects to be funded in ten annual payments toward the Capital Improvement Plan to address facility impacts of program improvements and needs identified in the facility condition assessment.

Budget Impact

The 2016-17 General Fund budget includes \$1,200,000 toward the Special Reserve for the Capital Improvement Plan (CIP).

Recommended Action

Staff recommends that the Board of Education approve the attached Resolution #17-01: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4042 Capital Improvement Plan for 2016-2017.

RESOLUTION NO. 17-01

RESOLUTION OF THE BOARD OF EDUCATION OF THE LAGUNA BEACH UNIFIED SCHOOL DISTRICT TO ESTABLISH INTERFUND TRANSFERS OF \$1,200,000 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND FOR CAPITAL IMPROVEMENT PLAN FOR 2016-2017

WHEREAS, the Governing Board intends to transfer General Fund Ending Balance Reserves of \$1,200,000 committed for the Capital improvement Plan (CIP) to the Special Reserve for Capital Outlay, Subfund 4042 Capital Improvement Plan, as authorized by Education Code 42605; and,

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

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

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Laguna Beach Unified School District, authorizes a transfer of \$1,200,000 for fiscal year 2016-2017 from the General Fund to the Special Reserve for Capital Outlay Fund, Subfund 4042 Capital Improvement Plan.

PASSED AND ADOPTED by the Governing Board on January 10, 2017, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

STATE OF CALIFORNIA)
) ss
COUNTY OF ORANGE

I, Dee Perry, 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 10th day of January 2017.

Dee Perry, Clerk of the Governing Board

Laguna Beach Unified School District

19. ACTION

January 10, 2017

Approval: Resolution #17-02: Establish Interfund Transfer of \$900,000 from the General Fund to the Special Reserve Fund for Facilities Repair and Replacement Program for 2016-2017

Proposal

Staff recommends that the Board of Education approve the attached Resolution #17-02: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4040 Facilities Repair & Replacement Program for 2016-2017.

Background

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

Budget Impact

The 2016-17 General Fund budget includes the inter-fund transfer of \$900,000 to the Reserve for Capital Outlay, Subfund 4040 Facilities Repair & Replacement Program (FRRP).

Recommended Action

Staff recommends that the Board of Education approve the attached Resolution #17-02: Establish Interfund Transfers from the General Fund (01) to the Reserve for Capital Outlay, Subfund 4040 Facilities Repair & Replacement Program for 2016-2017.

RESOLUTION NO. 17-02

RESOLUTION OF THE BOARD OF EDUCATION OF THE LAGUNA BEACH UNIFIED SCHOOL DISTRICT TO ESTABLISH INTERFUND TRANSFERS OF \$900,000 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND FOR FACILITIES REPAIR & REPLACEMENT PROGRAM FOR 2016-2017

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

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

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

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Laguna Beach Unified School District, authorizes a transfer of \$900,000 for fiscal year 2016-2017 from the General Fund to the Special Reserve for Capital Outlay Fund, Subfund 4040 Facilities Repair & Replacement Program.

PASSED AND ADOPTED by the Governing Board on January 10, 2017, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

STATE OF CALIFORNIA)
) ss
COUNTY OF ORANGE

I, Dee Perry, 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 10th day of January 2017.

Dee Perry, Clerk of the Governing Board

Laguna Beach Unified School District

20. ACTION

January 10, 2017

Approval: Job Description: Teacher on Special Assignment (TOSA) - Science

Proposal

Staff recommends the Board of Education approve the job description of Teacher on Special Assignment (TOSA) - Science.

Background

The NGSS Implementation Team, which consists of teachers and administrators across all grade levels, has recommended that the district will transition to NGSS over the next school year. The NGSS Implementation Team met on several occasions this year to review the conceptual shifts required by NGSS and identified a timeline for implementation, which would begin the transition to NGSS this school year. For each grade span, the conceptual shifts involve a unique set of challenges for teachers. The NGSS are standards that reflect what a student should know and be able to do—they do not direct the way in which it is taught. The performance expectations are written in a way that expresses the concept and skills to be performed but still leaves curricular and instructional decisions to teachers. As staff move forward, an identified teacher expert in science would support district teachers with professional development on the performance expectations and instructional shifts to an inquiry-based approach. The TOSA would also assist teachers with constructing NGSS-aligned units.

This position will be offered as two, 10% additional assignments, intended to be assigned to existing science teachers' schedules for second semester. This job description outlines the duties and requirements of the position.

Budget Impact

There is no budget impact for this item.

Recommended Action

Staff recommends the Board of Education approve the job description of Teacher on Special Assignment (TOSA) - Science.

LAGUNA BEACH UNIFIED SCHOOL DISTRICT
Job Description: Teacher on Special Assignment (TOSA) - Science

Basic Function:

The TOSA-Science, under the supervision of the site administrator and direction of the Assistant Superintendent, Instructional Services, will assist in district efforts to facilitate the transition and the implementation of instructional practices that align with the Next Generation Science Standards (NGSS). The TOSA-Science will help coordinate and facilitate staff development for teachers and assist in the transition and implementation of curricular and instructional strategies.

Essential Duties:

- Provide professional development for teachers and administrators on science standards, science instruction, and assessment.
- Work collaboratively with the Instructional Services department to assist in the development of science curriculum, instructional shifts and the implementation of NGSS.
- Oversee the development of NGSS curriculum and materials for K-12 teachers.
- Train each administrator and teacher to implement the three dimensional instructional shifts of NGSS.
- Develop and implement plans for the use of digital science tools in each school.
- Assist with effective implementation of science instruction, student learning and assessment practices.
- Supports seamless integration of STEAM-related concepts and activities throughout the district.
- Conduct and analyze on-going formative and summative assessment data of classroom science instruction and overall program effectiveness.
- Work with teachers and administrators to adapt curriculum and instruction to meet the needs of students who have individualized education programs, are ELD students, and/or GATE-identified students.
- Coordinate with Elementary Science Specialists and Instructional TOSAs to plan and provide cohesive professional development across content areas.
- Perform other related duties as required and assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Strategies of working with adult learners.
- Curriculum development and program design.
- California State Standards, including Next Generation Science Standards.

- Best practices that positively impact instruction and learning.
- Student assessment practices, systems, and implementation.
- Organizational strategies, time management and follow-up skills.
- Collaboration strategies, mentoring or coaching teachers
- Technology implementation.

Ability to:

- Communicate effectively in oral and written form.
- Present information effectively and use interpersonal skills with demonstrated ability to write clearly and persuasively.
- Establish and maintain cooperative and effective working relationships with others.
- Successfully handle multiple projects concurrently; ability to work as a team member.
- 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.
- Conduct staff development.
- Work collaboratively with school and district staff.
- Meet schedules and timelines.

MINIMUM QUALIFICATIONS

Education/ Experience:

- Bachelor's Degree
- Master's Degree in educationally related field
- Five (5) years teaching experience
- Two (2) years experience coaching teachers or demonstrated leadership ability.

Certification/Licenses Required:

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

Physical Demands:

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 regularly required to stand; walk; use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms; talk or hear; and taste or smell. The employee is occasionally required to sit and stoop kneel crouch, or crawl.

- The employee must occasionally lift and/or move up to 15 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment:

The noise level in the work environment is usually moderate.

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

Laguna Beach Unified School District

21. ACTION

January 10, 2017

Approval: Independent Contractor Agreement with Julia Nyberg, Ed.D., in an Amount Not-to-Exceed \$5,500.00

Proposal

Staff proposes the Board of Education approve an Independent Contractor Agreement for consulting services by Julia Nyberg, Ed.D. Dr. Nyberg's expertise in working with the Gifted Child will support our teachers in working with our Gifted and Talented Education (GATE) students. Teachers will receive professional development on strategies that align to the pedagogical shift in Common Core. Emphasis will be placed on differentiation, rigor, depth, complexity, novelty, and acceleration. Professional development will include a site demonstration lesson and provide guided time for GATE teachers to work collaboratively to design instruction.

Background

Gifted and Talented Education (GATE) teachers will work with Dr. Nyberg to learn about the updated depth and complexity icons that support instruction with the California Standards. In addition, Dr. Nyberg will assist staff in designing a comprehensive third through eighth grade Gifted and Talented Education program.

Dr. Julia Nyberg received her doctorate in Education from the University of Southern California (USC), with an emphasis in Teacher Education. Dr. Nyberg's research and practice focus on differentiated curriculum and instruction for gifted and talented students. Dr. Nyberg serves on the faculty of Kaplan University and the University of Southern California. She taught in Irvine Unified School District, Ontario Montclair Unified School District, and Los Angeles Unified School District. She provides professional development for multiple school districts in the area of Gifted and Talented Education and high ability learners. A frequent presenter at GATE professional development across the state, Dr. Nyberg has also guided the development of preservice teachers in graduate courses at the university level.

Budget Impact

The projected cost for the educational meetings is \$5,500.00.

Recommended Action

Staff recommends the Board of Education approve the Independent Contractor Agreement for three days of consulting services by Julia Nyberg, Ed.D., in the amount of \$5,500.00.

INDEPENDENT CONTRACTOR AGREEMENT

This AGREEMENT is hereby entered into between the Laguna Beach Unified School District, hereinafter referred to as "DISTRICT," and **Julia Nyberg, Ed.D.**, Address: **10332 Charwood Court, Alta Loma, CA 91737**; hereinafter referred to as "CONTRACTOR."

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

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

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

NOW, THEREFORE, the parties agree as follows:

1. **Scope of Work.** CONTRACTOR shall perform services for the DISTRICT in support of our Gifted and Talented Education (GATE) Program. CONTRACTOR will provide professional development to our teachers on GATE strategies that align to the pedagogical shift in Common Core. CONTRACTOR will provide two teacher sessions and one session with the DISTRICT administrative team.
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 \$5,550.00.** DISTRICT shall pay CONTRACTOR according to the following terms and conditions: **Net 30 days upon invoicing after delivery of each day of service**
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:
Materials and copies as needed in carrying out CONTRACTOR's services with teachers.
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's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

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

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

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

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

10. Hold Harmless. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever, which may be incurred by reason of:

(a) Liability for damages for: (1) death or bodily injury to person; (2) injury to, loss or theft of property; or (3) any other loss, damage or expense arising out of (1) or (2) above, sustained by the CONTRACTOR or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, upon or in connection with the services called for in this AGREEMENT, however caused, except for liability for damages referred to above which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.

(b) Any injury to or death of any persons, including the DISTRICT or its officers, employees and agents, or damage to or loss of any property caused by any act, neglect, default, or omission of the CONTRACTOR, or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, arising out of, or in any way connected with, the services covered by this AGREEMENT, whether said injury or damage occurs either on or off DISTRICT's property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.

(c) Any liability for damages which may arise from the furnishing or use of any copyrighted or uncopyrighted matter or patented or unpatented invention under this AGREEMENT.

(d) Any acts or omissions by CONTRACTOR or any person or corporation employed by CONTRACTOR relating to services to be rendered under this Agreement.

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

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

13. Compliance With Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT's general right of inspection to secure the satisfactory completion thereof. CONTRACTOR agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to CONTRACTOR, CONTRACTOR's business, equipment and personnel engaged in operations covered by this AGREEMENT or accruing out of the performance of such operations.
14. Permits/Licenses. CONTRACTOR and all CONTRACTOR's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this AGREEMENT.
15. Employment With Public Agency. CONTRACTOR, if an employee of another public agency, agrees that CONTRACTOR will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this AGREEMENT.
16. Entire Agreement/Amendment. This AGREEMENT and any exhibits attached hereto constitute the entire agreement among the parties to it and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both parties to the AGREEMENT.
17. Affirmative Action Employment. CONTRACTOR agrees that it will not engage in unlawful discrimination in employment of persons because of sexual orientation, race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons.
18. Non Waiver. The failure of DISTRICT or CONTRACTOR to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.
19. Notice. All notices or demands to be given under this AGREEMENT by either party to the other, shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or if mailed on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section.

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

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

**CONTRACTOR
Julia Nyberg, Ed.D.
10332 Charwood Ct.
Alta Loma, CA 91737**

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

Jason Viloria, Ed.D. _____

Typed Name

Superintendent _____

Title

By: Dr. Julia Nyberg _____

Signature

Julia Nyberg, Ed.D. _____

Typed Name

Contractor _____

Title

Social Security or

Taxpayer Identification Number

Laguna Beach Unified School District

22. ACTION

January 10, 2017

Approval: Independent Contractor Agreement for Professional Development Consultant, Weston Kieschnick of the International Center for Leadership, in an Amount Not-to-Exceed \$35,400.00

Proposal

Staff proposes that the Board of Education approve the Independent Contractor Agreement with International Center for Leadership in Education for a professional development series presented by Weston Kieschnick. The Agreement is in the amount of \$35,400.00.

Background

Weston Kieschnick is a Senior Fellow at the International Center for Leadership in Education. He co-authored *The Learning Transformation: A Guide to Blended Learning for Administrators*. He also created and hosts *Teaching Keating*, an acclaimed podcast featuring educators from around the country. Weston was the keynote speaker for our professional development day in August 2016. Of the 90 teacher respondents to the professional development survey, he was rated as outstanding by 75 of the teachers. In addition, when asked how the instructional services team could support teachers, 36 of the teachers asked us to bring him back for in class coaching. The principals collaboratively crafted these dates with their leadership teams to design a plan that met the needs of the individual school site. El Morro, Top of the World, and Thurston sites will host, and LBHS teachers have been invited to participate with the Thurston teachers.

Mr. Kieschnick's engaging and motivating presentation at our Certificated Professional Development Sessions in August 2016 were highly praised and well received by our teachers and administrators. He modeled reciprocal teaching, engagement and strategies for seamlessly using technology. In response to a request from our teachers, we would like to contract with Mr. Kieschnick for six additional days of professional development in February and March, 2017. The proposed schedule of training is as follows:

El Morro - Day 1 - Feb. 8, 2017	Topic	Audience
7:30 - 8:45 am	Presentation - Blended Learning	2nd & 3rd Grades
8:50 - 9:40 am	Modeled Lesson in Classroom	2nd & 3rd Grades
10:00 - 11:00 am	Debrief and Q and A	2nd & 3rd Grades
11:00 - 11:30 am	Presentation - Blended Learning	Kindergarten & 1st Grds
12:10 - 12:45 pm 12:45 - 1:15 pm	Modeled Lesson in Classroom Debrief and Q and A	Kindergarten & 1st Grds
1:30 - 2:30 pm	School-wide PLC - Blended Learning Concepts	Teachers/classified staff
El Morro - Day 2 - Feb. 9, 2017	Topic	Audience
7:30 - 9:00 am	Presentation: Blended Learning	5th Grade
9:00 - 9:55 am	Modeled Lesson in Classroom	5th Grade
10:10 - 10:55 am	Follow Up Q & A Lesson debrief	5th Grade
11:00 - 11:50 am	Blended Learning Concepts presentation	4th Grade
12:30 - 1:25 pm	Model Lesson in classroom	4th Grade
1:30 - 2:15 pm 5:00 - 6:30 pm	Follow up Q & A and Lesson debrief Parent Education Opportunity	4th Grade El Morro Parents

TOW - Day 1 - Feb. 15, 2017	Topic	Audience
7:30 - 8:30 am	Presentation--Blended Learning	2nd/3rd
8:30 - 9:15 am	Demo Lesson	2nd/3rd
9:15 - 10:15 am	Debrief	2nd/3rd
10:30 - 11:30 am	Presentation--Blended Learning - Reciprocal Teaching	K-1
12:00 - 12:30 pm	Demo lesson	K-1
12:30 - 1:30 pm	Debrief	K-1
1:30 - 2:30 pm	All staff Presentation	K-5 + Classified

TOW - Day 2 - Feb. 16, 2017	Topic	Audience
7:30 - 8:30 am	Presentation--Blended Learning	4th grade
8:40 - 9:25 am	Demo Lesson	4th grade
9:30 - 10:30 am	Debrief	4th grade
10:45 - 11:45am	Presentation	5th grade
12:25 - 1:25 pm	Demo Lesson	5th grade
1:30 - 2:30 pm	Debrief	5th grade
5:00 - 6:00 pm	Parent Education Opportunity	TOW Parents

TMS/LBHS-Day 1 - Mar 2, 2017	Topic	Audience
7:45 - 8:45 am	Presentation: Blended Learning	ELA and H/SS Teachers
8:50 am - 12:00 pm	Modeled Lesson in Classroom	
12:30 - 3:00 pm	Follow Up Q & A Lesson development	
3:05 - 4:30 pm	Blended Learning: LaunchPad	Classified Staff
6:00 - 7:30 pm	Management Strategies for Parents of Digital Learners	Parent Community

TMS/LBHS-Day 2 - Mar. 3, 2017	Topic	Audience
7:45 - 8:45 am	Presentation: Blended Learning	Math and Science Teachers
8:50 am - 12:00 pm	Modeled Lesson in Classroom	
12:30 - 3:00 pm	Follow Up Q & A Lesson development	

Budget Impact

The projected consulting cost for this professional development is \$35,400.00.

Recommended Action

Staff recommends the Board of Education approve the Services Agreement with International Center for Leadership in Education for a presentation by Weston Kieschnick in the amount of \$35,400.00.

INDEPENDENT CONTRACTOR AGREEMENT

This AGREEMENT is hereby entered into between the Laguna Beach Unified School District, hereinafter referred to as "DISTRICT," and **Weston Kieschnick of International Center for Leadership in Education**, Address: **1587 Route 146, Rexford, NY 12148, Phone: (518)399-2776**; hereinafter referred to as "CONTRACTOR."

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

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

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

NOW, THEREFORE, the parties agree as follows:

1. **Scope of Work.** CONTRACTOR shall perform services for the DISTRICT as follows: **Six full-day, on-site professional development sessions delivered to LBUSD staff during the 2016/17 school year, as scheduled with District.**

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 \$35,400.00.** DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

Net 30 days after delivery of service.

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

All expenses are included in the total fee, including, but not limited to: Airfare, ground transportation, lodging, meals, all other travel expenses, instructional materials used during the sessions

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.

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(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.

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

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

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

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

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

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

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

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

**CONTRACTOR
International Center for Leadership in Education
1587 Route 146
Rexford, NY 12148**

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

Jason Vloria, Ed.D.
Typed Name

Superintendent
Title

By: _____
Signature

Typed Name

Title

Social Security or
Taxpayer Identification Number