



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

**Regular Meeting  
of the  
Board of Education**

**AGENDA**

**April 11, 2017**

**ADMINISTRATION**

Jason Vilorio, Ed.D., Superintendent of Schools  
Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services  
Jeff Dixon, Interim 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](http://www.lbusd.org)

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

April 11, 2017

5:00 p.m. Closed Session  
6:00 p.m. Open Session

**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 DISCIPLINE/DISMISSAL/RELEASE**  
Government Code §54957
  - B. **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 - OPEN SESSION**
6. **PLEDGE OF ALLEGIANCE**
7. **REPORT ON CLOSED SESSION ACTION**
8. **ADOPTION OF AGENDA**
9. **RECOGNITIONS**

LBHS Teacher Jose Luis Gonzalez – Heroic Action
10. **PUBLIC COMMENT (Non- Agenda Items)**

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

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

## 11. REPORTS

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

## 12. CONSENT CALENDAR

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

- a. Approval of Minutes – March 28, 2017
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Gifts – Checks Totaling \$67,461.62
- e. Approval of Agreements for Contracted Services – Special Education
- f. Approval of Interdistrict Attendance Agreements – Resident Students from Other District(s) for the 2017/2018 School Year
- g. Approval of Interdistrict Attendance Agreements – Resident Students to Other District(s) for the 2017/2018 School Year
- h. Approval/Ratification of Warrants #389811 through #389987 in the amount of \$497,936.76 Dates: 3/21/2017 through 3/30/2017
- i. Ratification of Certificated Payroll 9A in the Amount of \$2,189,949.04  
Ratification of Classified Payroll 9B in the Amount of \$705,226.87
- j. Approval of Resolution #17-05: Authorization of Signatures
- k. Approval of Resolution #17-06: Appointment of Authorized Representative to US Bank

## INFORMATION ITEMS

### 13. THIRD QUARTER REPORT OF UNIFORM COMPLAINTS FOR THE WILLIAMS CASE SETTLEMENT

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

Staff will present the third quarter summary report on the nature and resolution of all uniform complaints, as required by the Williams Litigation Settlement. The report will also be submitted to the Orange County Superintendent of Schools.

**14. MONTHLY FINANCIAL REPORT – FEBRUARY 2017**

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

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

**15. UPDATE ON NEXT GENERATION SCIENCE STANDARDS (NGSS) PROGRESS AND ACTIVITIES**

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

Staff will present an update to the Board of Education regarding the Next Generation Science Standards (NGSS) progress and activities.

**ACTION ITEMS**

**16. APPROVAL OF SINGLE PLANS FOR STUDENT ACHIEVEMENT (SPSA)**

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

Staff proposes that the Board of Education approve the Single Plan for Student Achievement (SPSA) for each school site.

**17. APPROVAL OF REVISED JOB DESCRIPTIONS AND RE-CLASSIFICATION OF CSEA POSITIONS**

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

Staff recommends that the Board of Education approve revisions to job descriptions and titles along with the re-classification of CSEA positions.

**18. APPROVAL OF REVISED JOB DESCRIPTION: DIRECTOR, FACILITIES**

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

Staff recommends the Board of Education approve revisions to the job description of Director, Facilities.

**19. APPROVAL OF RESOLUTION NO. 17-07 OF THE LAGUNA BEACH UNIFIED SCHOOL DISTRICT ADOPTING A CONFLICT OF INTEREST CODE WHICH SUPERSEDES ALL OTHER CONFLICT OF INTEREST CODES AND AMENDS PREVIOUSLY ADOPTED RESOLUTIONS**

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

Staff proposes the Board of Education adopt Resolution No. 17-07, amending the Conflict of Interest Code provided by the Clerk of the Board of Supervisors for the County of Orange.

**20. APPROVAL OF AMENDMENT #4 TO EXTEND THE MAY 1, 2013 AGREEMENT FOR TRANSPORTATION SERVICES TO AMERICAN LOGISTICS COMPANY (ALC) TO TRANSPORT SPECIAL NEEDS STUDENTS FOR ROUTES OUT OF THE DISTRICT FROM MAY 1, 2017, TO APRIL 30, 2018, WITH A NOT-TO-EXCEED AMOUNT OF \$350,000**

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

**– Shannon Soto, Ed.D., Director, Fiscal Services**

Staff recommends the Board of Education approve Amendment #4 to extend the May 1, 2013 agreement for transportation services with American Logistics Company (ALC) to transport special needs students for routes out of the District from May 1, 2017, to April 30, 2018, with a not-to-exceed amount of \$350,000.

**21. BOARD MEMBER REQUESTS: ITEMS FOR FUTURE MEETINGS, REQUESTS FOR INFORMATION, OR GENERAL COMMENTS**

**– Jan Vickers, President, Board of Education**

**22. ADJOURNMENT**

**– Jan Vickers, President, Board of Education**

The next Regular Meeting of the Board of Education is **Tuesday, May 9, 2017, 6:00 PM**  
at the Laguna Beach Unified School District Office Board Room  
550 Blumont St., Laguna Beach, California

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[www.lbusd.org](http://www.lbusd.org)

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

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

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

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

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

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

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

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

### **REASONABLE ACCOMMODATION**

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

## **Laguna Beach Unified School District**

**12.a. CONSENT/ACTION**

**April 11, 2017**

**Approval:**

**Minutes – March 28, 2017**

### **Board of Education Minutes of Regular Meeting March 28, 2017**

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#### **Call to Order**

The Regular Meeting of the Board of Education was called to order by President Vickers at 5:01 p.m., at the Central Offices for Laguna Beach Unified, 550 Blumont, Laguna Beach, California.

#### **Roll Call to Establish Quorum**

Quorum was established.

Members Present:     Jan Vickers  
                             Dee Perry – arrived at 5:05 p.m.  
                             Ketta Brown  
                             Carol Normandin  
                             Peggy Wolff

#### **Public Comment on Closed Session Items**

None

#### **Adjourn to Closed Session**

Member Brown moved to adjourn to Closed Session. Member Normandin seconded. President Vickers called for the vote. Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry had not yet arrived.

The following topics were discussed.

#### **A. PUBLIC EMPLOYEE APPOINTMENT**

Government Code §54957

Title: 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

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

President Vickers called for the vote.

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

### **Present at Board Meeting**

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

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

Staff: Jason Vilorio, Ed.D., Superintendent  
Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services  
Leisa Winston, Assistant Superintendent, Human Resources/Public  
Communications  
Jeff Dixon, Assistant Superintendent, Business Services  
Victoria Webber, Executive Assistant  
Amy Kernan, Director, Assessment & Accountability  
Shannon Soto, Ed.D., Director, Fiscal Services  
Irene White, Director, Special Education  
Chris Herzfeld, Principal, Laguna Beach High School  
Jenny Salberg, Principal, Thurston Middle School  
Chris Duddy, Principal, El Morro Elementary  
Mike Conlon, Principal, Top of the World Elementary  
Anahi Velasco, Public Relations and Communications Liaison  
Liaison

### **Open Session**

President Vickers called open session to order at 6:01 p.m.

### **Pledge of Allegiance**

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



### **Report of Closed Session Action**

President Vickers reported in Closed Session, by a vote of 5-0, the Board took action to appoint Jeff Dixon as the Assistant Superintendent, Business Services, effective March 29, 2017.

### **Adoption of Agenda**

Public Comment: None.

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

Discussion: None

President Vickers called for the vote.

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

### **Recognitions**

None

### **Public Comment (Non- Agenda Items)**

None

### **Reports**

#### **Student Representative – Chloe Bryan**

Chloe reported on the following:

- LBHS Course Selections in process
- Career Fair hosted at LBHS on 3/27
- OCC Field Trip
- MUN Conference
- Cinderella Theatre Production
- 8<sup>th</sup> Grade Parent Night
- ASB Elections
- Blood Drive
- Sock Drive
- One Act Show produced by student Bailey Thomas “Happy Hour”
- Spring Sports Update

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

- Negotiations in process

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

- Congratulations to Jeff Dixon
- Reclassification committee
- Negotiations

**Board Members**

Board members reported as follows:

**Member Normandin**

- Attended Career Fair
- Attended Cinderella
- Volunteered at MUN Conferenced (hosted at LBHS)
- Congratulated Jeff Dixon
- Attended end of year basketball banquet as a parent

**Member Wolff**

- Attended LBHS PTA Meeting
- Attended 4<sup>th</sup> District PTA Advocacy Meeting
- Attended Cinderella
- Attended 9<sup>th</sup> Grade Parent Meeting

**Member Brown**

- Attended College and Career Advantage Meeting
- Kudos to Lynn Gregory and Ann Bergen for work on Career Fair
- Kudos to Track “Trophy Invitational”
- Acknowledged importance and variety of after school programs in LBUSD

**Clerk Perry**

- Visited schools in other countries while on vacation

**President Vickers**

- Attended College and Career Advantage Meeting
- Attended Gold Ribbon interviews at LBHS
- Kudos to Track “Trophy Invitational”
- Commented on DELAC meetings and the great information being shared

### **Superintendent Viloría**

- Thanked the Board for approving Jeff Dixon as the Assistant Superintendent, Business
- Shared information on Bridget Beaudry-Porter's work with connecting K-5 teachers, students and members of the art community and expanding opportunities that connect with the curriculum
- Attended Coffee Break – shared the next Coffee Break will be an evening presentation
- Attended the Crystal Apple Awards – teachers Jonathan Todd and Samantha Gardner were honored
- Attended Schools for Sound Finance Symposium
- Attended the culmination and teacher recognition of Rocket Ready and thanked Mike Morrison and teachers for their hard work on their projects

### **Cabinet**

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

- Thanked the Board and Dr. Viloría for the opportunity to serve as the assistant superintendent of business services

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

- Visited all sites this month
- Shared GATE training for teachers will be held March 29
- High school is piloting textbooks
- Thanked Margaret Warder
- LCAP Advisory Meeting was held – data dives are being conducted based on the LCAP survey data

#### **Leisa Winston, Assistant Superintendent, Human Resources and Public Communications**

- Negotiations with CSEA and LaBUFA in process
- Reclassification of school assistant series complete
- Congratulations to Jeff Dixon

## **12. PUBLIC HEARING**

- a. Public Hearing of the Laguna Beach Unified Faculty Association Revised Proposal for a Successor Collective Bargaining Agreement and Announcement of a Requisite Public Hearing (See Consent Calendar Item 13.m.)

President Vickers opened the public hearing at 6:39 p.m. There was no public input.  
President Vickers closed the public hearing at 6:39 p.m.

- b. Presentation of the Classified School Employees Association, Chapter 131, and Laguna Beach Unified School District's Joint Proposal for a Successor Collective Bargaining Agreement and Announcement of a Requisite Public Hearing (See Consent Calendar Item 13.n.)

President Vickers opened the public hearing at 6:40 p.m. There was no public input.  
President Vickers closed the public hearing at 6:40 p.m.

## CONSENT CALENDAR

Public Comment: None

President Vickers reported that at the request of Board members from the last meeting, staff researched protocol regarding the consent calendar, specifically requests from the public to pull items from the consent calendar. Based on legal opinion received by staff and shared with Board members, the district procedures will continue as listed in the agenda. Members of the public shall be given opportunities to comment on the consent calendar as a whole as the consent calendar is considered one agenda item with a time limit of three minutes. Only a Board member may pull an item from the consent calendar for further clarification or discussion.

Member Perry pulled item a.

Member Brown moved approval of Consent Calendar items b – q. Member Normandin seconded.

Discussion:

- a. Approval of Minutes – March 14, 2017
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Field Trips
- e. Approval of Gifts – Checks Totaling \$800.00
- f. Approval of Agreements for Contracted Services – Special Education
- g. Approval of Agreements for Contracted Services – Technology
- h. Approval of Interdistrict Attendance Agreements – Resident Students from Other District(s) for the 2016/2017 School Year
- i. Approval of Interdistrict Attendance Agreements – Resident Students to Other District(s) for the 2016/2017 School Year
- j. Approval of Interdistrict Attendance Agreements – Resident Students from Other District(s) for the 2017/2018 School Year
- k. Approval of Interdistrict Attendance Agreements – Resident Students to Other District(s) for the 2017/2018 School Year
- l. Approval/Ratification of Warrants #389645 through #389810 in the amount of \$1,037,513.18 Dates: 3/6/2017 through 3/17/2017

- m. Approval of Revised Sunshine Proposal with LaBUFA for 2017-2018
- n. Approval of Sunshine Proposal with CSEA for 2017-2018
- o. Approval of Amy Kernan, Director, Assessment and Accountability, as an Additional Designee for the Adult Education Block Grant (AEBG) AB104
- p. Approval of Community Facilities District 09-1 (Crystal Cove) Administrative Expense Fund Disbursements Totaling \$1,081.40
- q. Approval of School Connected Organizations – El Morro/Pacific Marine Mammal Center

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted to approve items b–q.

Member Brown moved to approve item 12.a. Member Normandin seconded.

Victoria Webber stated there was a correction to the minutes, noting that Member Brown had moved approval of item 21, and the minutes did not reflect that.

Discussion: None

President Vickers called for the vote.

Motion carried 4-1. Members Vickers, Brown, Normandin, and Wolff voted to approve item a. Member Perry abstained.

## **INFORMATION ITEMS**

None

## **ACTION ITEMS**

### **Approval of 2017 Summer School Program**

Dr. Odipo introduced the item.

Public Comment: None

Board Member Questions: How are we reaching out to students?

Member Brown moved to approve the 2017 Summer School Program. Member Normandin seconded.

Discussion: The Board discussed the process for students to be identified for the Breaker Advanced course, which included AP test scores and teacher recommendation.

President Vickers called for the vote.

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

**Approval of Career Technical Education Incentive Grant Expenditures**

Dr. Odipo introduced the item and identified key items to be purchased for this school year.

Public Comment: None

Board Member Questions: The Board asked questions regarding the remainder of the grant.

Member Brown moved to approve the Career Technical Education Incentive Grant Expenditures. Member Normandin seconded.

Discussion: The Board discussed the newly passed resolution by College and Career Advantage regarding keeping a funding stream for future years.

President Vickers called for the vote.

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

**Approval of an Independent Contractor Agreement with the University of California, Irvine, History Project Consulting Services, in an Amount Not-to-Exceed \$19,400.**

Dr. Odipo introduced teachers Michelle Martinez and Kristin Cowles who provided information on how staff intends to utilize the services of the UCI History Project.

Public Comment: None

Board Member Questions: None

Member Brown moved approval of the independent contractor agreement with the University of California, Irvine, History Project consulting services in an amount not-to-exceed \$19,400. Member Normandin seconded.

Discussion: None

President Vickers called for the vote.

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

**Approval of an Independent Contractor Agreement with the University of California, Irvine, Math Project Consulting Services, in an Amount Not-to-Exceed \$13,200**

Dr. Odipo introduced the item and read a statement from teachers regarding their support of the UCI Math Project.

Public Comment: None

Board Member Questions: None

Member Brown moved approval of the independent contractor agreement with the University of California, Irvine, Math Project consulting services in an amount not-to-exceed \$13,200. Member Normandin seconded.

Discussion: None

President Vickers called for the vote.

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

**Approval of Board Policies – Second Reading**

Dr. Vilorio stated the following Board policies were brought before the Board for a first reading on March 14, 2017.

	<b>Policy/Bylaw</b>	<b>Title</b>	<b>Recommendation</b>
a.	B.P. 5145.3	Nondiscrimination/ Harassment	Recommend approval
b.	B.B. 9222	Resignation	Recommend approval

Public Comment: None

Board Member Questions: None

Member Normandin moved approval of Board Policies as listed for revision. Member Wolff seconded.

Discussion: None

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

### **Board Member Requests: Items for Future Meetings, Requests for Information, or General Comments**

Member Normandin thanked the Board and Dr. Vilorio for providing additional information on Board bylaws.

Member Brown thanked staff for information provided on the LCAP recap and class rankings.

President Vickers shared information on:

- a recent 60 Minutes episode regarding chess instruction
- LCAD summer program scholarships
- Free admission to museums
- The importance of community service projects to student growth

Thanked staff for information on class rankings.

### **Adjournment**

President Vickers announced the next regular meeting is April 11, 2017.

Member Brown moved to adjourn. Member Normandin seconded.

President Vickers called for the vote.

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes. The meeting adjourned at 7:11 p.m.

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Dee Perry  
Clerk of the Board  
April 11, 2017



**Laguna Beach Unified School District**

**12.b. CONSENT/ACTION**

**April 11, 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****April 11, 2017****I. RESIGNATIONS:**

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

**II. LEAVES:**

<b><u>Name:</u></b>	<b><u>Position/Site:</u></b>	<b><u>Effective Date:</u></b>
Azadeh Baghai	Elementary Teacher Top of the World Elementary	August 28, 2017 to June 21, 2018

**III. VOLUNTARY REASSIGNMENTS:**

<b><u>Name:</u></b>	<b><u>Position/Site:</u></b>	<b><u>Effective Date:</u></b>
Christopher Herzfeld	Social Studies Teacher Location TBD	August 28, 2017

**III. EMPLOYMENT:**

<b><u>Name:</u></b>	<b><u>Position/Site:</u></b>	<b><u>Effective Date:</u></b>
Alison Hubert PC08IT0501	Technology Paraeducator Top of the World Elementary 0108011005-2105 Range: 30 Step: C 6 hours per day/5 days per week/10 month calendar Replaces: Lynda Eliel	April 24, 2016 General Fund Probationary Employee \$25.33 per hour

**IV. EMPLOYMENT: Stipends**

<b><u>Name:</u></b>	<b><u>Position/Site:</u></b>	<b><u>Effective Date:</u></b>
Heather Hanson	Model UN Advisor Laguna Beach High School 0105011012-1170	September 1, 2016 to January 31, 2017 General Fund NTE: \$1456.50
Elizabeth Murray	Toileting Stipend Top of the World Elementary 0104612310-2170	March 15, 2017 to March 31, 2017 Special Ed Funds NTE: \$75 per month
Elizabeth Murray	Toileting Stipend Top of the World Elementary 0104612310-2170	April 3, 2017 to June 22, 2017 Special Ed Funds NTE: \$150 per month
Noemi Shaw	Toileting Stipend Top of the World Elementary 0104612310-2170	March 15, 2017 to March 31, 2017 Special Ed Funds NTE: \$75 per month
Noemi Shaw	Toileting Stipend Top of the World Elementary 0104612310-2170	April 3, 2017 to June 22, 2017 Special Ed Funds NTE: \$150 per month

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

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Claudette Ahern	School Readiness Nurse	March 24, 2017 to
	Districtwide	June 22, 2017
	0102175425-1260	Special Ed Funds
	NTE: 50 hours	\$39.58 per hour
	Reason: Additional Hours for transition and support	

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

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Tim Crilly	Athletic Trainer	April 1, 2017 to
	Laguna Beach High School	June 23, 2017
	0105311075-2280	General Fund
	NTE: 15 hours	\$29.319 per hour
	Reason: CIF, Playoffs, Weekend and Holiday games	

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

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

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

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Erika Fernandez	Guest Choreographer	January 1, 2017 to
	Laguna Beach High School	May 31, 2017
	0102315890-2970	PA Funds
	NTE: \$750.00	\$26.25 per hour
Joey Navarrete	Lighting Designer - Dance	January 1, 2017 to
	Laguna Beach High School	May 31, 2017
	0102315890-2970	PA Funds
	NTE: \$1500.00	\$26.25 per hour

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

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Celena DelPizzo-Howell	Assistant Drama Director	March 1, 2017 to
	Thurston Middle School	June 30, 2017
	0105315315-2970	PA Booster
	NTE: \$2500.00	\$26.25 per hour

**IX. 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

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

Work Site: Laguna Beach High School

General Fund Account: 0105311075-1185/2140

**Spring Sports Calendar 2016/17:**

Pre-Season: November 7 - February 10, 2017

In-Season: February 13 - May 12, 2017

CIF Playoff: May 15 to June 3, 2017

None

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

Work Site: Laguna Beach High School

Booster Account: 0105315310-1185/2140

**Fall Sports Calendar 2016/17:**

Pre-Season: July 5 - July 29, 2016

In-Season: August 1 - November 4, 2016

CIF Playoff: November 7 - December 3, 2016

**Winter Sports Calendar 2016/17:**

Pre-Season: September 5 - November 4, 2016

In-Season: November 7 - February 10, 2017

CIF Playoff: February 13 to March 4, 2017

**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

None

**XI. SUBSTITUTES: Employment and Resignations**

**Resignations:**

**Name:**

**Position/Site:**

**Effective Date:**

Ann Dice

Substitute Teacher

March 15, 2017

Cecily Walker

Substitute Teacher

March 27, 2017

**Laguna Beach Unified School District**

**12.c. CONSENT/ACTION**

**April 11, 2017**

**Approval: Conference/Workshop Attendance**

Nicole Rosa, Angela Pilon, Lynn Gregory, and Ann Bergen - "FIDM Educator Day" - April 6, 2017, Los Angeles, CA. Admission and program updates for Fashion Institute of Design and Merchandising.

Fiscal Impact: No Cost

Yadhira Rojas and Marissa Hoffman - "What Every Interpreter/Translator Should Know" – April 13, 2017, Costa Mesa, CA. Training for school and district staff to enhance their on-the-job written translation and interpreting skills.

Fiscal Impact:

\$	170.00	Registration
\$	15.19	Transportation
\$	185.19	TOTAL

Account #01020130455220 Title III - Travel & Conference

Jeff Dixon and Ann Money maker - "CASBO 2017 Annual Conference" - April 13-14, 2017, Long Beach, CA. Training and workshops on topics for facilities, maintenance and operations, and purchasing.

Fiscal Impact:

\$	1,090.00	Registration
\$	78.54	Transportation
\$	1,168.54	TOTAL

Account #0102477408-5220 Business - Travel & Conference

Alysia Odipo and Irene White - "California Student Mental Wellness Conference 2017" - April 17, 2017, Rocklin, CA. Attendees will hear from the state's leading voices in student mental wellness.

Fiscal Impact:

\$	100.00	Registration
\$	940.00	Transportation
\$	300.00	Lodging
\$	100.00	Meals
\$	1,440.00	TOTAL

Account #0109397150-1190 Instruction - Travel & Conference

Mike Morrison - "Lead 3 Symposium" - April 20-22, 2017, Redondo Beach CA. The conference provides educational leaders a venue to connect, share, and learn technology solutions to improve teaching and learning.

Fiscal Impact:

\$	0.00	Registration
\$	62.38	Transportation
\$	400.00	Lodging
\$	100.00	Meals
\$	562.38	TOTAL

Account #0113457175 - 5220 Technology - Travel & Conference

Alysia Odipo, Amy Kernan, Chris Herzfeld, Chris Duddy, Mike Conlon, Irene White, and Yadi Rojas - "An Afternoon with Sal Khan" - April 24, 2017, Irvine, CA. Participants will engage in meaningful discussions on ensuring equity and access for all students, and receive information on partnering with Khan Academy.

Fiscal Impact: No Cost

**Total Expenses: \$3,356.11**

**Laguna Beach Unified School District**

**12.d. CONSENT/ACTION**

**April 11, 2017**

**Approval:**      **Acceptance of Gifts – Checks Totaling \$67,461.62**

**Proposal**

It is proposed that the Board of Education accept the following gift(s) to the District – checks totaling \$67,461.62.

**Background**

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

**Recommended Action**

It is recommended that the Board of Education accept the following gift(s), as presented:

<b>Type of Gift</b>	<b>Donor</b>	<b>Amount/Gift</b>	<b>Disposition</b>
Check	SchoolPower	\$32,861.62	Annual Donation (LBHS Hexberg outdoor weight room)
Check	Festival of Arts Foundation	\$5,000.00	LBHS Ceramics
Check	Festival of Arts Foundation	\$5,000.00	LBHS Dance
Check	Festival of Arts Foundation	\$5,000.00	LBHS Performing Arts
Check	Festival of Arts Foundation	\$3,600.00	LBHS Photo
Check	Festival of Arts Foundation	\$5,000.00	LBHS Visual Arts
Check	Pacific Life Foundation	\$3,500.00	LBHS 3T's of Education grant
Check	Pacific Life Foundation	\$3,000.00	TOW 3T's of Education grant
Check	Festival of Arts Foundation	\$1,500.00	TMS Multimedia Production
Check	Pacific Life Foundation	\$3,000.00	TMS 3T's of Education grant
<b>Total</b>		<b>\$67,461.62</b>	

**Laguna Beach Unified School District**

**12.e. ACTION**

**April 11, 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 - April 11, 2017**

<b><u>Contractor</u></b>	<b><u>Description of Services</u></b>	<b><u>Term</u></b>	<b><u>Funding</u></b>	<b><u>Cost</u></b>
Parent Reimbursement	Reimbursement for up to 50 hours of tutoring to finish up 1 <sup>st</sup> semester courses	03/27/17- 06/22/17	Parent Reimbursement 0104072000-5878	\$2,500
Independent Contract Catherine Johnson, SLP	Dyslexia Assessment for a special education student	03/13/17- 05/13/17	Outside Agency 0104192430-5895	\$ 800

## Laguna Beach Unified School District

### 12.f. CONSENT/ACTION

April 11, 2017

**Approval: Interdistrict Attendance Agreements Student(s) From Other Districts.**

#### Proposal

Staff proposes that the Board of Education approve the following Interdistrict Attendance Agreement requests for students to attend Laguna Beach Unified School District.

#### Background

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

#### Implications

This proposed action would approve the request of a non-resident student to attend Laguna Beach Unified Schools. The requests are for the **2017/2018 school year**.

#### Budget Impact

The budget impact that will occur as a result of this action is approximately \$8,500.00 per school year per student. This represents the estimated annual cost per student. The spreadsheet below outlines the number of Interdistrict Transfers into LBUSD for 2016/17 and proposed for 2017/18.

Summary of Interdistrict Transfer Agreement for Staff Members - 2017-18				
Requested School	IDT's for 2016/17	2016/17 Estimated Cost (\$8500 per student)	IDT's for 2017/18 (to date)	2016/17 Estimated Cost (\$8500 per student)
LBHS	6	\$ 51,000.00		\$
TMS	10	\$ 85,000.00		\$
TOW/ELM	34	\$ 289,000.00	8	\$ 68,000.00
Total	50	\$ 425,000.00	6	\$ 68,000.00

#### Recommended Action

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

Name	Grade	District From	Reason
Damian D.	K	Newport Mesa USD	2
Eliana M.	4	SVUSD	1

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

## Laguna Beach Unified School District

### 12.g. CONSENT/ACTION

April 11, 2017

**Approval:** Interdistrict Attendance Agreements – Resident Students to Other District(s)

#### Proposal

Staff proposes that the Board of Education approve the following Interdistrict Attendance Agreements for resident students to attend another school district.

#### Background

Board Policy 5035 and Education Code 48204 delineate the conditions for Interdistrict Attendance Agreements. These agreements are based upon factors intended to positively affect student achievement and welfare. The Agreement must also be approved by the Board of Education of the cooperating district.

#### Implications

The action will allow resident students to attend another school district. It is the practice of staff to recommend approval as per Board policy; however, Board members have the option to consider each case separately and approve or deny requests. These requests are for the **2017/2018 school year**.

#### Budget Impact

The District will have reduced expenditures as a result of reduced student enrollment as follows:

Summary of Projected IDT's Out of District				
Based on students who are enrolling in other CA Public Schools				
Does not include Laguna Beach students enrolled in private schools				
School	IDT's Out for 2016/17	2016/17 Est. Reduced Cost (\$8500 per student)	IDT's Out for 2017/18 (to date)	2017/18 Est. Reduced Cost (\$8500 per student)
LBHS	9	\$ 76,500.00	2	\$ 42,500.00
TMS	4	\$ 34,000.00	3	\$ 25,500.00
TOW/ELM	8	\$ 68,000.00	9	\$ 76,500.00
Total	21	\$ 178,500.00	15	\$ 144,500.00

#### Recommended Action

Staff recommends the Board of Education approve the attached list of students requesting Interdistrict Attendance Agreements as presented.

Name	Grade	District	Reason
Kellen M.	10	Orange USD	3 – New
Max O.	12	Capo USD	3 – Renewal

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

**Laguna Beach Unified School District**

**12.h. CONSENT/ACTION**

**April 11, 2017**

**Approval: Warrants #389811 Through #389987 In The Amount of \$497,936.76**  
**Dates: 3/21/2017 through 3/30/2017**

**Proposal**

Staff proposes the Board of Education approve/ratify Warrants #389811 through #389987 in the amount of \$497,936.76.

**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 \$497,936.76.

SELECT Check ID's and Numbers: 760 ; Check Dates: 032117

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389811	03/21/17	5M Contracting Inc.	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	3,600.00
			CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	8,800.00
						CHECK TOTAL:	12,400.00
00389812	03/21/17	Andrew Crisp	GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	52.37
			GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	11.61
						CHECK TOTAL:	63.98
00389813	03/21/17	AT&T	TELEPHONE SERVICE	0106477409	5920	TELEPHONE SERVICE	43.52
			TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	29.57
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	6.31
						CHECK TOTAL:	79.40
00389814	03/21/17	Grainger	MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	387.40
						CHECK TOTAL:	387.40
00389815	03/21/17	HARTFORD BADGES	MISC OUTSIDE VENDOR	0106091008	5860	MISC OUTSIDE VENDOR	135.00
						CHECK TOTAL:	135.00
00389816	03/21/17	Houghton Mifflin Harco	TEXTBOOKS	0102014041	4100	TEXTBOOKS	598.00
			TEXTBOOKS	0102014041	4100	TEXTBOOKS	598.00
						CHECK TOTAL:	1,196.00
00389817	03/21/17	Jim's Music Center Inc	MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	45.00
						CHECK TOTAL:	45.00
00389818	03/21/17	Johnson, Catherine A.	3/1 DYSLEXIA PRESENTATION	0104192430	5895	OUTSIDE ASSESSMENT FEES	250.00
						CHECK TOTAL:	250.00
00389819	03/21/17	KRUGER TEAM SPORT	MATERIALS & SUPPLIES-INSTRUCT	0106011075	4310	MATERIALS & SUPPLIES-INS	328.64
						CHECK TOTAL:	328.64
00389820	03/21/17	Laguna Beach Water Dis	WATER - UTILITIES	0107477409	5530	WATER - UTILITIES	257.37
			WATER - UTILITIES	0107477409	5530	WATER - UTILITIES	409.23
			WATER - UTILITIES	0107477409	5530	WATER - UTILITIES	391.06
			WATER - UTILITIES	0107477409	5530	WATER - UTILITIES	266.59
						CHECK TOTAL:	1,324.25
00389821	03/21/17	Laguna Graphic Arts In	GENERAL SUPPLIES-NON INSTRUCT	0107011005	4340	GENERAL SUPPLIES-NON INS	285.54
			OUTSIDE PRINTING	0106091008	5870	OUTSIDE PRINTING	862.00
						CHECK TOTAL:	1,147.54
00389822	03/21/17	Lawson, Marianne	TRAVEL & CONFERENCE	0102095380	5220	TRAVEL & CONFERENCE	315.06
						CHECK TOTAL:	315.06

SELECT Check ID's and Numbers: 76@ ; Check Dates: 032117

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389823	03/21/17	Maintex	OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	1,495.31
						CHECK TOTAL:	1,495.31
00389824	03/21/17	Maria Hoffman	TRAVEL & CONFERENCE	0102014011	5220	TRAVEL & CONFERENCE	1,783.75
						CHECK TOTAL:	1,783.75
00389825	03/21/17	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	7.98
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	4.47
			PRINTERS <\$250 & INK/SUPPLIES	0102397406	4322	PRINTERS <\$250 & INK/SUP	905.03
			GENERAL SUPPLIES-NON INSTRUCT	0104033200	4340	GENERAL SUPPLIES-NON INS	488.95
			PRINTERS <\$250 & INK/SUPPLIES	0102397406	4322	PRINTERS <\$250 & INK/SUP	401.90
			GENERAL SUPPLIES-NON INSTRUCT	0113457175	4340	GENERAL SUPPLIES-NON INS	51.41
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	48.72
						CHECK TOTAL:	1,908.46
00389826	03/21/17	Sand Canyon Urgent Car	MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	50.00
						CHECK TOTAL:	50.00
00389827	03/21/17	SC Fuels	FUEL FOR VEHICLES	0105477408	4375	FUEL FOR VEHICLES	48.37
			FUEL FOR VEHICLES	0102477408	4375	FUEL FOR VEHICLES	362.93
						CHECK TOTAL:	411.30
00389828	03/21/17	Southern California Ed	LIGHT & POWER	0107477409	5520	LIGHT & POWER	4,031.47
						CHECK TOTAL:	4,031.47
00389829	03/21/17	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	11.31
			MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	83.16
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	168.00
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	293.64
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	71.47
						CHECK TOTAL:	627.58
00389830	03/21/17	State of CA/Department	FINGER PRINTING	0110397140	5845	FINGER PRINTING	326.00
						CHECK TOTAL:	326.00
00389831	03/21/17	A&R Wholesale Distribu	FOOD	1302277426	4700	FOOD	-40.77
			FOOD	1302277426	4700	FOOD	83.23
			FOOD	1302277426	4700	FOOD	830.04
			FOOD	1302277426	4700	FOOD	226.28
			FOOD	1302277426	4700	FOOD	596.89
			FOOD	1302277426	4700	FOOD	95.76
						CHECK TOTAL:	1,791.43

SELECT Check ID's and Numbers: 760 ; Check Dates: 032117

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389832	03/21/17	Bread Artisan Bakery L	FOOD	1302277426	4700	FOOD	94.80
						CHECK TOTAL:	94.80
00389833	03/21/17	Gold Star Foods	FOOD	1302277426	4700	FOOD	431.78
			FOOD	1302277426	4700	FOOD	754.21
			FOOD	1302277426	4700	FOOD	144.66
			FOOD	1302277426	4700	FOOD	21.82
			FOOD	1302277426	4700	FOOD	-39.74
			FOOD	1302277426	4700	FOOD	72.06
			FOOD	1302277426	4700	FOOD	205.39
			FOOD	1302277426	4700	FOOD	723.66
			FOOD	1302277426	4700	FOOD	1,198.53
			FOOD	1302277426	4700	FOOD	789.54
			FOOD	1302277426	4700	FOOD	561.03
						CHECK TOTAL:	4,862.94
00389834	03/21/17	Gold Star Foods	FOOD	1302277426	4700	FOOD	30.86
						CHECK TOTAL:	30.86
00389835	03/21/17	Hollandia Dairy Inc	FOOD	1302277426	4700	FOOD	84.38
			FOOD	1302277426	4700	FOOD	62.53
			FOOD	1302277426	4700	FOOD	138.44
			FOOD	1302277426	4700	FOOD	272.36
			FOOD	1302277426	4700	FOOD	126.20
			FOOD	1302277426	4700	FOOD	26.53
			FOOD	1302277426	4700	FOOD	130.38
			FOOD	1302277426	4700	FOOD	219.39
						CHECK TOTAL:	1,060.21
00389836	03/21/17	Mandarin King	FOOD	1302277426	4700	FOOD	220.00
			FOOD	1302277426	4700	FOOD	280.00
						CHECK TOTAL:	500.00
00389837	03/21/17	P & R Paper Supply Co	GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	1,655.38
						CHECK TOTAL:	1,655.38
00389838	03/21/17	STIX HOLDINGS LLC	FOOD	1302277426	4700	FOOD	103.50
			FOOD	1302277426	4700	FOOD	181.50
			FOOD	1302277426	4700	FOOD	103.50
						CHECK TOTAL:	388.50
00389839	03/21/17	SUNRISE PRODUCE	FOOD	1302277426	4700	FOOD	119.88
			FOOD	1302277426	4700	FOOD	86.88
			FOOD	1302277426	4700	FOOD	256.25

SELECT Check ID's and Numbers: 76@ ; Check Dates: 032117

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			FOOD	1302277426	4700	FOOD	200.68
			FOOD	1302277426	4700	FOOD	40.05
			FOOD	1302277426	4700	FOOD	215.21
			FOOD	1302277426	4700	FOOD	69.90
			FOOD	1302277426	4700	FOOD	86.57
			FOOD	1302277426	4700	FOOD	48.97
			FOOD	1302277426	4700	FOOD	51.87
			FOOD	1302277426	4700	FOOD	198.33
			FOOD	1302277426	4700	FOOD	78.89
			FOOD	1302277426	4700	FOOD	171.95
						CHECK TOTAL:	1,625.43
00389840	03/21/17	Z PIZZA INC	FOOD	1302277426	4700	FOOD	192.00
			FOOD	1302277426	4700	FOOD	162.00
			FOOD	1302277426	4700	FOOD	100.00
			FOOD	1302277426	4700	FOOD	207.00
						CHECK TOTAL:	661.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							40,976.69
GRAND TOTAL							40,976.69



SELECT Check ID's and Numbers: 76@ ; Check Dates: 032217

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389841	03/22/17	AR Academics LLC	TESTS/SCORING	0105014730	4330	TESTS/SCORING	4,750.00
						CHECK TOTAL:	4,750.00
00389842	03/22/17	Azadeh Baghai	MATERIALS & SUPPLIES-INSTRUCT	0108015040	4310	MATERIALS & SUPPLIES-INS	207.95
						CHECK TOTAL:	207.95
00389843	03/22/17	B & H Photo Video Inc.	EQUIPMENT - NEW	0113457175	4410	EQUIPMENT - NEW	35.28
			EQUIPMENT - NEW	0113457175	4410	EQUIPMENT - NEW	-362.59
			EQUIPMENT - NEW	0113017175	4410	EQUIPMENT - NEW	1,795.00
						CHECK TOTAL:	1,467.69
00389844	03/22/17	CALIFORNIANS DEDICATED	TRAVEL & CONFERENCE	0102013080	5220	TRAVEL & CONFERENCE	380.00
						CHECK TOTAL:	380.00
00389845	03/22/17	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	493.50
			PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	-183.18
						CHECK TOTAL:	310.32
00389846	03/22/17	Ganahl Lumber	MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	148.95
						CHECK TOTAL:	148.95
00389847	03/22/17	Grainger	MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	562.63
						CHECK TOTAL:	562.63
00389848	03/22/17	i-SAFE INC.	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	2,160.00
						CHECK TOTAL:	2,160.00
00389849	03/22/17	Kris Hammerquist	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	358.11
						CHECK TOTAL:	358.11
00389850	03/22/17		AUGUST 2016 - FEBRUARY 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	15,235.00
						CHECK TOTAL:	15,235.00
00389851	03/22/17	Maintex	OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	99.82
			OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	124.20
						CHECK TOTAL:	224.02
00389852	03/22/17	Michelle Martinez	MATERIALS & SUPPLIES-INSTRUCT	0106015060	4310	MATERIALS & SUPPLIES-INS	471.99
			MATERIALS & SUPPLIES-INSTRUCT	0106015060	4310	MATERIALS & SUPPLIES-INS	298.40
						CHECK TOTAL:	770.39
00389853	03/22/17	OCEAN Institute	MISC OUTSIDE VENDOR	0107015570	5860	MISC OUTSIDE VENDOR	415.00
						CHECK TOTAL:	415.00

SELECT Check ID's and Numbers: 76@ ; Check Dates: 032217

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389854	03/22/17	Office Depot	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	263.80
			COPIER PAPER	0108011005	4312	COPIER PAPER	1,508.07
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	131.21
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	22.24
						CHECK TOTAL:	1,925.32
00389855	03/22/17	Pacific Marine Mammal	MISC OUTSIDE VENDOR	0107015570	5860	MISC OUTSIDE VENDOR	690.00
						CHECK TOTAL:	690.00
00389856	03/22/17	PT FOR KIDS	FEBRUARY 2017	0104632900	5886	PHYSICAL THERAPY	90.00
						CHECK TOTAL:	90.00
00389857	03/22/17	Seaside Solutions	OTHER THERAPY	0104132980	5889	OTHER THERAPY	550.00
						CHECK TOTAL:	550.00
00389858	03/22/17	Seneca Family of Agenc	FEBRUARY 2017	0104132430	5895	OUTSIDE ASSESSMENT FEES	1,068.00
						CHECK TOTAL:	1,068.00
00389859	03/22/17	Shannon Velotta	MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	200.00
						CHECK TOTAL:	200.00
00389860	03/22/17	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	3.53
						CHECK TOTAL:	3.53
00389861	03/22/17	TOTAL RECALL CAPTIONIN	MISC OUTSIDE VENDOR	0104622510	5860	MISC OUTSIDE VENDOR	2,418.75
						CHECK TOTAL:	2,418.75
00389862	03/22/17	Valorie Quigley	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	177.54
						CHECK TOTAL:	177.54
00389863	03/22/17	Vu, Oanh	MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	100.48
			MATERIALS & SUPPLIES-INSTRUCT	0107015040	4310	MATERIALS & SUPPLIES-INS	92.36
						CHECK TOTAL:	192.84
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							34,306.04
GRAND TOTAL							34,306.04

SELECT Check ID's and Numbers: 760 ; Check Dates: 032317

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389864	03/23/17		MARCH 2017	0104632900	5878	PARENT REIMBURSEMENT (LE CHECK TOTAL:	2,916.66 2,916.66
00389865	03/23/17	Apple Computer Inc.	EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER CHECK TOTAL:	183.00 183.00
00389866	03/23/17	Bone Clones Inc.	MATERIALS & SUPPLIES-INSTRUCT	0106015060	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	1,298.05 1,298.05
00389867	03/23/17	California Stage & Lig	EQUIPMENT - NEW MISC REPAIR	0105015040 0106091008	4410 5690	EQUIPMENT - NEW MISC REPAIR CHECK TOTAL:	7,877.10 240.91 8,118.01
00389868	03/23/17	CDW GOVERNMENT LLC	EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER CHECK TOTAL:	6,029.48 6,029.48
00389869	03/23/17	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP CHECK TOTAL:	170.23 170.23
00389870	03/23/17	Cox Communications	JANUARY - MARCH 2017	0113457175	5940	INTERNET CONNECTIVITY CHECK TOTAL:	644.85 644.85
00389871	03/23/17	Culver Newlin Inc.	EQUIPMENT - NEW	0113068640	6410	EQUIPMENT - NEW CHECK TOTAL:	1,144.31 1,144.31
00389872	03/23/17	Flinn Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS CHECK TOTAL:	141.13 141.13
00389873	03/23/17	Maintex	OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES CHECK TOTAL:	2,243.87 2,243.87
00389874	03/23/17	MAXIM HEALTHCARE SERVI	JANUARY 2017 FEBRUARY 2017	0104172860 0104172860	5831 5831	CONSULTANTS-OTHER CONSULTANTS-OTHER CHECK TOTAL:	3,982.50 4,252.50 8,235.00
00389875	03/23/17	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT COPIER PAPER MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT MATERIALS & SUPPLIES-INSTRUCT	0106011008 0106011008 0106011008 0106011008 0106011008 0106011008 0106011008 0106011008 0106011008	4310 4312 4310 4310 4310 4310 4310 4310 4310	MATERIALS & SUPPLIES-INS COPIER PAPER MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS MATERIALS & SUPPLIES-INS	27.99 833.99 33.31 463.37 89.25 102.89 93.77 150.83 101.63

SELECT Check ID's and Numbers: 76@ ; Check Dates: 032317

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	126.66
			MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	11.31
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	92.10
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	10.89
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	6.45
			MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	14.00
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	18.44
			MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	79.34
			COPIER PAPER	0105011012	4312	COPIER PAPER	667.19
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	15.36
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	49.36
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	62.33
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	145.68
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	28.66
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	30.70
			MATERIALS & SUPPLIES-INSTRUCT	0106015040	4310	MATERIALS & SUPPLIES-INS	37.93
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	77.45
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	52.54
						CHECK TOTAL:	3,423.42
00389876	03/23/17	TCI America	MATERIALS & SUPPLIES-INSTRUCT	0105015060	4310	MATERIALS & SUPPLIES-INS	73.70
						CHECK TOTAL:	73.70
00389877	03/23/17	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0102014105	4310	MATERIALS & SUPPLIES-INS	181.89
						CHECK TOTAL:	181.89
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							34,803.60
GRAND TOTAL							34,803.60

SELECT Check ID's and Numbers: 76@ ; Check Dates: 032717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389878	03/27/17	Acorn Media	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	279.36
						CHECK TOTAL:	279.36
00389879	03/27/17	Arrow Lift Rentals	MISC REPAIR	0106477408	5690	MISC REPAIR	392.50
						CHECK TOTAL:	392.50
00389880	03/27/17	Blue Ice Air and Heati	HVAC	0106477408	5660	HVAC	950.00
						CHECK TOTAL:	950.00
00389881	03/27/17	BrightView Landscape S	LANDSCAPE/IRRIGATION	0108477409	5680	LANDSCAPE/IRRIGATION	3,500.00
			LANDSCAPE/IRRIGATION	0107477409	5680	LANDSCAPE/IRRIGATION	4,100.00
			LANDSCAPE/IRRIGATION	0105477408	5680	LANDSCAPE/IRRIGATION	3,000.00
			LANDSCAPE/IRRIGATION	0105477409	5680	LANDSCAPE/IRRIGATION	3,950.00
			LANDSCAPE/IRRIGATION	0102477409	5680	LANDSCAPE/IRRIGATION	600.00
			LANDSCAPE/IRRIGATION	0105477408	5680	LANDSCAPE/IRRIGATION	1,495.00
			LANDSCAPE/IRRIGATION	0102477409	5680	LANDSCAPE/IRRIGATION	1,560.00
						CHECK TOTAL:	18,205.00
00389882	03/27/17	CAG	TRAVEL & CONFERENCE	0102014011	5220	TRAVEL & CONFERENCE	690.00
						CHECK TOTAL:	690.00
00389883	03/27/17	CDW GOVERNMENT LLC	EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	237.60
			EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	569.05
						CHECK TOTAL:	806.65
00389884	03/27/17	Cintas Corporation Loc	GENERAL SUPPLIES-NON INSTRUCT	0105477408	4340	GENERAL SUPPLIES-NON INS	95.30
						CHECK TOTAL:	95.30
00389885	03/27/17	Dan's Thermal Services	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	3,316.28
						CHECK TOTAL:	3,316.28
00389886	03/27/17	FAGEN, FRIEDMAN & FULF	LEGAL EXPENSE	0101377100	5835	LEGAL EXPENSE	1,067.50
						CHECK TOTAL:	1,067.50
00389887	03/27/17	Fisher Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	533.70
						CHECK TOTAL:	533.70
00389888	03/27/17	Flinn Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	224.57
						CHECK TOTAL:	224.57
00389889	03/27/17	Frontier California In	TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	176.41
			TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	115.05
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	127.20
			TELEPHONE SERVICE	0106477409	5920	TELEPHONE SERVICE	430.86

SELECT Check ID's and Numbers: 760 ; Check Dates: 032717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	153.46
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	53.48
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	58.78
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	61.95
			TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	59.27
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	61.40
			TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	449.73
			TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	170.83
			TELEPHONE SERVICE	0108477409	5920	TELEPHONE SERVICE	55.09
			TELEPHONE SERVICE	0108477409	5920	TELEPHONE SERVICE	74.25
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	50.75
			TELEPHONE SERVICE	0106477409	5920	TELEPHONE SERVICE	53.48
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	59.27
			TELEPHONE SERVICE	0108477409	5920	TELEPHONE SERVICE	65.34
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	153.46
			TELEPHONE SERVICE	0106477409	5920	TELEPHONE SERVICE	203.45
			TELEPHONE SERVICE	0107477409	5920	TELEPHONE SERVICE	153.46
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	153.47
			TELEPHONE SERVICE	0105477409	5920	TELEPHONE SERVICE	64.00
			TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	83.17
			TELEPHONE SERVICE	0108477409	5920	TELEPHONE SERVICE	440.85
			TELEPHONE SERVICE	0102477409	5920	TELEPHONE SERVICE	6.83
						CHECK TOTAL:	3,535.29
00389890	03/27/17	Ganahl Lumber	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	54.68
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	259.54
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	18.07
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	125.86
						CHECK TOTAL:	458.15
00389891	03/27/17	Grainger	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	38.75
						CHECK TOTAL:	38.75
00389892	03/27/17	Harbottle Law Group	LEGAL EXPENSE	0109156100	5835	LEGAL EXPENSE	475.00
						CHECK TOTAL:	475.00
00389893	03/27/17	HIDDLESON LISTENING LA	FEBRUARY 2017	0104632900	5889	OTHER THERAPY	1,350.00
			FEBRUARY 2017	0104632900	5889	OTHER THERAPY	1,050.00
						CHECK TOTAL:	2,400.00
00389894	03/27/17	Kuta Software LLC	SOFTWARE - INSTRUCTIONAL	0105015040	4315	SOFTWARE - INSTRUCTIONAL	786.00
						CHECK TOTAL:	786.00
00389895	03/27/17	Legoland California LL	4/7	0108015081	5860	MISC OUTSIDE VENDOR	145.00

SELECT Check ID's and Numbers: 76@ ; Check Dates: 032717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
CHECK TOTAL:							145.00
00389896	03/27/17	Maintex	CUSTODIAL CONSUMABLES (PAPER)	0106477409	4360	CUSTODIAL CONSUMABLES (PA	497.68
			CUSTODIAL CONSUMABLES (PAPER)	0106477409	4360	CUSTODIAL CONSUMABLES (PA	3,804.25
			CUSTODIAL CONSUMABLES (PAPER)	0106477409	4360	CUSTODIAL CONSUMABLES (PA	725.51
CHECK TOTAL:							5,027.44
00389897	03/27/17	Montgomery Hardware Co	MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	8.52
			MAINTENANCE SUPPLIES	0106477408	4362	MAINTENANCE SUPPLIES	727.83
CHECK TOTAL:							736.35
00389898	03/27/17	NICOLE MILLER & ASSOCI	CONSULTANTS-OTHER	0110397140	5831	CONSULTANTS-OTHER	16,512.78
			CONSULTANTS-OTHER	0109156100	5831	CONSULTANTS-OTHER	2,250.00
CHECK TOTAL:							18,762.78
00389899	03/27/17	OCDE	IAA-PAYMENTS TO COUNTY OFFICES	0104542110	7142	IAA-PAYMENTS TO COUNTY O	7,521.48
CHECK TOTAL:							7,521.48
00389900	03/27/17	Office Depot	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	108.36
CHECK TOTAL:							108.36
00389901	03/27/17	Pitney Bowes	APRIL 2017	0106091008	5620	RENTAL EXPENSE	26.94
CHECK TOTAL:							26.94
00389902	03/27/17	REAL INSPIRATIONS INC.	CONSULTANTS-OTHER	0101377350	5831	CONSULTANTS-OTHER	500.00
			CONSULTANTS-OTHER	0101377350	5831	CONSULTANTS-OTHER	2,000.00
CHECK TOTAL:							2,500.00
00389903	03/27/17	Rutan & Tucker	FEBRUARY 2017	0104072000	5835	LEGAL EXPENSE	1,092.00
CHECK TOTAL:							1,092.00
00389904	03/27/17	Sarah Pearlman	TRAVEL & CONFERENCE	0106091008	5220	TRAVEL & CONFERENCE	154.93
CHECK TOTAL:							154.93
00389905	03/27/17	Sigma Aldrich Corp.	MATERIALS & SUPPLIES-INSTRUCT	0105015060	4310	MATERIALS & SUPPLIES-INS	97.43
			MATERIALS & SUPPLIES-INSTRUCT	0105015060	4310	MATERIALS & SUPPLIES-INS	112.51
CHECK TOTAL:							209.94
00389906	03/27/17	SimplexGrinnell	ALARM MONITORING	0107477409	5560	ALARM MONITORING	327.25
			ALARM MONITORING	0108477409	5560	ALARM MONITORING	272.25
			ALARM MONITORING	0106477409	5560	ALARM MONITORING	482.25
			ALARM MONITORING	0102477409	5560	ALARM MONITORING	186.00
			ALARM MONITORING	0105477409	5560	ALARM MONITORING	178.09
			ALARM MONITORING	0105477409	5560	ALARM MONITORING	1,485.92



SELECT Check ID's and Numbers: 760 ; Check Dates: 032717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			ALARM MONITORING	0105477409	5560	ALARM MONITORING	4,541.32
						CHECK TOTAL:	7,473.08
00389907	03/27/17	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	355.71
						CHECK TOTAL:	355.71
00389908	03/27/17	Sonrise Electric Inc.	ELECTRICAL REPAIRS	0105477408	5661	ELECTRICAL REPAIRS	1,234.00
						CHECK TOTAL:	1,234.00
00389909	03/27/17	The Hanover Research C	CONSULTANTS-OTHER	0101377350	5831	CONSULTANTS-OTHER	358.22
						CHECK TOTAL:	358.22
00389910	03/27/17	Thompson Engineering	MISC REPAIR	0106477408	5690	MISC REPAIR	250.00
						CHECK TOTAL:	250.00
00389911	03/27/17	TOM PHILLIPS CONSTRUCT	CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	4,117.19
						CHECK TOTAL:	4,117.19
00389912	03/27/17	Ultra Engineering Cont	PLUMBING REPAIRS	0105477408	5662	PLUMBING REPAIRS	1,550.00
						CHECK TOTAL:	1,550.00
00389913	03/27/17	XVR Software LLC	CONSULTANTS-COMPUTER SERVICES	0113457175	5832	CONSULTANTS-COMPUTER SER	1,776.00
						CHECK TOTAL:	1,776.00
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	87,653.47
			GRAND TOTAL				87,653.47



SELECT Check ID's and Numbers: 76@ ; Check Dates: 032817

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389914	03/28/17	Beckmar Ink	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	1,456.32
						CHECK TOTAL:	1,456.32
00389915	03/28/17	California Stage & Lig	MISC REPAIR	0105315010	5690	MISC REPAIR	639.49
						CHECK TOTAL:	639.49
00389916	03/28/17	Cox Communications	MARCH 2017	0106091008	5860	MISC OUTSIDE VENDOR	10.62
						CHECK TOTAL:	10.62
00389917	03/28/17	Durham School Services	FEBRUARY 2017	0107011005	5855	CHARTER BUS-HOME TO SCHO	1,291.52
			FEBRUARY 2017	0104256700	5100	SUBAGREEMENTS FOR SERVIC	19,674.34
			FEBRUARY 2017	0108015600	5855	CHARTER BUS-HOME TO SCHO	456.96
			FEBRUARY 2017	0106011008	5855	CHARTER BUS-HOME TO SCHO	570.26
			FEBRUARY 2017	0106015600	5855	CHARTER BUS-HOME TO SCHO	570.27
			FEBRUARY 2017	0108011005	5855	CHARTER BUS-HOME TO SCHO	514.49
			3/8 OCEAN INSTITUTE	0106015040	5860	MISC OUTSIDE VENDOR	246.84
						CHECK TOTAL:	23,324.68
00389918	03/28/17	Go Rent-A-Van	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	420.19
			CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	420.19
						CHECK TOTAL:	840.38
00389919	03/28/17		NPS TRANSPORTATION-IN LIEU	0104256700	5881	NPS TRANSPORTATION-IN LI	501.81
						CHECK TOTAL:	501.81
00389920	03/28/17	Plantinum Internationa	COMPUTER SUPPLIES	0108011005	4320	COMPUTER SUPPLIES	987.45
						CHECK TOTAL:	987.45
00389921	03/28/17		FEBRUARY 2017 - ENRICHMENT	0104632900	5878	PARENT REIMBURSEMENT (LE	750.00
						CHECK TOTAL:	750.00
00389922	03/28/17	STRING TENNIS SHOP	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	1,482.64
						CHECK TOTAL:	1,482.64
00389923	03/28/17	Super Duper Publicatio	TESTS/SCORING	0104613150	4330	TESTS/SCORING	54.49
						CHECK TOTAL:	54.49
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							30,047.88
GRAND TOTAL							30,047.88

SELECT Check ID's and Numbers: 760 ; Check Dates: 032917

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389924	03/29/17	BERTRAND'S HORN IMPROV	MISC REPAIR	0102011190	5690	MISC REPAIR	262.66
			MISC REPAIR	0102011190	5690	MISC REPAIR	74.66
						CHECK TOTAL:	337.32
00389925	03/29/17	Bluebird Canyon Farms	MISC OUTSIDE VENDOR	0108015081	5860	MISC OUTSIDE VENDOR	1,650.00
						CHECK TOTAL:	1,650.00
00389926	03/29/17	CALIFORNIA YOUTH SERVI	CONSULTANTS-OTHER	0101395985	5831	CONSULTANTS-OTHER	700.00
						CHECK TOTAL:	700.00
00389927	03/29/17		MARCH 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	6,660.00
						CHECK TOTAL:	6,660.00
00389928	03/29/17	CDW GOVERNMENT LLC	COMPUTER PRINTERS \$250-\$5,000	0113017175	4462	COMPUTER PRINTERS \$250-\$	1,424.20
						CHECK TOTAL:	1,424.20
00389929	03/29/17	Coyne & Associates Inc	FEBRUARY 2017	0104602140	5894	IBI SUPERVISION	7,109.92
			FEBRUARY 2017	0104602140	5894	IBI SUPERVISION	260.00
						CHECK TOTAL:	7,369.92
00389930	03/29/17	LAGUNA BEACH PTA COUNC	MISC OUTSIDE VENDOR	0102015040	5860	MISC OUTSIDE VENDOR	1,520.00
						CHECK TOTAL:	1,520.00
00389931	03/29/17	McCluan, Jennifer Hele	CONSULTANTS-INSTRUCTIONAL	0102013080	5830	CONSULTANTS-INSTRUCTIONA	1,500.00
						CHECK TOTAL:	1,500.00
00389932	03/29/17	NCS Pearson Inc.	TESTS/SCORING	0102014011	4330	TESTS/SCORING	281.28
						CHECK TOTAL:	281.28
00389933	03/29/17	ROMANO, NIKKI	LIBRARY BOOKS	0108054356	4210	LIBRARY BOOKS	135.08
						CHECK TOTAL:	135.08
00389934	03/29/17		MARCH 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	2,740.00
						CHECK TOTAL:	2,740.00
00389935	03/29/17	WESTERN YOUTH SERVICES	FEBRUARY 2017	0104132980	5889	OTHER THERAPY	780.00
						CHECK TOTAL:	780.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							25,097.80
GRAND TOTAL							25,097.80

SELECT Check ID's and Numbers: 76@ ; Check Dates: 033017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389936	03/30/17	A-Z Office Resource In	COPIER PAPER	0107011005	4312	COPIER PAPER	1,511.57
						CHECK TOTAL:	1,511.57
00389937	03/30/17	Advanced Alarm Inc.	ALARM MONITORING	0106477408	5560	ALARM MONITORING	325.00
						CHECK TOTAL:	325.00
00389938	03/30/17	All American Trophy &	MATERIALS & SUPPLIES-INSTRUCT	0105015590	4310	MATERIALS & SUPPLIES-INS	155.16
						CHECK TOTAL:	155.16
00389939	03/30/17	ALL CITY MANAGEMENT SE	MISC OUTSIDE VENDOR	0106098040	5860	MISC OUTSIDE VENDOR	685.60
						CHECK TOTAL:	685.60
00389940	03/30/17	Andrew Crisp	TRAVEL & CONFERENCE	0113017175	5220	TRAVEL & CONFERENCE	116.63
			TRAVEL & CONFERENCE	0113017175	5220	TRAVEL & CONFERENCE	18.00
						CHECK TOTAL:	134.63
00389941	03/30/17	Apple Computer Inc.	EQUIPMENT-COMPUTER	0113457175	4460	EQUIPMENT-COMPUTER	430.79
			EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	1,155.08
			EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	183.00
			EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	396.00
			EQUIPMENT-COMPUTER	0113017175	4460	EQUIPMENT-COMPUTER	3,808.49
			EQUIPMENT-COMPUTER	0113457175	4460	EQUIPMENT-COMPUTER	2,277.37
						CHECK TOTAL:	8,250.73
00389942	03/30/17	Atkinson Andelson Loya	LEGAL EXPENSE	0102397400	5835	LEGAL EXPENSE	1,821.75
			LEGAL EXPENSE	0110397140	5835	LEGAL EXPENSE	514.50
						CHECK TOTAL:	2,336.25
00389943	03/30/17	BRIGNAC, ROI	TRAVEL & CONFERENCE	0113457175	5220	TRAVEL & CONFERENCE	181.59
						CHECK TOTAL:	181.59
00389944	03/30/17	BUNTING, DORI	TRAVEL & CONFERENCE	0104292600	5220	TRAVEL & CONFERENCE	291.84
						CHECK TOTAL:	291.84
00389945	03/30/17	Capano, Ignazio	MILEAGE REIMBURSEMENT	0113457175	5210	MILEAGE REIMBURSEMENT	18.47
						CHECK TOTAL:	18.47
00389946	03/30/17	Capano, Suzy	TRAVEL & CONFERENCE	0108091005	5220	TRAVEL & CONFERENCE	59.65
						CHECK TOTAL:	59.65
00389947	03/30/17	CARDINAL ENVIRONMENTAL	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	698.00
						CHECK TOTAL:	698.00
00389948	03/30/17	CDW GOVERNMENT LLC	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	94.78

SELECT Check ID's and Numbers: 760 ; Check Dates: 033017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	296.11
			COMPUTER SUPPLIES	0104613150	4320	COMPUTER SUPPLIES	164.97
						CHECK TOTAL:	555.86
00389949	03/30/17	CHAVEZ, THERESA	TRAVEL & CONFERENCE	0107011005	5220	TRAVEL & CONFERENCE	44.83
						CHECK TOTAL:	44.83
00389950	03/30/17	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	733.00
						CHECK TOTAL:	733.00
00389951	03/30/17	Ganahl Lumber	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	28.86
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	20.99
						CHECK TOTAL:	49.85
00389952	03/30/17	Grainger	MAINTENANCE SUPPLIES	0107477408	4362	MAINTENANCE SUPPLIES	46.02
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	481.61
						CHECK TOTAL:	527.63
00389953	03/30/17	HAWKINS, MELINDA	MATERIALS & SUPPLIES-INSTRUCT	0102014342	4310	MATERIALS & SUPPLIES-INS	216.84
			MATERIALS & SUPPLIES-INSTRUCT	0102014342	4310	MATERIALS & SUPPLIES-INS	297.73
						CHECK TOTAL:	514.57
00389954	03/30/17	JIM PRENTICE	CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	700.00
						CHECK TOTAL:	700.00
00389955	03/30/17	Kaiser Foundation Heal	HEALTH & WELFARE, CERTIFICATED	0102017400	3401	HEALTH & WELFARE, CERTIF	363.30
			HEALTH & WELFARE, CERTIFICATED	0102017400	3401	HEALTH & WELFARE, CERTIF	94,255.29
			HEALTH & WELFARE,CLASSIFIED	0102397400	3402	HEALTH & WELFARE,CLASSIF	46,424.25
			HEALTH & WELFARE,CLASSIFIED	0102397400	3402	HEALTH & WELFARE,CLASSIF	178.94
						CHECK TOTAL:	141,221.78
00389956	03/30/17	KYA SERVICES LLC	CONTRACT SERVICES	0106477408	5610	CONTRACT SERVICES	1,533.34
						CHECK TOTAL:	1,533.34
00389957	03/30/17	Laguna Beach Water Dis	WATER - UTILITIES	0102477409	5530	WATER - UTILITIES	119.79
			WATER - UTILITIES	0105477409	5530	WATER - UTILITIES	32.36
			WATER - UTILITIES	0105477409	5530	WATER - UTILITIES	890.11
			WATER - UTILITIES	0105477409	5530	WATER - UTILITIES	244.44
			WATER - UTILITIES	0105477409	5530	WATER - UTILITIES	263.77
			WATER - UTILITIES	0105477409	5530	WATER - UTILITIES	749.77
			WATER - UTILITIES	0106477409	5530	WATER - UTILITIES	1,081.21
			WATER - UTILITIES	0105477409	5530	WATER - UTILITIES	56.66
			WATER - UTILITIES	0106477409	5530	WATER - UTILITIES	32.00
			WATER - UTILITIES	0102477409	5530	WATER - UTILITIES	51.80

SELECT Check ID's and Numbers: 76@ ; Check Dates: 033017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
CHECK TOTAL:							3,521.91
00389958	03/30/17	Lila Samia	TRAVEL & CONFERENCE	0104613150	5220	TRAVEL & CONFERENCE	16.69
			TRAVEL & CONFERENCE	0105011012	5220	TRAVEL & CONFERENCE	117.73
CHECK TOTAL:							134.42
00389959	03/30/17	Lordsburg Communicatio	OUTSIDE PRINTING	0110397140	5870	OUTSIDE PRINTING	260.99
CHECK TOTAL:							260.99
00389960	03/30/17	MULTI-HEALTH SYSTEMS I	TESTS/SCORING	0104613150	4330	TESTS/SCORING	86.20
CHECK TOTAL:							86.20
00389961	03/30/17	Myregard, Amanda	MILEAGE REIMBURSEMENT	0102013080	5210	MILEAGE REIMBURSEMENT	9.95
CHECK TOTAL:							9.95
00389962	03/30/17	Nguyen, Kevin	TRAVEL & CONFERENCE	0113017175	5220	TRAVEL & CONFERENCE	200.09
CHECK TOTAL:							200.09
00389963	03/30/17	OCEAN Institute	MISC OUTSIDE VENDOR	0106015040	5860	MISC OUTSIDE VENDOR	300.00
CHECK TOTAL:							300.00
00389964	03/30/17	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	-105.55
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	-56.50
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	-22.39
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	202.21
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	293.00
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	21.59
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	29.06
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	89.37
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	-37.65
CHECK TOTAL:							413.14
00389965	03/30/17	Pearson Assessments	TESTS/SCORING	0104613150	4330	TESTS/SCORING	247.36
CHECK TOTAL:							247.36
00389966	03/30/17	Quality Office Furnish	EQUIPMENT - NEW	0104032000	6410	EQUIPMENT - NEW	10,419.23
CHECK TOTAL:							10,419.23
00389967	03/30/17	Raptor Technologies LL	MISC OUTSIDE VENDOR	0102395980	5860	MISC OUTSIDE VENDOR	8,250.00
CHECK TOTAL:							8,250.00
00389968	03/30/17	REAL INSPIRATIONS INC.	CONSULTANTS-OTHER	0101377350	5831	CONSULTANTS-OTHER	500.00
CHECK TOTAL:							500.00

SELECT Check ID's and Numbers: 76@ ; Check Dates: 033017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00389969	03/30/17	ROOD, KIM	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	3.62
			MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	91.13
						CHECK TOTAL:	94.75
00389970	03/30/17	Scott Finn	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	1,095.52
						CHECK TOTAL:	1,095.52
00389971	03/30/17	Southern Calif Gas Co.	UTILITIES - HEAT	0107477409	5510	UTILITIES - HEAT	282.45
						CHECK TOTAL:	282.45
00389972	03/30/17	Sports USA Premier LLC	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	747.84
						CHECK TOTAL:	747.84
00389973	03/30/17	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	31.94
			COPIER PAPER	0102397400	4312	COPIER PAPER	333.59
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	43.67
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	161.27
			GENERAL SUPPLIES-NON INSTRUCT	0102397406	4340	GENERAL SUPPLIES-NON INS	83.54
						CHECK TOTAL:	654.01
00389974	03/30/17	Team Sports Planet Inc	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	2,742.00
						CHECK TOTAL:	2,742.00
00389975	03/30/17	U.S. Bank National Ass	MATERIALS & SUPPLIES-INSTRUCT	0102017400	4310	MATERIALS & SUPPLIES-INS	34,077.66
			MATERIALS & SUPPLIES-INSTRUCT	0102017400	4310	MATERIALS & SUPPLIES-INS	-534.88
						CHECK TOTAL:	33,542.78
00389976	03/30/17	Walter S. Harper	ATHLETIC FIELD SUPPLIES	0105477409	5685	ATHLETIC FIELD SUPPLIES	500.00
						CHECK TOTAL:	500.00
00389977	03/30/17	Western Psychological	TESTS/SCORING	0104613150	4330	TESTS/SCORING	94.82
						CHECK TOTAL:	94.82
00389978	03/30/17	WLC LLC	CONSULTANTS-OTHER	0101377100	5831	CONSULTANTS-OTHER	2,495.00
						CHECK TOTAL:	2,495.00
00389979	03/30/17		MARCH 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	1,802.50
						CHECK TOTAL:	1,802.50
00389980	03/30/17	A&R Wholesale Distribu	FOOD	1302277426	4700	FOOD	762.10
			FOOD	1302277426	4700	FOOD	147.52
			FOOD	1302277426	4700	FOOD	310.50
			FOOD	1302277426	4700	FOOD	925.54
			FOOD	1302277426	4700	FOOD	59.64

SELECT Check ID's and Numbers: 760 ; Check Dates: 033017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			FOOD	1302277426	4700	FOOD	1,003.86
			FOOD	1302277426	4700	FOOD	120.88
			FOOD	1302277426	4700	FOOD	24.30
			FOOD	1302277426	4700	FOOD	169.41
			FOOD	1302277426	4700	FOOD	648.42
			FOOD	1302277426	4700	FOOD	24.30
			FOOD	1302277426	4700	FOOD	783.80
						CHECK TOTAL:	4,980.27
00389981	03/30/17	Gold Star Foods	FOOD	1302277426	4700	FOOD	813.12
			FOOD	1302277426	4700	FOOD	525.36
			FOOD	1302277426	4700	FOOD	303.03
			FOOD	1302277426	4700	FOOD	171.22
			FOOD	1302277426	4700	FOOD	376.70
						CHECK TOTAL:	2,189.43
00389982	03/30/17	Hollandia Dairy Inc	FOOD	1302277426	4700	FOOD	58.53
			FOOD	1302277426	4700	FOOD	262.78
			FOOD	1302277426	4700	FOOD	65.20
			FOOD	1302277426	4700	FOOD	65.20
			FOOD	1302277426	4700	FOOD	114.01
			FOOD	1302277426	4700	FOOD	138.90
			FOOD	1302277426	4700	FOOD	99.66
			FOOD	1302277426	4700	FOOD	131.45
			FOOD	1302277426	4700	FOOD	90.83
			FOOD	1302277426	4700	FOOD	65.20
			FOOD	1302277426	4700	FOOD	237.43
			FOOD	1302277426	4700	FOOD	104.42
						CHECK TOTAL:	1,433.61
00389983	03/30/17	STIX HOLDINGS LLC	FOOD	1302277426	4700	FOOD	181.50
			FOOD	1302277426	4700	FOOD	92.00
			FOOD	1302277426	4700	FOOD	189.75
						CHECK TOTAL:	463.25
00389984	03/30/17	SUNRISE PRODUCE	FOOD	1302277426	4700	FOOD	94.18
			FOOD	1302277426	4700	FOOD	22.66
			FOOD	1302277426	4700	FOOD	75.92
			FOOD	1302277426	4700	FOOD	195.12
			FOOD	1302277426	4700	FOOD	202.90
			FOOD	1302277426	4700	FOOD	161.87
			FOOD	1302277426	4700	FOOD	106.53
			FOOD	1302277426	4700	FOOD	127.49
			FOOD	1302277426	4700	FOOD	98.33

LAGUNA BEACH USD                      03/30/17                      Commercial Check Register                      Page 6  
THU, MAR 30, 2017, 8:06 AM --req: ADMIN-----leg: 76 ----loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>---report id: CKOCLIST

SELECT Check ID's and Numbers: 760 ; Check Dates: 033017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			FOOD	1302277426	4700	FOOD	192.19
			FOOD	1302277426	4700	FOOD	47.71
						CHECK TOTAL:	1,324.90

00389985	03/30/17	Z PIZZA INC
	FOOD	1302277426 4700 FOOD 60.00
	FOOD	1302277426 4700 FOOD 60.00
	FOOD	1302277426 4700 FOOD 60.00
	FOOD	1302277426 4700 FOOD 60.00
	FOOD	1302277426 4700 FOOD 60.00
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	FOOD	1302277426 4700 FOOD 60.00
	FOOD	1302277426 4700 FOOD 60.00
	FOOD	1302277426 4700 FOOD 192.00
	FOOD	1302277426 4700 FOOD 198.00
	FOOD	1302277426 4700 FOOD 120.00
	FOOD	1302277426 4700 FOOD 162.00
	FOOD	1302277426 4700 FOOD 60.00
	FOOD	1302277426 4700 FOOD 168.00
	FOOD	1302277426 4700 FOOD 198.00
	FOOD	1302277426 4700 FOOD 120.00
	FOOD	1302277426 4700 FOOD 180.00
		CHECK TOTAL: 2,298.00

00389986	03/30/17	MOBILE MODULAR MANAGEM	RENTAL EXPENSE	2506498410	5620 RENTAL EXPENSE	586.00
					CHECK TOTAL:	586.00

00389987	03/30/17	Resilient Communicatio	REPLACE NON-INSTRUCT EQUIPMENT	4005498440	6520	REPLACE NON-INSTRUCT EQU		2,851.51
						CHECK TOTAL:		2,851.51

TOTAL FOR STOCK 76	Laguna Beach's check stock ID	245,051.28
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GRAND TOTAL	245,051.28
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**Laguna Beach Unified School District**

**12.i. CONSENT/ACTION**

**April 11, 2017**

**Approval:      Ratification of Certificated Payroll 9A in the Amount of \$2,189,949.04**  
**Ratification of Classified Payroll 9B in the Amount of \$705,226.87**

**Proposal**

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

1. Certificated Payroll 9A in the amount of \$2,189,949.04; and,
2. Classified Payroll 9B in the amount of \$705,226.87 for the month of March 2017 totaling \$2,895,175.91.

**Background**

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

**Recommended Action**

Staff recommends the Board of Education approve:

1. Certificated Payroll 9A in the amount of \$2,189,949.04; and,
2. Classified Payroll 9B in the amount of \$705,226.87 for the month of March 2017 totaling \$2,895,175.91.

**Laguna Beach Unified School District**

**12.j. CONSENT/ACTION**

**April 11, 2017**

**Approval: Resolution #17-05: Authorization of Signatures**

**Proposal**

Staff proposes the Board of Education approve Resolution #17-05: Authorization of Signatures as required by the Orange County Department of Education.

**Background**

The attached Resolution for various signature authorizations is required by the Orange County Department of Education to allow the District to conduct day-to-day business. Due to changes in personnel, the authorizations for signatures presently on file are not current. The Resolution is effective the 12<sup>th</sup> day of April, 2017.

**Budget Impact**

There is no impact to the General Fund by this action. Approval of the Resolution will provide accurate signatures to be on file as required.

**Recommended Action**

Staff recommends the Board of Education approve Resolution #17-05: Authorization of Signatures as required by the Orange County Department of Education.

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**

**AUTHORIZATION OF SIGNATURES**

**Resolution #17-05**

**April 11, 2017**

I, Dee Perry, Clerk of the Governing Board of the Laguna Beach Unified School District of Orange County, California, hereby certify that the said Board at a regular meeting thereof, held on the 11<sup>th</sup> day of April, 2017, adopted by a majority vote of said Board, this Resolution #17-05 that the following named persons be authorized to sign necessary documents related to Payroll, Vendor Payment Orders Electronically, Purchase Orders, Contracts, and Travel Reimbursement Requisitions, as indicated, effective the 12<sup>th</sup> day of April 2017, and that all previous authorizations of signatures are rescinded. This resolution further states that the authorization is subject to the following provisions:

NAME TYPED	SPECIMEN SIGNATURE	AUTHORIZED TO SIGN				
		PAYROLL DOCUMENTS	VENDOR PAYMENT ORDERS ELECTRONICALLY	PURCHASE ORDERS	CONTRACTS	TRAVEL REIMBURSEMENTS
Jason Vilorio, Ed.D.		X	X	X	X	X
Leisa Winston		X	X	X	X	X
Jeffrey Dixon		X	X	X	X	X

Furthermore, I hereby certify that the said Board at the same regular meeting thereof, held on the 11<sup>th</sup> day of April, 2017, adopted by a majority vote of said Board, this Resolution #17-05 approving the following named persons' signatures be printed electronically on vendor checks produced by the Orange County Superintendent of Schools, effective the 12<sup>th</sup> day of April, 2017, and that all previous authorizations are rescinded.

NAME

SIGNATURE

Jason Vilorio, Ed.D.

\_\_\_\_\_

Jeffrey Dixon

\_\_\_\_\_

**Soto/Dixon/Viloria**

I further certify that the signatures following are those of the members of the Governing Board of the Laguna Beach Unified School District.

NAME

SIGNATURE

Jan Vickers

\_\_\_\_\_

Dee Perry

\_\_\_\_\_

Ketta Brown

\_\_\_\_\_

Carol Normandin

\_\_\_\_\_

Peggy Wolff

\_\_\_\_\_

IN WITNESS WHEREOF, I have hereunto set my hand this 11<sup>th</sup> day of April 2017.

\_\_\_\_\_  
Dee Perry, Clerk of the Board of Education

**Resolution #17-05**  
**April 11, 2017**

## Board Action and/or Resolution No. 17-05

### AUTHORIZATION OF APPROVAL OF VENDOR CLAIMS/ORDERS

Laguna Beach Unified School District/County Office

I, Dee Perry, Clerk of the Governing Board of the Laguna Beach Unified School District, County Office of Orange County, California, hereby certify that the said Board at a regular meeting thereof, held on the 11<sup>th</sup> day of April 2017, adopted by a majority vote of said Board, a board action/resolution stating that the following named persons be authorized to approve vendor payments **electronically** effective April 12, 2017; and that all previous authorizations for approval are rescinded. This board action/resolution further states that when this authorization is exercised, the claims and orders have been ordered paid by said Board, and have been processed pursuant to the provisions of Education Code sections 42630-34/85230-34.

Typed Name

Signature

Jason Vilorio, Ed.D.

---

Jeffrey Dixon

---

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Dee Perry  
Board Clerk

---

Date

**Laguna Beach Unified School District**

**12.k. CONSENT/ACTION**

**April 11, 2017**

**Approval: Resolution #17-06: Appointment of Authorized Representative**

**Proposal**

Staff proposes the Board of Education approve Resolution #17-06: Appointment of Authorized Representative as required by US Bank.

**Background**

The attached Resolution for appointment of Authorized Representative is required by US Bank holder of Community Facilities District No. 98-1 (Crystal Cove) 2012 Special Tax Refunding Bonds. Due to changes in personnel, the authorization for signature presently on file is not current. The Resolution is effective the 12<sup>th</sup> day of April, 2017.

**Budget Impact**

There is no impact to the General Fund by this action. Approval of the Resolution will provide an accurate signature to be on file as required.

**Recommended Action**

Staff recommends the Board of Education approve Resolution #17-06: Appointment of Authorized Representative as required by US Bank.

## APPOINTMENT OF AUTHORIZED REPRESENTATIVE(S)

I, Jan Vickers, a duly elected acting President of the Board of Education  
(Name of Authorizing Official) (Title)

of Laguna Beach Unified School District a(n) California  
(Institution Name) (State)

Education, do hereby certify that the following have been  
(Type of Institution - i.e. Municipality, Corporation, etc...)

appointed as an Authorized Representative(s), at the date hereof, and are authorized to act on behalf of the above Institution in matters relating to Laguna Beach Unified School District - Account #164864000.

(Insert name of bond issue, master financing program,, escrow, etc. here)

I also certify that the signatures opposite their names are the signatures of such individuals.

<u>Name</u>	<u>Title (list multiple titles if applicable)</u>	<u>Specimen Signature</u>
-------------	---	---------------------------

Jeff Dixon	Assistant Superintendent, Business Services	
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Witness my signature on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Signature of Authorizing Official)

**(Note: If there are multiple individuals identified as Authorized Representatives, one of those same individuals may execute the form as the "Authorizing Official". If there is a single individual named as an Authorized Representative, the "Authorizing Official" must be an individual that is not the named Authorized Representative.)**

## Laguna Beach Unified School District

### 13. INFORMATION

April 11, 2017

#### Third Quarter Report of Uniform Complaints for the Williams Case Settlement

##### Proposal

Staff will present the third quarter summary report on the nature and resolution of all complaints, as required by the Williams Litigation Settlement. The report will also be submitted to the County Superintendent of Schools.

##### Background

As a result of the State of California's settlement of the Williams class action lawsuit, Education Code Section 35186 requires school districts to: 1) provide an opportunity to file formal complaints under the district's Uniform Complaint Procedures; and, 2) report the number of complaints filed and the area to the Board of Education and the public four times per year.

The second quarter report recaps the number of Uniform Complaints received by the District in the three areas governed by the Williams Case Settlement for the period of January 1 – March 31, 2017. The three targeted areas are:

1. According to Education Code Section 60119, "Sufficient textbooks or instructional materials" means that each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in each of the core subject areas: Mathematics, Science, History Social-Science and English/language arts, including the English language development component of an adopted program. This paragraph does not require two sets of textbooks or instructional materials for each pupil.  
  
The materials may be in a digital format as long as each pupil, at a minimum, has and can access the same materials in the class and to take home, as all other pupils in the same class or course in the district and has the ability to use and access them at home.
2. There should be no teacher vacancies or misassignments.
3. School facilities must be clean, safe, and maintained in good repair.

The District's report is as follows:

Report Period:	<u>Quarter #3 - January 1 – March 31, 2017</u>
Number of Complaints Received:	<u>None.</u>
Nature of Complaints:	<u>None.</u>
Resolution of Complaints:	<u>None.</u>
Report to Board of Education:	<u>April 11, 2017</u>

##### Budget Impact

There is no budget impact to this item.

##### Recommended Action

Staff recommends the Board of Education receive the third quarter report of Uniform Complaints as mandated by the Williams Case Settlements.





## 2016-17 Quarterly Report Williams Legislation Uniform Complaints

**District:** Laguna Beach Unified School District

**District Contact:** Leisa Winston

**Title:** Assistant Superintendent, Human Resources and Public Communications

- |  |                               |                                       |
|--|-------------------------------|---------------------------------------|
| <input type="checkbox"/> Quarter #1            | July 1 - September 30, 2016   | <b>Report due by October 28, 2016</b> |
| <input type="checkbox"/> Quarter #2            | October 1 - December 31, 2016 | <b>Report due by January 27, 2017</b> |
| <input checked="" type="checkbox"/> Quarter #3 | January 1 - March 31, 2017    | <b>Report due by April 28, 2017</b>   |
| <input type="checkbox"/> Quarter #4            | April 1 - June 30, 2017       | <b>Report due by July 28, 2017</b>    |

**Check the box that applies:**

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of the complaints.

Type of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancies or Misassignments			
Facility Conditions			
TOTALS			

Name of Superintendent: Jason Vioria, Ed.D.

Signature of Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit to:**

Thea Savas  
Senior Administrative Assistant  
200 Kalmus Drive, B-1009  
P.O. Box 9050, Costa Mesa, CA 92628-9050

Phone: (714) 966-4336; Email: [tsavas@ocde.us](mailto:tsavas@ocde.us); Fax: (714) 327-1371

**Laguna Beach Unified School District**

**14. INFORMATION**

**April 11, 2017**

**Monthly Financial Update – February 2017**

**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 FEBRUARY 28, 2017

	Second Interim Budget	Receipts/ Expenditures YTD	Percent YTD
<b>REVENUES</b>			
Property Taxes/LCFF Hold Harmless/Prop. 30	49,642,162	28,446,900	57%
Federal Revenues	895,807	124,036	14%
Other State Revenues	3,562,313	1,409,005	40%
Other Local Revenues	3,015,262	1,908,958	63%
Interfund Transfers In	500,000	500,000	100%
<b>TOTAL REVENUE</b>	<b>57,615,544</b>	<b>32,388,900</b>	<b>56%</b>
<b>EXPENDITURES</b>			
Certificated Salaries	22,092,013	13,426,590	61%
Classified Salaries	8,276,713	4,490,987	54%
Employee Benefits	11,320,502	6,353,876	56%
Books & Supplies	2,986,449	1,643,219	55%
Services and Operating Services	9,313,211	4,944,661	53%
Capital Outlay	2,816,152	2,285,832	81%
Other Outgo	431,366	156,489	36%
Transfers Out	2,265,000	2,265,000	100%
<b>TOTAL EXPENDITURES</b>	<b>59,501,406</b>	<b>35,566,655</b>	<b>60%</b>
ADJUSTED BEGINNING BALANCE AS OF 7/1/2016	\$ 7,521,856		
SURPLUS / DEFICIT SPENDING	(1,885,862)		
ENDING FUND BALANCE PROJECTED FOR 6/30/2017	\$ 5,635,994		

**SPECIAL PROGRAM REPORTING**

Special Education	8,648,169	4,506,611	52%
Technology	2,364,101	1,746,560	74%
4CLE	1,402,027	1,128,313	80%
Ongoing & Major Maintenance Account	2,789,504	1,607,814	58%
Capital Improvement Plan	4,108,221	2,495,008	61%
Facilities Repair & Replacement Program	5,759,531	3,078,975	53%

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

<u>General Fund</u>	
ENDING FUND BALANCE	\$ 5,635,994
<u>Nonspendable - (Revolving Cash)</u>	\$ 50,000
<u>Restricted - (Categorical Programs)</u>	
Routine Restricted Maintenance	2,077,964
<u>Committed</u>	
<u>Assigned</u>	
Potential Onetime Expenditures	508,030
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>\$ 5,635,994</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	57,236,406	
General Fund Transfers Out to Other Funds	<u>2,265,000</u>	
General Fund Expenditures and Transfers	<u>59,501,406</u>	
<u>Assigned</u>		
Potential Onetime Expenditures	0.9%	508,030
District Goals, GASB 45, Textbooks, Special Education, Litigation, Furniture & Equipment, and Facilities		
<u>Unassigned</u>		
State Minimum Reserve Level	3.0%	1,785,043
District Minimum Reserve Level	2.0%	1,214,957
Assigned and Unassigned Balances	5.9%	<u>\$ 3,508,030</u>

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**  
**MONTH ENDING CASH BALANCE**  
**AS OF FEBRUARY 28, 2017**

	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	16,458,328.58	(2,168,328.14)	(6,073,523.55)	8,216,476.89	14,244,212.97
JANUARY *	1,963,422.94	(9,479,039.01)	283,413.95	(7,232,202.12)	7,012,010.85
FEBRUARY	831,568.70	(3,859,700.75)	394,159.94	(2,633,972.11)	4,378,038.74
MARCH					
APRIL					
MAY					
JUNE					
YTD	32,388,899.94	(35,566,655.42)	(1,040,578.21)	(4,218,333.69)	

\* 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	\$ 4,378,038.74	\$ 5,635,994.00	Dec. 8, '15	2,000,000.00	
FUND 11	63,559.69	73,034.00	Dec. 31, '15		1,992,366.86
FUND 13	29,255.77	61,500.00	Jan. 13, '16	193,539.00	
FUND 17	16,070,773.56	16,121,875.00	Mar. 31, '16		2,269,242.75
FUND 25	202,688.07	-	June 30, '16		2,336,219.11
FUND 4040	3,878,973.60	1,201,891.00	Sep. 30, '16		2,385,154.37
FUND 4041	5,205,734.98	5,217,149.00	Dec. 31, '16		2,325,276.97
FUND 4042	3,478,167.57	1,868,506.00			
	<u>\$ 33,307,191.98</u>	<u>\$ 30,179,949.00</u>			

**INTERFUND TRANSFERS**

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

## LAGUNA BEACH UNIFIED SCHOOL DISTRICT FUND DESCRIPTIONS

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

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

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

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

**FUND 25** The **Capital Facilities Fund (Developer Fees)** exists to account for monies received as mitigation fees levied on developers, property owners or other agencies as a condition of approving new development or additions to existing real property. The authority for these levies may be local government ordinances (GC 65970-65981) or private agreements between a school district and the developer. Expenditures from this fund are to be used for the purpose of funding the construction or reconstruction of school facilities (Education Code sections 17620-17626).

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

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

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

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

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
**Subfund: 0101 GENERAL FUND**

YTD For Month Ending: 02/28/2017

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	4,378,038.74	
REVOLVING CASH ACCOUNT	9130	50,000.00	
ACCOUNTS RECEIVABLE MANUAL	9205	10,679.74	
DUE FROM GRANTOR GOVERNMENTS	9290	20,831.00	
MID MONTH PAYROLL	9360	134,508.20	
<b>Total Assets:</b>			<b>4,594,057.68</b>
<b>LIABILITIES</b>			
DUE TO STATE (OCDE)	9513	648.00	
ACCTS PAY AUTOMATIC	9519	15,871.12	
ACCRUED SUMMER PAY LIABILITY	9550	226,652.82	
CA USE TAX LIABILITY	9552	6,784.84	
<b>Total Liabilities:</b>		<b>249,956.78</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	7,521,856.38	
Total Beginning Fund Balance:		7,521,856.38	
Excess Revenue Over Expenditures:		-3,177,755.48	
<b>Total Fund Balance:</b>		<b>4,344,100.90</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>4,594,057.68</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
Subfund: 0101 GENERAL FUND  
YTD For Month Ending: 02/28/2017

	Object Codes	Amount	Totals
<b>REVENUE</b>			
Revenue Limit			
State Aid	(8000-8019)	693,478.51	
Property Tax	(8020-8079)	27,753,421.98	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	124,035.94	
Other State Revenue	(8300-8599)	1,409,005.20	
Other Local Revenue	(8600-8799)	1,908,958.31	
Interfund Transfers In	(8910-8929)	500,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>32,388,899.94</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	13,426,589.94	
Classified Salaries	(2000-2999)	4,490,987.36	
Employee Benefits	(3000-3999)	6,353,875.76	
Supplies and Services	(4000-5999)	6,587,880.67	
Capital Outlays	(6000-6999)	2,285,832.32	
Other Outgo	(7000-7399)	156,489.37	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	2,265,000.00	
All Other Financing Uses	(7630-7999)	0.00	
<b>Total Expenditures</b>			<b>35,566,655.42</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-3,177,755.48</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>7,521,856.38</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>7,521,856.38</b>
<b>ENDING FUND BALANCE</b>			<b>4,344,100.90</b>



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

YTD For Month Ending: 02/28/2017

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	63,559.69	
<b>Total Assets:</b>			<b>63,559.69</b>
<b>LIABILITIES</b>			
<b>Total Liabilities:</b>		<b>0.00</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	79,633.59	
Total Beginning Fund Balance:		79,633.59	
Excess Revenue Over Expenditures:		-16,073.90	
<b>Total Fund Balance:</b>		<b>63,559.69</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>63,559.69</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
Subfund: 1111 ADULT EDUCATION  
YTD For Month Ending: 02/28/2017

	Object Codes	Amount	Totals
<b>REVENUE</b>			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	310.67	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>310.67</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	7,178.72	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	1,101.77	
Supplies and Services	(4000-5999)	8,104.08	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
<b>Total Expenditures</b>			<b>16,384.57</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-16,073.90</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>79,633.59</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>79,633.59</b>
<b>ENDING FUND BALANCE</b>			<b>63,559.69</b>

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
**Subfund: 1313 CAFETERIA**  
YTD For Month Ending: 02/28/2017

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	29,255.77	
REVOLVING CASH ACCOUNT	9130	1,295.00	
STORES-CAFETERIA FUND ONLY	9321	9,756.06	
<b>Total Assets:</b>			<b>40,306.83</b>
<b>LIABILITIES</b>			
<b>Total Liabilities:</b>		<b>0.00</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	53,001.13	
Total Beginning Fund Balance:		53,001.13	
Excess Revenue Over Expenditures:		-12,694.30	
<b>Total Fund Balance:</b>		<b>40,306.83</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>40,306.83</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
**Subfund: 1313 CAFETERIA**  
YTD For Month Ending: 02/28/2017

	Object Codes	Amount	Totals
<b>REVENUE</b>			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	27,899.82	
Other State Revenue	(8300-8599)	1,749.12	
Other Local Revenue	(8600-8799)	237,664.90	
Interfund Transfers In	(8910-8929)	165,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>432,313.84</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	235,995.21	
Employee Benefits	(3000-3999)	47,490.92	
Supplies and Services	(4000-5999)	161,522.01	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
<b>Total Expenditures</b>			<b>445,008.14</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-12,694.30</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>53,001.13</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>53,001.13</b>
<b>ENDING FUND BALANCE</b>			<b>40,306.83</b>

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
Subfund: 1717 Special Reserve Other Than C/O  
YTD For Month Ending: 02/28/2017

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	16,070,773.56	
<b>Total Assets:</b>			<b>16,070,773.56</b>
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	16,011,874.69	
Total Beginning Fund Balance:		16,011,874.69	
Excess Revenue Over Expenditures:		58,898.87	
<b>Total Fund Balance:</b>		<b>16,070,773.56</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>16,070,773.56</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
Subfund: 1717 Special Reserve Other Than C/O  
YTD For Month Ending: 02/28/2017

	Object Codes	Amount	Totals
<b>REVENUE</b>			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	58,898.87	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>58,898.87</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
<b>Total Expenditures</b>			<b>0.00</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>58,898.87</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>16,011,874.69</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>16,011,874.69</b>
<b>ENDING FUND BALANCE</b>			<b>16,070,773.56</b>

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

YTD For Month Ending: 02/28/2017

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	202,688.07	
<b>Total Assets:</b>			<b>202,688.07</b>
<b>LIABILITIES</b>			
ACCTS PAY AUTOMATIC	9519	310.63	
<b>Total Liabilities:</b>		<b>310.63</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	236,386.67	
Total Beginning Fund Balance:		236,386.67	
Excess Revenue Over Expenditures:		-34,009.23	
<b>Total Fund Balance:</b>		<b>202,377.44</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>202,688.07</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
**Subfund: 2525 CAPITAL FACILITIES**  
YTD For Month Ending: 02/28/2017

	Object Codes	Amount	Totals
<b>REVENUE</b>			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	89,011.04	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>89,011.04</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	4,102.00	
Capital Outlays	(6000-6999)	118,918.27	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
<b>Total Expenditures</b>			<b>123,020.27</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-34,009.23</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>236,386.67</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>236,386.67</b>
<b>ENDING FUND BALANCE</b>			<b>202,377.44</b>



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

YTD For Month Ending: 02/28/2017

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	3,878,973.60	
<b>Total Assets:</b>			<b>3,878,973.60</b>
<b>LIABILITIES</b>			
<b>Total Liabilities:</b>		<b>0.00</b>	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	6,033,421.85	
Total Beginning Fund Balance:		6,033,421.85	
Excess Revenue Over Expenditures:		-2,154,448.25	
<b>Total Fund Balance:</b>		<b>3,878,973.60</b>	
<b>Total Liabilities &amp; Fund Balance:</b>			<b>3,878,973.60</b>
<b>Difference (Error):</b>			<b>0.00</b>

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
Subfund: 4040 SPECIAL RESERVE  
YTD For Month Ending: 02/28/2017

	Object Codes	Amount	Totals
<b>REVENUE</b>			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	24,526.45	
Interfund Transfers In	(8910-8929)	900,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>924,526.45</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	3,078,974.70	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
<b>Total Expenditures</b>			<b>3,078,974.70</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-2,154,448.25</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>6,033,421.85</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>6,033,421.85</b>
<b>ENDING FUND BALANCE</b>			<b>3,878,973.60</b>

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
Subfund: 4041 Special Reserve Aliso Property  
YTD For Month Ending: 02/28/2017

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	5,205,734.98	
Total Assets:			5,205,734.98
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	5,682,149.72	
Total Beginning Fund Balance:		5,682,149.72	
Excess Revenue Over Expenditures:		-476,414.74	
Total Fund Balance:		5,205,734.98	
Total Liabilities & Fund Balance:			5,205,734.98
Difference (Error):			0.00

**LAGUNA BEACH USD**  
**GL275 Income Statement**  
Subfund: 4041 Special Reserve Aliso Property  
YTD For Month Ending: 02/28/2017

	Object Codes	Amount	Totals
<b>REVENUE</b>			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	23,585.26	
Interfund Transfers In	(8910-8929)	0.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>23,585.26</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	0.00	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	500,000.00	
All Other Financing Uses	(7630-7999)	0.00	
<b>Total Expenditures</b>			<b>500,000.00</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-476,414.74</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>5,682,149.72</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>5,682,149.72</b>
<b>ENDING FUND BALANCE</b>			<b>5,205,734.98</b>

**LAGUNA BEACH USD**  
**GL 220 Balance Sheet**  
Subfund: 4042 Special Reserve Cap Imp plan  
YTD For Month Ending: 02/28/2017

	Object	Amount	Totals
<b>ASSETS</b>			
CASH IN COUNTY TREASURY (AUTO)	9110	3,478,167.57	
Total Assets:			3,478,167.57
<b>LIABILITIES</b>			
Total Liabilities:		0.00	
<b>FUND BALANCE</b>			
BEGINNING FUND BALANCE	9791	4,756,726.76	
Total Beginning Fund Balance:		4,756,726.76	
Excess Revenue Over Expenditures:		-1,278,559.19	
Total Fund Balance:		3,478,167.57	
Total Liabilities & Fund Balance:			3,478,167.57
Difference (Error):			0.00

# LAGUNA BEACH USD

## GL275 Income Statement

Subfund: 4042 Special Reserve Cap Imp plan

YTD For Month Ending: 02/28/2017

	Object Codes	Amount	Totals
<b>REVENUE</b>			
Revenue Limit			
State Aid	(8000-8019)	0.00	
Property Tax	(8020-8079)	0.00	
Other	(8080-8099)	0.00	
Federal Revenue	(8100-8299)	0.00	
Other State Revenue	(8300-8599)	0.00	
Other Local Revenue	(8600-8799)	16,448.76	
Interfund Transfers In	(8910-8929)	1,200,000.00	
All Other Financing Sources	(8931-8979)	0.00	
Contributions	(8980-8999)	0.00	
<b>Total Revenue</b>			<b>1,216,448.76</b>
<b>EXPENDITURES</b>			
Certificated Salaries	(1000-1999)	0.00	
Classified Salaries	(2000-2999)	0.00	
Employee Benefits	(3000-3999)	0.00	
Supplies and Services	(4000-5999)	0.00	
Capital Outlays	(6000-6999)	2,495,007.95	
Other Outgo	(7000-7399)	0.00	
Other Debt Service	(7400-7599)	0.00	
Interfund Transfers Out	(7600-7629)	0.00	
All Other Financing Uses	(7630-7999)	0.00	
<b>Total Expenditures</b>			<b>2,495,007.95</b>
<b>Total Non-Operating Accounts</b>	(9900-9999)		<b>0.00</b>
<b>EXCESS REVENUE OVER EXPENDITURES</b>			<b>-1,278,559.19</b>
<b>BEGINNING FUND BALANCE (9791)</b>		<b>4,756,726.76</b>	
<b>BEGINNING ADJUSTED BALANCE (9793)</b>		<b>0.00</b>	
<b>BEGINNING RESTATED BALANCE (9795)</b>		<b>0.00</b>	
<b>TOTAL BEGINNING FUND BALANCE</b>			<b>4,756,726.76</b>
<b>ENDING FUND BALANCE</b>			<b>3,478,167.57</b>



# Laguna Beach Unified School District

CERBI Strategy 3

Entity #: SKB8-1700217302-001

Quarter Ended December 31, 2016

## Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$2,385,154.37	\$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	(59,379.88)	(9,937.73)
Admin Expense	(287.36)	(580.17)
Investment Expense	(210.16)	(424.24)
Other	0.00	0.00
Ending Balance	\$2,325,276.97	\$2,325,276.97
YTD Accrual	0.00	0.00
Grand Total	\$2,325,276.97	\$2,325,276.97

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

As of: 2/28/2017

Object	Description	Budget	Enc To Date	Actual To Date	Balance	% Used
5100	SUBAGREEMENTS FOR SERVICES	1,919,000.00	1,177,435.69	644,472.03	97,092.28	94.9%
	<b>Total for: 5100</b>	1,919,000.00	1,177,435.69	644,472.03	97,092.28	94.9%
5210	MILEAGE REIMBURSEMENT	10,381.00	-	2,528.61	7,852.39	24.4%
5220	TRAVEL & CONFERENCE	162,435.00	24,745.46	84,441.49	53,248.05	67.2%
5240	RECRUITING	3,400.00	-	3,398.08	1.92	99.9%
5298	TAXABLE MILEAGE-CLASSIFIED	4,800.00	-	2,661.54	2,138.46	55.4%
5299	TAXABLE MILEAGE-CERTIFICATED	22,500.00	-	14,702.04	7,797.96	65.3%
	<b>Total for: 5200</b>	203,516.00	24,745.46	107,731.76	71,038.78	65.1%
5310	DUES & MEMBERSHIPS	58,823.00	3,529.40	50,702.69	4,590.91	92.2%
	<b>Total for: 5300</b>	58,823.00	3,529.40	50,702.69	4,590.91	92.2%
5450	OTHER INSURANCE	282,113.00	-	282,113.00	0.00	100.0%
	<b>Total for: 5400</b>	282,113.00	-	282,113.00	0.00	100.0%
5510	UTILITIES - HEAT	26,000.00	17,361.64	7,040.64	1,597.72	93.9%
5520	LIGHT & POWER	382,000.00	158,017.49	223,982.51	0.00	100.0%
5530	WATER - UTILITIES	129,000.00	40,349.82	85,950.18	2,700.00	97.9%
5540	TRASH - UTILITIES	61,000.00	19,789.53	35,641.70	5,568.77	90.9%
5545	TREE TRIMMING	28,300.00	-	-	28,300.00	0.0%
5550	PEST CONTROL	26,662.00	7,400.00	15,227.00	4,035.00	84.9%
5555	SEWER FEES	74,000.00	29,401.37	44,364.65	233.98	99.7%
5560	ALARM MONITORING	87,000.00	42,014.52	44,947.01	38.47	100.0%
5580	POOL COSTS	50,000.00	-	15,072.99	34,927.01	30.1%
	<b>Total for: 5500</b>	863,962.00	314,334.37	472,226.68	77,400.95	91.0%
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	574,720.00	118,678.51	382,573.36	73,468.13	87.2%
5620	RENTAL EXPENSE	41,587.00	6,373.98	5,267.53	29,945.49	28.0%
5630	COMPUTER REPAIRS/MAINTENANCE	7,000.00	645.50	1,299.29	5,055.21	27.8%
5640	VEHICLE REPAIR	17,850.00	6,673.24	10,912.53	264.23	98.5%
5650	SOFTWARE/COPIER MAINTENANCE FEE	63,692.00	41,547.72	16,309.57	5,834.71	90.8%
5660	HVAC	212,925.00	37,870.86	165,606.96	9,447.18	95.6%
5661	ELECTRICAL REPAIRS	84,445.00	13,273.05	58,577.94	12,594.01	85.1%
5662	PLUMBING REPAIRS	142,024.00	39,944.64	48,326.43	53,752.93	62.2%
5670	RISK MANAGEMENT	29,860.00	1,659.07	6,090.49	22,110.44	26.0%
5675	PAINTING	20,000.00	-	-	20,000.00	0.0%
5680	LANDSCAPE/IRRIGATION	352,202.00	126,205.19	215,594.81	10,402.00	97.0%
5685	ATHLETIC FIELD SUPPLIES	10,539.00	1,000.00	9,049.98	489.02	95.4%
5690	MISC REPAIR	92,654.00	15,319.08	12,220.96	65,113.96	29.7%
5692	OTHER MAINTENANCE SERVICES	72,746.00	1,644.70	3,655.01	67,446.29	7.3%
	<b>Total for: 5600</b>	1,880,146.00	440,385.54	1,063,832.47	375,927.99	80.0%
5760	CATERING - FOOD SERVICES	10,000.00	-	2,069.26	7,930.74	20.7%
	<b>Total for: 5700</b>	10,000.00	-	2,069.26	7,930.74	20.7%



Laguna Beach Unified School District  
Monthly Financial Statements  
Object 5000 Series - Services and Other Operating Costs As of: 2/28/2017

Object	Description	Budget	Enc To Date	Actual To Date	Balance	% Used
5805	ANNUAL SOFTWARE LICENSE FEE	423,140.00	10,952.85	390,937.86	21,249.29	95.0%
5813	SUBSCRIPTIONS - ONLINE	1,140.00	519.20	220.76	400.04	64.9%
5815	ADVERTISING	16,770.00	11,469.92	1,150.08	4,150.00	75.3%
5820	BANKING SERVICES	18,800.00	-	-	18,800.00	0.0%
5825	ADMIN FEE COUNTY TREASURER	3,400.00	-	86.94	3,313.06	2.6%
5830	CONSULTANTS-INSTRUCTIONAL	94,875.00	62,422.32	32,241.40	211.28	99.8%
5831	CONSULTANTS-OTHER	319,875.00	102,350.08	147,894.91	69,630.01	78.2%
5832	CONSULTANTS-COMPUTER SERVICES	68,071.00	6,563.91	61,359.15	147.94	99.8%
5835	LEGAL EXPENSE	187,530.00	71,883.34	58,116.66	57,530.00	69.3%
5840	AUDITS	37,500.00	12,840.00	24,660.00	0.00	100.0%
5845	FINGER PRINTING	5,000.00	715.00	4,285.00	0.00	100.0%
5850	REGULATORY FEES	800.00	800.00	-	0.00	100.0%
5852	OTHER LOCAL AGENCY FEES	85,220.00	30,524.00	33,407.57	21,288.43	75.0%
5855	CHARTER BUS-HOME TO SCHOOL	108,000.00	22,270.76	85,280.88	448.36	99.6%
5860	MISC OUTSIDE VENDOR	391,257.00	95,068.85	274,659.33	21,528.82	94.5%
5861	COPIER MAINTENANCE FEES	1,000.00	-	-	1,000.00	0.0%
5865	CHARTER BUS-ATHLETIC/FIELD TRP	137,945.00	66,301.67	71,377.57	265.76	99.8%
5870	OUTSIDE PRINTING	37,986.00	4,974.90	18,546.08	14,465.02	61.9%
5875	TUITION	365,000.00	206,673.17	157,511.81	815.02	99.8%
5877	PRESCHOOL TUITION	31,327.00	10,930.00	5,070.00	15,327.00	51.1%
5878	PARENT REIMBURSEMENT (LEGAL)	598,662.00	228,419.79	368,296.21	1,946.00	99.7%
5880	TRANSPORTATION-IN LIEU	9,000.00	8,875.75	124.25	0.00	100.0%
5881	NPS TRANSPORTATION-IN LIEU	17,200.00	-	5,428.72	11,771.28	31.6%
5885	OCCUPATIONAL THERAPY	122,700.00	21,632.50	100,707.50	360.00	99.7%
5886	PHYSICAL THERAPY	32,170.00	18,127.50	14,042.50	0.00	100.0%
5887	SPEECH THERAPY	107,420.00	67,052.50	40,367.50	0.00	100.0%
5888	VISION THERAPY	4,880.00	4,111.21	714.79	54.00	98.9%
5889	OTHER THERAPY	239,283.00	125,274.49	105,270.37	8,738.14	96.3%
5890	OTHER EXPENSE	11,000.00	8,133.00	1,667.00	1,200.00	89.1%
5894	IBI SUPERVISION	137,604.00	87,876.32	48,079.68	1,648.00	98.8%
5895	OUTSIDE ASSESSMENT FEES	83,630.00	32,099.00	51,172.08	358.92	99.6%
5898	AB3632 ROOM & BOARD	198,000.00	101,515.00	86,609.00	9,876.00	95.0%
<b>Total for: 5800</b>		<b>3,896,185.00</b>	<b>1,420,377.03</b>	<b>2,189,285.60</b>	<b>286,522.37</b>	<b>92.6%</b>
5910	POSTAGE	27,200.00	7,543.56	15,176.77	4,479.67	83.5%
5920	TELEPHONE SERVICE	69,066.00	47,823.27	20,356.73	886.00	98.7%
5930	MOBILE COMMUNICATIONS	26,120.00	6,441.07	19,661.31	17.62	99.9%
5940	INTERNET CONNECTIVITY	77,080.00	-	77,033.08	46.92	99.9%
<b>Total for: 5900</b>		<b>199,466.00</b>	<b>61,807.90</b>	<b>132,227.89</b>	<b>5,430.21</b>	<b>97.3%</b>
<b>Total for Major: 5000</b>		<b>9,313,211.00</b>	<b>3,442,615.39</b>	<b>4,944,661.38</b>	<b>925,934.23</b>	<b>90.1%</b>

## **Laguna Beach Unified School District**

### **15. INFORMATION**

**April 11, 2017**

#### **Update on Next Generation Science Standards (NGSS) Progress and Activities**

##### **Proposal**

Staff will present an update to the Board of Education regarding the Next Generation Science Standards (NGSS) progress and activities.

##### **Background**

The State of California adopted NGSS on September 4, 2013. In November, the state adopted a preferred integrated model for grades 6 through 8 and authorized a discipline specific model as an alternative model for grades 6 through 8. The Next Generation Science Standards Systems Implementation Plan for California will begin the important and well-anticipated process of updating school curriculum and equipment to match the latest scientific knowledge and technology. More significant and difficult work will be needed to take teaching and learning into areas that are new and unfamiliar to many educators and students; from incorporating science and engineering practices into instruction to using project based learning and other instructional strategies. The challenges of integrating these strategies throughout all grade levels and merging learning across multiple subjects and disciplines will create unique opportunities for teaching and learning throughout California. (CDE – NGSS Systems Implementation Plan for California November 2014)

The Laguna Beach Unified School District initiated NGSS Implementation Team meetings the past fall to begin the transition to the Next Generation Science Standards. The implementation team included staff from all four schools and have met several times this year. Thurston Middle School's science teachers also visited various school districts who had started to shift to the preferred model in middle school. Districts included San Dieguito Union High School District, Vista Unified School District (an early NGSS Adopter), and Torrance Unified School District. As a result of these visits and professional development, the team indicated an interest to move to an Integrated Model for grades 6-8. TMS Science Teacher, Jesse Rothman, will present an update to the School Board, providing an overview of the process and methodology leading to the recommendation to the LBUSD Curriculum Council. The middle school staff will recommend the Integrated Pathway to the LBUSD Curriculum Council on April 13. The recommendation of the Curriculum Council will be brought to the Board at the May 9, 2017 Board meeting for Board approval.

##### **Budget Impact**

There is no budget impact for this report.

##### **Recommended Action**

No action is required. This presentation is for information purposes only.

## Laguna Beach Unified School District

### 16. ACTION

April 11, 2017

Approval: Single Plan for Student Achievement (SPSA)

#### Proposal

Staff proposes that the Board of Education approve the Single Plan for Student Achievement (SPSA) for each school site.

#### Background

California Education Code Section 64001 specifies that schools and districts that receive state and federal or other applicable funding through the district's Consolidated Application (ConApp) process prepare a Single Plan for Student Achievement (SPSA) for any recipient school. The SPSA is a blueprint to improve the academic performance of all students. At each site, the School Site Council (SSC) is responsible for creating and approving the plan, monitoring its implementation, and evaluating the effectiveness of the planned activities at least annually. The plan describes the school's overall vision for students, annual goals, and specific actions that will be taken to achieve the vision and goals. These plans are aligned to the Local Control Accountability Plan (LCAP) to provide consistency throughout the district in our goals and actions and also to assure that the LCAP reflects the needs, priorities, and stakeholder input for each school site.

The SPSAs, in alignment with the District LCAP, focus on eight areas identified as State priorities. The plans also detail how the school site will help achieve the school and district goals, and assess how well the strategies in the plan will improve student outcomes. The eight State Priorities are:

1. Providing all students access to fully credentialed teachers, instructional materials that align with state standards, and safe facilities.
2. Implementing of California's academic standards, including the California State Standards in English language arts and math, Next Generation Science Standards, English language development, history social science, visual and performing arts, health education and physical education standards.
3. Parent involvement and participation, to engage the local community in the decision-making process about the educational programs of students.
4. Improving student achievement and outcomes using multiple measures, including test scores, English proficiency, and college and career preparedness.
5. Supporting student engagement, including student attendance rates.
6. Highlighting school climate and connectedness through a variety of measures, such as suspension and expulsion rates and other locally identified means.
7. Ensuring all students have access to classes that prepare them for college and careers, regardless of the school they attend or where they live.
8. Measuring other important student outcomes related to required areas of study, including physical education and the arts.

Each School Site Council met several times throughout the year to analyze student achievement and engagement data, determine the goals and needs of the school site, and gather input from all stakeholder groups. This information was used to create the SPSAs, which were presented to the LCAP Advisory Committee on March 17, 2017. After gathering input from the LCAP Advisory, the SSCs revised their SPSAs and submitted them for inclusion in the LCAP and Board approval.

**Budget Impact**

The Single Plans for Student Achievement (SPSA) provide input into the goals, actions, and expenditures for the Local Control Accountability Plan (LCAP), which drives the district's LCFF expenditures.

**Recommended Action**

Staff recommends the Board of Education approve the Single Plan for Student Achievement (SPSA) for each school site.

**Laguna Beach Unified School District**

**17. ACTION**

**April 11, 2017**

**Approval: Revised Job Descriptions and Re-classifications of CSEA Positions**

**Proposal**

Staff recommends that the Board of Education approve revisions to job descriptions and titles along with the re-classification of CSEA positions.

**Background**

The LBUSD Re-Classification Committee has convened quarterly during this school year to conduct reclassification reviews. This year, the Committee is reviewing two series of job classifications (Special Education and School Assistant), selected positions in the clerical series and individual re-classification requests from employees in the CSEA bargaining group, in accordance with the provisions in the collective bargaining agreement. The Committee consists of three representatives from CSEA and three District management representatives. The Committee determined it should review these job classification series to consider whether or not the job descriptions, titles, pay ranges, and organizational structures were clear and comparable to like districts.

At its March 2017 meeting, the Committee reviewed positions in the School Assistant Series and made the following recommendations:

<b>Current Position Title</b>	<b>Proposed Position Title</b>	<b>Current Salary Range</b>	<b>Proposed Salary Range</b>	<b>Revisions to Job Description</b>
a. Instructional Assistant, Classroom	No change	20 (\$ to \$ per hour)	No change	Yes
b. Instructional Assistant, Bilingual Support	No change	22 (\$ to \$ per hour)	No change	Yes
c. Instructional Assistant, Physical Education	No change	22 (\$ to \$ per hour)	No change	Yes
d. Lead Instructional Assistant, Physical Education	No change	26 (\$ to \$ per hour)	No change	Yes
e. Intervention Paraeducator	No change	30 (\$ to \$ per hour)	No change	Yes
f. Playground Supervisor	Various (duties are now included in positions a through d above)	20 (\$ to \$ per hour)	Various (hours are now included in positions a through d above)	No

**Budget Impact**

The proposed re-classification of these positions will cost approximately \$5,900 per year.

**Recommended Action**

Staff recommends the Board of Education approve revisions to the job descriptions, titles, and re-classifications of the specified positions.

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**  
**Job Description: Instructional Assistant, Classroom**

**BASIC FUNCTION:**

Under general supervision of the site administrator and general direction of the classroom teacher, to perform a variety of instructional activities; to assist in the conduct of intensified learning experiences; to perform routine clerical and supportive tasks for instructional personnel; and to do other related work as required.

**ESSENTIAL DUTIES:**

- Tutors individuals and small groups of students to reinforce and follow-up learning activities.
- Monitors and assists students in drill, practice, and study activities as a follow-up to the presentation of instructional concepts by instructional personnel.
- Assists in the management of student behavior through the use of positive reinforcement strategies and techniques.
- Assists in the preparation of a variety of instructional materials and learning aids for use with individual or small groups of students.
- Maintains a variety of records and files, which may include confidential student information.
- Develops and updates schedule and instructional plans for support staff and substitute use.
- Supervises students and supports activities on school play area to ensure safe physical activities and games, as directed by supervisor.
- Operates and assists students in the operation of a variety of instructional media technology, machines and equipment.

**OTHER REPRESENTATIVE DUTIES:**

- May requisition, distribute, and maintain an appropriate inventory of textbooks, instructional materials, supplies, and equipment.
- Maintains or assists in maintaining an orderly, attractive, and positive learning environment.
- Participates in parent conferences, as requested.
- Participates in staff development activities and professional learning communities as appropriate.

**KNOWLEDGE, SKILLS, AND ABILITIES**

**Knowledge of:**

- Basic concepts of child growth and development, and developmental behavior characteristics.
- Student behavior management strategies and techniques.
- Appropriate English usage, punctuation, spelling, and grammar.
- Basic arithmetical concepts.
- Routine record management, storage, and retrieval systems and procedures.

**Ability to:**

- Demonstrate an understanding, patient, and receptive attitude toward students of varied age groups.

- Communicate effectively in oral and written form in English.
- Perform routine clerical tasks and operate a variety of educational technology and office related machines and equipment.
- Learn to utilize a variety of appropriate instructional materials and procedures in the enhancement of a positive educational environment.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative working relationships with children and adults.

## **MINIMUM QUALIFICATIONS**

### **Experience:**

One year of paid or volunteer experience working with multi-age groups of children

### **Education:**

Equivalent to the completion of the twelfth grade, with coursework or training in child growth and development, instructional technology, or a closely related field.

### **Personal Qualities:**

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

## **WORKING CONDITIONS**

### **Environment:**

- School, classroom and playground environments
- Moderate noise level
- Outdoor weather conditions

### **Physical Requirements:**

- Ability to frequently stand, sit, reach, grasp, stoop, bend, twist, kneel, squat, and twist.
- Ability to frequently lift, push, pull and/or move up to 30 pounds, and occasionally lift, push, pull and/or move up to 75 pounds with assistance.
- Ability to climb stairs.
- Ability to see for the purposes of reading instructional materials, documents and other printed matter, for observing students and for the safe operation of equipment.
- Ability to hear and understand speech at normal levels in person or on the telephone.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Ability to operate technology, computer, calculator, copy machine, telephone and other office equipment with dexterity and in a safe and efficient manner.



**Operation of Vehicles, Machinery, and Equipment Requirements:**

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

**Mental and Emotional Requirements:**

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

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**  
**Job Description: Instructional Assistant, Bilingual Support**

**BASIC FUNCTION:**

Under general supervision of the site administrator and the direction of the Teacher on Special Assignment for English Language Development and ELD site teacher(s) as appropriate, to perform a variety of bilingual/bicultural instructional activities; to perform a variety of supportive tasks and follow-up activities; to serve as an interpreter for community members with limited English speaking ability; to support ELD implementation, and to do other related work as required.

**ESSENTIAL DUTIES:**

- Assists instructional personnel in the implementation of individual educational plans for students experiencing bilingual/bicultural instructional needs.
- Tutors individuals and small groups of students to reinforce and follow up learning activities.
- Assists students in the development of appropriate social behaviors.
- Performs a variety of behavior management and behavior shaping functions.
- Develops and assists in the development of specialized instructional materials.
- Assists in the development and maintenance of student records and files.
- Administers and scores tests to determine student language proficiency levels.
- Requisitions, stores, distributes, and maintains an inventory of educational instructional materials.
- Assists in the development and maintenance of a learning environment appropriate to the special instructional requirements of students.
- Uses a second language and provides cultural experiences to assist students with bilingual/bicultural needs.
- May serve as a translator to facilitate communication with monolingual, non-English speaking members of the school community.
- Performs language census surveys, testing, and records the results.
- Develops and updates schedule and instructional plans for support staff and substitute use.
- Supervises students and supports activities on school play area to ensure safe physical activities and games, as directed by supervisor.
- May assist certificated staff with testing administration.

**OTHER REPRESENTATIVE DUTIES:**

- May make home visits to assist in the interpretation of education programs and activities, and to encourage participation in the educational process.
- May translate school-wide and district-wide materials, such as, letters to parents, documents, brochures, invitations, schedules for events, etc. for parents who may be non-English readers/ speakers.
- Participates in staff development activities and professional learning communities as appropriate.

**KNOWLEDGE, SKILLS, AND ABILITIES**

**Knowledge of:**

- Child development and behavior characteristics.
- Behavior management strategies and techniques utilized with bilingual/bicultural students.

- Appropriate English usage, punctuation, spelling, and grammar, and second language usage as appropriate to the assignment.
- Basic arithmetical concepts.
- Routine record storage, retrieval, and management procedures.
- Instructional strategies utilized with bilingual/bicultural students.

#### **Ability to:**

- Demonstrate an empathetic, patient, and receptive attitude with students experiencing bilingual/bicultural instructional needs.
- Interpret, understand, and follow specific student educational plans and courses of study.
- Communicate satisfactorily in oral and written form in English and a second language as required by the assignment, and to serve as an appropriate language model.
- Perform routine clerical tasks and operate a variety of education and office related machines and equipment.
- Learn to utilize a variety of appropriate instructional materials and procedures in the enhancement of an educational environment.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative working relationships with pupils and adults.

#### **MINIMUM QUALIFICATIONS**

##### **Experience:**

Two years paid or volunteer experience working with students experiencing language deficiencies and remedial instruction needs.

##### **Education:**

Equivalent to the completion of the twelfth grade, with coursework or training in child growth and development, instructional technology, or bilingual/bicultural instructional processes.

##### **Personal Qualities:**

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

#### **WORKING CONDITIONS**

##### **Environment:**

- School, classroom and playground environments
- Moderate noise level
- Outdoor weather conditions

**Physical Requirements:**

- Ability to frequently stand, sit, reach, grasp, stoop, bend, twist, kneel, squat, and twist.
- Ability to frequently lift, push, pull and/or move up to 30 pounds, and occasionally lift, push, pull and/or move up to 75 pounds with assistance.
- Ability to climb stairs.
- Ability to see for the purposes of reading instructional materials, documents and other printed matter, for observing students and for the safe operation of equipment.
- Ability to hear and understand speech at normal levels in person or on the telephone.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Ability to operate technology, computer, calculator, copy machine, telephone and other office equipment with dexterity and in a safe and efficient manner.

**Operation of Vehicles, Machinery, and Equipment Requirements:**

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

**Mental and Emotional Requirements:**

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

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**  
**Job Description: Instructional Assistant, Physical Education**

**BASIC FUNCTION:**

Under general supervision of the site administrator and under direction of the assigned teacher, to perform a variety of specialized playground physical education and physical fitness instructional activities with elementary age students; to perform instructional support and follow-up activities; and to do other related work as required.

**ESSENTIAL DUTIES:**

- Assists instructional personnel in the implementation of physical education instructional activities following a prescribed plan developed in cooperation with instructional personnel
- Assists in evaluating and determining the skill and fitness levels of pupils in physical education.
- Instructs individual and small groups of students to reinforce and follow up instructional and skill development activities.
- Assists in the maintenance and follow-up of behavior management and behavior shaping plans.
- Assists in the planning, organization, and implementation of self-directed game activities, including softball, soccer, volleyball, basketball, football and other games common to the physical education curriculum.
- Assists in the inspection and review of game activity areas and physical fitness equipment to ensure that the physical education activities are conducted in a safe and non-hazardous environment.
- May assist in the conduct of health, personal hygiene, grooming and self-help skills.
- May assist in the implementation and conduct of adaptive physical education activities.
- May requisition, store, distribute, and maintain an appropriate and adequate inventory of physical education instructional supplies and equipment under guidance from the Lead Instructional Assistant, Physical Education
- ~~Performs a variety of behavior management and behavior shaping functions.~~
- Establishes and maintains a variety of records concerning physical fitness progress.
- Develops and updates schedule and instructional plans for support staff and substitute use.
- Supervises students and supports activities on school play area to ensure safe physical activities and games, as directed by supervisor.
- Administers routine first aid and seeks assistance for serious illness or injury situations.

**OTHER REPRESENTATIVE DUTIES:**

- Participates in staff development activities as appropriate.
- Attend Professional Learning Community (PLC) meetings regularly to obtain direction from and provide feedback to physical education teacher.
- Performs other related duties as assigned.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

**Knowledge of:**

- Basic concepts of growth and development and behavior characteristics.
- Student behavior management strategies and techniques typically utilized with multi-age students.
- Instructional strategies pertaining to physical education and physical fitness instruction.
- Routine record management, storage, and retrieval systems and procedures.

- Appropriate English usage, punctuation, spelling, and grammar.

**Ability to:**

- Demonstrate an empathetic, patient, and understanding attitude with elementary and secondary level students.
- Interpret, understand, and follow-up student special physical education and weight training plans.
- Communicate effectively in oral and written form.
- Provide clear and concise reports.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative working relationships with pupils and adults.

**MINIMUM QUALIFICATIONS**

**Experience:**

Two years paid or volunteer experience working with multi-age children in an organized physical education or weight training program.

**Education:**

Equivalent to the completion of the twelfth grade, supplemented by coursework or training in growth and development, psychology, physical education, and other related educational programs preferably at the community college level.

**Certificate Requirement:**

Must possess a valid first aid certificate issued by the American Red Cross, including CPR training.

**Personal Qualities:**

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

**WORKING CONDITIONS**

**Environment:**

- School playground environment
- Moderate to Intense noise level
- Outdoor weather conditions

**Physical Requirements:**

- Ability to frequently stand, sit, reach, grasp, stoop, bend, twist, kneel, squat, and twist.
- Ability to frequently lift, push, pull and/or move up to 30 pounds, and occasionally lift, push, pull and/or move up to 75 pounds with assistance.

- Ability to climb stairs.
- Ability to see for the purposes of reading instructional materials, documents and other printed matter, for observing students and for the safe operation of equipment.
- Ability to hear and understand speech at normal levels in person or on the telephone.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Ability to operate technology, computer, calculator, copy machine, telephone and other office equipment with dexterity and in a safe and efficient manner.

**Operation of Vehicles, Machinery, and Equipment Requirements:**

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

**Mental and Emotional Requirements:**

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



**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**  
**Job Description: Lead Instructional Assistant, Physical Education**

**BASIC FUNCTION:**

Under general supervision of the site administrator and under direction of the assigned teacher, to lead and perform a variety of specialized playground physical education and physical fitness instructional activities with elementary age students; to perform instructional support and follow-up activities; to coordinate assigned duties with other physical education staff, and to do other related work as required.

**ESSENTIAL DUTIES:**

- Assists instructional personnel in the implementation of physical education instructional activities following a prescribed plan developed in cooperation with instructional personnel
- Assists in evaluating and determining the skill and fitness levels of pupils in physical education.
- Instructs individual and small groups of students to reinforce and follow up instructional and skill development activities.
- Assists in the maintenance and follow-up of behavior management and behavior shaping plans.
- Assists in the planning, organization, and implementation of self-directed game activities, including softball, soccer, volleyball, basketball, football and other games common to the physical education curriculum.
- Assists in the inspection and review of game activity areas and physical fitness equipment to ensure that the physical education activities are conducted in a safe and non-hazardous environment.
- May assist in the conduct of health, personal hygiene, grooming and self-help skills.
- May assist in the implementation and conduct of adaptive physical education activities.
- Coordinates the requisition, storage, distribution, and maintenance of an appropriate and adequate inventory of physical education instructional supplies and equipment in conjunction with other physical education staff
- ~~Performs a variety of behavior management and behavior shaping functions.~~
- Establishes and maintains a variety of records concerning physical fitness progress.
- Develops and updates schedule and instructional plans for support staff and substitute use.
- Supervises students and supports activities on school play area to ensure safe physical activities and games, as directed by supervisor.
- Administers routine first aid and seeks assistance for serious illness or injury situations.

**OTHER REPRESENTATIVE DUTIES:**

- Participates in staff development activities as appropriate.
- Attend Professional Learning Community (PLC) meetings regularly to obtain direction from and provide feedback to physical education teacher.
- Performs other related duties as assigned.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

**Knowledge of:**

- Basic concepts of growth and development and behavior characteristics.
- Student behavior management strategies and techniques typically utilized with multi-age students.
- Instructional strategies pertaining to physical education and physical fitness instruction.



- Routine record management, storage, and retrieval systems and procedures.
- Appropriate English usage, punctuation, spelling, and grammar.

**Ability to:**

- Demonstrate an empathetic, patient, and understanding attitude with elementary and secondary level students.
- Interpret, understand, and follow-up student special physical education and weight training plans.
- Communicate effectively in oral and written form.
- Provide clear and concise reports.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative working relationships with pupils and adults.

**MINIMUM QUALIFICATIONS**

**Experience:**

Two years of increasingly responsible paid or volunteer experience working with multi-age children in an organized physical education or weight training program.

**Education:**

Equivalent to the completion of the twelfth grade, supplemented by coursework or training in growth and development, psychology, physical education, and other related educational programs preferably at the community college level.

**Certificate Requirement:**

Must possess a valid first aid certificate issued by the American Red Cross, including CPR training.

**Personal Qualities:**

- Independent worker
- Maturity and good judgment
- Neat and clean appearance
- Willingness to assume a wide range of responsibilities
- Willingness to learn new skills
- Willingness to continuously improve
- Pleasant interpersonal skills
- Good organizational skills
- Commitment to professional courtesy
- Belief in high standards
- Commitment to professional responsibility
- High intrinsic motivation
- Willingness to provide appropriate direction to other physical education staff

**WORKING CONDITIONS**

**Environment:**

- School playground environment
- Moderate to intense noise level
- Outdoor weather conditions

**Physical Requirements:**

- Ability to frequently stand, sit, reach, grasp, stoop, bend, twist, kneel, squat, and twist.

- Ability to frequently lift, push, pull and/or move up to 30 pounds, and occasionally lift, push, pull and/or move up to 75 pounds with assistance.
- Ability to climb stairs.
- Ability to see for the purposes of reading instructional materials, documents and other printed matter, for observing students and for the safe operation of equipment.
- Ability to hear and understand speech at normal levels in person or on the telephone.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Ability to operate technology, computer, calculator, copy machine, telephone and other office equipment with dexterity and in a safe and efficient manner.

**Operation of Vehicles, Machinery, and Equipment Requirements:**

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

**Mental and Emotional Requirements:**

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

## **Laguna Beach Unified School District: Job Description: Intervention Para Educator**

### **BASIC FUNCTION:**

Under the general supervision of the Principal and direction of the Reading Intervention Teacher, assist individual or small groups of identified specialized reading program students; prepare a variety of instructional materials.

### **ESSENTIAL DUTIES:**

- Serves as a member of the Assessment team.
- Prepares reports to be used for Grade Level Teams.
- Administers assessment instruments throughout the Intervention Programs sequence, under the supervision of certificated staff.
- Tutor individual or small groups of students, reinforcing instruction as directed by the designated program; provide and utilize intensive methods of reinforcement of the lesson plans in accordance with specialized reading program guidelines; monitor and oversee student drills, practices and assignments.
- Set up work areas and displays, operate computers and audio-visual equipment and prepare and duplicate instructional materials; confer with teachers concerning programs and materials to meet student needs.
- Provide one-on-one assistance to students with special needs in reading, phonics, linguistics, phonemics, and comprehension.
- Develop lesson plans and schedule in support of the specialized reading program and in compliance with established guidelines.
- Research and prepare instructional, motivational and other materials in support of the specialized reading program to interest students in various activities; lead phonics games, sharing and other activities.
- Administer, monitor and score a variety of tests and assignments to determine progress in reading and comprehension skills; explain instructions and words; communicate with school psychologists, speech and language pathologists, and classroom teachers regarding student needs and programs.
- Performs a variety of behavior management and behavior shaping functions.
- Report progress regarding student performance and behavior.
- Prepare and maintain program-related records including testing, evaluation or instructional materials as required; maintain the confidentiality of student records and information to established guidelines.
- Develops and updates schedule and instructional plans for support staff and substitute use.
- Operate a variety of office, instructional and audio-visual equipment as assigned.
- Assure the health and safety of students by following health and safety practices and procedures.

### **OTHER REPRESENTATIVE DUTIES:**

- Participates in staff development activities and professional learning communities as appropriate.
- Participate in staff meetings as requested; attend various in-service meetings as assigned; participate in parent conferences as requested.
- Perform related duties as assigned.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

#### **Knowledge of:**

- Knowledge of or ability to learn instructional strategies in a variety of Intervention Programs that are currently in use within the school for varying grade levels.

- Record student attendance and maintain daily performance in the program by tracking methods that are used for each program, i.e. student data system, Excel, and a variety of computer data programs.
- Basic concepts of child growth, development and developmental behavioral characteristics.
- Child guidance principles and practices.
- Applicable sections of the Education Code
- Specialized reading program guidelines.
- Basic subjects taught in District schools, including grammar, spelling, language and reading.
- Safe practices in classroom.
- Basic instructional methods and techniques.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Oral and written communication skills.
- Interpersonal skills using tact, patience and courtesy.
- Record-keeping techniques.
- Classroom procedures and appropriate student conduct.
- Operation of office, instructional and audio-visual equipment.
- Health and safety regulations.

#### **Ability to:**

- Reinforce instruction to individual or small groups of identified specialized reading program students in a classroom.
- Provide and utilize intensive methods in accordance with specialized reading program guidelines.
- Understand and relate to children with special needs.
- Perform clerical duties related to classroom activities.
- Understand and follow oral and written directions.
- Read, interpret, apply and explain applicable codes, rules, regulations, policies and procedures.
- Establish and maintain cooperative and effective working relationships with others.
- Work confidentially with discretion.
- Operate office, instructional and audio-visual equipment.
- Maintain records.
- Observe health and safety regulations.
- Communicate effectively both orally and in writing.

#### **MINIMUM QUALIFICATIONS**

##### **Experience:**

Two years of increasing responsible experience working with multi-age children with a variety of intervention strategies.

##### **Education:**

A degree from an accredited college or university, preferably with an emphasis in reading, language arts or elementary education and two years experience in working with children in an organized setting.

##### **Personal Qualities:**

- ♦Independent worker
- ♦Maturity and good judgment
- ♦Personal appearance which establishes a desirable example for students
- ♦Willingness to assume a wide range of responsibilities
- ♦Willingness to learn new skills
- ♦Willingness to continuously improve
- ♦Pleasant interpersonal skills

- ♦ Good organizational skills
- ♦ Commitment to professional courtesy
- ♦ Belief in high standards
- ♦ Commitment to professional responsibility
- ♦ High intrinsic motivation

## **WORKING CONDITIONS**

### **Environment:**

- School and classroom environment
- Moderate noise level
- Outdoor weather conditions

### **Physical Requirements:**

- Ability to frequently stand, sit, reach, grasp, stoop, bend, twist, kneel, squat, and twist.
- Ability to frequently lift, push, pull and/or move up to 30 pounds, and occasionally lift, push, pull and/or move up to 75 pounds with assistance.
- Ability to climb stairs.
- Ability to see for the purposes of reading instructional materials, documents and other printed matter, for observing students and for the safe operation of equipment.
- Ability to hear and understand speech at normal levels in person or on the telephone.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Ability to operate technology, computer, calculator, copy machine, telephone and other office equipment with dexterity and in a safe and efficient manner.

### **Operation of Vehicles, Machinery and Equipment Requirements:**

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

### **Mental and Emotional Requirements:**

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

**Laguna Beach Unified School District**

**18. ACTION**

**April 11, 2017**

**Approval: Revise Job Description: Director, Facilities**

**Proposal**

Staff recommends the Board of Education approve revisions to the job description of Director, Facilities.

**Background**

In the field of personnel, it is a best practice to review a job description whenever a vacant position develops to determine if it needs to be updated or modified. The proposed revisions reflect updated tasks and supervision duties.

**Budget Impact**

There is no budget impact for this item.

**Recommended Action**

Staff recommends the Board of Education approve revisions to the job description of Director, Facilities.

**Laguna Beach Unified School District**  
**Job Description: DIRECTOR, FACILITIES**  
**(Classified Management)**

**BASIC FUNCTION:**

Under general direction of the Assistant Superintendent, Business Services, the Director, Facilities is responsible for the management and direction of building maintenance, new and renovation construction and construction management, custodial services, grounds keeping, ~~pupil transportation~~, emergency, safety/security programs. Additionally, he/she has the abilities to design, plan, and organize, all renovation/new construction and in conjunction with all facets of short/long term Facilities Repair, Replacement programs. Responsibilities also include the accomplishment of District goals and objectives for deferred maintenance, day to day up keep of grounds, repair and modernization of school sites, and integration of technology into classroom and office spaces. Supervises both force labor and outside vendors.

**ESSENTIAL DUTIES:**

- Plans, organizes, directs, and coordinates the administration of facility operations in the areas of contracted services, maintenance, custodial services, landscaping, transportation, and construction services in support of the mission, tasks, functions, and goals of the school District.
- ~~Establishes and evaluates quality and operational standards for maintenance and custodial staff and distributes equipment and supplies.~~
- Plans, organizes, controls, and directs facilities contract administration, construction management, and the labor compliance program, including budget development and management.
- ~~Plans, organizes, schedules, and coordinates~~ Provides oversight and direction to staff regarding maintenance services and operations support activities ~~in conjunction with school site administrators~~, including establishing needs and priorities for repair of school buildings.
- Oversees compliance with environmental, health, and safety regulations and direct implementation of required programs, training, and inspections.
- Prepares and develops long and short range master plans for maintenance, repair, and site improvement projects, including school housing needs by taking into consideration program requirements, cost estimates, enrollment projections, and alternative uses for school sites and facilities.
- ~~Prepares and develops cost estimates for on-going projects; e~~ Evaluates, and consults with architects, technical consultants and contractors to develop projects and work plans.
- Plans, organizes, directs, and coordinates strategic implementation planning efforts for facilities contracts administration, including the pre-qualification process, professional service contracts, and strategic and operational goals associated with contacting methods-. Works in conjunction with District liability insurer to assess potential risks and mitigate such risks.
- Insures compliance with applicable federal, state, and local mandates governing environmental protection, hazards to buildings and building occupants, public safety, and access compliance (Americans with Disabilities Act).
- Prepares general fund budget proposals, applications for state building maintenance program funds, and specialized funds related to facilities, construction, and facilities support activities.
- Directs and manages departmental expenditures and ensures prudent fiscal management in the application of assigned funds.
- Conducts facilities needs assessment and correlates data for use in future planning for new school facilities and/or upgrades to existing facilities.



- Responsible for facilities fixed asset inventory.
- Assists in employee selection and conducts the performance evaluation process of assigned employees ~~with input from the administrators at each site.~~
- Participates in facilities planning and sits as a member of boards, committees and study groups.
- Receives, reviews, and investigates requests for school site improvements, building modifications, and building maintenance.
- Defines, identifies, and establishes priorities for maintenance-related projects.
- Prepares public notices for request for proposals, invitation to bidders, and bid advertisements for construction and renovation projects.
- Confers with prospective contractors for all District repairs.
- Coordinates site visits and pre-bid conferences.
- Maintains cooperative working relationships with local, state and federal agencies.
- Maintains cooperative working relationships with District and site administrators.
- Prepares and maintains a variety of narrative and statistical reports, records, and files related to assigned activities and personnel. -
- Responds to emergency call backs and facility critical situations.
- Responds to emergency maintenance situations, F.E.M.A. and O.E.S.
- Oversees the District's Use of Facilities Management, including supervision of process and procedures regarding use of District buildings and grounds by outside organizations.
- Maintains short/long term Joint-Use Agreement (JUA) with the city of Laguna Beach and County of Orange for use of District resources and facilities.
- Controls hiring and supervision of outside contractors.
- Reviews utility usage and make recommendations for energy savings; prepare and submit requests for energy conservation projects.
- ~~Oversees transportation contract and contractor. Coordinates central operations in coordination with pupil transportation.~~
- Acts as lead Emergency Management Coordinator responsible for training, supplies, preparedness and revisions to policies and procedures.
- Acts as primary contact for interagency emergency contact and liaison.
- Oversees warehouse, records retention according to regulations, archiving, purging and disposal.
- Responsible for the sale of surplus equipment in accordance with regulations and policy.
- Supports needs in the classroom from basic requirements all the way to innovative learning environment implementation.

#### **OTHER REPRESENTATIVE DUTIES**

- Other related duties as assigned.
- Plans, coordinates, arranges and conducts appropriate training of subordinates.
- Attends Board of Education meetings.
- Submits authorizations requests to the Board of Education for recommended actions based on District policy and procedures.

#### **KNOWLEDGE, SKILLS AND ABILITIES**

##### **Knowledge of:**



- Principles and practices of contract administration, construction management, building trades, labor compliance, and maintenance of structural, mechanical, electrical and all other utility distribution systems related to the operation of school and administrative building and facilities. School facilities planning as related to methods and techniques of instruction, traffic flow, economy of maintenance, provision for growth, relationship of instructional and service areas, and adaptability to multi-functional usage.
- General characteristics and relative costs of various methods of construction, architectural features and building and room designs for all types of school uses.
- State, local, and Federal agencies having jurisdiction over school construction, maintenance, and operations.
- Decorative landscape and athletic field maintenance.
- Custodial maintenance and sanitary practices and procedures.
- Building security systems, anti-intrusion, and theft prevention methods.
- Energy management and utilities conservation measures.
- Budget process and fiscal management.
- Organizational structure and design.

**Ability to:**

- Communicate effectively to express ideas and provide information in concise and understandable verbal and written forms.
- Effectively communicate with tact, discretion, and courtesy in dealings with superiors, subordinates, and the general public.
- Provide leadership and direction, in coordination with administrators, to a diverse workforce, effectively implementing recognition, evaluation systems, and discipline to maintain employee confidence and morale in assigned functions.
- Adjust work schedule to supervise evening, weekend and emergency work crews as needed.

## **MINIMUM QUALIFICATIONS**

**Experience:**

At least five years of increasingly responsible, extensive, and varied supervisory experience in construction, construction maintenance, facilities maintenance, repair/replacement and operation services for large commercial or public buildings, and grounds and facilities. Experience in or sufficient knowledge of public works contracts, maintenance of public school operations and building maintenance, grounds and irrigation equipment, emergency operations and preparedness.

**Education:**

Equivalent of accredited engineering degree in facility and facilities management, public administration, business management. A Master's degree is desirable.

**Licenses:**

Possess and maintain a valid California Driver's License (Class "C" minimum). Related licenses/certificates in facilities, facilities management and energy management systems.

**Personal Qualities:**

- Independent worker
- Maturity and good judgment
- Neat and clean appearance

- Willingness to assume a wide range of responsibilities
- Willingness to learn new skills
- Willingness to continuously improve
- Pleasant interpersonal skills
- Good organizational skills
- Commitment to professional courtesy
- Belief in high standards
- Commitment to professional responsibility
- High intrinsic motivation

## **WORKING CONDITIONS:**

### **Environment:**

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

### **Physical Requirements:**

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

- Ability ~~to frequently required~~ to frequently use hands to ~~finger~~, handle, or feel objects, tools, or controls and talk or hear.
- Ability to frequently sit, occasionally stand; walk; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.
- Ability to frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds.
- Specific vision abilities including close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus for purposes of reading work orders, diagrams, labels, and other printed matter.
- Ability to communicate, hear, and understand speech at typical levels in person and on the telephone.
- Ability to climb stairs.

### **Operation of Vehicles, Machinery, and Equipment Requirements:**

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

### **Mental and Emotional Requirements:**

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

### **Hazards**

- Working around and with machinery having moving parts.
- May be subject to fumes and cleaning chemicals.

**Laguna Beach Unified School District**

**19. ACTION**

**April 11, 2017**

**Approval: Resolution No. 17-07: Laguna Beach Unified School District Adopting a Conflict of Interest Code Which Supersedes all other Conflict of Interest Codes and Amends Previously Adopted**

**Proposal**

Staff proposes the Board of Education adopt Resolution No. 17-07, amending the Conflict of Interest Code provided by the Clerk of the Board of Supervisors for the County of Orange.

**Background**

The Political Reform Act, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes.

The Resolution, Attachment A and Exhibits A & B, provided by the Clerk of the Board of Supervisors of the County of Orange, designating officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Laguna Beach Unified School District.

**Budget Impact**

There is no impact to the General Fund.

**Recommended Action**

Staff recommends that the Board of Education adopt Resolution No. 17-07. Once approved by the Board of Education, the Superintendent recommends that the Board direct staff to comply with the requirements of the Political Reform Act as requested by the Orange County Board of Supervisors.

**Resolution Number 17-07**

**RESOLUTION OF THE LAGUNA BEACH UNIFIED SCHOOL DISTRICT  
ADOPTING A CONFLICT OF INTEREST CODE  
WHICH SUPERSEDES ALL PRIOR CONFLICT OF  
INTEREST CODES AND AMENDMENTS  
PREVIOUSLY ADOPTED**

**WHEREAS**, the Political Reform Act of 1974, Government Code Section 81000 et. seq. (“the Act”), requires a local government agency to adopt a Conflict of Interest Code pursuant to the Act; and

**WHEREAS** The Laguna Beach Unified School District has previously adopted a Conflict of Interest Code and that Code now requires updating; and

**WHEREAS**, amendments to the Act have in the past and foreseeably will in the future require conforming amendments to be made to the Conflict of Interest Code; and

**WHEREAS**, the Fair Political Practices Commission has adopted a regulation, Title 2, California Code of Regulations, Section 18730, which contains terms for a standard model Conflict of Interest Code, which, together with amendments thereto, may be adopted by public agencies and incorporated by reference to save public agencies time and money by minimizing the actions required of such agencies to keep their codes in conformity with the Political Reform Act.

**NOW THEREFORE, BE IT RESOLVED:**

Section 1. The terms of Title 2, California Code of Regulations, Section 18730 (Attachment A) and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, together with Exhibits A and B in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Laguna Beach Unified School District.

Section 2. The provisions of all Conflict of Interest Codes and Amendments thereto previously adopted by the Laguna Beach Unified School District and hereby superseded.

Section 3. The Filing Officer is hereby authorized to forward a copy of this Resolution to the Clerk of the Orange County Board of Supervisors for review and approval by the Orange County Board of Supervisors as required by California Government Code Section 87303.

**PASSED AND ADOPTED** this 11<sup>th</sup> day of April 2017, by the Governing Board of the Laguna Beach Unified School District of Orange County, California, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Dee Perry,  
Clerk of the Board of Education

**ATTACHMENT A**  
**CONFLICT OF INTEREST CODE FOR THE**  
**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**

The Political Reform Act, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) which contains the terms of a standard Conflict of Interest Code, which may be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Laguna Beach Unified School District.

Designated employees shall file statements of economic interests with the Laguna Beach Unified School District Political Reform Act Filing Officer, Superintendent of Schools or designee who will make the statements available for public inspection and reproduction (Government Code Section 82008). Except as specified below, statements for designated employees will be retained by the Agency's Filing Officer.

Upon receipt of the statements of the Board Member, Superintendent, Assistant Superintendent, Director, ~~Coordinator~~, Principal, and Assistant Principal, the Agency's Filing Officer shall make and retain a copy and forward the original of these statements to the Clerk of the Orange County Board of Supervisors as the Filing Officer for these designated positions.

Statements for all other designated employees will be retained by the Laguna Beach Unified School District's Filing Officer.

**EXHIBIT A**

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**

**LIST OF DESIGNATED POSITIONS  
CONFLICT OF INTEREST CODE**

<b>Designated Positions</b>	<b>Disclosure Categories</b>
Board Member	OC-01
Superintendent of Schools	OC-01
Assistant Superintendent	OC-01
Principal	OC-01
Assistant Principal	OC-01
Director	OC-01
<del>Coordinator</del>	<del>OC-01</del>
Chief Technology Officer	OC-01
Consultant	OC-30

**EXHIBIT B**

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT**

<b>Disclosure Category</b>	<b>Disclosure Description</b>
OC-01	All interests in real property in Orange County, the authority or the District as applicable, as well as investments, business positions and sources of income (including gifts, loans and travel payments).
OC-30	Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest category in the code subject to the following limitation: The County Department Head/Director/General Manager/Superintendent/etc. may determine that a particular consultant, although a "designated position" is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure required. The determination of disclosure is a public record and shall be filed with the Form 700 and retained by the Filing Officer for public inspection.



## **Laguna Beach Unified School District**

**20. ACTION**

**April 11, 2017**

**Approval: Amendment #4 to Extend the May 1, 2013 Agreement for Transportation Services to American Logistics Company (ALC) to Transport Special Needs Students for Routes Out of the District from May 1, 2017, to April 30, 2018, With a Not-To-Exceed Amount of \$350,000**

### **Proposal**

Staff proposes the Board of Education approve Amendment #4 to extend the May 1, 2013 agreement for transportation services with American Logistics Company (ALC) to transport special needs students for routes out of the District from May 1, 2017, to April 30, 2018, with a not-to-exceed amount of \$350,000.

### **Background**

In 2013, in an effort to ensure the delivery of quality services and cost-effectiveness of our transportation program, the District worked with OCDE counsel to advertise and prepare competitive Bid No. 13-03-01 for Special Education Transportation Services for routes traveling outside the District boundaries to therapy and special schools. American Logistics was the lowest bidder and was awarded the contract dated May 1, 2013. The contract was for one year with four annual renewal options, for a total maximum of five years.

ALC often uses smaller vehicles than the traditional yellow school bus. Each student and parent meets with a designated company liaison and driver before the start of services.

### **Contract Components**

**Scope of Work:** CONTRACTOR shall perform services for the DISTRICT per the following:

1. Provide safe, air conditioned, transportation services “as needed” 5 days per week, for LBUSD between the hours of 7 AM to 5 PM.
2. Agree to be paid for services based upon the costs and methodology set forth on the Bid Form Price Sheet. LBUSD will not be charged “over hours” for any delays due to contractor’s equipment failure or driver performance. There shall be no waiting time charge. The Transportation Contractor shall maintain a 24/7 contact center for the convenience of LBUSD and Parents for making needed changes to a student’s transportation services. LBUSD and/or Parents will make reasonable efforts to notify Transportation Contractor at least two (2) hours prior to the scheduled pick up time of any cancellations. If notice is given to the Transportation Contractor less than two (2) hours, and the driver has not yet been dispatched, Transportation Contractor will not charge LBUSD for the cancellation of the trip. If driver is dispatched, LBUSD will be charged for the trip.
3. Provide vehicles certified to handle students with disabilities including wheelchair accessibility.
4. Have the vehicle availability to serve LBUSD transportation needs.
5. Provide vehicles that have been thoroughly inspected for their suitability to providing transportation for District students prior to any vehicle being placed into service for the District.
6. Provide certified drivers with experience working with students with disabilities.
7. Provide drivers who possess the class of driver license commensurate with the type of vehicle being driven. All drivers will be licensed or permitted through OCTAP, the California Public Utilities Commission (CPUC), or other applicable regulatory body. Transportation Contractor shall obtain evidence of such licensure and permits prior to permitting a driver to provide services to LBUSD and will ensure that all active drivers continue to possess current and valid licenses and permits throughout the life of the Agreement.

8. Provide drivers who have twelve (12) months of driver time records available.
9. Maintain and enforce a Drug Free Workplace policy and provide drivers who have been baseline drug tested for drug misuse prior to beginning services for LBUSD. Transportation Contractor shall also ensure that all active drivers are continuously enrolled in a random drug and alcohol testing program throughout the life of the Agreement. The Transportation Contractor shall maintain records of such drug and/or alcohol testing. LBUSD shall have the right to inspect such records upon request.
10. Provide driver consistency.
11. Route and consolidate students to reduce drive time (must provide description of methodology acceptable to LBUSD).
12. Assign a certified Driver Instructor/Contract Supervisor to ensure consistent high quality transportation services.
13. Provide quality service incorporated into all of the transportation company's processes from simple telephone inquiry to complex routing and dispatching resulting in consistent, accurate, and professional service, reliability, and performance.
14. Comply and require its subcontractors to comply with all regulations of the Orange County Taxi Administration Program (OCTAP), the California Public Utilities Commission (CPUC), or any other applicable regulatory body, which regulates the drivers and vehicles providing services to LBUSD.
15. Be able to schedule, dispatch, track, and manage a large number of daily trips throughout Laguna Beach.
16. Have a technologically sound, cost efficient electronic trip management system.
17. Agree that LBUSD will determine the transportation to be provided that is best for the students and the most cost effective for the District.
18. Agree that the maximum time any student may be in transit one way shall be less than fifty (50) minutes.
19. Provide plan for most energy efficient and cost effective transportation by July 1, 2015 (best in State of California).
20. Have monthly billing documents specific to provided transportation services that include:
  - a) Passenger Name and ID#
  - b) Route Name/#
  - c) Dates of Service
  - d) Trip Mileage
  - e) Mileage Costs
  - f) Wait Time
21. Partner with LBUSD to establish:
  - a) Operating procedures for arranging and providing trips and maintaining ongoing communication with LBUSD.
  - b) Identify evaluation procedures, criteria, and reporting mechanisms.
  - c) Emergency Protocols, i.e., accident, medical emergency, no-shows, earthquake, etc.
  - d) Recruitment and validation of driver eligibility i.e. criminal background check.
  - e) Driver training procedures including working with individuals with physical and/or other disabilities.
22. Comply with all rules and regulations pursuant to Chapter 7 of the California Highway Patrol Passenger Transportation Safety Handbook 82.7, School Pupil Activity Bus (SPAB) 546 VC.
23. Be able to provide LBUSD with daily maintenance logs for its vehicles.
24. One LBUSD attendant per ride must be allowed as necessary without charge.
25. Understands and agrees that any contract awarded by LBUSD will be nonexclusive, contingent on adequate funding, and that any awarded contract may be terminated at any time by LBUSD.

Term: DISTRICT and CONTRACTOR agree to extend the term of the AGREEMENT entered into pursuant to Special Education Transportation Services Bid No. 13-03-01 for an additional one (1) year period commencing May 1, 2017 and ending April 30, 2018 as provided for in Section 4 of the Agreement.

Compensation: CONTRACTOR shall be paid for **one-way** trip in accordance with the following pricing:

Category	Pricing
Origination Fee	\$35.00
Per Mile	\$2.50
<b>When Applicable...</b>	
Car Seat	\$5.00
Wheelchair	\$25.00
Aide (per trip, up to 2 hours)	\$25.00
Trip Minimum (orig. fee + mileage)	\$65.00

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: none.

**Budget Impact**

The expenditure of \$350,000 for Special Education Transportation is budgeted within the General Fund.

**Recommended Action**

Staff recommends the Board of Education approve Amendment #4 to extend the May 1, 2013 agreement for transportation services with American Logistics Company (ALC) to transport special needs students for routes outside of the District from May 1, 2017, to April 30, 2018, with a not-to-exceed amount of \$350,000.

**AMENDMENT #4**  
**TO AGREEMENT FOR THE PROVISION OF**  
**ALTERNATIVE TRANSPORTATION SOLUTIONS**

THIS AMENDMENT #4 TO THE AGREEMENT FOR TRANSPORTATION SOLUTIONS ("AMENDMENT") is effective as of May 1, 2017 by and between **American Logistics Company, LLC** ("Contractor"), and **Laguna Beach Unified School District** (the "District"), with respect to the following facts:

**RECITALS:**

- A. The Contractor and the District entered into an Agreement for the Provision of Transportation Solutions dated May 1, 2013 ("the Agreement"). Words and phrases as used in this Amendment shall have the same meaning as set forth in the Agreement except as otherwise defined herein. While not attached hereto, the provisions of the Agreement are incorporated herein by this reference.
- B. The District and the Contractor now desire to amend the Agreement on the terms and conditions set forth below.

NOW, THEREFORE, the parties agree to the following amendments to the Contract:

- 1. District and Transportation Contractor agree to extend the term of the Agreement entered into pursuant to Special Education Transportation Service Bid No. 13-03-01 for an additional one (1) year period commencing May 1, 2017 and ending on April 30, 2018 as provided for in Section 4 of the Agreement.

Except as set forth in this Amendment, the Agreement shall remain unchanged and in full force and effect.

**IN WITNESS WHEREOF, the parties have executed this Amendment #4.**

**(DISTRICT)**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ALC (CONTRACTOR)**

Signed:  \_\_\_\_\_

Date: 3/31/17

Print Name: Craig Puckett

Title: Chief Executive Officer