

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BOARD OF TRUSTEES



**Regular Board Meeting
November 9, 2017**



**Thursday, November 9, 2017
AGENDA - REGULAR BOARD MEETING**

Type: AGENDA - REGULAR BOARD MEETING

Time: 5:30 p.m.

Code: Regular #09 -17/18

Location: ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT, 2930 Gay Avenue, San Jose, CA 95127; Board Room.

In compliance with the Americans with Disabilities Act, if you need special assistance in order to participate in the public meeting of the Board of Trustees, please contact the Office of the Superintendent at (408) 928-6822. Notification 48 hours prior to the meeting will enable the District to make reasonable accommodations.

1. OPEN SESSION - CALL TO ORDER AND ROLL CALL

1.01 CALL TO ORDER / ROLL CALL -- PRESIDENT ESAU RUIZ HERRERA.

1.02 ANNOUNCEMENT AND PUBLIC COMMENTS REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION (Government Code Section 54957.7).

1.03 ADJOURNMENT TO CLOSED SESSION: The Board will adjourn to Closed Session at approximately 5:35 p.m. Open Session will resume at the end of Closed Session in the Board Room at approximately 6:35 p.m.

2. CLOSED SESSION

2.01 INFORMATION/DISCUSSION/ACTION; CONFERENCE WITH LEGAL COUNSEL -- ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) (Government Code Section 54956.9): Two (2) potential cases.

2.02 INFORMATION/DISCUSSION/ACTION; CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION. Pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9): Professional Asbestos & Lead Services, Inc. v. Everlast Builders, Inc., and Alum Rock Union Elementary School District. Santa Clara County Superior Court Case No 17 CV305853.

2.03 DISCUSSION/ACTION: PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT (Government Code Section 54957): Titles: (1) Executive Assistant; (2) Coordinator of Student Services.

2.04 DISCUSSION/ACTION; PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957).

3. RECONVENE TO OPEN SESSION - DISTRICT OFFICE BOARD ROOM

3.01 CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE BY PRESIDENT ESAU RUIZ HERRERA.

3.02 REPORT OF ACTION TAKEN IN CLOSED SESSION.

3.03 DISCUSSION AND/OR MODIFICATION(S) OF THE AGENDA. The Board may change the order of business including, but not limited to, an announcement that an agenda item will be considered out of order, that consideration of an item has been withdrawn, postponed, rescheduled or removed from the Consent Calendar for separate discussion and possible action.

4. PUBLIC MEMBERS WHO WISH TO ADDRESS THE BOARD

4.01 "REQUESTS TO ADDRESS THE BOARD" provides members of the public an opportunity to speak to the Board about any matter under the jurisdiction of the Board and not otherwise on the agenda. Those who wish to address specific

agenda items will have an opportunity to do so when that agenda item is introduced and presented during this meeting. Individuals wishing to speak are requested to proceed to the podium. There is a three-minute time limit for each speaker. The Board will automatically refer to staff any formal written requests that are brought before them at this time. Written matters may be placed on a future meeting.

5. COMMENTS AND COMMUNICATION

5.01 Teamsters.

5.02 California School Employee's Association (CSEA).

5.03 Alum Rock Administrator's Association (ARAA).

5.04 Alum Rock Educator's Association (AREA).

5.05 Superintendent.

5.06 Board of Trustees/Communications/Comments.

6. BOND / FACILITIES

6.01 PRESENTATION AND/OR UPDATE ON THE BOND/FACILITIES. Mr. Luis Rojas will present a written update on the status of the Bond Projects.

6.02 INFORMATION/ACTION: Approve (9) New Portable Installations and New Parking Area for Hubbard Elementary School Final Change Order.

6.03 INFORMATION/ACTION: Approve HVAC Upgrades Project at Dorsa Elementary Final Change Order.

6.04 INFORMATION/ACTION: Approve HVAC Upgrades Project at L.U.C.H.A. Elementary School Final Change Order.

6.05 INFORMATION/ACTION: Approve Restroom and Access Upgrade Project at Mathson Middle School Final Change Order.

6.06 INFORMATION/ACTION: Approve DSA Project Inspector for (9) New Portable, New Parking Area and Shade Structure for O.S. Hubbard Elementary School Change Order No. 2.

6.07 DISCUSSION/ACTION: Amend Measure I, Phase 1 Project List to include HVAC Projects at Ryan and Russo/McEntee Schools.

6.08 INFORMATION/DISCUSSION/ACTION: Postponement on Issuing the Notice to Proceed to Contractor for the New Fischer Multi-Purpose Building Project.

6.09 INFORMATION/ACTION: Approve DSA Project Inspector for HVAC Upgrades at Dorsa Elementary School and L.U.C.H.A. Elementary School Change Order No. 1.

7. SUPERINTENDENT/BOARD BUSINESS

7.01 INFORMATION/DISCUSSION/ACTION: Program Management Agreement for Measure I. Terminate Contract Between Alum Rock Union Elementary School District (ARUSD) and Del Terra Real Estate Services, Inc., dba Del Terra Group from Program Management of the ARUSD Bond Program.

7.02 INFORMATION/DISCUSSION/ACTION: Program Management Agreement for Measure J. Terminate Contract Between Alum Rock Union Elementary School District (ARUSD) and Del Terra Real Estate Services, Inc., dba Del Terra Group from Program Management of the ARUSD Bond Program.

7.03 INFORMATION/DISCUSSION: Staff will provide an overview of Facilitron, including how it works and rental costs.

7.04 INFORMATION/DISCUSSION: Staff will provide an overview of the New Workorder System.

7.05 INFORMATION/DISCUSSION: Staff will provide update on Legal Services Contracts.

7.06 INFORMATION/DISCUSSION/ACTION: Board Retreat & Training, which may include a session on Board Self-Evaluations.

7.07 INFORMATION/DISCUSSION: FCMAT Update. The Board is requesting to have an updated status on the FCMAT Report and the requested documents. Assistant Superintendent of Business Services will provide a FCMAT update.

7.08 DISCUSSION/ACTION: Approve Contract for e-Discovery Consultant Services to Assist in Response to Securities and Exchange Commission (SEC) Subpoena.

7.09 INFORMATION/DISCUSSION/ACTION: Board Policy 1st Reading BP9323 Board Bylaws Amendment. The Board will consider amending the current bylaw to reinstate Robert's Rules of Order as the procedure for the board meetings.

7.10 INFORMATION/DISCUSSION/ACTION: Update on the Conditional Approval Letter from Santa Clara County Office of Education (SCCOE).

7.11 INFORMATION/DISCUSSION: Board Created Standing Committees. The Board will report on the following committees: (1) Bond, Facilities, and Finance; (2) Curriculum and Technology; (3) Parent Engagement; and (4) Small Schools and Innovation.

8. INSTRUCTIONAL SERVICES

8.01 INFORMATION/PRESENTATION: 2017 California Assessment of Student Performance and Progress (CAASPP).

8.02 INFORMATION/DISCUSSION: Staff will Provide a Summary of After School Programs and Services.

8.03 INFORMATION/DISCUSSION: Staff will provide an update of the progress on Local Performance Indicators related to LCAP.

8.04 DISCUSSION/ACTION: Adopt the Second Reading of Amended Administrative Regulation 5145.3(a) Nondiscrimination/Harassment-Students

8.05 DISCUSSION/ACTION: Adopt the Second Reading of Amended Board Policy 5145.3(a) Nondiscrimination/Harassment-Students.

8.06 DISCUSSION/ACTION: Adopt the Second Reading of New Board Policy 5146(a) Married/Pregnant/Parenting Students.

9. HUMAN RESOURCES

9.01 INFORMATION Regarding Resignations.

10. CONSENT CALENDAR

10.01 ACTION: Acceptance of Donations.

10.02 ACTION: Approval of Fundraising Activities.

10.03 ACTION: Acceptance of Vendor & Payroll Warrants.

10.04 ACTION: Enrollment/Attendance Report for Month 2 (September 25 thru October 20, 2017).

10.05 ACTION: Approve Education Protection Account (EPA) Spending Plan for 2017-18.

10.06 ACTION: Approve the Memorandum of Understanding Between Santa Clara Office of Education (SCCOE) and Alum Rock Union Elementary School District at Dorsa Elementary School.

10.07 ACTION: Approve the Memorandum of Understanding Between Pure Edge, Inc. and Alum Rock Union Elementary School District.

10.08 ACTION: Approval of Easement Agreement between Alum Rock Union Elementary School District (Grantor) and the City of San Jose (Grantee) to allow Grantee permission to install an underground public sanitary sewer line and related underground sanitary sewer activities which includes construction, maintenance, operation, repair and replacement at the Horace Cureton School site.

10.09 ACTION: Approve NASPO ValuePoint Cooperative Program.

10.10 ACTION: Approve California Multiple Award Schedules (CMAS) Program.

10.11 ACTION: Approve Resolution No. 16-17/18 Extension of Bid Number P-13 13/14 for Apple Computer Products, Services, and Related Items Through the Glendale Unified School District Piggyback.

10.12 Approve Contracts for Professional Services - Firms/Organizations.

10.13 ACTION: Approve School-sponsored Field Trip List.

10.14 ACTION: Approve/Ratify Notices of Employment and Changes of Status/November 9, 2017/Human Resources Department.

10.15 ACTION: Approve Out of State Travel, 2017 Parent & Family Engagement Conference, Austin, TX, December 4-6, 2017 for Dana Yamaguchi and Yareni Carrasco. Estimated cost \$3328.

11. FUTURE BOARD AGENDA REQUESTS

11.01 Requests from Board of Trustees and/or from the Public.

12. ADJOURNMENT

12.01 President adjourns the meeting.

6.01

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

Board of Trustees:

November 2, 2017

Subject: PRESENTATION AND/OR UPDATE ON THE BOND/FACILITIES

Mr. Luis Rojas, CEO, Del Terra, will present an update on the status of the Bond Projects.

Presentation/Update

Submitted by: Hilaria Bauer, Ph.D. Title: Superintendent 

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Presentation/Update

6.01
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

6.02

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: October 26, 2017

Subject: (9) New Portable Installations and New Parking Area for O.S. Hubbard Elementary School Final Change Order

Staff Analysis: The original contract value was \$2,434,588.00 and the final contract value is now \$2,607,494.69. The increase on this project totaled to \$172,906.69, the funds are being increased via change order.

Recommendation: Staff recommends that the Board approve the Final Change Order with Guerra Construction Group.

Submitted by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommended Approval

6.02

Agenda Placement


Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

FINAL CHANGE ORDER

OWNER: Alum Rock Union Elementary School District Change Order No.: 01
SCHOOL: Hubbard Elementary School Date: October 26, 2017
PROJECT: New Portables, Parking Area and Shade Structure
CONTRACTOR: Guerra Construction Group
ADDRESS: 984 Memorex Dr. Project No.: B1617-Bond011
Santa Clara, CA 95050 DSA App. No.: _____

DESCRIPTION OF CHANGE:

Incorporate the following work into the Contract Documents for the amount and time agreed upon as listed below:

COR #01 - #014, Modular Classrooms	See attached log	\$172,521.96
COR #01C - #06C Shade Structure	See attached log	\$120,384.73
Allowance		-\$120,000.00
TOTAL		\$172,906.69

Original Contract Amount	\$2,434,588.00
Previously Approved Change Orders	\$0.00
Amount of this Change Order	\$172,906.69
CURRENT CONTRACT AMOUNT including this Change Order	\$2,607,494.69

Agreed time extension: 0 calendar days

CURRENT CONTRACT COMPLETION DATE INCLUDING THIS CHANGE ORDER: _____

REVIEWED BY:

Architect: SFA [Signature] Date: 10-27-17
Construction Manager: DTG [Signature] Date: 10/27/17

The Contractor agrees that the adjustment of the Contract Amount and Contract Time reflected in this Change order represents the entire and complete adjustment of the Contract Amount and Contract Time for the changes set forth in this Change Order. The adjustment of the Contract Amount includes without limitation all direct costs of labor, materials, services and equipment to complete such changes as well as any and all indirect costs of impacts, delays, interference or hindrances in performing, providing and completing the changes set forth in this Change Order. The adjustment of the Contract Time includes without limitation all adjustment of time necessary to perform, provide and complete the changes set forth in this Change Order and any and all impacts, delays, interference or hindrances in performing, providing and completing the changes. Except for as expressly set forth in this Change Order, there shall be no other adjustment of the Contract Amount or Contract Time for the changes set forth in this Change Order.

ACCEPTED BY:

Contractor: [Signature] Date: 10/27/17
Owner: Kal [Signature] Date: 10/27/17
(Alum Rock Union Elementary School District)

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

(9) New Portables Installations, New Parking Area and Shade Structure for Hubbard ES

Bid B1617-Bond011

Guerra Construction Group

Hubbard ES							
				\$ 120,000.00			
PCO/COR #	Description	Reason for CO	Original Amount	Revised	Apprvd Amount	Status	Pay App #
COR 1	Unforeseen existing condition to remove transite piping below the new portables	Unforeseen Existing condition	\$ 39,163.73	\$ 32,182.65	\$ 32,182.65	Apprvd	
COR 2	Alerton Energy Controls per Dist. Request	District request	\$ 66,267.17	\$ 66,267.17	\$ 66,267.17	Apprvd	
COR 3	Not on plans to make waterline connection near the restroom portable	E/O	\$ 14,040.99	\$ 8,518.01	\$ 8,518.01	Apprvd	
COR 4	Intrusion Alarm per District request	District request	\$ 8,680.49	\$ 8,680.49	\$ 8,680.49	Apprvd	
COR 5	Temporary fencing for the portables	Dist request to install additional security fencing for portables	\$ 2,424.48	\$ 4,649.69	\$ 4,649.69	Apprvd	
COR 6	Quarry fines added to make up elevation variance - Elevation issue on plans vs. concrete detail. There is 6" bust.	E/O variance of elevs. and conc. Dtl.	\$ 9,294.44	\$ 8,597.43	\$ 8,597.43	Apprvd	
COR 7	Variance in footings for structural details versus the Civil Shts and elevation variance	E/O	\$ 7,941.68	\$ 7,941.68	\$ 7,941.43	Apprvd	
COR 8	For Bay Alarm to Test, Monitor and Inspect	Dist. Request	\$ 2,357.96	\$ 2,357.96	\$ 2,357.96	Apprvd	

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
(9) New Portables Installations, New Parking Area and Shade Structure for Hubbard ES
Bid B1617-Bond011
Guerra Construction Group

Hubbard ES		\$ 120,000.00						
PCO/COR #	Description	Reason for CO	Original Amount	Revised	Apprvd Amount	Status	Pay App #	
COR 9	Removing and replacing backflow preventer per the Dist.	Dist. Request	\$ 5,931.98	\$ 5,651.85	\$ 5,651.85	Apprvd		
COR 10	FA access equipment. No-one has the codes	VOID	\$ 1,601.29			VOID		
COR 11	District requested new scope in changing fence and adding gates	Dist. Request	\$ 21,342.49	\$ 21,342.49	\$ 20,675.63	Apprvd		
COR 12	Signs to conform to DSA Approved Drawings		\$ 697.91	\$ 697.91	\$ 697.91	Apprvd		
COR 13	Relocate receptacles in all 9 portables for Audio Visual functionality	Dist. Request	\$ 3,211.44	\$ 3,211.44	\$ 3,211.44	Apprvd		
COR 14	Power required for the EMS router	Dist. Request	\$ 2,437.02	\$ 2,437.02	\$ 3,090.30	Apprvd		
Modular Classrooms TOTAL			\$ 185,393.07	\$ 172,535.79	\$ 172,521.96			
COR 1C	Dist. Request to put Shade Structure into G/C Contract and use the allowance.	District request	\$ 76,111.13	\$ 76,111.13	\$ 76,111.13	Apprvd		
COR 2C	Sanitary sewer system and storm line replaced in the shade structure area.	Uforeseen Existing condition	\$ 4,600.00	\$ 3,499.32	\$ 3,499.32	Apprvd		
COR 3C	Shade structure area wet soil condition	Uforeseen Existing condition	\$ 6,800.41	\$ 6,610.49	\$ 6,610.49	Apprvd		

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

(9) New Portables Installations, New Parking Area and Shade Structure for Hubbard ES

Bid B1617-Bond011

Guerra Construction Group

Hubbard ES						
PCO/COR #	Description	Reason for CO	Original Amount	Revised	Apprvd Amount	Pay App #
			\$ 120,000.00			
COR 4C	Storm Drain and Sewer Line in shaded structure area. Soil was wet and existing sewer and storm line were broken	Existing / Unforeseen	\$ 23,061.40	\$ 21,649.65	\$ 21,649.65	Apprvd
COR 5C	Shade structure area regrading, dig another 4" and add 4" AB per soil engineer recommendation.	Existing / Unforeseen	\$ 3,014.14	\$ 3,014.14	\$ 3,014.14	Apprvd
COR 6C	Remove and replace concrete sidewalk near shade structure		\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	Apprvd
Shade Structure TOTAL			\$ 123,087.08	\$ 120,384.73	\$ 120,384.73	
	Total Invoiced		\$ 308,480.15	\$ 292,920.52	\$ 292,906.69	
	Amount Remaining				(172,906.69)	

Original Contract Amount	\$ 2,434,588.00
Change Order No.1	\$ 172,906.69
Adjusted Contract Amount	\$ 2,607,494.69

7%



CHANGE ORDER / T&M LOG

Project Name: 17-022 Hubbard ES Modular Classrooms
 DSA Application #: 03-116373
 DSA File #: 43-04
 Contract Amount: \$ 2,434,588.00
 Approved CO To Date: \$ 172,521.96
 Contract + CO: \$ 2,607,109.96
 CO % Approved today 99%

STATUS	
URGENT:	
Open (O)	
Working (W)	
Complete (C)	
Rejected (R)	
Review & Rebuild (RR)	
Approved (A)	

*PROPOSAL REQUEST = PRS
 *CHANGE ORDER REQUEST = COR

Date: 10/23/2017

Contract + CO: \$ 2,607,109.96																		
CO % Approved today 99%																		
Remove & Reinstall (RR)																		
Approved (A)																		
Item#	ASL #	CGC CO#	EWOM#	Description of Work	EWOM Original Amount Submitted	EWOM Date Submitted	STATUS	EWOM Amount Approved to Date	EWOM Date Approved	CCO #	Required Extension of Calendar Days	Notes	Subcontractor	Sub Cost	Vendor Supplier Manufacturer	V / S / M Cost	Pay-App #	
1			1	Remove Adhesive Lint	\$ 32,182.65	6/7/2017	A	\$ 32,182.65	10/23/2017									
2			2	EMIS	\$ 66,267.17	6/5/2017	A	\$ 66,267.17	10/23/2017									
3			3	Extend 1.5" line to existing 2" POC	\$ 8,518.01	6/5/2017	A	\$ 8,518.01	10/23/2017									
4			4	Intrusion Alarm	\$ 8,680.49	6/22/2017	A	\$ 8,680.49	10/23/2017									
5			5	Temperature Fencing for Portables	\$ 4,649.60	7/15/2017	A	\$ 4,649.60	10/23/2017									
6			6	Pool Adjustment	\$ 8,597.43	7/3/2017	A	\$ 8,597.43	10/23/2017									
7			7	Excavation of Footings (Cecid)	\$ 7,941.43	7/15/2017	A	\$ 7,941.43	10/23/2017									
8			8	Fire Alarm Service	\$ 2,357.96	8/7/2017	A	\$ 2,357.96	10/23/2017									
9			9	Remove and Replace Backup Preventer	\$ 5,651.85	8/8/2017	A	\$ 5,651.85	10/23/2017									
10			10	Reprogram Fire Alarm	\$ 1,601.29	8/9/2017	R	\$ -										
11			11	Remove, Replace, and Install New Fencing	\$ 20,675.63	10/20/2017	A	\$ 20,675.63	10/23/2017									
12			12	RR Room Signs	\$ 697.91	10/23/2017	A	\$ 697.91	10/23/2017									
13			13	Relocation of Receptracks for AV	\$ 3,211.44	9/19/2017	A	\$ 3,211.44	10/23/2017									
14			14	Power to Routers	\$ 3,090.30	10/23/2017	A	\$ 3,090.30	10/23/2017									
				TOTAL	\$ 174,123.25			\$ 172,521.96										

CO % Approved today 99%

Approved (A)

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: October 27, 2017

Subject: HVAC Upgrades Project at Dorsa Elementary Final Change Order

Staff Analysis: The original contract value was \$3,465,000.00 and the final contract value is now \$3,544,783.00. The increase on this project totaled to \$79,783.00, the funds are being increased via change order.

Recommendation: Staff recommends that the Board approve the Final Change Order with BRCO Constructors, Inc.

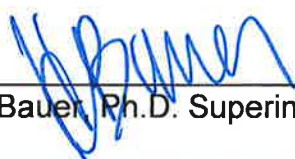
Submitted by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommended Approval

6.03
Agenda Placement


Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

FINAL CHANGE ORDER

OWNER: Alum Rock Union Elementary School District Change Order No.: 01
SCHOOL: Dorsa Elementary School Date: October 5, 2017
PROJECT: HVAC Upgrade
CONTRACTOR: BRCO Constructors, Inc.
ADDRESS: 3650 Cincinnati Ave. Project No.: B1617-Bond008
Rocklin, CA 95765 DSA App. No.: 01-116074

DESCRIPTION OF CHANGE:

Incorporate the following work into the Contract Documents for the amount and time agreed upon as listed below:

COR #01 - COR #48	See attached log	\$234,783.00
Allowance		-\$155,000.00
TOTAL		\$79,783.00

Original Contract Amount	\$3,465,000.00
Previously Approved Change Orders	\$0.00
Amount of this Change Order	\$79,783.00
CURRENT CONTRACT AMOUNT including this Change Order	\$3,544,783.00

Agreed time extension: 0 calendar days

CURRENT CONTRACT COMPLETION DATE INCLUDING THIS CHANGE ORDER: _____

REVIEWED BY:

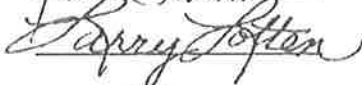
Architect:



Date:

10/10/17

Construction Manager:



Date:

10/10/17

The Contractor agrees that the adjustment of the Contract Amount and Contract Time reflected in this Change order represents the entire and complete adjustment of the Contract Amount and Contract Time for the changes set forth in this Change Order. The adjustment of the Contract Amount includes without limitation all direct costs of labor, materials, services and equipment to complete such changes as well as any and all indirect costs of impacts, delays, interference or hindrances in performing, providing and completing the changes set forth in this Change Order. The adjustment of the Contract Time includes without limitation all adjustment of time necessary to perform, provide and complete the changes set forth in this Change Order and any and all impacts, delays, interference or hindrances in performing, providing and completing the changes. Except for as expressly set forth in this Change Order, there shall be no other adjustment of the Contract Amount or Contract Time for the changes set forth in this Change Order.

ACCEPTED BY:

Contractor:



Date:

10/11/17

Owner:


(Alum Rock Union Elementary School District)

Date:

10/26/17



10/26/17

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Dorsa Elementary School - HVAC Upgrades

Bid B1617-Bond011

Dorsa ES		\$155,000					
PCO/COR #	Description	Unforeseen	Original Amount	Apprvd Amount	Revised	Status	Pay App #
COR 1	Nurses Ceiling Had Plaster Layer Under Drywall	Unforeseen	\$ 783.00	\$ 783.00			
COR 2	Reconfigure MP Mechanical Room(RFI 54, 54.1)	Unforeseen	\$ 3,005.00	\$ 3,005.00			
COR 3	Ceiling Cassette Attachment (RFI 49)		\$ -			VOID	
COR 4	Lower blinds and cut to length to fit acoustical ceiling edge angle in Admin, K1, K2 and Bldgs A, B and C (RFI #47)	Unforeseen	\$ 18,351.00	\$ 18,351.00			
COR 5	Support of Electrical Conduits and Boxes - correct electrical deficiencies including unsupported boxes, unsupported conduit, non compliant installations (RFI 58) - T & M	Unforeseen	\$ 35,528.00	\$ 33,752.00	\$ 33,752.00		
COR6	Mechanical Pad, Building C - Existing Utility Box	Unforeseen	\$682.00	\$ 682.00			
COR 7	Refrigerant Lines Ductwork, Buildings A & B, Utility Bridge (RFI 25, 25.1)	Unforeseen	\$ 7,824.00	\$ 7,041.00	\$ 7,041.00		
COR 8	Remove and Patch Old Mech Pads in Mechanical Rooms, Buildings A and C, Concrete to Existing Floor	Owner Request	\$ 3,941.00				
COR 8.1	Remove and Patch Old Mech Pads in Mechanical Rooms, Buildings A and C, Concrete to Existing Floor	Owner Request		\$ 3,000.00	\$ 3,000.00		

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Dorsa Elementary School - HVAC Upgrades

Bid B1617-Bond011

COR 9	Added Panels Due to Unavailable Breakers (Credit for Contract work - not installing breakers is included) - RFI 61	Unforeseen	\$ 56,815.00				
COR 9.1	Added Panels Due to Unavailable Breakers (Credit for Contract work - not installing breakers is included) - RFI 61	Unforeseen		\$ 56,420.00	\$ 56,420.00		
COR 10	Compression Post Blocking (RFI 50)	Unforeseen	\$ 9,167.00	\$ 9,167.00			
COR 11	Electrical Components Interfering with Duct (RFI 76)	Unforeseen	\$ -			VOID	
COR 12	Door Hardware (RFI 3)	Unforeseen	\$ -				
COR 13	Existing Holes in Drywall (RFI 80)	Unforeseen	\$ -			VOID	
COR 14	Building A Mechanical Louver (RFI 65)	Unforeseen	\$ -			VOID	
COR 15	Building B Mechanical Louver (RFI 66)	Unforeseen	\$ -			VOID	
COR 16	Mechanical Wall Unit at Office Reception (RFI 82)	Unforeseen	\$ -			VOID	
COR 17	Fire Damper Rm C7 to C9 (RFI 84)	Unforeseen	\$ -			VOID	
COR 18	Janitorial Service to include shampoo carpet, wax VCT and clean restrooms	Owner Request	\$ 20,777.00				
COR 18.1	Janitorial Service to include shampoo carpet, wax VCT and clean restrooms	Owner Request		\$ 16,777.00	\$ 16,777.00		
COR 19	Existing Pipe Interfering with HVAC (RFI 86)	Unforeseen	\$ 1,583.00	\$ 1,583.00			
COR 20	Conduit Interfering with HVAC work (RFI 87)	Unforeseen	\$ -			VOID	
COR 21	Conduit Interfering with HVAC work - (Speech Room) (RFI 88) - T & M	Unforeseen	\$ 1,354.00	\$ 1,354.00			

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Dorsa Elementary School - HVAC Upgrades

Bid B1617-Bond011

COR 22	Outside Air Damper (RFI 77)	Unforeseen	\$	-			VOID - same as COR 25	
COR 23	Water Piping and Sprinkler line Building C Mech Room (RFI 89)	Unforeseen	\$	-			VOID	
COR 24	Power to Syserco Control Box (RFI 93) - T & M	E/O Plans Not Clear	\$	1,881.00	\$	1,881.00		
COR 25	Actuators for Dampers - Install controls to classroom cassettes (RFI 77) and emails from ME	E/O Plans Not Clear	\$	74,916.00				Superceded
COR 25.1	Actuators for Dampers - Install controls to classroom cassettes (RFI 77) and emails from ME	E/O Plans Not Clear			\$	22,708.00	\$ 22,708.00	
COR 26	Power to Actuators for Dampers(RFI 90) - T & M	E/O Plans Not Clear	\$	42,840.00				Superceded
COR 26.1	Power to Actuators for Dampers(RFI 90) - T & M	E/O Plans Not Clear			\$	26,360.00	\$ 26,360.00	
COR 27	Locate Underground Utilities at Mechanical Enclosure fence post holes	Unforeseen	\$	562.00	\$	562.00		
COR 28	Relocate Water Piping Interfering with Electrical Light Installation at Office Room 17 in Admin Building	Unforeseen	\$	617.00	\$	617.00		
COR 29	Clean Portables P1, P2 and P3	Owner Request	\$	2,294.00	\$	2,294.00		
COR 30	Clean Kitchen	Owner Request	\$	428.00	\$	428.00		

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Dorsa Elementary School - HVAC Upgrades

Bid B1617-Bond011

COR 31	Relocate Water Piping at Admin	Unforeseen	\$	-			VOID - same as COR 28	
COR 32	Hand Dig Fence Posts	Unforeseen	\$	-			VOID	
COR 33	Build Wall at Duct MP Building - T & M	Owner Request (LM directed SA)	\$	1,143.00	\$	1,143.00		
COR 34	Fire Rated Mechanical Room Walls (RFI 67)	Unforeseen	\$	3,592.00	\$	3,592.00		
COR 35	Clean Portables P4, P5 and K3	Owner Request (LM directed SA)	\$	1,619.00	\$	1,619.00		
COR 36	Mech Wall Unit and Patch Back, Library	E/O Plans Not Clear	\$	2,706.00	\$	2,706.00		
COR 37	Window Infill Panels	E/O Plans Not Clear	\$	2,706.00	\$	2,200.00	Neg.\$2200	
COR 38	Install Partition Wall at Office in Administration Building	Owner Request (LM directed SA)	\$	379.00	\$	379.00		
COR 39	Reinstall Wire Mold at New Wall at Building D Mechanical Room	Unforeseen	\$	350.00	\$	350.00		
COR 40	Double Gang vs. Single Gang at Watt Stopper (RFI 68) T & M	Unforeseen	\$	6,128.00	\$	6,128.00		
COR 41	Repair Raceway to Projector A1 - T & M	Unforeseen	\$	621.00	\$	621.00		
COR 42	Power to Sump Pump in Mechanical Room, Building D (Multi-Purpose)	E/O Plans Not Clear	\$	1,067.00	\$	1,067.00		

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Dorsa Elementary School - HVAC Upgrades

Bid B1617-Bond011

COR 43	Repair Lighting Control in Work Room at Admin - T & M	Unforeseen	\$	652.00	\$	652.00			
COR 44	Repair Fire Alarm System - services to correct deficiencies on existing Fire Alarm System	Unforeseen	\$	4,644.00	\$	3,600.00		Negotiated \$3600. Precision work at Community Center to be billed to District separately.	
COR 45	Add Chainlink Lids at Mech Enclosures	Owner Request						VOID - BRCO to cut posts @ 6' and install per plans	
COR 46	Power for Supply Fan at Admin Mech Room	E/O Plans Not Clear	\$	1,119.00	\$	1,119.00			

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Dorsa Elementary School - HVAC Upgrades

Bid B1617-Bond011

COR 47	Trouble Shoot Power for Lights K1, K2 & Workroom	Unforeseen	\$	646.00	\$	646.00			
COR 48	Wood Filler at Mech Enclosure Posts	Owner Request	\$	2,196.00	\$	2,196.00			
			\$	312,916.00					
		Total Invoiced			\$	234,783.00			
		Amount Remaining			(234,783.00)				
		Original Contract Amount	\$	3,465,000.00					
		Change Order No.1	\$	234,783.00					
		Adjusted Contract Amount							

AJ DORSA ELEMENTARY SCHOOL

COR	Description	Date	Amount	Negotiated/	Subs Portion
		Submitted	Requested	Approved	
1	Nurses Ceiling Had Plaster Layer Under Drywall	7/17/2017	\$783.00	\$783.00	
	AHU1 Space Requirements		\$3,005.00	\$3,005.00	
	Ceiling Cassette Attachment	Voided	\$0.00	\$0.00	
4	Blinds Lowered (RFI #47)		\$18,351.00	\$18,351.00	
5	Support of Electrical Conduits and Boxes		\$35,528.00	\$33,752.00	\$31,515.00
6	Mech Pad, Building C - Existing Utility Box	7/17/2017	\$682.00	\$682.00	
7	Refrigerant Lines Ductwork, Building A & B, Utility Bridge		\$7,824.00	\$7,041.00	\$5,100.00
8.1	Remove Housekeeping Pad Mech A & C	7/10/2017	\$6,188.00	\$3,000.00	
9.1	Added Panels Due to Unavailable Breakers	7/15/2017	\$56,421.00	\$56,420.00	\$53,369.00
10	Compression Post Blocking		\$9,167.00	\$9,167.00	
11	Electrical Components Interfering with Duct	Voided	\$0.00		
12	Door Hardware		\$0.00		
13	Existing holes in Drywall	Voided	\$0.00		
14	Bldg A Mechanical Louver	Voided	\$0.00		
15	Building B Mechanical Louver	Voided	\$0.00		
16	Mechanical Wall Unit at Office Reception	Voided	\$0.00		
17	Fire Damper Rm C7 to C9	Voided	\$0.00		
18.1	Janitorial Service		\$16,777.00	\$16,777.00	
19	Existing Pipe Interfering With HVAC		\$1,583.00	\$1,583.00	\$1,478.00
20	Conduit Interfering with HVAC work		\$0.00		
21	Conduit Interfering with HVAC work (Speech Room)		\$1,354.00	\$1,354.00	\$1,265.00
22	Support of Electrical Conduits and Boxes	Voided	\$0.00		
23	Water Piping and Sprinkler line Building C Mech Room	Voided	\$0.00		
24	Power to Syserco Control Box		\$1,881.00	\$1,881.00	\$1,756.00
25	Actuators for Dampers	Superceded	\$74,916.00		
25.1	Actuators for Dampers		\$22,708.00	\$22,708.00	\$21,203.00
	Power to Actuators	Superceded	\$42,840.00		
26.1	Power to Acutators		\$26,360.00	\$26,360.00	\$24,613.00
27	Utility Location Services		\$562.00	\$562.00	
28	Moving Pipe Interfering with Elec Light Installation		\$617.00	\$617.00	\$576.00
29	Clean Portables P1, P2 & P#		\$2,294.00	\$2,294.00	
30	Clean Kitchen		\$428.00	\$428.00	
31	Relocate Water Piping @ Admin	Voided	\$0.00		
32	Hand Dig Fence Posts	Voided	\$0.00		
33	Build Wall At Duct MP Building		\$1,143.00	\$1,143.00	
34	Fire Rated Walls at Mech. Rm.		\$3,592.00	\$3,592.00	
35	Clean Portables P4, P5 and K3		\$1,619.00	\$1,619.00	
36	Mech Wall Unit, Library		\$2,706.00	\$2,706.00	
37	Window Infill Panels		\$2,706.00	\$2,200.00	
38	Install Part Wall at Admin		\$379.00	\$379.00	
39	Reinstall Wire Mold at Wall		\$350.00	\$350.00	
40	Double Gang Vs. Single Gang at Watt Stopper		\$6,128.00	\$6,128.00	\$5,721.00
41	Repair Raceway to Projector A1		\$621.00	\$621.00	\$580.00
42	Power to Sump Pump		\$1,067.00	\$1,067.00	\$997.00
43	Repair Lighting Control at Admin		\$652.00	\$652.00	\$609.00
44	Repair Fire Alarm		\$4,644.00	\$3,600.00	\$3,194.00
45	Add Chainlink Lids at Mech Enclosures	Voided			
46	Power for Supply Fan at Admin Mech Rm		\$1,119.00	\$1,119.00	\$1,044.00
47	Trouble Shoot Power for Lights K1,K2 & Workroom		\$646.00	\$646.00	\$603.00
48	Wood Filler at Mech Enclosure Posts		\$2,196.00	\$2,196.00	
	Repair Projection Screen Power	Voided			
TOTAL			\$359,837.00	\$234,783.00	\$153,623.00



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

PURCHASE ORDER / CONTRACT ADJUSTMENT

C1718142
P.O. No. C1617426 Contract No. _____ Contract Original Amount: \$ 3,465,000.00
Vendor Name: BRCO Constructors, Inc. Vendor No. 14998

Please check:

- ☐ Cancel P.O. / Contract
☐ Change Item No.: _____
☐ Increase Amount Line Item No.: _____
☐ Decrease Amount Line Item No.: _____
☐ Add Line No.: _____
☐ Delete Line No.: _____
☐ Change org key/object code to: _____
☐ Change Vendor No. to: _____
☐ Add Freight: \$ _____
☐ Add Tax: _____ %
☐ Disencumber
☐ Change Order No.: _____
☐ Other _____

Rollover amount: 2,511,437.50

CONTRACTS ONLY

Change Orders:

Contracts Original Amount \$ 3,465,000.00
Change Order #: 1 \$ 79,783.00
Change Order #: _____ \$ _____
Change Order #: _____ \$ _____

New Contract Total \$ 3,544,783.00
(including Change Orders)

Line #	FUND	LOCATION	PROGRAM	ACCOUNT	\$ AMOUNT	Accountant Signature & Date
	<u>21</u>	<u>150</u>	<u>9506 0 0200</u>		<u>\$79,783.00</u>	<u>MM 10/31/17</u>

Reason for Adjustment: Increase to Project per attached Final Change Order No.1
Bid No. B1617-Bond008 HVAC Upgrades at Dorsa Elementary School

School/Dept.: <u>Bonds</u>	Requested by: <u>Louie Moran</u>
Approval: <u>[Signature]</u> <u>10/31/17</u> (for Contracts Only)	Assistant Superintendent of Business Services
<u>[Signature]</u>	Program Manager
	Purchasing Manager
Date Requested: _____	Date Entered: _____ Entered By: _____

(Pursuant to Public Contract Code 20118.4, the total cost of change orders shall not exceed the greater of \$15,000.00 or 10% of the original contract amount. The ARUESD Board of Trustees must approve changes exceeding these limits.)

6.04

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: October 27, 2017

Subject: HVAC Upgrades Project at L.U.C.H.A. Elementary School Final Change Order

Staff Analysis: The original contract value was \$2,887,200.00 and the final contract value is now \$2,914,119.60. The increase on this project totaled to \$26,919.60, the funds are being increased via change order.

Recommendation: Staff recommends that the Board approve the Final Change Order with Fast-Track Construction Corporation.

Submitted by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommended Approval

6.04
Agenda Placement


Hilaria Bauer, R.H.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

PURCHASE ORDER / CONTRACT ADJUSTMENT

C1718151

P.O. No. C1617424 Contract No. _____ Contract Original Amount: \$ 2,887,200.00

Vendor Name: Fast-Track Construction Corporation Vendor No. 21667

Please check:

- ☐ Cancel P.O. / Contract
☐ Change Item No.: _____
☐ Increase Amount Line Item No.: _____
☐ Decrease Amount Line Item No.: _____
☐ Add Line No.: _____
☐ Delete Line No.: _____
☐ Change org key/object code to: _____
☐ Change Vendor No. to: _____
☐ Add Freight: \$ _____
☐ Add Tax: _____ %
☐ Disencumber
☐ Change Order No.: _____
☐ Other _____

Rollover amount: 2,424,440.90

CONTRACTS ONLY

Change Orders:

Contracts Original Amount \$ 2,887,200.00
 Change Order #: 1 \$ 26,919.60
 Change Order #: _____ \$ _____
 Change Order #: _____ \$ _____

New Contract Total \$ 2,914,119.60
 (including Change Orders)

Line #	FUND	LOCATION	PROGRAM	ACCOUNT	\$ AMOUNT	Accountant Signature & Date
	21	270	95060	6200	26,919.60	MW 10/31/17

Reason for Adjustment: Increase to Project per attached Final Change Order No.1

Bid No. B1617-Bond008 HVAC Upgrades for L.U.C.H.A. Elementary School

School/Dept.: <u>Bonds</u>	Requested by: <u>Louie Moran</u>
Approval: <u>[Signature]</u> <u>10/31/17</u> (for Contracts Only)	Assistant Superintendent of Business Services
<u>[Signature]</u>	Program Manager
	Purchasing Manager
Date Requested: _____	Date Entered: _____ Entered By: _____

(Pursuant to Public Contract Code 20118.4, the total cost of change orders shall not exceed the greater of \$15,000.00 or 10% of the original contract amount. The ARUESD Board of Trustees must approve changes exceeding these limits.)

FINAL CHANGE ORDER

OWNER: Alum Rock Union Elementary School District Change Order No.: 01
SCHOOL: L.U.C.H.A. Elementary School Date: October 5, 2017
PROJECT: HVAC Upgrade
CONTRACTOR: Fast Track Construction
ADDRESS: 5711 W. Slauson Ave., #170 Project No.: B1617-Bond008
Culver City, CA 90203 DSA App. No.: 01-116075

DESCRIPTION OF CHANGE:

Incorporate the following work into the Contract Documents for the amount and time agreed upon as listed below:

COR #02 - COR #23	See attached log	\$126,919.60
Allowance		-\$100,000.00
TOTAL		\$26,919.60

Original Contract Amount	\$2,887,200.00
Previously Approved Change Orders	\$0.00
Amount of this Change Order	\$26,919.60
CURRENT CONTRACT AMOUNT including this Change Order	\$2,914,119.60

Agreed time extension: 0 calendar days

CURRENT CONTRACT COMPLETION DATE INCLUDING THIS CHANGE ORDER: _____

REVIEWED BY:

Architect:



Date:

10/9/17

Construction Manager:



Date:

10/9/17

The Contractor agrees that the adjustment of the Contract Amount and Contract Time reflected in this Change order represents the entire and complete adjustment of the Contract Amount and Contract Time for the changes set forth in this Change Order. The adjustment of the Contract Amount includes without limitation all direct costs of labor, materials, services and equipment to complete such changes as well as any and all indirect costs of impacts, delays, interference or hindrances in performing, providing and completing the changes set forth in this Change Order. The adjustment of the Contract Time includes without limitation all adjustment of time necessary to perform, provide and complete the changes set forth in this Change Order and any and all impacts, delays, interference or hindrances in performing, providing and completing the changes. Except for as expressly set forth in this Change Order, there shall be no other adjustment of the Contract Amount or Contract Time for the changes set forth in this Change Order.

ACCEPTED BY:

Contractor:



Date:

10/10/17

Owner:


(Alum Rock Union Elementary School District)

Date:

10/26/17



10/26/17

LUCHA Elementary School - HVAC Upgrades
 Bid B1617-Bond011
 Fast-Track Construction

LUCHA ES \$100,000 Allowance						
PCO/COR #	Description	Reason for CO	Original Amount	Apprvd Amount	Revised	Status
COR 1	Evaluation of two (2) clogged drains in mechanical rooms	Owner Request	\$ 3,903.64			Voided per District
COR 2	Remove existing maintenance concrete pads in Mechanical Rooms of Multi-Purpose Building (4 pads) and Building B (2 pads). Patching not included.	Owner Request	\$ 8,446.90	\$ 8,446.90		
COR 3	Revised mechanical concrete pad Bldg A	Owner Request	\$ 28,583.91		\$ 23,986.26	
COR 3R-1	Revised mechanical concrete pad Bldg A	Owner Request		\$ 23,986.26		
COR 4	Relocate 1-1/2" irrigation line and control wiring Bldg B Mechanical pad	Unforeseen	\$ 3,790.41	\$ 3,790.41		
COR 5	Patch Maintenance Pads in Mechanical Rooms of Multi-Purpose Building (4 pads) and Building B (2 pads).	Owner Request	\$ 6,546.98			Void - not needed
COR6	Supply & Install R19 Unfaced Insulation in Ceilings of Mechanical Rooms in Bldgs A, B, Kinder/Admin & MP	Unforeseen	\$ 2,831.71	\$ 2,831.71		

LUCHA Elementary School - HVAC Upgrades

Bid B1617-Bond011

Fast-Track Construction

COR 7	Change all Return Air Grilles to T-bar system from Surface Mount - Admin	Drawing Conflict	\$ 2,925.69	\$ 2,925.69			
COR 8	Cleaning Service to Clean Buildings - COIT	Owner Request	\$7,737.98	\$7,737.98			
COR 9	Provide power outlets for Mechanical Control Panels in Mechanical Rooms (total 5). None shown on plans	Unforeseen	\$ 3,552.35		\$ 3,826.38		
COR 9R1	Provide power for Mechanical Control Panels in Mechanical Rooms (total 5). None shown on plans.	Unforeseen	\$ 3,826.38	\$ 3,826.38			
COR 10	Remove two (2) existing window AC units in Admin Bldg. Repair glass and patch stucco and drywall, paint	Owner Request	\$ 5,271.57	\$ 5,271.57			
COR 11	Install additional CL fence Bldg B Mech Pad per CCD#3	Owner Request	\$ 2,865.09	\$ 2,865.09			
COR 12	P-trap repair Bldg A Classrooms 1 & 3	Unforeseen	\$ 1,735.13	\$ 1,735.13			
COR 13	Install ceiling struts and braces due to new FCU locations	Unforeseen	\$ 2,568.30	\$ 2,568.30			
COR 14	Re-install loose and replace missing insulation in various classrooms	Unforeseen	\$ 4,391.37	\$ 4,391.37			

LUCHA Elementary School - HVAC Upgrades

Bid B1617-Bond011

Fast-Track Construction

COR 15	Revise Outside Air Dampers per Mechanical Engineer's Direction	Drawing Conflict	\$ 44,611.99	\$ 44,611.99		
COR 16	Change Chain Link Fence Fabric to Black PVC Coated	Owner Request	\$ 2,472.77	\$ 2,472.77		
COR 17	Concrete Slab Opening into Mechanical Room Building K	Unforeseen	\$ 3,057.02	\$ 3,057.02		
COR 18	Coit Added Charge to Move Furniture	Owner Request	\$ 996.06	\$ 996.06		
COR 19	Install Ceiling Access Panel for FCU at Hard Lid Ceilings	Drawing Cnflct	\$ 3,688.89		\$ 3,414.86	
COR 19 R-1	Install Ceiling Access Panel for FCU at Hard Lid Ceilings	Drawing Cnflct		\$ 3,414.86		
COR 20	Install Window Blinds in Admin Bldg	Owner Request	\$ 722.83	\$ -		VOID PER District
COR 21	Fabricate and install chain link fence (PVC coated black fabric with galv framing) rof panels over newly constructed mechanical slab enclosures (total 5)	Owner Request	\$ 11,046.67	\$ -		VOID

LUCHA Elementary School - HVAC Upgrades

Bid B1617-Bond011

Fast-Track Construction

COR 22	Fabricate and install metal screen panel to cover right and back side of electrical disconnect as a safety precaution to prevent students touching the electrical disconnects. (For one screen only at Kindergarten/Admin Bldg). This COR is based on this work concurrently done with CR #21.	Owner Request	\$ 2,634.66	\$ -		VOID	
COR 23	Close-off Safety Panels Bldg K	Owner Request	\$ 1,990.11	\$ 1,990.11			
			\$ 158,208.30				
		Total Invoiced		\$ 126,919.60			
		Amount Remaining					
Original Contract Amount				\$ 2,887,200.00			
Change Order No.1				\$ -			
Adjusted Contract Amount							

FINAL CHANGE ORDER LOG
 Last Updated: 12-Oct-17

Report Date: 10/12/17

CO# No.	Description	Reason	Date Submitted	Amount Submitted	Amount Approved	Amount Pending	Time Extension Approved	Owner CO No.	Date Approved
1	Evaluation of two (2) clogged drains in mechanical rooms	Owner Request	06/16/17		0.00	3,903.64		Cancelled	
2	Remove existing maintenance concrete pads in mechanical rooms. Patching not included	Owner Request	07/18/17	8,446.80	8,449.90				
3	Revised mechanical concrete pad Bldg A	Owner Request	07/19/17	28,583.91	23,986.26		0.00		
4	Relocate 1-1/2" irrigation line and control wiring Bldg B Mechanical pad	Unforeseen	07/19/17	3,790.41	3,790.41				
5	Multi Purpose Bldg - Clean existing ducts being re-used	Unforeseen	07/25/17			6,546.98		Cancelled	07/31/17
6	Replace missing insulation in Mechanical Rooms	Unforeseen	07/27/17	2,831.71	2,831.71				
7	Return Air Register Grilles - Admin	Drawing Conflict	07/27/17	2,925.69	2,925.69				
8	Cleaning Services for Buildings - Coil	Owner Request	08/02/17	7,737.88	7,737.88				
9	Provide power outlets for Mechanical Control Panels. None shown on plans	Unforeseen	08/02/17			3,552.35		See 9R-1	
9-R1	Provide power outlets for Mechanical Control Panels. None shown on plans	Unforeseen	08/05/17	3,826.38	3,826.38				
10	Remove two (2) existing window AC units in Admin Bldg. Repair glass and patch stucco and drywall, paint	Owner Request	08/03/17	5,271.57	5,271.57				
11	Install additional CL fence Bldg B Mech Pad per OCC#3	Owner Request	08/14/17	2,865.09	2,865.09				
12	Plaster repair Bldg A Classrooms 1 & 3	Unforeseen	08/14/17	1,735.13	1,735.13				
13	Install ceiling struts and braces due to new FCU locations	Unforeseen	08/14/17	2,568.30	2,568.30				
14	Re-install loose and replace missing insulation in various classrooms	Unforeseen	08/14/17	4,391.37	4,391.37				
15	Outside air damper	Drawing Conflict	08/18/17	44,611.99	44,611.99				
16	Change chain link fence fabric to black PVC coated	Owner Request	08/18/17	2,472.77	2,472.77				
17	Concrete slab opening infill Mechanical Room Bldg K	Unforeseen	08/18/17	3,057.02	3,057.02				
18	Coil - added change to move furniture	Owner Request	08/18/17	996.06	996.06				
19	Install ceiling access panel for FCU at hard lid ceilings	Drawing Conflict	08/18/17			3,686.89		See 19R-1	
19R-1	Install ceiling access panel for FCU at hard lid ceilings	Drawing Conflict	09/08/17	3,414.86	3,414.86				
20	Install window blinds in Admin Bldg	Owner Request	09/24/17	0.00		722.83		Cancelled	
21	Chain link fence covers at mechanical slab enclosures	Owner Request	09/30/17	11,046.67		11,046.67			
22	Disconnect Safety Screen - Bldg K Mech Pad	Owner Request	09/30/17	2,634.66		2,634.66			
23	Close-off Safety Panels Bldg K	Owner Request	10/03/17		1,990.11				
	TOTAL			140,376.76	126,919.60	32,096.02			

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: October 26, 2017

Subject: Restroom and Access Upgrade Project at Mathson Middle School Final Change Order

Staff Analysis: The original contract value was \$830,000.00 and the final contract value is now \$984,622.93. The increase on this project totaled to \$154,622.93, the funds are being increased via change order.

Recommendation: Staff recommends that the Board approve the Final Change Order with CTG Construction, Inc. dba C.T. Georgiou Painting Co.

Submitted by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommended Approval

6.05
Agenda Placement


Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

PURCHASE ORDER / CONTRACT ADJUSTMENT

P.O. No. B1718000 Contract No. _____ Contract Original Amount: \$ 830,000.00
B1617005 CTG Construction, Inc. dba
 Vendor Name: C.T. Georgiou Painting Co. Vendor No. 22525

Please check:

Rollover amount: \$ 637,672.50

☐ Cancel P.O. / Contract
☐ Change Item No.: _____
☐ Increase Amount Line Item No.: _____
☐ Decrease Amount Line Item No.: _____
☐ Add Line No.: _____
☐ Delete Line No.: _____
☐ Change org key/object code to: _____
☐ Change Vendor No. to: _____
☐ Add Freight: \$ _____
☐ Add Tax: _____ %
☐ Disencumber
☐ Change Order No.: _____
☐ Other _____

CONTRACTS ONLY

Change Orders:

Contracts Original Amount \$ 830,000.00
 Change Order #: 1 \$ 154,622.93
 Change Order #: _____ \$ _____
 Change Order #: _____ \$ _____

New Contract Total \$ 984,622.93
 (including Change Orders)

Line #	FUND	LOCATION	PROGRAM	ACCOUNT	\$ AMOUNT	Accountant Signature & Date
	<u>21</u>	<u>050</u>	<u>96050</u>	<u>6200</u>	<u>154,622.93</u>	<u>MW 10/31/17</u>

Reason for Adjustment: Increase to Project per attached Final Change Order No.1

Bid No. B1617-Bond009 Restroom and Access Upgrades for Mathson Middle School

School/Dept.: <u>Bonds</u>	Requested by: <u>Lavie Moran</u>
Approval: <u>Kol</u> <u>10/31/17</u> (for Contracts Only)	Assistant Superintendent of Business Services
<u>Lavie Moran</u>	Program Manager
	Purchasing Manager
Date Requested: _____	Date Entered: _____ Entered By: _____

(Pursuant to Public Contract Code 20118.4, the total cost of change orders shall not exceed the greater of \$15,000.00 or 10% of the original contract amount. The ARUESD Board of Trustees must approve changes exceeding these limits.)

FINAL CHANGE ORDER

OWNER: Alum Rock Union Elementary School District Change Order No.: 01
SCHOOL: Mathson Middle School Date: August 14, 2017
PROJECT: Restroom & Access Upgrade
CONTRACTOR: CTG Construction, Inc. dba C.T. Georgiou Painting Co.
ADDRESS: 433 Lecouvreur Ave. Project No.: B1617-Bond009
Wilmington, CA 90744 DSA App. No.: 01-115742

DESCRIPTION OF CHANGE:

Incorporate the following work into the Contract Documents for the amount and time agreed upon as listed below:

COR #02R.1 - #22	See attached log	\$234,622.93
Allowance		-\$80,000.00
TOTAL		\$154,622.93

Original Contract Amount	\$830,000.00
Previously Approved Change Orders	\$0.00
Amount of this Change Order	\$154,622.93
CURRENT CONTRACT AMOUNT including this Change Order	\$984,622.93

Agreed time extension: 0 calendar days

CURRENT CONTRACT COMPLETION DATE INCLUDING THIS CHANGE ORDER: 8/18/17

REVIEWED BY:

Architect:  Date: 8/14/17

Construction Manager:  Date: 8/14/17

The Contractor agrees that the adjustment of the Contract Amount and Contract Time reflected in this Change order represents the entire and complete adjustment of the Contract Amount and Contract Time for the changes set forth in this Change Order. The adjustment of the Contract Amount includes without limitation all direct costs of labor, materials, services and equipment to complete such changes as well as any and all indirect costs of impacts, delays, interference or hindrances in performing, providing and completing the changes set forth in this Change Order. The adjustment of the Contract Time includes without limitation all adjustment of time necessary to perform, provide and complete the changes set forth in this Change Order and any and all impacts, delays, interference or hindrances in performing, providing and completing the changes. Except for as expressly set forth in this Change Order, there shall be no other adjustment of the Contract Amount or Contract Time for the changes set forth in this Change Order.

ACCEPTED BY:

Contractor:  Date: 8/14/17

Owner:  Date: 8/27/17

(Alum Rock Union Elementary School District)

 9/21/17



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

PURCHASE ORDER / CONTRACT ADJUSTMENT

P.O. No. _____ Contract No. C1718000 Contract Original Amount: \$ 830,000.00
 Vendor Name: CTG Construction, Inc. dba
C.T. Georgiou Painting Co. Vendor No. _____

Please check:

- ☐ Cancel P.O. / Contract
☐ Change Item No.: _____
☐ Increase Amount Line Item No.: _____
☐ Decrease Amount Line Item No.: _____
☐ Add Line No.: _____
☐ Delete Line No.: _____
☐ Change org key/object code to: _____
☐ Change Vendor No. to: _____
☐ Add Freight: \$ _____
☐ Add Tax: _____ %
☐ Disencumber
☐ Change Order No.: _____
☐ Other _____

CONTRACTS ONLY

Change Orders:

Contracts Original Amount	\$ <u>830,000.00</u>
Change Order #: <u>1</u>	\$ <u>154,622.93</u>
Change Order #: _____	\$ _____
Change Order #: _____	\$ _____
New Contract Total (including Change Orders)	\$ <u>984,622.93</u>

Line #	FUND	LOCATION	PROGRAM	ACCOUNT	\$ AMOUNT	Accountant Signature & Date
	21	050	96050	6200	\$ 984,622.93	<u>[Signature]</u> 9/21/17

Reason for Adjustment: Increase to Project per attached Final Change Order No.1

School/Dept.: <u>Bonds</u>	Requested by: <u>Louie Moran</u>
Approval: <u>[Signature]</u> (for Contracts Only)	Assistant Superintendent of Business Services
<u>[Signature]</u>	Program Manager
	Purchasing Manager
Date Requested: _____	Date Entered: _____ Entered By: _____

(Pursuant to Public Contract Code 20118.4, the total cost of change orders shall not exceed the greater of \$15,000.00 or 10% of the original contract amount. The ARUESD Board of Trustees must approve changes exceeding these limits.)

For REF. ONLY

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Mathson Restroom Renovation Project

Bid B1617-Bond009

C.T.G.

Mathson Middle School									
PCO/COR #	Description	Reason for CO	Original Amount	Revised	Apprvd Amount	Status	Pay App #		
COR 1	Wing wall to be moved in vestibule	Existing conditions	\$ 17,403.41		VOID	VOID			
COR 2	Fur walls to meet code for water closets	Existing conditions	\$ 17,997.76	\$ 17,459.35	\$ 17,459.35				
COR 3	Add ball valves in each restroom	E/O General Note in	\$ 12,184.21	\$ 12,184.21	\$ 12,184.21				
COR 4	Add furring wall for sink and plumbing pipes	Unforeseen Existing	\$ 15,406.70	\$ 14,551.58	\$ 14,551.58				
COR 5	Nurse station restroom upgrade	District request. Cor	\$ 62,929.75	\$ 55,021.94	\$ 55,021.94				
COR 6	Remove D.F. and add (N) D.F. w/ rails	E/O Plans not clear.	\$ 12,817.63	\$ 12,407.08	\$ 12,407.08				
COR 7	ADA clearance required in restroom vestibule	Unforeseen Existing	\$ 2,226.89	\$ 2,226.89	\$ 2,226.89				
COR 8	New pony wall required for furring at sinks	Unforeseen Existing	\$ 19,869.51	\$ 19,204.41	\$ 19,204.41				
COR 9	New pony wall and curb to be installed	Unforeseen Existing	\$ 11,892.39	\$ 9,236.00	\$ 9,236.00				
COR 10	Existing lavatory condition required to be rebuilt	Unforeseen Existing	\$ 9,236.00		VOID	VOID			
COR 11	Urinal supports missing and to be reanchored	Unforeseen Existing	\$ 9,064.21	\$ 9,064.21	\$ 9,064.21				
COR 12	Fur out walls in restroom for 18" code clearance	Existing condition	\$ 19,992.21		VOID	VOID			
COR 13	Expedite the alternate light fixtures	Substitution for light	\$ 6,820.00	\$ 6,820.00	\$ 6,820.00				
COR 14	The semi-ambulatory stalls had to be moved to meet code requirements. and the existing	Unforeseen Existing	\$ 22,677.11	\$ 20,020.72	\$ 20,020.72				
COR 15	FA added scope in the nurse station restroom	See COR 5 for add'l	\$ 4,890.77	\$ 4,890.77	\$ 4,890.77				
COR 16	VOID				\$ -	VOID			
COR 17	Lead containment for painting	Unforeseen Existing	\$ 45,084.00	\$ 39,882.00	\$ 39,882.00				
COR 18	New semi-recess T.P. Disp.	E/O Plans not clear.	\$ 6,262.91	\$ 6,262.91	\$ 6,262.91				

FOR REF. ONLY

LEE MATHSON M.S. Change Order Request (COR) Log		
Data Date: 8/8/17		
COR #	Cost	Comments
1	VOID	
2 R-1	\$17,459.35	A.O.R. requested change
3	\$12,184.21	District requested change
4 R-1	\$14,551.58	Unforeseen change
5 R-1	\$55,021.94	District requested change - Nurse's Restroom
6 R-1	\$12,407.06	District requested change - Building "D" drinking fountain
7	\$2,226.89	A.O.R. requested change
8 R-1	\$19,204.41	Unforeseen change
9 R-1	\$9,236.00	Unforeseen change
10	VOID	
11	\$9,064.21	Unforeseen change
12	VOID	
13	\$6,820.00	Procurement issues - Lights
14 R-1	\$20,020.72	Unforeseen change
15	\$4,890.77	District requested change
16	VOID	
17 R-1	\$39,882.00	District requested change - Lead Stabilization
18	\$6,262.91	A.O.R. requested change
19	VOID	
20	(\$3,620.00)	(4) Electric hand dryers
21	\$5,801.25	Toilet Accessories
22	\$3,209.61	Lead Supervisor
\$234,622.91 COR Grand Total		

District (DTG & A.O.R.) Approved Change Order Requests (COR's)

Change Causation	Cost
District Requested Change	\$123,975.59
Unforeseen Conditions	\$72,076.92
A.O.R. Requested Change	\$38,570.40
	\$234,622.91

Change Order No. 1 Summary	Cost
Approved COR's (1 to 21)	\$234,622.91
Allowance	(\$80,000.00)
Change Order No.1 Cost	\$154,622.91

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Mathson Restroom Renovation Project

Bid B1617-Bond009

C.T.G.

COR 19	Remove windows and install plywood Bldg G Restroom	District request	\$ 4,788.63		VOID	
COR 20	Remove hand dryers from scope per District request	District request	\$ (2,000.00)	\$ (3,620.00)	\$ (3,620.00)	
COR 21	New toilet accessories	E/O Plans not clear.	\$ 5,801.25	\$ 5,801.25	\$ 5,801.25	
COR 22	Additional cost for supervisor on lead paint containment as required by containment specification		\$ 3,209.61	\$ 3,209.61	\$ 3,209.61	
			\$ 308,554.95	\$ 234,622.93	\$ 234,622.93	
		Total Invoiced	\$ 308,554.95	\$ 234,622.93	\$ 234,622.93	
		Amount Remaining		(154,622.93)		

Original Contract Amount \$ 830,000.00

Change Order No.1 \$ 154,622.93

Adjusted Contract Amount 984,622.93

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

6-06

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: October 26, 2017

Subject: **DSA Project Inspector for (9) New Portable, New Parking Area and Shade Structure for O.S. Hubbard Elementary School Change Order No.2.**

Staff Analysis: The original contract value was \$29,640.00 and the final contract value is now \$45,690.00. The first increase was in the amount of \$8,550.00 to add Shade Structure scope of work. Change Order No.1 was approved on July 13, 2017. The second increase in the amount of \$7,500.00 is due to Contractor delays, multiple inspections & increase time schedule. The funds are being increased via Change Order No.2.

Recommendation: Staff recommends that the Board approve Change Order with Inspectacon Corporation.

Submitted by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommended Approval

6-06

Agenda Placement


Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

PURCHASE ORDER / CONTRACT ADJUSTMENT

P.O. No. C1617434 Contract No. C1718122 Contract Original Amount: \$ 29,640.00

Vendor Name: Inspectacon Corporation Vendor No. 22491

Please check:

- ☐ Cancel P.O. / Contract
☐ Change Item No.: _____
☐ Increase Amount Line Item No.: _____
☐ Decrease Amount Line Item No.: _____
☐ Add Line No.: _____
☐ Delete Line No.: _____
☐ Change org key/object code to: _____
☐ Change Vendor No. to: _____
☐ Add Freight: \$ _____
☐ Add Tax: _____ %
☐ Disencumber
☐ Change Order No.: _____
☐ Other _____

CONTRACTS ONLY

Change Orders:
Contracts Original Amount \$ 29,640.00
Change Order #: 1 \$ 8,550.00
Change Order #: 2 \$ \$7,500.00
Change Order #: _____ \$ _____
New Contract Total \$ 45,690.00
(including Change Orders)

Line #	FUND	LOCATION	PROGRAM	ACCOUNT	\$ AMOUNT	Accountant Signature & Date
	21	080	96110	6290	\$7,500.00	

Reason for Adjustment: Contract increase for Contractor delays, multiple inspections & increase time schedule

Bid# B1617-Bond011 (9) Nine New Portable, New Parking Area and Shade Structure Project

School/Dept.: <u>BONPS</u>	Requested by: _____
Approval: <u>[Signature]</u> <u>11/2/12</u> (for Contracts Only)	Assistant Superintendent of Business Services
<u>[Signature]</u>	Program Manager
	Purchasing Manager
Date Requested: _____	Date Entered: _____ Entered By: _____

(Pursuant to Public Contract Code 20118.4, the total cost of change orders shall not exceed the greater of \$15,000.00 or 10% of the original contract amount. The ARUED Board of Trustees must approve changes exceeding these limits.)



3515 Andrade Road
Sunol CA 94586
Phone (510)557-0143
inspectacon007@gmail.com

DATE: OCTOBER 13, 2017

TO:

Louie Moran and Joe Stam
Alum Rock Union Elementary School District

FOR:

Hubbard Portable and Shade Structure Budget Extension

1. Because of reasons beyond our control, the construction work at the Hubbard Projects has taken longer than expected to complete. We propose that a not to exceed budget extension of \$7500.00 be accepted by the district for the added inspection services.

The not to exceed cost for extended DSA project inspection services would be **\$7,500.00 (Seven Thousand, Five Hundred Dollars 00/100)**

Sincerely,

Larry Montgomery
President
INSPECTACON Corporation
"DSA Project Inspectors and QSP Services"



DAILY INSPECTION REPORT

Report Number: 72

Hubbard Relocatable Project

DSA Applications #01-116373

DSA File #43-4

<u>DATE:</u>	<u>DAY:</u>	<u>WEATHER:</u>	<u>CURRENT PROJECT SITE CONDITIONS:</u>																				
8/18/2017	<table border="0"> <tr> <td><u>M</u></td> <td><u>T</u></td> <td><u>W</u></td> <td><u>T</u></td> <td><u>F</u></td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>■</td> </tr> <tr> <td></td> <td>S</td> <td>S</td> <td></td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	-	-	-	-	■		S	S				<input type="checkbox"/>	<input type="checkbox"/>			Clear and high of 84 degrees. The low temperature was 62 Degrees.	Dry
<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>																			
-	-	-	-	■																			
	S	S																					
	<input type="checkbox"/>	<input type="checkbox"/>																					

<u>CONTRACTORS:</u>	<u>MAN COUNT:</u>	<u>ACTIVITIES:</u>
1. Guerra Construction	20	My report from yesterday did not include the asphalt crew. They placed the courtyard asphalt on Thursday and not today.
2. General Lighting	0	
3. AMS	0	
4. Bay Alarm	0	
5. Fence Co.	3	Fence installation.
Total:	23	



<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	2
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	2
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	1
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	6

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

- 1.

MATERIAL OR EQUIPMENT DELIVERY


- 1.

VISITORS:

1. Joe Stam.
2. Louie Moran.

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery



DAILY INSPECTION REPORT

Report Number: 73

Hubbard Relocatable Project

DSA Applications #01-116373

DSA File #43-4

<u>DATE:</u>	<u>DAY:</u>	<u>WEATHER:</u>	<u>CURRENT PROJECT SITE CONDITIONS:</u>
8/21/2017	M T W T F ■ □ □ □ □ S S □ □	Clear and high of 79 degrees. The low temperature was 64 Degrees.	Dry

<u>CONTRACTORS:</u>	<u>MAN COUNT:</u>	<u>ACTIVITIES:</u>
1. Guerra Construction	20	The crew placed asphalt at the parking lot area today.
2. General Lighting	0	
3. AMS	0	
4. Bay Alarm	0	
5. Fence Co.	0	Fence installation.
6. Sound and Signal	1	Fire Alarm installations.
Total:	21	



INSPECTACON CORPORATION

Equipment on Project	AMOUNT IN USE:
1. Man lifts	0
2. Concrete pump	0
3. Compactors	2
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	2
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	1
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	6

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

- 1.

MATERIAL OR EQUIPMENT DELIVERY


- 1.

VISITORS:

1. Joe Stam.
2. Louie Moran.
3. Norma Jackson
4. David with AMS

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery



3515 Andrade Road, Sunol CA 94586 P: (510) 557-0143
Larry Montgomery



DAILY INSPECTION REPORT

Report Number: 74

Hubbard Relocatable Project

DSA Applications #01-116373

DSA File #43-4

DATE:	DAY:	WEATHER:	CURRENT PROJECT SITE CONDITIONS:
8/22/2017	M T W T F [] [] [] [] [] S S [] []	Clear and high of 81 degrees. The low temperature was 62 Degrees.	Dry

CONTRACTORS:	MAN COUNT:	ACTIVITIES:
1. Guerra Construction	14	The crew worked on site grading and punch-list today.
2. General Lighting	4	Low voltage installations.
3. AMS	0	
4. Bay Alarm	0	
5. Fence Co.	0	Fence installation.
6. Sound and Signal	1	Fire Alarm Testing. PASSED except for sign off.
Total:	19	



<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	2
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	2
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	1
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	6

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

- 1.

MATERIAL OR EQUIPMENT DELIVERY

- 1.

VISITORS:

1. Joe Stam.
2. Louie Moran.

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery



Report Number: 74

DSA Applications #01-116373

<u>DATE:</u>	<u>DAY:</u>	<u>WEATHER:</u>	<u>CURRENT PROJECT SITE CONDITIONS:</u>
8/22/2017	<div> <div>M</div> <div>T</div> <div>W</div> <div>T</div> <div>F</div> </div> <div> <div></div> <div>■</div> <div></div> <div></div> <div></div> </div> <div> <div>S</div> <div>S</div> </div> <div> <div></div> <div></div> </div>	Clear and high of 81 degrees. The low temperature was 62 Degrees.	Dry

3515 Andrade Road, Sunol CA 94586 P: (510) 557-0143
Larry Montgomery



<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	2
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	2
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	1
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	6

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

- 1.

MATERIAL OR EQUIPMENT DELIVERY


- 1.

VISITORS:

1. Joe Stam.
2. Louie Moran.

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery



Report Number: 75

DSA Applications #01-116373

<u>DATE:</u>	<u>DAY:</u>	<u>WEATHER:</u>	<u>CURRENT PROJECT SITE CONDITIONS:</u>																				
8/23/2017	<table border="1"> <thead> <tr> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>S</td> <td>S</td> <td></td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </tbody> </table>	M	T	W	T	F	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		S	S				<input type="checkbox"/>	<input type="checkbox"/>			<p>Clear and high of 81 degrees. The low temperature was 59 Degrees.</p>	Dry
M	T	W	T	F																			
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																			
	S	S																					
	<input type="checkbox"/>	<input type="checkbox"/>																					

3515 Andrade Road, Sunol CA 94586 P: (510) 557-0143
Larry Montgomery



<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	2
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	2
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	1
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	6

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

- 1.

MATERIAL OR EQUIPMENT DELIVERY

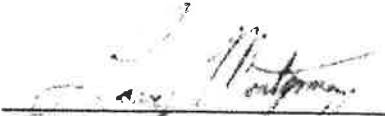
- 1.

VISITORS:

1. Joe Stam.

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery



DAILY INSPECTION REPORT

Report Number: 76

Hubbard Relocatable Project

DSA Applications #01-116373

DSA File #43-4

<u>DATE:</u>	<u>DAY:</u>	<u>WEATHER:</u>	<u>CURRENT PROJECT SITE CONDITIONS:</u>
8/24/2017	M T W T F <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> S S <input type="checkbox"/> <input type="checkbox"/>	Clear and high of 78 degrees. The low temperature was 59 Degrees.	Dry

<u>CONTRACTORS:</u>	<u>MAN COUNT:</u>	<u>ACTIVITIES:</u>
1. Guerra Construction	14	The crew worked on site grading and punch-list today. Also, drinking fountain and backflow preventer installations.
2. General Lighting	0	
3. AMS	0	
4. Bay Alarm	0	
5. Fence Co.	0	
6. Sound and Signal	0	
Total:	14	



<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	2
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	2
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	1
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	6

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

- 1.

MATERIAL OR EQUIPMENT DELIVERY

- 1.

VISITORS:

1. Joe Stam.

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery



Report Number: 77

DSA Applications #01-116373

<u>DATE:</u>	<u>DAY:</u>	<u>WEATHER:</u>	<u>CURRENT PROJECT SITE CONDITIONS:</u>
10/10/2017	<div> <div>M</div> <div>T</div> <div>W</div> <div>T</div> <div>F</div> <div>S</div> <div>S</div> </div>	Clear and high of 82 degrees. The low temperature was 60 Degrees.	Dry

<u>CONTRACTORS:</u>	<u>MAN COUNT:</u>	<u>ACTIVITIES:</u>
1. Guerra Construction	8	The crew worked on site benches, fencing and punch-list today. Also, drinking fountain and backflow preventer installations.
2. General Lighting	0	
3. AMS	0	
4. Bay Alarm	0	
5. Fence Co.	0	
6. Sound and Signal	0	
Total:	8	



<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	2
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	2
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	1
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	6

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

- 1.

MATERIAL OR EQUIPMENT DELIVERY

- 1.

VISITORS:

1. Joe Stam.

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery



DAILY INSPECTION REPORT

Report Number: 78

Hubbard Relocatable Project

DSA Applications #01-116373

DSA File #43-4

<u>DATE:</u>	<u>DAY:</u>	<u>WEATHER:</u>	<u>CURRENT PROJECT SITE CONDITIONS:</u>
8/29/2017	M T W T F [] [] [] [] [] S S [] []	Clear and high of 78 degrees. The low temperature was 61 Degrees.	Dry

<u>CONTRACTORS:</u>	<u>MAN COUNT:</u>	<u>ACTIVITIES:</u>
1. Guerra Construction	5	The crew worked on misc. and punch list.
2. General Lighting	0	
3. AMS	0	
4. Bay Alarm	0	
5. Fence Co.	0	
6. Sound and Signal	0	
Total:	5	



<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	2
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	2
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	1
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	6

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

- 1.

MATERIAL OR EQUIPMENT DELIVERY

- 1.

VISITORS:

1. Joe Stam.

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery

**Report Number: 79**

DSA Applications #01-116373

<u>DATE:</u>	<u>DAY:</u>	<u>WEATHER:</u>	<u>CURRENT PROJECT SITE CONDITIONS:</u>																				
9/15/2017	<table border="0"> <tr> <td>M</td> <td>T</td> <td>W</td> <td>T</td> <td>F</td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>■</td> </tr> <tr> <td></td> <td>S</td> <td>S</td> <td></td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>	M	T	W	T	F	-	-	-	-	■		S	S				<input type="checkbox"/>	<input type="checkbox"/>			Clear and high of 79 degrees. The low temperature was 59 Degrees.	Dry
M	T	W	T	F																			
-	-	-	-	■																			
	S	S																					
	<input type="checkbox"/>	<input type="checkbox"/>																					

3515 Andrade Road, Sunol CA 94586 P: (510) 557-0143
Larry Montgomery



<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	1
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	0
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	0
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	2

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

- 1.

MATERIAL OR EQUIPMENT DELIVERY

- 1.

VISITORS:

1. Joe Stam.

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery



DAILY INSPECTION REPORT

Report Number: 80

Hubbard Relocatable Project

DSA Applications #01-116373

DSA File #43-4

DATE:	DAY:	WEATHER:	CURRENT PROJECT SITE CONDITIONS:
9/18/2017	M T W T F <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> S S <input type="checkbox"/> <input type="checkbox"/>	Clear and high of 75 degrees. The low temperature was 57 Degrees.	Dry

CONTRACTORS:	MAN COUNT:	ACTIVITIES:
1. Guerra Construction	4	The crew the parking lot entrance area today. The city permit has been issued for this work.
2. General Lighting	0	
3. AMS	0	
4. Bay Alarm	0	
5. Fence Co.	0	
6. Sound and Signal	0	
Total:	4	



Equipment on Project	AMOUNT IN USE:
1. Man lifts	0
2. Concrete pump	0
3. Compactors	1
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	0
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	0
13. Excavator	1
14. Skip loader	0
15. Grading machine	0
Total:	2

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.

SPECIAL INSPECTION:

1. Earth Systems is providing soils compaction testing.

MATERIAL OR EQUIPMENT DELIVERY

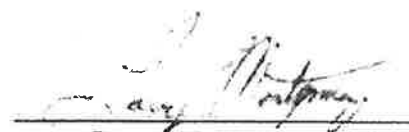
- 1.

VISITORS:

1. Joe Stam.

INSPECTORS COMMENTS:

1. SWPPP requirements are not yet being met.


Larry Montgomery



Report Number: 81

DSA Applications #01-116373

DSA File #43-4

<u>DATE:</u>	<u>DAY:</u>	<u>WEATHER:</u>	<u>CURRENT PROJECT SITE CONDITIONS:</u>															
9/29/2017	<table border="1"> <tr> <td>M</td> <td>T</td> <td>W</td> <td>T</td> <td>F</td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td>S</td> <td>S</td> <td></td> <td></td> </tr> </table>	M	T	W	T	F	-	-	-	-	-		S	S			Clear and high of 79 degrees. The low temperature was 59 Degrees.	Dry
M	T	W	T	F														
-	-	-	-	-														
	S	S																

CONTRACTORS:	MAN COUNT:	ACTIVITIES:
1. Guerra Construction	0	
2. General Lighting	0	
3. AMS	0	
4. Bay Alarm	0	
5. Fence Co.	0	
6. Sound and Signal	0	
Total:	0	



<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	0
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	0
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	0
13. Excavator	0
14. Skip loader	0
15. Grading machine	0
Total:	0

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.
2. The only overtime days for both projects at Hubbard were as follows.
 - a. August 19th Hubbard Fire Alarm retest. Total sign off pending a CCD for Address changes.
 - b. September 16th Hubbard Shade Structure installation inspection. Final Inspection sign off still pending.

The inspection time budget was exceeded due to poor contractor performance on both projects. This is the reason for the inspection budget to be increased. The contractor should be accessed with liquidated damages to provide for the extended inspections and CM hours they caused.

SPECIAL INSPECTION:

MATERIAL OR EQUIPMENT DELIVERY

- 1.

VISITORS:

- 1.

INSPECTORS COMMENTS:

1. The contractor and his subcontractor's failure to complete the projects according to the approved schedule has caused the inspector, special inspection companies and the CM company to expel more hours.


Larry Montgomery



3515 Andrade Road, Sunol CA 94586 P: (510) 557-0143
Larry Montgomery



INSPECTACON CORPORATION

<u>Equipment on Project</u>	<u>AMOUNT IN USE:</u>
1. Man lifts	0
2. Concrete pump	0
3. Compactors	0
4. Crane	0
5. Backhoes	0
6. Delivery trucks	0
7. Bobcat	0
8. Loaders	0
9. Trenching machine	0
10. Fork lifts	0
11. Concrete sawing machine	0
12. Water truck	0
13. Excavator	0
14. Skip loader	0
15. Grading machine	0
Total:	0

INSPECTIONS:

1. Daily monitoring and inspection of ongoing work per the approved project plans and specifications.
2. The only overtime days for both projects at Hubbard were as follows.
 - a. August 19th Hubbard Fire Alarm retest. Total sign off pending a CCD for Address changes.
 - b. September 16th Hubbard Shade Structure installation inspection. Final Inspection sign off still pending.

The inspection time budget was exceeded due to poor contractor performance on both projects. This is the reason for the inspection budget to be increased. The contractor should be assessed with liquidated damages to provide for the extended inspections and CM hours they caused.

SPECIAL INSPECTION:

MATERIAL OR EQUIPMENT DELIVERY

1.

VISITORS:

1.

INSPECTORS COMMENTS:

1. The contractor and his subcontractor's failure to complete the projects according to the approved schedule has caused the inspector, special inspection companies and the CM company to expel more hours.


Larry Montgomery



3515 Andrade Road, Sunol CA 94586 P: (510) 557-0143
Larry Montgomery

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: October 31, 2017

Subject: **Amend Measure I, Phase 1 Project List to Include HVAC Projects at Ryan and Russo/McEntee Schools**

Staff Analysis: In January 2017, the Board of Trustees approved Measure I, Phase 1 Project List. At the September 14, 2017 board meeting, staff presented an air conditioning assessment report, which revealed that Ryan Elementary School and Russo/McEntee Elementary School do not have permanent air conditioning units.

Recommendation: Staff recommends that the Board of Trustees approve the amended Measure I, Phase 1 Project List to include HVAC Projects at Ryan and Russo/McEntee Schools.

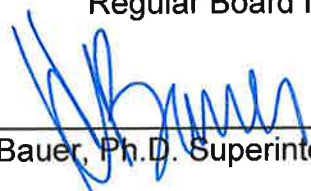
Submitted by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommend Approval

6.07
Agenda Placement


Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

6.08

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: November 2, 2017

Subject: Postponement on Issuing the Notice to Proceed to Contractor for the New Fischer Multi-Purpose Building Project

Staff Analysis: Staff will provide an update of the Notice to Proceed for the New Fischer Multi-Purpose Building Project.

INFORMATION/DISCUSSION/ACTION

Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

INFORMATION/DISCUSSION/ACTION

6.08
Agenda Placement


Hilana Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

6.09

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: October 26, 2017

Subject: DSA Project Inspector for HVAC Upgrades at Dorsa Elementary School and L.U.C.H.A. Elementary School Change Order No.1.

Staff Analysis: The original contract value was \$26,600.00 and the final contract value is now \$34,250.00. The increase is in the amount \$7,650.00 due to overtime work required for DSA inspection. The funds are being increased via Change Order No. 1.

Recommendation: Staff recommends that the Board approve Change Order with Irick Inspections Inc.

Submitted by: Kolvira Chheng *KC* Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommended Approval

6.09
Agenda Placement

Hil
Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

PURCHASE ORDER / CONTRACT ADJUSTMENT

P.O. No. C1617437 Contract No. C1718157 Contract Original Amount: \$ 26,600.00

Vendor Name: Irick Inspections, Inc. Vendor No. 21792

Please check:

- ☐ Cancel P.O. / Contract
☐ Change Item No.: _____
☐ Increase Amount Line Item No.: _____
☐ Decrease Amount Line Item No.: _____
☐ Add Line No.: _____
☐ Delete Line No.: _____
☐ Change org key/object code to: _____
☐ Change Vendor No. to: _____
☐ Add Freight: \$ _____
☐ Add Tax: _____ %
☐ Disencumber
☐ Change Order No.: _____
☐ Other _____

CONTRACTS ONLY

Change Orders:

Contracts Original Amount \$ 26,600.00
Change Order #: 1 \$ 7,650.00
Change Order #: _____ \$ _____
Change Order #: _____ \$ _____

New Contract Total \$ 34,250.00
(Including Change Orders)

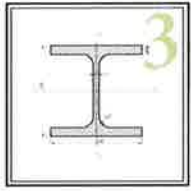
Line #	FUND	LOCATION	PROGRAM	ACCOUNT	\$ AMOUNT	Accountant Signature & Date
	<u>81</u>	<u>150</u>	<u>95060</u>	<u>6290</u>	<u>4,432.50</u>	<u>MM 11/3/17</u>
	<u>21</u>	<u>270</u>	<u>95060</u>	<u>6290</u>	<u>3,017.50</u>	

Reason for Adjustment: Contract increase because of overtime required for DSA inspections. Inspections done over weekend to continue progress.

Bid# B1617-Bond008 HVAC Upgrades at Dorsa Elementary and L.U.C.H.A. Elementary Schools

School/Dept.: <u>Baynes</u>	Requested by: <u>Louie Moran</u>
Approval: <u>Kal</u> (for Contracts Only)	Assistant Superintendent of Business Services
<u>[Signature]</u>	Program Manager
	Purchasing Manager
Date Requested: _____	Date Entered: _____ Entered By: _____

(Pursuant to Public Contract Code 20118.4, the total cost of change orders shall not exceed the greater of \$15,000.00 or 10% of the original contract amount. The ARUESD Board of Trustees must approve changes exceeding these limits.)



IRICK
INSPECTIONS
INC

■ Project Inspection ■ Consulting ■ Plan Check ■

Proposal for Inspection Services

November 1st, 2017

Mr. Louie Moran
Director - Facilities, Bonds and Leases
Alum Rock Union Elementary School District
2930 Gay Ave
San Jose, CA 95127

Re: Proposal to provide DSA Project Inspection Services for **Dorsa.Lucha HVAC Upgrade Contract Extension**

Dear Mr. Moran,

Thank you for the opportunity to provide this proposal for the referenced project. Our team of Inspectors pride themselves in providing the highest standard of Public School Construction Inspection. We are grateful for the relationships we have built and appreciate the teams with which we have been fortunate to work.

Irick Inspections, Inc. (I³) will provide all required Division of the State Architect: Project Inspections, File Submissions and Project File Maintenance for the not to exceed (NTE) rate of **\$7,650.00** (seven thousand six hundred fifty dollars).

I³ will provide all necessary labor, materials, and services to ensure professional Inspections in accordance with School District and DSA standards.

I³ will maintain general and professional liability insurance in amounts required by the district with the **Alum Rock Union Elementary School District** named as "additionally insured." I³ will also maintain automobile liability coverage.

Benjamin J Irick

President - Irick Inspections, Inc.

■ Customer Service ■ Value ■ Professionalism ■

		ARUSD-Dorsa/Lucha HVAC Contract Extension			
		NTE Proposal Detail as of November 2, 2017			
Lucha HVAC OT hours:					
	11-Jun	2.0			
	21-Jul	3.0			
	29-Jul	2.0			
	5-Aug	2.0			
	12-Aug	2.0			
	19-Aug	2.0			
		13.0 hours @ 127.50 =		\$1,657.50	
Lucha Contract Extension (beyond 8/31/17)					
	6-Sep	2.0			
	7-Sep	2.0			
	13-Sep	2.0			
	18-Sep	2.0			
	19-Sep	2.0			
	26-Sep	2.0			
	27-Sep	2.0			
	2-Oct	2.0			
		16.0 hours @ 85.00 =		\$1,360.00	
Total Lucha HVAC Contract Extension =				\$3,017.50	
Dorsa HVAC OT hours:					
	1-Jul	2.0			
	8-Jul	2.0			
	15-Jul	2.0			
	22-Jul	3.0			
	29-Jul	2.0			
	5-Aug	2.0			
	12-Aug	2.0			
	19-Aug	2.0			
	26-Aug	2.0			
		19.0 hours @ 127.50 =		\$2,422.50	
Dorsa Contract Extension (beyond 8/31/17)					
	6-Sep	2.0			
	8-Sep	1.0			
	12-Sep	1.0			
	18-Sep	2.0			
	19-Sep	2.0			
	2-Oct	2.0			
	4-Oct	2.0			
	16-Oct	2.0			
	24-Oct	2.0			
		16.0 hours @ 85.00 =		\$1,360.00	
Anticipated Remaining Dorsa Inspections and Closeout Reports:					
		10.0 hours @ 85.00 =		\$850.00	
Total Dorsa HVAC Contract Extension =				\$4,632.50	
Total NTE Dorsa/Lucha Contract Extension				\$7,650.00	
				=====	

Inspector's Daily Report

Date: Mon 08-26-17

District:	Alum Rock School Dist.	DSA App #: 01-116074
Project:	Dorsa HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson / Larry Lotton
Contractor: BRCO		Construction is Est.: 70%

Time In	Time Out	Weather	Site Condition	Temperature

Contractor/Trade		Elec	GC/Forman/workers				Owner/Arch/Struc Eng/CM	Lab / Soils
Work Force								

- Construction work observed:

Mech area fence gates have yet to be installed.

Bldg D mech room , ducts, elec, plumbing.

HVAC programming test + balance in progress.

Left VM for Joe Stam explaining that admin/kinder ceiling tile will be put back after test + balance is complete.

- Summary of materials testing, fabrication & special inspections performed:**- Instructions received from the design professionals during the time period:****RFIs: CCD: ASIs: IB's:****- Problems, concerns or unusual conditions:****- DSA filings/Deviations notices/Project File Maintenance:****DFRs.****- DSA "Field trip note (s)" issued during the time period:****None**

Prepared by: Steve Kindell

- Official site visitors:



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Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 08-19-17

District:	Alum Rock School Dist.	DSA App #: 01-116074
Project:	Dorsa HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson / Larry Lotton
Contractor: BRCO		Construction is Est.: 70%

Time In	Time Out	Weather	Site Condition	Temperature

Contractor/Trade		Elec	GC/Forman/workers				Owner/Arch/Struc Eng/CM	Lab / Soils
Work Force								

- Construction work observed:

Elec preliminary inspection: Relay for dampers to be redy for inspection on Monday

Verified dampers

Mech room line sets incomplete.

3/8 expansion anchors for mech room equipment + pipe supports, needs testing.

Inspected exterior elec conduits that go to condenser units @ MPB.

Inspected duct installation @ MPB stage ductwork supports. Shane to have sub add 3 additional hangers.

Exposed duct from mech room to stage , to have lt gh wall constructed below , to stop possibility of injury.

- Summary of materials testing, fabrication & special inspections performed:**- Instructions received from the design professionals during the time period:**

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:**- DSA filings/Deviations notices/Project File Maintenance:**

DFRs.

- DSA "Field trip note (s)" issued during the time period:



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None

Prepared by: Steve Kindell

- Official site visitors:

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 08-12-17

District:	Alum Rock School Dist.	DSA App #: 01-116074
Project:	Dorsa HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson / Larry Lotton
Contractor: BRCO		Construction is Est.: 70%

Time In	Time Out	Weather	Site Condition	Temperature

Contractor/Trade		Elec	GC/Forman/workers				Owner/Arch/Struct Eng/CM	Lab / Soils
Work Force								

- Construction work observed:

Kinder/admin pressure test passed.

Prelim elec insp Kinder/admin above ceiling: (E) + abandoned wires need to be addressed, caddy clips, light fixtures not installed @ office 17, programming of lighting motion control, J-box covers.

Admin/Kinder prelim T-bar inspection: perimeter hanger wires to be attached to structure.

Project doc's review + filing.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell



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INC

- Official site visitors:

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 08-05-17

District:	Alum Rock School Dist.	DSA App #: 01-116074
Project:	Dorsa HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson / Larry Lotton
Contractor: BRCO		Construction is Est.: 70%

Time In	Time Out	Weather	Site Condition	Temperature

Contractor/Trade		Elec	GC/Forman/workers				Owner/Arch/Struct Eng/CM	Lab / Soils
Work Force								

- Construction work observed:

HVAC controls sub to provide flex conduit from Unistrut hung conduit, to wall mounted J-box, bldg. A mech room

Review in progress T-bar installation. Nothing requiring correction observed.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell

- Official site visitors:



IRICK
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INC

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 07-29-17

District:	Alum Rock School Dist.	DSA App #: 01-116074
Project:	Dorsa HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson / Larry Lotton
Contractor: BRCO		Construction is Est.: 70%

Time In	Time Out	Weather	Site Condition	Temperature

Contractor/Trade		Elec	GC/Forman/workers				Owner/Arch/Struct Eng/CM	Lab / Soils
Work Force								

- Construction work observed:

Only elec on site.
No others on site
Instructed elec to not caddy clip to T-bar brace wires.
Louie Moran on site.
Project doc's review + filing.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell



IRICK
INSPECTIONS
INC

- Official site visitors:	

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 07-22-17

District:	Alum Rock School Dist.	DSA App #: 01-116074
Project:	Dorsa HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson / Larry Lotton
Contractor: BRCO		Construction is Est.: 5%

Time In	Time Out	Weather	Site Condition	Temperature
am				80-90's

Contractor/Trade		Elec	GC/Forman/workers				Owner/Arch/Struc Eng/CM	Lab / Soils
Work Force							0/0/0/0/0	0/0

- Construction work observed:

12pm mech pads concrete plm't, admin + MPB, 6 YDS
Verified spec-insp, mix #, stinger etc.
MPB, new mech room wall frmng, missing dbl-tp-splice-nailing.
Walked P.O.T. and sent email of issues.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:**RFIs: CCD: ASIs: IB's:**

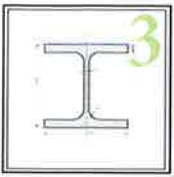
- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:**DFRs.**

- DSA "Field trip note (s)" issued during the time period:**None**

Prepared by: Steve Kindell

- Official site visitors:



IRICK
INSPECTIONS
INC

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily ReportDate: Mon 07-15-17

District:	Alum Rock School Dist.	DSA App #: 01-116074
Project:	Dorsa HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson / Larry Lotton
Contractor: BRCO		Construction is Est.: 5%

Time In	Time Out	Weather	Site Condition	Temperature
am				80-90's

Contractor/Trade		Elec	GC/Forman/workers				Owner/Arch/Struc Eng/CM	Lab / Soils
Work Force							0/0/0/0/0	0/0

- Construction work observed:

Project doc's review +filing.
Plan mark-up.
Inspected bldg. C fan-coil blocking.
Inspected bldg. C roof insulation.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell

- Official site visitors:



IRICK
INSPECTIONS
INC

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Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118 Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 07-08-17

District:	Alum Rock School Dist.	DSA App #: 01-116074
Project:	Dorsa HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson / Larry Lotton
Contractor: BRCO		Construction is Est.: 5%

Time In	Time Out	Weather	Site Condition	Temperature
am				80-90's

Contractor/Trade		Elec	GC/Forman/workers				Owner/Arch/Struc Eng/CM	Lab / Soils
Work Force							0/0/0/0/0	0/0

- Construction work observed:

Inspected completed fan-coil blocking/clips @ bldg A, and B. Damaged (E) rafter blocking to be corrected.
Inspected completed blocking for projectors@ bldg. A + B
Inspected in progress fan-coil installation that started yesterday at bldg A
Roof curb installation @ bldg. A in progress. Discussed lag screw requirements w/G.C.
Bldg A, duct installation started. Told Shane that tops of hanger straps need to be screwed to central side of framing, not to the bottom

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:**RFIs: CCD: ASIs: IB's:**

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:**DFRs.**

- DSA "Field trip note (s)" issued during the time period:**None**

Prepared by: Steve Kindell



IRICK
INSPECTIONS
INC

- Official site visitors:

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 07-01-17

District:	Alum Rock School Dist.	DSA App #: 01-116074
Project:	Dorsa HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson / Larry Lotton
Contractor: BRCO		Construction is Est.: 5%

Time In	Time Out	Weather	Site Condition	Temperature
am				80-90's

Contractor/Trade		Elec	GC/Forman/workers				Owner/Arch/Struc Eng/CM	Lab / Soils
Work Force							0/0/0/0/0	0/0

- Construction work observed:

Verified ductwork cleaning, and patching of access holes
Inspected projector blocking, clips, and bracket reattachment
Inspected in progress insulation installation, including retaining wire
Inspected new delivered duct work components and verified that the ends are sealed
Abatement I progress in building B
Demo of (E) ceiling frmg started @ building A

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell



IRICK
INSPECTIONS
INC

- Official site visitors:

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917



IRICK
INSPECTIONS
INC.

Inspector's Daily Report

Date: Mon 06-11-17

District:	Alum Rock School Dist.	DSA Application No.: 01-116075
Project:	LUCHA HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson
Contractor: Fast-track		Construction is Est.: complete

Time In		Time Out		Weather		Site Condition		Temperature
pm		pm		clear		Dry		50-70's
Contractor/Trade		Elec	GC/Foreman/ workers			LAB (TEI)	Owner/Arch/Struc Eng/ Enviro/CM	Soils Tech/eng
	Work Force							

- Construction work observed:

Went to jobsite expecting to see grubbing in progress..... No workers on site, no work completed.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

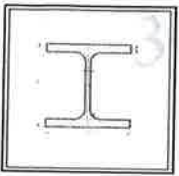
Reviewed emails, RFI's, submittals, updated file, etc.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell

- Official site visitors: Howard CM, Angela PCSD,
Vidya & Marty Artik.



IRICK
INSPECTIONS
INC

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 07-21-17

District:	Alum Rock School Dist.	DSA Application No.: 01-116075
Project:	LUCHA HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson
Contractor: Fast-track		Construction is Est.: 10% complete

Time In	Time Out	Weather	Site Condition	Temperature
pm	pm	clear	Dry	80-90's

Contractor/Trade		Elec	GC/Foreman/workers			LAB (TEI)	Owner/Arch/Struc Eng/Enviro/CM	Soils Tech/eng
Work Force								

- Construction work observed:

Started bldg. B line set test, 580 psi.

Inspected bldg. A line set test, yesterday the test started @ 625 psi, and today (24 hrs later) read 600psi, down.25 psi. This test has been extended / restarted.

Bldg A's mech pad rebar not ready for inspection.

Inspected admin / kinder condensate pressure tests. All 6 passed.

Inspected admin / kinder underground line set containment pipe. Passed

Project doc's review + filing.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

Pics.

Reviewed emails, RFI's, submittals, updated file, etc.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell



IRICK
INSPECTIONS
INC

- Official site visitors: Howard CM, Angela PCSD,
Vidya & Marty Artik.

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 07-29-17

District:	Alum Rock School Dist.	DSA Application No.: 01-116075
Project:	LUCHA HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson
Contractor: Fast-track		Construction is Est.: 72% complete

Time In	Time Out	Weather	Site Condition	Temperature

Contractor/Trade		Elec	GC/Foreman/workers			LAB (TEI)	Owner/Arch/Struc Eng/Enviro/CM	Soils Tech/eng
Work Force								

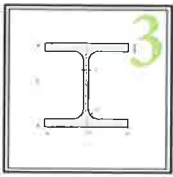
- Construction work observed:

Bldg B retaining wall back fill + compaction in progress.
Bldg A retaining wall rebar + forms in progress * nothing ready for inspection
Chain link fence installation in progress @ admin/kinder mech pad ...no issues.
Project doc's review + filing.

- Summary of materials testing, fabrication & special inspections performed:**- Instructions received from the design professionals during the time period:****RFIs: CCD: ASIs: IB's:****- Problems, concerns or unusual conditions:****- DSA filings/Deviations notices/Project File Maintenance:****DFRs.****Pics.****Reviewed emails, RFI's, submittals, updated file, etc.****- DSA "Field trip note (s)" issued during the time period:****None**

Prepared by: Steve Kindell

- Official site visitors: Howard CM, Angela PCSD,
Vidya & Marty Artik.



IRICK
INSPECTIONS
INC

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 08-05-17

District:	Alum Rock School Dist.	DSA Application No.: 01-116075
Project:	LUCHA HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson
Contractor: Fast-track		Construction is Est.: 72% complete

Time In	Time Out	Weather	Site Condition	Temperature

Contractor/Trade		Elec	GC/Foreman/workers			LAB (TEI)	Owner/Arch/Struc Eng/Enviro/CM	Soils Tech/eng
Work Force								

- Construction work observed:

Reviewed MPB soffit frmg in progress, with framer, @ south end of the new ductwork obstructs new vertical soffit frmg along full length of the wall. After discussion, the framer agreed to discuss further with Johnny before proceeding.

Checked Admin/Kinder HVAC sys pressure gage. As of 9:35 am the gage has again dropped.... 555psi.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

Pics.

Reviewed emails, RFI's, submittals, updated file, etc.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell

- Official site visitors: Howard CM, Angela PCSD, Vidya & Marty Artik.



IRICK
INSPECTIONS
INC

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily ReportDate: Mon ~~07~~--17**8-12-17**

District:	Alum Rock School Dist.	DSA Application No.: 01-116075
Project:	LUCHA HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson
Contractor: Fast-track		Construction is Est.: 72% complete

Time In	Time Out	Weather	Site Condition	Temperature

Contractor/Trade		Elec	GC/Foreman/workers			LAB (TEI)	Owner/Arch/Struc Eng/Enviro/CM	Soils Tech/eng
Work Force								

- Construction work observed:

MBP HVAC full system pressure test failed.

Project doc's review + filing.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

Pics.

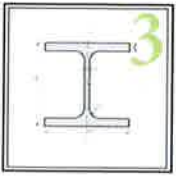
Reviewed emails, RFI's, submittals, updated file, etc.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell

- Official site visitors: Howard CM, Angela PCSD, Vidya & Marty Artik.



IRICK
INSPECTIONS
INC

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

Inspector's Daily Report

Date: Mon 08-19-17

District:	Alum Rock School Dist.	DSA Application No.: 01-116075
Project:	LUCHA HVAC	DSA File No.: 43-4
Project Address:		Architect: SFA
Structural Engineer: None		CA: Norma Jackson
Contractor: Fast-track		Construction is Est.: 72% complete

Time In	Time Out	Weather	Site Condition	Temperature

Contractor/Trade		Elec	GC/Foreman/workers			LAB (TEI)	Owner/Arch/Struc Eng/Enviro/CM	Soils Tech/eng
Work Force								

- Construction work observed:

Project doc's review + filing.

- Summary of materials testing, fabrication & special inspections performed:

- Instructions received from the design professionals during the time period:

RFIs: CCD: ASIs: IB's:

- Problems, concerns or unusual conditions:

- DSA filings/Deviations notices/Project File Maintenance:

DFRs.

Pics.

Reviewed emails, RFI's, submittals, updated file, etc.

- DSA "Field trip note (s)" issued during the time period:

None

Prepared by: Steve Kindell

- Official site visitors: Howard CM, Angela PCSD, Vidya & Marty Artik.



IRICK
INSPECTIONS
INC

Irick Inspections, Inc. 5350 Garwood Dr, San Jose, CA 95118

Tel. No. 408.690.9917

7.01

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127
Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

Board of Trustees:

November 9, 2017

Subject: PROGRAM MANAGEMENT AGREEMENT FOR MEASURE I

Terminate the contract between Alum Rock Elementary School District and
Del Terra Real Estate Services, Inc., dba Del Terra Group.

Information/Discussion/Action

Submitted by: Hilaria Bauer Title: Superintendent ^{HB}

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Information/Discussion/Action

7.01
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7.02

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

Board of Trustees:

November 2, 2017

Subject: PROGRAM MANAGEMENT AGREEMENT FOR MEASURE J

Terminate Contract between Alum Rock Union Elementary School District and Del Terra Real Estate Services, Inc., dba Del Terra Group for Program Management of the ARUSD Bond Program.

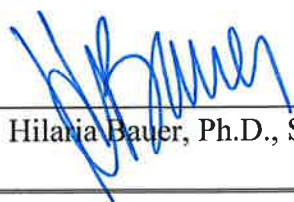
Information/Discussion/Action

Submitted by: Hilaria Bauer Title: Superintendent 

To the Board of Trustees: Meeting: November 9, 2017
Regular Board Meeting

Information/Discussion/Action

7.02
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7.03

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: October 27, 2017

Subject: Facilitron Overview

Staff will provide an overview of Facilitron, including how it works and rental costs.

Information/Discussion

Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Information/Discussion

7.03

Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7.04

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION


To the Board of Trustees:

Date: October 27, 2017

Subject: New Workorder System

Staff will provide an overview of the New Workorder System.

Information/Discussion

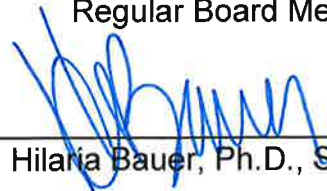
Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Information/Discussion

7.04
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7.05

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: October 27, 2017

Subject: Legal Services Contracts

Staff will provide an update on Legal Services Contracts.

Information/Discussion

Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Information/Discussion

7.05
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7.06

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

Board of Trustees:

November 2, 2017

Subject: BOARD RETREAT & TRAINING

The Board will schedule a Board Retreat and training for all Board Members within the next couple of months or so.

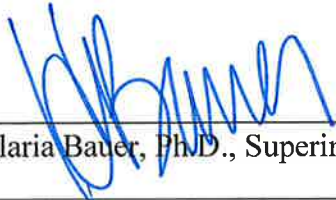
INFORMATION/DISCUSSION/ACTION

Submitted by: Hilaria Bauer Title: Superintendent

To the Board of Trustees: Meeting: November 9, 2017
Regular Board Meeting

INFORMATION/DISCUSSION/ACTION

7.06
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7-07

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

Board of Trustees:

November 2, 2017

Subject: FCMAT UPDATE

The Board is requesting to have an updated status on the FCMAT Report and the requested documents.

Assistant Superintendent of Business Services will provide a FCMAT update.

INFORMATION/DISCUSSION

Submitted by: Hilaria Bauer Title: Superintendent 

To the Board of Trustees: Meeting: November 9, 2017
Regular Board Meeting

Information/Discussion


Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7.08

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

Board of Trustees:

November 3, 2017

Subject: APPROVE CONTRACT FOR E-DISCOVERY CONSULTANT SERVICES TO ASSIST IN RESPONSE TO SECURITIES AND EXCHANGE COMMISSION (SEC) SUBPOENA

DISCUSSION/ACTION

Submitted by: Hilaria Bauer ^{WAB} Title: Superintendent

To the Board of Trustees: Meeting: November 9, 2017
Regular Board Meeting

DISCUSSION/ACTION

7.08
Agenda Placement

Hilaria Bauer
Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7.09

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: October 27, 2017

Subject: **Board Policy 1st Reading**
 BP 9323 Board Bylaws Amendment

Staff Analysis: The Board will consider amending the current bylaw to reinstate Robert's Rules of Order as the procedure for the board meetings with the following additional statement (in italics):

All Board of Trustees meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance the Ralph M. Brown Act (open meeting requirements) and other applicable laws, *and conducted under Robert's Rules of Order, unless Robert's Rules conflict with the Brown Act or existing board policies.*

Information/Discussion/Action

Approved by: Hilaria Bauer, Ph.D. Title: Superintendent

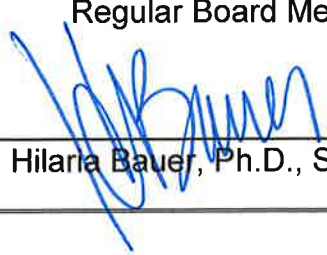


To the Board of Trustees:

Meeting: November 9, 2017
 Regular Board Meeting

Information/Discussion/Action

7.09
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7.10

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: November 2, 2017

Subject: Conditional Approval Letter from Santa Clara County Office of Education (SCCOE) Update

Staff Analysis: Staff will provide an update of the conditional budget approval letter from the Santa Clara County Office of Education (SCCOE).

INFORMATION/DISCUSSION/ACTION

Approved by: Kolvira Chheng Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

INFORMATION/DISCUSSION/ACTION

7.10
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

7.11

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

Board of Trustees:

November 2, 2017

Subject: BOARD CREATED STANDING COMMITTEES

The Board will report on Board Created Standing Committees:

- Bond, Facilities, and Finance
- Curriculum and Technology
- Parent Engagement
- Small Schools and Innovation

Information/Discussion

Submitted by: Hilaria Bauer Title: Superintendent KD

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Information/Discussion

7.11
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

8.01

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: November 3, 2017


Subject: 2017 California Assessment of Student Performance and Progress (CAASPP)

Staff Analysis: The purpose of the presentation is to inform the Board of Trustees about the District's performance on the CAASPP assessments.

Information/Presentation

Submitted by: Iván Montes

Title: Coordinator, Academic Services

Approved by: Rene Sanchez 

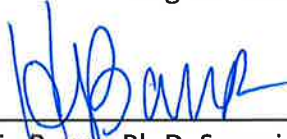
Title: Assistant Superintendent, Instructional Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Information Only

8.01
Agenda Placement


Hilaria Bauer, Ph.D, Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

8.02

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: November 3, 2017

Subject: After School Programs and Services

Staff Analysis: After School Programs provide literacy, academic enrichment, and safe alternatives for students in TK-8th grade. Through partnerships with local community agencies, Alum Rock Union School District offers programs at all 25 school sites.

INFORMATION/DISCUSSION

Submitted by: Sandra Garcia *Sb* Title: Director of State and Federal Programs

Approved by: Rene Sanchez Title: Assistant Superintendent of Instructional Services

To the Board of Trustees:

Meeting: November 09, 2017
Regular Board Meeting

INFORMATION/DISCUSSION

8.02
Agenda Placement

Hilario Bauer
Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____

Seconded by: _____

Approved: _____

Not Approved: _____

Tabled: _____

8.03

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: October 30, 2017

Subject: Progress of Local Performance Indicators

Staff Analysis: California's new accountability and continuous improvement system provides information about how local educational agencies and schools are meeting the needs of students based on a concise set of measures. LEAs are responsible for rating their progress on the local performance indicators and reporting the results to their local governing board at a regularly scheduled meeting.

PRESENTATION

Submitted by: Sandra Garcia 

Title: Director of State and Federal Programs

Approved by: Rene Sanchez 

Title: Assistant Superintendent of Instructional Services

To the Board of Trustees:

Meeting: November 09, 2017
Regular Board Meeting

PRESENTATION

8.03
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____

Seconded by: _____

Approved: _____

Not Approved: _____

Tabled: _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue,
San Jose, CA 95127

8.04

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF TRUSTEES

To the Board of Trustees:

Date: October 24, 2017

Subject: **Second Reading**
Administrative Regulation 5145.3(a) Nondiscrimination/Harassment- Students

Recommendation: Information/Action

Submitted by: Norma Flores

NF
RS

Title: Director of Student Services

Approved by: Rene Sanchez

Title: Assistant Superintendent, Academic Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

8.04
Agenda Placement


Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union ESD

Administrative Regulation

Nondiscrimination/Harassment

AR 5145.3(a)

Students

The district designates the individual(s) identified below as the employee(s) responsible for coordinating the district's efforts to comply with applicable state and federal civil rights laws, including Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, and the Age Discrimination Act of 1975, and to answer inquiries regarding the district's nondiscrimination policies. The individual(s) shall also serve as the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the responsible employee to handle complaints alleging unlawful discrimination targeting a student, including discriminatory harassment, intimidation, or bullying, based on the student's actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, pregnancy, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or any other legally protected status or association with a person or group with one or more of these actual or perceived characteristics. The coordinator/compliance officer(s) may be contacted at: (Education Code 234.1; 5 CCR 4621)

Assistant Superintendent, Instructional Services
2930 Gay Avenue, San Jose, CA 95127
408 928-6800

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.3 - Uniform Complaint Procedures)

Measures to Prevent Discrimination

To prevent unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying, of students at district schools or in school activities and to ensure equal access of all students to the educational program, the Superintendent or designee shall implement the following measures:

1. Publicize the district's nondiscrimination policy and related complaint procedures, including the coordinator/compliance officer's contact information, to students, parents/guardians, employees, volunteers, and the general public by posting them on the district's web site and other prominent locations and providing easy access to them through district-supported social media, when available.
2. Post in a prominent and conspicuous location on the district and school web sites information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the following: (Education Code 221.61)

a. The name and contact information of the district's Title IX coordinator, including the phone number and email address

b. The rights of students and the public and the responsibilities of the district under Title IX, including a list of rights as specified in Education Code 221.8 and web links to information about those rights and responsibilities located on the web sites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights (OCR)

c. A description of how to file a complaint of noncompliance with Title IX in accordance with AR 1312.3 - Uniform Complaint Procedures, which shall include:

(1) An explanation of the statute of limitations within which a complaint must be filed after an alleged incident of discrimination has occurred and how a complaint may be filed beyond the statute of limitations

(2) An explanation of how the complaint will be investigated and how the complainant may further pursue the complaint, including web links to this information on the OCR's web site

(3) A web link to the OCR complaints form and the contact information for the office, including the phone number and email address for the office

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

3. Provide to students a handbook that contains age-appropriate information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to students who feel that they have been the victim of any such behavior. (Education Code 234.1)

4. Annually notify all students and parents/guardians of the district's nondiscrimination policy, including its responsibility to provide a safe, nondiscriminatory school environment for all students, including transgender and gender-nonconforming students. The notice shall inform students and parents/guardians that they may request to meet with the compliance officer to determine how best to accommodate or resolve concerns that may arise from the district's implementation of its nondiscrimination policies. The notice shall also inform all students and parents/guardians that, to the extent possible, the district will address any individual student's interests and concerns in private.

(cf. 5145.6 - Parental Notifications)

5. The Superintendent or designee shall ensure that students and parents/guardians, including those with limited English proficiency, are notified of how to access the relevant information provided in the district's nondiscrimination policy and related complaint procedures, notices, and forms in a language they can understand.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's policy, regulation, forms, and notices concerning nondiscrimination shall be translated into that language in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

6. Provide to students, employees, volunteers, and parents/guardians age-appropriate training and information regarding the district's nondiscrimination policy; what constitutes prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying; how and to whom a report of an incident should be made; and how to guard against segregating or stereotyping students when providing instruction, guidance, supervision, or other services to them. Such training and information shall include details of guidelines the district may use to provide a discrimination-free environment for all district students, including transgender and gender-nonconforming students.

(cf. 1240 - Volunteer Assistance)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

7. At the beginning of each school year, inform school employees that any employee who witnesses any act of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, against a student is required to intervene if it is safe to do so. (Education Code 234.1)

8. At the beginning of each school year, inform each principal or designee of the district's responsibility to provide appropriate assistance or resources to protect students' privacy rights and ensure their safety from threatened or potentially discriminatory behavior.

Enforcement of District Policy

The Superintendent or designee shall take appropriate actions to reinforce BP 5145.3 - Nondiscrimination/Harassment. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti

(cf. 5131.5 - Vandalism and Graffiti)

2. Providing training to students, staff, and parents/guardians about how to recognize unlawful discrimination, how to report it or file a complaint, and how to respond

3. Disseminating and/or summarizing the district's policy and regulation regarding unlawful discrimination

4. Consistent with the laws regarding the confidentiality of student and personnel records, communicating the school's response to students, parents/guardians, and the community

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

5. Taking appropriate disciplinary action against students, employees, and anyone determined to have engaged in wrongdoing in violation of district policy, including any student who is found to have filed a complaint of discrimination that he/she knew was not true

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

Process for Initiating and Responding to Complaints

Any student who feels that he/she has been subjected to unlawful discrimination described above or in district policy is strongly encouraged to immediately contact the compliance officer, principal, or any other staff member. In addition, any student who observes any such incident is strongly encouraged to report the incident to the compliance officer or principal, whether or not the alleged victim files a complaint.

Any school employee who observes an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, or to whom such an incident is reported shall report the incident to the compliance officer or principal within a school day, whether or not the alleged victim files a complaint.

Any school employee who witnesses an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When a verbal report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is made to or received by the principal or compliance officer, he/she shall make a note of the report and encourage the student or parent/guardian to file the complaint in writing, pursuant to the provisions in AR 1312.3 - Uniform Complaint Procedures. Once notified verbally or in writing, the principal or compliance officer shall begin the investigation and shall implement immediate measures necessary to stop the discrimination and ensure that all students have access to the educational program and a safe school environment. Any interim measures adopted to address unlawful discrimination shall, to the extent possible, not disadvantage the complainant or a student who is the victim of the alleged unlawful discrimination.

Any report or complaint alleging unlawful discrimination by the principal, compliance officer, or any other person to whom a report would ordinarily be made or complaint filed shall instead be made to or filed with the Superintendent or designee who shall determine how the complaint will be investigated.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Transgender and Gender-Nonconforming Students

Gender identity of a student means the student's gender-related identity, appearance, or behavior as determined from the student's internal sense of his/her gender, whether or not that gender-related identity, appearance, or behavior is different from that traditionally associated with the student's physiology or assigned sex at birth.

Gender expression means a student's gender-related appearance and behavior, whether stereotypically associated with the student's assigned sex at birth. (Education Code 210.7)

Gender transition refers to the process in which a student changes from living and identifying as the sex assigned to the student at birth to living and identifying as the sex that corresponds to the student's gender identity.

Gender-nonconforming student means a student whose gender expression differs from stereotypical expectations.

Transgender student means a student whose gender identity is different from the gender he/she was assigned at birth.

Regardless of whether they are sexual in nature, acts of verbal, nonverbal, or physical aggression, intimidation, or hostility that are based on sex, gender identity, or gender expression, or that have the purpose or effect of producing a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment are prohibited. Examples of the types of conduct which are prohibited in the district and which may constitute gender-based harassment include, but are not limited to:

1. Refusing to address a student by a name and the pronouns consistent with his/her gender identity
2. Disciplining or disparaging a student or excluding him/her from participating in activities for behavior or appearance that is consistent with his/her gender identity or that does not conform to stereotypical notions of masculinity or femininity, as applicable
3. Blocking a student's entry to the bathroom that corresponds to his/her gender identity
4. Taunting a student because he/she participates in an athletic activity more typically favored by a student of the other sex

5. Revealing a student's transgender status to individuals who do not have a legitimate need for the information, without the student's consent

6. Use of gender-specific slurs

7. Physical assault of a student motivated by hostility toward him/her because of his/her gender, gender identity, or gender expression

The district's uniform complaint procedures (AR 1312.3) shall be used to report and resolve complaints alleging discrimination against transgender and gender-nonconforming students.

Examples of bases for complaints include, but are not limited to, the above list, as well as improper rejection by the district of a student's asserted gender identity, denial of access to facilities that correspond with a student's gender identity, improper disclosure of a student's transgender status, discriminatory enforcement of a dress code, and other instances of gender-based harassment.

To ensure that transgender and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students by law and Board policy, the district shall address each situation on a case-by-case basis, in accordance with the following guidelines:

1. Right to privacy: A student's transgender or gender-nonconforming status is his/her private information and the district shall only disclose the information to others with the student's prior written consent, except when the disclosure is otherwise required by law or when the district has compelling evidence that disclosure is necessary to preserve the student's physical or mental well-being. In any case, the district shall only allow disclosure of a student's personally identifiable information to employees with a legitimate educational interest as determined by the district pursuant to 34 CFR 99.31. Any district employee to whom a student's transgender or gender-nonconforming status is disclosed shall keep the student's information confidential. When disclosure of a student's gender identity is made to a district employee by a student, the employee shall seek the student's permission to notify the compliance officer. If the student refuses to give permission, the employee shall keep the student's information confidential, unless he/she is required to disclose or report the student's information pursuant to this administrative regulation, and shall inform the student that honoring the student's request may limit the district's ability to meet the student's needs related to his/her status as a transgender or gender-nonconforming student. If the student permits the employee to notify the compliance officer, the employee shall do so within three school days.

As appropriate given the student's need for support, the compliance officer may discuss with the student any need to disclose the student's transgender or gender-nonconformity status or gender identity or gender expression to his/her parents/guardians and/or others, including other students, teacher(s), or other adults on campus. The district shall offer support services, such as counseling, to students who wish to inform their parents/guardians of their status and desire assistance in doing so.

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

2. **Determining a Student's Gender Identity:** The compliance officer shall accept the student's assertion of his/her gender identity and begin to treat the student consistent with his/her gender identity unless district personnel present a credible and supportable basis for believing that the student's assertion is for an improper purpose.

3. **Addressing a Student's Transition Needs:** The compliance officer shall arrange a meeting with the student and, if appropriate, his/her parents/guardians to identify and develop strategies for ensuring that the student's access to education programs and activities is maintained. The meeting shall discuss the transgender or gender-nonconforming student's rights and how those rights may affect and be affected by the rights of other students and shall address specific subjects related to the student's access to facilities and to academic or educational support programs, services, or activities, including, but not limited to, sports and other competitive endeavors. In addition, the compliance officer shall identify specific school site employee(s) to whom the student may report any problem related to his/her status as a transgender or gender-nonconforming individual, so that prompt action could be taken to address it. Alternatively, if appropriate and desired by the student, the school may form a support team for the student that will meet periodically to assess whether the arrangements for the student are meeting his/her educational needs and providing equal access to programs and activities, educate appropriate staff about the student's transition, and serve as a resource to the student to better protect the student from gender-based discrimination.

4. **Accessibility to Sex-Segregated Facilities, Programs, and Activities:** When the district maintains sex-segregated facilities, such as restrooms and locker rooms, or offers sex-segregated programs and activities, such as physical education classes, intermural sports, and interscholastic athletic programs, students shall be permitted to access facilities and participate in programs and activities consistent with their gender identity. To address any student's privacy concerns in using sex-segregated facilities, the district shall offer available options such as a gender-neutral or single-use restroom or changing area, a bathroom stall with a door, an area in the locker room separated by a curtain or screen, access to a staff member's office, or use of the locker room before or after the other students. However, the district shall not require a student to utilize these options because he/she is transgender or gender-nonconforming. In addition, a student shall be permitted to participate in accordance with his/her gender identity in other circumstances where students are separated by gender, such as for class discussions, yearbook pictures, and field trips. A student's right to participate in a sex-segregated activity in accordance with his/her gender identity shall not render invalid or inapplicable any other eligibility rule established for participation in the activity.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

(cf. 7110 - Facilities Master Plan)

5. Student Records: A student's legal name or gender as entered on the mandatory student record required pursuant to 5 CCR 432 shall only be changed pursuant to a court order. However, at the written request of a student or, if appropriate, his/her parents/guardians, the district shall use the student's preferred name and pronouns consistent with his/her gender identity on all other district-related documents. Such preferred name may be added to the student's record and official documents as permitted by law.

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

6. Names and Pronouns: If a student so chooses, district personnel shall be required to address the student by a name and the pronouns consistent with his/her gender identity, without the necessity of a court order or a change to his/her official district record. However, inadvertent slips or honest mistakes by district personnel in the use of the student's name and/or consistent pronouns will, in general, not constitute a violation of this administrative regulation or the accompanying district policy.

7. Uniforms/Dress Code: A student has the right to dress in a manner consistent with his/her gender identity, subject to any dress code adopted on a school site.

(cf. 5132 - Dress Code)

Regulation ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Adopted: November 9, 2017

San Jose, California

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF TRUSTEES

To the Board of Trustees:

Date: October 24, 2017

Subject: **Second Reading**
Board Policy 5145.3(a) Nondiscrimination/Harassment- Students

Recommendation: Information/Action

Submitted by: Norma Flores ^{NF} Title: Director of Student Services
Approved by: Rene Sanchez ^{RS} Title: Assistant Superintendent, Academic Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

8.05
Agenda Placement


Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union ESD

Board Policy

Nondiscrimination/Harassment

BP 5145.3(a)

Students

The Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression or association with a person or group with one or more of these actual or perceived characteristics.

This policy shall apply to all acts related to school activity or to school attendance occurring within a district school, and to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.9 - Hate-Motivated Behavior)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6164.6 - Identification and Education Under Section 504)

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also includes the creation of a hostile environment through prohibited conduct that is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates or participates in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. He/she shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the district's educational program. He/she shall report his/her findings and recommendations to the Board after each review.

(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1330 - Use of Facilities)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)
(cf. 6164.2 - Guidance/Counseling Services)

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 5145.2 - Freedom of Speech/Expression)

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools.

(cf. 3580 - District Records)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48900.3 Suspension or expulsion for act of hate violence

48900.4 Suspension or expulsion for threats or harassment

48904 Liability of parent/guardian for willful student misconduct

48907 Student exercise of free expression

48950 Freedom of speech

48985 Translation of notices

49020-49023 Athletic programs

51500 Prohibited instruction or activity

51501 Prohibited means of instruction

60044 Prohibited instructional materials

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

PENAL CODE

422.55 Definition of hate crime

422.6 Crimes, harassment

CODE OF REGULATIONS, TITLE 5

432 Student record

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

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

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

99.31 Disclosure of personally identifiable information

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Final Guidance Regarding Transgender Students, Privacy, and Facilities, March 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

FIRST AMENDMENT CENTER PUBLICATIONS

Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Dealing with Legal Matters Surrounding Students' Sexual Orientation and Gender Identity, 2004

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, January 1999

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

California Safe Schools Coalition: <http://www.casafeschools.org>

First Amendment Center: <http://www.firstamendmentcenter.org>

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Policy ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
adopted: November 9, 2017 San Jose, California

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF TRUSTEES

To the Board of Trustees:

Date: October 24, 2017

Subject: **Second Reading**
Board Policy 5146(a) Married/Pregnant/Parenting Students

Recommendation: Information/Action

Submitted by: Norma Flores **NF**

Title: Director of Student Services

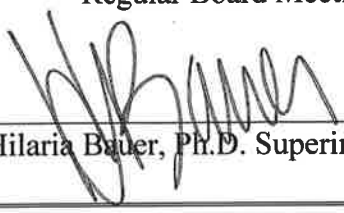
Approved by: Rene Sanchez **RS**

Title: Assistant Superintendent, Academic Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

8-06
Agenda Placement


Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union ESD

Board Policy

Students

BP 5146(a)

MARRIED/PREGNANT/PARENTING STUDENTS

The Governing Board recognizes that early marriage, pregnancy, or parenting and related responsibilities may disrupt a student's education and increase the chance of a student dropping out of school. The Board therefore desires to support married, pregnant, and parenting students to continue their education, attain strong academic and parenting skills, and promote the healthy development of their children.

(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5147 - Dropout Prevention)
(cf. 6011 - Academic Standards)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)
(cf. 6164.5 - Student Success Teams)

The district shall not discriminate against any student on the basis of the student's marital status, pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery. (Education Code 230; 34 CFR 106.40)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

For school-related purposes, a student under the age of 18 years who enters into a valid marriage shall have all the rights and privileges of students who are 18 years old, even if the marriage has been dissolved. (Family Code 7002)

Education and Support Services for Pregnant and Parenting Students

Pregnant and parenting students shall retain the right to participate in any comprehensive school or educational alternative program. The classroom setting shall be the preferred instructional strategy unless an alternative is necessary to meet the needs of the student and/or his/her child.

(cf. 6158 - Independent Study)
(cf. 6181 - Alternative Schools/Programs of Choice)
(cf. 6184 - Continuation Education)
(cf. 6200 - Adult Education)

Any education program or activity that is offered separately to pregnant students, including any class or extracurricular activity, shall be equal to that offered to other district students. A student's participation in such programs shall be voluntary. (5 CCR 4950)

BP 5146(b)

MARRIED/PREGNANT/PARENTING STUDENTS (continued)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6145 - Extracurricular and Cocurricular Activities)

As required for other students with physical or emotional conditions or temporary disabilities, the Superintendent or designee may require a student, based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery, to obtain certification from a physician indicating that the student is physically and emotionally able to participate in an educational program or activity. (34 CFR 106.40)

To the extent feasible, educational and related support services shall be provided, either through the district or in collaboration with community agencies and organizations, to meet the needs of pregnant and parenting students and their children. Such services may include, but are not limited to:

1. Academic and personal counseling

(cf. 6164.2 - Guidance/Counseling Services)

2. Supplemental instruction to assist students in achieving grade-level academic standards and progressing toward graduation

(cf. 6179 - Supplemental Instruction)

Absences

Pregnant or parenting students may be excused for absences related to confidential medical appointments in accordance with BP/AR 5113 - Absences and Excuses.

(cf. 5113 - Absences and Excuses)

The Superintendent or designee shall grant a student a leave of absence due to pregnancy, childbirth, false pregnancy, termination of pregnancy, and related recovery for as long as it is deemed medically necessary by a physician. At the conclusion of the leave, the student shall be reinstated to the status held when the leave began. (34 CFR 106.40)

(cf. 5112.3 - Student Leave of Absence)

A parenting student may request exemption from attendance because of personal services that must be rendered to a dependent.

(cf. 5112.1 - Exemptions from Attendance)

BP 5146(c)

MARRIED/PREGNANT/PARENTING STUDENTS (continued)

Reasonable Accommodations

When necessary, the district shall provide reasonable accommodations to pregnant and parenting students to enable them to access the educational program.

A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions. (34 CFR 106.40)

(cf. 6183 - Home and Hospital Instruction)

The school shall provide reasonable accommodations to any lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A student shall not incur an academic penalty for using any of these reasonable accommodations, and shall be provided the opportunity to make up any work missed due to such use. Reasonable accommodations include, but are not limited to: (Education Code 222)

1. Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child
2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk
3. Access to a power source for a breast pump or any other equipment used to express breast milk
4. Access to a place to store expressed breast milk safely
5. A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child

Complaints

Any complaint of discrimination on the basis of pregnancy or marital or parental status shall be addressed through the district's uniform complaint procedures in accordance with 5 CCR 4600-4687 and BP/AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Any complaint alleging district noncompliance with the requirements to provide reasonable accommodations for lactating students also may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant who is not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE). If the district or the CDE finds merit in an appeal, the district shall provide a remedy to the affected student. (Education Code 222; 5 CCR 4600-4687)

BP 5146(d)

MARRIED/PREGNANT/PARENTING STUDENTS (continued)

Program Evaluation

The Superintendent or designee shall periodically report to the Board regarding the effectiveness of district strategies to support married, pregnant, and parenting students, which may include data on participation rates in district programs and services, academic achievement, school attendance, graduation rate, and/or student feedback on district programs and services.

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

Legal Reference:

EDUCATION CODE

222 Reasonable accommodations; lactating students

230 Sex discrimination

8200-8498 Child Care and Development Services Act

48205 Excused absences

48220 Compulsory education requirement

48410 Persons exempted from continuation classes

49553 Nutrition supplements for pregnant/lactating students

51220.5 Parenting skills and education

51745 Independent study

52610.5 Enrollment of pregnant and parenting students in adult education

CIVIL CODE

51 Unruh Civil Rights Act

FAMILY CODE

7002 Description of emancipated minor

HEALTH AND SAFETY CODE

104460 Tobacco prevention services for pregnant and parenting students

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4950 Nondiscrimination, marital and parental status

CODE OF REGULATIONS, TITLE 22

101151-101239.2 General licensing requirements for child care centers

101351-101439.1 Infant care centers

UNITED STATES CODE, TITLE 20

1681-1688 Title IX, Education Act Amendments

UNITED STATES CODE, TITLE 42

1786 Special supplemental nutrition program for women, infants, and children

CODE OF FEDERAL REGULATIONS, TITLE 7

246.1-246.28 Special supplemental nutrition program for women, infants, and children

CODE OF FEDERAL REGULATIONS, TITLE 34

106.40 Marital or parental status

ATTORNEY GENERAL OPINIONS

87 *Ops.Cal.Atty.Gen.* 168 (2004)

COURT DECISIONS

American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

BP 5146(e)

MARRIED/PREGNANT/PARENTING STUDENTS (continued)

Management Resources:

CALIFORNIA WOMEN'S LAW CENTER PUBLICATIONS

Educational Rights of Pregnant and Parenting Teens: Title IX and California State Law Requirements

Pregnant Students and Confidential Medical Services

The Civil Rights of Pregnant and Parenting Teens in California Schools, 2002

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Supporting the Academic Success of Pregnant and Parenting Students under Title IX of the Education Amendments of 1972, rev. June 2013

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

California Women's Law Center: <http://www.cwlc.org/resources>

U.S. Department of Agriculture, Women, Infants, and Children Program: <http://www.fns.usda.gov/wic>

U.S. Department of Education: <http://www.ed.gov>

Policy
adopted: November 9, 2017

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
San Jose, California

9.01

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: Information Regarding Resignations

Staff Analysis:

Pursuant to Board Policy 4117.2 the Superintendent or her designee has accepted the following resignations.

Submitted by: Jess Serna Title: Interim Assistant Superintendent,
Human Resources

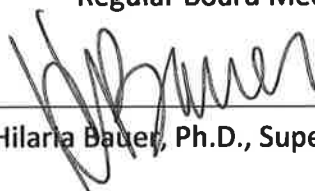
To the Board of Trustees:
Information Only

Meeting:

November 9, 2017
Regular Board Meeting

9.01

Agenda Placement



Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

**HUMAN RESOURCES DEPARTMENT
MEETING OF THE BOARD OF TRUSTEES**

November 9, 2017

CLASSIFIED RESIGNATIONS:

I. Resignations:

- | | | |
|---------------------------|-------------------------------------|----------|
| 1. Mercado, Lonnisha Tane | Child Nutrition Assistant I/Fischer | 11/01/17 |
| 2. Noriega, Marie Therese | Senior Accountant/Fiscal Services | 10/23/17 |
| 3. Torres, Nubia M | Child Nutrition Assistant I/Ocala | 10/09/17 |

**ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT-
HUMAN RESOURCES DEPARTMENT
MEETING OF THE BOARD OF TRUSTEES**

November 9, 2017

CERTIFICATED RESIGNATIONS:

I. Resignations:

1. Daily, Angela

SDC/Ryan Elementary

10/30/2017

10-01

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

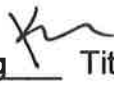
To the Board of Trustees:

Date: October 27, 2017

Subject: **Acceptance of Donations**

Staff Analysis: The District has received donations as summarized on the sheet dated November 9, 2017.

Recommendation: Staff recommends approval for acceptance of these donations.

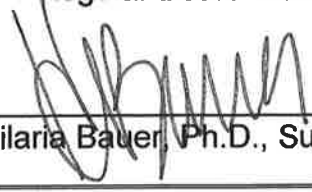
Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommend Approval

10-01
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

ACCEPTANCE OF DONATIONS

<u>DONOR NAME</u>	<u>DESCRIPTION OR PURPOSE</u>	<u>ESTIMATED VALUE</u>	<u>RECEIVING SCHOOL OR DEPARTMENT</u>
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 350.00	Adelante Academy
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 350.00	Aptitud Academy
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 350.00	Cassell Elementary
Lifetouch	Materials & Supplies	\$ 853.00	Cureton Elementary
Ms. Carol Garvey	Materials & Supplies	\$ 75.00	Dorsa Elementary
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 300.00	Dorsa Elementary
Philanthropic Ventures Foundation	Materials & Supplies	\$ 500.00	Fischer Middle
Computer History Museum	Materials & Supplies	\$ 517.08	Fischer Middle
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 350.00	Fischer Middle
Philanthropic Ventures Foundation	Materials & Supplies	\$ 339.00	Fischer Middle
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 350.00	Hubbard Elementary
Philanthropic Ventures Foundation	Materials & Supplies	\$ 383.00	Lyndale Elementary
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 350.00	Lyndale Elementary
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 350.00	L.U.C.H.A. Academy
eScrip	Materials & Supplies	\$ 118.21	McCollam Elementary
Philanthropic Ventures Foundation	Materials & Supplies	\$ 496.00	McCollam Elementary
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 350.00	McCollam Elementary
Ms. Rebecca Fernandez	Materials & Supplies	\$ 3,169.00 (Baritone Horn)	Ocala Middle-Music Dept
Foothill-De Anza Colleges Found.	Materials & Supplies	\$ 1,650.00	Ocala Academy
Environmental Volunteers	Materials & Supplies	\$ 2,000.00	Ocala Academy
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 350.00	Russo/McEntee Academy
Synopsys Silicon Valley Science & Technology Outreach Foundation	Materials & Supplies	\$ 300.00	San Antonio Elementary



Adelante

Alum Rock School District
Dual Language Academy



2999 Ridgmont Drive

San Jose, California 95127

(408)928-1900

October 10, 2017

Alum Rock School District
Board of Trustees
2930 Gay Avenue
San Jose, CA. 95127

2017 OCT 11 PM 3:36
BUSINESS OFFICE
RECEIVED

Dear Board of Trustees:

Please accept the attached donation in the amount of \$350.00 from Synopsys Silicon Valley Science and Technology Foundation. The money provided through this donation will be used to support the students winners of the STEAM Fair with prizes.

Sincerely,

Nuria Bravo-Sanz
Principal Adelante



Aptitud Community Academy at Goss

2475 Van Winkle Lane, San Jose, CA 95116 Phone : 408-928-7650 Fax: 408-928-7651



October 09, 2017

To Whom It May Concern:

I received a check in the amount of \$350.00 from Synopsys Outreach Foundation.

The money will be deposited in our donations account and will be used for any science project related activities, material or equipment.

Thank you,

Maria Teresa Manzanedo, Principal

BUSINESS OFFICE
RECEIVED
2017 OCT 11 P 3:36



Sylvia Cassell Elementary School

1300 Tallahassee Dr.
San Jose, CA 95122



Office: (408) 928-7200

Fax: (408) 928-7201

Dr. Sandra Puerta-Sarmiento, Principal

October 9, 2017

Alum Rock School District
Board of Trustees
2930 Gay Avenue
San Jose, CA. 95127

Dear Board of Trustees:

Please accept the following donations for Board approval and deposit into our donations account:

Company/Sponsor(s) name
Synopsis Silicon Valley

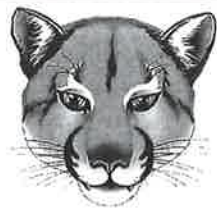
Amount
\$350.00

We would like to thank Synopsis Silicon Valley for their generous donation and continued support of our students.

Sincerely,

Dr. Sandra Puerta-Sarmiento

2017 OCT 10 AM 8:34
Sylvia Cassell Elementary School



Horace Cureton Elementary School
3720 East Hills Drive, San Jose, CA 95127
(408) 928-7350 FAX (408) 928-7351

Principal: Le Tran 2017 OCT 23 A 8:45

Business office
Attention: Cynthia Sanchez
October 18, 2017

Cynthia,

We have received a total of \$853.00 to Cureton Elementary School from Lifetouch. This donation was given to our school to help with field trip transportation and students supplies.

Please accept the donation of \$853.00, and forward this communication to the Alum Rock Board of Education for approval.

Thank you for your support.

Sincerely,

Le Tran

Principal



DORSA ELEMENTARY SCHOOL

1290 Bal Harbor Way

San José, CA 95122

Phone: 408•928•7400

Fax: 408•928•7401

October 20, 2017

ARUESD Board Members
2930 Gay Avenue
San Jose, CA 95127

Dear Board Members:

On behalf of the Dorsa Elementary School community, I would like to petition your approval to accept the following donations in the amount of \$ 75.00

Check # 1153

This donation will be used to pay for classroom materials.

Thank you in advance for supporting our school by accepting these donations.

Respectfully Yours,

Viviana Garcia
Principal,
Dorsa Elementary School

VG/jmm



DORSA ELEMENTARY SCHOOL

1290 Bal Harbor Way

San José, CA 95122

Phone: 408•928•7400

Fax: 408•928•7401

2017 OCT 23 P 2:18

October 20, 2017

ARUESD Board Members
2930 Gay Avenue
San Jose, CA 95127

Dear Board Members:

On behalf of the Dorsa Elementary School community, I would like to petition your approval to accept the following donations in the amount of \$ 300.00

Check # 7775

This donation will be used to pay for classroom materials.

Thank you in advance for supporting our school by accepting these donations.

Respectfully Yours,

Viviana Garcia
Principal,
Dorsa Elementary School

VG/jmm



Fischer Middle School of Business and Communications

1720 Hopkins Dr.
San Jose, CA 95122



Phone: (408) 928-7500

Fax: (408) 928-7501

Dr. Imee C. Almazan, Principal

Diederich Bonemeyer, Assistant Principal

October 12, 2017

Alum Rock School District
Board of Trustees
2390 Gay Ave.
San Jose, CA 95127

Dear Board of Trustees:

Please accept the following donation for Board approval:

<u>Company/Sponsor(s) Name</u>	<u>Amount</u>	<u>To Be Used For:</u>
Philanthropic Ventures Foundation	\$500.00	Student Supplies
<u>Total Amount of Donations:</u>	\$500.00	

Sincerely,

Imee Almazan
School Principal

2017 OCT 12 A 8:34



Fischer Middle School of Business and Communications

1720 Hopkins Dr.
San Jose, CA 95122



Phone: (408) 928-7500

Fax: (408) 928-7501

Dr. Imee C. Almazan, Principal

Diederich Bonemeyer, Assistant Principal

October 24, 2017

Alum Rock School District
Board of Trustees
2390 Gay Ave.
San Jose, CA 95127

Dear Board of Trustees:

Please accept the following donation for Board approval:

<u>Company/Sponsor(s) Name</u>	<u>Amount</u>	<u>To Be Used For:</u>
Computer History Museum	\$517.08	Field Trip Transportation
<u>Total Amount of Donations:</u>	\$517.08	

Sincerely,

Imee Almazan
School Principal



Fischer Middle School of Business and Communications

1720 Hopkins Dr.
San Jose, CA 95122



Phone: (408) 928-7500

Fax: (408) 928-7501

Dr. Imee C. Almazan, Principal

Diederich Bonemeyer, Assistant Principal

October 9, 2017

Alum Rock School District
Board of Trustees
2390 Gay Ave.
San Jose, CA 95127

Dear Board of Trustees:

Please accept the following donation for Board approval:

<u>Company/Sponsor(s) Name</u>	<u>Amount</u>	<u>To Be Used For:</u>
Synopsys Silicon Valley Science & Technology Outreach Foundation	\$350.00	Student Supplies
<u>Total Amount of Donations:</u>	\$350.00	

Sincerely,

Imee Almazan
School Principal

BUSINESS OFFICE
RECEIVED
2017 OCT 11 A 7:33



Fischer Middle School of Business and Communications

1720 Hopkins Dr.
San Jose, CA 95122



Phone: (408) 928-7500

Fax: (408) 928-7501

Dr. Imee C. Almazan, Principal

Diederich Bonemeyer, Assistant Principal

October 5, 2017

Alum Rock School District
Board of Trustees
2390 Gay Ave.
San Jose, CA 95127

Dear Board of Trustees:

Please accept the following donation for Board approval:

<u>Company/Sponsor(s) Name</u>	<u>Amount</u>	<u>To Be Used For:</u>
Philanthropic Ventures Foundation	\$339.00	Student Supplies
<u>Total Amount of Donations:</u>	\$339.00	

Sincerely,

Imee Almazan
School Principal



Hubbard Media Arts Academy

1680 Foley Avenue
San Jose, CA 95122



Hubbard Media Arts Academy

Phone: (408) 928 - 7700

Fax: (408) 928 - 7701

Jonathan Natividad, Principal

Rigo Gomez, Assistant Principal

November 12, 2017

Esau Ruiz Herrera, President
Board of Trustees
Alum Rock Union School District
2930 Gay Avenue
San Jose, CA 95127

Dear President Herrera,

Enclosed please find check #7833 in the amount of \$350.00 from Synopsys Silicon Valley Science & Technology Outreach Foundation. This check should be deposited in the Hubbard Local Donations Account (06-080-2110-0-4300).

Please contact me if you have any questions. Thank you for your assistance.

Respectfully,

Jonathan Natividad
Principal
Hubbard Elementary School

encl

2017 OCT 18 A 8:34
RECEIVED
BUSINESS DEPT



Lyndale Elementary School



13901 Nordyke Drive, San Jose, CA 95127

(408) 928-7900 Fax: (408) 928-7901

*

Mrs. Paula McHale Alli, Principal

October 12, 2017

Dear Alum Rock School Board,

I am happy to inform you that Lyndale School is the recipient of a \$383.00 donation from Philanthropic Ventures Foundation. Thank you for accepting this donation and for your continued support of Lyndale School.

Sincerely,

Paula McHale Alli, Principal

2017 OCT 16 A 8:24
COMMERCIAL
RECEIVED



Lyndale Elementary School



13901 Nordyke Drive, San Jose, CA 95127

(408) 928-7900 Fax: (408) 928-7901

*

Mrs. Paula McHale Alli, Principal

October 6, 2017

Dear Alum Rock School Board,

I am happy to inform you that Lyndale School is the recipient of a \$350.00 donation from Synopsys Silicon Valley Science & Technology Outreach Foundation. Thank you for accepting this donation and for your continued support of Lyndale School.

Sincerely,

Paula McHale Alli, Principal

www.lyndale.org (408) 928-7900
7000 - 9 13 3 59



L.U.C.H.A.



Learning in an Urban Community with High Achievement

1711 East San Antonio St.

San José, CA 95116

Phone: (408) 928-8300

Fax: (408) 928-8301

Alum Rock Union Elementary School District
Board of Trustees
2930 Gay Avenue
San Jose, CA 95127
(408) 928-6800

October 9, 2017

Dear Members of the Board of Trustees:

I am writing to ask your acceptance a donation to L.U.C.H.A. Elementary School.

The donation is from Synopsys Silicon Valley Science and Technology Outreach Foundation and will be used for materials and supplies for our STEAM showcase.

Your support by accepting this donation would be greatly appreciated. Thank you in advance for your support.

Sincerely,

Kristin Burt
Principal of L.U.C.H.A.

BUSINESS OFFICE
RECEIVED
2017 OCT 11 A 7:33


***L.U.C.H.A. is empowered students, united with invested parents and families,
a relentless staff, and the greater community, building social, academic,
and personal success while developing into conscientious leaders.***



McCollam Elementary School

3311 Lucian Ave. • San Jose, CA 95127 • (408) 928-8000 Fax (408) 928-8001

TO: Hilaria Bauer, Superintendent
Honorable Board Members, Alum Rock Union Elementary
School District
Business Office

FR: Pablo Fiene, Principal 

DATE: October 6, 2017

RE: Monetary Donation to McCollam School

2017 OCT 11 P 3:36
BUSINESS OFFICE
RECEIVED

Please accept a donation, a check in the amount of \$118.21 from eScript.
This money will go towards the purchase of materials, supplies, and field trips
for classrooms. Please deposit the check into the following donation
account: # 06-040-21100-8699.

Thank you for your assistance.



McCollam Elementary School

3311 Lucian Ave. • San Jose, CA 95127 • (408) 928-8000 Fax (408) 928-8001

TO: Hilaria Bauer, Superintendent
Honorable Board Members, Alum Rock Union Elementary
School District
Business Office

FR: Pablo Fiene, Principal

DATE: October 6, 2017

RE: Monetary Donation to McCollam School

BUSINESS OFFICE
RECEIVED
2017 OCT 11 P 3:36

Please accept a donation, a check in the amount of \$496.00 from Philanthropic Ventures Foundation. This money will go towards the purchase of materials, supplies, and field trips for classrooms. Please deposit the check into the following donation account: # 06-040-21100-8699.


Thank you for your assistance.



McCollam Elementary School

3311 Lucian Ave. • San Jose, CA 95127 • (408) 928-8000 Fax (408) 928-8001

TO: Hilaria Bauer, Superintendent
Honorable Board Members, Alum Rock Union Elementary
School District
Business Office

FR: Pablo Fiene, Principal 

DATE: October 6, 2017

RE: Monetary Donation to McCollam School

Please accept a donation, a check in the amount of \$350.00 from Synopsys.
This money will go towards the purchase of materials, supplies, and field trips
for classrooms. Please deposit the check into the following donation
account: # 06-040-21100-8699.

Thank you for your assistance.

2017 OCT 11 P 3:30
BUSINESS OFFICE
RECEIVED



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 · Phone: 408-928-6800 · Fax: 408-928-6416 · www.arusd.org

To: Alum Rock Board of Trustees
From: Louie Flores Jr.
Ocala Middle School Band Instructor

Re: Donation of Instrument
Date: October 17, 2017

Dear Board of Trustees:

Please accept the following instrument donation for the Alum Rock Union School District Music Department for Ocala Middle School, Selpa room: S-2

Instrument: Baritone Horn
Brand: Jupiter
Model Number: JBR-462
Serial Number: A01545
Estimated Value: \$3,169.00

Donors Information:
Rebecca Fernandez
1027 Whitebick Drive
San Jose CA, 95129
408-332-9802

Hilaria Bauer, Ph.D., Superintendent

Board of Trustees: Esau Ruiz Herrera, President · Andrés Quintero, Vice-President
Dolores Márquez-Frausto, Clerk · Khanh Tran, Member · Karen Martinez, Member



2800 Ocala Ave. San Jose, CA. 95148
Office: 408-928-8350 Fax: 408-928-8351

Principal: Tracy Leathers
Assistant Principal: Alfredo Acosta

October 13, 2017

Dear members of the Board of Trustees:

Foothill-De Anza Colleges Foundation is donating a check for \$1650.00 to Ocala STEAM Academy.

This money should be deposited in the Donations Account of Ocala STEAM Academy.

Sincerely,

Tracy Leathers
Principal

A handwritten signature in black ink, appearing to read "Tracy Leathers", is written over the printed name and title.

RECEIVED
OCT 18 A 8 34



2800 Ocala Ave. San Jose, CA. 95148
Office: 408-928-8350 Fax: 408-928-8351

Principal: Tracy Leathers
Assistant Principal: Alfredo Acosta


October 19, 2017

Dear members of the Board of Trustees:

Envinronmental Volunteers Foundation is donating a check for \$2,000.00 to Ocala STEAM Academy.

This money should be deposited in the Donations Account of Ocala STEAM Academy.

Sincerely,


Tracy Leathers
Principal



Russo/McEntee Academy

2851 Gay Ave San Jose, CA 95127

Phone: 408-928-8900 408-928-8850

Fax: 408-928-8901

Principal: Mrs. Tereasa Smith

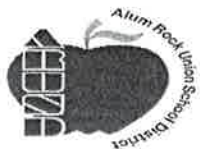
October 9, 2017

Board of Education:

Please accept the following donation from Synopsys Silicon Valley Science & Technology Out Reach Program on the amount of \$350.00 (check) for Maria Moran Science Teacher for Science Project Materials for 2017-18 school year at Russo/McEntee Academy!

Thank you,

Tereasa Smith, Principal



Alum Rock Union Elementary School District
San Antonio Elementary School
1721 East San Antonio Street
San Jose, California 95116
408-928-8700



Mrs. Lyssa Perry-- Principal

Leticia Corona- School Admin. Assistant

October 9, 2017

Honorable Board of Trustees
Alum Rock Union Elementary School District
2930 Gay Avenue
San Jose, CA 95127

Honorable Members of the Board:

Please accept the following donation from Synopsis Silicon Valley Science and Technology Outreach Foundation to San Antonio School in the amount of \$300.00. The money will be used to purchase Science project materials for the 2017-18.

Thank you in advance for your approval.

Sincerely,

Lyssa Perry
Principal

10.02

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION


To the Board of Trustees:

Date: October 27, 2017

Subject: **Approval of Fundraising Activities**

Staff Analysis: The District has received fundraising requests as summarized on the attached sheet dated November 9, 2017.

Recommendation: Staff recommends approval of these fundraising event requests.

Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

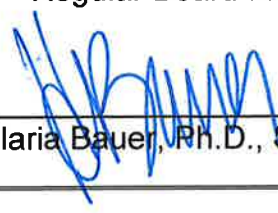
To the Board of Trustees:

Meeting: November 9, 2017
 Regular Board Meeting

Recommend Approval

10.02

Agenda Placement



Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

APPROVAL OF FUNDRAISING ACTIVITY

<u>SCHOOL</u>	<u>FUNDRAISING ACTIVITY</u>	<u>ACTIVITY SPONSOR</u>	<u>DATE</u>
Adelante Acad	Recycling Sales	ASB	09/22/17-06/15/18
Adelante II Acad	Movie Night Sales	PTA	11/17/17-11/17/17
Aptitud Acad	Snowflake Ball Dance Sales	ASB	12/22/17-12/22/17
Chavez Elem	Spiritwear Sales	ASB	10/20/17-06/15/18
Chavez Elem	Slime Party Sales	ASB	03/15/18-03/15/18
Chavez Elem	Bears to Build Sales	ASB	04/13/18-04/13/18
Chavez Elem	Yearbook Sales	ASB	03/01/18-06/13/18
Dorsa Elem	Bookfair Sales	PTA	12/11/17-12/15/17
Dorsa Elem	Catalog Chubby Sales	PTA	01/12/18-01/19/18
Dorsa Elem	Friendship Grams' Sales	PTA	02/08/18-02/12/18
Dorsa Elem	Spring Grams' Sales	PTA	03/26/18-03/29/18
Fischer Middle	T-Shirt Sales	ASB	08/01/17-06/31/18
Fischer Middle	Jamba Juice Cards' Sales	ASB	11/13/17-11/30/17
Fischer Middle	Dance Sales	ASB	10/27/17-12/21/17
George Middle	Popcorn Sales	Booster	03/12/18-03/23/18
George Middle	Candy Bar Sales	Booster	01/09/18-01/19/18
George Middle	Gourmet Sales	Booster	11/10/17-11/17/17
Lyndale Elem	Contributions to the ASB Account	ASB	08/28/17-06/15/18
Lyndale Elem	Harvest Festival Sales	ASB	11/03/17-11/03/17
Lyndale Elem	Walk-a-Thon Sales	ASB	11/16/17-11/16/17
Lyndale Elem	Halloween Grams' Sales	ASB	10/31/17-10/31/17
Lyndale Elem	Pencil Machine Sales	ASB	10/01/17-06/12/18
Meyer Elem	Popcorn Sales	ASB	10/23/17-11/03/17
Ocala Acad	School Dance Sales	ASB	11/02/17-11/02/17
Painter Elem	Turkey Sales	ASB	11/03/17-11/21/17

APPROVAL OF FUNDRAISING ACTIVITY (continued)

<u>SCHOOL</u>	<u>FUNDRAISING ACTIVITY</u>	<u>ACTIVITY SPONSOR</u>	<u>DATE</u>
Renaissance Acad	Contributions to the ASB Account	ASB	10/16/17-06/14/18
Renaissance Acad	Contributions to the ASB Account	ASB	10/16/17-06/14/18
Renaissance Acad	Yearbook Presale Sales	ASB	11/08/17-06/14/18
Renaissance Acad	8 th Grade Promotion Sales	ASB	01/08/18-06/14/18
Renaissance Acad	Logo T-Shirts' Sales	ASB	10/16/17-06/14/18
Renaissance Acad	School Store Sales	PTO	11/01/17-06/14/18
San Antonio Elem	Walk-a-Thon Sales	ASB	11/20/17-11/20/17
San Antonio Elem	Bookfair Sales	ASB	12/18/17-12/22/17
Music Department	Chocolate Bar Sales	Booster	02/09/18-03/02/18
Music Department	See's Candies' Sales	Booster	11/19/17-12/01/17
Music Department	Catalog Sales	Booster	11/13/17-12/01/17
Music Department	Chocolate Bar Sales	Booster	02/09/18-03/02/18



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

PE Clothing

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)

School Name: Adelante Date: 9/22/17

Description of Event: Type PE Clothing Vendor _____

Purpose for Event: Raise funds for after school sports program.
Middle School Students.

If selling food what are the items: N/A. Brand and package size: X

Event Sponsor (please check one) ☒ ASB: _____ ☐ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 9/22/17 - 6-15/18 Time of Event: Before & After school

Contact Person: Nuria Bravo / Elia Pando

Location of Proposed Activity: School Campus - P2

Status of Event (please check one): ☐ New Event. ☒ Held previously (years): 2014, 2015, 2016

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required) Yes _____ No ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No _____

Other Background information (is proposed fundraising event on current ASB budget?) Yes _____ No _____

ASB Advisor: [Signature] Signature _____ Date _____

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: [Signature] Signature _____ Date 9.22.17

Principal Approval: [Signature] Signature _____ Date 10-23-17

Reviewed by Business Services: [Signature] Signature _____ Date 10/26/17

• FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS _____ Date: _____
Approved _____ Denied _____

• FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)
School Name: ADELANTE II DUAL LANGUAGE ACADEMY Date: 10-16-17
Description of Event: MOVIE NIGHT FUNDRAISER Vendor _____
Type Purpose for Event: RAISE FUNDS FOR FIELD TRIPS

If selling food what are the items: PIZZA, DRINKS, CANDY Brand and package size: LITTLE CAESARS,
COSTCO WATER, CAPRI SUN, CHOCOLATE BARS

Explain how food is handled/stored prior to or day of event: GLOVES FOR PIZZA, EVERYTHING ELSE IS SEALED

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): PTA
Proposed Date(s) of Event: 11-17-2017 Time of Event: 6:30PM - 8:30 PM
Contact Person: MAYRA LLAMAS
Location of Proposed Activity: SCHOOL CAFETERIA
Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016-2017

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☒ No ☐ N/A ☐
Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐
Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: _____ Signature _____ Date _____

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date _____

Principal Approval: Edo [Signature] Signature _____ Date 10/17/17

Reviewed by Business Services: Maria Bonilla Signature _____ Date 10/27/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS [Signature] Date: 10/26/17
Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 1 (From Financial Plan)
School Name: Aptitud Community Academy at Goss Date: 10/13/17
Description of Event: Type Snowflake Ball (MS Dance) Vendor Target and Smart & Final
Purpose for Event: To raise money for ASB events and student incentives

If selling food what are the items: water Brand and package size: Arrowhead Mini Water Bottles 48 ct.

Explain how food is handled/stored prior to or day of event: Stored in locked storage room until the dance.

Event Sponsor (please check one) ASB: ☒ X Booster Club (PTA, PTO, Other): _____
Proposed Date(s) of Event: 12/22/2017 Time of Event: 4:30PM - 7:00PM
Contact Person: Julieta Flores
Location of Proposed Activity: Aptitud Cafeteria
Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016-2017

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☒ No ☐ N/A ☐
Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: [Signature] Signature Date: 10/13/17

Student Council Approval Date: 10/12/17 (Middle Schools must attach minutes)

Student Council Representative: Yesenia Uribe Signature Date: 10/13/17

Principal Approval: [Signature] Signature Date: 10/13/17

Reviewed by Business Services: [Signature] Date: 10/27/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS [Signature] Date: 10/27/17
Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 1 (From Financial Plan)
School Name: Chavez Date: 9/29/17
Description of Event: Type SPIRITWEAR SALES Vendor _____
Purpose for Event: SELL SCHOOL SHIRTS & SWEATERS

If selling food what are the items: NONE Brand and package size: —

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____
Proposed Date(s) of Event: 10/20/17-11/15/18 Time of Event: Before, During, after school
Contact Person: Krystal Esquivel / Anarelli Villagomez
Location of Proposed Activity: Chavez
Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016 / 2015 / 2014

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☒ N/A ☒
Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐
ASB Advisor: [Signature] Date: 9/29/17

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date _____

Principal Approval: [Signature] Date: 9/29/17

Reviewed by Business Services: [Signature] Date: 10/4/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS _____ Date: _____
Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 6 (From Financial Plan)

School Name: Chavez Date: 9/29/17

Description of Event: Type SLIME PARTY Vendor - NONE -

Purpose for Event: raise funds for fieldtrips, transportation, etc.

If selling food what are the items: NA Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: ASB Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 3/15/18 Time of Event: 2:00 PM

Contact Person: KEYSTATE

Location of Proposed Activity: Cafeteria

Status of Event (please check one): ☒ New Event ☒ Held previously (years): 7

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: Kotala Signature _____ Date 9/29/17

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date _____

Principal Approval: _____ Signature Umaria Bonilla Date 1/29/17

Reviewed by Business Services: _____ Date 10/24/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS _____ Date: _____
Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 5 (From Financial Plan)
School Name: Chavez Date: 9/29/17
Description of Event: Type Bears to Build Vendor Legacy United
Purpose for Event: Raise funds for field trips, transportation, incentives
If selling food what are the items: N/A Brand and package size: _____
Explain how food is handled/stored prior to or day of event: _____
Event Sponsor (please check one) ASB: ASB Booster Club (PTA, PTO, Other): _____
Proposed Date(s) of Event: Friday April 13, 18 Time of Event: 2:00 pm
Contact Person: Kristal Esquivel
Location of Proposed Activity: Chavez - Rm 15
Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016 / 2015

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒
Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐
ASB Advisor: Kristal Esquivel Signature 9/29/17 Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date _____

Principal Approval: _____ Signature Maria Bonilla Date 9/29/17

Reviewed by Business Services: _____ Date: 10/24/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS _____ Date: _____
Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 4 (From Financial Plan)
 School Name: Chavez Date: 9/29/17
 Description of Event: Type Yearbook Sales Vendor _____
 Purpose for Event: raise funds for end of year activities, field trips etc.

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: ASB Booster Club (PTA, PTO, Other): _____
 Proposed Date(s) of Event: March 1, 2018 to June 13, 2018 Time of Event: Before/during/after
 Contact Person: KRYBIE School
 Location of Proposed Activity: Chavez
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016/2015

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
 Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐
 ASB Advisor: Kotal Signature 9/29/17 Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date _____

Principal Approval: _____ Signature 9/29/17 Date

Reviewed by Business Services: María Bonilla Signature 10/24/17 Date

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 1 (From Financial Plan)
 School Name: Dorsa Elementary Schl. Date: 10/3/17
 Description of Event: Type BOOK fair Vendor Scholastic
 Purpose for Event: fundraiser, field trips

If selling food what are the items: none Brand and package size: NA

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ☒ ASB: _____ Booster Club (PTA, PTO, Other): PTA
 Proposed Date(s) of Event: 12/11 - 12/15/17 Time of Event: during Schl., After Schl.
 Contact Person: Ramona Zarate
 Location of Proposed Activity: School Library
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2014/2017

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: Ramona Zarate Signature 10/3/17 Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date _____

Principal Approval: Valero Signature 10/5/17 Date

Reviewed by Business Services: Maria Bonilla Signature 10/26/17 Date

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 3 (From Financial Plan)
 School Name: Dorsa Elementary Sch Date: 10/3/17
 Description of Event: Type Catalog-Chubby Vendor Chubby Chico Charms
 Purpose for Event: Fundraiser

If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: PTA Booster Club (PTA, PTO, Other): PTA
 Proposed Date(s) of Event: 1/12 - 1/19/18 Time of Event: Catalog Sales - OFF CAMPUS
 Contact Person: Ramona Zarate
 Location of Proposed Activity: N/A
 Status of Event (please check one): ☒ New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: Ramona Zarate Signature Date: 10/13/17

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature Date

Principal Approval: V. [Signature] Signature Date: 10/5/17

Reviewed by Business Services: Clarita Bonilla Signature Date: 10/26/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 4 (From Financial Plan)
 School Name: Dorsa Elementary Schl Date: 10/3/17
 Description of Event: Type friendship grams Vendor N/A
 Purpose for Event: fundraiser

If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: PTA Booster Club (PTA, PTO, Other): PTA
 Proposed Date(s) of Event: 2/8 - 2/12/18 Time of Event: through out morning / After Schl.
 Contact Person: Ramona Zarate
 Location of Proposed Activity: Dorsa Black top
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016 / 2017

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: Ramona Zarate Signature 10/3/17 Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date _____

Principal Approval: V. C... Signature 10/5/17 Date

Reviewed by Business Services: Claribel Bonilla Signature 10/26/17 Date

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 5 (From Financial Plan)
 School Name: Dorsa Elementary Date: 10/3/17
 Description of Event: Type Spring grams Vendor N/A
 Purpose for Event: Fundraiser

If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ~~ASB~~ PTA Booster Club (PTA, PTO, Other): PTA
 Proposed Date(s) of Event: 3/26 - 3/29/18 Time of Event: through out morning
 Contact Person: Ramona Zarate
 Location of Proposed Activity: Dorsa Black top
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016/2017

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: Ramona Zarate Signature 10/3/17 Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date _____

Principal Approval: V. C... Signature 10/5/17 Date

Reviewed by Business Services: Maria Bonilla Signature 10/26/17 Date

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)

School Name: Fischer Middle

Date: 4/8/17

Description of Event: Type T-shirt, sweatshirt, and yard sales Vendor California Sports Designers

Purpose for Event: fundraiser for student incentives, field trips, business and communications program, and transportation

If selling food what are the items: _____ Brand and package size: _____

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: Aug. 1st 2017 - June 1st 2018 Title of Event: before school / After school

Contact Person: Lauren Chapman / mee Almaraz

Location of Proposed Activity: front office

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016-2017

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required) Yes _____ No ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No _____

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No _____

ASB Advisor: [Signature] Date: 4/8/17

Student Council Approval Date: 6/8/17 (Middle Schools must attach minutes)

Student Council Representative: Kayla Anezca Date: 6/8/17

Principal Approval: [Signature] Date: 10/24/17

Reviewed by Business Services: Maria Bonilla Date: 10/26/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS _____ Date: _____

Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____ Date: _____

Operations Mgr.: _____ Date: _____

Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)

School Name: Fischer Middle School

Date: 10/17/17

Description of Event: Type Selling Jamba Juice cards Vendor Jamba Juice

Purpose for Event: 7th grade, 8th grade, and MESA are fundraising for field trips and supplemental materials

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: ☒ X

Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 11/13/17 to 11/30/17

Time of Event: N/A OFF campus

Contact Person: Vivian Nguyen

Location of Proposed Activity: Off campus

Status of Event (please check one): ☐ New Event

☒ Held previously (years): 2016-2017

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed?

Yes ☐

No ☐

N/A ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included)

Yes ☒

No ☐

Other Background information (Is proposed fundraising event on current ASB budget?)

Yes ☒

No ☐

ASB Advisor: _____

Alma Berta
Signature

10/18/17
Date

Student Council Approval Date: _____

10-18-17

(Middle Schools must attach minutes)

Student Council Representative: _____

Herold Ben
Signature

Signature

10/18/17
Date

Principal Approval: _____

[Signature]
Signature

Signature

10/20/17
Date

Reviewed by Business Services: _____

Maria Bonilla
Signature

Date: _____

10/26/17
Date

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS _____

Date: _____

Approved _____

Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____

Date: _____

Operations Mgr.: _____

Date: _____

Approved _____

Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)

School Name: Fischer Date: 10-5-17

Description of Event: Type Dance Vendor _____

Purpose for Event: Fundraiser for student incentives, field trips, transportation

If selling food what are the items: Nachos / cider Brand and package size: Canned

Explain how food is handled/stored prior to or day of event: All items will stay canned / sealed until I have prior to event.

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 10/27, 12/21 Time of Event: 3:00 - 5:00 pm

Contact Person: Kellee Breau

Location of Proposed Activity: Fischer Cafeteria

Status of Event (please check one): ☐ New Event ☒ Held previously (years): All

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☒ No ☐ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: [Signature] Signature [Signature] Date 10/5/17

Student Council Approval Date: 10-5-17 (Middle Schools must attach minutes)

Student Council Representative: [Signature] Signature [Signature] Date 10/5/17

Principal Approval: [Signature] Signature [Signature] Date 10/5/17

Reviewed by Business Services: [Signature] Signature [Signature] Date 10/27/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director, CNS _____ Date: _____
Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

BUSINESS OFFICE
RECEIVED
2017 OCT 11 AM 3:35

Fundraiser #: _____ (From Financial Plan)

School Name: George Middle School

Date: 9/29/17

Description of Event: Type Popcorn Sale

Vendor Great American Opportunities

Purpose for Event: Raise funds for study trip. Students will be taken to an instrumental music festival, where they will perform and hear other groups perform, then taken to Great America where the awards ceremony will be held.

If selling food what are the items: Popcorn

Brand and package size: 44 oz. cups
Great American

Event Sponsor (please check one) ASB: _____

Booster Club (PTA, PTO, Other): Alum Rock Education Foundation (AREF)

Proposed Date(s) of Event: 3/12/18 - 3/23/18

Time of Event: Outside of School Hours

Contact Person: Shaylyn Ordaz, extension 8336 OR (209) 613-4146

Location of Proposed Activity: Off of school grounds

Status of Event (please check one):

☒ New Event

☐ Held previously (years): _____

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required)

Yes _____ No ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included)

Yes _____ No ☒

Other Background information (Is proposed fundraising event on current ASB budget?)

Yes _____ No ☒

ASB Advisor: [Signature]

Signature

Date: 9/29/17

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: [Signature]

Signature

Date: September 26, 2017

Principal Approval: [Signature]

Signature

Date: 10/9/17

Reviewed by Business Services: [Signature]

Date: 10/27/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS _____ Date: 10/27/17

Approved _____ Denied [Signature]

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____ Date: _____

Operations Mgr.: _____ Date: _____

Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

BUSINESS OFFICE
RECEIVED
OCT 11 A 1:01 PM

Fundraiser #: _____ (From Financial Plan)

School Name: George Middle School

Date: 9/29/17

Description of Event: Type Candy Bar Sale

Vendor Great American Opportunities

Purpose for Event: Raise funds for study trip. Students will be taken to an instrumental music festival, where they will perform and hear other groups perform, then taken to Great America where the awards ceremony will be held.

If selling food what are the items: Candy Bars

Brand and package size: Kathryn Beich 1.6 oz.

Event Sponsor (please check one) ASB: _____

Booster Club (PTA, PTO, Other): Alum Rock Education Foundation (AREF)

Proposed Date(s) of Event: 11/9/18 - 11/9/18

Time of Event: After School

Contact Person: Shaylyn Ordaz, extension 8336 OR (209) 613-4146

Location of Proposed Activity: Outside of school / Off campus

Status of Event (please check one):

☒ New Event

☐ Held previously (years): _____

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required)

Yes _____

No X

Has Revenue Potential form been prepared? (For ASB Only - Form must be included)

Yes _____

No X

Other Background information (Is proposed fundraising event on current ASB budget?)

Yes _____

No X

ASB Advisor: _____

[Signature]
Signature

9/29/17
Date

Student Council Approval Date: _____

(Middle Schools must attach minutes)

Student Council Representative: X [Signature]

Signature

X September 26, 2017
Date

Principal Approval: _____

[Signature]
Signature

10/9/17
Date

Reviewed by Business Services: _____

[Signature]
Signature

10/27/17
Date

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director.

CNS _____

[Signature]
Signature

10/27/17
Date

Approved _____

Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____

Date: _____

Operations Mgr.: _____

Date: _____

Approved _____

Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)

School Name: George Middle School

Date: 9/29/17

Description of Event: Type Gourmet Brochure Sale Vendor Great American Opportunities

Purpose for Event: Raise funds for study trip. Students will be taken to an instrumental music festival, where they will perform and hear other groups perform, then taken to Great America where the awards ceremony will be held.

If selling food what are the items: Candies, nuts, snack mix, etc. Brand and package size: Brand: Great American
Size: VARIES

Event Sponsor (please check one) ASB: _____ ☒ Booster Club (PTA, PTO, Other) ☐ Alum Rock Education Foundation (AREF)

Proposed Date(s) of Event: 11/10/17 - 11/17/17 Time of Event: After School

Contact Person: Shaylyn Ordaz, extension 8336 OR (209) 613-4146

Location of Proposed Activity: Off of school grounds

Status of Event (please check one): ☒ New Event ☐ Held previously (years):

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required) Yes _____ No ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes _____ No ☒

Other Background information (Is proposed fundraising event on current ASB budget?) Yes _____ No ☒

ASB Advisor: [Signature] Date: 9/29/17

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: ☒ [Signature] Date: September 26, 2017

Principal Approval: [Signature] Date: 10/2/17

Reviewed by Business Services: [Signature] Date: 10/27/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director.

CNS [Signature] Date: 10/26/17

Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____ Date: _____

Operations Mgr.: _____ Date: _____

Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Approval: Contributions to the ASB Account

2017 OCT 11 AM
BUSINESS SERVICES
RECEIVED

School Site: Lyndale Elementary School Date: 09/19/17

Purpose for Contributions: Contributions from our families will go towards field trips, special 5th grade field trips, and incentives for students.

Proposed Date(s) of Event: 08/28/17 - 06/15/18

Contact Person: Vanessa Esquivel

Student Body Account Number: 950305020

Status of Event (please check one): ☐ New Event ☒ Held Previously (Years): 2016/17 school year.

What procedures will be used to account for contributions received?

Receipts will be given in all exchanges of cash to parents/students.

Other Background Information (such as other schools or clubs that have held similar events):

ASB Advisor

Deborah McQuell
Signature

Date: 9.19.17

Student Council Approval Date

Student Council Representative
School Admin (Elementary)

Vanessa Esquivel
Signature

Date: 09/19/17

Principal Approval

Paula Maw
Signature

Date: 9-19-17

Reviewed by Business Services:

María Bonilla

Date: 10/24/17

Board Approval Date:



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

BUSINESS OFFICE
RECEIVED
2017 OCT 11 AM 1:25

Fundraiser #: 4 (From Financial Plan)
 School Name: Lyndale Date: 09/19/17
 Description of Event: Type Harvest Festival Vendor _____
 Purpose for Event: To raise money for field trips busses + incentives

If selling food what are the items: bagged crackers + water bottles, chips Brand and package size: _____

Explain how food is handled/stored prior to or day of event: Food will be stored in our supply room + to be sold by Lyndale personnel.

Event Sponsor (please check one) ASB: ☒ X Booster Club (PTA, PTO, Other): _____
 Proposed Date(s) of Event: 11/3/17 Time of Event: 10:00 a.m. - 11:30 a.m.
 Contact Person: Vanessa Esquibel
 Location of Proposed Activity: Lyndale
 Status of Event (please check one): ☒ X New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☐
 Other Background Information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐
 ASB Advisor: Debrah McNeil 10.10.17
 Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)
 Student Council Representative: _____ Signature Date
 Principal Approval: Paula Maw 10-10-17
 Signature Date
 Reviewed by Business Services: Maria Bonilla Date: 10/24/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 2 (From Financial Plan)
 School Name: Lyndale Elementary Date: 09/19/17
 Description of Event: Type Walk-a-Thon Vendor _____
 Purpose for Event: To raise money for busses + Field trips.

If selling food what are the items: _____ Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____
 Proposed Date(s) of Event: 11/16/17 Time of Event: 9:00 a.m. - 10 a.m.
 Contact Person: Vanessa Esquivel
 Location of Proposed Activity: Lyndale
 Status of Event (please check one): New Event ☐ Held previously (years): ☒

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
 Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐
 ASB Advisor: Debra Melillo Signature Date: 10-10-17

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature Date

Principal Approval: Paula Maw Signature Date: 10-10-17

Reviewed by Business Services: Clarita Bonilla Signature Date: 10/24/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 10 (From Financial Plan)
 School Name: Lyndale Date: 10/10/17
 Description of Event: Type Halloween Grams Vendor Office Depot
 Purpose for Event: To raise money for field trips
 If selling food what are the items: N/A Brand and package size: _____
 Explain how food is handled/stored prior to or day of event: _____
 Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____
 Proposed Date(s) of Event: 10/31/17 Time of Event: 8:00-3:00pm
 Contact Person: Vanessa Esquivel
 Location of Proposed Activity: Lyndale
 Status of Event (please check one): ☒ New Event ☐ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☒ N/A ☐
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
 Other Background Information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☒ I.E.
 ASB Advisor: Deborah McDaniel Signature Date: 10-10-17

Student Council Approval Date: _____ (Middle Schools must attach minutes)
 Student Council Representative: _____ Signature Date _____
 Principal Approval: Paula M. Allen Signature Date: 10-10-17
 Reviewed by Business Services: Maria Bomilla Signature Date: 10/24/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 1 (From Financial Plan)
 School Name: Hyndale Elementary Date: 09/19/17
 Description of Event: Type Pencil Machine Vendor _____
 Purpose for Event: To raise monies for field trips, 5th special trips, incentives.
 If selling food what are the items: N/A Brand and package size: _____
 Explain how food is handled/stored prior to or day of event: _____
 Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____
 Proposed Date(s) of Event: 10/01/17 - 06/12/17 Time of Event: 8:00 a.m. - 2:45 p.m.
 Contact Person: Vanessa Esquivel
 Location of Proposed Activity: Hyndale Elementary
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2015/16

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☒ N/A ☐
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
 Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: Debra McCall Signature 09/19/17 Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: Vanessa Esquivel Signature 09/19/17 Date

Principal Approval: Paula M. del Signature 9-19-17 Date

Reviewed by Business Services: Maria Bonilla Date: 10/24/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)

School Name: Meyer Date: 9/12/17

Description of Event: Type pop corn sale Vendor pop corn & pops

Purpose for Event: Raise money for field trips. Bus, and 5th grade Science camp.

If selling food what are the items: popcorn Brand and package size: _____

Explain how food is handled/stored prior to or day of event: item ordered on a order sheet the delivered for pickup by parent

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 10/23-11/3/17 Time of Event: after school

Contact Person: Yusuf neq

Location of Proposed Activity: off school campus

Status of Event (please check one): ☐ New Event ☒ Held previously (years): 1

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☒ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: _____ Signature _____ Date _____

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____

Principal Approval: Anacachi Rocha Signature _____ Date 10/23/17

Reviewed by Business Services: Maria Bonilla Signature _____ Date 10/24/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS _____ Date: _____
Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____

ENTERED
9/11/17



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 3 (From Financial Plan)
School Name: Ocala STEAM Academy Date: October 13, 2017
Description of Event: Type School dance Vendor N/A
Purpose for Event: Students would have the opportunity to socialize with friends and create memories for yearbook.
If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____
Proposed Date(s) of Event: November 2, 2017 Time of Event: 2:00 - 5:00 PM
Contact Person: Xochilt Garcia
Location of Proposed Activity: _____
Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016-2017

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☒ No ☐ N/A ☐
Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐

ASB Advisor: [Signature] 10/13/17
Signature Date

Student Council Approval Date: 10/12/17 (Middle Schools must attach minutes)

Student Council Representative: [Signature] 10/13/17
Signature Date

Principal Approval: [Signature] 10/13/17
Signature Date

Reviewed by Business Services: [Signature] Date: 10/26/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS _____ Date: _____
Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)

School Name: Ben Painter School Date: October 25, 2017

Description of Event: Type Naked Turkey Vendor _____

Purpose for Event: Proceeds are to support our local homeless

Harvest Homeless

If selling food what are the items: N/A Brand and package size: _____

Event Sponsor (please check one) ASB: ☒ _____ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: Nov. 3-21, 2017 Time of Event: During school hours

Contact Person: Ms. Cyndi MacDonald and/or Mr. Kleidon

Location of Proposed Activity: School campus

Status of Event (please check one): ☒ New Event ☐ Held previously (years): _____

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required)

Yes _____ No ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included)

Yes ☒ No _____

Other Background information (Is proposed fundraising event on current ASB budget?)

Yes ☒ No _____

ASB Advisor: [Signature] Signature Date: 10-26-17

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature Date: _____

Principal Approval: [Signature] Signature Date: 10/27/17

Reviewed by Business Services: Maria Bonilla Date: _____

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS _____ Date: _____

Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____ Date: _____

Operations Mgr.: _____ Date: _____

Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Request for Approval: Contributions to the ASB Account

School Site: Renaissance Academy @ Matheson Date: 9/6/17

Purpose for Contributions: Parents contribute with cash donations to help the science/arts programs & towards fieldtrips, extra curriculum activities, sports & end of the school year activities

Proposed Date(s) of Event: October 16, 2017 → June 14th, 2018

Contact Person: Genesis Sanchez

Student Body Account Number: _____

Status of Event (please check one): ☐ New Event ☒ Held Previously (Years): _____

What procedures will be used to account for contributions received?

A receipt will be issued to the parents donating money, will be deposited into ASB account.

Other Background Information (such as other schools or clubs that have held similar events): _____

ASB Advisor [Signature] Date: 9/14/17
Signature

Student Council Approval Date 9-14-17

Student Council Representative Karisma Lynn DeLeon Griang Date: 9/14/17
School Admin (Elementary) Signature

Principal Approval [Signature] Date: 9/14/17
Signature

Reviewed by Business Services: Maria Bonilla Date: 10/26/17
Board Approval Date: _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)

School Name: Renaissance @ Matheson Date: 9/16/17

Description of Event: Type Yearbook Presale Vendor Tree Ring

Purpose for Event: To go to fieldtrips, after school activities, students incentives to be given to students during Honor Roll Ceremonies.

If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____

Proposed Date(s) of Event: 11-8-17 - 6-14-18 Time of Event: All day

Contact Person: Genesis Sanchez

Location of Proposed Activity: Office / Online

Status of Event (please check one): ☐ New Event ☒ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☒ N/A ☐

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐

Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: [Signature] 9-14-17
Signature Date

Student Council Approval Date: 9-14-17 (Middle Schools must attach minutes)

Student Council Representative: [Signature] 9-14-17
Signature Date

Principal Approval: [Signature] 9/14/17
Signature Date

Reviewed by Business Services: [Signature] Date: 10/26/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS _____ Date: _____
Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)
 School Name: Renaissance Academy @ Mathen Date: 9/30/17
 Description of Event: Type 8th Grade Promotion Vendor Tastens
 Purpose for Event: To Purchase student certificates, awards, Honor, cards, bins, stiles, giving during promotion ceremony, field trip.
 If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____
 Proposed Date(s) of Event: 01-08-18 09/14/18 Time of Event: All day
 Contact Person: _____
 Location of Proposed Activity: offices
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☐
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
 Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☐
 ASB Advisor: [Signature] Date: 9/14/17

Student Council Approval Date: 9/14/17 (Middle Schools must attach minutes)

Student Council Representative: Karisma Lynn De Vera Guzman Date: 9-14-17
 Signature

Principal Approval: [Signature] Date: 9/14/17
 Signature

Reviewed by Business Services: Maria Bonilla Date: 10/26/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan)
 School Name: Renaissance Academy @ Mathison Date: 9/14/17
 Description of Event: Type School Logo T-Shirts/Sweatshirts Vendor CAL Sport Design
 Purpose for Event: to be used to pay for field trips, after school activities
Student incentives to be given during honor roll ceremonies
 If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: _____

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____
 Proposed Date(s) of Event: 10/16/17 - 6/14/18 Time of Event: Before and after school
 Contact Person: Genesis Sanchez
 Location of Proposed Activity: Office
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): _____

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☒ N/A ☐
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
 Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐
 ASB Advisor: [Signature] Signature Date: 9/14/17

Student Council Approval Date: 9/14/17 (Middle Schools must attach minutes)

Student Council Representative: Karisma Lynn DeVera Quiang Signature Date: 9-14-17

Principal Approval: [Signature] Signature Date: 9/14/17

Reviewed by Business Services: [Signature] Date: 10/26/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

2017 OCT 18 10:08:27
BUSINESS OFFICE
NEGATIVE

Fundraiser #: _____ (From Financial Plan)

School Name: Renaissance Academy II @ Mathison Date: 10/17/17

Description of Event: Type School Store Vendor N/A

Purpose for Event: To sell RAM Branded merchandise

If selling food what are the items: N/A Brand and package size: _____

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): RAM # PTO

Proposed Date(s) of Event: 11/10/17 - 6/14/18 Time of Event: Before & after school

Contact Person: Eugenia Gaytan - PTO President

Location of Proposed Activity: Mathison Campus - Sidewalk - Quad -

Status of Event (please check one): ☒ New Event ☐ Held previously (years): _____

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required) Yes _____ No _____

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes _____ No _____

Other Background information (Is proposed fundraising event on current ASB budget?) Yes _____ No _____

ASB Advisor: N/A Signature _____ Date _____

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____ Signature _____ Date _____

Principal Approval: [Signature] Signature _____ Date 10/17/17

Reviewed by Business Services: [Signature] Signature _____ Date 10/24/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS _____ Date: _____

Approved _____ Denied _____

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____ Date: _____

Operations Mgr.: _____ Date: _____

Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

BUSINESS OFFICE
RECEIVED

2017 OCT -2 A 11:40

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 1 (From Financial Plan)
 School Name: San Antonio School Date: 9/26/17
 Description of Event: Type WALK-a-thon Vendor _____
 Purpose for Event: to raise money for student field trips

If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____
 Proposed Date(s) of Event: 11/20/17 Time of Event: 8:00-2:40 pm.
 Contact Person: Lyssa Perry
 Location of Proposed Activity: School grounds / soccer field
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): 5 + yrs.

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☒ N/A ☐
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
 Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐
 ASB Advisor: [Signature] Date: 9/26/17

Student Council Approval Date: N/A (Middle Schools must attach minutes)

Student Council Representative: [Signature] Date: 9/26/17

Principal Approval: [Signature] Date: 9/26/17

Reviewed by Business Services: [Signature] Date: 10/4/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: 2 (From Financial Plan)
 School Name: San Antonio School Date: 9/26/17
 Description of Event: Type Scholastic Book Fair Vendor Scholastic
 Purpose for Event: to raise scholastic dollars for classroom libraries.

If selling food what are the items: N/A Brand and package size: _____

Explain how food is handled/stored prior to or day of event: N/A

Event Sponsor (please check one) ASB: ☒ Booster Club (PTA, PTO, Other): _____
 Proposed Date(s) of Event: 12/18/17 - 12/22/17 Time of Event: 8:00 - 2:40pm
 Contact Person: Lyssa Perry
 Location of Proposed Activity: School Library
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): 5 + yrs.

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☒ N/A ☐
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☒ No ☐
 Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☒ No ☐

ASB Advisor: [Signature] Date: 9/26/17

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: [Signature] Date: 9/26/17

Principal Approval: [Signature] Date: 9/26/17

Reviewed by Business Services: [Signature] Date: 10/24/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: _____
 Approved _____ Denied _____
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

Fundraiser #: _____ (From Financial Plan) *Music Department*
School Name: Mathson, Mathson/Renaissance, Aptitud, Ocala, Adelante Date: October 11, 2017
Description of Event: Type Chocolate Bar Sale Vendor World's Finest Chocolates
Purpose for Event: 1. To Raise money for field trips 2. To raise money for band equipment and Supplies

If selling food what are the items: Chocolate Bar's Brand and package size: World's Finest Chocolate

Explain how food is handled/stored prior to or day of event: Chocolate Boxes are delivered by World's Finest Chocolate and then distributed after school to students to sell.

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): AREF
Proposed Date(s) of Event: 2/9/18- 3/2/18 Time of Event: Non School Hours
Contact Person: Charles Posner
Location of Proposed Activity: Off Campus
Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2017

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒
Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☒
Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☒
ASB Advisor: [Signature] 10-11-17
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)
Student Council Representative: Laura Cervantes 10-11-17
Signature Date
Principal Approval: [Signature] 10/27/17
Signature Date
Reviewed by Business Services: Maria Bonilla Date: 10/27/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
CNS _____ Date: 10/27/17
Approved _____ Denied [Signature]
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
Director, MOT: _____ Date: _____
Operations Mgr.: _____ Date: _____
Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM



Fundraiser #: _____ (From Financial Plan)

MUSIC Department

School Name: Aptitud Community Academy at Goss

Date: September 28, 2017

Description of Event: Type See's Candies chocolate boxes

Vendor See's Candies

Purpose for Event: To Raise funds for musical instruments and band field trips

If selling food what are the items: Chocolate Boxes

Brand and package size: See's

Event Sponsor (please check one) ASB: _____

Booster Club (PTA, PTO, Other): AREF

Proposed Date(s) of Event: 11/9/17-12/1/17

Time of Event: Non School Hours

Contact Person: Charles Posner

Location of Proposed Activity: Off School Grounds

Status of Event (please check one):

☐ New Event

☐ Held previously (years): 2016

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required)

Yes _____

No ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included)

Yes _____

No ☒

Other Background information (Is proposed fundraising event on current ASB budget?)

Yes _____

No ☒

ASB Advisor: _____

Donny Jours
Signature

9/28/17
Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: _____

Ysencia Uribe
Signature

9/28/17
Date

Principal Approval: _____

[Signature]
Signature

10/23/17
Date

Reviewed by Business Services: _____

Maria Benilla
Signature

10/27/17
Date

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS _____

Date: 10/27/17

Approved _____

Denied *[Signature]*

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____

Date: _____

Operations Mgr.: _____

Date: _____

Approved _____

Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM

MUSIC Department

RECEIVED
OCT 11 2017

Fundraiser #: _____ (From Financial Plan)
 School Name: Mathson, Mathson/Renaissance, Aptitud, Ocala, Adelante Date: _____
 Description of Event: Type Catalogue Sale Vendor See's Candies
 Purpose for Event: 1. To Raise money for field trips 2. To raise money for band equipment and Supplies

If selling food what are the items: Boxes of Chocolate Brand and package size: See's Variety

Explain how food is handled/stored prior to or day of event: Chocolate is delivered from See's Store, Stored, and then delivered to students to distribute.

Event Sponsor (please check one) ASB: _____ Booster Club (PTA, PTO, Other): AREF
 Proposed Date(s) of Event: 11/13/17- 12/1/17 Time of Event: Non School Hours
 Contact Person: Charles Posner
 Location of Proposed Activity: Off Campus
 Status of Event (please check one): ☐ New Event ☒ Held previously (years): 2016

Use of Facilities thru Facilitron is required for all events outside the normal school hours.

Is the Use of Facilities Reservation thru Facilitron completed? Yes ☐ No ☐ N/A ☒
 Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes ☐ No ☒
 Other Background information (Is proposed fundraising event on current ASB budget?) Yes ☐ No ☒
 ASB Advisor: [Signature] Date: 10-11-17

Student Council Approval Date: _____ (Middle Schools must attach minutes)
 Student Council Representative: Laura Cervantes Date: 10-11-17
 Signature

Principal Approval: [Signature] Date: 10/27/17
 Signature

Reviewed by Business Services: Maria Borrillo Date: 10/27/17

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,
 CNS _____ Date: 10/27/17
 Approved _____ Denied [Signature]
- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT
 Director, MOT: _____ Date: _____
 Operations Mgr.: _____ Date: _____
 Approved _____ Denied _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

FUNDRAISING EVENT APPROVAL FORM



Fundraiser #: _____ (From Financial Plan) Music Dept.

School Name: Aptitud Community Academy at Goss **Date:** September 28, 2017

Description of Event: Type World's Finest Chocolate Barsw **Vendor** World's Finest Chocolates

Purpose for Event: To Raise funds for musical instruments and band field trips

If selling food what are the items: Chocolate Bars **Brand and package size:** World's Finest Chocolate

Event Sponsor (please check one) ASB: _____ **Booster Club (PTA, PTO, Other):** AREF

Proposed Date(s) of Event: 2/9/18- 3/2/18 **Time of Event:** Non School Hours

Contact Person: Charles Posner

Location of Proposed Activity: Off School Grounds

Status of Event (please check one): ☐ New Event ☐ Held previously (years): 2017

A Use of Facilities Form is required for all events outside the normal school hours.

Is the Use of Facilities Form attached? (Form must be included when required) Yes _____ No ☒

Has Revenue Potential form been prepared? (For ASB Only - Form must be included) Yes _____ No ☒

Other Background information (Is proposed fundraising event on current ASB budget?) Yes _____ No ☒

ASB Advisor: Jonny Lewis 9/28/17
Signature Date

Student Council Approval Date: _____ (Middle Schools must attach minutes)

Student Council Representative: Isenia Uribe 9/28/17
Signature Date

Principal Approval: [Signature] 10/27/17
Signature Date

Reviewed by Business Services: Maria Bonilla 10/27/17
Date

- FUNDRAISING EVENTS INVOLVING FOOD SALES MUST BE REVIEWED BY CNS Director,

CNS _____ Date: 10/27/17

Approved _____ Denied [Signature]

- FUNDRAISING EVENTS INVOLVING USE OF FACILITIES MUST BE REVIEWED BY MOT

Director, MOT: _____ Date: _____

Operations Mgr.: _____ Date: _____

Approved _____ Denied _____

10.03

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF TRUSTEES

To the Board of Trustees:

November 1, 2017

Subject: Vendor & Payroll Warrants

Staff Analysis: Summary of Vendor and Payroll Warrants issued during October month of Fiscal Year 2017/2018.

Total of vendor warrants	\$	6,394,644.96
Total of payroll warrants	\$	<u>4,690,956.72</u>
Total	\$	11,085,601.68

Recommendation: Staff recommends approval of the Vendor & Payroll Warrants for the month of October 2017.

Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommend Approval

10.03
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

October 2017

<u>VENDOR WARRANTS</u>	<u>AMOUNT</u>
General Fund (Incl Payroll A/P)	\$3,028,681.35
Cafeteria Fund	\$405,190.54
Deferred Maintenance Fund	\$0.00
Building Fund	\$1,539,899.53
Capital Facilities Fund	\$0.00
County School Facility Fund	\$0.00
Special Reserve for Capital Outlay Fund	\$0.00
Health and Welfare	\$1,394,847.54
Worker's Comp	\$33.30
Subtotal	<u>\$6,368,652.26</u>
Student Body Fund	\$25,992.70
Total Vendor Warrants	<u>\$6,394,644.96</u>
<u>PAYROLL WARRANTS</u>	
10th of the month	\$431,806.44
EOM Payroll	\$4,250,814.99
Special Run - PD Sign In	\$21,661.01
Manual Checks	\$27,710.49
Void Checks	(\$41,036.21)
Total Payroll Warrants	<u>\$4,690,956.72</u>
Grand Total All Warrants	<u>\$11,085,601.68</u>

AP Warrants used # 137232 - 137690
AP Direct Deposit Stub Used #1010096 - 1010188
Payroll Direct Deposit Pay Stub used # 60271071- 60272694
Payroll Checks used #10118056 - 10118299

10.04

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF TRUSTEES

To the Board of Trustees:

October 30, 2017

Subject: **Enrollment/Attendance Report for Month 2
(September 25 thru October 20, 2017)**

Staff Analysis: The Enrollment/Attendance Report for the attendance October 20, 2017 provides information on how many students are enrolled at each school and what percent attended class. This report captures our ADA percentages for the first seven months of the school year. It establishes our Local Control Funding Formula (LCFF) for 2017/2018 school year.

Month 2

October 20, 2017
Regular Ed & SDC ADA

96.52%

Recommendation: Staff recommends acceptance of this month's Enrollment/Attendance Report.

Submitted by: Debbie Elliott Title: Coordinator, Assessment & Accountability

Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommend Approval

10.04
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____

Seconded by: _____

Approved: _____

Not Approved: _____

Tabled: _____

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

10.05

To the Board of Trustees:

Date: October 30, 2017

Subject: Approve Education Protection Account (EPA)
Spending Plan for 2017-18

Staff Analysis: Proposition 30 provides that all K-14 local agencies have the sole authority to determine how the funds received from the EPA are spent, but with these provisions:

The spending plan must be approved by the governing board during a public meeting;

EPA funds cannot be used for salaries or benefits of administrators or any other administrative costs (as determined through the account code structure);

Each year, the local agency must publish on its website an accounting of how much money was received from the EPA, and how the funds were expended.

In addition, there will now be a requirement for the annual financial audit to include verification that the EPA funds were used as specified by Proposition 30, and the additional costs of the audit would be an allowable expense from the EPA. If EPA funds are not expended in accordance with the requirements of Proposition 30, civil or criminal penalties could be incurred.

The District's spending plan is as follows: salary and benefit expenditures for teachers in the amount of \$11,699,646 (the estimated amount of EPA funds to be received quarterly during the last ten days of September, December, March, and June for the 2017-18 fiscal year) will be transferred from resource 0000 (unrestricted) to resource 1400 (Education Protection Act). No administrative costs will be charged to the EPA resource.

Recommendation: Staff recommends that the Board of Trustees approve the Education Protection Account (EPA) Spending Plan for 2017-18.

Approved by: Kolvira Chheng Title: Director of Fiscal Services, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommend Approval

10.05
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____

Seconded by: _____

Approved: _____

Not Approved: _____

Tabled: _____

Alum Rock Union Elementary (69369) - 2017-18 Adopted Budget

PROPOSITION 30 - EDUCATION PROTECTION ACCOUNT

EPA Entitlement as % of statewide adjusted Revenue Limit	21.1229%	26.7669%	25.9212%	25.4000%	23.7000%
Education Protection Account (EPA)	<i>Certified*</i> 2013-14	<i>Certified*</i> 2014-15	<i>Certified*</i> 2015-16	2016-17	2017-18
Calculation of EPA Entitlement					
Adjusted Total Revenue Limit				51,107,380	48,991,411
Current Year Adjusted NSS Allowance				-	-
(A) Total: Adj. Rev. Limit or General Purpose Funding in LCFF Floor	57,823,888	56,326,891	53,371,339	51,107,380	48,991,411
(B) Property Taxes/In-Lieu	17,533,564	18,739,057	19,080,080	28,148,960	30,030,159
(C) ADA Used for EPA Minimum	11,385.95	11,091.18	10,509.21	10,063.42	9,646.77
(D) Gross State Aid for Purposes of EPA (A - B; if<0, then 0)	40,290,324	37,587,834	34,291,259	22,958,420	18,961,252
(E) Proportionate Share* (A * %)	12,161,332	15,018,827	13,725,793	12,981,275	11,610,964
(F) Minimum EPA (C x \$200)	2,277,190	2,218,236	2,101,842	2,012,684	1,929,354
(G) Adjusted EPA Proportionate Share (Reduced for Amounts in Excess of State Aid, lesser of D or E.	12,161,332	15,018,827	13,725,793	12,981,275	11,610,964
(H) P-2 Entitlement: (Greater of F or G)	12,161,332	15,018,827	13,725,793	12,981,275	11,610,964
(I) PY Adjustment: Change in Entitlement from P-2 to Annual <i>Adjusted EPA Allocation (used to calculate LCFF Revenue)</i>	53,728 12,215,060	(83,064) 14,935,763	108,954 13,834,747	- 12,981,275	- 11,610,964
(J) P2 Entitlement Net of PY Adjustment	12,233,861	15,072,555	13,642,729	13,090,229	11,610,964
Calculation of Net State Aid before Minimum State Aid					
Phase-In Entitlement	81,617,571	89,910,901	99,313,126	101,458,171	100,367,653
Less Property Taxes/In-Lieu	17,871,471	18,913,609	19,562,384	28,148,960	30,030,159
Gross State Aid	63,746,100	70,997,292	79,750,742	73,309,211	70,337,494
Less EPA Allocation	12,215,060	14,935,763	13,834,747	12,981,275	11,610,964
Net State Aid	51,531,040	56,061,529	65,915,995	60,327,937	58,726,529
Minimum State Aid					
Adjusted Total Revenue Limit	57,828,409	55,799,333	53,372,405	51,107,380	48,991,411
2012-13 Deficitd NSS Allowance	-	-	-	-	-
Less Property Taxes/In-Lieu	17,871,471	18,913,609	19,562,384	28,148,960	30,030,159
Less EPA Allocation	12,215,060	14,935,763	13,834,747	12,981,275	11,610,964
Revenue Limit Minimum State Aid	27,741,878	21,949,961	19,975,274	9,977,145	7,350,288
Categorical Minimum State Aid	18,935,744	18,935,744	18,935,744	18,935,744	18,935,744
Minimum State Aid Guarantee	46,677,622	40,885,705	38,911,018	28,912,889	26,286,032
Charter School Minimum State Aid Offset (<i>effective 2014-15</i>)	-	-	-	-	-
LCFF State Aid	51,531,040	56,061,529	65,915,995	60,327,937	58,726,529
EPA in Excess to LCFF Funding	-	-	-	-	-

Aptitud Community Academy at Goss (6046247) - Aptitud 2017-18 Adopted Budget

PROPOSITION 30 - EDUCATION PROTECTION ACCOUNT

EPA Entitlement as % of statewide adjusted Revenue Limit	21.1229%	26.7669%	25.9212%	25.4000%	23.7000%
Education Protection Account (EPA)	<i>Certified*</i> 2013-14	<i>Certified*</i> 2014-15	<i>Certified*</i> 2015-16	2016-17	2017-18
Calculation of EPA Entitlement					
Adjusted Total Revenue Limit				-	-
Current Year Adjusted NSS Allowance				-	-
(A) Total: Adj. Rev. Limit or General Purpose Funding in LCFF Floor	-	-	-	-	-
(B) Property Taxes/In-Lieu	567,141	680,462	769,126	1,251,680	1,251,680
(C) ADA Used for EPA Minimum	368.29	402.75	423.63	449.97	443.41
(D) Gross State Aid for Purposes of EPA (A - B; if < 0, then 0)	-	-	-	-	-
(E) Proportionate Share* (A * %)	-	-	-	-	-
(F) Minimum EPA (C x \$200)	73,658	80,550	84,726	89,994	88,682
(G) Adjusted EPA Proportionate Share (Reduced for Amounts in Excess of State Aid, lesser of D or E.)	-	-	-	-	-
(H) P-2 Entitlement: (Greater of F or G)	73,658	80,550	84,726	89,994	88,682
(I) PY Adjustment: Change in Entitlement from P-2 to Annual	-	-	-	-	-
Adjusted EPA Allocation (used to calculate LCFF Revenue)	73,658	80,550	84,726	89,994	88,682
(J) P2 Entitlement Net of PY Adjustment	73,658	80,550	84,726	89,994	88,682
Calculation of Net State Aid before Minimum State Aid					
Phase-In Entitlement	2,898,579	3,451,422	4,017,073	4,464,143	4,502,257
Less Property Taxes/In-Lieu	578,027	693,298	788,553	1,251,680	1,251,680
Gross State Aid	2,320,552	2,758,124	3,228,520	3,212,463	3,250,577
Less EPA Allocation	73,658	80,550	84,726	89,994	88,682
Net State Aid	2,246,894	2,677,574	3,143,794	3,122,469	3,161,895
Minimum State Aid					
Adjusted Total Revenue Limit	-	-	-	-	-
2012-13 Deficitd NSS Allowance	-	-	-	-	-
Less Property Taxes/In-Lieu	578,027	693,298	788,553	1,251,680	1,251,680
Less EPA Allocation	73,658	80,550	84,726	89,994	88,682
Revenue Limit Minimum State Aid	-	-	-	-	-
Categorical Minimum State Aid	-	-	-	-	-
Minimum State Aid Guarantee	-	-	-	-	-
Charter School Minimum State Aid Offset (effective 2014-15)	-	-	-	-	-
LCFF State Aid	2,246,894	2,677,574	3,143,794	3,122,469	3,161,895
EPA in Excess to LCFF Funding	-	-	-	-	-

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: October 30, 2017

Subject: **Memorandum of Understanding Between Santa Clara Office of Education (SCCOE) and Alum Rock Union Elementary School District at Dorsa Elementary School.**

Staff Analysis: Memorandum of Understanding is made and entered into, between the Santa Clara County Office of Education (SCCOE) and Alum Rock Union Elementary School District to purchase two (2) portables currently owned by SCCOE for \$1.00.

Recommendation: Staff recommends that the Board of Trustees approve the Memorandum of Understanding between SCCOE and the District to purchase two (2) portables from SCCOE for \$1.00.

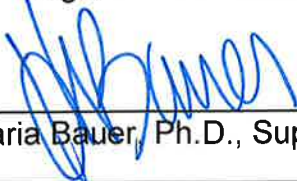
Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommend Approval

10.06
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Memorandum of Understanding

September 19, 2017

This Memorandum of Understanding ("MOU") is made and entered into, between the **Santa Clara County Office of Education** (hereinafter referred to as "SCCOE"), and **Alum Rock Union School District** (hereinafter referred to as "District"). SCCOE and District are hereinafter (collectively referred to as "the Parties").

RECITALS

Whereas, the SCCOE previously provided Special Education services in two SCCOE owned portables at Dorsa, 1290 Bal Harbor Way, San Jose on the Alum Rock Union School District premises.

Whereas, effective July 1, 2016, the SCCOE will no longer provide Special Education services at the Dorsa School

Whereas, the two Housing & Community Development (HCD) portables identification numbers are: *S/N: 0406; 0407; 0408; 0409 Unit # 14766; 14767; 14768; 14769* and said (HCD) portables can be no longer used as a school building under SB1234,

Whereas, the District acknowledges that the two portables can only be utilized for storage purposes

Whereas, the District wishes to purchase the two SCCOE owned HCD portables for \$1.00

Whereas, the District agrees to accept the two HCD portables as-is and the SCCOE shall make no repairs or otherwise to the portables

NOW, THEREFORE, THE PARTIES AGREE TO THE FOLLOWING:

1. **SCCOE declares** that it has clear title to the two HCD portables/buildings.
2. **SCCOE agrees** to sell and transfers title to the District the two HCD portables for a total purchase price of one-dollar and no cents (\$1.00.)
3. **District accepts** the two HCD portable "as-is" and the SCCOE shall make no repairs or otherwise to the portables. District understands that there are no warranties,

guarantees, or promises, written or implied, as to the integrity of the portables/buildings and building systems.

4. **Duties of the District:** Once the District pays the SCCOE \$1.00, there shall be no further duties of the District.
5. **Indemnification:** District shall, to the maximum extent permitted by applicable law, indemnify and hold SCCOE harmless from and against any losses, claims, damages or liabilities, joint or several, to which SCCOE may become subject to in connection with their performance of their obligations under this MOU; provided, however, that District shall not be responsible for the gross negligence or willful misconduct of SCCOE.
6. **Execution and Counterparts:** This agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.
7. **Authorized Signatories:** The Agreement signed by the authorized signatory from each of the Parties.
8. **Understanding and Acceptance of the Parties:** This Agreement constitutes the entire understanding of the parties. No representations, oral or otherwise, express or implied, other than those contained herein have been made by any party hereto.
9. **Effective Date:** This MOU is effective on the date signed by all the Parties and approved by the Governing Board of the District.
10. **Party Signatures to MOU:** I have read all of the provisions outlined in this MOU, and agree to comply with every provision listed herein.

AUTHORIZED SCCOE PARTY:

Signature: _____

Date Signed: _____

Print Name/Title:

Megan Reilly, CBO

Address: 1290 Ridder Park Drive
MC 254
San Jose, CA 95131

Phone/Fax: 408-453-6519

Email address: megan_reilly@sccoe.org

AUTHORIZED DISTRICT PARTY

Signature: _____

Date Signed: _____

Print Name/Title

Address:

Phone/Fax:

Email Address:

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: October 30, 2017

Subject: **Memorandum of Understanding Between Pure Edge, Inc. and Alum Rock Union Elementary School District**

Staff Analysis: Memorandum of Understanding is made and entered into, between Pure Edge, Inc. ('Foundation') and Alum Rock Union Elementary School District for the implementation of the Pure Power Curriculum components of the health and wellness program, which will support the District's educational purposes and the exempt charitable purposes of the Foundation.

Recommendation: Staff recommends that the Board of Trustees approve the Memorandum of Understanding between Pure Edge, Inc. and the District for the implementation of the Pure Power Curriculum as presented.

Approved by: Hilaria Bauer, Ph.D. Title: Superintendent

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommend Approval

10.07
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

PURE EDGE, INC.

MEMORANDUM OF UNDERSTANDING

October 25, 2017

This Memorandum of Understanding ("MOU"), is entered into by and between Alum Rock Elementary School District (the District) and Pure Edge, Inc. (the "Foundation") as of November 1, 2017.

WHEREAS, Pure Edge has selected the District for the implementation of the *Pure Power Curriculum* components of the health and wellness program, which will support the District's educational purposes and the exempt charitable purposes of the Foundation;

NOW, THEREFORE, the District and the Foundation agree as follows:

1. The District will provide the oversight for the implementation of these components of the comprehensive health and wellness program for students. The District will assist the Foundation in Research and Design support for the program, which will include refining the existing program curriculum and materials and completing participant feedback forms after trainings.
2. The District will provide training venue and all invitations and follow up relating to training for District personnel.
3. The training will be available to other Foundation partner schools in the region.
4. The District will implement the program in a manner consistent with the educational purposes of the District and the exempt charitable purposes of the Foundation.
5. The Foundation will provide ten (10) total days of training, consultation and planning at no cost to the district. The value of this training and support is \$3,000 per day with a total valuation of \$30,000.
6. Trainings require some physical activity. The District will ensure that the participants do not have any physical or medical restrictions by engaging in physical exercise. The District will provide liability insurance to all of its employees for any and all trainings and release the Foundation of any and all liability should an employee become injured during stretch exercises.
7. The District will ensure the following are available for each training:
 - A/V needs projector to connect a laptop, screen and sound system that includes a microphone.
 - Notify all District attendees to come in clothing suitable for light exercise
 - Notify all District attendees to sign up for a curriculum account on Foundation website prior to any training.
 - Notify all District attendees to have smart phone, tablet or laptop to complete feedback forms and have access to curriculum resources

8. A minimum of 100 participants must be guaranteed for each onsite training session. This minimum is the number of total participants calculated per day, not by session. Notice must be given to the Foundation (3) three weeks prior to scheduled training. These services will be provided between November 1, 2017 – October 31, 2019.
9. The District agrees to being named on the Pure Edge, Inc. website and all social media accounts.
10. The District agrees to having portions of the training videotaped or photographed and will ensure media releases provided by Pure Edge.
11. **Optional** - The District will give four-week advance notice if the District will participate in an optional pre-and post student surveys related to Social Emotional Learning conducted by Panorama Education.
 - a The Foundation will retain the rights to use the results of the survey data to be included in program implementation models. All data will comply with FERPA laws and no identifiable information will be used. Data reported will only reflect student grade level and gender.
 - b A copy of the report will be given to the District by Panorama Education
12. The Foundation or the District may sever this contract at any time without completion of services if either party determines that the program implementation or participation of District employees is not meeting the conditions of the agreement.

The parties hereto have executed this MOU by and through their duly authorized agents or representatives. This MOU is effective November 1, 2017 and terminates on October 31, 2019.

Pure Edge, Inc.

Rowan-Salisbury Schools

Date: _____

Date: _____

Dr. Terry B. Grier
Executive Director
1900 Eastwood Road, Suite 5
Wilmington, NC 28403

Dr. Hilaria Bauer
Superintendent
2930 Gay Avenue
San Jose, CA 95127

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

10.08

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: October 30, 2017

Subject: Approval of Easement Agreement between Alum Rock Union Elementary School District (Grantor) and the City of San Jose (Grantee) to allow Grantee permission to install an underground public sanitary sewer line and related underground sanitary sewer activities which includes construction, maintenance, operation, repair and replacement at the Horace Cureton School site.

Staff Analysis: The City of San Jose is requesting to install an underground public sanitary sewer line and related underground sanitary sewer activities which includes construction, maintenance, operation, repair and replacement at the Horace Cureton School site for the benefits for the CITY's residents. Grantee shall obtain and maintain all necessary permits, licenses and approval, from the relevant agencies and comply with all current law, ordinance, orders, rules, regulation and permits with respect to its use of the Easement Area pursuant to this agreement.

Recommendation: Staff is recommending that the Board of Trustees approve the Easement Agreement between the Alum Rock Union Elementary School District (Grantor) and the City of San Jose (Grantee) to allow the Grantee to install the underground public sanitary sewer line and related underground sanitary sewer facilities and maintenance.

Agreement will be provided to the Board under separate cover before the board meeting.

Approved by: Kolvira Chheng  Title: Assistant Superintendent, Business Services

To the Board of Trustees:

Meeting: November 9, 2017
Regular Board Meeting

Recommend Approval

10.08
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

10.09

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: October 23, 2017

Subject: NASPO ValuePoint Cooperative Program

Staff Analysis: To support District purchasing needs, the District is requesting approval to piggyback on the NASPO ValuePoint Cooperative Program (formerly WSCA/NASPO) Master Price Agreements and any applicable contract extensions. NASPO contracts are used by public and private schools, colleges and universities, cities, counties, non-profits, and governmental entities. These bids are approved by the Department of General Services (DGS) for the State of California.

Recommendation: Staff recommends the Board of Trustees approve the use of NASPO ValuePoint Cooperative Program piggyback contracts and any applicable contract extension for the purchases of materials and supplies on an as needed basis for the 2017/2018 school year.

Submitted by: Maria J. Martinez

Title: Procurement Manager

Approved by: Kolvira Chheng

Title: Assistant Superintendent of Business Services

To the Board of Trustees:

Meeting: November 9, 2017

Recommended Approval

10.09
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____



How NASPO ValuePoint Works (formerly WSCA-NASPO)

NASPO ValuePoint is the nation's largest public cooperative contracting organization. All of the cooperative contracts are led by one of the 50 states on behalf of the other states. ValuePoint is a non-profit subsidiary of the National Association of State Procurement Officials to provide states, local governments, public educational entities, etc. with best value contracts to support their important missions.

NASPO ValuePoint contracts are among the most successful and highest volume contracts in the US with the purchasing leverage of all 50 states. NASPO ValuePoint contracts consistently offer better contracts at lower costs. NASPO ValuePoint contracts are benchmarked and audited by third party professionals to ensure best-in-class pricing as well as superior terms and conditions. Aside from great prices and reduced administrative costs, you can rest assured that all NASPO ValuePoint contracts meet the highest standards of transparency and competition inherent in state procurement laws. Also, there are no fees to use NASPO ValuePoint contracts.

The contracts offered through the state of California are many, such as: Data Communications Products & Services, Security & Protection Services, Office Supplies, Computer Equipment, Peripherals & Related Services, Floorcovering and Installation, and Mailroom Equipment, Supplies and Maintenance.

There are many benefits to cooperative contracting; collectively, states are able to leverage their spending through a single solicitation that obtains best value pricing and superior contract terms. NASPO ValuePoint emphasizes best value from its contractors considering price, quality, reliability, warranties, and service while protecting states' interests with favorable terms and conditions. States also benefit from the lower administrative costs of processing solicitations by leveraging the expertise of staffs across state boundaries. Instead of many states soliciting for the same goods or services, one state takes the lead for one solicitation while other states take the lead for other solicitations. This division of labor allows states to share their resources and more efficiently achieve their business goals.

The NASPO ValuePoint Management Board is comprised of state procurement officials appointed by the National Association of State Procurement Officials representing their geographic region. The 21 member board oversees the strategic direction, operations and activities of the organization.

10.10

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Superintendent of Schools:

Date: October 23, 2017


Subject: **California Multiple Award Schedules (CMAS) Program**

Staff Analysis: The State of California establishes multiple award contracts in accordance with Public Contract Code Sections 10290-10299 et seq. and 12101.5 (effective January 1994). CMAS contracts are used by public and private schools, colleges and universities, cities, counties, non-profits, and governmental entities. The CMAS Program does not use the General Services Agency (GSA) Authorized Federal Supply Service Schedule, instead establishes a totally independent California contract for the same products and services at equal or lower prices.

Recommendation: Staff recommends the Board of Trustees approve the use of piggyback CMAS contracts and any applicable contract extensions for the purchases of materials and supplies on an as needed basis for the 2017/2018 school year.

Submitted by: Maria J. Martinez

Title: Procurement Manager

Approved by: Kolvira Chheng 

Title: Assistant Superintendent Business Services

To the Board of Trustees:

Meeting: November 9, 2017

Recommended Approval

10.10
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

GENERAL CMAS PROGRAM INFORMATION



Program Overview

California Multiple Award Schedules (CMAS) offer a wide variety of commodity, non-IT Services, and information technology products and services at prices which have been assessed to be fair, reasonable and competitive. The use of these contracts is optional and is available to California State and Local Government agencies.

State Agencies Note

State agencies should refer to the State Contracting Manual (SCM), Volume 2, Chapter 6, Sections A & B (Non-IT), and the SCM, Volume 3, Chapter 6, Sections A & B (IT), for information regarding the CMAS Program.

Use of the California Multiple Award Schedule program does not reduce or relieve California State agencies of their responsibility to meet statewide requirements, guidelines, procedures or policies regarding contracts or procurements.

Contracting Expertise and Successful Results

Each agency is responsible for its own contracting program and purchasing decisions, including use of the CMAS program and associated outcomes.

It is the responsibility of the ordering agency to have sufficient procurement expertise and understanding of applicable codes, policies, and guidelines and the CMAS program parameters to ensure that transactions are legal and consistent with best business practices.

This responsibility includes, but is not necessarily limited to, ensuring the necessity of the services, securing appropriate funding, complying with laws and policies, preparing the purchase order in a manner that safeguards the State's interests, obtaining required approvals, and documenting compliance with Government Code 19130.b (3) for outsourcing services.

Successful CMAS transactions are totally the responsibility of the ordering agency. Agency staff must possess sufficient knowledge of essential acquisition principles and practices to make appropriate purchasing decisions or risk loss of delegated purchasing authority to use the CMAS program.

Legal Counsel

It is the responsibility of each agency to consult as applicable with their legal staff and contracting offices for advice depending upon the scope or complexity of the purchase order.

If you do not have legal services available to you within your agency, the DGS Office of Legal Services is available to provide services on a contract basis.

How to Get a Copy of a CMAS Contract

Each CMAS contractor is required to provide a complete copy of their CMAS contract to a California State Agency or Local Government Agency upon request. The CMAS unit strongly encourages government agencies to place orders ONLY with suppliers who provide a complete CMAS contract, as follows:

Continued on next page

General CMAS Program Information, Continued

How to Get a Copy of a CMAS Contract (continued)

- **CMAS Cover Pages** - The CMAS cover pages include the signature page and custom ordering instructions as prepared by the CMAS unit.
- **State of California Contract Terms and Conditions** - Several pages of contract terms and conditions, as required by the State of California.
- **Federal GSA Contract Terms and Conditions** - The federal GSA (or other base contract) terms and conditions define the warranties and guarantees.
- **Products and Services Price List** - The prices of all products and services in a CMAS contract are the maximum prices. Contractors may only sell, and agencies may only buy, products and services identified on the contract. The exception to this rule is product(s) or services procured under the Not Specifically Priced (NSP) provision. This provision is included with many CMAS contracts. Any product or service procured under the NSP provision must be subordinate to a product identified on the same order. The maximum dollar amount of NSP items on an order is defined in the NSP provision.

Go to www.dgs.ca.gov/pd/programs/leveraged/cmas.aspx, then select "Find a CMAS Contract" to search for products, services, or contractors available on the CMAS Program. Also, agencies can use this site to substantiate that the CMAS contract is still valid prior to issuing an order.

DGS Fees

Orders from State Agencies:

The Department of General Services (DGS) will bill each state agency directly an administrative fee for use of CMAS contracts. The administrative fee should NOT be included in the order total, nor remitted before an invoice is received from DGS. This administrative fee is waived for CMAS purchase orders issued to California certified small businesses.

See the current administrative fees in the DGS Price Book at www.dgs.ca.gov/ofs/resources/pricebook.aspx.

Orders from Local Government Agencies:

CMAS contractors, who are not California certified small businesses, are required to remit to the DGS an incentive fee equal to 1% of the total of all local government agency orders (excluding sales tax and freight) placed against their CMAS contract(s). This incentive fee is in lieu of local government agencies being billed the above referenced DGS administrative fee.

This incentive fee is waived for CMAS purchase orders issued to California certified small businesses.

Travel

If the contract provides for reimbursement of travel expenses, state agencies may pay travel and per diem expenses according to state travel time and per diem rules (represented employee rates) with verified receipts.

Notwithstanding the contract provisions, the State will not be responsible for the cost of travel to bring contractor personnel to the agency site to commence work. However, if requested by the ordering agency, the State will be responsible for the cost of travel from one California agency site to another.

General CMAS Program Information, Continued

Travel (continued)

Local government agency, education and special districts will pay travel time and per diem according to their respective statutory requirements.

All travel and per diem expenses must be within contract parameters, and incorporated into the agency purchase order.

It is important that the agency and contractor discuss necessary travel requirements prior to issuing the purchase order because the detail and cost (only as allowed for in the contract) must be included in the agency purchase order to be payable.

Training Vouchers

It is acceptable to purchase training vouchers in advance of training being performed providing the Contractor does not invoice and the State does not pay for the training services in advance.

Liquidated Damages & Acceptance Testing Criteria

If the agency wants to include acceptance testing and liquidated damages for late delivery, the criteria must be mutually agreed upon by the agency and contractor, and added to the purchase order to be applicable.

If the agency wants to include acceptance testing for all newly installed technology systems, and individual equipment, and machines which are added or field modified (modification of a machine from one model to another) after a successful performance period, the test criteria must be included in the purchase order to be applicable.

Public Works Projects on CMAS Contracts

Definition of a Public Works Project

A public works contract is defined as a contract for "the erection, construction, alteration, repair or improvement of any public structure, building, road or other public improvement of any kind" in accordance with the Public Contract Code (PCC) Section 1101.

Installation of Physical Layer Cable & Carpet

Installation of physical layer cable and carpet is considered public works. The agency purchase order may allow for a public works component only when it is incidental to the overall project requirements. This means the total dollar value of all services included in a purchase order must not exceed the dollar value of the products.

Applicable Laws & Codes

Agencies are to ensure that the applicable laws and codes pertaining to contractor and sub-contractor licensing, prevailing wage rates, bonding, labor code requirements, etc., are adhered to by prime contractors as well as sub-contractors during the performance under the agency's CMAS purchase order.

Agency Responsibility

In accordance with Labor Code Section 1773.2, the ordering agency is responsible for determining the appropriate craft, classification or type of worker needed for any contract for public works.

Also, the agency is to specify the applicable prevailing wage rates as determined by the Director of the Department of Industrial Relations (DIR). In lieu of specifying the prevailing wage rates, the agency may include a statement on the purchase order that the prevailing wage rates are on file at the agency's office, and will be made available upon request. The prevailing wage rates are available from the DIR at (415) 703-4774.

Continued on next page

General CMAS Program Information, Continued

Public Works Projects on CMAS Contracts (continued)

Verify Status of Contractor's License

The CMAS Unit substantiates that the Contractor holds the appropriate license when the contract is established. However, the agency must verify that the Contractor's license is still active and in good standing prior to placing the order by calling the State Contractor's License Board at 1-800-321-2752 or on their web site at <http://www.cslb.ca.gov>.

Prime & Subcontractor Must Be Licensed

When contractor's licenses are required, the prime and subcontractor (if applicable) must both hold a valid license for the work being performed.

State Contracting Manual

State agencies planning public works projects need to review the State Contracting Manual (SCM), Volume 1, Section 10 for applicable regulations.

Public Works Bond Requirements

Prior to the commencement of performance, the Contractor must obtain and provide to the State, a payment bond, on Std. Form 807, when the purchase order involves a public works expenditure (labor/installation costs) in excess of \$5,000. Such bond shall be in a sum not less than one hundred percent (100%) of the contract price. Forms shall be provided to the Contractor. See the General Terms and Conditions, CMAS Public Works Requirements.

Progress Payments

Non-IT Goods - See Public Contract Code 10314

Non-IT Services - See Public Contract Code 10346

IT Goods and Services - See Public Contract Code 12112

Amendments for CMAS Contracts based on Federal GSA Schedules

Once the federal GSA schedule is amended by the federal government, the change becomes effective for associated CMAS contracts without the need for a CMAS contract amendment, with the following exceptions:

1. A CMAS contract amendment is required when the contract is based on products and/or services from another contractor's GSA schedule and the Contractor wants to add a new manufacturer's products and/or services.
 2. A CMAS contract amendment is required for new federal contract terms and conditions that constitute a material difference from existing contract terms and conditions. A material change has a potentially significant effect on the delivery, quantity or quality of items provided, the amount paid to the Contractor or on the cost to the State.
 3. A CMAS contract amendment is required to extend the end term of the CMAS contract.
-

Continued on next page

General CMAS Program Information, Continued

Amendments for CMAS Contracts based on Non-GSA Multiple Award Contracts

A CMAS contract amendment is required for any change to a CMAS contract based on a non-GSA multiple award contract.

Conflict of Interest

Agencies must develop a plan to evaluate the proposed purchase order for any potential conflict of interest issues. See the CMAS Terms & Conditions, Conflict of Interest, for more information.

Consulting Contracts

State agencies must determine whether a consultant's proposed duties create any reporting requirements under the Political Reform Act.

Under some circumstances, consultants may be required to report economic interests; may be prohibited from receiving gifts; and/or may be disqualified from participating in certain decisions.

Prohibited Financial Interest

Employees and certain consultants may be prohibited from participating in decisions or participating in "making purchase orders" if they have a financial interest. See Government Code Section 1090 et seq. and Government Code Section 87400 et seq.

Contractors Acting as Fiscal Agents are Prohibited

When a subcontractor ultimately performs all of the services that a contractor has agreed to provide and the prime contractor only handles the invoicing of expenditures, then the prime contractor's role becomes that of a fiscal agent because it is merely administrative in nature, and does not provide a commercially useful function. It is unacceptable to use fiscal agents in this manner because the agency is paying unnecessary administrative costs.

Contractor Name/Ownership Change

Many contractors are changing their company name and ownership status. The company name on the CMAS contract, purchase order and invoice must match or the State Controller's Office will not approve payment. Agencies cannot approve invoices if the company name varies between these documents. Contractors must contact the CMAS Unit to initiate a legal name change for their CMAS contract. See the "CMAS Contract Management & Information Guide", Section 1 Topic 4, for more information.

Multiple Contractors on One Project

Ideally, agencies will obtain all of their requirements for a project from the same CMAS contractor, because unlike the bid process each individual contractor is responsible "only" for their portion (whatever their individual purchase order specifies), not the total solution with everything completed and working together. Even if an agency hires a project manager, the project manager is responsible only for "project management." Consequently, the agency is solely responsible for the successful integration of all components.

Agencies must develop complete Statements of Work (SOW) that include all necessary requirements. See [Statement of Work Information](#) for considerations, questions, and sample language to be used in developing a Statement of Work.

Continued on next page

General CMAS Program Information, Continued

Network Design Services

All network design services on CMAS contracts must result in a hardware or software solution. Also, all network design services performed by the Contractor that include infrastructure components must be performed by a BICSI certified Registered Communications Distribution Designer (RCDD) employed either by the Contractor or subcontractor. Evidence of RCDD certification may be required by the ordering agency.

Small Business/DVBE Subcontracting Participation

Small Business/DVBE - Tracking

State agencies are able to claim subcontracting dollars towards their small business or DVBE goals whenever the Contractor subcontracts a commercially useful function to a certified small business or DVBE. The Contractor will provide the ordering agency with the name of the small business or DVBE used and the dollar amount the ordering agency can apply towards its small business or DVBE goal.

Small Business/DVBE Subcontracting

The amount an ordering agency can claim towards achieving its small business or DVBE goals is the dollar amount of the subcontract award made by the Contractor to each small business or DVBE. The Contractor will provide an ordering agency with the following information at the time the order is quoted:

1. The Contractor will state that, as the prime Contractor, it shall be responsible for the overall execution of the fulfillment of the order.
2. The Contractor will indicate to the ordering agency how the order meets the small business or DVBE goal, as follows:
 - List the name of each company that is certified by the Office of Small Business and DVBE Services that it intends to subcontract a commercially useful function to; and
 - Include the small business or DVBE certification number of each company listed, and attach a copy of each certification; and
 - Indicate the dollar amount of each subcontract with a small business or DVBE that may be claimed by the ordering agency towards the small business or DVBE goal; and
 - Indicate what commercially useful function the small business or DVBE subcontractor will be providing towards fulfillment of the order.

The ordering agency's purchase order must be addressed to the prime Contractor, and the purchase order must reference the information provided by the prime Contractor from the quotation as outlined above.

Resellers

Authorized CMAS resellers qualify as independent solicitation offers. That is, the agency can obtain the necessary offers from one CMAS contract with multiple authorized resellers.

Continued on next page

General CMAS Program Information, Continued

Purchase Order Termination

The only CMAS provisions for early termination of a purchase order are in the areas identified below.

- Termination for Non-Appropriation of Funds
- Termination for Convenience (of the State)
- Termination for Default

Agencies may negotiate with the Contractor to include a termination provision in the purchase order before issuance of the order. The Contractor is not legally obligated to accept increased risk.

Delivery of Products and Services

Purchase orders must be issued before the expiration of the CMAS contract. However, delivery of the products or completion of the services may be provided after the expiration of the CMAS contract (unless specifically stipulated otherwise in the CMAS contract), but must be as provided as specified in the purchase order.

Bundling of Products, Services, and Prices

Product bundling is not allowed. All components shall be delineated as separate line items having individual product numbers or identifiers, unless specified on the base contract as a bundled item having a bundled product number.

Bundling of consulting services is not allowed. Agency orders must be detailed showing staff hours by approved classification, and hourly rate per classification for each task/deliverable. Showing only one lump sum total for the project without providing a detailed breakdown as described above is not acceptable.

10.11

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

Board of Trustees:

Date: October 20, 2017

Subject:

Resolution No. 16-17/18

Extension of Bid Number P-13 13/14 for Apple Computer Products, Services, and Related Items through the Glendale Unified School District Piggyback.

Staff Analysis:

Per Public Contract Code, 20118 (notwithstanding sections 20111 and 20112), the governing board of any school district without advertising for bids may piggyback for the purchase of materials and personal property if it is in the best interest of the district.

Alum Rock wishes to continue to piggyback on the Purchase Agreement and Professional Services Agreement between Glendale Unified School District and Apple Inc. ("Apple"). Glendale Unified School District granted Apple a one-year extension which will expire October 1, 2018 for Bid Number P-13 13/14.

Recommendation:

Staff recommends approving Resolution No. 16-17/18 for the Extension of Bid Number P-13 13/14 through the Piggyback Agreement between Glendale Unified School District and Apple Inc. ("Apple") for the purchase of Apple Products, Services, and Related Items.

Submitted by: Maria J. Martinez *M.M.*

Title: Purchasing Manager

Approved by: Kolvira Chheng *K*

Title: Assistant Superintendent of Business Services

To the Board of Trustees:

Meeting: November 9, 2017

Regular Board Meeting

Recommended Approval

10.11

Agenda Placement

Hilaria Bauer

Hilaria Bauer, Ph.D. Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

RESOLUTION NO. 16-17/18

**EXTENSION OF BID NUMBER P-13 13/14 FOR APPLE COMPUTER PRODUCTS, SERVICES, AND
RELATED ITEMS THROUGH THE GLENDALE UNIFIED SHOOOL DISTRICT PIGGYBACK**

WHEREAS, The Board of Education of the Alum Rock Union Elementary School District of Santa Clara County, heretofore authorizes the district to piggyback on the Glendale Unified School District, State of California Contract Bid #P-13-13/14 for Apple Products, Services, and Related items.

NOW, THEREFORE, BE IT RESOLVED, the Board through the Purchasing Manager, Director of Fiscal Services, and/or Assistant Superintendent of Business Services, is hereby authorized and directed to issue purchase orders to said successful respondents for the items and services awarded.

PASSED AND ADOPTED this 9th day of November 2017, by the Board of Trustees of the Alum Rock Union Elementary School District, County of Santa Clara, State of California.

Ayes _____

Noes _____

Absent _____

Abstain _____

Board of Trustees:

Esau Ruiz Herrera, President

Andrés Quintero, Vice-President

Dolores Marquez, Clerk

Karen Martinez, Member

Khanh Tran, Member

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the members of the Board of Trustees of the Alum Rock Union Elementary School District at a public meeting of said Board held on November 9, 2017.

Hilaria Bauer, Ph.D., Superintendent

Date

Excerpt from the Minutes of the Glendale Board of Education meeting held on August 15, 2017. It was moved by Mrs. Freemon and seconded by Mr. Krikorian that Consent Calendar No. 11 be accepted. The motion was approved unanimously.

GLENDALE UNIFIED SCHOOL DISTRICT

AUGUST 15, 2017

CONSENT CALENDAR NO. 11

TO: Board of Education
FROM: Winfred B. Roberson, Jr., Superintendent
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer
PREPARED BY: Gioconda Padilla, Director, Procurement & Contract Services
SUBJECT: **Extension of Bid Number P-13 13/14 for Apple Computer Products, Services**

The Superintendent recommends that the Board of Education extend Bid Number P-13 13/14 for Apple Computer products, services, and related items with Apple Computer Corporation and approve purchases, lease-purchases, or leases as needed from Apple Computer Corporation.

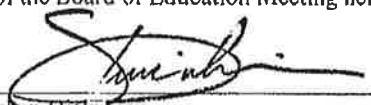
The Board of Education at its meeting on October 15, 2013 awarded Bid Number P-14-13/14 for Apple Computer Products, services and related items to Apple Computer Corporation. The bid may be used by school and community college districts throughout California by virtue of its "piggyback" clause (Public Contract Code 20118, 20652).

Apple, Inc. has requested a one-year extension of the bid under the same terms and conditions of the original contract, and includes a "technology clause" that allows product and component upgrades to meet school district needs. The pricing structure for this bid is based on the current government and educational price for Apple Computer Corporation products that is published several times each year.

Therefore, it is recommended that the Board of Education approve the last renewal, granting the extension through October 15, 2018.

With this extension, computer equipment, services and related items will allow purchases from the General Fund and Categorical programs as well as Measure S funds. Bid details are available for review in the Purchasing Department.

I hereby certify that this is a true and exact copy of an excerpt from the Minutes of the Board of Education Meeting held on August 15, 2017.


Stephen Dickinson
Chief Business and Financial Officer



Apple

Confidential Information



(v8Jun2016)

Amendment to the Education/State & Local Government Purchase Agreement

This amendment ("Amendment") amends the Education/State & Local Government Purchase Agreement ("Agreement") entered into by and between Apple Inc., located at 1 Infinite Loop, MS: 318-6OPS, Cupertino, CA, 95015, USA ("Apple") and:

Company Legal Name ("Purchaser"): GLENDALE UNIFIED SCHOOL DISTRICT

DBA Name: GLENDALE UNIFIED SCHOOL DISTRICT

Address: 223 N JACKSON ST, GLENDALE, CA, 91206-4334, United States of America

Capitalized terms used but not defined in this Amendment have the meanings set forth in the Agreement.

In the event of any conflict between the terms of this Amendment and the Agreement, the terms of this Amendment will prevail.

The Parties hereby agree to amend the Agreement as follows:

1. Extension of Agreement Term

The Term is hereby extended to October 15, 2018, unless otherwise terminated in accordance with the terms of the Agreement.

2. Effect of Amendment to Agreement

Except as set forth in this Amendment, the Agreement shall continue in full force and effect in accordance with its terms.

The duly authorized representatives of the Parties execute this Amendment as of the Effective Date stated below.



Customer

SIGNATURE:

PRINT NAME: Stephen Dickinson

PRINT TITLE: Chief Business & Financial Officer

DATE:

8-24-17

Apple Inc.

SIGNATURE:

PRINT NAME: Vanessa Boenig

Apple Inc.
PRINT TITLE: Manager, US Bids & Contract Operations Mgmt

EFFECTIVE DATE:

7-21-2017

10.12

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF TRUSTEES

To the Board of Trustees:

Subject: CONTRACTS FOR PROFESSIONAL SERVICES – FIRMS/ORGANIZATIONS

Staff Analysis:

The following contracts for professional services are being presented to the Board of Trustees for review and approval.

Recommendation:

Staff recommends approval of the following contracts for professional services on the attached sheets. Contract details are on file in the Purchasing Office.

Prepared by: Maria Martinez M.M. Title: Procurement Manager

Approved by: Kolvira Chheng K Title: Assistant Superintendent of Business Services

To the Board of Trustees:

Meeting: November 9, 2017

Recommend Approval

10.12

Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Alum Rock Union Elementary School District
November 9, 2017 Board Meeting

PROFESSIONAL CONSULTANT SERVICES – FIRMS/ORGANIZATIONS

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
Hubbard Jonathan Natividad	08/29/17 to 06/13/18	Kevin Bracy / Lifechangers Intl.	\$ 12,000.00	Provide an all school assembly with focus on empathy training Funding: Restricted
Ocala Tracy Leathers	11/20/17 to 06/30/18	School of Arts and Culture @ MHP	\$ 4,800.00	Provide weekly art classes to Ocala families (16 workshops) Funding: Restricted
Painter / Sheppard George Kleidon & Jackie Montejano	11/10/17 to 01/01/18	ECCOPP College Parenting Program	\$ 4,000.00	Provide 8 weeks of parent training with opportunities for higher & better education Funding: Restricted
Academic Services Rene Sanchez	10/01/17 to 10/01/18	Paul Gonzalez bda: Art Studio	\$ 30,000.00 NTE	Master Contract Professional muralist will provide an enhanced learning environment district-wide Funding: General
Child Nutrition Mary Fell	11/01/17 to 06/30/20	Garda CL West, Inc.	\$ 1,121.50	Courier service – money pick up for CNS and ASB Funding: General
Maintenance Daniel Flores	09/01/17 to 06/30/18	Community Playgrounds	\$ 25,000.00	Playground equipment repair - district-wide Funding: General
Maintenance Daniel Flores	09/01/17 to 06/30/18	Kal Glass Shop, Inc.	\$ 44,000.00 NTE	Provide emergency glass repair/replacement due to vandalism on an as needed basis – district-wide Funding: General
Maintenance Daniel Flores	09/01/17 to 06/30/18	Luke J. Weill dba: Luke's Tree Care	\$ 40,000.00	Provide emergency tree pruning and removal on an as needed basis district-wide Funding: General
Maintenance Daniel Flores	10/01/17 to 06/30/18	S&S Plumbing Inc. dba: Dependable Rooter & Plumbing	\$ 44,000.00	Provide emergency plumbing services on an as needed basis – district-wide Funding: General

PROFESSIONAL CONSULTANT SERVICES – FIRMS/ORGANIZATIONS

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
Maintenance Daniel Flores	09/01/17 to 06/30/18	Silicon Valley Lockmasters Inc.	\$ 40,000.00	Provide emergency support and repairs on rekeying doors, locks, & cylinders on an as needed basis due to vandalism – district-wide Funding: General
Maintenance Daniel Flores	07/01/17 to 06/30/18	Silicon Valley Security and Patrol	\$ 65,748.36	Provide 24 hours overnight security patrol five days a week, 10 p.m. – 6 a.m. service including weekends and holidays. Mobile and foot patrol at facilities – district-wide Funding: General
Purchasing Maria Martinez	07/01/17 to 06/30/20	YMCA of Silicon Valley – Camp Campbell	\$ 290.00 Per student	Master Contract: Outdoor science camp is an extension of classroom curriculum in a camp setting Funding: Various
Special Education Jean Gallagher	08/01/17 to 06/30/18	The Reilly Behavioral Group, LLC	\$ 26,900.00	Ongoing training, direct services, parent support , assessments, data analysis & program support for students diagnosed with autism Funding: Special Ed
Special Education Jean Gallagher	08/15/17 to 08/30/17	Voyager Sopris Learning	\$ 50,000.00	Provide ongoing professional development opportunities for Special Ed staff and coaches on implementation of intervention ELA curriculum Funding: Restricted
State & Federal Sandra Garcia	11/10/17 to 06/30/18	Citizen Schools	\$ 75,000.00	Supplemental funding to directly support part-time teaching associates @ George, Renaissance, and Sheppard Funding: Restricted

PROFESSIONAL CONSULTANT SERVICES – FIRMS/ORGANIZATIONS

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
State & Federal Sandra Garcia	12/11/17 to 12/11/17	Conscious Teaching LLC	\$ 3,500.00	Provide professional development workshops to focus on prevention and intervention strategies in order to implement a safer learning environment Funding: Restricted
State & Federal Sandra Garcia	11/10/17 to 06/30/18	RSB Education Inc. dba: Sylvan Learning	\$ 30,000.00	Tutoring services in math and/or reading including pre/post assessment to measure academic growth – district-wide Funding: General & Restricted
State & Federal Sandra Garcia	11/10/17 to 06/30/18	RSB Education Inc. dba: Sylvan Learning	\$ 750.00 NTE per student	Tutoring services in math and/or reading for foster youth Funding: General & Restricted
State & Federal Sandra Garcia	11/10/17 to 06/30/18	Tutorworks Academic Services	\$ 42.02 Per hour	Provide an onsite academic intervention program that is customized to address student's specific needs. Funding: General & Restricted
Student Services Norma Flores	10/11/17 to 10/11/17	Dora J. Dome Law Offices	\$ 2,000.00	Presentation for effective bullying intervention - Principals Funding: General
Academic Services Rene Sanchez	09/01/17 to 06/30/18	E.L. Achieve, Inc	\$ 35,280.00	Provide professional development for Constructing Meaning to support English Learner Academic Achievement Funding: General
Human Resources Jess Serna	07/01/17 to 06/30/18	School Services of California	\$ 25,000.00	Search services for Assistant Superintendent



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____
FROM: Hubbard (School/Dept.) VENDOR NO. _____

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Kevin Bracy / Lifechangers Intl.
Address: 9630 Bruceville Rd 106-242 City: Elk Grove State: CA Zip: 95757
Phone: 916-304-2237 Fax: 480-247-4591
SSN: _____ Fed I.D. #: 71-1004237
Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 8/29/17 to 6/13/18

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report: REACH ONE Alliance Program

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

All School Assembly, Empathy Training, Workshop, Teacher Talk, In all School Assembly, 2 chant Rallies for K-3, 2 chant Rallies 4-6, 50 t-shirts, RLA School Banner, access to posters and lesson plans for teachers

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

_____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

☒ b. **Flat Rate:** \$ 12,000 to be the total payment to the Contractor including travel and/or other expenses.

_____ c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
<u>06</u>	<u>080</u>	<u>1190</u>		<u>12,000</u>		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

RECEIVED OCT 8 1 2017

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____
FROM: OCALA (School/Dept.) VENDOR NO. _____

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: School of Arts and Culture at MHP
Address: 1700 Alum Rock Ave City: San Jose State: CA Zip: 95116
Phone: 408, 794-6242 Fax: 408 272-9920
SSN: _____ Fed I.D. #: 80-0714982
Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates NOV. 20, 2017 to June 30, 2018
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

ART CLASSES @ OCALA STREAM ACADEMY

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Provide (16) workshops - weekly ART CLASSES
to Ocala families aligned w/ academic calendar
All classes will be culturally appropriate
for school populations.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

☒ b. **Flat Rate:** \$ 4800 to be the total payment to the Contractor including travel and/or other expenses.

c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
<u>06</u>	<u>240</u>	<u>9112</u>	<u>5815</u>	<u>4800</u>		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two Independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

RECEIVED OCT 18 2017

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: Ben Painter / Sheppard (School/Dept.)

VENDOR NO. _____

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: ECOPP college parenting program

Address: 2445 Alfred Way City: SAN JOSE State: CA Zip: 95122

Phone: (408) 230-9738 Fax: (408) 449-5738

SSN: _____ Fed I.D. #: 82-0718028

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates November 10, 2017 to January 15, 2018
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:
- A. One line description for Governing Board Report:
WORKS w/ parents of students ranging from elementary to HS with the aim of providing them w/ opportunities for higher & better education.
- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:
8 week parenting training starting Tuesday, November 14th to December 14, 2017.
ECOPP will provide to the parents all necessary materials to adequately complete this training.
4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)
- ☐ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.
- ☒ b. **Flat Rate:** \$ 4000.00 to be the total payment to the Contractor including travel and/or other expenses.
- ☐ c. **Other:** \$ _____ (describe rate agreement) _____
5. **BUDGET CODE:**
- | FUND | DEPARTMENT | PROG/COUNTER | OBJECT | \$ AMOUNT | PROG. TITLE | BUS OFC |
|------|------------|--------------|--------|-----------|-------------|---------|
| 06 | 140 | 9112-0 | | \$2000.00 | MEASURE A | |
| 06 | 170 | 9112-0 | | \$2000.00 | MEASURE A | |
6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.
8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

Master

RECEIVED OCT 27 2017

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____
FROM: Rene Sanchez (School/Dept.) VENDOR NO. _____

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Paul J. Gonzalez
Address: 1562 Bama Way City: San Jose State: CA Zip: 95122
Phone: (408) 922-2854 Mobile: (408) 203-4035
SSN: _____ Fed I.D. #: _____
Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 10-1-17 to 10-1-18
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

- B. Full description of services to be provided and expected results (a.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Painting Murals to enhance learning environments for students.
Paul Gonzalez will be providing painting and murals throughout the Alum Rock School District to create a positive learning environment for students and families.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

_____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

_____ b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

☒ c. **Other:** \$ 30,000 (describe rate agreement) Not to exceed a total amount of \$30,000.

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
<u>03</u>	<u>340</u>	<u>1947</u>	<u>5210</u>	<u>\$30,000</u>		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 · Phone: 408-928-6800 · Fax: 408-928-6416 · www.arusd.org

To: Hilaria Bauer, Ph.D., Superintendent

From: Mary H. Fell, SNS-Director of Child Nutrition Services *MF*

Re: Approve three (3) year contract for courier services

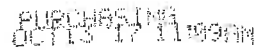
Date: October 23, 2017

Background:

The district requires courier services for money pickup and deposit to the bank for the Child Nutrition Services Department (CNS) and Associated Student Body (ASB). Child Nutrition deposits consist of daily cafeteria cash and Associated Student Body deposits consist of fundraiser deposits. Pick up of such deposits is done every Thursday from September through June.

Recommendation:

Staff recommends that the Board of Trustees approve the contract to Garda CL West, Inc. for three years for the total amount of \$3364.50. (\$1121.50 per year)



INDEPENDENT CONTRACTOR AGREEMENT

CONTRACT NO. C1718211
VENDOR NO. 18731

- Page 1 of 3



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

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To: Hilaria Bauer, Ph.D., Superintendent

From: Daniel Flores- Director of Maintenance, Operation & Transportation

Re: Contract Approval Community Playgrounds

Date: November 9, 2017

Staff Analysis:

The District has a need to maintain a contract with an experienced and reliable company that can provide repair and maintenance services to playground equipment and structures district-wide on an as-needed basis.

The District reached out to three (3) companies and based on pricing, experience and reliability, staff is recommending to contract with Community Playgrounds. .

Recommendation:

Staff recommends the Board of Trustees approve the contract with Community Playgrounds in the amount of \$25,000 to provide support and safety repair services for playground equipment and structures for fiscal year 2017-18.



RECEIVED OCT 27 2017

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT**INDEPENDENT CONTRACTOR AGREEMENT**TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: Maintenance (School/Dept.)VENDOR NO. 15719

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Community Playgrounds, Inc.Address: 200 Commercial St. City: Vallejo State: CA. Zip: 94589Phone: (415) 892-8100 Fax: (415) 892-3132

SSN: _____ Fed I.D. #: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 09/01/2017 to 06/30/2018
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:
- A. One line description for Governing Board Report:
Playground equipment repair only at various sites District-Wide
- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

_____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

☒ b. **Flat Rate:** \$ 25,000.00 to be the total payment to the Contractor including travel and/or other expenses.

_____ c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
05	450	8130-0	5815	25,000.00		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.
8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 • Phone: 408-928-6800 • Fax: 408-928-6416 • www.arusd.org

To: Hilaria Bauer, Ph.D., Superintendent

From: Daniel Flores, Director of Maintenance, Operation & Transportation *DF*

Re: Contract Approval Kal Glass Shop Inc.

Date: November 9, 2017

Background:

Due to frequent vandalism resulting in broken windows, it is necessary for the District to maintain a contract with a company that is capable of providing emergency glass repairs and replacements district-wide on an as needed basis.

The District reached out to three (3) local companies and based on pricing, experience and reliability, staff is recommending to contract with Kal Glass Shop Inc.

Recommendation:

Staff recommends that the Board of Trustees approve the contract with Kal Glass Shop Inc. in the amount of \$44,000 for fiscal year 2017-18.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____
FROM: Maintenance (School/Dept.) VENDOR NO. 22073

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Kal Glass Shop, Inc.

Address: 2022 Alum Rock Avenue City: San Jose State: CA Zip: 95116

Phone: (408) 251-7833 Fax: (408) 251-9420

SSN: _____ Fed I.D. #: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 09/01/2017 to 08/30/2018
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:
Provide emergency glass repair/replacement due to vandalism at various facilities District-Wide.
- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:
Emergency glass repair District-wide.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

____ b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

☒ c. **Other:** \$ 44,000.00 (NIE) (describe rate agreement) FY 2017-2018

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
<u>03</u>	<u>450</u>	<u>81400</u>	<u>5815</u>	<u>44,000.00</u>	<u>Vandalism</u>	<u>9/31/17</u>

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.
8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 • Phone: 408-928-6800 • Fax: 408-928-6416 • www.arusd.org

To: Hilaria Bauer, Ph.D., Superintendent

From: Daniel Flores, Director of Maintenance, Operation & Transportation

A handwritten signature in black ink, appearing to be "X" followed by a flourish.

Re: Contract Approval Luke J. Weill DBA: Luke's Tree Care

Date: November 9, 2017

Background:

Due to unexpected tree damages, it is necessary for the District to maintain a contract with a company that is experienced and reliable to provide emergency tree trimming and removal on an as needed basis district-wide.

The District reached out to three (3) companies and based on pricing, experience and reliability, staff is recommending to contract with Luke's Tree Care.

Recommendation:

Staff recommends that the Board approve the contract with Luke's Tree Care in the amount of \$40,000 for fiscal year 2017-18.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____
FROM: Maintenance (School/Dept.) VENDOR NO. 18859

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Luke J. Wei11 DBA: LUKES TREE CARE
Address: 216 S. Claremont Ave. City: San Jose State: CA. Zip: 95127
Phone: (408) 390-4812 Fax: (408) 791-6372
SSN: _____ Fed I.D. #: _____
Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 09/01/2017 to 08/31/2018
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:
Provide Emergency Tree Pruning and Removal District-Wide
B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

- _____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.
_____ b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.
☒ c. **Other:** \$ 40,000. (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
05	450	8130-0	5815	40,000.00	Fac/Plan	8/31/17

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.
8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 • Phone: 408-928-6800 • Fax: 408-928-6416 • www.arusd.org

To: Hilaria Bauer, Ph.D., Superintendent

From: Daniel Flores- Director of Maintenance, Operation & Transportation

Re: Contract Approval S&S Dependable Rooter & Plumbing

Date: November 9, 2017

Staff Analysis:

The District has experienced frequent emergency plumbing issues, this is necessary to maintain a contract with an experienced and reliable company that can provide emergency plumbing repairs.

The District reached out to five (5) plumbing companies and based on pricing, experience and reliability, staff is recommending to contract with S&S Dependable Rooter and Plumbing.

Recommendation:

Staff recommends the Board of Trustees approve the contract with S&S Dependable Rooter & Plumbing in the amount of \$44,000 for fiscal year 2017-18.



RECEIVED OCT 25 2017

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT**INDEPENDENT CONTRACTOR AGREEMENT**TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: MAINTENANCE (School/Dept.)VENDOR NO. 22409

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: S & S Plumbing Inc. DBA; Dependable Rooter & PlumbingAddress: 820 Faulstich Ct. City: San Jose State: CA. Zip: 95112Phone: (408) 920-7080 Fax: (408) 709-3630

SSN: _____ Fed I.D. #: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 10/01/2017 to 06/30/2018

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:
Emergency Plumbing Services District-wide.

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Provide plumbing services; Sewer replacement, Leak detection, Snake and Auguring waste lines
and Fixture replacements including Gas. service repair.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

_____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

_____ b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

☒ c. **Other:** \$ 44,000.00 (describe rate agreement) Project not to exceed \$15,000.

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
05	450	8130-0	5815	44,000.00		<i>[Signature]</i> 10/6/17

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.
8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 • Phone: 408-928-6800 • Fax: 408-928-6416 • www.arusd.org

To: Hilaria Bauer, Ph.D., Superintendent

From: Daniel Flores, Director of Maintenance, Operation & Transportation

Re: Contract Approval Silicon Valley Lockmaster, Inc.

Date: November 9, 2017

Background:

The District has the need to maintain a contract with an experienced and reliable company that specializes in installation and repair of doors and locks on an as needed basis district wide.

The District reached out to three (3) local locksmith companies and Silicon Valley is the only company that responded.

Recommendation:

Staff recommends that the Board of Trustees approve the contract with Silicon Valley Lockmaster, Inc. in the amount of \$40,000 for fiscal year 2017-18.



10 25

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____
FROM: MAINTENANCE (School/Dept.) VENDOR NO. 17554

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: SILICON VALLEY LOCKMASTERS INC.

Address: 1444 S. Main ST. City: Milpitas State: CA Zip: 95035

Phone: (408) 262-2096 Fax: (408) 262-5517

SSN: _____ Fed I.D. #: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 09/01/2017 to 06/30/2018

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Provide emergency support and repairs due to vandalism District-Wide

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

It assist locksmith District-wide on rekeying doors, doors locks and other special projects like re-key cylinders.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

_____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

_____ b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

☒ c. **Other:** \$ 40,000.00 (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
05	450	8130-0	5815	40,000.00	Fac/Plan'g	8/31/17

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.

8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 • Phone: 408-928-6800 • Fax: 408-928-6416 • www.arusd.org

To: Hilaria Bauer, Ph.D., Superintendent

From: Daniel Flores, Director of Maintenance, Operation & Transportation

Re: Contract Approval Silicon Valley Security and Patrol

Date: November 9, 2017

Background:

Due to frequent vandalism, safety and security issues, it is necessary for the District to provide overnight security patrol district-wide.

The District reached out to three (3) local companies and based on pricing, experience and reliability, staff is recommending to contract with Silicon Valley Security and Patrol (RVSP).

Recommendation:

Staff recommends that the Board of Trustees approve the contract with Silicon Valley Security and Patrol (RVSP) in the amount of \$65,748.36 for fiscal year 2017-18.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: Maintenance (School/Dept.)

VENDOR NO. 21151

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Silicon Valley Security and Patrol (RVSP)

Address: 1131 Luchessi Dr. City: San Jose State: CA Zip: 95118

Phone: (408) 978-2198 Fax: (408) 978-2197

SSN: _____ Fed I.D. #: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 07/01/2017 to 06/30/2018
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:
- A. One line description for Governing Board Report:
Provide overnight security patrol District-wide.
- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:
Provide overnight security patrol five days a week-24hrs. (10pm-6am) Service on weekends,
Holidays coverage including mobil and walking at facilities District-wide.
4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)
- _____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.
- _____ b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.
- ☒ c. **Other:** \$ 65,748.36 (describe rate agreement) 2017/2018 FY
5. **BUDGET CODE:**
- | FUND | DEPARTMENT | PROG/COUNTER | OBJECT | \$ AMOUNT | PROG. TITLE | BUS OFC |
|------|------------|--------------|--------|-----------|-------------|---------|
| 03 | 450 | 8140-0 | 5870 | 65,748.36 | | |
| | | | | | | |
| | | | | | | |
6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.
8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

2930 Gay Avenue, San José, CA 95127 • Phone: 408-928-6800 • Fax: 408-928-6416 • www.arusd.org

To: Hilaria Bauer, Ph.D., Superintendent

From: Maria J. Martinez, ^{MM}Purchasing Manager

Re: YMCA Camp Campbell – Master Contract

Date: October 25, 2017

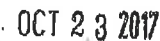
Summary:

YMCA Camp Campbell is an outdoor science school where 5th and 6th grade students experience nature through hands-on lessons and activities. Environmental education at Camp Campbell Outdoor Science School is an extension of classroom curriculum. Just as students go to a lab to study chemistry or to the gym to study physical education, students at Camp Campbell go outdoors to learn how the environment operates.

Yearly Alum Rock 5th & 6th grade students have the opportunity to participate in Camp Campbell and experience a hands-on curriculum in an outdoor setting. Students develop an understanding of their role in the environment and gain independence by being away from home. They learn responsibility as they take care of themselves and their belongings, and gain respect for others as they share a living space with fellow students. Our students get to see, feel, hear, and smell the realities of nature as they participate in this outdoor science school.

Recommendation:

Staff recommends the Board of Trustees approve the Master Contract with YMCA Camp Campbell for a three year period (FY 2017-18 through 2019-2020).

**ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT**

TO: DIVISION OF BUSINESS SERVICES CONTRACT NO. _____
FROM: PURCHASING DEPARTMENT (School/Dept.) VENDOR NO. 13882

- Name of Individual/Company: YMCA Camp Cambell - MASTER CONTRACT
- Address: 16275 Highway 9 City: Boulder Creek State: CA Zip: 95006
- Phone: (831) 338-2128 Fax: (831) 338-9286
- SSN: _____ Fed I.D. #: _____
- Contractor's License: _____ Type: _____ Expiration: _____

B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

- X c. Other: \$ 200⁰⁰ ^{per} _{mt} (describe rate agreement) Per Student 200⁰⁰ ^{per} _{mt} per teacher

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
	MASTER CONTRACT	VARIOUS SITES				

8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: Special Education (School/Dept.)

VENDOR NO. 22129

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: The Reilly Behavioral Group, LLC

Address: 1360 N. Winchester Blvd City: San Jose State: Ca Zip: 95128

Phone: (408) 709-9214

Fax: (408) 800-4019

SSN: _____

Fed I.D. #: 90-0512413

Contractor's License: _____

Type: _____

Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates August 1, 2017 to June 30, 2018

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Training & support for students diagnosed with Autism

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Ongoing training, direct services, parent support, assessments, data analysis & program support

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

☒ a. **Fee Rate:** \$269 per hour per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

_____ b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

_____ c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
<u>22</u>	<u>380</u>	<u>6512</u>	<u>-05815</u>	<u>\$26,900</u>		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.

8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



RECEIVED OCT 27 2017

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT**INDEPENDENT CONTRACTOR AGREEMENT**TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: Special Education (School/Dept.)VENDOR NO. 13410

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Voyager Series LearningAddress: 17855 Dallas Pkwy #400 City: Dallas State: TX Zip: 95287Phone: (202) 547-6717 X 9585 Fax: ()

SSN: _____ Fed I.D. #: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates August 15, 2017 to August 31, 2018

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Provide professional development, coaching, support

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Ongoing professional development opportunities for SPED staff & coaches on implementation of intervention ELA curriculum for Read Well & Language! Live! to include ESY Programs.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

 a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

 b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

X c. **Other:** \$ 50,000 (describe rate agreement) Days to be determined by District

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
<u>010</u>	<u>305</u>	<u>62104A</u>	<u>5815</u>	<u>50,000</u>		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.

8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: State & Federal (School/Dept.)

VENDOR NO. 21447

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: CITIZEN SCHOOLS

Address: 308 Congress St City: Boston State: CA Zip: 02210

Phone: (611) 695-2300 Fax: ()

SSN: _____ Fed I.D. #: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates November 10, 2017 to June 30, 2018

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Citizen Schools has 2 extra part time staff who support 3 campus.

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Citizen Schools is requesting supplemental funding to directly support part time staff - teaching associates for 3 sites: George, Sheppard and Renaissance Fischer.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

 a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

 b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

 c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
06	360	11900	5815	75,000.00		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: State & Federal (School/Dept.)

VENDOR NO. 18549

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: CONSCIOUS TEACHING LLC

Address: 21 Crest Road City: Fairfax State: CA Zip: 94930

Phone: (800) 667-6062

Fax: ()

SSN: _____ Fed I.D. #: 20-2986950

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates December 11, 2017 to December 11, 2017

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Professional Development for Alum Rock Union School District.

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Workshop will focus on prevention and intervention strategies that classroom

After School Program leaders can implement to create safer learning environments.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

_____ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

_____ b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

_____ c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
06	360	13860	5815	3,500.00	ASES	

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: State & Federal (School/Dept.)

VENDOR NO. 20047

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: RSB: Education Inc. DAB: Sylvan Learning

Address: 5415 Camden Ave City: San Jose State: CA Zip: 95124

Phone: (408) 912-1700 Fax: ()

SSN: _____ Fed I.D. #: 68-0436596

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates November 10, 2017 to June 30, 2018

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Tutoring services for Foster Youth.

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Tutoring services in math or reading for Foster Youth.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

 a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

 b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

 X c. **Other:** \$ 750 - \$1,400 (describe rate agreement) Per student, dependent on student need and group size.

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
03	360	5060-0-	5815	15,000.00		
06	360	1190-0-	5815	15,000.00		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: State & Federal (School/Dept.)

VENDOR NO. 20047

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: RSB EDUCATION INC. DBA: Sylvan Learning

Address: 5415 Camden Ave City: San Jose State: CA Zip: 95124

Phone: (408) 912-1700 Fax: ()

SSN: _____ Fed I.D. #: 68-0436596

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates November 10, 2017 to June 30, 2018

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Tutoring Services in math or reading.

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Tutoring Services in math or reading including pre/post assessment to measure academic growth at various schools in Alum Rock School District.

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

 a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

 b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

 X c. **Other:** \$ 350 - \$750 (describe rate agreement) Per student dependent on student need and groupsize.

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
		"Various budgets per school/department"				

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: State & Federal (School/Dept.)

VENDOR NO. 21300

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: TUTORWORKS Academic Services

Address: 700 Airport Blvd Suite #450 City: Burlingame State: CA Zip: 94010

Phone: (650) 298-8867

Fax: (866) 694-3525

SSN: _____ Fed I.D. #: 200044202

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates November 10, 2017 to June 30, 2018
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:
- A. One line description for Governing Board Report:
Tutorworks will implement the Tutorworks mastery program in Alum Rock School District.
- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary: Tutorworks provides an onsite academic intervention program that is customized to address students specific needs. The program integrates certified staff and technology-based supports as part of instructional program.
4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)
- a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.
- b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.
- X c. **Other:** \$ 42.02 (describe rate agreement) Per student hour. Groupsizedependent on site needs.
5. **BUDGET CODE:**
- | FUND | DEPARTMENT | PROG/COUNTER | OBJECT | \$ AMOUNT | PROG. TITLE | BUS OFC |
|------|------------|--------------|---|-----------|-------------|---------|
| | | | | | | |
| | | | "Various budgets per school/department" | | | |
| | | | | | | |
6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.

**ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
INDEPENDENT CONTRACTOR AGREEMENT**

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: Student Services (School/Dept.)

VENDOR NO. _____

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: Dora J. Dome Law Offices
 Address: 511 Telegraph Ave. #164 City: Oakland ST: CA Zip: 94609
 Telephone: (510) 301-6667 Fax #: (510) 291-9599
 SSN: _____ Fed I.D.#: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates 10/11/2017 to 10/11/2017
 3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

A. One line description for Governing Board Report:

Presentation for effective bullying intervention.

B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

Presentation by Dora Dome, Esq. for school principals on Strategies for effective bullying intervention on 10/11/2017

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor, upon Contractor's submission of a properly documented demand for payment (Form B-210) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

- ☐ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.
☒ b. **Flat Rate:** \$ 2,000 to be the total payment to the Contractor including travel and/or other expenses.
☐ c. **Other:** \$ _____ (describe rate agreement) _____

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
<u>03</u>	<u>305</u>	<u>5020</u>	<u>5815</u>	<u>2,000</u>		<u>10/30/17</u>

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
 7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.
 8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENT

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: Academic Services (School/Dept.)

VENDOR NO. 21602

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: E.L. Achieve, Inc.
 Address: 30332 Esperanza City: Rancho Santa Margarita State: CA Zip: 92688
 Phone: (760) 290-3461 Fax: (831) 536-1616
 SSN: _____ Fed I.D. #: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates September 1, 2017 to June 30, 2018

3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Services for Constructing Meaning PD to support ELs.

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary: To support ARUSD's English Learners:

- Five-day apprentice institute - two-day symposium
- Five-day leadership seminar - five-day leadership seminar
- CM district website licenses

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor upon Contractor's submission of a properly documented demand for payment (Form BUS-106) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

☐ a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

☐ b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

☒ c. **Other:** \$ 35,280.00 (describe rate agreement) total w/estimated travel included

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
<u>03</u>	<u>305</u>	<u>5100-0</u>	<u>5815</u>	<u>\$35,280.00</u>		

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.

7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.

8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.

**ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
INDEPENDENT CONTRACTOR AGREEMENT**

TO: DIVISION OF BUSINESS SERVICES

CONTRACT NO. _____

FROM: Human Resources (School/Dept.)

VENDOR NO. _____

1. **PARTIES:** The Alum Rock Union Elementary School District (ARUESD), whose address is 2930 Gay Avenue, San Jose, CA 95127, and the following named Contractor:

Name of Individual/Company: School Services of California

Address: 1121 L Street, Suite 1060 City: Sacramento ST: CA Zip: 95814

Telephone: (916) 446-7517 Fax #: (916) 446-2011

SSN: _____ Fed I.D.#: _____

Contractor's License: _____ Type: _____ Expiration: _____

Mutually agree and promise as follows:

2. **CONTRACT TERM:** effective dates July 1, 2017 to June 30, 2018
3. **CONTRACTOR'S OBLIGATION:** In consideration of the compensation, the Contractor shall provide the following services, materials, products, and/or reports:

- A. One line description for Governing Board Report:

Search services for assistant superintendent and labor relations

- B. Full description of services to be provided and expected results (e.g. services, materials, products and/or reports). Attach proposals, exhibits and other documentation if necessary:

4. **COMPENSATION:** In consideration of Contractor's provision of services as described above, and subject to the payment provisions expressed herein, ARUESD shall pay Contractor, upon Contractor's submission of a properly documented demand for payment (Form B-210) which shall be submitted not later than 30 days from the end of the month in which the contract services were rendered, and upon approval of such demand by ARUESD as follows: (Check either a, b, or c)

a. **Fee Rate:** \$ _____ per hour/day of service as may be requested by ARUESD, not to exceed a maximum of _____ hours/days of services. ARUESD may, but is not obligated to, request the maximum number of hours/days of service.

b. **Flat Rate:** \$ _____ to be the total payment to the Contractor including travel and/or other expenses.

☒ c. **Other:** \$ 25,000 (describe rate agreement) (see attached)

5. **BUDGET CODE:**

FUND	DEPARTMENT	PROG/COUNTER	OBJECT	\$ AMOUNT	PROG. TITLE	BUS OFC
03	600	7700 0	5815	\$25,000		12

6. **TERMINATION:** This contract may be terminated by ARUESD at its sole discretion, upon five-day advance written notice thereof to the Contractor, or canceled immediately by written mutual consent.
7. **INDEPENDENT CONTRACTOR STATUS:** This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. In executing this agreement, the Contractor certifies that no one who has or who will have any financial interest under this agreement is an officer or employee of ARUESD. Additionally, as the Contractor is not an ARUESD employee, ARUESD is not responsible for obtaining workers' compensation insurance coverage for the Contractor.
8. **COMPLETENESS OF AGREEMENT:** This agreement constitutes the entire understanding of the parties and any change or modification shall be in writing and signed by both parties hereto.

10.13

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees:

Date: October 19, 2017

Subject: School-sponsored Field Trip List

Staff Analysis: Student field trips are an important component of the educational program. Field trips supplement and enrich classroom-learning experiences and provide opportunities for students to relate their new learning to the outside world.

Recommendation: Staff recommends approval of out-of-county school-sponsored and overnights field trips.

Submitted by: Sandra Garcia

Title: Director of State and Federal Programs

Approved by: Rene Sanchez


Title: Assistant Superintendent of Instructional Services

To the Board of Trustees:

Meeting: November 09, 2017
Regular Board Meeting

Recommend Approval

10.13
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____

Seconded by: _____

Approved: _____

Not Approved: _____

Tabled: _____



Alum Rock Union Elementary School District Field Trip Information Sheet

Overnight Field Trips are in **BOLD**

Field Trips for Board Approval: November 09, 2017

School	Field Trip Event	City, and County	Date	Grade	# of classes	Budget (coding)	Purpose: (academic standard the trip supports)
Aptitud	Santa Cruz Harbor	Santa Cruz, Santa Cruz	12/13/2017	4	1	PTA	Students will learn about the animals and their habitats.
George M.S.	UC Santa Cruz	Santa Cruz, Santa Cruz	11/18/2017	7-8	1	Donations	Students will tour the campus and learn about college requirements.
L.U.C.H.A.	California Academy of Sciences	San Francisco, San Francisco	11/15/2017	3	2	PLG	Students will learn about animals, their habitats and experience hands-on activities.
L.U.C.H.A.	Walden West Science Camp Cupertino	Cupertino, Santa Clara	01/29/2018-02/02/2018	5	2	PTO	Students will learn about the ecosystems and participate in hands-on science activities.
Ocala MS	De Young Museum of SFSU	San Francisco, San Francisco	12/02/2017	6-8	2	Measure A	Family Engagement Field Trip.
Ren II @ Mathson	California Academy of Science	San Francisco, San Francisco	11/14/2017	6	3	Title I/ LCAP	Student will collect evidence to support claim that all Earth processes are the result of energy flowing and matter cycles.
Ren II @ Mathson (Citizen Schools)	Box, Inc.	Redwood City, San Mateo	11/30/2017	6-8	1	Donations	Introduce students to careers in technology.
Russo/ McEntee	California Academy of Sciences	San Francisco, San Francisco	11/15/2017	3	4	Donations	Students will learn about animals, their habitats and experience hands-on activities.

10.14

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: Approve/Ratify Notices of Employment and Changes of Status/November 9, 2017/
Human Resources Department

Staff Analysis:

This item includes recommendations such as new hires, leaves of absence, or other changes in employee status.

Recommendation:

The Board is requested to approve the hiring of any new employee, and any change of status for existing employees.

Submitted by: Jess Serna Title: Interim Assistant Superintendent,
Human Resources

To the Board of Trustees:
Recommend Approval

Meeting: November 9, 2017
Regular Board Meeting

10.14
Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

CLASSIFIED PERSONNEL – November 9, 2017

CLASSIFIED OFFERS OF EMPLOYMENT:

I. New Hire:

1. Aguilera, Angelica M	Community Liaison/Cassell	10/16/17
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II. Change of Status:

1. Cervantes, Marta	Bus Driver & Campus Paraeducator / M.O.T & George	10/09/17
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III. Working Out of Classification:

1. Cereceres, Corina	Sr. Accounting Assistant/Purchasing	10/23/17-11/03/17
2. Newton, Maria	Sr. Accountant/Fiscal Services	10/23/17-12/22/17

IV. Retirement:

1. Lopez, Teresa L	Administrative Assistant/State & Federal	11/01/17
2. Madrigal, Maria	Head Custodian II/Aptitud	01/01/18
3. Martinez, Mary E	Satellite Supervisor/Sheppard	01/01/18
4. Moran, Rosa Angelica	Child Nutrition Assistant I/Ocala	11/01/17

V. Contracted Employee:

1. Beeks, Jarzzale	Afterschool Sports Coach/ Fischer & Ren I	10/13/17-06/28/18
2. Cruz, Ryan C.	Instructor Assistant/ VAPA	08/04/17-06/30/18
3. Dumlao, Brent	Morning Time Activity Coord./ Renaissance II	10/13/17-06/15/18
4. King, Stacey	Cross Country Coach/ Adelante I	09/11/17-10/10/17
5. Pangilinan, Oscar	Instructor Audio Tech/VAPA	08/28/17-06/30/18
6. Tamar, Hakim	Kids Coach/ Hubbard	08/28/17-06/14/18

**ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT-
HUMAN RESOURCES DEPARTMENT
MEETING OF THE BOARD OF TRUSTEES
November 9, 2017**

CERTIFICATED OFFERS OF EMPLOYMENT:

I. New Hires:

1. Dunn, Nicole	Core/Renaissance Academy II	10/23/2017
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II. Residential Substitute Teacher Agreement:

1. Almazan, Epsom	Residential Substitute Teacher	11/01/2017- 11/30/2017
2. Cook, Steve	Residential Substitute Teacher	11/01/2017-11/30/2017
3. Faines, Anna	Residential Substitute Teacher	11/01/2017-11/30/2017
4. Faines, James	Residential Substitute Teacher	11/01/2017-11/30/2017
5. Harlow, William(Bill)	Residential Substitute Teacher	11/01/2017-11/30/2017
6. Hawkins, Zane	Residential Substitute Teacher	11/01/2017-11/30/2017
7. Hernandez, Frank	Residential Substitute Teacher	11/01/2017-11/30/2017
8. Lored, Michael	Residential Substitute Teacher	11/01/2017-11/30/2017
9. Loui, Florence	Residential Substitute Teacher	11/01/2017-11/30/2017
10. Manundo, Marlon	Residential Substitute Teacher	11/01/2017-11/30/2017
11. Morquecho, Leticia	Residential Substitute Teacher	11/01/2017-11/30/2017
12. Rojas, Raul	Residential Substitute Teacher	11/01/2017-11/30/2017
13. Vasquez, Mary	Residential Substitute Teacher	11/01/2017-11/30/2017

III. Substitute Personnel:

1. Larsen, Erik Glen	9/15/2017
2. Linder, Jihn Gregory	10/20/2017
3. McHenry, Hillary Lauren	10/10/2017
4. Santillan, Diana Gonzalez	10/20/2017
5. Urbina, Frances	10/20/2017

CERTIFICATED CHANGES OF STATUS:

IV. Substitute Teachers – Inactivated:

1. Perez, Guadalupe	10/27/2017
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10.15

ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT
2930 Gay Avenue
San José, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION – BOARD OF EDUCATION

To the Board of Trustees:

Subject: Out of State Travel

2017 Parent & Family Engagement Conference
Austin, TX
December 4-6, 2017

Summary:

NHSA's 34th annual Parent and Family Engagement Conference is the only national event that focuses on how communities, parents, families, and Head Start program staff can best partner to promote both parent and family engagement and children's learning and development. This event highlights and explores best practices for effective partnerships straight from the programs successfully implementing them and provides hands-on training. Estimated cost \$3328.

Recommendation:

Staff recommends approval of out-of-state travel for Dana Yamaguchi and Yareni Carrasco.

Submitted by: Jess Serna

Title: Interim Assistant Superintendent,
Human Resources

To the Board of Trustees:

Recommend Approval

Meeting:

November 9, 2017

Regular Board Meeting

10.15
Agenda Placement


Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____



ALUM ROCK UNION ELEMENTARY SCHOOL DISTRICT

TRAVEL APPROVAL FORM Attach Supporting Document

Date of Request: 10/23/17

- Program Manager / Principal: Jackie Montezano/George Klieber Dept. / School Site: Sheppard and Painter
- Title of Conference / Meeting: 2017 parent and family engagement conference
- Place: Omilton in Austin, Texas
- Purpose: Increase knowledge and strategies to engage families with school.
- Date (s) of Conference / Meetings: December 4-6th 2017
- Principal / Program Manager Approval: [Signature] Date 10/23/17
- Departure Date / Time: 12/4/17 12:47 Hour: AM ☐ PM ☒
- Return Date / Time: 12/6/17 10:03 Hour: AM ☐ PM ☒
- Human Resources:

Names(s) of Employees Attending	Sub?		Bilingual		Sub Request?: (Name)	Code Sub To:
	Yes	No	Yes	No		
<u>Dawn Yamaguchi</u>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		
<u>Yareni Carrasco</u>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			

Substitute: ☐ Available ☐ Unavailable ☒ No Sub Needed

Remarks: [Signature]

Human Resources Dept. Approval: ☒ Yes ☐ No [Signature] 10/26/17
Asst. Superintendent of Human Resources Date

10. Business Services:

Cost Description	Total Estimated Costs	Reimbursement Requested
Transportation	\$ <u>786.00</u>	\$
Registration	<u>1148.00</u>	
Lodging	<u>1040.00</u>	
Meals	<u>354.00</u>	
Shuttle / Parking		
Other		
Total	\$ <u>3328.00</u>	\$

Attach Purchase Order(s), Invoice(s) and Registration Form(s).

11. Account Code: split 50% / 50% measure A 0617091120 / 0616091120

Approved by: _____ Date _____ Approved By: _____ Date _____
Business Services / Purchasing Superintendent

- This form must be completed and submitted at least 60 days prior to the proposed trip.
- Cash advance request, submit the completed form 60 days prior to cash advance due date.
- The approved yellow travel approval copy will be returned to the originator. This authorization must be received by the originator before the trip begins.

OCT 27 2:43 PM



*2017 Parent and Family Engagement Conference
December 4-7th Austin, Texas*

Overview:

NHSA's 34th annual Parent and Family Engagement Conference is the only national event that focuses on how communities, parents, families, and Head Start program staff can best partner to promote both parent and family engagement and children's learning and development.

Head Start is built from the ground up to address the needs of the whole child and therefore the whole family. With this focus at its core, Head Start has worked to create fruitful and lasting partnerships with parents, family members and communities for the past 50+ years.

As the nation's attention turns toward the future of early childhood education with an intensity not seen since Head Start's founding, now is the time to call attention to the importance of partnerships in the success of Head Start. This event, like no other, highlights and explores best practices for effective partnerships straight from the programs successfully implementing them and provides hands-on training specifically designed for Policy Council chairs and members, as well as Board members.

Schedule:

Monday, December 4, 2017

8:00 AM – 5:00 PM	Registration Open
9:00 AM – 12:00 PM	The Why, How, When, and What of Father Engagement in Head Start
9:00 AM – 5:00 PM	Policy Council's Role in Head Start/Early Head Start Continuation of Professional Services Training by Wipfli

9:00 AM – 5:00 PM	Family Development Credential
9:00 AM – 5:00 PM	Pre-Conference Training Institutes and Special Tracks

Tuesday, December 5, 2017

7:00 AM – 8:00 AM	Morning Fitness
8:00 AM – 5:00 PM	Registration Open
9:00 AM – 5:00 PM	Family Development Credential
9:00 AM - 10:30 AM	Opening General Session
10:30 AM – 12:30 PM	Communities of Practice: Meet-Up and Refuel with Coffee
12:30 PM – 2:00 PM	Exhibit Hall Opens with Lunch
2:00 PM – 3:30 PM	Concurrent Training Sessions
2:00 PM – 6:00 PM	Exhibit Hall Open
4:00 PM – 5:00 PM	Concurrent Training Sessions

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Wednesday, December 6, 2017

7:00 AM – 8:00 AM	Morning Fitness
8:00 AM – 5:00 PM	Registration Open
9:00 AM – 5:00 PM	Family Development Credential
9:00 AM - 10:30 AM	Concurrent Training Sessions
9:00 AM – 4:30 PM	Exhibit Hall Open
11:00 AM – 12:00 PM	Concurrent Training Sessions
12:00 PM – 2:00 PM	Refuel
2:00 PM – 3:30 PM	Concurrent Training Sessions
4:00 PM – 5:00 PM	Concurrent Training Sessions
6:00 PM – 9:00 PM	<p>Policy Council Barbeque and Boots Dinner and Dance</p> <p>Hosted by NHSA Board Parent Representatives (ticketed event)</p>

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Thursday, December 7, 2017

7:00 AM – 8:00 PM	Morning Fitness
8:00 AM – 11:00 AM	Registration Open
9:00 AM – 1:00 PM	Family Development Credential
9:00 AM – 10:30 AM	Concurrent Training Sessions
11:00 AM – 12:00 PM	Closing General Session