



**BELLEVUE
UNION**
SCHOOL DISTRICT

N O T I C E

BOARD MEETING OF THE BELLEVUE UNION SCHOOL

**DISTRICT BOARD OF TRUSTEES WILL BE HELD ON Tuesday
March 10, 2020, CLOSED SESSION 5:30PM THE BELLEVUE UNION
SCHOOL DISTRICT, OFFICE 3150 EDUCATION DR SANTA ROSA,
CALIFORNIA. 6:00PM AT THE TAYLOR MOUNTAIN ELEMENTARY
SCHOOL MPR, 1210 BELLEVUE AVE E SANTA ROSA, CALIFORNIA.**

DATED: March 6, 2020

**David Alexander, Ed.D.
SECRETARY TO THE BOARD
AND DISTRICT SUPERINTENDENT**

POSTED: March 6, 2020

BELLEVUE UNION SCHOOL DISTRICT
Regular Board Meeting
Bellevue Union School District Office
3150 Education Dr, Santa Rosa, CA 95407
Tuesday, March 10, 2020

AGENDA

1. Open Session 5:30 pm

1.1. Call To Order at the Bellevue Union School District Office

1.2. Public Comment on Closed Session Agenda

The Public is invited to address the Board regarding items that are on the Closed Session Agenda. Speakers are limited to 3 minutes each. Because this is the time for the public to comment it is our time to hear from you. Although the Board will not respond we want you to know that we are listening to you carefully.

2. Adjourn To Closed Session

2.1. Closed Session Agenda

2.1.1. Public Employment § 54957

3. Reconvene to Open Session 6:00pm at the Taylor Mountain Elementary School Cafeteria

3.1 Flag Salute

3.2 Report on Closed Session

3.3 Consider Agenda Adjustment

3.4 Public Comment

At this time, members of the public may express opinions or make statements regarding issues pertinent to the District. Action may not be taken on statements or testimony made regarding any item not on the agenda, per Government Code 54954.2. There will be a limit of three minutes placed on each individual making a statement and a total 30 minute time allocation. Persons wishing to speak should complete a Speaker's Card and present it to the Board Secretary. After receiving recognition from the President, please stand and address the Board. Because this is the time for the public to comment it is our time to hear from you. Although Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments we want you to know that we are listening to you carefully.

4. Recognition

- 4.1. District Science Fair First Place Winners
5. Information/Action
 - 5.1. BUSD Interim Report
 - 5.1.1. Consider Approval of BUSD District Certification of Interim Report and Budget Transfer – Second Interim 2019-20
6. Informational
 - 6.1. Facilities Update, Roger Farrell, Director of Maintenance and Operations
 - 6.2. LCAP Stakeholders Meeting Presentation & Updates, David Alexander, Ed.D., Superintendent
7. Action
 - 7.1. Consider Approval of 2018-19 Audit Certification of Corrective Actions
 - 7.2. Consider Approval of MOU for Data Sharing Services Between BUSD & SCOE
 - 7.3. Consider Approval of E-Rate Proposals for 2019 E-Rate funding
 - 7.4. Consider Approval of BEA “Sunshine” Letter Declaring Negotiation Openers for 2020-21
 - 7.5. Consider Approval of BUSD “Sunshine” Letter Declaring Negotiation Openers for 2020-21 with BEA
 - 7.6. Consider Approval of Updated Certificated (Teacher) Substitute Pay Schedule
 - 7.7. Consider Approval of New Job Description Curriculum/English Learners Director
 - 7.8. Consider Approval of Salary Schedule Revision of the Certificated Director Position on the Certificated Administrator Salary Schedule
 - 7.9. Consider Approval of Revised Job Description - Director of Human Resources
 - 7.10. Consider Ratification of Bills and Warrants
8. Consent Calendar
 - 8.1. Board Meeting Minutes
 - 8.1.1. Special Board Minutes February 18, 2020
 - 8.2. CAMSA Contract Renewal
 - 8.3. Dreambox Contract Renewal
 - 8.4. Acknowledge and Accept Grants & Donations
 - 8.4.1. Community Foundation Sonoma County- \$2,230 from the Kawana Student Support Fund - Professional Training for Bilingual Teachers
 - 8.4.2. Carole Bennett, BUSD Science/STEM volunteer judge - \$500 for STEM activities
 - 8.5. Personnel Activity Log
9. Reports
 - 9.1. California School Employees Association, Chapter 501
 - 9.2. Bellevue Education Association
 - 9.3. Principal Reports
 - 9.4. Board Reports/Board Items
 - 9.5. Superintendent Report
 - 9.5.1. Enrollment Update
10. Planning

April 21, 2020	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions - Violin Performance, Spelling Bee, Volunteer of the Year)
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11. Return to Closed Session as Needed

Notice

The Bellevue Union School District complies with the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent's Office by calling (707)542-5197 x2. All efforts will be made for reasonable accommodations.

Agenda available in Spanish upon request. Orden del día disponible en español si se solicita.

*District Employees, parents and community members shall treat each other with civility, courtesy and respect.
Civility Policy (BP 1313)*

Bellevue Union School District

Agenda Item for Board Meeting of March 12, 2019

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of BUSD District Certification of Interim Report and Budget Transfer – Second Interim 2019-20

Prepared By: Chris J. Kim, CBO

Background:

Educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second interim report is due March 17 for the period ending January 31. The following report includes a certification of whether or not the LEA is able to meet its financial obligations. Key Components of this report include analysis and projection of:

1. Average Daily Attendance
2. Enrollment
3. ADA to Enrollment
4. Local Control Funding Formula
5. Salaries and Benefits
6. Revenues and Expenditures
7. Facilities Maintenance
8. Deficit Spending (if any)
9. Fund and Cash Balances
10. Reserves

Cost:

n/a

Recommended Action:

Review and Approve.

Supporting Documents:

Under Separate Cover (2019-20 Second Interim Financial Report)

Bellevue Union School District

Agenda Item for Board Meeting of March 12, 2019

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of 2018-19 Audit Certification of Corrective Actions

Prepared By: Chris J. Kim, CBO

Background:

In accordance with Education Code section 41020.3, the Governing Board reviewed and accepted the prior year's Financial Report/Audit, at the public meeting scheduled on January 21, 2020. Of the findings noted in the financial report/audit by Christy White and Associates, two findings required corrective actions:

1. The State of California requested confirmation that the District's Comprehensive Safety plan has been developed and approved. Indeed this was completed on September 17, 2019. All related materials including the memo responding to the finding is presented as supporting documentation.
2. The State of California requested an adjustment to the District's P2 and Annual attendance for the 2018-19 fiscal year to account for the overstatement of 0.79 ADA. All related materials including the adjusting attendance entries submitted to State are presented as supporting documentation.

Cost:

The cost of the overstated ADA will result in a reduction of funding equating to \$6,047.

Recommended Action:

Review and Approve.

Supporting Documents:

- Comprehensive Safety Plan Memo
- Attendance Correction



AUDIT CERTIFICATION

2018-19 FINANCIAL REPORT/AUDIT

District/Charter Name Bellevue Union SD Sonoma County, California

In accordance with Education Code section 41020.3, the Governing Board must review and accept the prior year's Financial Report/Audit, at a public meeting, on or before January 31 (or for charter schools pursuant to Education Code section 47605) and

THEREBY, as written verification of said review, the Governing Board reviewed and accepted

on January 21, 2020 the Annual Financial Report as of June 30, 2019.

(Signature) District Superintendent/Charter School Official

3/10/20

Date

Dr. David Alexander

Printed name

Submit the original signature copy of the Audit Certification by **February 15, 2020** to your **SCOE Advisor** at:
Business Services
Sonoma County Office of Education
5340 Skyline Boulevard
Santa Rosa, CA 95403



CERTIFICATION OF CORRECTIVE ACTION

2018-19 AUDIT FINDINGS AND RECOMMENDATIONS

District Name Bellevue Union SD
Sonoma County, California

- 2018-19 Certification of Corrective Action is hereby filed by the Governing Board of the school district.

Clerk/Secretary of the Governing Board

3/10/2020
Date of Meeting

- 2018-19 Certification of Corrective Action

The Superintendent certifies that all corrective action(s) specified in the attached page(s) have been reviewed by the district's Governing Board and assures that corrective procedures have been implemented and will be used in the ensuing years.

Dr. David Alexander
District Superintendent

3/10/2020
Date

For additional information

Contact: Dr. Chris J. Kim Phone: 707-542-5197

Submit original of the Certification of Corrective Action together with each Audit Finding Corrective Action form and corresponding documentation by **March 15, 2020** to your **SCOE Advisor** at:
Sonoma County Office of Education
5340 Skylane Boulevard
Santa Rosa, CA 95403

2018-19 AUDIT FINDING CORRECTIVE ACTION

due to SCOE by March 15, 2020

District: Bellevue Union School District

Finding Category: 30000 (see list at bottom of page)

Finding Number: 2019-001 **Page Number:** 74

- A. Describe below specific corrective action(s) used in resolving the audit finding.
B. Specifically address each individual item within the finding. Be certain that your responses are clear and concise. You will need to provide all documentation which supports the specific action taken toward resolving the finding; i.e., copies of amended reports, corrective action plans, etc.

The Bellevue Union School District has experienced substantial turnaround in administrative leadership and administrative office staff leading into the academic year. These transitions have resulted in new employees who may not be as of yet fully familiar with the accounting procedures and protocols associated with maintaining Associated Student Body accounts at the Site level. To reconcile this finding, the District will provide each student body account clerk with the latest FCMAT Accounting Manual as a point of reference and forward template income statements and transaction summaries for daily use.

C. Did this finding require a corrective report? →

Yes



No

If yes, attach a copy of an acceptable plan of correction.

AB 3627 Finding Category Types

10000	Attendance
20000	Fixed Assets
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

2018-19 AUDIT FINDING CORRECTIVE ACTION

due to SCOE by March 15, 2020

District: Bellevue Union School District

Finding Category: 30000 (see list at bottom of page)

Finding Number: 2019-002 **Page Number:** 75

- A. Describe below specific corrective action(s) used in resolving the audit finding.
B. Specifically address each individual item within the finding. Be certain that your responses are clear and concise. You will need to provide all documentation which supports the specific action taken toward resolving the finding; i.e., copies of amended reports, corrective action plans, etc.

The District has completed the process to opt in to CUPCCAA. Confirmation of the District's participation was received in November 2019 and the District should now be listed as a participating agency.

C. Did this finding require a corrective report? →

Yes



No

If yes, attach a copy of an acceptable plan of correction.

AB 3627 Finding Category Types

10000	Attendance
20000	Fixed Assets
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

2018-19 AUDIT FINDING CORRECTIVE ACTION
due to SCOE by March 15, 2020

District: Bellevue Union School District

Finding Category: 30000 (see list at bottom of page)

Finding Number: 2019-003 Page **Number:** 75

- A. Describe below specific corrective action(s) used in resolving the audit finding.
B. Specifically address each individual item within the finding. Be certain that your responses are clear and concise. You will need to provide all documentation which supports the specific action taken toward resolving the finding; i.e., copies of amended reports, corrective action plans, etc.

Although the District affirms that cash receipts were logged correctly in the District's Checking Account ledger (via Exchange Bank), the District will further reconcile all cash receipts in the form of an external log with corresponding supporting documentation.

C. Did this finding require a corrective report? _____ →

Yes



No

If yes, attach a copy of an acceptable plan of correction.

AB 3627 Finding Category Types

10000	Attendance
20000	Fixed Assets
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

2018-19 AUDIT FINDING CORRECTIVE ACTION
due to SCOE by March 15, 2020

District: Bellevue Union School District

Finding Category: 30000 (see list at bottom of page)

Finding Number: 2019-004 **Page Number:** 76

- A. Describe below specific corrective action(s) used in resolving the audit finding.
B. Specifically address each individual item within the finding. Be certain that your responses are clear and concise. You will need to provide all documentation which supports the specific action taken toward resolving the finding; i.e., copies of amended reports, corrective action plans, etc.

The amount reflected has been transferred in accordance with Education Code section 42603.

C. Did this finding require a corrective report? →

Yes

☒

No

If yes, attach a copy of an acceptable plan of correction.

AB 3627 Finding Category Types

10000	Attendance
20000	Fixed Assets
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card



2018-19 AUDIT FINDING CORRECTIVE ACTION

due to SCOE by March 15, 2020

District: Bellevue Union School District

Finding Category: 40000 (see list at bottom of page)

Finding Number: 2019-005 Page **Number:** 78

- A. Describe below specific corrective action(s) used in resolving the audit finding.
B. Specifically address each individual item within the finding. Be certain that your responses are clear and concise. You will need to provide all documentation which supports the specific action taken toward resolving the finding; i.e., copies of amended reports, corrective action plans, etc.

The District's comprehensive safety plan was approved by the Board of Trustees on September 17 2019. The District will continue to provide oversight and training to staff responsible for implementing this new requirement.

C. Did this finding require a corrective report? →

X

Yes

No

If yes, attach a copy of an acceptable plan of correction.

AB 3627 Finding Category Types

10000	Attendance
20000	Fixed Assets
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card



Audit Resolution Office
School Fiscal Services Division
California Department of Education
1430 N. Street, Suite 3800
Sacramento, CA 95814

Re: Certification of Corrective Action, Resolution of 2018/19 Audit Findings

To Whom it May Concern,

The FY2018/19 annual audit of the Bellevue Union School District by Christy White and Associates indicated that a comprehensive school safety plan had not been developed and approved prior to the required deadline of March 1, of the current audit year (Finding 2019-005).

The corrective action plan was implemented and is as follows:

1. The District reviewed its board policy to ensure that the procedures governing the review and approval of the safety was clearly stipulated. This policy is attached as an addendum to this memo.
2. The Board of Trustees approved the District's Comprehensive Safety Plan on September 17, 2019. A copy of the District's September 17, 2019 Board Meeting Agenda is attached as an addendum to this memo.

If you have any questions, please contact the Bellevue Union School District, Business Services Office at 707-542-5197.

Sincerely,

Chris J. Kim
Chief Business Official
Bellevue Union School District

Board of Trustees:

Ms. Lisa Reyes, Ms. Stephanie Merrida-Grant, Mr. John Jarvis, Ms. Adele Walker, Ms. Juana Garcia

Superintendent:

Dr. David Alexander

CERTIFICATION OF CORRECTIVE ACTION
Resolution of 2018-19 Audit Findings

February 10, 2020

LEA: Bellevue Union School District

County: Sonoma

CDS #: 49-70615

Superintendent or Designee's Signature: _____

(The Superintendent certifies that all corrective action(s) specified on the attached page(s) have been implemented and assures that the corrective procedures will be used in ensuing years.)

Contact Person: Chris J. Kim, CBO E-mail Address: ckim@busd.org

Phone Number: 707-542-5197 Fax Number: n/a

INSTRUCTIONS

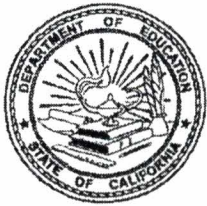
On a separate sheet, please describe the specific corrective action which has been taken for each audit finding identified on the enclosed Management Decision List and provide any requested documentation. Be certain that your responses are clear and concise. You will need to provide all documentation that confirms specific actions resolving the problem, i.e., copies of amended reports, certification number of the amended P-2 or Annual Reports of Attendance, revised procedures, corrective action plans, etc.

Please sign and date this Certification of Corrective Action form and submit the original certification form, response, and corresponding documentation to:

Audit Resolution Office
School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814
FAX: 916-327-6157

Your response must be submitted **within three weeks of the date of this letter.**

If the Superintendent, Chief Business Officer, or mailing address shown in our letter is incorrect, please report any updated information on our web page at <https://www3.cde.ca.gov/opuscads/default.aspx>.



**CALIFORNIA DEPARTMENT
OF EDUCATION**

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

February 10, 2020

David Alexander, Superintendent
Bellevue Union School District
3150 Education Drive
Santa Rosa, CA 95407-2764

Dear Superintendent Alexander:

Subject: 2018–19 Audit Findings Resolution

Pursuant to California *Education Code* (EC) Section 41020, the State Superintendent of Public Instruction is responsible for ensuring that local educational agencies (LEAs) correct or develop acceptable corrective action plans for all federal and state compliance audit exceptions identified in the annual audit of their books and accounts. In addition, the California Department of Education (CDE) is required by federal regulations, Title 2 of the *Code of Federal Regulations* §200.331, to issue a management decision and ensure LEAs take appropriate and timely action to correct audit findings affecting federally funded programs.

During our review of the findings and recommendations reported in your 2018–19 fiscal year audit report, we determined the following finding(s) require(s) resolution by our office: 2019-005. Within three weeks from the date of this letter, please let us know the additional corrective action you have taken or are planning to take to address the finding(s) identified in the enclosed Management Decision List and provide any requested supporting documentation. Send your response to the following address, together with a completed Certification of Corrective Action form (enclosed), and a copy of the documents that evidence the corrective actions:

Audit Resolution Office
School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814-5901

We will determine from the information and documentation you submit if the actions taken appropriately address the audit findings so we can clear them.

You may also receive separate communication from your county office of education (COE) with regard to certain audit findings. The COE, rather than the CDE, is responsible for reviewing and resolving LEA audit exceptions related to attendance, inventory of equipment, internal control issues, and other miscellaneous items (EC Section 41020[i][1]), as well as audit exceptions related to local control and accountability plans,

David Alexander, Superintendent
February 10, 2020
Page 2

classroom teacher salaries (*EC* Section 41372), teacher misassignments, information reported on the school accountability report card, and sufficiency of textbooks and instructional materials (*EC* sections 41020[i][2] and 41344.4). In addition, a COE pursuant to *EC* Section 41020(k) will require an LEA whose audit report includes attendance-related audit exception(s) involving state funds to submit appropriate reporting forms for processing by the CDE.

You may appeal apportionment significant findings contained in the audit report. These are state compliance findings involving one or more units of average daily attendance or a value equivalent to the Local Control Funding Formula funding for one or more units of average daily attendance. Upon receipt of the State Controller's Office (SCO) letter certifying that your audit report met specified standards, you have 30 days to file a written request for summary review (*EC* Section 41344.1[d]) or 60 days to file for formal appeal (*EC* Section 41344[d]) with the Education Audit Appeals Panel (EAAP). A summary review is a voluntary, informal, appeals process for audit exceptions that clearly constitute substantial compliance as that term is defined in *EC* Section 41344.1(c). If you request a summary review, you may appeal the findings included in that review by filing a formal appeal with the EAAP within 30 days after receiving a determination of the review.

The timelines and procedures to follow for the appeal process are posted on the EAAP web site at <http://www.eaap.ca.gov>. If you have any questions on the summary review or formal appeal process, please contact the EAAP staff by phone at 916-445-7745.

You may request a plan to repay an apportionment significant audit exception or to pay a penalty arising from an audit exception. To request a repayment plan you must submit a letter to the CDE within 90 days of the SCO letter or within 30 days of withdrawing or receiving a determination of a summary review if there is no appeal, or within 30 days of withdrawing or receiving a final determination regarding an appeal (*EC* Section 41344[a]). More information on the audit resolution process, audit appeals, and repayment plans can be found on the CDE web page at <https://www.cde.ca.gov/fg/au/ag>.

Thank you for your attention to this matter. If you need further information, please contact Raquel Tucker or Ruthann Munsterman by phone at 916-323-8068 or by email at rtucker@cde.ca.gov or rmunsterman@cde.ca.gov.

Sincerely,



Raquel Tucker, Education Fiscal Services Consultant
Categorical Allocations, Management Assistance, and Audit Resolution Office
School Fiscal Services Division

RT:ct
Enclosure

cc: Steven Herrington, Superintendent, Sonoma County Office of Education
Chief Business Official, Bellevue Union School District

MANAGEMENT DECISION LIST

LEA: Bellevue Union

County: Sonoma

CDS#: 49-70615

Finding

CDE Decision

2019-005 Comprehensive
School Safety Plan

Corrective Action/
Documentation
Required:

Provide a description of procedures for reviewing and approving Comprehensive School Safety Plans and a timeline for implementation.

There is currently no cost associated with this finding, however, per California Education Code Section 32287, if the Superintendent of Public Instruction determines that there has been a willful failure to make any report, the Superintendent shall do both of the following: (a) Notify the school district or county office of education in which the willful failure has occurred, and (b) Make an assessment of not more than two thousand (\$2,000) dollars against that school district or COE.

2018-19 AUDIT FINDING CORRECTIVE ACTION

due to SCOE by March 15, 2020

District: Bellevue Union School District

Finding Category: 70000 (see list at bottom of page)

Finding Number: 2019-006 **Page Number:** 78

- A. Describe below specific corrective action(s) used in resolving the audit finding.
B. Specifically address each individual item within the finding. Be certain that your responses are clear and concise. You will need to provide all documentation which supports the specific action taken toward resolving the finding; i.e., copies of amended reports, corrective action plans, etc.

The District will work to schedule a public hearing regarding instructional materials prior to the 8th week of the subsequent School Year.

C. Did this finding require a corrective report? →

Yes



No

If yes, attach a copy of an acceptable plan of correction.

AB 3627 Finding Category Types

10000	Attendance
20000	Fixed Assets
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

2018-19 AUDIT FINDING CORRECTIVE ACTION
due to SCOE by March 15, 2020

District: Bellevue Union School District

Finding Category: 10000 (see list at bottom of page)

Finding Number: 2019-007 **Page Number:** 79

- A. Describe below specific corrective action(s) used in resolving the audit finding.
B. Specifically address each individual item within the finding. Be certain that your responses are clear and concise. You will need to provide all documentation which supports the specific action taken toward resolving the finding; i.e., copies of amended reports, corrective action plans, etc.

The Bellevue Union School District has experienced substantial turnaround in administrative leadership and administrative office staff leading into the academic year. These transitions have resulted in new employees who may not be as of yet fully familiar with the reconciliation procedures and protocols associated with reconciling monthly attendance. To this end, the District will review its attendance reporting procedures with each site to ensure accurate data.

C. Did this finding require a corrective report? →

☒ Yes

No

If yes, attach a copy of an acceptable plan of correction.

AB 3627 Finding Category Types

10000	Attendance
20000	Fixed Assets
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

Certification

County: Sonoma

Fiscal Year: 2018-19

District: Bellevue Union

P-2

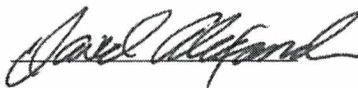
CDS CODE 49 70615

1A4D5AE1

Attendance School District

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent:



Date: 2/27/2020

County Superintendent of Schools: _____

Date: _____

Any inquiries concerning this report should be directed to:

CONTACT NAME Chris J Kim

PHONE (707) 542-5197 * 8

FAX

E-Mail ckim@busd.org

Attendance School District

County: Sonoma		Fiscal Year: 2018-19				
District: Bellevue Union		P-2				
CDS CODE	49 70615	Certificate Number: 1A4D5AE1				
Regular ADA		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)		881.97	644.36	0.00	0.00	1,526.33
Extended Year Special Education [EC 56345 (b) (3)] A-2 (Divisor 175)		0.00	0.00	0.00	0.00	0.00
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions		1.68	8.15	0.00	0.00	9.83
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)		0.00	0.00	0.00	0.00	0.00
Community Day School [EC 48660] (Divisor 70/135/180)		0.00	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-5)		883.65	652.51	0.00	0.00	1,536.16
Other						
Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		0.00	0.00	0.00	0.00	0.00
Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Sonoma		Fiscal Year: 2018-19			
District: Bellevue Union				P-2	
CDS CODE	49 70615	Certificate Number: 1A4D5AE1			
Course Based Independent Study ADA, pursuant to EC 51749.5, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-3	0.00	0.00	0.00
Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-4	0.00	0.00	0.00
ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TK/K-3 Column, First Year ADA Only)		B-5	31.13		31.13
ADA for Students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)		B-6		0.00	0.00
ADA for Students in Opportunity Classes included in Section A (Line A-1, Total Column)		B-7			0.00

Attendance School District

County: Sonoma	Fiscal Year: 2018-19	
District: Bellevue Union		P-2
CDS CODE 49 70615		Certificate Number: 1A4D5AE1

Prior Year ADA Adjustment (P-1 and P-2 only)	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a) (2) (B)].					
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-1	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-2	0.00	0.00	0.00	0.00
ADA Totals (C-1 + C-2)	C-3	0.00	0.00	0.00	0.00
Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a) (2) (C)].					
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-4	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-5	0.00	0.00	0.00	0.00
ADA Totals (C-4 + C-5)	C-6	0.00	0.00	0.00	0.00

Attendance School District

County: Sonoma	Fiscal Year: 2018-19	
District: Bellevue Union		P-2
CDS CODE 49 70615		Certificate Number: 1A4D5AE1

Prior Year P-2 ADA attributable to district resident pupils attending a non-charter school [EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	C-8	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-7 + C-8)	C-9	0.00	0.00	0.00	0.00	0.00

Gain or Loss of ADA due to a Reorganization or Transfer of Territory [EC 42238.05 (a)(3)]. If the ADA adjustment is a loss, report the loss as a negative number in Line C-10 or C-11.

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	C-11	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-10 + C-11)	C-12	0.00	0.00	0.00	0.00	0.00

Certification

County: Sonoma

Fiscal Year: 2018-19

District: Bellevue Union

P-2

CDS CODE 49 70615

61C94D56

Attendance School District

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent:



Date:

4/18/19

County Superintendent of Schools: _____

Date: _____

Any inquiries concerning this report should be directed to:

CONTACT NAME Chris J Kim

PHONE (707) 542-5197 * 8

FAX

E-Mail ckim@busd.org

Attendance School District

County: Sonoma		Fiscal Year: 2018-19				
District: Bellevue Union		P-2				
CDS CODE	49 70615	Certificate Number: 61C94D56				
Regular ADA		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)		A-1	882.17	644.95	0.00	1,527.12
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)		A-2	0.00	0.00	0.00	0.00
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions		A-3	1.68	8.15	0.00	9.83
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)		A-4	0.00	0.00	0.00	0.00
Community Day School [EC 48660] (Divisor 70/135/180)		A-5	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-5)		A-6	883.85	653.10	0.00	1,536.95
Other						
Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-1	0.00	0.00	0.00	0.00
Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-2	0.00	0.00	0.00	0.00

Attendance School District

County: Sonoma
 District: Bellevue Union
 CDS CODE 49 70615
 Fiscal Year: 2018-19
 P-2
 Certificate Number: 61C94D56

Course Based Independent Study ADA, pursuant to EC 51749.5, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-3	0.00	0.00	0.00	0.00	0.00	0.00
Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-4	0.00	0.00	0.00	0.00	0.00	0.00
ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TK/K-3 Column, First Year ADA Only)	B-5	31.13					31.13
ADA for Students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)	B-6					0.00	0.00
ADA for Students in Opportunity Classes included in Section A (Line A-1, Total Column)	B-7						0.00

Attendance School District

County: Sonoma	Fiscal Year: 2018-19	
District: Bellevue Union		P-2
CDS CODE 49 70615		Certificate Number: 61C94D56
Prior Year ADA Adjustment (P-1 and P-2 only)	TK/K-3	Grades 4-6 Grades 7-8 Grades 9-12 Total

Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a) (2) (B)].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-1	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-2	0.00	0.00	0.00	0.00
ADA Totals (C-1 + C-2)	C-3	0.00	0.00	0.00	0.00

Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a) (2) (C)].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-4	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-5	0.00	0.00	0.00	0.00
ADA Totals (C-4 + C-5)	C-6	0.00	0.00	0.00	0.00

Attendance School District

County: Sonoma	Fiscal Year: 2018-19
District: Bellevue Union	P-2
CDS CODE 49 70615	Certificate Number: 61C94D56

Prior Year P-2 ADA attributable to district resident pupils attending a non-charter school [EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	C-8	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-7 + C-8)	C-9	0.00	0.00	0.00	0.00	0.00

Gain or Loss of ADA due to a Reorganization or Transfer of Territory [EC 42238.05 (a)(3)]. If the ADA adjustment is a loss, report the loss as a negative number in Line C-10 or C-11.

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	C-11	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-10 + C-11)	C-12	0.00	0.00	0.00	0.00	0.00

Certification

County: Sonoma

Fiscal Year: 2018-19

District: Bellevue Union

Annual

CDS CODE 49 70615

0781E4B4

Attendance School District

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent:



Date: 2/27/2020

County Superintendent of Schools: _____

Date: _____

Any inquiries concerning this report should be directed to:

CONTACT NAME Chris J Kim

PHONE (707) 542-5197 * 8

FAX

E-Mail ckim@busd.org

Attendance School District

County: Sonoma		Fiscal Year: 2018-19				
District: Bellevue Union		Annual				
CDS CODE	49 70615	Certificate Number: 0781E4B4				
Regular ADA		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)		A-1	881.20	641.25	0.00	1,522.45
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)		A-2	0.00	0.00	0.00	0.00
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions		A-3	1.75	8.22	0.00	9.97
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)		A-4	0.00	0.00	0.00	0.00
Community Day School [EC 48660] (Divisor 70/135/180)		A-5	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-5)		A-6	882.95	649.47	0.00	1,532.42
Other						
Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-1	0.00	0.00	0.00	0.00
Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-2	0.00	0.00	0.00	0.00

Attendance School District

County: Sonoma		Fiscal Year: 2018-19			
District: Bellevue Union		Annual			
CDS CODE	49 70615	Certificate Number: 0781E4B4			
Course Based Independent Study ADA, pursuant to EC 51749.5, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-3	0.00	0.00	0.00	0.00
Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-4	0.00	0.00	0.00	0.00
ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TK/K-3 Column, First Year ADA Only)	B-5	31.34			31.34
ADA for Students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)	B-6			0.00	0.00
ADA for Students in Opportunity Classes included in Section A (Line A-1, Total Column)	B-7				0.00

Attendance School District

County: Sonoma			Fiscal Year: 2018-19				
District: Bellevue Union			Annual				
CDS CODE	49	70615	Certificate Number: 0781E4B4				
Prior Year ADA Adjustment (P-1 and P-2 only)			TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a) (2) (B)] .							
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)			C-1	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)			C-2	0.00	0.00	0.00	0.00
ADA Totals (C-1 + C-2)			C-3	0.00	0.00	0.00	0.00
Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a) (2) (C)] .							
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)			C-4	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)			C-5	0.00	0.00	0.00	0.00
ADA Totals (C-4 + C-5)			C-6	0.00	0.00	0.00	0.00

Attendance School District

County: Sonoma	Fiscal Year: 2018-19
District: Bellevue Union	Annual
CDS CODE 49 70615	Certificate Number: 0781E4B4

Prior Year P-2 ADA attributable to district resident pupils attending a non-charter school [EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-8	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-7 + C-8)	C-9	0.00	0.00	0.00	0.00	0.00

Gain or Loss of ADA due to a Reorganization or Transfer of Territory [EC 42238.05 (a) (3)]. If the ADA adjustment is a loss, report the loss as a negative number in Line C-10 or C-11.

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-11	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-10 + C-11)	C-12	0.00	0.00	0.00	0.00	0.00

Certification

County: Sonoma

Fiscal Year: 2018-19

District: Bellevue Union

Annual

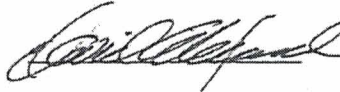
CDS CODE 49 70615

6EF88D9C

Attendance School District

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent:



Date:

6/26/19

County Superintendent of Schools:

Date:

Any inquiries concerning this report should be directed to:

CONTACT NAME Chris J Kim

PHONE (707) 542-5197 * 8

FAX

E-Mail ckim@busd.org

Attendance School District

County: Sonoma		Fiscal Year: 2018-19					
District: Bellevue Union		Annual					
CDS CODE	49 70615	Certificate Number: 6EF88D9C					
Regular ADA		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total	
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)		A-1	881.51	641.71	0.00	0.00	1,523.22
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)		A-2	0.00	0.00	0.00	0.00	0.00
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions		A-3	1.75	8.22	0.00	0.00	9.97
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)		A-4	0.00	0.00	0.00	0.00	0.00
Community Day School [EC 48660] (Divisor 70/135/180)		A-5	0.00	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-5)		A-6	883.26	649.93	0.00	0.00	1,533.19
Other							
Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-1	0.00	0.00	0.00	0.00	0.00
Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-2	0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Sonoma		Fiscal Year: 2018-19			
District: Bellevue Union		Annual			
CDS CODE	49 70615	Certificate Number: 6EF88D9C			
Course Based Independent Study ADA, pursuant to EC 51749.5, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-3	0.00	0.00	0.00
Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens		B-4	0.00	0.00	0.00
ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TK/K-3 Column, First Year ADA Only)		B-5	31.34		31.34
ADA for Students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)		B-6		0.00	0.00
ADA for Students in Opportunity Classes included in Section A (Line A-1, Total Column)		B-7			0.00

Attendance School District

County: Sonoma		Fiscal Year: 2018-19				
District: Bellevue Union		Annual				
CDS CODE	49 70615	Certificate Number: 6EF88D9C				
Prior Year ADA Adjustment (P-1 and P-2 only)		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a) (2) (B)].						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)		C-1	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)		C-2	0.00	0.00	0.00	0.00
ADA Totals (C-1 + C-2)		C-3	0.00	0.00	0.00	0.00
Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a) (2) (C)].						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)		C-4	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)		C-5	0.00	0.00	0.00	0.00
ADA Totals (C-4 + C-5)		C-6	0.00	0.00	0.00	0.00

Attendance School District

County: Sonoma		Fiscal Year: 2018-19	
District: Bellevue Union		Annual	
CDS CODE	49 70615	Certificate Number: 6EF88D9C	
Prior Year P-2 ADA attributable to district resident pupils attending a non-charter school [EC 42238.052].			
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-8	0.00	0.00
ADA Totals (C-7 + C-8)	C-9	0.00	0.00
Gain or Loss of ADA due to a Reorganization or Transfer of Territory [EC 42238.05 (a) (3)]. If the ADA adjustment is a loss, report the loss as a negative number in Line C-10 or C-11.			
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-11	0.00	0.00
ADA Totals (C-10 + C-11)	C-12	0.00	0.00

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Action

Agenda Item Title: Consider Approval Data MOU with Sonoma County Office of Education

Prepared By: Lawrence Black, Director of Technology

Background: Sonoma County Office of Education is establishing data sharing agreements with County LEA's to establish a robust data analysis partnership. This would allow for shared access to analyze BUSD information. Care has been given to ensure the security of the information.

Recommended Action:
Approval of MOU with Sonoma County of Education

Supporting Documents:
[MOU](#)

SONOMA COUNTY OFFICE OF EDUCATION
5340 Skylane Blvd.
Santa Rosa, CA 95403

MEMORANDUM OF UNDERSTANDING FOR DATA SHARING SERVICES

This Memorandum of Understanding ("MOU") is entered into this _____ day of _____, 201__ by and between the SONOMA COUNTY OFFICE OF EDUCATION ("SCOE"), and the _____ ("LEA," together with SCOE, the "Parties").

WHEREAS, SCOE and LEA enter into this MOU to facilitate the mutual sharing of data and establish responsibilities between the Parties; and

WHEREAS, the Parties wish to protect the privacy of student records, and to comply with any applicable privacy statutes, including the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 C.F.R. Part 99, as amended; "FERPA"); California Education Code § 49073.1; the Student Online Personal Information Protection Act (California Business and Professions Code § 22584; "SOPIPA"); California Civil Code § 1798.29; and California Government Code § 6250 et seq.; and

WHEREAS, the purpose of this MOU is to set forth the rights and responsibilities of SCOE and LEA with respect to data collected or retained by the LEA or by SCOE pursuant to this MOU.

NOW THEREFORE, in consideration of the terms and conditions hereof, including the recitals, the Parties agree as follows:

1. Role of SCOE

- 1.1. SCOE shall provide services designed to assist LEA with certain requirements and mandates for managing or reporting on data collected by LEA, potentially including the integration of data between disparate systems, and staff and pupil records, which include any information that is directly related to a student that is maintained by LEA or acquired directly through the use of instructional software or applications assigned to a student by a teacher or other LEA employee (collectively, "Data"). Services rendered under this MOU shall be referred to as "Core Services" and be identified in Exhibit A hereto.

2. Responsibilities of SCOE

SCOE will provide any services it delivers in a timely and professional manner.

- 2.1. SCOE will assist with the automation of any processes required for the exchange of Data between the Parties to the extent possible.
- 2.2. SCOE will ensure any systems it develops with such Data to serve the needs of LEA or public agencies will have appropriate levels of security, as further detailed in Section 11 (Data Security) of this MOU.
- 2.3. SCOE shall help ensure Data available can only be viewed or accessed by agencies legally allowed to do so, and as agreed upon by LEA and SCOE.
- 2.4. Should it be deemed necessary, SCOE will specify and assist in allowing network access to resources, in a controlled and secure manner.

3. LEA Rights and Responsibilities

- 3.1. LEA shall provide system linkages or necessary Data extracts or permission access from LEA's student information or other systems on an agreed upon or pre-defined schedule between the Parties. Any such schedule agreed upon in writing (including email) between the Parties shall be deemed incorporated herein and made a part hereof upon such mutual agreement.
- 3.2. Data extracts will be provided electronically by LEA to SCOE.
- 3.3. LEA will be responsible for providing the data needed to integrate LEA's Data into SCOE's data repositories as needed to perform the required tasks.
- 3.4. Data provided by LEA shall include Data relevant to the purpose of this MOU or specific system requirements.
- 3.5. LEA shall be responsible for determining which of their staff has access to system and communicating to SCOE the roles and responsibilities of each person with said access, including the person who is responsible for maintaining LEA's main and sub-accounts.
- 3.6. LEA shall designate those individuals who can: (a) transmit Data to SCOE; (b) request release of Data to LEA or third parties; or (c) request extracts or analysis of LEA's Data.

4. Third-Party Agencies

Third parties may include but are not limited to public agencies the Parties desire to collaborate with, public agencies the Parties are required to share Data with, and/or any third-party vendor of either Party. Permission for SCOE to share Data with a third party must be first granted by LEA in writing.

5. Amendments to MOU

The MOU shall be supplemented by amendments or other attachments that will reflect specific undertakings by SCOE and LEA.

6. Applicable Law

6.1. Data sharing under this MOU will from time to time include SCOE collecting and maintaining educational, personnel, medical and financial records that contain personally identifiable information (PII) on students or staff of LEA. SCOE is bound by the same regulations and laws for access and management of this Data, and will conform to all legal requirements. SCOE and LEA agree that the disclosure of information under this MOU complies with the requirements of Education Code § 49073 et seq., FERPA, the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), SOPIPA, and other state and federal laws and regulations regarding educational, personnel, medical and financial records.

6.2. The Parties understand that certain federal and state programs and laws, including the free and reduced lunch program and laws governing the provision of special education services, have additional legal requirements for data security, and both Parties agree to maintain full compliance with such requirements. Without limitation to the foregoing, SCOE and LEA additionally agree that aggregated (non-individually identifiable) and non-aggregated PII Data may be reported upon or shared as allowable by law.

6.3. SCOE and LEA shall ensure joint coordination and cooperation with one another to ensure compliance with FERPA, 20 U.S.C. § 1232g; 34 C.F.R. Part 99, as amended. The foregoing notwithstanding, SCOE and LEA agree that LEA shall be responsible for providing notices to parents required under FERPA, obtaining necessary parental consent required under FERPA, and for providing parent(s), guardian(s) or student(s) with an opportunity to inspect and challenge the contents of Data shared with SCOE pursuant to this MOU.

7. Ownership of Data

SCOE and LEA agree that the LEA will continue to maintain ownership of and control over its source Data. SCOE agrees that it will not alter LEA's source Data without explicit authorization from LEA, and is not responsible for any errors therein. SCOE shall not be responsible for the type or quality of the Data provided by LEA, and SCOE makes no warranty as to the Data itself. LEA understands that though SCOE may notify it of issues it discovers with the source Data, LEA is responsible for any corrections required to its own Data or will authorize SCOE to make any limited explicit changes. LEA acknowledges that accurate reports rely upon accurate source Data being

maintained by LEA. Each party owns or controls its data systems and the work product generated by such systems.

8. Prohibited Use of Data

Except as otherwise permitted by the terms of this MOU specified in Exhibit C, SCOE shall not use the Data supplied to it in an unauthorized manner. Specifically, SCOE shall not sell or release Data, nor enable or permit third parties to engage in targeted advertising to students or to build student profiles unrelated to the purposes contemplated by this MOU.

9. Student and Parent Access to Data

SCOE shall work with LEA to provide a means by which employees, when authorized by LEA, can search and access student Data through reasonable procedures for LEA to respond to a parent, legal guardian, or eligible student who seeks to review PII in the pupil's records and to correct erroneous information. The foregoing notwithstanding, SCOE shall cooperate with LEA to help ensure this record correction will be consistent with LEA's policies regarding record correction.

10. Third-Party Vendors

SCOE will have contracts with third parties to help SCOE maintain the SCOE data system ("SCOE Contractors"). SCOE may not distribute student or staff Data to any SCOE Contractors without LEA's written consent or as permitted by this MOU, unless required by law. SCOE shall ensure that approved subcontractors adhere to this MOU. SCOE will help ensure that any subcontractor or sub-processor that it engages, to process, store, or access Data, has adequate technical security and organizational measures in place to keep Data secure and comply with this MOU. SCOE will require any third party vendors and subcontractors to comply with any applicable state and federal laws and regulations regarding educational records and data privacy, including but not limited to: Education Code §§ 49073.1, 49076, and 49076.5; FERPA; HIPAA; and SOPIPA.

11. Data Security

Both Parties agree to maintain appropriate security protocols in the transfer or transmission of Data, including ensuring Data may only be viewed or accessed by representatives of the Parties legally allowed to do so. SCOE shall maintain Data obtained or generated pursuant to this MOU in a secure computer environment and not copy, reproduce, or transmit Data obtained pursuant to this MOU, except as requested by LEA. SCOE shall provide security training to those of its employees who operate or have access to the system. SCOE may also provide an initial security training to LEA. SCOE shall provide LEA with contact information for the person at SCOE who LEA may contact if LEA has security concerns or questions. Where applicable, SCOE will require unique account identifiers, user names, and passwords that must be entered each time a

client or user signs in. A description of SCOE's data security practices and procedures is attached to this MOU as Exhibit B.

12. Data Breach Notification

SCOE shall maintain Information Security & Privacy Insurance with Electronic Media Liability policy with coverage limits of no less than one million dollars (\$1,000,000.00) per occurrence and five million dollars (\$5,000,000.00) aggregate for the duration of this MOU. Such policy shall cover damages resulting from unauthorized access to, or theft of, data obtained by SCOE in connection to this MOU, as well as the unauthorized disclosure or use of (PII) that SCOE may acquire from LEA ("Data Breach"). It is further agreed and understood that the policy shall include coverage for crisis management costs, credit-monitoring expenses, payment of monies requested in connection to cyber extortion of LEA Data, and defense costs, fines, and penalties related to a Data Breach. Parties agree that the insurance requirements referred to herein shall apply to any third-party vendors hired by SCOE that may obtain or maintain LEA Data, as well as the outside agencies referred to in Section 13 of this MOU. LEA reserves the right to request proof of insurance from SCOE, third-party vendors, and outside agencies to confirm compliance with these insurance requirements. Upon becoming aware of any unlawful or unauthorized access to student or staff Data stored on equipment used by SCOE or in facilities used by SCOE, SCOE will take the following measures:

- 12.1.** Promptly file a claim with SCOE's Information Security & Privacy Insurance with Electronic Media Liability policy provider.
- 12.2.** Promptly notify LEA of the suspected or actual incident, including the type of Data subject to unauthorized access.
- 12.3.** Promptly investigate the incident and provide LEA with detailed information regarding the incident, including the identity of the affected users, and the estimated date of the breach.
- 12.4.** Assist LEA in notifying either the student or their legal guardian, and take commercially reasonable steps to mitigate the effects and to minimize any damages resulting from the incident.

13. Outside Agencies

- 13.1.** SCOE may be required by subpoena or other lawfully issued order to divulge Data to law enforcement or another agency. When permitted by the requesting agency, SCOE shall provide LEA with notice of the request and types of information requested. Both SCOE and LEA have periodic needs to share Data, as legally allowed, with public agencies needing access to such Data to provide services to students. SCOE and LEA understand that sharing Data for use in

such systems streamlines the process of providing services to students. SCOE agrees that no Data will be made accessible to any such agency for any purpose other than those limited to the Data required and only under conditions allowed by law. Education Code §§ 49076 and 49076.5, as amended, and 20 U.S.C. § 1232g and 34 C.F.R. § 99.31, as amended, provide specific conditions under which Data may be accessed by or shared with public agencies.

- 13.2.** In accordance with Education Code § 49076(a)(2)(G) and (E), and 34 C.F.R. § 99.31(a)(1) and (6), and 34 C.F.R. § 99.7(a)(3)(iii), SCOE may have periodic needs to share Data, as legally allowed, with university researchers for academic purposes to allow university researchers to collaborate with LEA and SCOE or to perform relevant research studies. SCOE shall notify LEA in writing of any Data sharing pursuant to this Section, as follows:
- 13.3.** Describe the identity of the researchers/organizations to whom the Data will be transmitted
- 13.4.** Provide contracts when requested, which shall include provisions binding the researcher/organization to the terms of this MOU
- 13.5.** Describe the types of Data to be transmitted
- 13.6.** Describe the manner in which the Data shall be de-identified or aggregated.

14. Independent Contractors

Both Parties may engage the services of outside professionals in the course of administration, development or technical support of data systems. Any such professionals will be bound at all times by the same confidentiality and security requirements which are applicable to any data within the Parties' systems, and by state and federal law governing such access.

15. Indemnification and Liability

Each Party agrees to indemnify the other against any and all liability, actions, claims, damages, losses, costs, and expenses (including attorneys' fees) arising out of or in any way resulting from the indemnifying Party's own negligent or intentional acts, errors, or omissions in connection to the performance of the responsibilities of each Party, per this MOU. The Parties shall not be held liable for any special, consequential, indirect or incidental damages incurred as a result of this MOU. The Parties shall be held harmless for any claims or lawsuits arising out of the release of information pursuant to a request by one of the Parties in conformity with this MOU or pursuant to law, excluding such release in connection to the negligence of either Party, or that of its officers, agents, or

employees. If liability, damages, or any other claim relating to Data shared pursuant to this MOU is a result of a third party's act or omission, then the indemnification and defense that the third party contractually owes to SCOE and/or LEA shall also be extended to the other Party to this MOU, to the maximum extent possible.

16. Severability

If any provision of this MOU is determined by a court to be invalid, unenforceable or otherwise ineffective, that provision shall be severed from the rest of this MOU, and the remaining provisions shall remain in effect and enforceable.

17. Term

This MOU may be periodically or annually updated to incorporate changes if required upon mutual agreement of the Parties. LEA understands that this MOU is part of an effort to standardize data sharing and management between SCOE and all districts it serves, and as such, every effort will be made to maintain a common agreement across all agencies. Notwithstanding the foregoing, this MOU shall terminate effective June 30, 2020.

18. Termination

Either Party may terminate this MOU upon ninety (90) days' written notice. Upon termination or expiration of this MOU, SCOE shall work with LEA for the orderly cessation of extracts of student Data. Upon termination or expiration of this MOU, SCOE shall return or delete personally identifiable student Data unless otherwise provided by law or mutual agreement of the Parties. SCOE and LEA understand that SCOE may have an ongoing need to reference the raw Data it acquired during the term of this MOU. In the event that such need arises, SCOE shall, to the extent possible and subject to the mutual agreement of the LEA, only retain anonymized, aggregated Data that it obtained from LEA during the term of this MOU. However, SCOE certifies that such anonymized, aggregated Data shall be purged when the Data has exceeded its useful life and shall not be kept for more than seven (7) years unless otherwise legally required.

19. Dispute Resolution

In the event of a dispute between any Party to this MOU, the parties shall attempt to resolve their disputes informally, in discussions involving the decision-makers for each of the parties. If these discussions are not successful, the parties shall retain a mediator to resolve the dispute with the mediation to be held within ninety (90) days of the date the dispute arises. If mediation is not successful, either party shall have the right to bring

the dispute before the Sonoma County Superior Court.

20. Representation by Counsel

Each Party understands and is aware that School and College Legal Services of California may provide legal advice and services to both parties on this and other matters. Each Party has no objection to the representation of the other Party in the formation and implementation of this MOU by the same legal counsel.

IN WITNESS WHEREOF, the Parties agree to this Memorandum of Understanding to be executed by their duly authorized officers in the County of Sonoma, State of California.

**SONOMA COUNTY OFFICE OF
EDUCATION**

[LOCAL EDUCATION AGENCY]

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Dated: _____

Dated: _____

EXHIBIT A

SCOE Core Services

Service Provider	Application/Project	Division/Department
Escape Technologies	Escape	IT/Business Services
Eagle Software	Aeries	IT
Schoolwise	SIS	IT
Illuminate Education	eduCLIMBER	IT
Illuminate Education	DnA	IT

Illuminate Education	Achievement Dashboard	IT
Powerschool	L4u	IT
CDE	CALPADS	ESS/IT
CORE Data	CORE Data Collaborative	ESS/IT
Pearson	L4U	ESS/IT
Qualtrics	Rooster Collaborative	ESS (CTE Partnerships)
Qualtrics	PBS Improvement Academy	ESS (CTE Partnerships)
Sonoma County Office of Education	Data Analytics	IT
National Student Clearinghouse	Student Tracking	ESS/IT

EXHIBIT B

SCOE Data Security Practices and Procedures

Introduction: SCOE has established an Information Security (InfoSec) Program based on industry best practices and the needs of California K12 systems. The InfoSec program involves several departments, including Business Services, Human Resources, and Information Technology Services. The departments are primary functional units that will engage with legal counsel and security service/solution providers to develop and execute improvement plans. This

plan may be periodically updated to take into account improving practices and technologies and to respond to a changing threat environment. LEA's will be provided with annual updates where there have been material modifications to the practices and procedures stated below.

As of June 24, 2019, the Program has identified the following areas to be part of the continual improvement of the SCOE InfoSec practices.

1. Anti-Virus/Malware Administration and Configuration

- 1.1. Regularly review and examine the policies and procedures related to Anti-virus/Malware controls and the configuration of Anti-virus/Malware software and appliances
- 1.2. Continual improvement of Anti-virus/Malware software configuration, operation and security
- 1.3. Provide Anti-virus/Malware training and awareness.
- 1.4. Practice in depth Anti-virus/Malware defense for server and end user computers

2. Continuity of Operations Plan (COOP) and Disaster Recovery Plan (DRP)

COOP is the collection of sets of processes and procedures carried out by an organization to ensure that essential business functions continue to operate during and after a disaster. As part of the COOP there is a DRP. These are the technical plans developed for specific groups within an organization to allow them to recover a particular business application. SCOE addresses these plans by:

- 2.1. Performing annual Business Impact Analysis with various departments to identify mission critical processes and/or departments and prioritize the recovery processes and/or departments in accordance with their level of criticality.
- 2.2. Secure Executive Oversight and Support for the COOP
- 2.3. Continual updates of documentation, content, sufficiency, testing and documentation of test results of the plans.

3. Firewall Administration and Configuration

- 3.1. Examine and document the policies and procedures related to the administration of the organizations firewall(s)
- 3.2. Examine and document configuration files and access control lists for the devices and/or applications and operating systems
- 3.3. Implement least privilege access
- 3.4. Documentation, content and sufficiency of firewall policies and procedures
- 3.5. Logical placement of firewalls
- 3.6. Restricted access to management interfaces
- 3.7. Continual evaluation of applied rule sets
- 3.8. Backup, recovery, and storage of configuration files

3.9. Firewall event log review and sufficient storage for retention policy

4. Network Systems and Database Vulnerability Scanning

Perform scheduled simulations of attacks on the network and database systems by utilizing industry best of breed tools, which identify the vulnerabilities in the systems and provide recommendations for remediation.

5. Network Monitoring & Intrusion Detection

5.1. Regularly review the event logs to identify and correlate unauthorized, unusual, and sensitive access activity, such as:

5.1.1. Attempted unauthorized logical and physical access;

5.1.2. Access trends and deviations from those trends;

5.1.3. Access to sensitive data and resources;

5.1.4. Highly-sensitive privileged access, such as the ability to override security controls;

5.1.5. Access modifications made by security personnel; and

5.1.6. Unsuccessful attempts to logon to a system.

5.2. Improve documentation, content and sufficiency of network monitoring and intrusion detection policies and procedures

6. Patch Management

6.1. Regularly review and update systems, configuration, and applications for required systems

6.2. Sufficient testing of systems before and after patching

6.3. Maintain documentation of patch history of required systems

7. Physical Security

7.1. To prevent unauthorized personnel from gaining direct access to SCOE facilities that house sensitive information, the following areas are under regular review and improvement process:

7.2. Documentation, content and sufficiency of physical security policies and procedures.

7.3. External: facility perimeter, perimeter lighting, parking areas, parking area lighting, landscaping, exterior building lighting, exterior doors and locks and other entry points

7.4. Internal: doors, windows, ceilings, raised floors, wiring and utility closets, ceilings, attics, basements, crawlspaces, public areas

7.5. Lock and Key control

7.6. Access control including identification systems in use and access points

7.7. Intrusion alarms

7.8. Fire detection, suppression and prevention

7.9. CCTV/digital imaging technologies

7.10. Power system and utility control points

- 7.11. Documentation, retired network storage, and refuse disposal
- 7.12. Mail Handling
- 7.13. Hard copy record storage
- 7.14. Network Operations Center

8. Server (Data Center Systems) Administration and Configuration

Continual improvement of the following areas:

- 8.1. Documentation of server implementations, policies, and procedures
- 8.2. Hardware, operating system, and application security
- 8.3. User account policy and rights assignments
- 8.4. Auditing policies, system changes, user rights, and access to sensitive data
- 8.5. Event and security log retention and regular review
- 8.6. Critical file and folder permissions
- 8.7. Remote access and security

9. Network Switch and Router Administration and Configuration

9.1. Continual improvement of the following areas:

- 9.2. Develop clear documentation, content and sufficiency of policies and procedures
- 9.3. Streamline installation, operation and security Regular review of configuration

10. Workstation Administration and Configuration

Continual improvement of the following:

- 10.1. Documentation of workstation policies and procedures
- 10.2. Hardware security
- 10.3. Operating System installation, configuration and maintenance (patching)
- 10.4. User account policies and rights assignments
- 10.5. Event and security log settings and retention
- 10.6. Critical file and folder permissions
- 10.7. Remote access and security

11. Mobile Devices

Regularly examine SCOE's policies and procedures related to administration of the mobile devices assigned to staff and students. The mobile devices include laptops, tablets and smartphones for both SCOE owned devices and personal devices brought onto SCOE's network.

12. Application Security Assessment and Mitigation

The primary objective is to assess how effectively and efficiently SCOE ensures that no single trusted IT system user, administrator, or vendor is able to exploit vulnerabilities in SCOE's IT systems to accomplish and/or conceal an unauthorized diversion of SCOE's assets. Identify where the risk exists and evaluate the controls designed to mitigate this risk. Regularly review, evaluate, and update, if necessary, of the following IT controls:

12.1. Database administration practices.

12.2. Production control practices.

13. Users Awareness Training

Develop and update timely and relevant training material to raise the level of cybersecurity awareness of users throughout the organization.

EXHIBIT C DATA PRIVACY PROVISIONS

This addendum ("ADDENDUM NO. 1 DATA PRIVACY PROVISIONS") serves to outline additional agreements between the parties to the MEMORANDUM OF UNDERSTANDING FOR DATA SHARING BETWEEN DISTRICT AND SCOE specifically relating to the use and handling of the data shared by and between the LEA and SCOE.

1. SCOE shall not use any information in a Pupil Record for any purpose other than those required or specifically permitted by the MOU. For the purposes of this Addendum No. 1, a "Pupil Record" or "Pupil Records" include any information directly related to a pupil that is maintained by the LEA or acquired directly from the pupil through the use of instructional software or applications assigned to the pupil by a teacher or other LEA employees. A "Pupil Record" or "Pupil Records" does not include de-identified information that, on its own or in aggregate, cannot be used to identify an individual pupil.
2. All Pupil Records obtained by SCOE from LEA continue to be the property of and under the control of the LEA. The LEA retains exclusive control over student and staff data, including determining who may access data and how it may be used for legitimate

authorized purposes.

3. SCOE shall provide a means by which its employees, when so authorized, can search and export Pupil Records through reasonable procedures to the LEA such that the LEA can respond to a parent, legal guardian or eligible student who seeks review personally identifiable information on the pupil's records or correct erroneous information.
4. SCOE may not distribute Pupil Records to any third party without LEA's express written consent or as permitted by the MOU, unless required by law. Unless permitted by the MOU, use of subcontractors and subcontractor access to Pupil Records must be approved in writing by the LEA. SCOE will ensure that approved subcontractors adhere to all provisions of the MOU and this Exhibit C. Provider ensures that any subcontractor or sub processor that it engages to process, store or access Pupil Records has adequate technical security and organizational measures in place to keep Pupil Records secure and to comply with the terms of the MOU and this Addendum No. 1.
5. SCOE shall take actions to ensure the security and confidentiality of Pupil Records, including but not limited to designating and training responsible individuals on ensuring the security and confidentiality of Pupil Records.
 - 5.1. SCOE shall maintain all data obtained or generated pursuant to the MOU in a secure computer environment and not copy, reproduce or transmit data obtained pursuant to the MOU except as necessary to fulfill the purpose of the original request. SCOE shall warrant that security measures are in place to help protect against loss, misuse and alteration of the data under SCOE's control. When the service is accessed using a supported web browser, Transport Layer Security ("TLS") or equivalent technology protects information using both server authentication and data encryption to help ensure that data is safe, secure and available to only authorized users. SCOE shall host content pursuant to the service in a secure server environment that uses a firewall and other advanced technology in an effort to prevent interference or access from outside intruders. Where applicable, the service will require unique account identifiers, usernames and passwords that must be entered each time a client or user signs on.
6. Notwithstanding section 6.1 below, SCOE certifies that Pupil Records shall not be retained or available to the SCOE or any such third party that the SCOE has contracted with for the purpose of providing the Service following the completion of the terms of the MOU. SCOE shall destroy or return to the LEA all Pupil Records obtained pursuant to the MOU when such Pupil Records are no longer required for the Service, or within a reasonable period of time. Nothing in this Exhibit C authorizes the SCOE to maintain personally identifiable data beyond the time period reasonably needed to complete the disposal of Pupil Records following the Service.

- 6.1. SCOE may retain a specific pupil's records in the event that that pupil chooses to establish or maintain an account with SCOE for the purpose of storing pupil-generated content, either by retaining possession and control of their own pupil-generated content or by transferring pupil-generated content to a personal account.
7. The terms and conditions of the MOU and any addenda are incorporated herein by reference. This Exhibit C shall govern the treatment of student records in order to comply with the privacy protections, including those found in FERPA, Section 49073.1 of the Education Code, and Chapter 22.2 of Division 8 of the Business and Professions Code. In the event there is a conflict between the terms of this Addendum and the MOU or any other agreement or contract document(s) pertaining to the MOU, the terms of this Addendum No. 1 shall apply. Notwithstanding the above statement, all other provisions of the MOU shall remain unaffected.
8. The term of this Exhibit C shall expire on the termination date stated in the MOU or in any addenda to such MOU, whichever controls.
9. Neither LEA nor SCOE may modify or amend the terms of this Exhibit without mutual written consent.

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Action

Agenda Item Title: Consider Approval of E-Rate Proposals for 2020 E-Rate funding

Prepared By: Lawrence Black, Director of Technology

Background: E-Rate is a federal program supporting the infrastructure capabilities of Schools and Libraries. The program helps us in two ways, with Category 1 funding and Category 2 funding. BUSD currently has \$81,000 Category 2 funds available. The district must pay 15% of any project cost directly and the remaining 85% is paid out of the fund. BUSD worked with E-Rate consultant Rich Tunheim and drafted a series of proposals that were issued via the E-Rate USAC system. These proposals tackle a number of identified needs on the master project board in the District Office. We received a number of proposals in return and after conferring with our E-Rate consultant, and Administrative Team we have the included proposals recommended.

Gigacom
Prime 65

Not to exceed \$65,762
Total cost to district \$10,000

Recommended Action:
Approval of Provided E-Rate Proposals

Supporting Documents:
Under Separate Cover

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of BEA “Sunshine” Letter Declaring Negotiation Openers for 2020-21

Prepared By: Siara Goyer, Human Resources Manager

Background:

Each year BEA submits a “sunshine” letter notifying the district of their intent for contract negotiations for the year. For 2020-21, BEA has opened the following items:

- Class Size (Article 8)
- Social/ Emotional Needs of our students
- Equity
- Job Share (Article 9)
- Compensation (Article 14)
- Health and Welfare
- Credit for Previous Years’ Experience
- Professional Development

This letter is submitted to the Board for review and approval.

Recommended Action:

It is recommended that the Board of Trustees approve the BEA “Sunshine” Letter Declaring Negotiation Openers for 2020-21.

Supporting Documents:

BEA “Sunshine” Letter

BEA

Bellevue Education Association

February 10, 2020

To: The Governing Board
Bellevue Union School District (BUSD)

From: Bellevue Education Association (BEA)

RE: Negotiations/ BEA Sunshine Items

The Bellevue Education Association hereby gives notification of our intent to seek improvements in the learning conditions of students and the working conditions, wages, and health and welfare benefits for the Certificated Employees as follows:

- **Class Size:** BEA members are determined to provide sufficient access, by the students enrolled in each class, to the professional, certificated, and experienced educator in each classroom. In order to improve learning conditions for all of our students, BEA shall seek reductions in class sizes. (Article 8)
- **Social/Emotional Needs of our Students:** In addition to lower class sizes, BEA shall seek to reinstate full time, fully qualified counselors at each school site in the Bellevue District in order to improve the learning conditions of all students.
- **Equity:** In order to ensure equity among school sites in the BUSD district, BEA seeks to adequately compensate teachers for class size overages. BEA has an interest in ratifying our MOU regarding daily compensation based on enrollment.
 - In addition, BEA seeks to create language regarding combination classes in order to ensure that all students in these classes are provided the same quality of education as single grade classes,

including equal access to curriculum and instruction by a certificated educator.

- Furthermore, BEA shall seek an agreement with regard to balancing class sizes among the three, non dual-immersion schools.
- **Job Share:** Article 9
- **Compensation:** Bellevue bargaining unit members shall seek a 3-year salary increase that will raise the *total compensation* to the state average by the 2022-23 school year, thus ensuring that our district is attracting and retaining the most highly qualified professionals that our students deserve.
 - In addition, BEA will seek to increase the yearly stipend for BCLAD certification.
- **Health and Welfare:** BEA seeks to increase our health and welfare benefits. Certificated Employees pay unsustainable out-of-pocket costs for medical benefits.
- **Credit for Previous Years' Experience:** In the interest of attracting and retaining qualified and *experienced* educators, BEA seeks to eliminate the 10 year credit cap on previous experience outside of the district.
- **Professional Development:** BEA will seek professional development and training in dual immersion for all teachers in the dual immersion program at Kawana Springs Elementary.

We look forward to working together with the BUSD management team to come to an agreement on these issues, ensuring that all students in the Bellevue District get the *high quality education they all deserve*.

Sincerely,

Tiffany Kampmann, BEA President
Julie McMurtrie, Lead Negotiator
Carrie Boyce, Negotiator
Natascha Simpson, Negotiator

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of BUSD “Sunshine” Letter Declaring Negotiation Openers for 2020-21 with BEA

Prepared By: Siara Goyer, Human Resources Manager

Background:

Each year BUSD submits a “sunshine” letter notifying BEA of their intent for contract negotiations for the year. The BEA Collective Bargaining Agreement is also up for revisions starting the 2020-2021 School Year. For 2020-2021, BUSD has opened the following articles:

- Articles 1-22

Cost:

There is no cost to the District at this time.

Recommended Action:

Review and approve.

Supporting Documents:

The BUSD Letter submitted for consideration.



BELLEVUE UNION
SCHOOL DISTRICT

March 10, 2020

To: BUSD Board of Trustees
Tiffany Kampmann, BEA President

From: BUSD District Office

Re: 2020-21 BEA Contract Negotiations; "Sunshine Letter"

Dear Colleagues,

We look forward to continuing our collaborative work ensuring that our agreements enable us to recruit and retain the highest quality staff and provide an excellent instructional program for our students. With this in mind, the full Collective Bargaining Agreement (CBA) will be up for applicable revisions after 6/30/2020. Thus, the District has selected the following articles to open for negotiation:

Articles 1-22

This notice will be presented at a public meeting scheduled for March 10, 2020, pursuant to Government Code section 3547 of the Education Employment Relations Act.

Best,

A handwritten signature in black ink, appearing to read "David Alexander", with a long, sweeping horizontal line extending to the right.

Dr. David Alexander
Superintendent

Board of Trustees:

Ms. Lisa Reyes, Ms. Stephanie Merrida-Grant, Mr. John Jarvis, Ms. Adele Walker, Ms. Jamie Padilla

Superintendent:

Dr. David Alexander

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of Updated Certificated (Teacher) Substitute Pay Schedule

Prepared By: Siara Goyer, Human Resources Manager

Background:

In order to provide quality substitute coverage in classrooms when teachers are absent, our district seeks to keep a competitive compensation rate in order to attract substitute candidates. This is particularly important as there is a shortage of substitute teachers in Sonoma County at this time. BUSD will keep the \$150 per day substitute rate; however, we would like to create an added benefit for former retired BUSD employees by increasing their rate of pay from \$150 per day to \$175 per day. Their half day rate of pay will also increase from \$85 per day to \$95 per day.

Recommended Action:

It is recommended that the Board of Trustees approve the Updated Certificated (Teacher) Substitute Pay Schedule

Supporting Documents:

Updated Certificated (Teacher) Substitute Pay Schedule



Bellevue Union School District
Certificated (Teacher) Substitute Pay Schedule

Regular Rates:

Full Day Rate (7 hours): \$150*

Half Day Rate (up to 4 hours): \$85*

* \$175 Full Day Rate (7 hours) and \$95 Half Day Rate (up to 4 hours) for former retired BUSD Teachers.

Long-term Rate (11th consecutive day in the classroom):

Full Day Rate: \$185 per day

Board Approved:

Effective: 03/11/2020

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Action

Agenda Item Title: Consider Approval of New Job Description – Curriculum/ English Learners Director

Prepared By: Siara Goyer, Human Resources Manager

Background:

The Curriculum/ English Learners Director shall perform such duties and functions necessary to lead, direct, coordinate and supervise staff in the areas of curriculum, instruction and student assessment. This position will also be responsible for providing vision, leadership and management for the district's English Learner programs ensuring effective collaboration with all district departments and services. Responsible for interpreting and administering all local, state and federal statutes, rules, policies and administrative directions pertaining to English Learner programs. Responsible for implementing relevant components of the district's strategic plan. The starting date for this position is 7/1/2020.

Recommended Action:

It is recommended that the Board of Trustees approve the New Job Description - Curriculum/ English Learners Director

Supporting Documents:

Curriculum/ English Learners Director Job Description

Bellevue Union School District

CURRICULUM/ ENGLISH LEARNERS DIRECTOR **CERTIFICATED ADMINISTRATIVE EMPLOYEE**

GENERAL DESCRIPTION:

The Curriculum/ English Learners Director shall perform such duties and functions necessary to lead, direct, coordinate and supervise staff in the areas of curriculum, instruction and student assessment. This position will also be responsible for providing vision, leadership and management for the district's English Learner programs ensuring effective collaboration with all district departments and services. Responsible for interpreting and administering all local, state and federal statutes, rules, policies and administrative directions pertaining to English Learner programs. Responsible for implementing relevant components of the district's strategic plan.

DUTIES AND RESPONSIBILITIES:

- Provides vision and leadership to support student achievement and effective services by identifying best practices, developing and implementing strategic improvement plans, determining professional development areas and supporting achievement plans, and interfacing with all subject area programs in alignment with the district's Local Control Accountability Plan, Common Core State Standards and with district goals and initiatives.
- Supports a focused mission to improve student achievement and a vision of the elements of school, curriculum, and instructional practices that make high student achievement possible.
- Supports principals and staff in all aspects of the literacy and intervention programs.
- Supports principals with supervision and direction with paraprofessionals and volunteers for the purpose of supporting an effective instructional program.
- Coordinates and supports school and district administration with all aspects of implementing a standards-based curriculum, high-quality instruction and robust assessment program.
- Supports principals, teachers and instructional staff in the development of strong and effective Professional Learning Communities (PLCs).
- Supports prevention and intervention strategies designed to support learning challenges for all students utilizing Multi-Tiered Systems of Support (MTSS) model and implement a quality MTSS program.
- Provides instructional support and professional development for teachers, administrators, and classified staff.
- Provides support and training for principals and staff for the School Plan for Student Achievement (SPSA) and School Accountability Report CARD (SARC).
- Assists in ensuring adherence to all state and federal mandates such as Williams Compliance.
- Coordinates and/or assists in the evaluation, selection, distribution, accounting and approval of textbooks and other instructional materials.
- Coordinates with the Director of IT in the integration of educational technology and other resources in support of curriculum and instructional practices.
- Provides leadership in coordination with afterschool programs
- Coordinates and supports intersession programs throughout the district.
- Coordinates the District Beginning Teacher Support and Assessment Induction Program (BTSA).

Bellevue Union School District

- Assists with overall coordination for the establishment and implementation of all District and State assessment activities, including the selection and/or development of local student and program assessment and evaluation instruments.
- Supervises and supports the District's physical education program and coordinates the administration of the Physical Fitness Test (PFT).
- Models a focus on learning and instructional practice by visiting classrooms regularly.
- Researches, compiles and uses data to support improvement in school and classroom practices.
- Coordinates the District Gifted and Talented Education (GATE) and Visual and Performing Arts (VAPA) programs.
- Supports library media program at each school site.
- Adheres to the appropriate code of ethics and confidentiality.
- Plan, implement and monitor the district's Master Plan for English learners as aligned with Common Core State Standards. Including, but not limited to: all district services and programs relating to English language Acquisition programs.
- Assist school and district leadership in developing understandings of appropriate second language instruction through professional development, one-on-one consultation, curriculum development, planning, assessment and evaluation of English learners.
- Collaborate and advise on appropriate staff allocations and personnel recommendations based on best practices for English Learners.
- Collect and analyze evidence and data that informs the allocation of resources necessary for EL students to be successful. Analyze data and prepare reports required by local, state and federal authorities. Make recommendations on assessments.
- Represent the district at local, regional and state EL meetings, task forces and other functions related to English learners.
- Provide leadership, guidance and training for the District English Learner Advisory Committee (DELAC) and to the site English Learner Advisory Committees (ELAC).
- Coordinates activities and communicates with students and families regarding college and career readiness.
- Keep abreast of most current research and state/national information regarding ELs in order to lead the department and district in best practices.
- Participates with Student Services, teachers and principals in determining pathways for students to be successful in the least restrictive environment.
- Performs other duties as assigned.

QUALIFICATIONS:

Knowledge of:

- Literacy instruction and intervention with expertise in K-3 literacy.
- Standards-based curriculum, instruction and assessment.
- Research-based best practices rooted in education pedagogy, including innovative instructional methods.
- Research-based best practices in professional development, including self-learning approaches.

Bellevue Union School District

- Methods and procedures of supervision and management to oversee departmental functions effectively.
- Principles of organization, planning, development and implementation of responsibilities as they relate to the activities of this position.
- Records, reports and documents that must be prepared, processed, and maintained in order to meet District, State and Federal requirements.

Ability to:

- Plan and conduct professional development for small and large groups.
- Maintain an effective and positive relationship with district employees, agencies, parents, students and other community members.
- Make decisions based upon information, experience, sound judgment and discretion.
- Perform supervisory tasks to include instructing, training, evaluating, and coordinating activities.
- Schedule daily activities in support of short-term and long-term goals; organize and manage programs within agreed-upon timelines and budgets.
- Compile and organize information and make oral and written reports in a concise, clear and effective manner utilizing current technology.
- Communicate effectively, tactfully and persuasively with parents, students and teachers in difficult situations.
- Plan and manage a project from start to finish.
- Oversee the coordination and administration of all local and state assessments (i.e. CAASPP, ELPAC, district benchmarks).
- Lead the district in the selection and adoption process for textbooks and supplemental instructional materials.
- Oversee all English learners services (i.e. identification process, integrated and designated ELD, reclassification, progress monitoring).
- Cooperate with the Human Resources Division and the principals in the recruitment, selection, and placement of bilingual certificated and classified personnel.
- Utilize technology to maximize job performance.
- Work with Parent Liaisons to coordinate parent programs and home/school communication.
- Perform other duties as assigned.

EDUCATION AND EXPERIENCE:

- A valid California Administrative Services Credential
- A valid California Teaching Credential
- Five (5) successful years of teaching, professional development and training experience.
- Experience in a leadership/administrative role desirable
- Written and oral fluency in Spanish
- CLAD or BCLAD certification
- Expertise in second language acquisition and culturally responsive pedagogy
- Successful classroom experience teaching English learners

Bellevue Union School District

- Ability to communicate, interact and work effectively and cooperatively with all people, including those from diverse ethnic and educational backgrounds. Willingness to contribute to cultural diversity for educational enrichment
- Successful experience in areas of conflict resolution
- Previous experience in leadership, coaching, and teambuilding skills to strengthen and cultivate relationships
- Positive interpersonal skills, professional and personal integrity and a commitment to openness and honesty
- Ability to establish cooperative working relationships with staff, administrators, parents and community members
- Site administrative experience
- Master's degree from an accredited college or university desirable
- Experience in curriculum design, program evaluation and English Learner Programs desirable
- TB Clearance (upon offer of employment)
- DOJ Fingerprint Clearance (upon offer of employment)

Licenses and Certificates:

- Valid California Class C driver's license

Physical Abilities:

- Hearing and speaking to exchange information in person and on the telephone and to make presentations; seeing to conduct inspections, read, prepare and proofread documents; sitting or standing for extended periods of time; dexterity of hands and fingers to operate a computer keyboard and other equipment; kneeling, bending at the waist and reaching overhead, above the shoulders and horizontally to retrieve and store supplies, lifting heavy objects up to 50 lbs.

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of Salary Schedule Revision of the Certificated Director Position on the Certificated Administrator Salary Schedule

Prepared By: Siara Goyer, Human Resources Manager

Background:

An analysis of BUSD's certificated administrative salary schedule resulted in discovering the Certificated Director salary is not congruent with the position's responsibilities and currently aligns with the Principal's salary per diem. A recent local administrative salary study revealed a discrepancy and need to align BUSD Certificated Administrative - Directors salary schedule to alike school districts. This change would be effective 7/1/2020.

Cost:

The projected cost to the District may be an additional \$7,724 to \$10,886 per year depending on the placement of the candidate on the salary schedule.

Recommended Action:

It is recommended that the Board of Trustees approve the Revised Certificated Administrator Salary Schedule

Supporting Documents:

Revised Certificated Administrator Salary Schedule Effective 7.1.2020
2019-2020 Certificated Admin Salary Schedule Updated 12.2.2019

**Bellevue Union School District
Certificated Administration**

Placement on these salary schedules will be determined by the Superintendent with the consideration of education,

**Board Adopted: March 10, 2020
Effective: July 1, 2020**

Principal, Coordinator, and Specialist - 210 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$107,296	\$110,515	\$113,831	\$117,245	\$120,763	\$124,386	\$128,118	\$131,961	\$135,919	\$139,997	\$144,197	\$148,523
Per Diem	\$511	\$527	\$542	\$558	\$575	\$593	\$503	\$628	\$647	\$666	\$687	\$707

Principal, Coordinator, and Specialist w/ Masters Degree - 210 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$108,410	\$111,629	\$114,945	\$118,359	\$121,877	\$125,500	\$129,232	\$133,075	\$137,033	\$141,111	\$145,311	\$149,637
Per Diem	\$516	\$531	\$547	\$564	\$581	\$598	\$615	\$634	\$652	\$672	\$692	\$713

Principal, Coordinator, and Specialist w/ Doctoral Degree - 210 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$110,081	\$113,300	\$116,616	\$120,031	\$123,548	\$127,171	\$130,903	\$134,746	\$138,704	\$142,782	\$146,982	\$151,308
Per Diem	\$525	\$540	\$555	\$571	\$588	\$606	\$623	\$641	\$661	\$680	\$700	\$720

Director - 216 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$118,060	\$121,601	\$125,250	\$129,007	\$132,877	\$136,864	\$140,970	\$145,199	\$149,555	\$154,041	\$158,663	\$163,423
Per Diem	\$547	\$563	\$580	\$597	\$615	\$634	\$653	\$672	\$692	\$713	\$735	\$757

Director w/ Masters Degree - 216 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$119,252	\$122,793	\$126,442	\$130,199	\$134,069	\$138,056	\$142,162	\$146,391	\$150,747	\$155,233	\$159,855	\$164,615
Per Diem	\$552	\$568	\$585	\$603	\$621	\$639	\$658	\$678	\$698	\$719	\$740	\$762

Director w/ Doctoral Degree - 216 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$121,039	\$124,581	\$128,230	\$131,987	\$135,857	\$139,844	\$143,950	\$148,179	\$152,535	\$157,021	\$161,643	\$166,403
Per Diem	\$560	\$577	\$594	\$611	\$629	\$647	\$666	\$686	\$706	\$727	\$748	\$770

District Benefits:

The Bellevue Union School District contributes towards healthcare benefits to include dental and vision, at the same rate as Certificated Employees Benefits as negotiated in the current collective bargaining agreement. Benefits for eligible employees will begin on the first day of the month following the date of hire and are pro-rated for employment less than full-time.

Professional Organization Dues for Employee - ACSA

Disability Insurance Plan

Annual Cell Phone Allowance of \$60/mo

Additional Masters Degree Annual Stipend of \$1000 for each additional Degree

Annual Mileage Allowance has been incorporated into the base pay as of July 1, 2014.

Masters and Doctorate Degree Stipends have been incorporated into the base pay as of July 1, 2014.

**Bellevue Union School District
Certificated Administration**

Placement on these salary schedules will be determined by the Superintendent with the consideration of education,

**Board Adopted: December 10, 2019
Effective: July 1, 2019**

Principal, Coordinator, and Specialist - 210 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$107,296	\$110,515	\$113,831	\$117,245	\$120,763	\$124,386	\$128,118	\$131,961	\$135,919	\$139,997	\$144,197	\$148,523
Per Diem	\$511	\$527	\$542	\$558	\$575	\$593	\$603	\$628	\$647	\$666	\$687	\$707

Principal, Coordinator, and Specialist w/ Masters Degree - 210 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$108,410	\$111,629	\$114,945	\$118,359	\$121,877	\$125,500	\$129,232	\$133,075	\$137,033	\$141,111	\$145,311	\$149,637
Per Diem	\$516	\$531	\$547	\$564	\$581	\$598	\$615	\$634	\$652	\$672	\$692	\$713

Principal, Coordinator, and Specialist w/ Doctoral Degree - 210 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$110,081	\$113,300	\$116,616	\$120,031	\$123,548	\$127,171	\$130,903	\$134,746	\$138,704	\$142,782	\$146,982	\$151,308
Per Diem	\$525	\$540	\$555	\$571	\$588	\$606	\$623	\$641	\$661	\$680	\$700	\$720

Director - 216 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$110,336	\$113,646	\$117,056	\$120,567	\$124,184	\$127,910	\$131,748	\$135,700	\$139,771	\$143,964	\$148,283	\$152,732
Per Diem	\$511	\$526	\$542	\$558	\$575	\$592	\$610	\$628	\$647	\$666	\$687	\$707

Director w/ Masters Degree - 216 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$111,450	\$114,760	\$118,170	\$121,681	\$125,298	\$129,024	\$132,862	\$136,814	\$140,885	\$145,078	\$149,397	\$153,846
Per Diem	\$516	\$531	\$547	\$564	\$580	\$597	\$615	\$634	\$652	\$672	\$691	\$713

Director w/ Doctoral Degree - 216 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
Annual	\$113,121	\$116,431	\$119,841	\$123,352	\$126,969	\$130,695	\$134,533	\$138,485	\$142,556	\$146,749	\$151,068	\$155,517
Per Diem	\$523	\$539	\$555	\$571	\$587	\$605	\$623	\$641	\$660	\$679	\$700	\$720

District Benefits:

The Bellevue Union School District contributes towards healthcare benefits to include dental and vision, at the same rate as Certificated Employees Benefits as negotiated in the current collective bargaining agreement. Benefits for eligible employees will begin on the first day of the month following the date of hire and are pro-rated for employment less than full-time.

Professional Organization Dues for Employee - ACSA

Disability Insurance Plan

Annual Cell Phone Allowance of \$275.00

Additional Masters Degree Annual Stipend of \$1000 for each additional Degree

Annual Mileage Allowance has been incorporated into the base pay as of July 1, 2014.

Masters and Doctorate Degree Stipends have been incorporated into the base pay as of July 1, 2014.

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Action

Agenda Item Title: Consider Approval of Revised Job Description – Director of Human Resources

Prepared By: Siara Goyer, Human Resources Manager

Background:

The job description for Director of Human Resources has been revised and updated to better reflect the job duties and responsibilities of the position.

Recommended Action:

It is recommended that the Board of Trustees approve the Revised Job Description-
Director of Human Resources Job Description

Supporting Documents:

Director of Human Resources Job Description

Bellevue Union School District

DIRECTOR OF HUMAN RESOURCES **CLASSIFIED MANAGEMENT**

GENERAL DESCRIPTION:

Under general direction of the Superintendent, the Human Resources Director plans, organizes, and monitors the day to day personnel functions in the Human Resources office; plans, organizes, develops, and maintains personnel processing functions and activities including recruitment, screening, selection, credentialing, licensing, and position control; assists with the planning, development, and maintenance of a comprehensive personnel record management, storage, and retrieval system; provides highly complex staff assistance to the Superintendent.

DUTIES AND RESPONSIBILITIES:

- Manages the District's recruitment process for all employees in cooperation with District Administrators and Managers to include: posting/advertising vacancies, scheduling and facilitating interviews, and conducting subsequent on-boarding activities.
- Ensures that new hires and volunteers are fingerprinted, determines clearance, ensures compliance with Department of Justice regulations, and updates personnel records as necessary.
- Directs the management of the district's collective bargaining agreements, from negotiations through managing the contract, processing grievances and supporting administrators in managing the collective bargaining agreements.
- Develops and maintains a productive working relationship with collective bargaining groups for the purpose of assuring good employee relationships.
- Provides assistance, as needed, to certificated and classified employees to resolve complaints and other matters relating to personnel management.
- Confers with administrators and managers to plan and coordinate personnel operations and activities, including the certificated and classified substitute programs.
- Creates and maintain personnel records.
- Ensure that employees have current TB records, Credentials and Certificates as deemed necessary to perform their duties.
- Assures appropriate credentialing and legally required compliance for specified certificated personnel assignments.
- Advises the Superintendent as a member of the Cabinet for the purpose of assuring sound and accurate information for decisions.
- With assistance from the Superintendent, capably and consistently provides assistance to principals and division heads in determining staff needs
- Conducts investigations, compiles information and prepares reports of findings as assigned by the Superintendent.
- Assists with the implementation of the District employee evaluation procedures and the monitoring of the evaluation record management system.
- Assist employees with retirement planning with the Business Technician
- Maintain job descriptions and salary schedules for administrative, confidential, certificated and classified staff.
- Exercise confidentiality in the treatment of sensitive information related to negotiations, personnel and student matters.

Bellevue Union School District

- Attend meetings and workshops as necessary for maintaining efficiency as required by this position.
- Schedules pre-employment physicals and arranges for pre-employment testing of candidates as necessary.
- Administers and updates new hire packets for all employee groups.
- Assures appropriate credentialing and legally required compliance for specified certificated personnel assignments. Work with the Credentials Analyst as necessary.
- Recommends salary column and step placement for new hires by utilizing the candidate's transcripts and prior experience and drafts employment contracts for certificated staff.
- In collaboration with the Business Technician, provides new and existing employees with health and wellness benefits information and facilitates enrollment.
- In collaboration with the Business Technician, administers the annual Open Enrollment process
- Creates and maintains employee records in HRIS (Escape), Aeries and other necessary employee databases.
- Manages all data in AESOP (system), including assigning passwords and pin numbers to new employees and substitute teachers.
- Plans and facilitates new employee orientations with assistance from Superintendent and other District Office Personnel.
- Supports District employees, other agencies, and the public with interpretation of the District's policies, regulations, and procedures related to personnel.
- Advises the Superintendent regarding personnel matters for the purpose of assuring sound and accurate decision making.
- Assists the Business Technician in matters related to Workers Compensation claims when necessary.
- Assist with the development and revision of Board Policies and Administrative Regulations as they relate to the Human Resources Department.
- Maintains yearly staffing lists including those tracking seniority and staffing by site.
- Follows legal procedures for yearly staffing, including: non-reelection of staff, release of probationary employees, layoff/reduction of staff, retirements, terminations, and resignations.
- Follows legal procedures in tracking and providing guidance to staff regarding leave requests in compliance with collective bargaining agreements, FMLA, CFRA, and other applicable laws.
- Submits monthly Personnel Activity Reports for submission to the Governing Board.
- Submits required staffing and personnel reports including CBEDS, EEO-1, JOLTS, CALPADS and other legally mandated reports.
- Performs related duties as assigned.

Bellevue Union School District

QUALIFICATIONS:

- Knowledge of district policies, school law, state and federal employment laws.
- Ability to establish and maintain productive working relationships with staff, business associates, and general community.
- Ability to work on multiple tasks and prioritize appropriately.
- Ability to recognize areas of concern relating to human resources issues and propose or recommend appropriate solutions to problems.
- Ability to communicate effectively.
- Ability to exercise initiative and make independent decisions to reschedule work to meet deadlines or to effectively handle emergency work.
- Knowledge and/or experience with collective bargaining and labor unions.
- Demonstrated knowledge of effective human resources principles, practices and trends.

EDUCATION AND EXPERIENCE:

- Experience and training in Human Resources Management and Personnel.
- Bachelor's degree preferred.
- Knowledgeable about contract negotiations, labor unions, federal/state regulations, and data technology coordination.
- Demonstrated knowledge and application of effective human resources principles, practices and trends.
- Experience working in an educational environment is preferred.

LICENSES AND OTHER REQUIREMENTS:

Valid Driver's License

Criminal Justice Fingerprint Clearance

Bellevue Union School District

Agenda Item for Board Meeting

Agenda Category: Review and Action

Agenda Item Title: Ratification of Bills and Warrants

Background:

Warrants issued since the last regularly scheduled Board meeting are submitted for ratification.

Recommended Action:

It is recommended the Board ratify these warrants.

Supporting Documents:

Payroll Totals

Board Report of Checks

Bellevue Union School District

2019-2020

Payroll Totals

Payroll Regular 2/28/2020

Certificated	\$697,713.83
Classified	<u>\$264,188.09</u>
	\$961,901.92

Supplemental Payroll 2/10/2020

Certificated	\$ 21,599.84
Classified	<u>\$ 6,717.68</u>
	\$28,317.52

Manual Payroll 2/18/2020

Certificated	\$ 300.00
Classified	<u>\$ 0.00</u>
	\$ 300.00

Totals	\$990,519.44
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Checks Dated 02/14/2020 through 03/05/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1770766	02/14/2020	Julina Crayford	01-5201	Aug 2019- Dec 19. 2019 Mileage Expense		266.10
1770767	02/14/2020	Rosalba Cruz	01-5201	Mileage Expense(to and from shelter)		363.66
1770768	02/14/2020	Goodin, Sarah R	01-5800	Jordan Foundation		298.26
1770769	02/14/2020	McDaniel, Sally	01-5201	Mileage Expense		25.99
1770770	02/14/2020	Goyer, Siara N	01-5200	Personnal Academy Training Workshop		260.36
1770771	02/14/2020	Dale M Crane dbaAction Plumbing Maintenance	01-5800	OPEN PO Plumbing Repairs		624.00
1770772	02/14/2020	At Home Nursing Services	01-5100	Nursing Services :M.S		1,355.04
1770773	02/14/2020	Valley Comfort Heating & Air	01-5800	Open PO : 2019/20		962.00
1770774	02/14/2020	Bartley Pump Inc	01-5800	Open PO -Bartley Pump 2019/20		980.12
1770775	02/14/2020	KBBF	01-5825	Radio Underwriting Spots		890.00
1770776	02/14/2020	Buchanan Food Service	13-4710	OPEN PO: TM Food for Food Svc 2019/20	296.56	
				OPEN PO: MV Food for Food Svc 2019/20	128.03	424.59
1770777	02/14/2020	BWS Distributors	01-5800	Rain Gear 2019/20		155.49
1770778	02/14/2020	AT & T	01-5911	Open PO CALNET3		1,307.03
1770779	02/14/2020	Clover Stornetta Farms Inc	13-4715	BV- Student Milk 2019/20	199.00	
				KW- Student Milk 2019/20	266.54	
				MV- Student Milk 2019/20	213.00	678.54
1770780	02/14/2020	Coastline Distributors, Inc	13-4710	OPEN PO- TM - Fruit & Vegetable 2019/20		507.40
1770781	02/14/2020	ESP & Alarm Inc.	01-5805	Open PO BV Monthly Patrols	375.00	
				Open PO KS/ELC Monthly Patrols	678.00	
				Open PO MV Monthly Patrols	257.81	
				Open PO TM Monthly Patrols	678.00	
			09-5805	Open PO MV Monthly Patrols	117.19	2,106.00
1770782	02/14/2020	TIAA Commerical Finance	01-5600	Copier Lease Contract # 2023517		329.46
1770783	02/14/2020	Fishman Supply Co	01-4370	M&O: Custodial Supplies@BV	376.05	
				M&O: Custodial Supplies @ ELC	317.04	
				M&O: Custodial Supplies @ DO	445.77	
				M&O: Custodial Supplies @ KW	1,546.63	2,685.49
1770784	02/14/2020	Food Equipment Repair Service	13-5800	Open PO-Food Equipment Repair		508.58
1770785	02/14/2020	Friedman's Home Improvement	01-4380	TM: OPEN PO for Supplies		64.59
1770786	02/14/2020	Gold Star Foods, Inc.	13-4710	OPEN PO TM Food Supply 2019/20		1,390.40
1770787	02/14/2020	John Deere Financial	01-4380	Open PO- Maint and Grounds 2019/20	408.56	
			01-4390	Open PO- Maint and Grounds 2019/20	408.56	817.12
1770788	02/14/2020	Kenneth Charles Schwinn	01-5800	DO: Home Study Coordinatior		2,500.00
1770789	02/14/2020	Napa County Office Of Ed	01-5100	DO: CalServes Contract- Americop Mentors	22,260.00	
			01-5800	DO: CalServes ASES After School Program	148,920.62	
				DO: CalServes Contract - Counselors	50,909.61	222,090.23

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Checks Dated 02/14/2020 through 03/05/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1770790	02/14/2020	Preferred Healthcare Staffing	01-5800	Health Services - Staffing Firm		3,200.00
1770791	02/14/2020	Rexel USA, INC Platt Electric Supply	01-4370	DO- OPEN PO Replace Light Bulbs	58.68	
			01-4380	DO- OPEN PO Replace Light Bulbs	58.69	117.37
1770792	02/14/2020	Recology Sonoma Marin	01-5560	BV- Garage & Recycling Pick up 2019/20	652.25	
				KW/ELC- Garage & Recycling 2019/20	652.25	
				MV: Garage & Recycling Pick up 2019/20	708.78	
				TM- Garage & Recycling 2019/20	708.78	2,722.06
1770793	02/14/2020	Rincon Valley School District	01-5801	2017/18 RCSS ESY	1,211.88	
				2017/18 RCSS Final Cost	10,080.00	11,291.88
1770794	02/14/2020	School Services Of California	01-5823	BEA fact Finding		17,953.21
1770795	02/14/2020	Jody E Tuck	01-5800	Contract Services for CALPADS-2019/20		990.00
1770796	02/14/2020	Coast Music Therapy Inc	01-4310	Speech Therapist @ BV		552.22
1770797	02/14/2020	US Bank Equipment Finance	01-5632	OpenPO - Lease Bellevue School		547.29
1770798	02/14/2020	Lakshmi Vyakaran Venkat	01-5800	Home Program- S.H 2019/20		465.93
1770799	02/14/2020	West County Transportation	01-5100	Open PO-Special Ed. Transportation 2019/20	157,864.92	
			01-5833	Field Trip # 23774	307.74	
				Field Trip # 24495	433.36	
				Field Trip # 24770 & 24771	304.88	
				Field Trip # 24879	174.46	
				Field Trip # 24910	226.16	
				Field Trip # 24983	154.64	
				Field Trip # 25022	221.02	
				Field Trip # 25232	133.73	
				Field Trip # 25388	435.68	
				Field Trip # 25475	144.86	
				Field Trip # 25513	144.86	160,546.31
1770800	02/14/2020	Walker, Jean K	01-4310	Varies dates of purchases- Beautify Day, etc		495.09
1770801	02/14/2020	Craig, Nina S	01-4310	Perfect Attendance Awards		97.25
1770802	02/14/2020	Walker, Genevieve L	01-4310	Science Kit		26.03
1770803	02/14/2020	Maram-Mccullough, Denise	01-4310	Parent Tour purchases	40.21	
				Professional Development Teachers	24.25	64.46
1770804	02/14/2020	At Home Nursing Services	01-5100	Nursing Services :M.S		1,722.03
1770805	02/14/2020	Banerjea, Pia	01-5800	DO : Psychological Services 2019/20		3,600.00
1770806	02/14/2020	Department Of Justice Accounting Office Cashier Unit	01-5862	Open PO for DO- Fingerprinting 2019/20		271.00
1770807	02/14/2020	Engie Services U.S. Inc	01-5800	Monitoring Solar Arrays @ BUSD campus		2,476.14

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Checks Dated 02/14/2020 through 03/05/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1770808	02/14/2020	Fishman Supply Co	01-4370	M&O: Custodial Supplies @ TM	1,252.07	
				M&O; Custodial Supplies @ KW	47.38	
				M&O; Custodial Supplies @ MV	1,103.69	2,403.14
1770809	02/14/2020	Great America Financial Svcs	01-5950	OPEN PO-Postbase 45 mail machine		136.26
1770810	02/14/2020	Hardware Tech Inc.	01-4380	Open PO- Maint Service all sites 2019/20		3,080.00
1770811	02/14/2020	Office Depot Inc	01-4310	TM: School Order 2019/20	39.32	
			01-4350	Open PO- District Office Supplies	18.39	57.71
1770812	02/14/2020	Pearson Education, Inc	01-4310	Materials for Psychologist		588.79
1770813	02/14/2020	Preferred Healthcare Staffing	01-5800	Health Services - Staffing Firm		3,900.00
1770814	02/14/2020	Redwood Pediatric Therapy Asso	01-5100	DO : Occupational Therapy Contract 2019/20		9,045.45
1770815	02/14/2020	Sondra M Pierce	01-5800	DO: Contract for Speech and Language Teletherapy		7,634.00
1772069	02/19/2020	California's Valued Trust	01-9570	January Premiums		128,988.08
1772070	02/19/2020	The Standard Insurance Co	01-9575	Standard Insurance		1,615.02
1772071	02/19/2020	Alsco (American Linen)	13-5800	Open PO- KS 2019/20	49.43	
				Open PO- MV 2019/20	85.61	
				Open PO- TM 2019/20	95.51	230.55
1772072	02/19/2020	AT&T	01-5840	OPEN PO For Circuit Numbers -1369		2,188.07
1772073	02/19/2020	Buchanan Food Service	13-4710	OPEN PO :-B.V. Food for Food Svc 2019/20	703.68	
				OPEN PO: TM Food for Food Svc 2019/20	1,030.37	
				OPEN PO: MV Food for Food Svc 2019/20	380.09	2,114.14
1772074	02/19/2020	AT & T	01-5911	Open PO CALNET3		80.98
1772075	02/19/2020	Clover Stornetta Farms Inc	13-4715	BV- Student Milk 2019/20	696.65	
				KW- Student Milk 2019/20	310.00	
				MV- Student Milk 2019/20	477.00	
				TM- Student Milk 2019/20	763.50	2,247.15
1772076	02/19/2020	Coastline Distributors, Inc	13-4710	OPEN PO- MV - Fruit & Vegetable 2019/20	463.05	
				OPEN PO- TM - Fruit & Vegetable 2019/20	692.75	1,155.80
1772077	02/19/2020	Fishman Supply Co	01-4370	M&O; Custodial Supplies @ KW		331.68
1772078	02/19/2020	Frontline Technologies	01-5860	Absence Mgmt Program		525.00
1772079	02/19/2020	Gold Star Foods, Inc.	13-4710	OPEN PO BV Food Supply 2019/20	5,139.84	
				OPEN PO MV Food Supply 2019/20	1,550.56	
				OPEN PO TM Food Supply 2019/20	1,775.60	
			13-5800	CAFE: Food Storage	598.75	9,064.75
1772080	02/19/2020	Greg Pahlow	01-5800	Open PO-Eletrical work 2019/20		899.00
1772081	02/19/2020	Mike Brown Electric Co	01-5800	DO: OPEN PO for Electric Services 2019/20		1,800.00
1772082	02/19/2020	Mr. Music Foundation	01-5800	Music Program k-6		1,250.00

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Checks Dated 02/14/2020 through 03/05/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1772083	02/19/2020	University of Oregon Educational and Community Supp	01-5200	SWIS training		1,350.00
1772084	02/19/2020	PG&E	01-5520	Open PO -PG & E 2019/20		216.34
1772085	02/19/2020	Ralph's Auto & Truck Services	01-5800	OPEN PO- Districts Truck Services 2019/20		699.86
1772086	02/19/2020	RGM Kramer Inc	21-6200	BUSD Summer Project 2019/20		80,000.00
1772087	02/19/2020	Santa Rosa City Schools	13-5100	Open PO-Meals for Kawana 2019/20	19,236.77	
			13-5800	Open PO-Meals for Kawana 2019/20	2,738.23	21,975.00
1772088	02/19/2020	Sonoma County Office Of Educat ion	01-5200	Special Ed Workshop	180.00	
				Workshop	170.00	
			01-5862	Open PO-Fingerprinting 2019/20	42.00	392.00
1772089	02/19/2020	Sonoma Media Investments, LLC	21-6200	M&O: BID	1,595.00	
				M&O: Bid Advertising Costs OPEN PO	448.00	2,043.00
1772090	02/19/2020	Spurr	01-5510	Open PO Spurr		4,398.59
1774022	03/04/2020	Mondragon, Mardonio	01-4310	Hallway doors Parts		17.20
1774023	03/04/2020	Craig, Nina S	01-4310	Parents Coffee/Literacy Nights		397.93
1774024	03/04/2020	McDaniel, Sally	01-5201	Mileage Expense		51.89
1774025	03/04/2020	Rushing Hart, Moriah F	01-4397	Science event- food		254.19
1774026	03/04/2020	Gomez, Maria T	01-4390	Mileage Expense		106.50
1774027	03/04/2020	Colombo-Stuart, Cara	01-4310	SDC Snacks and Clearner		65.04
1774028	03/04/2020	Duarte, Reinel E	01-4390	Mileage Expense		40.25
1774029	03/04/2020	Maram-Mccullough, Denise	01-4310	Poster Board for STEM fair	53.41	
				Staff Mtg Snacks	13.98	67.39
1774030	03/04/2020	Carrillo, Juan	01-4310	New Teacher Supplies		177.07
1774031	03/04/2020	Dale M Crane dbaAction Plumbing Maintenance	01-5800	OPEN PO Plumbing Repairs		340.00
1774032	03/04/2020	Alsco (American Linen)	13-5800	Open PO- BV 2019/20	37.24	
				Open PO- KS 2019/20	49.43	
				Open PO- MV 2019/20	171.22	
				Open PO- TM 2019/20	95.51	353.40
1774033	03/04/2020	Ameriflex	01-5800	DO: FSA Admin Fee 6 Employees		120.00
1774034	03/04/2020	Anova Education & Behavior	01-5800	Individual/Family Counseling	4,651.96	
				Speech/Behavior & Occupational Therapy	4,651.96	9,303.92
1774035	03/04/2020	At Home Nursing Services	01-5100	Nursing Services :M.S		4,432.11
1774036	03/04/2020	AT&T Mobility	01-5911	Open PO for Emergency Phone # 8341		449.37
1774037	03/04/2020	Matthew Banchemo	01-5800	OPEN PO: Tree Service for all Sites 2019/20		750.00
1774038	03/04/2020	Valley Comfort Heating & Air	01-5800	Open PO : 2019/20	385.93	
			21-6200	Replace HVAC	32,000.00	32,385.93

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Checks Dated 02/14/2020 through 03/05/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1774039	03/04/2020	Buchanan Food Service	13-4710	OPEN PO :-B.V. Food for Food Svc 2019/20	615.14	
				OPEN PO: TM Food for Food Svc 2019/20	867.43	
				OPEN PO: MV Food for Food Svc 2019/20	1,930.66	3,413.23
1774040	03/04/2020	California Association for Bil ingual Education	01-5200	CABE- Workshop		2,470.00
1774041	03/04/2020	AT & T	01-5911	Open PO CALNET3		1,634.21
1774042	03/04/2020	Citi Cards	01-5200	Flights	503.88	
			01-5800	District Credit Card	876.31	1,380.19
1774043	03/04/2020	Clover Stornetta Farms Inc	13-4715	BV- Student Milk 2019/20	326.65	
				KW- Student Milk 2019/20	569.00	
				MV- Student Milk 2019/20	685.00	
				TM- Student Milk 2019/20	473.50	2,054.15
1774044	03/04/2020	Coastline Distributors, Inc	13-4710	OPEN PO- MV - Fruit & Vegetable 2019/20	1,429.15	
				OPEN PO- TM - Fruit & Vegetable 2019/20	603.87	2,033.02
1774045	03/04/2020	Coggins Fence & Supply Inc.	01-5800	Chain Link Fence		3,981.77
1774046	03/04/2020	Center for the Collaborative Classroom	01-4310	Literacy Intervention		5,382.00
1774047	03/04/2020	Culligan of Sonoma County	01-5800	OPEN PO :Drinking Water 5 Gallon		63.45
1774048	03/04/2020	Emerald LLC	01-5100	Behavior Interventions: D. M .M	763.66	
				Behavior Interventions: X.L.M	16,068.82	
			01-5800	TSA : A.F	19,612.09	
				TSA : C.B	9,666.06	
				TSA : R.V	2,589.34	
				TSA: J.L	2,099.42	
				TSA: D.W	2,099.42	
				TSA: G.N	4,015.14	
				TSA: J.M	2,169.42	
				TSA: M.L	4,198.84	63,282.21
1774049	03/04/2020	Environmental Pump Services, Inc.	13-5800	Open PO-Grease Trap Service		110.00
1774050	03/04/2020	TIAA Commerical Finance	01-5600	DO: Rental Agreement For SF-5130	279.08	
				Lease Agreement for Copiers	1,166.91	1,445.99
1774051	03/04/2020	Explore Learning Reflex	01-4310	TM: Reflex Site License 2019/20		3,295.00
1774052	03/04/2020	FedEx	01-5800	DO: Fedex Shipments		22.73
1774053	03/04/2020	Fishman Supply Co	01-4370	M&O: Custodial Supplies@BV	1,771.33	
				M&O: Custodial Supplies @ ELC	295.01	
				M&O: Custodial Supplies @ TM	1,039.09	
				M&O; Custodial Supplies @ DO	216.11	
				M&O; Custodial Supplies @ KW	173.13	
				M&O; Custodial Supplies @ MV	100.63	3,595.30

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Checks Dated 02/14/2020 through 03/05/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1774054	03/04/2020	Food Equipment Repair Service	13-5800	Open PO-Food Equipment Repair		212.50
1774055	03/04/2020	Friedman's Home Improvement	01-4380	BV: OPEN PO for Supplies	28.52	
				Open PO - General Dist Maint 2019/20	67.27	
			01-4390	Open PO - General Dist Maint 2019/20	18.98	114.77
1774056	03/04/2020	Fun and Function	01-4310	Psychologists Testing Materials		848.72
1774057	03/04/2020	Gold Star Foods, Inc.	13-4710	OPEN PO BV Food Supply 2019/20	944.60	
				OPEN PO MV Food Supply 2019/20	1,878.78	
				OPEN PO TM Food Supply 2019/20	2,300.70	5,124.08
1774058	03/04/2020	Greenacre Homes	01-5100	NPS Services: E.S. D	23,019.93	
			01-5800	Special Ed- M.P	23,868.72	46,888.65
1774059	03/04/2020	Greg Pahlow	01-5800	M&O- New lighting & Wiring @ Bus Barn		9,728.00
1774060	03/04/2020	Hardware Tech Inc.	01-4380	Open PO- Maint Service all sites 2019/20		1,146.00
1774061	03/04/2020	Hitmen Termite and Pest Control, Inc.	01-5800	Pest Control Preventative Maintenance		700.00
1774062	03/04/2020	HR Direct	01-5800	DO- HR Direct Posters all sites		487.05
1774063	03/04/2020	I.T.S.	01-5800	Individual Counseling & Guidance Services		668.80
1774064	03/04/2020	MTS Partners Inc	01-4400	ITECH- Toner OPEN PO		412.04
1774065	03/04/2020	Kenneth Charles Schwinn	01-5800	DO: Home Study Coordinati		2,500.00
1774066	03/04/2020	Sally J Yates dba Kids Hear	01-5800	Nursing Services 2019/20		9,000.00
1774067	03/04/2020	Laminator.com	01-5832	Laminating Film		135.24
1774068	03/04/2020	California Parenting Institute DBA New Directions	01-5800	NPS: D.J.		11,225.28
1774069	03/04/2020	North Bay Children's Center	12-5100	BUSD: Pre-School Program Adm		94,486.69
1774070	03/04/2020	Office Depot Inc	01-4350	Open PO- District Office Supplies	73.97	
				Staff Supplies	36.37	110.34
1774071	03/04/2020	Pace Supply Corp Cust #02188-00	01-4380	Open PO-Pace Supply 2019/20		198.01
1774072	03/04/2020	Psychological Assessment	01-4310	Psychologist Materials		188.10
1774073	03/04/2020	PG&E	21-6200	Deficiency For Project		16,448.22
1774074	03/04/2020	Preferred Healthcare Staffing	01-5800	Health Services - Staffing Firm		10,400.00
1774075	03/04/2020	Recology Sonoma Marin	01-5560	BUS BARN: -Garage 2019/20		759.66
1774076	03/04/2020	Robert G Smith RGS Consulting LLC	21-6200	Phase 2 Roofing Project		17,850.00
1774077	03/04/2020	S.L.I.C. Co-Op c/o Vallejo City Unified School District	13-5300	DO- Annual SLIC CO-Op fee 2019/20		250.00
1774078	03/04/2020	Santa Rosa, City Of	01-5560	Open PO for Water bill BV	822.73	
				Open PO for Water bill KW	1,487.24	
				Open PO for Water bill MV	1,274.86	
				Open PO for Water bill TM	1,428.92	
			01-5858	Open PO for Water bill KW	14.94	
				Open PO for Water bill TM	1,169.04	6,197.73

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Checks Dated 02/14/2020 through 03/05/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1774079	03/04/2020	SHI International Corp	01-4345 IT Tech		20,000.00	
			IT: Adapter		1,480.86	21,480.86
1774080	03/04/2020	Super Duper® Publications	01-4310 Speech			776.08
1774081	03/04/2020	Jody E Tuck	01-5800 Contract Services for CALPADS-2019/20			135.00
1774082	03/04/2020	Leanne Wangler	01-5100 Speech Evaluation		508.70	
			01-5800 Speech Evaluation: U.A		508.70	1,017.40
1774083	03/04/2020	WEX BANK	01-4362 DO : Fuel Card			216.93
1774084	03/04/2020	Wyatt Irrigation Supply	01-4390 M&O: Irrigation Supplies			51.76
Total Number of Checks					135	1,142,372.43

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	111	845,580.05
09	Stony Point Academy Charter	1	117.19
12	Child Development Fund	1	94,486.69
13	Cafeteria Fund	19	53,847.28
21	Building Fund	5	148,341.22
Total Number of Checks		135	1,142,372.43
Less Unpaid Tax Liability			.00
Net (Check Amount)			1,142,372.43

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Bellevue Union School District

Consent Calendar for Board Meeting of March 10, 2020

8. Consent Calendar

- 8.1. Board Meeting Minutes
 - 8.1.1. Special Board Minutes February 18, 2020
- 8.2. CAMSA Contract Renewal
- 8.3. Dreambox Contract Renewal
- 8.4. Acknowledge and Accept Grants & Donations
 - 8.4.1. Community Foundation Sonoma County- \$2,230 from the Kawana Student Support Fund - Professional Training for Bilingual Teachers
 - 8.4.2. Carole Bennett, BUSD Science/STEAM volunteer judge - \$500 for STEM activities
- 8.5. Personnel Activity Log

Recommended Action:

It is recommended that the Board of Trustees approve the agenda items on the Consent Calendar.

Supporting Documents:

Backup documentation for each item on the Consent Calendar.

BUSD February 26, 2020 Board Meeting Minutes

1. Open Session 5:30 P.M.

1.1. The Board Meeting of the Bellevue Union School District Board of Trustees was called to order at 5:30 by Trustee John Jarvis, at the BUSD District Office 3150 Education Drive.

1.2. Public Comment On Closed Session: N/A

2. Adjourn To Closed Session: 5:31 P.M.

2.1. Consideration of Student Matter – Confidential Matter Involved §35146

2.1.1. 2 Interdistrict Attendance Permit Appeals

2.2. Public Employment § 54957

3. Reconvene To Regular Session: 6:20 P.M.

3.1. Flag Salute: Jean Walker led the flag salute.

Members Present: John Jarvis, Adele Walker, Stephanie Merrida-Grant, Jamie Padilla, Lisa Reyes and David Alexander

Members Absent: None

Late Arrivals: None

Early Departures: None

District Office Staff Present: David Alexander, Moriah Hart, Larry Black, Tracy Whitaker, Chris Kim, Roger Farrell

Others Present: See Sign in Sheet

3.2. Consider Agenda Adjustment NA

3.3. Public Comment Non Agenda Item: Michael Liotta - Measure C/Bond Accountability

4. Informational Items

4.1. Special Education and Student Services Review by Total School Solutions, Caryl Miller, Ed.D., Special Education Consultant Total School Solutions (TSS) and Tracy Whitaker, Director of Student Services

4.2. Taylor Mountain School Presentation by Margaret Jacobson, Principal

4.3. CALSERVES Presentation, Melissa Moore – Program Manager and Sara Sitch – Program Director, Napa County Office of Education

4.4. Special Ed Program Transfers, Tracy Whitaker, Director of Student Services

BUSD February 26, 2020 Board Meeting Minutes

5. Public Comment None

6. Action

- 6.1. On a motion by Jamie Padilla, second by Adele Walker, the Board approved the SPSAs (Single Plan for Student Achievement) for Bellevue Elementary, Kawana Springs Elementary, Meadow View Elementary and Taylor Mountain Elementary

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 6.2. On a motion by Jamie Padilla, second by Adele Walker, the Board approved the SARCs for: Bellevue, Kawana, Meadow View, Taylor Mountain

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 6.3. On a motion by Stephanie Merrida-Grant, second by Lisa Reyes, the Board approved Laurie Fong as the 2020 CSBA Delegate Assembly Member

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 6.4. On a motion by Jamie Padilla, second by Lisa Reyes, the Board approved Resolution No 11: Recognizing March as Arts in Education Month

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

BUSD February 26, 2020 Board Meeting Minutes

6.5. Ratification of Bills and warrants

Payroll Regular 1/31/2020

Certificated	\$699,719.63
Classified	<u>\$264,684.90</u>
	\$964,404.53

Supplemental Payroll 1/7/2020

Certificated	\$ 14,907.00
Classified	<u>\$ 8,429.92</u>
	\$ 23,336.92

Totals \$987,741.45

Accounts Payable Totals:

Fund Description	Expensed Amount
01 General Fund	158,406.79
12 Child Dev Fund	158,585.33
13 Cafeteria Fund	42,355.65
<u>25 Cap Fac Fund</u>	<u>269.98</u>
Total Payables	\$359,617.75

On a motion by Stephanie Merrida-Grant, second by Adele Walker, the Board ratified the Bills and Warrants.

Action: Approved Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

7. Consent Calendar

7.1. Board Meeting Minutes

7.1.1. Regular Board Meeting Minutes January 21, 2020

7.2. 2019-20 Certificated Seniority List

7.3. 2019-20 Classified Seniority List

7.4. Acknowledge Donations/Grants

7.4.1. Community Foundation Sonoma County \$1,250 from the Kawana Springs Student Support Fund for Mr. Music Percussion at Kawana Springs

7.4.2. Community Foundation Sonoma County \$6,655 from the Kawana Springs Student Support Fund for Outdoor Ed at Kawana Springs

7.4.3. Moriah Hart - Violin to the BUSD Violin Program

BUSD February 26, 2020 Board Meeting Minutes

7.5. Personnel Activity Log

On a motion by Adele Walker, second by Jamie Padilla, , the Board approved the Consent calendar

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

8. Reports

8.1. California School Employees Association, Chapter 501

Donna Rinnels, CSEA Communications, reported on behalf of CSEA President Jenn Spain who was ill and unable to attend. She greeted the Board, Superintendent Alexander and members of the audience. The Classified Union was busy in February with the Bargaining Academy in Windsor. Ms. Rinnels said she hoped to put the training to good use. President Jenn Spain attended Union Steward training and will get jacketed. The CSEA and BUSD had their first EERC meeting and they were pleased by the process. The BUSD chapter of CSEA now has a facebook page and the union will be using it to not only communicate to members on member activity, but to introduce members to a wider audience as well.

8.2. Bellevue Education Association

Tiffany Kampmann, BEA President, greeted Dr. Alexander and members of the board. Ms. Kampmann said she wished everyone had a wonderful weekend. She said it was the end of the 2nd trimester and both report cards and assessments were underway. Next up is Spring Break Followed by CAASP. She said she has received questions about the make up days for the fires. What is the status on the J13-A? She mentioned the calendar for next year is a hot topic. They recognize that following SRCS's calendar is of importance to our parents. The BEA will vote to ratify the calendar. The next phase of negotiations will start in March after the Sunshine letter goes to the March Board Meeting. The Teachers Unions in Santa Rosa have come together as the Mighty Niners for bargaining purposes. She said they are excited about integrated arts and see the District on a path to meet their visions. The teachers would like to see a BUSD STEAM fair, art/talent shows, performing arts, parent engagement, music programs, all upper grades performing, a strong/successful Dual Immersion Program, and a District Grant Writer. Ms. Kampmann said that teachers who feel appreciated and a priority will step up. She said our students and families deserve all of this and more.

8.3. Principal Reports

Jean Walker, Meadow View Principal, greeted the board, Dr. Alexander and members of our school communities. She was pleased to report that the schools are continuing to focus on high

BUSD February 26, 2020 Board Meeting Minutes

levels of instruction and learning, providing enrichment to engage our students, and having a variety of events to welcome and encourage participation from our community.

In regards to holding high expectations for academic success across BUSD, Principals have been facilitating priority standards professional development in all grades. 5th & 6th grade collaboration is still to come, but the feedback thus far across the district has been that it was efficient and worthwhile, and exciting to see our District moving forward with priority standards. While grade levels are choosing priority standards, Principals are referencing strategies they have learned through the Principal Network they've been participating in. The Education Leadership Team has been working with Jenn Guerrero from SCOE to plan additional EL professional development and align or reclassification processes so not only are teachers, but family and students are aware of the process and of course the importance. ELPAC testing started district wide, teachers are administering. Thank you Sall McDaniel, Larry Black and George Barcenas for help working out all the technical hiccups.

Principals have received training for Student Site Council, ELAC, School Plan for Student Achievement and we are all looking forward to improving these important components of getting stakeholders feedback.

End of the third trimester is almost upon us, February 28. Teachers have begun assessments.

An important part of student success is to provide students with enrichment opportunities, our district has provided many different activities for all grade levels, for examples: chorus, violin, Move Over Mozart and all sites are in the midst of boys basketball and starting girls basketball. Ms. Walker said she can't wait to watch more basketball games.

At recent "Coffee With the Principal" events Larry and George have attended to help facilitate the use of google translate to our parents as well as the BUSD mobile app. Our hope is that parents will feel empowered to use google translate to not only communicate with school, but other areas as well.

Principals are hammering out details for summer programs - with all the summer construction projects student summer programs may need to relocate to non impacted school sites. Principals are having Quarterly Facility Meetings with Roger Farrell, Dr. Kim and Dr. Alexander to go over previous facility walk through recommendations, as well as any additional needs.

All in all the entire district is working hard to provide high quality education for all our students, while maintaining a safe and positive environment that is conducive to learning. Principal Walker thanked the Board for their continued support and she wanted to recognize all the hard work everyone at BUSD has been putting in motion to have everyone move forward to do what is best for our students.

8.4. Board Reports/Board Items

John Jarvis wished everyone a happy Valentines day. Mr. Jarvis told Principal Jacobson that he really enjoyed her presentation. She presented a solution and steps they were taking. He said the bond oversight committee needs people in order to convene. He'd like to see the committee filled out before the vote.

BUSD February 26, 2020 Board Meeting Minutes

8.5. Superintendent Report

8.5.1. Enrollment/Attendance

Dr. Alexander said we have the right people to do the work needed. He compliment the great reports done by the principals, Tracy Whitaker, Director of Student Services and others.

Everyone is working diligently. He added how much he appreciated leadership going above and beyond this year to get much needed work done.

9. Planning

March 10, 2020	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions - Science Fair)
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10. Returned to Closed Session 8:02pm

Open Session Adjournment Time: 9:37pm

Respectfully Submitted,

By David Alexander Ed.D.
Secretary to the Board and
District Superintendent

Board Signature: _____ Date: _____

Bellevue Union School District
Board Meeting
Tuesday February 18, 2020
Sign-in Sheet

	Name	School Site/Community Member
1	Roger Farrell	BUSD
2	Michael Lott	KS/Parent
3	Jean Walker	BUSD
4	Nina Cruz	BV
5	MELISSA MOORE	CALSERVES
6	Cary Miller	Ed 41 Consultant TSS
7	Tracy Whitaker	BUSD
8	Margaret Jacobson	TM
9	Donna Rinne	MV / CSEA
10	Gabrielle DeMello	TM
11	Tiffany Kampmann	BEA
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22		

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Consent

Agenda Item Title: CAMSA Contract Renewal

Prepared By: Lawrence Black, Director of Technology

Background: BUSD is looking to renew the existing CAMSA agreement. CAMSA is a state negotiated program for Microsoft Windows and Microsoft Office. The contract is renewed annually.

Not to exceed \$7696.00

Recommended Action:
Approval of CAMSA Contract

Supporting Documents:
[CAMSA Contract](#)



Softchoice Corporation
100 Spear St, Suite 200
San Francisco, CA, 94105

Sales/Order desk
Phone: (800) 268-7638 Fax: (800) 268-7639

Quote	8947726
Date	19-Feb-2020
Reference	01202885

QUOTE

Ship To: 1061465

Bill To: 1061465

BELLEVUE UNION ELEMENTARY SCHOOL DISTRICT
3150 EDUCATION DR
SANTA ROSA, CA95407-2767

BELLEVUE UNION ELEMENTARY SCHOOL DISTRICT
3150 EDUCATION DR
SANTA ROSA, CA95407-2767

Attn:

Attn:

All currency in this quote is in US dollars.

Quote Prepared For

Phone:
Fax:

Quote Sent By

Braeden Carr
Braeden.Carr@softchoice.com
Phone: (312) 260-9890 x323244
Fax: (800) 268-7639

Item #	Mfg Sku #	Description	Qty	Unit Price	Extended Price
MEMO		CAMSA EES - Level C - Renewal - Previous ENR # 68812950			
VB3536	AAA-73004 ES-FNM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - M365 EDU A3 SHRDSVR ALNG SUBSVL MVL PERUSR ALL LANGUAGES SAAS MS EES FAC NSM	160	\$48.10	\$7,696.00
VB3499	AAA-73002 ES-SNM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - M365 EDU A3 SHRDSVR ALNG SUBSVL MVL PERUSR STUUSEBNFT ALL LANGUAGES SAAS MS EES P2 CSN	1600	\$0.00	\$0.00
MP6299	M6K-00001 ES-ANM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - OFFICE 365 PLAN A2 PER USER ALL LANGUAGES SAAS MS EES P2 CAM (PROMOTIONAL)	25	\$0.00	\$0.00

SUB TOTAL \$7,696.00

DELIVERY:Economy NO CHARGE

All currency in this quote is in US dollars.

TOTAL - USD \$7,696.00

Estimated Monthly Lease Payment \$241 per month*

*Please note that the estimated monthly payment shown above is an option based on a 36 month term with a USD\$1.00 buyout at the end of the term. Fair market value buyout and monthly payments may vary depending on your creditworthiness as determined by Softchoice. 1 and 2 year Service Agreements, Subscriptions, License and Support contracts are not eligible for 36 month payment plans; 12 or 24 month payment options may be available upon request. Shipping and applicable taxes are not included in the above estimate. Payment options in the United States of America are in US Dollars and not billable in other currencies. All monthly lease payment options are subject to credit approval and execution of a lease contract.

Pricing, availability and special offers are subject to change at any time.

Softchoice Corporation is legally obligated to collect fees levied under the Electronic Waste Recycling Fee Program (California State Board of Equalization) associated with the transaction(s) listed on this document

This purchase is subject to Softchoice's online terms of sale, unless you have a separate purchase agreement signed by both your company and Softchoice, in which case, that separate agreement will govern. Softchoice's terms of sale can be found at:

<http://m.softchoice.com/files/pdf/terms/TermsAndConditionsForProductPurchases.pdf>

Bellevue Union School District

Agenda Item for Board Meeting of March 10, 2020

Agenda Category: Consent

Agenda Item Title: Dreambox Contract Renewal

Prepared By: Lawrence Black, Director of Technology

Background: BUSD is looking to renew the existing Dreambox agreement for the year 2021. Dreambox is a digital math program. The contract is renewed annually. Payments due in fiscal year 2021

Not to exceed \$33,200

Recommended Action:
Approval of Dreambox Contract

Supporting Documents:
[Dreambox Contract](#)



Licensing Agreement for Bellevue Union School District, CA

March 3, 2020

DreamBox is a SaaS instructional technology that provides personalized math instruction in an engaging environment for students. DreamBox provides a three-pronged approach to math focusing on teaching concepts, problem solving and procedures that is underpinned with an intelligent adaptive engine that sequences and personalizes instruction to meet the needs of each student.

Agreement and Quotation Summary:

- Pricing proposal is valid through 03-17-2020
- Includes 24/7 access for all licensed students and administrators
- DreamBox Client Success team is available to support teachers, administrators and parents

Qty	Description	Price	Sub-Total
1	60-minute Webinar One customized 60-minute professional development session for educators.	\$400.00	\$400.00
4	Renewal <501 DreamBox Site License 15 month site license adoption for Bellevue, Meadow View, KAWANA Springs, and Taylor Mountain Elementary	\$8,200.00	\$32,800.00
	Sales Tax	\$0.00	\$0.00
	Outside of the states of Washington, South Carolina, Arizona and Hawaii, customers are responsible for remitting any taxes imposed by their states.	Total Amount:	\$33,200.00 USD



Contract Summary	
Customer: Larry Black Director of Educational Technology and Innovation lblack@busd.org (707) 542-5197 ext. 10	Agreement Prepared By: Jason Hong Account Manager jason.hong@dreambox.com
Customer's Billing Address: Bellevue Union School District, CA Bellevue Union School District 3150 Education Dr Santa Rosa, CA 95407	Company Mailing Address: 600 108 th Ave. NE, Suite 805 Bellevue, WA 98004-4454 Phone: 877.451.7845 Fax: 425.484.6476
Service Start Date: 06-30-2020 Invoice Date: 07-01-2020 Terms: Net 30	Contract Term (Months): 15

This Software-as-a-Service Agreement (the “**Agreement**”) is made and entered into by and between DreamBox Learning, Inc., a Delaware corporation (“**DreamBox Learning**”), and the customer identified above (“**Customer**”). This Agreement sets forth the terms and conditions pursuant to which DreamBox Learning agrees to provide access to and use of the Software and Services set forth above. This Agreement includes the Terms and Conditions, which are an integral part of this Agreement and incorporated herein by this reference. If this Agreement reflects your understanding, please indicate your agreement to be legally bound hereto by signature below.

Terms and Conditions

DreamBox Learning objects to any different or additional terms in Customer's purchase/sales order documentation, except as expressly agreed to in writing. Applicable activation codes for the subscriptions purchased will be issued following receipt of the authorized signature or receipt of purchase order. Signature or receipt of purchase order on behalf of the customer represents a binding agreement to license the DreamBox Learning educational software. Subscriptions begin on date of receipt of the applicable purchase of DreamBox or upon the annual renewal date, as applicable Billing terms are net 30 days from receipt by DreamBox Learning of the purchase. Payment must be remitted in USD. All taxes, fees, levies are subject to change at the time of the order, unless a valid tax exemption certificate is presented to DreamBox Learning. Payments outstanding more than 45 days may result in cancellation of the subscriptions. All fees and payments are non-refundable; unless DreamBox terminates the subscription herein without cause during the term, in which case a prorated refund of the terminated subscription will be provided to Customer. DreamBox may only terminate the subscription herein for cause if Customer fails to remedy a breach to the reasonable satisfaction of DreamBox within ten (10) days after being requested in writing by DreamBox to do so. In the event of any disagreement or dispute between the Parties arising under this quotation, the parties agree to use good faith efforts to resolve the disagreement or dispute amicably. No failure or delay by DreamBox Learning in exercising any right shall constitute a waiver of that right. The subscriptions referenced in this Licensing Agreement are subject to the acceptance of all terms set forth in the current version of the Terms of Use at <http://www.dreambox.com/terms>, provided that in the case of conflict between the terms of this quotation and the Terms of Use, the terms of this quotation shall govern. DreamBox Learning does not warrant its products or services except as specifically agreed to in writing. Notwithstanding the Terms of Use, neither party shall have any contractual indemnification obligations to the other party. Any dispute regarding this Licensing Agreement shall be governed by the laws of the State of Washington, and the parties agree to accept the exclusive jurisdiction of any court of the State of Washington, King County Circuit Court or the United States District Court.

DREAMBOX LEARNING, INC

CUSTOMER

Signature: 

Signature: _____

Name: Lance Ludman

Name: _____

Title: Chief Financial Officer

Title: _____

Date: _____

Date: _____

Bellevue Union School District Personnel Activity Log

For the period: February 18, 2020- March 9, 2020

Date of Board Approval: March 10, 2020

Hiring

Classified:

1. Kalila Feineman, 0.5 FTE Literacy Specialist Paraprofessional, Kawana Springs Elementary-
Effective 03/02/2020

Change of Contracts:

Classified:

1. Siara Goyer, 1.0 FTE Director of Human Resources (Previously 1.0 FTE Human Resources Manager)-
Effective 07/01/2020

Resignation:

Nothing to Report at this time

Retirement:

Nothing to Report at this time



BELLEVUE UNION SCHOOL DISTRICT

Current Enrollment

School	8/27/2019	9/13/2019	10/15/2019	11/7/2019	12/5/2019	1/11/2020	2/6/2020	3/6/2020	4/3/2020	5/8/2020	6/5/2020
Bellevue	410	408	416	414	420	426	428	428			
Kawana	337	337	336	335	333	338	335	332			
Meadow View	406	405	405	401	398	398	401	406			
Taylor Mountain	441	441	439	446	445	447	447	450			
Total Enrollment	1594	1591	1596	1596	1596	1609	1611	1616	TBD	TBD	TBD

Census Day (CalPADS/LCFF) Enrollment (1st Wednesday of October)

School	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
District	1736	1786	1769	1802	1753	1691	1616	1596			
Charter	0	37	71	94	145	144	0	0			
Total Enrollment	1736	1823	1840	1896	1898	1835	1616	1596	TBD	TBD	TBD

Attendance (P2, Average Attendance over 8 Months) April 15th

School	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2020/22	2021/23	2020/23
Bellevue	403	406	391	366	387						
Kawana	388	381	365	337	337						
Meadow View	397	409	425	437	406						
Taylor Mountain	502	503	483	456	413						
District Attendance	1690	1699	1664	1597	1543	TBD	TBD	TBD	TBD	TBD	TBD
<i>% Attendance</i>	<i>95.52%</i>	<i>94.26%</i>	<i>94.92%</i>	<i>94.41%</i>	<i>95.46%</i>						
Charter	76	105	131	141	0	0	0	0	0	0	0
With Charter	1765	1803	1794	1737	1543	TBD	TBD	TBD	TBD	TBD	TBD
<i>% Attendance</i>	<i>95.94%</i>	<i>95.12%</i>	<i>94.54%</i>	<i>94.69%</i>	<i>95.46%</i>						

Updated: 3/4/20