

# OXNARD SCHOOL DISTRICT

1051 South "A" Street • Oxnard, California 93030 • 805/385-1501



## **BOARD OF TRUSTEES**

**Mrs. Veronica Robles-Solis**, President  
**Mr. Albert "Al" Duff Sr.**, Clerk  
**Mrs. Debra M. Cordes**, Member  
**Mr. Ernest "Mo" Morrison**, Member  
**Mr. Denis O'Leary**, Member

## **ADMINISTRATION**

**Dr. Cesar Morales**  
Superintendent  
**Dr. Jesus Vaca**  
Assistant Superintendent,  
Human Resources & Support Services

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Assistant Superintendent,  
Educational Services  
**Ms. Lisa Cline**  
Assistant Superintendent,  
Business & Fiscal Services

## **AGENDA #16 REGULAR BOARD MEETING**

**Wednesday, May 20, 2015**

**5:00 p.m. Study Session**

**Closed Session To Follow**

**7:00 PM - Regular Board Meeting**

Call to Order: \_\_\_\_\_

Members Present: \_\_\_\_\_

Members Absent: \_\_\_\_\_

**\*NOTE:** In accordance with requirements of the Americans with Disabilities Act and related federal regulations, individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent's office at least two days before the meeting date.

**Persons wishing to address the Board of Trustees** on any agenda item may do so by completing a "**Speaker Request Form**" and **submitting the form to the Asst. Supt. of Human Resources**. The Speaker should indicate on the card whether they wish to speak during Public Comment or when a specific agenda item is considered.

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

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

OPIE TV – Channel 20 &  
Verizon FIOS - Channel 37



**Vision:**

Empowering All Children to Achieve Excellence

**Mission:**

Ensure a culturally diverse education for each student in a safe, healthy and supportive environment that promotes self-discipline, motivation and excellence in learning.



**Visión:**

Fortaleciendo a Todos los Alumnos para que Logren la Excelencia

**Misión:**

Asegurar una educación culturalmente diversa para cada alumno en un ambiente seguro, saludable y propicio que fomente la autodisciplina, motivación y la excelencia en el aprendizaje.

**Section A  
PRELIMINARY**

***A.1 Call to Order and Roll Call***

**5:00 PM**

The President of the Board will call the meeting to order. A roll call of the Board will be conducted.

***A.2 Pledge of Allegiance to the Flag***

Mrs. Aracely Fox, Principal of Soria School, will introduce Vicente Contreras, 7<sup>th</sup> grader at Juan Soria School; who will lead the audience in the Pledge of Allegiance.

***A.3 District’s Vision and Mission Statements***

The District’s Vision and Mission Statements will be read by a Soria Student.

***A.4 Presentation by Soria Staff***

Mrs. Aracely Fox will provide a short presentation to the Board regarding Soria School. Following the presentation President Robles-Solis will present a token of appreciation to the students that participated in the Board Meeting.

***A.5 Student Recognition – Cesar E. Chavez Student Competition & Awards (Dr. Morales)***

The Board will recognize students who were recognized at the annual Cesar Chavez Student Competition and Awards Dinner sponsored by the Oxnard Chapter of the Association of Mexican-American Educators on May 15, 2015:

**ORATORY**

➤ 4 <sup>th</sup> Grade	First Place	Marcela Geronimo	McKinna School
4 <sup>th</sup> Grade	Second Place	Vanessa Morelos	Curren School
4 <sup>th</sup> Grade	Third Place	Victoria Carrizosa	Harrington School
➤ 5 <sup>th</sup> Grade	First Place	Diana Rejon	McAuliffe School
5 <sup>th</sup> Grade	Second Place	Fatima Santana	McKinna School
5 <sup>th</sup> Grade	Third Place	Ixchel Mata	Curren School
5 <sup>th</sup> Grade	Third Place	Noa Lopez	Sierra Linda
➤ 6 <sup>th</sup> Grade	First Place	Sophia Landeros	Chavez School
6 <sup>th</sup> Grade	Second Place	Darien Martinez	Kamala School
6 <sup>th</sup> Grade	Third Place	Savannah Cervantes	Soria School
➤ 7 <sup>th</sup> Grade	First Place	Vicente Contreras	Soria School
7 <sup>th</sup> Grade	Second Place	Bryan Rodriguez	Haydock School
7 <sup>th</sup> Grade	Third Place	Jocelynn Galindo	RJ Frank School
7 <sup>th</sup> Grade	Third Place	Kayla Ross	Curren School
➤ 8 <sup>th</sup> Grade	First Place	Andres Guerrero	Curren School
8 <sup>th</sup> Grade	Second Place	Mabel del Aguila	RJ Frank School
8 <sup>th</sup> Grade	Third Place	Emiliano Zambrano	Soria School

**ART**

➤ 4 <sup>th</sup> Grade	First Place	Delilah Lara	Soria School
	Second Place	Linda Mendez	Harrington School
	Third Place	Yvette Hernandez	Rose Avenue School

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

**Section A  
PRELIMINARY**  
(continued)

**A.5 Student Recognition – Cesar E. Chavez Student Competition & Awards (continued)**  
*(Dr. Morales)*

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The Board will recognize students who were recognized at the annual Cesar Chavez Student Competition and Awards Dinner sponsored by the Oxnard Chapter of the Association of Mexican-American Educators on May 15, 2015:

**ART (continued)**

➤ 5 <sup>th</sup> Grade	First Place	Jannette Cuecuecha	Rose Avenue School
	First Place	Jeraldinne Navarrete	McKinna School
	Second Place	Martina Diaz	Ramona School
	Third Place	Luis Ibarra	Sierra Linda School
➤ 6 <sup>th</sup> Grade	First Place	Jose Delgado	Fremont School
	Second Place	Ricardo Garcia	Kamala School
	Third Place	Aileen Villicana	Haydock School
➤ 7 <sup>th</sup> Grade	First Place	Diana Navarro	Fremont School
	Second Place	Jessica Ornelas	RJ Frank School
	Third Place	Vicente Contreras	Soria School
➤ 8 <sup>th</sup> Grade	First Place	Cristian Jaime	RJ Frank School
	Second Place	Samantha Rubio	RJ Frank School
	Third Place	Jenny Rodriguez	Haydock School

**COMMUNITY SERVICE PROJECT**

- 8<sup>th</sup> Grade First Place: Astrid Velasco and Estrella Garrido – RJ Frank School
- 7<sup>th</sup> Grade First Place: Celina Olague – RJ Frank School
- 6<sup>th</sup> Grade First Place: Monica Aguilar, Perla Maldonado and Kimberly Alatorre – Kamala School
- 5<sup>th</sup> Grade First Place: Noemi Lopez, Anahi Ordaz and Ashley Ortega – Kamala School

**A.6 Adoption of Agenda (Superintendent)**

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Moved:  
Seconded:

**ROLL CALL VOTE:**

**O’Leary \_\_, Morrison \_\_, Cordes \_\_, Duff \_\_, Robles-Solis \_\_**

**A.7 Study Session – Migrant Education Program Saturday Science Academy**  
*(Dr. Morales/Arellano)*

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The Board of Trustees will receive a report on the Saturday Science Academy for Migrant Students.

**A.8 Study Session – English Learner Services (Dr. Morales/Arellano)**

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The Board of Trustees will receive a report from the English Learner Services Department.

**A.9 Recognition of Volunteers to Migrant Program (Dr. Morales/Arellano)**

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The Board of Trustees will recognize individuals for their hard work and support to the Migrant Students.

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

## Section A PRELIMINARY

(continued)

### **A.10 Closed Session – Public Participation/Comment** (Limit three minutes per person per topic)

Persons wishing to address the Board of Trustees on any agenda item identified in the Closed Session agenda may do so by completing a “Speaker Request Form” and submitting the form to the Assistant Superintendent of Human Resources and Support Services. Public Comment shall be limited to fifteen (15) minutes per subject with a maximum of three (3) minutes per speaker.

### **A.11 Closed Session**

The Board of Trustees will convene to closed session for the following items:

1. Pursuant to Section 54956.9 of *Government Code*:
  - Conference with Legal Counsel – Anticipated Litigation: 1-case
  - Conference with Legal Counsel – Existing Litigation
2. Pursuant to Section 48916 of the Education Code the Board will consider student matters including:
  - Consideration of Expelling Student(s) from the Oxnard School District
3. Pursuant to Sections 54957.6 and 3549.1 of the *Government Code*:
  - Conference with Labor Negotiator:  
Agency Negotiators: OSD Assistant Superintendent Human Resources & Support Services, and Garcia Hernández Sawhney & Bermudez, LLP  
Association(s): OEA, OSSA, CSEA;  
and All Unrepresented Personnel - Administrators, Classified Management, Confidential
4. Pursuant to Section 54957 of the *Government Code* and Section 44943 of the *Education Code* the Board will consider personnel matters, including:
  - Public Employee(s) Discipline/Dismissal/Release
  - Public Employee(s) Reassignment/Appointment:
    - Director, Curriculum, Instruction and Accountability

### **A.12 Reconvene to Open Session**

**7:00 PM**

### **A.13 Report Out of Closed Session**

The Board will report on any action taken in closed session or take action on any item considered in closed session.

### **A.14 Introduction of New Administrator(s)** (Dr. Morales)

Administration will introduce the following new administrator(s) to the Oxnard School District and/or employees to new positions to the Board of Trustees:

- Ms. Robin I. Freeman, Assistant Superintendent, Educational Services/ Chief Academic Officer

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

## Section B HEARINGS/PUBLIC COMMENT

### ***B.1 Public Comment/Opportunity for Members of the Public, Parents, PTA/PTO, to Address the Board*** (3 minutes each speaker)

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Members of the public may address the Board on any matter within the Board's jurisdiction and have three (3) minutes each to do so. The total time of each subject will be fifteen (15) minutes, unless additional time is requested by a Board Member and approved by the Board. The Board may not deliberate or take action on items that are not on the agenda. The President is in charge of the meeting and will maintain order, set the time limits for the speakers and the subject matter, and will have the prerogative to remove any person who is disruptive of the Board meeting. This meeting is being video-recorded and televised.

Persons addressing the board during the consideration of an agenda item will be called to address the board prior to any presentation or consideration of the item by the Board. At the conclusion of the public comment on the item, the Board will hear the District's presentation on the matter. Board deliberation and action, if any, will follow the District's presentation. Once the public comments are presented, the board will only take comments from the public at the discretion of the Board President.

The Board particularly invites comments from parents of students in the District.

We will now read the names of the individuals who have submitted Speaker Request Forms to address the Board.

### ***B.1 Comentarios Públicos/Oportunidad para que los Miembros de la Audiencia, los Padres, el PTA/PTO se dirija a la Mesa Directiva*** (3 minutos para cada ponente)

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Los miembros del público pueden dirigirse a la Mesa Directiva sobre cualquier asunto dentro de la jurisdicción de la Mesa Directiva y cada uno limitar sus comentarios a tres (3) minutos. El tiempo total de cada asunto será de quince (15) minutos, a menos que, un miembro de la Mesa Directiva determine extender el tiempo y que éste sea aprobado por la Mesa Directiva. La Mesa Directiva no podrá deliberar o tomar alguna acción sobre los asuntos que no aparezcan en la agenda. El presidente dirige la junta y mantendrá el orden, establece el tiempo límite para los presentadores, el tema del asunto y tendrá la facultad de retirar a cualquier persona que cause un desorden en la sesión de la junta. Esta junta está siendo grabada y televisada.

Las personas que quieran dirigirse a la Mesa Directiva durante la consideración de un asunto de la agenda serán llamadas para dirigirse a la Mesa Directiva antes de cualquier presentación o consideración de un asunto por la Mesa Directiva. Al concluir el período de los comentarios públicos sobre un asunto, la Mesa Directiva escuchará la presentación del Distrito con respecto al tema. La deliberación y la resolución determinada por la Mesa Directiva, si se presenta alguna, procederá después de la presentación del Distrito. Una vez que los comentarios públicos hayan sido presentados, la Mesa Directiva únicamente aceptará los comentarios por parte del público a discreción del presidente de la Mesa Directiva.

La Mesa Directiva invita en particular a los padres de los alumnos del Distrito para que expresen sus comentarios.

A continuación leeremos los nombres de las personas quienes han entregado las Formas de Petición para Dirigirse a la Mesa Directiva.

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

**Section B**  
**HEARINGS/PUBLIC COMMENT**  
(Continued)

***B.2 Public Hearing – To Receive and Consider Input Regarding The Transition To By-Trustee Area Elections and The Three Proposed Trustee Area Maps (Dr. Morales)***

This being the date noticed, the Board of Trustees will hold a public hearing in accordance with Election Code Section 10010, to receive and consider input regarding the transition to by-trustee area elections and the three proposed trustee area maps to be used in the event the Board approves a transition to by-trustee area election pursuant to Education Code Section 5019 and 5020.

Public Comment:  
Presentation:  
Board Discussion:

***B.3 Public Hearing – Regarding Sunshine of The Oxnard Educators Association (OEA) and the Oxnard School District Initial Proposals for 2015-2016 Negotiations, Pursuant to Government Code Section 3547 (Vaca)***

This being the date noticed, the Board of Trustees will hold a public hearing to sunshine the Oxnard Educators Association (OEA) and the Oxnard School District Initial Proposals for 2015-2016 Negotiations. The parties plan to negotiate the following articles:

Public Comment:  
Presentation:  
Moved:  
Seconded:  
Board Discussion:  
Vote:

- Article VI: Leaves of Absence
- Article IX: Evaluation
- Article X: Peer Assistance and Review
- Article XI: Working Hours
- Article XIX: Salaries
- Article XXVIII: Term of Agreement
- Article XXXI: Specialized Job Classification
- New Article: Special Education
- New Article: Curriculum

Following this public hearing, it is the recommendation of the Assistant Superintendent, Human Resources and Support Services that the Board of Trustees authorize the District enter into contract negotiations for the 2015-2016 school year and any additional years as may be mutually agreed upon by the parties.

**ROLL CALL VOTE:**

**O’Leary \_\_, Morrison \_\_, Cordes \_\_, Duff \_\_, Robles-Solis \_\_**

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

## Section C CONSENT AGENDA

(All Matters Specified as Consent Agenda are considered by the Board to be routine and will be acted upon in one motion. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board request specific items be discussed and/or removed from the Consent Agenda.)

Notes:  
Moved:  
Seconded:

### ROLL CALL VOTE:

O'Leary \_\_, Morrison \_\_, Cordes \_\_, Duff \_\_, Robles-Solis \_\_

#### *C.1 Agreements*

It is recommended that the Board approve the following agreements:	Dept/School
<ul style="list-style-type: none"> <li>▪ Amendment #1 to Agreement #183 with E.J. Harrison &amp; Sons Inc., to provide an increase in services due to the Frank Middle School Food Waste Program; amount not to exceed \$2,995.20; original contract amount was \$166,200.91, total contract amount is \$169,196.11; to be paid with General Funds;</li> </ul>	Cline/ Cross
<ul style="list-style-type: none"> <li>▪ #14-219 with Ventura County Arts Council, to provide Artist in the Classroom at Marshall School; amount not to exceed \$6,900.00, to be paid from Donation Funds;</li> </ul>	Dr. Morales/ Breitenbach
<ul style="list-style-type: none"> <li>▪ #14-220 with Ventura County Office of Education, to provide three full days of training for PBIS/CHAMPS implementation for up to 33 Certificated staff, and two half days of training for 20 Classified staff at Marshall School; amount not to exceed \$5,145.00, to be paid with Unrestricted General Funds;</li> </ul>	Dr. Morales/ Breitenbach
<ul style="list-style-type: none"> <li>▪ #14-221 with Safe &amp; Civil Schools, to provide consultant services for CHAMPS Classroom Management Training for teachers and staff at Soria, Curren and Kamala Schools on May 29-30, 2015; amount not to exceed \$10,000.00, to be paid with Unrestricted General Funds;</li> </ul>	Dr. Morales/ Fox/Castillo/ McDaniels
<ul style="list-style-type: none"> <li>▪ #14-222 with AE Group Mechanical Engineers Inc., to provide Engineering Services for the purpose of bringing the Transportation facility up to current codes; amount not to exceed \$50,000.00 including extra services and any reimbursable expenses, to be paid with Deferred Maintenance Funds;</li> </ul>	Cline/ Cross
<ul style="list-style-type: none"> <li>▪ #15-01 with Diane Turini-Mize, LMFT, SEP, to provide individual and/or family psychotherapy for students in Kindergarten – 8<sup>th</sup> grade for the 2015-16 school year; amount not to exceed \$92,000.00, to be paid with Medi-Cal Funds.</li> </ul>	Dr. Morales/ Phipps

#### *C.2 Ratification of Agreements*

It is recommended that the Board ratify the following agreements:	Dept/School
<ul style="list-style-type: none"> <li>▪ Amendment #8 to Agreement #14-50 with Ventura County Office of Education, Paraeducator Services – SCP, for exceptional services to Special Education Students due to placement of one (1) additional student with a Paraeducator service agreement for 2014-2015 school year in the amount of \$17,922.05; original contract amount was \$380,894.23; amendment #1 was for \$12,255.99; amendment #2 was for \$6,142.50; amendment #3 was for \$32,960.95; amendment #4 was for \$18,780.28; amendment #5 was for \$39,394.39; amendment #6 was for \$55,986.77, amendment #7 was for \$2,500.00, total contract amount is \$529,276.60; to be paid with Special Education Funds.</li> </ul>	Dr. Morales/ Phipps

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**



**Section C**  
**CONSENT AGENDA**  
(continued)

***C.3 Setting of Date for Public Hearing on Trustee Area Map Scenarios For The Change to By-Trustee Area Election***

It is the recommendation of the Superintendent that the Board of Trustees set the date of June 3, 2015 for a Public Hearing to discuss and consider approval of Trustee Area Map and change in election method.	Dept/School Dr. Morales
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***C.4 Setting of Date for Public Hearing – Oxnard School District 2015-16 Adopted Budget***

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services and the Director of Finance that the Board of Trustees set the date of Wednesday, June 3, 2015 for a public hearing on the Oxnard School District 2015-16 Adopted Budget.	Dept/School Cline/ Penanhoat
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***C.5 Setting of Date for Public Hearing – Oxnard School District 2015-16 Local Control Accountability Plan***

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services and the Director of Finance that the Board of Trustees set the date of Wednesday, June 3, 2015 for a public hearing on the Oxnard School District 2015-16 Local Control Accountability Plan (LCAP).	Dept/School Cline/ Penanhoat
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***C.6 Disposal of Surplus Personal Property***

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services and the Director of Purchasing, that the Board of Trustees declare the surplus list of April 24, 2015 property obsolete and approve its sale and/or disposal, as permitted by California Education Code §17546.	Dept/School Cline/ Franz
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***C.7 Purchase Order/Draft Payment Report #14-08***

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services and the Director of Purchasing that the Board of Trustees approve the Purchase Order/Draft Payment Report #14-08, as submitted.	Dept/School Cline/ Franz
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***C.8 Enrollment Report***

Attached for the Board's information is the district's enrollment report for the month of April 2015.	Dept/School Cline
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***C.9 Summary of 2015 General Obligation Refunding Bond Sale***

It is the recommendation of the Superintendent and the Assistant Superintendent, Business & Fiscal Services, in consultation with CFW, that the Board of Trustees receive the Summary of 2015 General Obligation Refunding Bond Sale.	Dept/School Dr. Morales/ Cline/ CFW
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***C.10 Establish/Abolish/Reduce/Increase Hours of Positions***

It is recommended that the Board approve the establishment, abolishment or reduction in hours for classified positions, as submitted.	Dept/School Koch
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**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

**Section C**  
**CONSENT AGENDA**  
(continued)

***C.11 Personnel Actions***

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It is recommended that the Board approve personnel actions, as submitted.

Dept/School  
Vaca/  
Koch

**Note: No new items will be considered after 10:00 p.m. in accordance with  
Board Bylaws, BB 9323 – Meeting Conduct**

**Section D**  
**ACTION ITEMS**

*(Votes of Individual Board Members must be publicly reported.)*

***D.1 Declaration of Need for Fully Qualified Educators (Vaca)***

It is the recommendation of the Assistant Superintendent, Human Resources and Support Services that the Board of Trustees approve the Declaration of Need for Fully Qualified Educators for the 2015-2016 school year and authorize its submission to the State of California Commission on Teacher Credentialing.

Public Comment:  
Presentation:  
Moved:  
Seconded:  
Board Discussion:  
Vote:

**ROLL CALL VOTE:**

**O'Leary \_\_, Morrison \_\_, Cordes \_\_, Duff \_\_, Robles-Solis \_\_**

***D.2 Consideration and Discussion To Revise Schedule of Board Meetings 2015 (Dr. Morales)***

It is recommended that the Board of Trustees consider and discuss the option of changing the board meeting date of August 19, 2015 to August 26, 2015, due to the fact that the first day of instruction for 2015-2016 is scheduled for August 19, 2015.

Public Comment:  
Presentation:  
Moved:  
Seconded:  
Board Discussion:  
Vote:

**ROLL CALL VOTE:**

**O'Leary \_\_, Morrison \_\_, Cordes \_\_, Duff \_\_, Robles-Solis \_\_**

***D.3 Award of Field Contract #FC-P15-04104 – Freezer Alarm Project (Cline/Cross)***

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services, and the Assistant Director of Facilities, that the Board of Trustees award Field Contract #FC-P15-04104, Freezer Alarm Project, to Dial Security; amount not to exceed \$15,484.00, to be paid with Deferred Maintenance Funds.

Public Comment:  
Presentation:  
Moved:  
Seconded:  
Board Discussion:  
Vote:

**ROLL CALL VOTE:**

**O'Leary \_\_, Morrison \_\_, Cordes \_\_, Duff \_\_, Robles-Solis \_\_**

***D.4 Triennial Update of Plan for Providing Educational Services To Expelled Pupils (Dr. Morales/Phipps)***

It is the recommendation of the Superintendent and the Director of Pupil Services that the Board of Trustees approve the Triennial Update of Plan for providing educational services to expelled pupils and forward to Ventura County Office of Education for processing to the state.

Public Comment:  
Presentation:  
Moved:  
Seconded:  
Board Discussion:  
Vote:

**ROLL CALL VOTE:**

**O'Leary \_\_, Morrison \_\_, Cordes \_\_, Duff \_\_, Robles-Solis \_\_**

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

**Section D  
ACTION ITEMS**

(continued)

*(Votes of Individual Board Members must be publicly reported.)*

***D.5 Consideration and Approval of Pre-Qualified Architect Firms For The  
Oxnard School District’s Facilities Program (Dr. Morales/Cline/CFW, Inc.)***

It is the recommendation of the Superintendent and the Assistant Superintendent, Business & Fiscal Services, in conjunction with Caldwell Flores Winters, Inc. and the District’s selection committee, that the Board of Trustees approve the following Pre-Qualified Architectural Firms:

- CSDA Design Group
- Dougherty + Dougherty Architects
- Flewelling & Moody
- IBI Group
- Rachlin Partners
- SVA Architects

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Public Comment:  
Presentation:  
Moved:  
Seconded:  
Board Discussion:  
Vote:

**ROLL CALL VOTE:**

**O’Leary \_\_, Morrison \_\_, Cordes \_\_, Duff \_\_, Robles-Solis \_\_**

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

**Section E**  
**REPORTS/DISCUSSION ITEMS**  
(These are presented for information or study only,  
no action will be taken.)

***E.1 Budget Update (Cline)***

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The Administration will present an updated report on the status of the State Budget for the 2015-2016 fiscal year.

***E.2 Review of Simultaneous Translation Services for Board Meetings (Dr. Morales)***

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The Board of Trustees will review the simultaneous translation services and consider if they would like to continue to provide the services to the public for the 2015-16 fiscal year, beginning in July 2015.

**Note: No new items will be considered after 10:00 p.m. in accordance with  
Board Bylaws, BB 9323 – Meeting Conduct**

**Section F**  
**BOARD POLICIES**

(These are presented for discussion or study.  
Action may be taken at the discretion of the Board.)

**No Board Policies will be discussed or studied at this meeting.**

**Note: No new items will be considered after 10:00 p.m. in accordance with  
Board Bylaws, BB 9323 – Meeting Conduct**

**Section G**  
**CONCLUSION**

***G.1 Superintendent's Announcements*** *(3 minutes)*

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A brief report will be presented concerning noteworthy activities of district staff, matters of general interest to the Board, and pertinent and timely state and federal legislation.

Notes:

***G.2 Trustees' Announcements*** *(3 minutes each speaker)*

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The trustees' report is provided for the purpose of making announcements, providing conference and visitation summaries, coordinating meeting dates, identifying board representation on committees, and providing other information of general interest.

Notes:

***ADJOURNMENT***

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Moved:  
Seconded:  
Vote:

**Note: No new items will be considered after 10:00 p.m. in accordance with Board Bylaws, BB 9323 – Meeting Conduct**

BOARD AGENDA ITEM

Name of Contributor(s) **Dr. Jairo Arellano**

Date of Meeting: **5/20/15**

Study Session: \_\_\_\_\_

- A. Preliminary: \_\_\_\_\_
- B. Hearing: \_\_\_\_\_
- C. Consent Item \_\_\_\_\_
- D. Action Items \_\_\_\_\_
- E. Reports/Discussion Items (no action)
- F. Board Policies      1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Title:** Migrant Education Program Saturday Science Academy  
Oxnard School District and Ventura County of Education (Morales/Arellano)

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The Saturday Science Academy for Migrant student's grades kindergarten through eighth is held at Driffill Elementary. The pre-k program is a separate program funded by MESRP. The students engage in a rich educational environment that allows for continuous interaction and language development. Student instruction began on Saturday, November 1, 2014 and will end Saturday, May 30, 2015. The classes are held from 8:00 a.m. to 12:30 p.m. The students attending receive breakfast, lunch and transportation. The main focus of this program is to teach students to develop vocabulary through Science.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

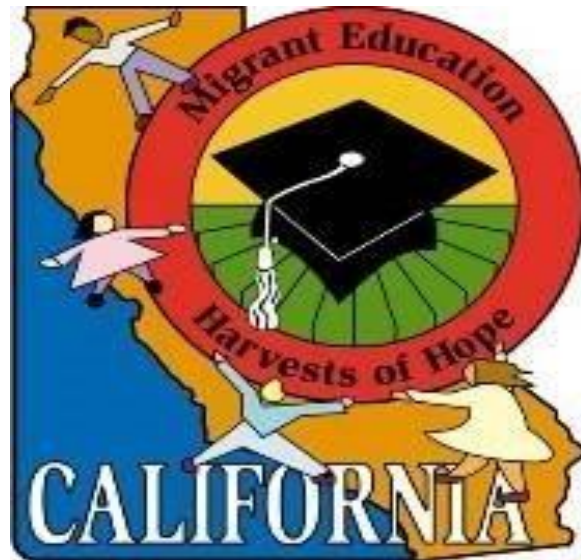
It is the recommendation of the Superintendent and the Executive Director of English Learner Services that the Board of Trustees receive the report as presented.

**ADDITIONAL MATERIAL(S):**

Power Point



# Migrant Education Update



# Migrant Saturday Science Academy

- Focus in:
- Science (Physics, Biology, and Chemistry)
- Math
- Vocabulary
- Language Acquisition
- Peer Collaboration
- Engagement





Dr. Clifford profesor de la universidad de  
Californiade Channel Islands



Observando, descubriendo y  
aprendiendo.



Dr. Mendoza el Director del Programa Migrante  
Angelica Vladimirsky Reclutadora de VCOE



Dr. Arellano el Director Ejecutivo  
El Distrito de Oxnard

# Saturday Academy is Fun for All



Los estudiantes migrantes son  
nuestro futuro...

Son los:

- Doctores
- Científicos
- Químicos
- Físicos
- Ingenieros



- Thank you for the Support



- Question?

BOARD AGENDA ITEM

**Name of Contributor(s)** Dr. Jairo Arellano

**Date of Meeting:** 5/20/15

Study Session: \_\_\_\_\_

- A. Preliminary: \_\_\_\_\_
- B. Hearing: \_\_\_\_\_
- C. Consent Item \_\_\_\_\_
- D. Action Items \_\_\_\_\_
- E. Reports/Discussion Items (no action)
- F. Board Policies      1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Title: English Learner Services (Morales/Arellano)**

---

The English Learner Services Department provides services and monitors the progress of all English Learners in the Oxnard School District. The department oversees:

- CELDT
- IPT
- Reclassification
- ELD Academy for Newcomers
- Interventions for Long Term English Learners
- English Learner Master Plan Committee
- Indigenous Committee anti-bullying

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

It is the recommendation of the Superintendent and the Executive Director of English Learner Services that the Board of Trustees receive the report as presented.

**ADDITIONAL MATERIAL(S):**

Power Point



# ENGLISH LEARNER SERVICES

# **CELDT UPDATES**

**AMA0 1**

**AMA0 2**

**AMA0 3**



# OSD EL Counts and Percentages

	Total Enrollment	LEP Enrollment	EL%
Brekke	638	266	41%
Chavez	882	633	72%
Curren	1,067	604	56%
Driffill	1,224	780	63%
Elm	749	577	77%
Frank	1,358	486	35%
Fremont	1,155	249	21%
Harrington	529	416	78%
Haydock	855	333	39%
Kamala	1,184	844	71%
Lemonwood	918	671	73%
Marina West	611	308	50%
Marshall	555	223	40%
McAuliffe	755	195	26%
McKinna	710	562	79%
Ramona	571	468	82%
Ritchen	671	306	45%
Rose	734	566	77%
Sierra Linda	677	367	54%
Soria	1,067	366	34%
<b>Totals</b>	<b>16, 799</b>	<b>9,220</b>	<b>55%</b>

# Title III AMAO 1 and 2 Goal Report

## 2012-2014

Name	AMAO 1 Actual			Target	AMAO 2 - < 5 years Actual			Target	AMAO 2 - >= 5 years Actual			Target	School Level
	2012	2013	2014	2015	2012	2013	2014	2015 < 5 years	2012	2013	2014	2015 >= 5 years	
	%	%	%	%	%	%	%	%	%	%	%	%	
Oxnard	53.3%	50.8%	51.9%	60.5%	13.4%	13.3%	13.2%	24.2%	36.8%	35.3%	40.5%	50.9%	Elementary
Cesar E. Chavez Elementary	46.6%	54.8%	49.4%	60.5%	7.9%	12.2%	8.7%	24.2%	25.2%	32.1%	34.3%	50.9%	ES
Christa McAuliffe Elementary	58.4%	58.4%	54.2%	60.5%	27.4%	29.2%	21.5%	24.2%	45.2%	48.4%	50.0%	50.9%	ES
Curen Elementary	56.5%	50.2%	50.3%	60.5%	17.4%	14.5%	15.9%	24.2%	28.4%	34.9%	40.0%	50.9%	ES
Driffill Elementary	45.9%	50.3%	49.9%	60.5%	8.6%	12.1%	12.2%	24.2%	28.7%	33.6%	29.2%	50.9%	ES
Elm Street Elementary	45.1%	48.1%	54.7%	60.5%	10.9%	10.6%	13.8%	24.2%	26.0%	23.0%	35.4%	50.9%	ES
Emilie Ritche Elementary	47.7%	49.4%	38.6%	60.5%	14.7%	10.8%	9.3%	24.2%	28.6%	36.9%	19.4%	50.9%	ES
Harrington Elementary	55.6%	46.7%	43.5%	60.5%	5.8%	6.7%	6.9%	24.2%	48.2%	38.9%	36.0%	50.9%	ES
Juan Lagunas Soria Elementary	50.6%	61.3%	44.5%	60.5%	16.1%	19.8%	15.7%	24.2%	43.3%	56.4%	42.7%	50.9%	ES
Kamala Elementary	57.7%	42.2%	56.5%	60.5%	12.6%	9.4%	12.8%	24.2%	36.6%	28.9%	47.5%	50.9%	ES
Lemonwood Elementary	57.6%	54.3%	52.1%	60.5%	14.5%	14.0%	13.1%	24.2%	42.5%	28.8%	42.5%	50.9%	ES
Marina West Elementary	47.1%	56.5%	52.2%	60.5%	12.8%	18.4%	14.0%	24.2%	26.7%	35.1%	39.4%	50.9%	ES
McKinna Elementary	59.2%	53.8%	44.9%	60.5%	15.9%	12.7%	9.2%	24.2%	28.4%	28.9%	19.8%	50.9%	ES
Norman R. Brekke Elementary	63.4%	49.6%	60.0%	60.5%	26.9%	19.8%	28.1%	24.2%	54.9%	50.0%	51.9%	50.9%	ES
Ramona Elementary	60.9%	48.2%	50.0%	60.5%	15.0%	8.0%	15.0%	24.2%	33.0%	25.3%	18.5%	50.9%	ES
Rose Avenue Elementary	43.4%	54.3%	53.2%	60.5%	8.9%	12.7%	11.1%	24.2%	20.5%	28.1%	41.2%	50.9%	ES
Sierra Linda Elementary	54.1%	47.8%	55.0%	60.5%	17.7%	17.0%	16.9%	24.2%	33.9%	30.4%	35.2%	50.9%	ES
Thurgood Marshall Elementary	51.7%	60.2%	54.7%	60.5%	9.6%	14.6%	14.9%	24.2%	46.0%	62.2%	57.1%	50.9%	MS
Fremont Intermediate	45.2%	56.1%	46.9%	60.5%	8.3%	14.5%	3.6%	24.2%	33.1%	39.9%	40.2%	50.9%	MS
Richard B. Haydock Intermediate	64.3%	48.5%	60.0%	60.5%	--	--	--	24.2%	45.7%	39.7%	46.5%	50.9%	MS
Robert J. Frank Intermediate	61.8%	40.6%	63.6%	60.5%	18.0%	25.0%	--	24.2%	45.2%	32.3%	49.2%	50.9%	MS
	AMAO 1 Target				AMAO 2 - Less Than 5 years Target				AMAO 2 - 5 or more years Target				School
	2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015	Level
	56	57.5	59	60.5	20.1	21.4	22.8	24.2	45.1	47	45.9	50.9	ES/MS

# Title III AMAO 3 Goal Report

## 2011-2013

Name	AMAO 3 ELA			Target	AMAO 3 Math			Target	
	2011	2012	2013	2015	2011	2012	2013	2015	School
	%	%	%	%	%	%	%	%	Level
Oxnard	29.3	34.5	33.1	100.0%	42.0	44.3	42.5	100.0%	ES/MS
Cesar E. Chavez Elementary	21.2	25.8	28.2	100.0%	30.6	34.6	39.9	100.0%	ES
Christa McAuliffe Elementary	52.4	60.0	59.8	100.0%	57.8	60.8	60.7	100.0%	ES
Curren Elementary	37.6	38.8	38.5	100.0%	59.9	59.0	56.6	100.0%	ES
Driffill Elementary	22.5	27.2	29.2	100.0%	40.7	41.4	45.2	100.0%	ES
Elm Street Elementary	33.8	35.1	28.4	100.0%	56.8	56.4	47.6	100.0%	ES
Emilie Ritche Elementary	34.0	34.9	25.8	100.0%	40.9	39.8	31.3	100.0%	ES
Harrington Elementary	25.2	36.0	32.8	100.0%	45.2	53.3	52.9	100.0%	ES
Juan Lagunas Soria Elementary	38.9	47.9	37.0	100.0%	58.9	51.6	36.5	100.0%	ES
Kamala Elementary	30.9	30.9	26.6	100.0%	44.4	48.4	40.2	100.0%	ES
Lemonwood Elementary	31.7	39.3	33.7	100.0%	52.3	50.7	44.6	100.0%	ES
Marina West Elementary	22.3	30.9	27.5	100.0%	36.7	40.9	44.5	100.0%	ES
McKinna Elementary	31.1	38.2	33.8	100.0%	54.4	58.1	50.4	100.0%	ES
Norman R. Brekke Elementary	42.4	48.0	48.1	100.0%	53.4	53.0	50.8	100.0%	ES
Ramona Elementary	32.3	32.4	30.3	100.0%	50.2	47.6	44.4	100.0%	ES
Rose Avenue Elementary	22.0	26.3	30.8	100.0%	37.3	39.4	46.2	100.0%	ES
Sierra Linda Elementary	40.1	44.8	44.6	100.0%	55.3	59.1	58.5	100.0%	ES
Thurgood Marshall Elementary	26.5	31.6	32.6	100.0%	37.7	48.1	48.0	100.0%	ES
Fremont Intermediate	24.6	29.7	33.5	100.0%	26.8	30.0	33.7	100.0%	MS
Nueva Vista	--			100.0%	--			100.0%	MS
Richard B. Haydock Intermediate	23.3	31.9	36.3	100.0%	25.5	34.9	36.5	100.0%	MS
Robert J. Frank Intermediate	23.6	30.2	28.3	100.0%	21.2	22.6	25.5	100.0%	MS
AMAO Goals	AMAO 3 ELA			Target	AMAO 3 Math			Target	School
	2011	2012	2013	2015	2011	2012	2013	2015	Level
	67.6	78.4	89.2	100	68.5	79	89.5	100	ES/MS

California Department of Education did not generate a 2014 AYP for Elementary and Middle schools in 2014

# NEW MONITORING TOOL

# IPT



# IPT FAMILY OF TESTS

IPT ORAL TESTS	Ages 3, 4, and 5	Grades K-6	Grades 6-12
English	Pre-IPT	IPT I	IPT II
Spanish	Pre-IPT	IPT I	IPT II

The IPT II-Oral English and Spanish are also normed on sixth graders. The sixth-grade band is convenient for middle schools with grades 6-8.

IPT READING & WRITING TESTS	Grades K-1	Grades 2-3	Grades 4-6	Grades 7-12
English	Early Literacy	IPT 1	IPT 2	IPT 3
Spanish	Early Literacy	IPT 1	IPT 2	IPT 3

# IPT PURPOSES:

**DOCUMENT** Spanish/English language proficiency upon initial entry

**PROGRESS MONITORING** in developing English proficiency – additional data source (AMA0 1, 2)

**DIAGNOSTIC** to identify gaps/strengths in Spanish/English

**DLI PROGRAMS** for progress monitoring/identifying students' proficiency for a balanced class in both languages

# RECLASSIFICATION



**ENGLISH LANGUAGE SERVICES**

5/12/2015

# CRITERIA FOR RECLASSIFICATION



Assessment of language proficiency (CELDT)

Comparison of pupil's performance in basic skills (Reading, CST)

Teacher evaluation, including but not limited to, a review of the student's curriculum mastery

Parent opinion and consultation



School	Students Reclassified 2013-2014*	Students Reclassified 2014-2015
Brekke	49	32
Chavez	51	58
Curren	57	76
Driffill	41	90
Elm	55	68
Frank	40	91
Fremont	14	57
Harrington	30	26
Haydock	40	39
Kamala	67	118
Lemonwood	65	38
Marina West	27	37
Marshall	32	15
McAuliffe	37	40
McKinna	31	25
Ramona	41	25
Ritchen	19	23
Rose Ave.	50	20
Sierra Linda	41	49
Soria	26	64
Totals	813	991

\*includes students reclassified in fall and spring

# ELD ACADEMY FOR NEWCOMERS AND INTERVENTIONS FOR LONG TERM ENGLISH LEARNERS

## ❖ Summer School for Migrant and Newcomers

- ❖ Location: ELM School
- ❖ Dates: June 22 thru July 17, 2015
- ❖ Main focus will be: Language Acquisition, vocabulary development, science and Math
- ❖ Transportation, breakfast, and lunch will be provided
- ❖ Times: 8:00 AM – 12:00 PM

## ❖ Summer School for Long Term English Language Learners

- ❖ Location: Haydock Intermediate
- ❖ Dates: June 22 thru July 17, 2015
- ❖ Main focus will be: *Reading, and Language development through enriched Thematic curriculum, Latin and Greek Roots, Science (Physics, Biology, and Chemistry)*
- ❖ Transportation, breakfast, and lunch will be provided
- ❖ Times: 8:00 AM – 12:00 PM

# MASTER PLAN DEVELOPMENT PROCESS

Phase 1a Planning and Preparation	<ul style="list-style-type: none"> <li>-Oxnard Leadership Team Meetings</li> <li>-DELAC Introductory Meeting</li> <li>-Staff and Parent Surveys</li> <li>-Classroom Observations</li> </ul>	Oct. 2014 – Feb. 2015
Phase 1b: Community/ Stakeholder Input	<ul style="list-style-type: none"> <li>-Oxnard Leadership Team Meetings</li> <li>-EL Master Plan Advisory Committee Mtgs</li> <li>-DELAC Update Meetings</li> <li><b>-Focus Group Meetings</b></li> </ul>	Feb. – June 2015
Phase 2: Drafting and Reviewing	<ul style="list-style-type: none"> <li>-Consultants and EL Master Plan Development Team draft initial plan</li> <li>-Ongoing meetings with Advisory Committee to review feedback from stakeholder groups</li> </ul>	June – Dec. 2015
Phase 3: Revisions	<ul style="list-style-type: none"> <li>-Consultants and EL Master Plan Development Team complete revisions</li> <li>-Design protocols for review and feedback</li> </ul>	Jan – Mar 2016
Phase 4: Final Draft Approved and Implementation Plan	<ul style="list-style-type: none"> <li>-Final review and feedback</li> <li>-Board Approves Plan</li> <li>-Design Roll-out and Implementation Plan</li> </ul>	Mar – June 2016

## **EL MASTER PLAN ADVISORY COMMITTEE ROLES**

- **Advise the Oxnard EL Master Plan Leadership Team in all areas related to the development of the EL Master Plan**
- **Attend and actively participate in EL Master Plan Advisory Committee**
- **For select members – facilitate and compile input from site-level Focus Group Meetings**

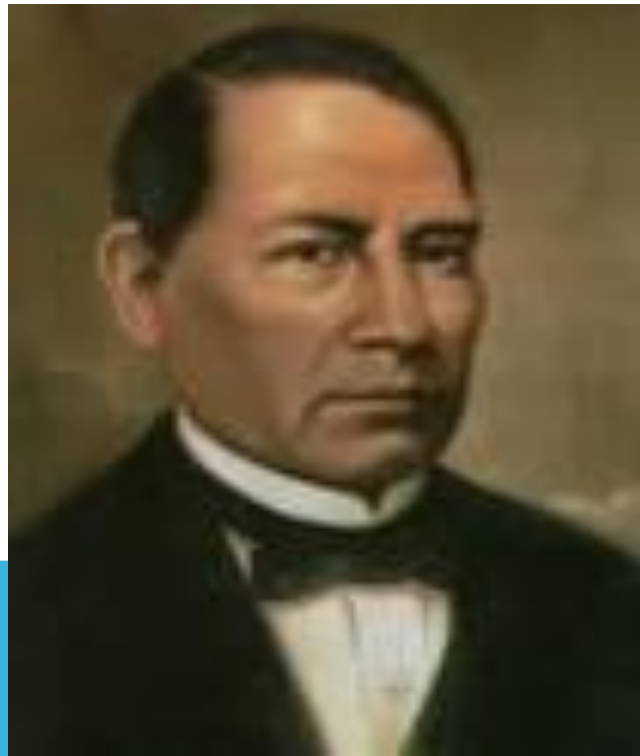
# INDIGENOUS COMMITTEE - ANTI-BULLYING

- ❑ Purpose of the Committee – To promote a climate of cultural respect and diversity throughout the OSD
- ❑ Goal– Monitor problems relating to bullying and promote a respectful environment for all indigenous groups



**“EL RESPETO AL DERECHO AJENO, ES LA PAZ”**

**“Among individuals, as among nations, respect for the rights of others is peace.”**



BOARD AGENDA ITEM

Name of Contributor: Dr. Morales

Date of Meeting: 05-20-15

- Study Session \_\_\_\_\_
- A. Preliminary \_\_\_\_\_
  - B. Hearing:   X
  - C. Consent Agenda \_\_\_\_\_
  - D. Action Items \_\_\_\_\_
  - E. Report/Discussion Items (no action) \_\_\_\_\_
  - F. Board Policies 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Notice of Public Hearing to Consideration of Conceptual Trustee Area Maps for Transition to By-Trustee Area Election System (Dr. Morales)**

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On February 4, 2015, the Oxnard School District Board of Trustees (“Board”) voted to approve the proposal to initiate the process for the District to transition from an “at-large” election system to a “by-trustee area” election system commencing with the 2016 Board elections. In approving the proposal, the Board was concerned about potential exposure to litigation under the California Voting Rights Act (“CVRA”), particularly taking into consideration the broad language of the CVRA and the fact that the CVRA grants a prevailing plaintiff the right to recover reasonable attorneys’ fees and expert witness fees.

As part of the process to transition to a by-trustee area election system, the Board will need to adopt a final trustee area plan for implementing the new voting trustee areas. In advance of adopting a final plan, the District is required to seek public input on the proposed trustee area plans. The presentation and consideration of the proposed trustee area plans during a public hearing is an important part of the transition to a by-trustee area election system so that comments and input can be received from the public.

The Board will conduct a public hearing in accordance with Election Code Section 10010. The purpose of the hearing is to receive and consider input regarding the transition to by-trustee area elections and the three proposed trustee area maps to be used in the event the Board approves a transition to by-trustee area election pursuant to Education Code Sections 5019 and 5020. The Board invites public comment regarding this matter.

**FISCAL IMPACT:**

There will be no fiscal impact.

**ADDITIONAL MATERIAL(S):**

- Power Point Presentation – April 15, 2015

**DISTRICT GOAL(S):**

- *Goal One – Improve Communication with Community and Staff*

**Oxnard School District**

**Trustee Areas**

**April 15, 2015**

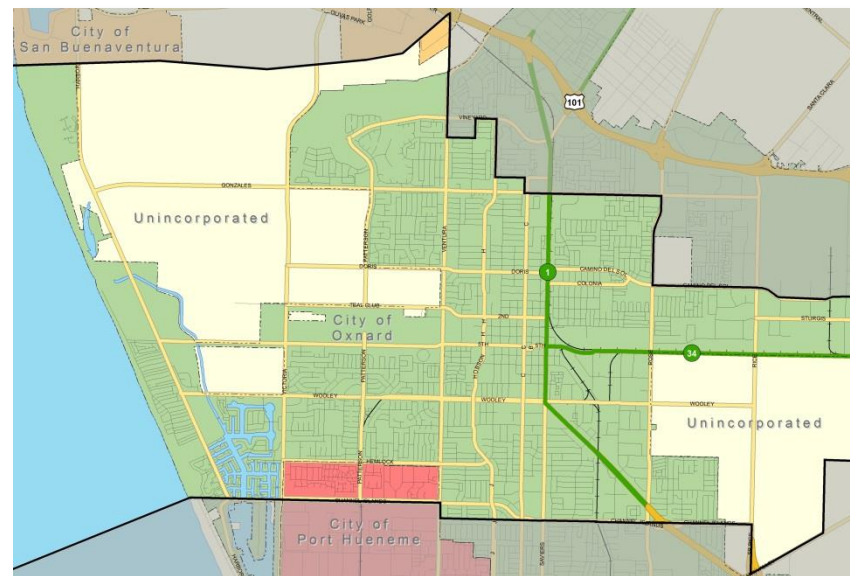
**May 6, 2015**

**May 20, 2015**

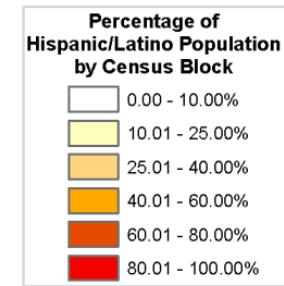
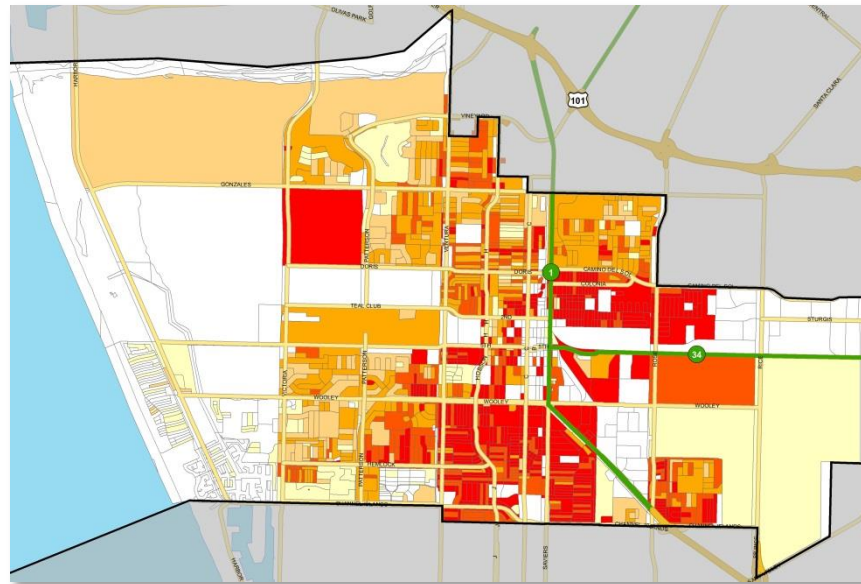


## District Demographics 2010 Census Data

Population	Total Population		Age 18 and over	
	Total	%	Total	%
Hispanic/Latino	91,938	72.81%	60,334	58.63%
White	21,750	17.22%	19,170	23.61%
Black/African American	3,361	2.66%	2,708	2.18%
American Indian/Alaska Native	283	0.22%	234	0.23%
Asian	6,642	5.26%	5,369	13.64%
Native Hawaiian/Pacific Islander	295	0.23%	228	0.36%
Other	148	0.12%	106	0.16%
Two or More Races	1,854	1.47%	1,122	1.19%
<b>Total Population</b>	<b>126,271</b>	<b>100.00%</b>	<b>89,271</b>	<b>100.00%</b>



## District Demographics *Citizen Voting Age Population Estimates*



Population	2005-2009 CVAP		2008-2012 CVAP	
	Total	%	Total	%
Hispanic/Latino	30,861	50.17%	36,393	56.88%
White	20,535	33.38%	19,804	30.95%
Black/African American	3,079	5.01%	2,543	3.97%
American Indian/Alaska Native	166	0.27%	89	0.14%
Asian	5,221	8.49%	4,469	6.98%
Native Hawaiian/Pacific Islander	399	0.65%	179	0.28%
Other	N/A	N/A	N/A	N/A
Two or More Races	1,253	2.04%	508	0.79%
<b>Total Population</b>	<b>61,503</b>	<b>100.00%</b>	<b>63,985</b>	<b>100.00%</b>

## Trustee Area Process

Date	Activity(ies)
February 4, 2015	Board initiates drawing of Trustee Areas
February 5 – 27, 2015	Develop initial Trustee Area scenarios
March 19, 2015 – April 14, 2015	Request feedback on General Waiver Request from bargaining units, school site committees, and school site councils
<b>April 15, 2015</b>	<b>Board meeting to set public hearing on waiver request; public presentation of scenarios</b>
April 2015	Submit General Waiver Request for approval by the State Board of Education
Week of April 27, 2015	Conduct public input meetings on Trustee Area scenarios
<b>May 6, 2015</b>	<b>Board meeting: Public Hearing on Waiver Request and consider approval of General Waiver Request; Public Hearing on Trustee Area map scenarios</b>
<b>May 20, 2015</b>	<b>Board meeting: Public Hearing on Trustee Area map scenarios</b>
<b>June 3, 2015</b>	<b>Board meeting: Public Hearing on Trustee Area map scenarios, consider approval of Trustee Area map and change in election method</b>
June/July 2015	County Committee on School District Organization holds a public hearing within boundaries of School District and considers approval of change in election method and trustee area map
July 2015	State Board of Education meeting; waiver application consideration if approved by OSD Board of Trustees
August 2015	Send final Trustee Area map to the County Registrar of Voters
November 8, 2016	First election held utilizing Trustee Areas

## Considerations in Trustee Areas

» Each area shall contain a nearly equal number of inhabitants



» Drawn to comply with the Federal Voting Rights Act



» Compact and contiguous, as much as possible



» Respect communities of interest, as much as possible



» Follow man-made and natural geographic features, as much as possible



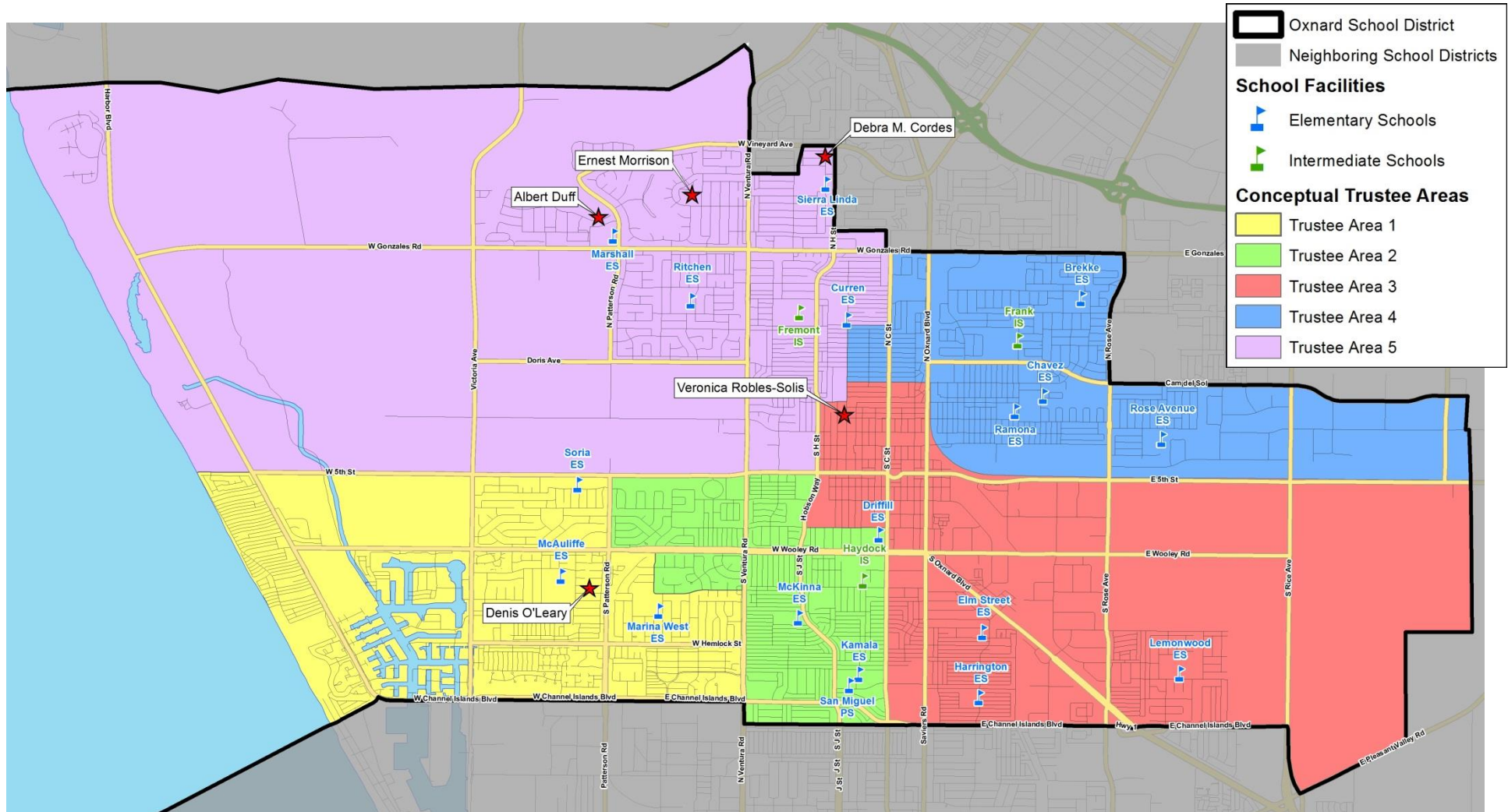
» Respect incumbency as much as possible



» Other local considerations (i.e., attendance boundaries)



# Trustee Areas – Scenario A



# Scenario A - Demographics

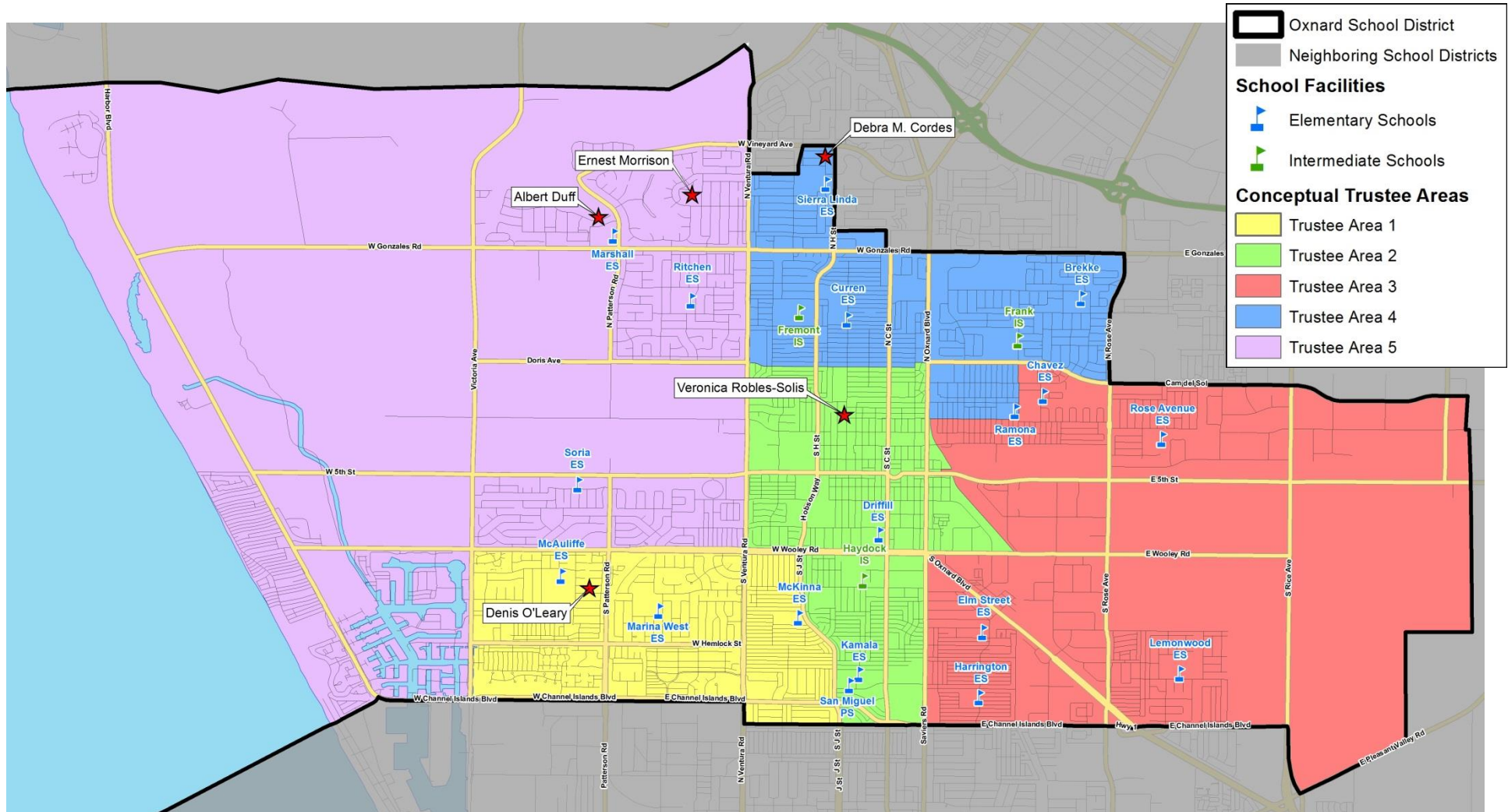
## Total Population

	Trustee Area 1	Trustee Area 2	Trustee Area 3	Trustee Area 4	Trustee Area 5
Population	25,424	24,818	25,415	24,851	25,474
Population Variance	228	-378	219	-345	278
	0.90%	-1.50%	0.87%	-1.37%	1.10%
Hispanic/Latino	11,297	21,015	21,849	20,962	16,490
	44.43%	84.68%	85.97%	84.35%	64.73%
White	10,854	2,071	1,766	1,503	5,623
	42.69%	8.34%	6.95%	6.05%	22.07%
Black/African American	939	642	358	402	997
	3.69%	2.59%	1.41%	1.62%	3.91%
American Indian/Alaska Native	65	57	55	37	69
	0.26%	0.23%	0.22%	0.15%	0.27%
Asian	1,507	690	1,113	1,647	1,684
	5.93%	2.78%	4.38%	6.63%	6.61%
Native Hawaiian/Other Pacific Islander	62	53	52	38	86
	0.24%	0.21%	0.20%	0.15%	0.34%
Other	35	15	30	38	30
	0.14%	0.06%	0.12%	0.15%	0.12%
Two or More Races	665	275	192	224	495
	2.62%	1.11%	0.76%	0.90%	1.94%

## Citizens by Voting Age Population Estimate (2008-2012)

	Trustee Area 1	Trustee Area 2	Trustee Area 3	Trustee Area 4	Trustee Area 5
Population	17,425	11,318	9,249	10,524	15,470
Population Variance	4,628	-1,479	-3,548	-2,273	2,673
	36.16%	-11.56%	-27.73%	-17.76%	20.89%
Hispanic/Latino	5,467	8,337	6,984	7,671	7,933
	31.38%	73.66%	75.52%	72.90%	51.28%
White	9,896	1,927	1,473	1,349	5,160
	56.79%	17.03%	15.92%	12.82%	33.35%
Black/African American	719	487	206	331	800
	4.13%	4.30%	2.23%	3.14%	5.17%
American Indian/Alaska Native	50	5	7	2	24
	0.29%	0.05%	0.08%	0.02%	0.15%
Asian	1,002	465	529	1,121	1,351
	5.75%	4.11%	5.72%	10.65%	8.73%
Native Hawaiian/Other Pacific Islander	53	32	21	23	50
	0.30%	0.28%	0.23%	0.22%	0.32%
Other	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
Two or More Races	237	65	28	27	152
	1.36%	0.57%	0.30%	0.25%	0.98%

# Trustee Areas – Scenario B



## Scenario B - Demographics

### Total Population

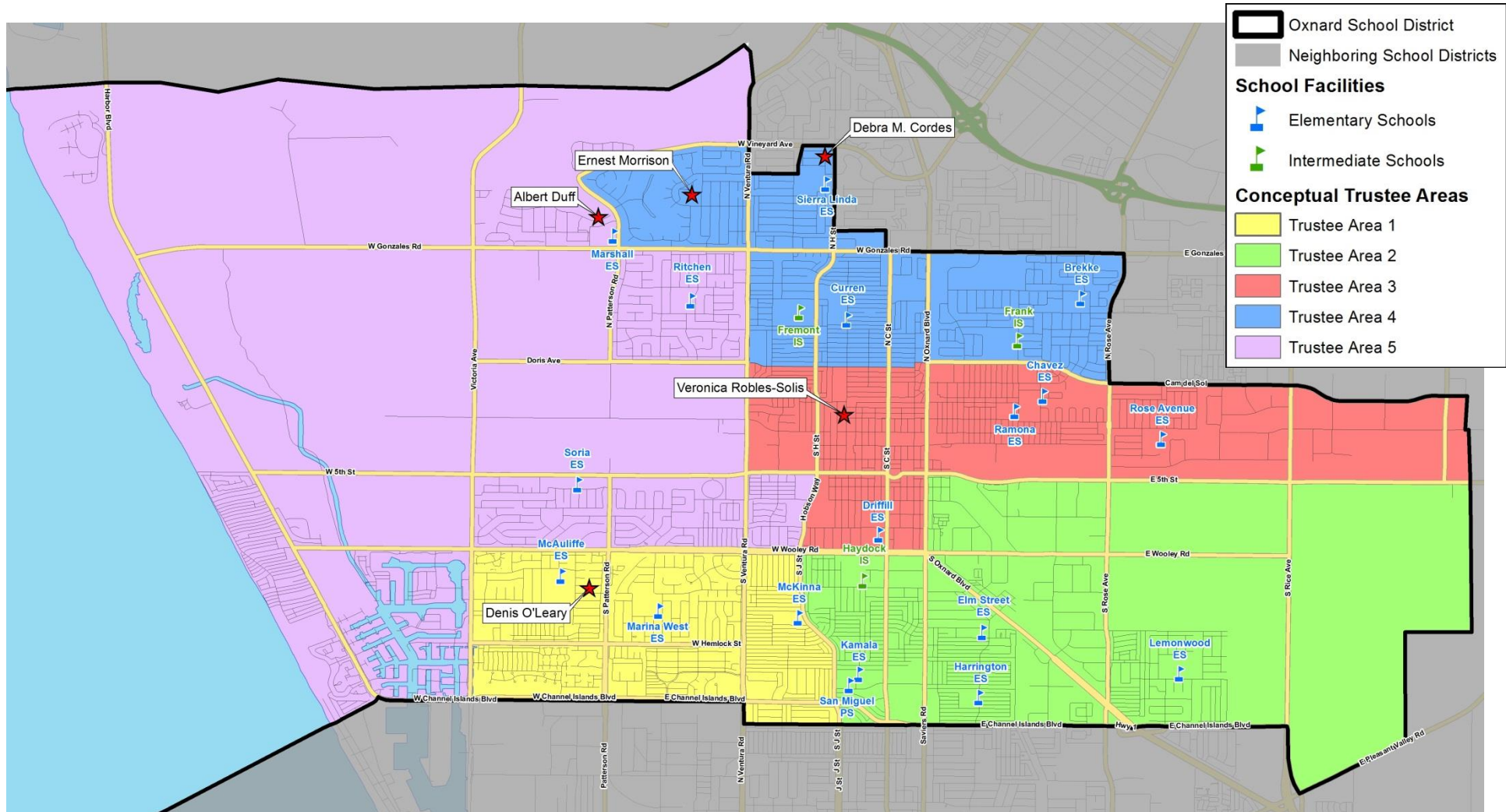
	Trustee Area 1	Trustee Area 2	Trustee Area 3	Trustee Area 4	Trustee Area 5
Population	24,968	24,925	25,887	25,622	24,580
Population Variance	-228	-271	691	426	-616
	-0.91%	-1.08%	2.74%	1.69%	-2.45%
Hispanic/Latino	16,696	21,186	23,441	19,287	11,003
	66.87%	85.00%	90.55%	75.28%	44.76%
White	5,656	2,273	970	3,094	9,824
	22.65%	9.12%	3.75%	12.08%	39.97%
Black/African American	955	584	290	667	842
	3.82%	2.34%	1.12%	2.60%	3.43%
American Indian/Alaska Native	74	55	36	62	56
	0.30%	0.22%	0.14%	0.24%	0.23%
Asian	996	472	972	2,019	2,182
	3.99%	1.89%	3.75%	7.88%	8.88%
Native Hawaiian/Other Pacific Islander	60	64	36	61	70
	0.24%	0.26%	0.14%	0.24%	0.28%
Other	33	21	32	34	28
	0.13%	0.08%	0.12%	0.13%	0.11%
Two or More Races	498	270	110	398	575
	1.99%	1.08%	0.42%	1.55%	2.34%

### Citizens by Voting Age Population Estimate (2008-2012)

	Trustee Area 1	Trustee Area 2	Trustee Area 3	Trustee Area 4	Trustee Area 5
Population	14,476	9,943	8,753	12,607	18,206
Population Variance	1,679	-2,854	-4,044	-190	5,409
	13.12%	-22.30%	-31.60%	-1.48%	42.27%
Hispanic/Latino	7,808	7,204	7,339	7,739	6,303
	53.94%	72.45%	83.85%	61.39%	34.62%
White	5,145	1,989	781	2,796	9,093
	35.54%	20.00%	8.92%	22.18%	49.95%
Black/African American	741	384	187	512	719
	5.12%	3.86%	2.14%	4.06%	3.95%
American Indian/Alaska Native	36	12	2	8	31
	0.25%	0.12%	0.02%	0.06%	0.17%
Asian	601	289	418	1,440	1,721
	4.15%	2.90%	4.78%	11.42%	9.45%
Native Hawaiian/Other Pacific Islander	50	24	16	38	52
	0.34%	0.24%	0.18%	0.31%	0.28%
Other	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
Two or More Races	96	41	11	74	287
	0.66%	0.42%	0.12%	0.58%	1.58%



# Trustee Areas – Scenario C



## Scenario C - Demographics

### Total Population

	Trustee Area 1	Trustee Area 2	Trustee Area 3	Trustee Area 4	Trustee Area 5
Population	24,968	25,800	25,924	24,723	24,567
Population Variance	-228	604	728	-473	-629
	-0.91%	2.40%	2.89%	-1.88%	-2.50%
Hispanic/Latino	16,696	22,789	23,274	16,811	12,043
	66.87%	88.33%	89.78%	68.00%	49.02%
White	5,656	1,347	1,600	4,209	9,005
	22.65%	5.22%	6.17%	17.02%	36.65%
Black/African American	955	362	447	762	812
	3.82%	1.40%	1.72%	3.08%	3.31%
American Indian/Alaska Native	74	44	53	55	57
	0.30%	0.17%	0.20%	0.22%	0.23%
Asian	996	1,004	305	2,333	2,003
	3.99%	3.89%	1.18%	9.44%	8.15%
Native Hawaiian/Other Pacific Islander	60	51	43	68	69
	0.24%	0.20%	0.17%	0.28%	0.28%
Other	33	20	32	37	26
	0.13%	0.08%	0.12%	0.15%	0.11%
Two or More Races	498	183	170	448	552
	1.99%	0.71%	0.66%	1.81%	2.25%

### Citizens by Voting Age Population Estimate (2008-2012)

	Trustee Area 1	Trustee Area 2	Trustee Area 3	Trustee Area 4	Trustee Area 5
Population	14,476	8,668	10,168	13,725	16,949
Population Variance	1,679	-4,129	-2,629	928	4,152
	13.12%	-32.27%	-20.55%	7.25%	32.44%
Hispanic/Latino	7,808	6,809	8,228	7,416	6,133
	53.94%	78.55%	80.92%	54.03%	36.18%
White	5,145	1,153	1,372	3,844	8,290
	35.54%	13.30%	13.49%	28.01%	48.91%
Black/African American	741	209	332	589	672
	5.12%	2.41%	3.26%	4.29%	3.96%
American Indian/Alaska Native	36	2	12	8	32
	0.25%	0.02%	0.12%	0.06%	0.19%
Asian	601	456	171	1,714	1,527
	4.15%	5.26%	1.68%	12.49%	9.01%
Native Hawaiian/Other Pacific Islander	50	19	18	43	49
	0.34%	0.22%	0.18%	0.32%	0.29%
Other	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
Two or More Races	96	20	35	110	247
	0.66%	0.24%	0.35%	0.80%	1.46%

Questions



BOARD AGENDA ITEM

Name of Contributor(s): **Dr. Jesus Vaca**      Date of Meeting: **May 20, 2015**

Closed Session: \_\_\_\_\_

- A. Preliminary \_\_\_\_\_
- B. Hearing   X
- C. Consent Agenda \_\_\_\_\_
- D. Action Items \_\_\_\_\_
- E. Reports/Discussion Items (no action) \_\_\_\_\_
- F. Board Policies    1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Conduct Public Hearing re: Sunshine of the Oxnard Educators Association's (OEA) and the Oxnard School District's (District) Initial Proposals for 2015-2016 Negotiations, Pursuant to Government Code Section 3547 (Vaca)**

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**EXECUTIVE SUMMARY (description of item):**

In accordance with Article XXVIII, Term, of the current collective bargaining agreement between the Oxnard Educators Association (OEA) and the Oxnard School District (District), the District and OEA would like to enter into contract negotiations for the 2015-2016 school year and any additional years as may be mutually agreed upon by the parties. The proposals must have a public hearing before the parties meet to negotiate the items listed below:

- Article VI: Leaves of Absence
- Article IX: Evaluation
- Article X: Peer Assistance and Review
- Article XI: Working Hours
- Article XIX: Salaries
- Article XXVIII: Term of Agreement
- Article XXXI: Specialized Job Classification
- New Article: Special Education
- New Article: Curriculum

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent of Human Resources that the Board conduct the Public Hearing for OEA and the District's 2015-16 proposals.

**ADDITIONAL MATERIAL(S):**

Letter to Board of Trustees President dated 4/15/15

Letter to OEA President dated 4/15/15

District's Initial Bargaining Proposals to OEA for the 2015-16 school year

Letter dated 4/15/15 from OEA Bargaining Chair to District, including OEA 2015-16 Proposals



# OXNARD SCHOOL DISTRICT

11051 South "A" Street • Oxnard, California 93030 • 805/385-1501

**Dr. Jesus Vaca**  
**Assistant Superintendent**  
**Human Resources and Support Services**

**Jonathan Koch**  
**Director**  
**Classified Human Resources**

April 15, 2015

Veronica Robles-Solis  
President, Board of Trustees  
c/o Oxnard School District  
1051 South A Street  
Oxnard, California 93030

*Re: Sunshine of OEA and District Initial Proposals, Pursuant to Govt. Code Section 3547*

Dear President Veronica Robles-Solis,

In accordance with Article 28, Term of Agreement, of the current collective bargaining agreement between the Oxnard Educators Association (OEA) and the Oxnard School District (District), the District would like to enter into contract negotiations for the 2015-2016 school year and any additional years as may be mutually agreed upon by the parties.

The District's negotiating team will continue to have the following members:

Dr. Jesus Vaca, Assistant Superintendent, Human Resources, Chief Negotiator  
Lisa Cline, Assistant Superintendent, Business Services  
Maria Elena Plaza, Director, Certificated HR & Public Relations  
Kelly Castillo, Principal, Elementary School Representative  
Greg Brisbane, Principal, Middle School Representative

The District is requesting to negotiate Article 9 (Evaluation), Article 11 (Working Hours), Article 28 (Term of Agreement), and any other issues mutually agreed upon by the parties at the time of negotiations.

Pursuant to Article 28, Term of Agreement, in the current OEA bargaining agreement, no sooner than March 15, 2014 or March 15 of any successive year, and no later than April 15, 2014 or April 15 of any successive year, the party wishing to terminate, modify, or amend the agreement shall submit in writing its request to do so, accompanied by its initial proposals for a successor agreement.

Pursuant to the provisions of Government Code Section 3547, the District is submitting its intent to meet the public notice provision of the Educational Employment Rights Act. Upon completion of the public notice provisions, the District looks forward to initiating a good faith bargaining effort with OEA.

Sincerely,

DR. JESUS VACA  
Assistant Superintendent  
Human Resources and Support Services

JV/pp

Enclosure

Cc: Lisa Cline, Chief Business Officer  
Maria Elena Plaza, Director, Certificated HR & Public Relations  
Kelly Castillo, Principal, Curren  
Greg Brisbine, Principal, Fremont



# OXNARD SCHOOL DISTRICT

11051 South "A" Street • Oxnard, California 93030 • 805/385-1501

*Dr. Jesus Vaca*  
*Assistant Superintendent*  
*Human Resources and Support Services*

*Jonathan Koch*  
*Director*  
*Classified Human Resources*

April 15, 2015

Robin Lefkovits  
Oxnard Educators Association, President  
2775 North Ventura Road, # 108  
Oxnard, California 93036

*Re: Sunshine of OEA and District Initial Proposals, Pursuant to Govt. Code Section 3547*

Dear Ms. Lefkovits,

In accordance with Article 28, Term of Agreement, of the current collective bargaining agreement between the Oxnard Educators Association (OEA) and the Oxnard School District (District), the District would like to enter into contract negotiations for the 2015-2016 school year and any additional years as may be mutually agreed upon by the parties.

The District's negotiating team will continue to have the following members:

Dr. Jesus Vaca, Assistant Superintendent, Human Resources, Chief Negotiator  
Lisa Cline, Assistant Superintendent, Business Services  
Maria Elena Plaza, Director,  
Certificated HR & Public Relations  
Kelly Castillo, Principal, Intermediate School Representative  
Greg Brisbane, Principal, Intermediate School Representative

The District is requesting to negotiate Article 9 (Evaluation), Article 11 (Working Hours), Article 28 (Term of Agreement), and any other issues mutually agreed upon by the parties at the time of negotiations.

**Pursuant to Article 28, Term of Agreement, in the current OEA bargaining agreement, no sooner than March 15, 2014 or March 15 of any successive year, and no later than April 15, 2014 or April 15 of any successive year, the party wishing to terminate, modify, or amend the agreement shall submit in writing its request to do so, accompanied by its initial proposals for a successor agreement.**

Pursuant to the provisions of Government Code Section 3547, the District is submitting its intent to meet the public notice provision of the Educational Employment Rights Act. Upon completion of the public notice provisions, the District looks forward to initiating a good faith bargaining effort with OEA.

Sincerely,

Dr. Jesus Vaca  
Assistant Superintendent  
Human Resources and Support Services

JV/pp

Enclosure

Cc: Dr. Cesar Morales, Superintendent  
Oxnard School District Board of Trustees  
Mary Jordan, CTA Representative



INITIAL COLLECTIVE BARGAINING PROPOSAL  
FROM THE  
OXNARD SCHOOL DISTRICT  
TO THE  
OXNARD EDUCATORS ASSOCIATION  
FOR A TERM COMMENCING IN THE  
2015-2016 SCHOOL YEAR

April 15, 2015

Pursuant to Article XXVIII (Term) of the collective bargaining agreement between the Oxnard School District (the “District”) and the Oxnard Educators Association (the “Association”) the District hereby identifies the articles it wishes to negotiate for a new collective bargaining agreement with a term commencing July 1, 2015 as follows:

ARTICLE IX: EVALUATION

The District seeks to enter into discussions regarding the evaluation process for teachers.

ARTICLE XI: WORKING HOURS

The District seeks to enter into discussion related to working hours.

ARTICLE XXVIII: TERM OF AGREEMENT

Among other things, the District seeks to bargain the term for the collective bargaining agreement.

OEA

Oxnard Educators Association

2775 North Ventura Road, #108 Oxnard, California 93036 (805) 981-6424

April 15, 2015

Dr. Cesar Morales, Superintendent  
Oxnard Elementary School District  
1051 South "A" Street  
Oxnard CA 93030

Dear Superintendent Morales,

The Oxnard Educators Association is presenting bargaining proposals for the successor 2015 - 2016 Collective Bargaining Agreement. We are requesting that these proposals be recommended for public review and hearing at the next regular Board of Trustees' meeting.

Thank you for your attention to this matter.

Sincerely,



Suzanne Dempsey, Bargaining Chair  
Oxnard Educators Association

Enclosure

cc: Jesus Vaca, Assistant Superintendent,  
Human Resources and Support Services  
Mary Jordan, CTA Uniserv Staff  
Robin Lefkovits, OEA President

OXNARD EDUCATORS ASSOCIATION  
CONTRACT PROPOSALS TO THE COLLECTIVE BARGAINING  
AGREEMENT 2015-2016

April 15, 2015

The Oxnard Educators Association makes the following proposals to modify, add or delete language to the existing contract. All agreements reached on individual items shall be tentative, subject to final agreement.

- 1. Article VI: Leaves**
- 2. Article IX: Evaluation**
- 3. Article X: Peer Assistance and Review**
- 4. Article XIX: Salaries**
- 5. Article XXVIII: Term of Agreement**
- 6. Article XXXI: Specialized Job Classification**
- 7. New Article: Special Education**
- 8. New Article: Curriculum**

**BOARD AGENDA ITEM**

Name of Contributor: Lisa Cline

Date of Meeting: 5/20/15

STUDY SESSION	_____
CLOSED SESSION	_____
SECTION B: HEARINGS	_____
SECTION C: CONSENT	<u>  X  </u>
SECTION D: ACTION	_____
SECTION E: REPORTS/DISCUSSION	_____
SECTION F: BOARD POLICIES	1 <sup>st</sup> Reading _____ 2 <sup>nd</sup> Reading _____

**Approval of Amendment #1 to Agreement #14-183 – E.J. Harrison & Sons Inc. (Cline/Cross)**

At the Board meeting of January 21, 2015, the Board of Trustees ratified Agreement #14-183 with EJ Harrison & Sons Inc. to provide District Wide Trash Pickup Service, for the period of 12/1/14 through 11/30/15 in the amount of \$166,200.91.

Amendment #1 is hereby presented for the Board's consideration and approval in the amount of \$2,995.20 to cover an increase in services for Frank Middle School, bringing the total contract amount to \$169,196.11. The increase to Frank Middle School's annual amount covers the addition of a Food Waste Program requiring an additional two (2) 32-gallon food waste carts emptied 3 times per week for the remainder of the agreement term.

**FISCAL IMPACT:**

\$2,995.20 – General Fund

**RECOMMENDATION:**

It is the recommendation of the Assistant Director, Facilities, and the Assistant Superintendent, Business & Fiscal Services, that the Board of Trustees approve Amendment #1 to Agreement #14-183 with E.J. Harrison & Sons Inc.

**ADDITIONAL MATERIAL:**

**Attached:** Amendment #1, EJ Harrison & Sons Inc. (1 Page)  
Agreement #14-183, E.J. Harrison & Sons Inc. (2 Pages)  
Current Pick-Up Schedule (3 Pages)

**AMENDMENT #1 TO AGREEMENT #14-183  
WITH EJ HARRISON & SONS INC.**

At the Board meeting of January 21, 2015, the Board of Trustees ratified Agreement #14-183 with EJ Harrison & Sons Inc. to provide District Wide Trash Pickup Service, for the period of 12/1/14 through 11/30/15 in the amount of \$166,200.91.

Amendment #1 is hereby presented for the Board's consideration and approval in the amount of \$2,995.20 to cover an increase in services for Frank Middle School, bringing the total contract amount to \$169,196.11. The increase to Frank Middle School's annual amount covers the addition of a Food Waste Program requiring an additional two (2) 32-gallon food waste carts emptied 3 times per week for the remainder of the agreement term.

**EJ HARRISON & SONS INC.:**

**OXNARD SCHOOL DISTRICT:**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Typed Name/Title*

Lisa A. Franz, Director, Purchasing  
*Typed Name/Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

# **AGREEMENT**

**#14-183**

This Agreement is entered into by and between the Oxnard School District (hereinafter called the "District"), and **E.J. Harrison & Sons Inc.** (hereinafter referred to as "Contractor").

In consideration of the promises and mutual covenants contained herein, it is agreed between the parties as follows:

## **I**

### **TERM**

The term of this Agreement shall be from **December 1, 2014** through **November 30, 2015** with option(s) to renew. All indemnification provisions contained in the Agreement shall survive beyond the expiration of the Agreement, and each additional one-year term.

## **II**

### **WORK**

Contractor shall perform and render all services as prescribed and required by the General Conditions, Special Bid Conditions, Information for Bidders, Specifications, Notice to Bidders, Bid Proposal Form, and all documents forming a part of the bid package and any other documents signed by both parties relating to the subject matter of the Agreement, all of which are incorporated by reference as though set forth in full herein.

## **III**

### **NON-FUNDING**

Notwithstanding any other provision to the contrary, if for any fiscal year of this Agreement the Board of Trustees for any reason fails to appropriate or allocate funds for future payments under this Agreement, the District will not be obligated to pay the balance of funds remaining unpaid beyond the fiscal period for which funds have been appropriated and allocated.

## **IV**

### **TERMINATION**

This Agreement may be terminated by the District upon thirty (30) days written notice to the Contractor. The District's right to terminate under this paragraph shall be in addition to any other rights reserved to District under this contract.

V

**COMPENSATION**

Contractor shall be compensated for the performance of its obligations under this Agreement as specified in the executed Quotation Sheet(s), incorporated herein by reference.

VI

**METHOD OF PAYMENT**

Vendor will be paid upon receipt and acceptance of materials and supplies specified by purchase order. For prompt payment, invoices must be accurate in all details, **and invoice must be submitted in duplicate to Oxnard School District, Accounts Payable, 1051 South A Street, Oxnard, California 93030.**

VII

**CONTRACT DOCUMENTS**

This Agreement shall include the terms and conditions specified in the General Conditions, Special Bid Conditions, Information for Bidders, Quotation Sheet, Notice to Bidders, Bid Proposal Form, and all documents forming a part of the bid package, and any other documents signed by both parties relating to the subject matter of the Agreement, all of which are incorporated by reference as though set forth in full herein.

VIII

**ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the parties. There are no understandings, agreements, or representations not specified within this Agreement. Contractor, by execution of this Agreement, acknowledges Contractor has read the Agreement, understands it, and agrees to be bound by its terms and conditions.

In Witness Whereof, the parties have caused this Agreement to be executed on their behalf by their fully authorized representatives.

**E.J. HARRISON & SONS INC.:**

**OXNARD SCHOOL DISTRICT:**

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

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

Name: \_\_\_\_\_  
(print or type)

Name: Lisa A. Franz  
(print or type)

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

Title: Director, Purchasing

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

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

Approved by Board of Trustees on: \_\_\_\_\_

Item No.: \_\_\_\_\_

OXNARD SCHOOL DISTRICT  
**TRASH PICKUP**  
**CURRENT SCHEDULE**

SITES	TRASH	PICKUP		RECYCLE	PICKUP	FOOD WASTE	PICKUP	ANNUAL PRICE
EDUCATIONAL SERVICE CENTER 1051 South A Street, Oxnard	2 - 4 YD	2 Times/Week T-Th		2 - 3 YD T-Th	2 Times/Week			\$ 4,971.20
OPERATIONS SERVICE CENTER 1055 South C Street, Oxnard	1 - 4 YD	3 Times/Week M-W-F		1 - 3 YD T-Th	2 Times/Week			\$ 3,107.00
TRANSP/WHSE CENTER 514-516 W. Wooley Road, Oxnard	1 - 4 YD	1 Time/Week Monday		1 - 4 YD	1 Time/Week Monday			\$ 1,242.80
BREKKE ELEMENTARY SCHOOL 1400 Martin Luther King Jr. Dr., Oxnard	2 - 4 YD	5 Times/Week Mon-Friday		1 - 4 YD	4 Times/Week M-T-W-Th			\$ 8,699.60
CHAVEZ ELEMENTARY SCHOOL 224 N. Juanita Avenue, Oxnard	2 - 4 YD	4 Times/Week M-T-W-Th		2 - 4 YD	3 Times/Week M-W-F			\$ 8,699.60
CURREN ELEMENTARY SCHOOL 1101 North F Street, Oxnard	1 - 4 YD	3 Times/Week M-W-F		1 - 4 YD	4 Times/Week M-T-W-F			\$ 4,349.80
	1 - 4 YD	5 Times/Week Mon-Friday						\$ 3,107.00
DRIFFILL ELEMENTARY SCHOOL 950 South E Street, Oxnard	2 - 4 YD	5 Times/Week Mon-Friday		1 - 4 YD	5 Times/Week Mon-Friday			\$ 9,321.00
ELM ELEMENTARY SCHOOL 450 E. Elm Street, Oxnard	1 - 4 YD	5 Times/Week Mon-Friday		1 - 4 YD	3 Times/Week M-W-F			\$ 4,971.15
FRANK INTERMEDIATE SCHOOL 701 N. Juanita Avenue, Oxnard	2 - 4 YD	5 Times/Week Mon-Friday		2 - 4 YD	4 Times/Week M-T-W-F			\$ 11,185.20
FREMONT INTERMEDIATE SCHOOL 11300 North M Street, Oxnard	3 - 4 YD	5 Times/Week Mon-Friday		1 - 4 YD	2 Times/Week T-F			\$ 10,563.80
HARRINGTON ELEMENTARY SCHOOL 2501 Gisler Avenue, Oxnard	2 - 4 YD	5 Times/Week Mon-Friday		1 - 4 YD	2 Times/Week T-Th			\$ 6,214.00





OXNARD SCHOOL DISTRICT  
**TRASH PICKUP**  
**CURRENT SCHEDULE**

SITES	TRASH	PICKUP		RECYCLE	PICKUP			ANNUAL PRICE
SAN MIGUEL SCHOOL 2400 South J Street, Oxnard	1 - 3 YD	3 Times/Week M-W-F		No Room	N/A			\$ 1,864.20
								QA
SIERRA LINDA ELEM SCHOOL 2201 Jasmine Avenue, Oxnard	2 - 4 YD	5 Times/Week Mon-Friday		1 - 4 YD	5 Times/Week Mon-Friday			\$ 9,321.00
SORIA ELEM SCHOOL 3101 Dunkirk Drive, Oxnard	2 - 3 YD	5 Times/Week		1 - 3 YD	3 Times/Week M-W-F			\$ 8,078.28
					<b>TOTAL:</b>			<b>\$ 166,200.91</b>

**BOARD AGENDA ITEM**

**Name of Contributor:** Dr. Cesar Morales

**Date of Meeting:** 5/20/15

**STUDY SESSION** \_\_\_\_\_  
**CLOSED SESSION** \_\_\_\_\_  
**SECTION B: HEARINGS** \_\_\_\_\_  
**SECTION C: CONSENT**   **X**    
**SECTION D: ACTION** \_\_\_\_\_  
**SECTION E: REPORTS/DISCUSSION** \_\_\_\_\_  
**SECTION F: BOARD POLICIES** 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Approval of Agreement/MOU #14-219 – Ventura County Arts Council (Morales/Breitenbach)**

Ventura County Arts Council (VCAC) provides art education directly to students in their classrooms. This is part of the model of enrichment which Thurgood Marshall School is trying to incorporate into its educational program. VCAC will provide 4 week sessions for 23 classrooms at \$300.00 per session.

**FISCAL IMPACT:**

Not to exceed \$6,900.00 – Donation

**RECOMMENDATION:**

It is the recommendation of the Principal, Marshall, and the Superintendent, that the Board of Trustees approve Agreement/MOU #14-219 with Ventura County Arts Council.

**ADDITIONAL MATERIALS:**

**Attached:** Agreement/MOU #14-219, Ventura County Arts Council (1 Page)



Ventura County Arts Council

646 County Square Drive, Suite 154, Ventura, CA 93003-0436

(805) 658-2213 (805) 658-2281

info@venturacountyartscouncil.org www.venturacountyartscouncil.org

MEMORANDUM OF UNDERSTANDING BETWEEN
VENTURA COUNTY ARTS COUNCIL
AND
OXNARD SCHOOL DISTRICT

This Memorandum of Understanding (MOU) is entered into by the VENTURA COUNTY ARTS COUNCIL (VCAC) and OXNARD SCHOOL DISTRICT (OSD) to facilitate the Artists in the Classrooms Program in Oxnard elementary and middle schools. The MOU sets forth the respective roles and responsibilities each bring to the program.

VCAC will:

- 1. Be the fiscal receiver of fees from the OSD for Artist in the Classroom residencies for 4 week sessions in 23 classrooms at \$300 each, not to exceed \$6,900.00 (23 x \$300 = \$6,900.00).
2. Disperse fees received by VCAC from OSD designated to pay the stipends to the Independent Contracted Artist/Instructors who submit a VCAC Invoice signed off by the OSD classroom teacher who requested the residency.
3. Name OSD additional insured (in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate) through June 30, 2015

OSD will:

- 1. Be solely responsible for making all arrangements with the Independent Contracted Artist/Instructors, including but not limited to, specified times and dates for the residency, provide a location for the residency, and approve the subject matter for the residency.
2. OSD Classroom teachers will be solely responsible for completing an invoice for each residency that is then submitted to VCAC to be paid from the fees received by VCAC from OSD
3. Keep on file current liability insurance certificates verifying insurance compliance from all participating artist/instructors naming OSD as additional insured.
4. Name VCAC additional insured (in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate) through June 30, 2015

This MOU is for Artists in the Classroom Residencies from May 21, 2015 to June 18, 2015, and may be extended by mutual agreement of both parties to the MOU.

We hereby agree to this MOU and certify that agreements made herein will be honored.

Lisa A. Franz, Director, Purchasing

Date

Margaret Travers, Executive Director, VCAC

Date

**Board Agenda Item**

**NAME OF CONTRIBUTOR:** Dr. Cesar Morales

**DATE OF MEETING:** 5/20/15

**STUDY SESSION** \_\_\_\_\_  
**CLOSED SESSION** \_\_\_\_\_  
**SECTION B: HEARINGS** \_\_\_\_\_  
**SECTION C: CONSENT**   X    
**SECTION D: ACTION** \_\_\_\_\_  
**SECTION E: REPORTS/DISCUSSION** \_\_\_\_\_  
**SECTION F: BOARD POLICIES** 1st Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Approval of Agreement/MOU #14-220 – Ventura County Office of Education (Morales/Breitenbach)**

Ventura County Office of Education (VCOE) will provide three (3) full days of training for PBIS/CHAMPS implementation for up to 33 Certificated staff members, and two (2) half days of training for 20 Classified staff members at Marshall School. VCOE will work with the Principal to determine training goals for the participants. Basic handouts for the trainings are included. PBIS/CHAMPS training will support implementation of school wide student behavior standards and expectations.

**FISCAL IMPACT:**

\$5,145.00 – Unrestricted General Fund

**RECOMMENDATION:**

It is recommended by the Principal, Marshall School, and the Superintendent, that the Board of Trustees approve Agreement/MOU #14-220 with the Ventura County Office of Education.

**ADDITIONAL MATERIALS:**

**Attached:** Agreement/MOU #14-220, Ventura County Office of Education (1 Page)

**AGREEMENT #14-220 BETWEEN  
VENTURA COUNTY OFFICE OF EDUCATION  
AND  
OXNARD SCHOOL DISTRICT FOR PROFESSIONAL LEARNING**

The scope of this document is to define the roles and responsibilities of Ventura County Office of Education Curriculum and Instruction Department in training up to 33 certificated school staff and 20 classified school staff of the Thurgood Marshall School in the Oxnard School District, hereafter called "the District." The purpose is to support staff in the successful implementation of the PBIS CHAMPS approach.

This serves as a Memorandum of Understanding and Responsibility Agreement that "**the District**" and the **Ventura County Office of Education** will work together toward promoting PBIS/CHAMPS implementation support for up to 33 certificated and 20 classified staff members for professional learning opportunities. Each agency, according to its defined role, agrees to participate in coordinating, providing and financing the following services for the purpose of this agreement.

1. **Ventura County Office of Education agrees to:**
  - a. Provide three (3) full days of PBIS/CHAMPS training to certificated staff on August 12, 2015 August 17, 2015 and an additional date to be mutually determined, and one half day, up to three hours on October 30, 2015 with CI staff. Dates may change due to conflicts in the schedule.
  - b. Provide two (2) half days up to three hours each of PBIS/CHAMPS training to classified staff on August 12, 2015 and October 30, 2015 with CI staff.
  - c. Invoice the District the total cost for the customized three full day training sessions and three half day sessions including basic handouts for \$5,145.00.
  - d. Schedule articulation meeting (TBD by June 2015) with CI staff and school administrator and counselor to develop common purpose and outcomes for participants.
  - e. Maintain ownership of all documents and data produced in the training sessions.
2. **The District agrees to:**
  - a. Ensure each participant has the appropriate set of CHAMPS materials including the CHAMPS Book.
  - b. Pay for and provide substitute teachers, if they are needed.
  - c. Attend schedule articulation planning meeting (TBD before June 2015) with CI staff to develop purpose and outcome for participants.
  - d. Support professional learning by administrator attendance in each certificated and classified training session and through regular classroom and common area visits by school administrator to monitor and support implementation of new learning.
  - e. Pay Ventura County Office of Education, Curriculum and Instruction Department \$5,145.00.

The Ventura County Office of Education shall monitor this Agreement to oversee implementation of project activity. This Memorandum of Understanding and Responsibility Agreement shall be effective upon signature and implemented between June 2015 and December 2015. Specific dates may be adjusted as mutually agreed upon.

**For the Oxnard School District:**

\_\_\_\_\_  
Lisa A. Franz, Director, Purchasing

\_\_\_\_\_  
Date

**For the Ventura County Office of Education:**

\_\_\_\_\_  
Valerie Chrisman, Ed.D., Associate Superintendent

\_\_\_\_\_  
Date

**BOARD AGENDA ITEM**

**Name of Contributor:** Dr. Cesar Morales

**Date of Meeting:** 5/20/15

**STUDY SESSION** \_\_\_\_\_

**CLOSED SESSION** \_\_\_\_\_

**SECTION B: HEARINGS** \_\_\_\_\_

**SECTION C: CONSENT**   X  

**SECTION D: ACTION** \_\_\_\_\_

**SECTION E: REPORTS/DISCUSSION** \_\_\_\_\_

**SECTION F: BOARD POLICIES** 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Approval of Agreement #14-221 – Safe & Civil Schools (Morales/Fox/Castillo/McDaniels)**

Safe & Civil Schools will provide consultant services for CHAMPS Classroom Management Training for teachers and staff at Soria, Curren, and Kamala Schools on May 29-30, 2015.

CHAMPS will focus on supporting teachers who want to improve their classroom management. Teachers will benefit from learning strategies to manage student behavior and improve student motivation. Participants will learn how to teach students to behave in a responsible manner, improve transitions, reduce off-task behavior during instruction and independent work, and use positive feedback and consequences more effectively.

**FISCAL IMPACT:**

Total not to exceed \$10,000.00 – Unrestricted General Fund  
*(\$6,000.00 for Training & \$4,000.00 for Travel Expenses)*

**RECOMMENDATION:**

It is the recommendation of the Principals, Soria, Curren & Kamala Schools, and the Superintendent, that the Board of Trustees approve Agreement #14-221 with Safe & Civil Schools.

**ADDITIONAL MATERIAL(S):**

**Attached:** Agreement #14-221, Safe & Civil Schools (2 Pages)  
Certificate of Insurance (1 Page)



## AGREEMENT TO PROVIDE SERVICES

Agreement between: **Teaching Strategies, Inc**  
**dba: Safe & Civil Schools (“Company”)**  
PO Box 50550 (541) 345-1442  
Eugene OR 97405 FAX (541) 345-6431  
93-0905279

Tax I.D. Number:  
Contact person: **Kimberly Irving, Professional Services Coordinator**

Agency: **Oxnard School District (“District”)**  
1051 South A St  
Oxnard CA 93030

Contact person: **Aracely Fox, Principal Juan Soria Elementary**

Job #: 1982  
Title of Session: CHAMPS Classroom Management with Juan Soria, Curren,  
and Kamala Elementary Schools

Presenter: **Pat Somers**  
Dates: May 29-30, 2015  
Fees: \$6,000.00 (2 days @ \$3000 each) *plus travel expenses*

### **The Company and the District, for the consideration set forth below, agree as follows:**

1. The Agency agrees to pay the Company \$6,000 in fees for the presentation listed above. In addition, the Agency will reimburse all travel expenses incurred by Pat Somers for the presentation. An invoice with receipts will be provided at the conclusion of the presentation.
2. Video taping of sessions is not allowed without prior written permission.
3. It is the responsibility of the District to reproduce handouts.
4. Airfare, lodging, car rentals, etc., will not be booked until contract is signed by District. Delay in signing contract may increase costs of these items, therefore, please sign and return promptly.
5. Any increased expenses due to circumstances outside of Safe & Civil Schools’ control, including, but not limited to, inclement weather or airline delays will be billed to the District.
6. Materials are offered at a discount from **Pacific Northwest Publishing**, in conjunction with consultations only. Please phone our office for details.



7. **Safe & Civil Schools Rescheduling – Cancellation Policy:** In return the District agrees to the following rescheduling and cancellation terms. This policy applies to all training dates outlined by the contract.
- If training is rescheduled or cancelled more than six months from the start date of training, no charges will be incurred by the District.
  - If training is rescheduled between six months and three months from the start date of training, any non-refundable travel expenses and change fees would be the responsibility of the District.
  - If training is cancelled between six months and three months from the start date of training, 25% of the training fee would be the responsibility of the District.
  - If training is rescheduled or cancelled between three months and one month from the start date of the training, 50% of the training fee plus any non-refundable travel expenses and change fees would be the responsibility of the District.
  - If the training is rescheduled or cancelled with less than one month from the start date of the training, 100% of the training fee plus any non-refundable travel expenses and change fees would be the responsibility of the District.

**Thank you. Please sign and email to [kimberly@safeandcivilschools.com](mailto:kimberly@safeandcivilschools.com) or fax to (541) 345-6431**

\_\_\_\_\_  
District /Agency Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Safe & Civil Schools

\_\_\_\_\_  
Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
9/6/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

PRODUCER  BROWN & BROWN NORTHWEST/PHS  706925 P: F:	CONTACT NAME	
	PHONE (A/C, No, Ext)	FAX (A/C, No):
	E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE		NAIC#
INSURER A: Hartford Casualty Ins Co		
INSURED  TEACHING STRATEGIES INC DBA: SAFE & CIVIL SCHOOLS  PO BOX 50550  EUGENE OR 97405	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR W/D	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY			52 SBN 110210	09/15/2014	09/15/2015	EACH OCCURRENCE	\$1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$500,000
	<input checked="" type="checkbox"/> General Liab		<input checked="" type="checkbox"/>				MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
								\$
A	AUTOMOBILE LIABILITY			52 SBN 110210	09/15/2014	09/15/2015	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per person)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/>					BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB		<input checked="" type="checkbox"/>	52 SBN 110210	09/15/2014	09/15/2015	EACH OCCURRENCE	\$5,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE	\$5,000,000
	<input type="checkbox"/> DEL <input checked="" type="checkbox"/> RETENTION \$10,000							\$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY			N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	\$
	ANY PROPRIETOR/PARTNER/EXECUTIVE/IN OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE-EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (SCHEDULE 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations. Cert holder read as: Oxnard School District, Pupil Services/Special Education, Attn: Marikaye Phipps, Director of Pupil Services, 1051 South A Street, Oxnard, CA 93030. Certificate Holder is an Additional Insured per the Business Liability Coverage Form SS0008 attached to this policy.

**CERTIFICATE HOLDER**

Oxnard School District  
Pupil Services/Special Education  
See Cert Holder full name on Cert Text  
1051 S A ST  
OXNARD, CA 93030

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**BOARD AGENDA ITEM**

Name of Contributor: Lisa Cline

Date of Meeting: 5/20/15

STUDY SESSION \_\_\_\_\_

CLOSED SESSION \_\_\_\_\_

SECTION B: HEARINGS \_\_\_\_\_

SECTION C: CONSENT   X  

SECTION D: ACTION \_\_\_\_\_

SECTION E: REPORTS/DISCUSSION \_\_\_\_\_

SECTION F: BOARD POLICIES

1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Approval of Agreement #14-222, AE Group Mechanical Engineers Inc. (Cline/Cross)**

The District is in the process of modernizing the Transportation Department's service and repair facilities. As part of this process, AE Group Mechanical Engineers Inc. will provide Engineering Services for the purpose of bringing the facility up to current codes required for a Compressed Natural Gas (CNG) Bus Service Facility, and to comply with current Waste Water/Storm Water Pollution Prevention Plans (SWPPP).

**FISCAL IMPACT**

Not to exceed \$50,000.00 *(including extra services and any reimbursable expenses)* – Deferred Maintenance

**RECOMMENDATION:**

It is the recommendation of the Assistant Director, Facilities, and the Assistant Superintendent, Business & Fiscal Services, that the Board of Trustees approve Agreement #14-222 with AE Group Mechanical Engineers Inc.

**ADDITIONAL MATERIALS:**

**Attached:** Agreement #14-222, AE Group Mechanical Engineers Inc. (13 Pages)  
Proposal (3 Pages)

## OXNARD SCHOOL DISTRICT

### Agreement #14-222

#### AGREEMENT FOR CONSULTANT SERVICES

This Agreement for Consultant Services (“Agreement”) is entered into as of this 20th day of May, 2015 by and between the Oxnard School District (“District”) and AE Group Mechanical Engineers Inc. (“Consultant”). District and Consultant are sometimes hereinafter individually referred to as “Party” and hereinafter collectively referred to as the “Parties.”

#### RECITALS

- A. District is authorized by *California Government Code* Section 53060, and Board Policy 4368, to contract with independent contractors for the furnishing of services concerning financial, economic, accounting, engineering, legal, administrative and other matters. District has sought, by issuance of a Request for Proposals or Invitation for Bids, the performance of the Services, as defined and described particularly on **Exhibit A**, attached to this Agreement.
- B. Following submission of a proposal or bid for the performance of the Services, Consultant was selected by the District to perform the Services.
- C. The Parties desire to formalize the selection of Consultant for performance of the Services and desire that the terms of that performance be as particularly defined and described herein.

#### OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained here and other consideration, the value and adequacy of which are hereby acknowledged, the parties agree as follows:

1. **Incorporation of Recitals and Exhibits.** The Recitals set forth above and all exhibits attached to this Agreement, as hereafter amended, are incorporated by this reference as if fully set forth herein.
2. **Term of Agreement.** Subject to earlier termination as provided below, this Agreement shall remain in effect from **May 21, 2015 through September 21, 2015** (the “Term”). This Agreement may be extended only by amendment, signed by the Parties, prior to the expiration of the Term.
3. **Time for Performance.** The scope of services set forth in **Exhibit A** shall be completed during the Term pursuant to the schedule specified **Exhibit A**. Should the scope of services not be completed pursuant to that schedule, the Consultant shall be deemed to be in Default as provided below. The District, in its sole discretion, may choose not to enforce the Default provisions of this Agreement and may instead allow Consultant to continue performing the Services.
4. **Compensation and Method of Payment.** Subject to any limitations set forth below or elsewhere in this Agreement, District agrees to pay Consultant the amounts specified in **Exhibit B** “Compensation”. The total compensation, shall not exceed Fifty Thousand Dollars (\$50,000.00), including extra services and any reimbursable expenses, unless additional compensation is approved in writing by the District.

- a. Each month Consultant shall furnish to District an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-consultant contracts. Sub-consultant charges, if any, shall be detailed by the following categories: labor, travel, materials, equipment and supplies. District shall independently review each invoice submitted by the Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in subsection b. In the event any charges or expenses are disputed by District, the original invoice shall be returned by District to Consultant for correction and resubmission.
- b. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by District, District will use its best efforts to cause Consultant to be paid within forty-five (45) days of receipt of Consultant's correct and undisputed invoice.
- c. Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

5. **Termination.** This Agreement may be terminated at any time by mutual agreement of the Parties or by either Party as follows:

- a. District may terminate this Agreement, with or without cause, at any time by giving thirty (30) days written notice of termination to Consultant. In the event such notice is given, Consultant shall cease immediately all work in progress; or
- b. Consultant may terminate this Agreement for cause at any time upon thirty (30) days written notice of termination to District.

6. **Inspection and Final Acceptance.** District may, at its discretion, inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when within sixty (60) days after submitted to District. If District does not reject work by a timely written explanation, Consultant's work shall be deemed to have been accepted. District's acceptance shall be conclusive as to such work except with respect to latent defects, fraud and such gross mistakes as amount to fraud. Acceptance of any of Consultant's work by District shall not constitute a waiver of any of the provisions of this Agreement including, but not limited to indemnification and insurance provisions.

7. **Default.** Failure of Consultant to perform any Services or comply with any provisions of this Agreement may constitute a default. The District may give notice to Consultant of the default and the reasons for the default. District shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of the notice until the default is cured. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, at the discretion of the District. During the period of time that Consultant is in default, the District shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, the District may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Consultant does not cure the default, the District may terminate this Agreement as provided above. Any failure on the part of the District to give notice of the Consultant's default shall not be deemed to result in a waiver of the District's legal rights or any rights arising out of any provision of this Agreement.

8. **Ownership of Documents.** All maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Consultant in the course of providing any services pursuant to this Agreement (collectively and individually, the "Documents") shall

become the sole property of District and may be used, reused or otherwise disposed of by District without the permission of the Consultant. Upon completion, expiration or termination of this Agreement, Consultant shall turn over to District all such Documents.

9. **Use of Documents by District.** If and to the extent that District utilizes for any purpose not related to this Agreement any Documents, Consultant's guarantees and warrants related to Standard of Performance under this Agreement shall not extend to such use of the Documents.

10. **Consultant's Books and Records.** Consultant shall maintain any and all documents and records demonstrating or relating to Consultant's performance of services pursuant to this Agreement for a minimum of three years after termination or expiration of this Agreement, or longer if required by law.

- a. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to District pursuant to this Agreement for a minimum of three years, or longer if required by law, all in accordance with generally accepted accounting principles and with sufficient detail so as to permit an accurate evaluation of the services provided by Consultant pursuant to this Agreement.
- b. Any and all such records or documents shall be made available for inspection, audit and copying, at any time during regular business hours, upon request by District or its designated representative. Copies of such documents or records shall be provided directly to the District for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon, such documents and records shall be made available at Consultant's address indicated for receipt of notices in this Agreement.
- c. District has the right to acquire custody of such records by written request if Consultant decides to dissolve or terminate its business. Consultant shall deliver or cause to be delivered all such records and documents to District within sixty (60) days of receipt of the request.

11. **Independent Contractor.** Consultant is and shall at all times remain a wholly independent contractor and not an officer, employee or agent of District.

- a. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Consultant, its agents or employees shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees, or agents are in any manner officials, officers, employees or agents of District. Neither Consultant, nor any of Consultant's officers, employees or agents, shall, by virtue of services rendered under this Agreement, obtain any rights to retirement, health care or any other benefits which may otherwise accrue to District's employees. Consultant will be responsible for payment of all Consultant's employees' wages, payroll taxes, employee benefits and any amounts due for federal and state income taxes and Social Security taxes since these taxes will not be withheld from payment under this agreement.
- b. Consultant shall have no authority to bind District in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against District, whether by contract or otherwise, unless such authority is expressly conferred in writing by District, or under this Agreement.

12. **Standard of Performance.** Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement,

Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

13. **Confidential Information.** All information gained during performance of the Services and all Documents or other work product produced by Consultant in performance of this Agreement shall be considered confidential. Consultant shall not release or disclose any such information, Documents or work product to persons or entities other than District without prior written authorization from the Superintendent of the District, except as may be required by law.

- a. Consultant shall promptly notify District if it is served with any summons, complaint, subpoena or other discovery request, court order or other request from any party regarding this Agreement or the work performed hereunder.
- b. District retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with District and to provide District with the opportunity to review any response to discovery requests provided by Consultant; provided that this does not imply or mean the right by District to control, direct, or rewrite said response.

14. **Conflict of Interest; Disclosure of Interest.** Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of District or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the District.

- a. Consultant agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of District in the performance of this Agreement.
- b. Bylaws of the Board 9270 BB and 9270(BB) E, as hereinafter amended or renumbered, require that a Consultant that qualifies as a "designated employee" must disclose certain financial interests by filing financial interest disclosures. By its initials below, Consultant represents that it has received and reviewed a copy of the Bylaws of the Board 9270 BB and 9270(BB) E and that it  does  does not qualify as a "designated employee".

\_\_\_\_\_ (Initials)

- c. Consultant agrees to notify the Superintendent, in writing, if Consultant believes that it is a "designate employee" and should be filing financial interest disclosures, but has not been required to do so by the District.

\_\_\_\_\_ (Initials)

15. **Compliance with Applicable Laws.** In connection with the Services and its operations, Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the Term. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the Services. Neither District, nor any elected or appointed boards, officers, officials, employees or agents of District shall be liable, at law or in equity, as a result of any failure of Consultant to comply with this section.

- a. Without limiting the generality of the foregoing, Consultant shall comply with any applicable fingerprinting requirements as set forth in the Education Code of the State of California.

\_\_\_\_\_ (Initials)

16. **Unauthorized Aliens.** Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. §§ 1101, et seq., as amended, and in connection therewith, shall not employ “unauthorized aliens” as that term is defined in 8 U.S.C.A. §1324a(h)(3). Should Consultant so employ such individuals for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against District for such employment, Consultant hereby agrees to and shall reimburse District for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by District.

17. **Non-Discrimination.** Consultant shall abide by the applicable provisions of the United States Civil Rights Act of 1964 and other provisions of law prohibiting discrimination and shall not discriminate, in any way, against any person on the basis of race, color, religious creed, national origin, ancestry, sex, age, physical handicap, medical condition or marital status in connection with or related to the performance of this Agreement.

18. **Assignment.** The expertise and experience of Consultant are material considerations for this Agreement. District has an interest in the qualifications of and capability of the persons and entities that will fulfill the duties and obligations imposed upon Consultant under this Agreement. In recognition of that interest, Consultant shall not assign or transfer this Agreement or any portion of this Agreement or the performance of any of Consultant’s duties or obligations under this Agreement without the prior written consent of the Board of Directors of the District. Any attempted assignment shall be ineffective, null and void, and shall constitute a material breach of this Agreement entitling District to any and all remedies at law or in equity, including summary termination of this Agreement.

19. **Subcontracting.** Notwithstanding the above, Consultant may utilize subcontractors in the performance of its duties pursuant to this Agreement, but only with the prior written consent of the District. The Consultant shall be as fully responsible to the District for the acts and omissions of his Subcontractors, and of persons either directly or indirectly employed by him/her, as if the acts and omissions were performed by him/her directly.

20. **Continuity of Personnel.** Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement.

- a. Consultant shall insure that District has a current list of all personnel and sub-contractors providing services under this Agreement.
- b. Consultant shall notify District of any changes in Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance. The list notice shall include the following information: (1) all full or part-time staff positions by title, including volunteer positions whose direct services are required to provide the services described herein; (2) a brief description of the functions of each such position and the hours each position works each week or, for part-time positions, each day or month, as appropriate; (3) the professional degree, if applicable, and experience required for each position; and (4) the name of the person responsible for fulfilling the terms of this Agreement.

21. **Indemnification.**

- a. **Indemnification for Professional Liability.** To the fullest extent permitted by law and in conformity with California Civil Code Section 2782.8, Consultant agrees to indemnify and hold the District, and any and all of its officials, elected board members, employees and authorized volunteers (the “Indemnified Parties”) entirely harmless from all claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, its officers, employees, consultants, sub-consultants or agents, pursuant to this Agreement.



- b. Indemnification for Other than Professional Liability. To the full extent permitted by law, Consultant shall indemnify, protect and hold harmless the Indemnified Parties from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys fees and costs, court costs, interest, defense costs, and expert witness fees), to the extent caused by the negligence or willful misconduct of the Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or sub-contractors of Consultant.
- c. General Indemnification Provisions. Consultant agrees to obtain executed indemnity Agreements with provisions identical to those set forth here in this section from each and every sub-contractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required here, Consultant agrees to be fully responsible according to the terms of this section. Failure of District to monitor compliance with these requirements imposes no additional obligations on District and will in no way act as a waiver of any rights hereunder. This obligation to indemnify and defend District as set forth here is binding on the successors, assigns or heirs of Consultant and shall survive the termination of this Agreement. \_\_\_\_\_ (Initials)
- d. The provisions of this section do not apply to claims occurring as a result of District’s sole negligence or willful acts or omissions.

22. **Insurance.** Consultant agrees to obtain and maintain in full force and effect during the term of this Agreement the insurance policies set forth in **Exhibit C** “Insurance” and made a part of this Agreement. All insurance policies shall be subject to approval by District as to form and content. These requirements are subject to amendment or waiver if so approved in writing by the District Superintendent. Consultant agrees to provide District with copies of required policies upon request.

23. **Notices.** All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by telecopier or certified mail, postage prepaid and return receipt requested, addressed as follows:

**To District:** Oxnard School District  
 1055 South C Street  
 Oxnard, California, 93030  
 Attention: Lisa Cline  
 Phone: (805) 385.1501 x2401  
 Fax: (805) 487.2118

**To Consultant:** AE Group Mechanical Engineers Inc.  
 838 East Front Street  
 Ventura, CA 93001-2925  
 Attention: Phil White  
 Phone: (805) 653.1722  
 Fax: (805) 653.7260

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile (provided confirmation of successful facsimile transmission shall be retained) or, if mailed, three (3) days after deposit of the same in the custody of the United States Postal Service.

24. **Excusable Delays.** Consultant shall not be liable for damages, including liquidated damages, if any, caused by delay in performance or failure to perform due to causes beyond the control of Consultant. Such causes include, but are not limited to, acts of God, acts of the public enemy, acts of federal, state or local governments, acts of District, court orders, fires, floods, epidemics, strikes, embargoes, and unusually severe weather. The term and price of this Agreement shall be equitably adjusted for any delays due to such causes.
25. **Authority to Execute.** The person or persons executing this Agreement on behalf of Consultant represents and warrants that he/she/they has/have the authority to so execute this Agreement and to bind Consultant to the performance of its obligations hereunder.
26. **Administration.** LISA CLINE shall be in charge of administering this Agreement on behalf of the District. The Administrator has completed Exhibit D "Conflict of Interest Check" attached hereto.
27. **Binding Effect.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.
28. **Entire Agreement.** This Agreement and the exhibits and documents incorporated herein constitute the entire agreement and understanding between the parties in connection with the matters covered herein. This Agreement supersedes any prior understanding or agreement, oral or written, of the parties with respect to said matters.
29. **Amendment.** No amendment to or modification of this Agreement shall be valid or binding unless made in writing by the Consultant and by the District. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.
30. **Waiver.** Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by District of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement.
31. **Governing Law.** This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Ventura, California.
32. **Arbitration.** Any dispute arising out of the performance of this Agreement shall be resolved by binding arbitration in accordance with rules and procedures of the American Arbitration Association.
33. **Severability.** If any term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the District and Consultant have executed and delivered this agreement for consultant services as of the date first written above.

**OXNARD SCHOOL DISTRICT:**

**AE GROUP MECHANICAL ENGINEERS INC.:**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

Lisa A. Franz, Director, Purchasing  
*Typed Name/Title*

\_\_\_\_\_  
*Typed Name/Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

Tax Identification Number: 95-6002318

Tax Identification Number: \_\_\_\_\_

- Not Project Related
- Project #14-222

**EXHIBIT A**  
**TO AGREEMENT FOR CONSULTANT SERVICES #14-222**

**SERVICES**

I. Consultant will perform the following Services under the Captioned Agreement:

**PER ATTACHED PROPOSAL DATED 4/10/15**

II. As part of the Services, Consultant will prepare and deliver the following tangible work products to the District:

**PER ATTACHED PROPOSAL DATED 4/10/15**

III. During performance of the Services, Consultant will keep the District appraised of the status of performance by delivering the following status reports under the indicated schedule:

<b>STATUS REPORT FOR ACTIVITY:</b>	<b>DUE DATE</b>
A. N/A	
B.	
C.	
D.	

V. Consultant will utilize the following personnel to accomplish the Services:

- None.
- See attached list.

VI. Consultant will utilize the following subcontractors to accomplish the Services (check one):

- None.
- See attached list.

VII. AMENDMENT

The Scope of Services, including services, work product, and personnel, are subject to change by mutual Agreement. In the absence of mutual Agreement regarding the need to change any aspects of performance, Consultant shall comply with the Scope of Services as indicated above

- Not Project Related  
 Project #14-222

**EXHIBIT B**  
**TO AGREEMENT FOR CONSULTANT SERVICES #14-222**

**COMPENSATION**

**I. Consultant shall use the following rates of pay in the performance of the Services:**

Total Compensation Not to Exceed \$50,000.00 including extra services and any reimbursable expenses.

**II. Consultant may utilize subcontractors as indicated in this Agreement. The hourly rate for any subcontractor is not to exceed \$N/A per hour without written authorization from the District Superintendent or his designee.**

**III. The District will compensate Consultant for the Services performed upon submission of a valid invoice. Each invoice is to include:**

- A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.
- B. Line items for all supplies properly charged to the Services.
- C. Line items for all travel properly charged to the Services.
- D. Line items for all equipment properly charged to the Services.
- E. Line items for all materials properly charged to the Services.
- F. Line items for all subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

**IV. The total compensation for the Services shall not exceed \$50,000.00 including extra services and any reimbursable expenses as provided in Section 4 of this Agreement.**

- Not Project Related
- Project #14-222

**EXHIBIT C**  
**TO AGREEMENT FOR CONSULTANT SERVICES #14-222**

**INSURANCE**

I. Insurance Requirements. Consultant shall provide and maintain insurance, acceptable to the District Superintendent or District Counsel, in full force and effect throughout the term of this Agreement, against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives or employees. Insurance is to be placed with insurers authorized to conduct business in the State of California and with a current A.M. Best's rating of no less than A, as rated by the Current edition of Best's Key Rating Guide, published by A.M. Best Company, Oldwick, New Jersey 08858. Consultant shall provide the following scope and limits of insurance:

A. Minimum Scope of Insurance. Coverage shall be at least as broad as:

(1) Commercial General Liability coverage of not less than two million dollars (\$2,000,000) Aggregate and one million dollars (\$1,000,000) per occurrence.

(2) Auto liability insurance with limits of not less than one million dollars (\$1,000,000).

(3) Insurance coverage should include:

1. owned, non-owned and hired vehicles;
2. blanket contractual;
3. broad form property damage;
4. products/completed operations; and
5. personal injury.

(4) Workers' Compensation insurance as required by the laws of the State of California.

~~\_\_\_\_\_ (5) Abuse and Molestation coverage of not less than two million dollars (\$2,000,000) per occurrence and five million dollars (\$5,000,000) Aggregate.~~

~~\_\_\_\_\_ (6) Professional liability (Errors and Omissions) insurance, including contractual liability, as appropriate to the Consultant's profession, in an amount of not less than the following:~~

~~\_\_\_\_\_ Accountants, Attorneys, Education Consultants, \$1,000,000~~  
~~\_\_\_\_\_ Nurses, Therapists~~

~~\_\_\_\_\_ Architects \$1,000,000 or \$2,000,000~~

~~\_\_\_\_\_ Physicians and Medical Corporations \$5,000,000~~

~~**Failure to maintain professional liability insurance is a material breach of this Agreement and grounds for immediate termination**~~

II. Other Provisions. Insurance policies required by this Agreement shall contain the following provisions:

Not Project Related

Project #14-222

A. All Policies. Each insurance policy required by this Agreement shall be endorsed and state the coverage shall not be suspended, voided, cancelled by the insurer or either party to this Agreement, reduced in coverage or in limits except after 30 days' prior written notice by Certified mail, return receipt requested, has been given to District

B. General Liability, Automobile Liability, and ~~Abuse/Molestation~~ Coverages.

(1) District, and its respective elected and appointed officers, officials, employees and volunteers are to be covered as additional insureds (collectively, "additional insureds") as respects the following: liability arising out of activities Consultant performs; products and completed operations of Consultant; premises owned, occupied or used by Consultant ; automobiles owned, leased, hired or borrowed by Consultant, and ~~Abuse/Molestation~~. The coverage shall contain no special limitations on the scope of protection afforded to additional insureds.

(2) Each policy shall state that the coverage provided is primary and any insurance carried by any additional insured is in excess to and non-contributory with Consultant's insurance.

(3) Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(4) Any failure to comply with the reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to any additional insured.

III. Other Requirements. Consultant agrees to deposit with District, at or before the effective date of this contract, certificates of insurance necessary to satisfy District that the insurance provisions of this contract have been complied with. The District may require that Consultant furnish District with copies of original endorsements effecting coverage required by this Section. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. District reserves the right to inspect complete, certified copies of all required insurance policies, at any time.

A. If any Services are performed by subcontractor, Consultant shall furnish certificates and endorsements from each subcontractor identical to those Consultant provides.

B. Any deductibles or self-insured retentions must be declared to and approved by District. At the option of District, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects District or its respective elected or appointed officers, officials, employees and volunteers or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims.

C. The procuring of any required policy or policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement.

- Not Project Related
- Project #14-222

**EXHIBIT D**  
**TO AGREEMENT FOR CONSULTANT SERVICES #14-222**

**CONFLICT OF INTEREST CHECK**

Bylaws of the Board 9270(BB)E requires that the Superintendent or a designee make a determination, on a case by case basis, concerning whether disclosure will be required from a consultant to comply with the District's Conflict of Interest Code (commencing with Bylaws of the Board 9270 BB).

Consultants are required to file disclosures when, pursuant to a contract with the District, the Consultant will make certain specified government decisions or will perform the same or substantially the same duties for the District as a staff person would.

The services to be performed by Consultant under the Agreement to which this Exhibit D is attached [ ] constitute [X] do not constitute governmental decisions or staff services within the meaning of the Conflict of Interest Code. Therefore, the Consultant, **AE GROUP MECHANICAL ENGINEERS INC.**, who will provide Services under the Agreement, [ ] is [X] is not subject to disclosure obligations.

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

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

*Lisa A. Franz*  
*Director, Purchasing*



# **AE Group Mechanical Engineers, Inc.**

**838 East Front Street  
Ventura, California 93001-2925  
(805) 653-1722 fax (805) 653-7260  
Email: phil@aegroupme.com**

April 10, 2015

Larry Cross  
Oxnard School District  
1055 South C Street  
Oxnard, CA 93030

transmitted by email

**SUBJECT: PROPOSAL FOR ENGINEERING SERVICES – TRANSPORTATION  
DEPARTMENT FACILITY**

Dear Larry,

This letter is a formal proposal and fee schedule for the mechanical engineering services related to the clarifiers, CNG repair shop, and SWPP issues at the Transportation Department facility at 516 West Wooley Road. This proposal is in response to your request for proposal and our recent site visits.

We have assembled a team of engineers to address the issues contained in the RFP. Mechanical engineering and overall coordination of the engineering team will be conducted by AE Group Mechanical Engineers. Electrical engineering will be performed by Craig Hood and Associates. Civil engineering will be performed by Lewis Engineering.

We will provide the following:

1. CNG Repair Shop. Included will be plans indicating the improvements needed to make the shop code-compliant, including a new mechanical ventilation system, electrical system modifications, and architectural modifications to walls, ceiling/roof, and doors.
2. Bus Wash Rack Clarifier. Included will be plans indicating the improvements needed to correct problems with the clarifier, including the rainwater diversion valve setup and repair or replacement of the lids.
3. Repair Shop Clarifier. Included will be a review of code requirements for sizing and configuration, and plans indicating the improvements needed to correct the problems, including as a minimum the replacement of the lids, or complete clarifier replacement if required.
4. Storm Water Prevention Plan Analysis. This will be an analysis of the entire parking lot for compliance with the City's current Storm Water Prevention Plan, including meetings with appropriate City staff. A report will be prepared summarizing the analysis, conclusions, recommendations, and preliminary opinions of probable cost for recommended actions.

April 10, 2015

Larry Cross – Transportation Department Facility

Page 2

5. Opinions of Probable Cost. Included will be opinions of probable cost for items 1 through 3. Cost estimate for item 4 will be contained in the SWPP report.

6. Coordination. Included is coordination with all subconsultants, the City, and your office. Also included are construction-related services, including plan check corrections, attendance at bidding job walk, review of submittals from contractors, conduct of job meetings, responses to requests for information, observation of construction, and preparation of punch lists.

Exclusions. Inspection services, SWPP-related design services, plan reproduction costs, permit fees, and any services not specifically outlined above. Additional services can be provided; however, scope and fee would need to be negotiated.

Fee: Items 1-3 - fixed fee of \$15,850. Item 4 – fixed fee of \$13,450. Item 5 – fixed fee of \$3,400. Item 6 – fixed fee of \$6,340. Fee for Extra Services. Any extra services will be performed on an hourly rate basis at the following rates: registered engineers (mechanical, electrical, and civil) - \$175 /hr, engineering assistants \$115/hr. Approved reimbursable expenses - actual cost plus 10%. These rates for extra services are those in place for 2015 and are subject to change in future years.

Terms and Conditions. These services will be performed under a contract between AE Group Mechanical Engineers, Inc (Engineer) and the Oxnard School District (Client), with the understanding that the following terms and conditions apply:

Payment Schedule. We will invoice you periodically for services rendered. Payments to Engineer are due within 15 days of receipt by your office of invoices.

Indemnification: The Client agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless the Engineer, and his employees, agents, and subconsultants from and against any and all claims, damages, liability or cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with this project or the performance, by any of the parties above named, of the services under this Agreement, excepting only those damages, liabilities or costs to the extent actually caused by the sole negligence of the Engineer or his employees, agents, and subconsultants.

Mediation: In an effort to resolve any claims or conflicts that arise during the design or construction of the Project or following the completion of the project, the Client and Engineer agree that all disputes between them arising out of or relating to the Agreement shall first be submitted to nonbinding mediation unless the parties mutually agree otherwise.

April 10, 2015

Larry Cross – Transportation Department Facility

Page 2

We look forward to working with you on this project.

If you have any questions, please call.



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AE Group Mechanical Engineers, Inc

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approved: Oxnard School District

AEGME/mos

**BOARD AGENDA ITEM**

Name of Contributor: Dr. Cesar Morales

Date of Meeting: 5/20/15

STUDY SESSION \_\_\_\_\_  
CLOSED SESSION \_\_\_\_\_  
SECTION B: HEARINGS \_\_\_\_\_  
SECTION C: CONSENT   X    
SECTION D: ACTION \_\_\_\_\_  
SECTION E: REPORTS/DISCUSSION \_\_\_\_\_  
SECTION F: BOARD POLICIES 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Approval of Agreement #15-01 - Diane Turini-Mize, LMFT, SEP (Morales/Phipps)**

Diane Turini-Mize will assess and treat students whose inappropriate school behavior affects his/her classroom learning. Her extensive training in complex trauma resolution addresses those classroom behaviors which impact the student's academic achievement and the learning of others.

In addition she will provide individual counselor and/or school counselor cohort support for counselors working in Kindergarten through 8<sup>th</sup> grade. Support will be on-site or phone conferencing for general or specific questions or concerns relating to individual and/or group counseling. She will provide training and support for counseling interventions.

**FISCAL IMPACT:**

Not to exceed \$92,000.00 - Medi-Cal Funds

**RECOMMENDATION:**

It is the recommendation of the Director, Pupil Services, and the Superintendent, that the Board of Trustees approve Agreement #15-01 with Diane Turini-Mize.

**ADDITIONAL MATERIAL:**

**Attached:** Agreement #15-01, Diane Turini-Mize, LMFT, SEP (13 Pages)  
Proposal (1 Page)  
Certificate of Insurance (3 Pages)

## OXNARD SCHOOL DISTRICT

### Agreement #15-01

#### AGREEMENT FOR CONSULTANT SERVICES

This Agreement for Consultant Services (“Agreement”) is entered into as of this 20th day of May, 2015 by and between the Oxnard School District (“District”) and Diane Turini-Mize, LMFT, SEP (“Consultant”). District and Consultant are sometimes hereinafter individually referred to as “Party” and hereinafter collectively referred to as the “Parties.”

#### RECITALS

- A. District is authorized by *California Government Code* Section 53060, and Board Policy 4368, to contract with independent contractors for the furnishing of services concerning financial, economic, accounting, engineering, legal, administrative and other matters. District has sought, by issuance of a Request for Proposals or Invitation for Bids, the performance of the Services, as defined and described particularly on Exhibit A, attached to this Agreement.
- B. Following submission of a proposal or bid for the performance of the Services, Consultant was selected by the District to perform the Services.
- C. The Parties desire to formalize the selection of Consultant for performance of the Services and desire that the terms of that performance be as particularly defined and described herein.

#### OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained here and other consideration, the value and adequacy of which are hereby acknowledged, the parties agree as follows:

- Incorporation of Recitals and Exhibits.** The Recitals set forth above and all exhibits attached to this Agreement, as hereafter amended, are incorporated by this reference as if fully set forth herein.
- Term of Agreement.** Subject to earlier termination as provided below, this Agreement shall remain in effect from **August 19, 2015** through **June 30, 2016** (the “Term”). This Agreement may be extended only by amendment, signed by the Parties, prior to the expiration of the Term.
- Time for Performance.** The scope of services set forth in Exhibit A shall be completed during the Term pursuant to the schedule specified Exhibit A. Should the scope of services not be completed pursuant to that schedule, the Consultant shall be deemed to be in Default as provided below. The District, in its sole discretion, may choose not to enforce the Default provisions of this Agreement and may instead allow Consultant to continue performing the Services.
- Compensation and Method of Payment.** Subject to any limitations set forth below or elsewhere in this Agreement, District agrees to pay Consultant the amounts specified in Exhibit B “Compensation”. The total compensation, including reimbursement for actual expenses, shall not exceed Ninety-Two Thousand Dollars (\$92,000.00), unless additional compensation is approved in writing by the District.

- a. Each month Consultant shall furnish to District an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-consultant contracts. Sub-consultant charges, if any, shall be detailed by the following categories: labor, travel, materials, equipment and supplies. District shall independently review each invoice submitted by the Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in subsection b. In the event any charges or expenses are disputed by District, the original invoice shall be returned by District to Consultant for correction and resubmission.
- b. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by District, District will use its best efforts to cause Consultant to be paid within forty-five (45) days of receipt of Consultant's correct and undisputed invoice.
- c. Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

5. **Termination.** This Agreement may be terminated at any time by mutual agreement of the Parties or by either Party as follows:

- a. District may terminate this Agreement, with or without cause, at any time by giving thirty (30) days written notice of termination to Consultant. In the event such notice is given, Consultant shall cease immediately all work in progress; or
- b. Consultant may terminate this Agreement for cause at any time upon thirty (30) days written notice of termination to District.

6. **Inspection and Final Acceptance.** District may, at its discretion, inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when within sixty (60) days after submitted to District. If District does not reject work by a timely written explanation, Consultant's work shall be deemed to have been accepted. District's acceptance shall be conclusive as to such work except with respect to latent defects, fraud and such gross mistakes as amount to fraud. Acceptance of any of Consultant's work by District shall not constitute a waiver of any of the provisions of this Agreement including, but not limited to indemnification and insurance provisions.

7. **Default.** Failure of Consultant to perform any Services or comply with any provisions of this Agreement may constitute a default. The District may give notice to Consultant of the default and the reasons for the default. District shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of the notice until the default is cured. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, at the discretion of the District. During the period of time that Consultant is in default, the District shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, the District may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Consultant does not cure the default, the District may terminate this Agreement as provided above. Any failure on the part of the District to give notice of the Consultant's default shall not be deemed to result in a waiver of the District's legal rights or any rights arising out of any provision of this Agreement.

8. **Ownership of Documents.** All maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Consultant in the course of providing any services pursuant to this Agreement (collectively and individually, the "Documents") shall

become the sole property of District and may be used, reused or otherwise disposed of by District without the permission of the Consultant. Upon completion, expiration or termination of this Agreement, Consultant shall turn over to District all such Documents.

9. **Use of Documents by District.** If and to the extent that District utilizes for any purpose not related to this Agreement any Documents, Consultant's guarantees and warrants related to Standard of Performance under this Agreement shall not extend to such use of the Documents.

10. **Consultant's Books and Records.** Consultant shall maintain any and all documents and records demonstrating or relating to Consultant's performance of services pursuant to this Agreement for a minimum of three years after termination or expiration of this Agreement, or longer if required by law.

- a. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to District pursuant to this Agreement for a minimum of three years, or longer if required by law, all in accordance with generally accepted accounting principles and with sufficient detail so as to permit an accurate evaluation of the services provided by Consultant pursuant to this Agreement.
- b. Any and all such records or documents shall be made available for inspection, audit and copying, at any time during regular business hours, upon request by District or its designated representative. Copies of such documents or records shall be provided directly to the District for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon, such documents and records shall be made available at Consultant's address indicated for receipt of notices in this Agreement.
- c. District has the right to acquire custody of such records by written request if Consultant decides to dissolve or terminate its business. Consultant shall deliver or cause to be delivered all such records and documents to District within sixty (60) days of receipt of the request.

11. **Independent Contractor.** Consultant is and shall at all times remain a wholly independent contractor and not an officer, employee or agent of District.

- a. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Consultant, its agents or employees shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees, or agents are in any manner officials, officers, employees or agents of District. Neither Consultant, nor any of Consultant's officers, employees or agents, shall, by virtue of services rendered under this Agreement, obtain any rights to retirement, health care or any other benefits which may otherwise accrue to District's employees. Consultant will be responsible for payment of all Consultant's employees' wages, payroll taxes, employee benefits and any amounts due for federal and state income taxes and Social Security taxes since these taxes will not be withheld from payment under this agreement.
- b. Consultant shall have no authority to bind District in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against District, whether by contract or otherwise, unless such authority is expressly conferred in writing by District, or under this Agreement.

12. **Standard of Performance.** Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement,

Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

13. **Confidential Information.** All information gained during performance of the Services and all Documents or other work product produced by Consultant in performance of this Agreement shall be considered confidential. Consultant shall not release or disclose any such information, Documents or work product to persons or entities other than District without prior written authorization from the Superintendent of the District, except as may be required by law.

- a. Consultant shall promptly notify District if it is served with any summons, complaint, subpoena or other discovery request, court order or other request from any party regarding this Agreement or the work performed hereunder.
- b. District retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with District and to provide District with the opportunity to review any response to discovery requests provided by Consultant; provided that this does not imply or mean the right by District to control, direct, or rewrite said response.

14. **Conflict of Interest; Disclosure of Interest.** Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of District or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the District.

- a. Consultant agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of District in the performance of this Agreement.
- b. Bylaws of the Board 9270 BB and 9270(BB) E, as hereinafter amended or renumbered, require that a Consultant that qualifies as a "designated employee" must disclose certain financial interests by filing financial interest disclosures. By its initials below, Consultant represents that it has received and reviewed a copy of the Bylaws of the Board 9270 BB and 9270(BB) E and that it [ ] does [X] does not qualify as a "designated employee".

\_\_\_\_\_ (Initials)

- c. Consultant agrees to notify the Superintendent, in writing, if Consultant believes that it is a "designate employee" and should be filing financial interest disclosures, but has not been required to do so by the District.

\_\_\_\_\_ (Initials)

15. **Compliance with Applicable Laws.** In connection with the Services and its operations, Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules including, but not limited to, minimum wages and/or prohibitions against discrimination, in effect during the Term. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the Services. Neither District, nor any elected or appointed boards, officers, officials, employees or agents of District shall be liable, at law or in equity, as a result of any failure of Consultant to comply with this section.

- a. Without limiting the generality of the foregoing, Consultant shall comply with any applicable fingerprinting requirements as set forth in the Education Code of the State of California.

\_\_\_\_\_ (Initials)



16. **Unauthorized Aliens.** Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. §§ 1101, et seq., as amended, and in connection therewith, shall not employ “unauthorized aliens” as that term is defined in 8 U.S.C.A. §1324a(h)(3). Should Consultant so employ such individuals for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against District for such employment, Consultant hereby agrees to and shall reimburse District for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by District.

17. **Non-Discrimination.** Consultant shall abide by the applicable provisions of the United States Civil Rights Act of 1964 and other provisions of law prohibiting discrimination and shall not discriminate, in any way, against any person on the basis of race, color, religious creed, national origin, ancestry, sex, age, physical handicap, medical condition or marital status in connection with or related to the performance of this Agreement.

18. **Assignment.** The expertise and experience of Consultant are material considerations for this Agreement. District has an interest in the qualifications of and capability of the persons and entities that will fulfill the duties and obligations imposed upon Consultant under this Agreement. In recognition of that interest, Consultant shall not assign or transfer this Agreement or any portion of this Agreement or the performance of any of Consultant’s duties or obligations under this Agreement without the prior written consent of the Board of Directors of the District. Any attempted assignment shall be ineffective, null and void, and shall constitute a material breach of this Agreement entitling District to any and all remedies at law or in equity, including summary termination of this Agreement.

19. **Subcontracting.** Notwithstanding the above, Consultant may utilize subcontractors in the performance of its duties pursuant to this Agreement, but only with the prior written consent of the District. The Consultant shall be as fully responsible to the District for the acts and omissions of his Subcontractors, and of persons either directly or indirectly employed by him/her, as if the acts and omissions were performed by him/her directly.

20. **Continuity of Personnel.** Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement.

- a. Consultant shall insure that District has a current list of all personnel and sub-contractors providing services under this Agreement.
- b. Consultant shall notify District of any changes in Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance. The list notice shall include the following information: (1) all full or part-time staff positions by title, including volunteer positions whose direct services are required to provide the services described herein; (2) a brief description of the functions of each such position and the hours each position works each week or, for part-time positions, each day or month, as appropriate; (3) the professional degree, if applicable, and experience required for each position; and (4) the name of the person responsible for fulfilling the terms of this Agreement.

21. **Indemnification.**

- a. Consultant agrees to defend, indemnify, and hold harmless District, its officers, agents, employees, and/or volunteers from any and all claims, demands, losses, damages and expenses, including legal fees and costs, or other obligations or claims arising out of any liability or damage to property, or any other loss, sustained or claimed to have been sustained arising out of activities of the Consultant or those of any of Consultant’s officers, agents, employees, or subcontractors, whether such act or omission is authorized by this Agreement or not. Consultant shall also pay for any and all damage to the Property of the District, or loss or theft of such Property, done or caused by such persons. District

assumes no responsibility whatsoever for any property placed on district premises. Consultant further agrees to waive all rights of subrogation against the District. The provisions of this Agreement do not apply to any damage or losses caused solely by the negligence of the District or any of its officers, agents, employees, and/or volunteers.

\_\_\_\_\_ (Initials)

- b. The provisions of this section do not apply to claims occurring as a result of District's sole negligence or willful acts or omissions.

22. **Insurance.** Consultant agrees to obtain and maintain in full force and effect during the term of this Agreement the insurance policies set forth in **Exhibit C** "Insurance" and made a part of this Agreement. All insurance policies shall be subject to approval by District as to form and content. These requirements are subject to amendment or waiver if so approved in writing by the District Superintendent. Consultant agrees to provide District with copies of required policies upon request.

23. **Notices.** All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by telecopier or certified mail, postage prepaid and return receipt requested, addressed as follows:

To District: Oxnard School District  
1051 South A Street  
Oxnard, California, 93030  
Attention: Marikaye Phipps  
Phone: (805) 385.1501 x2161  
Fax: (805) 487.9648

To Consultant: Diane Turini-Mize, LMFT, SEP  
Marriage Family Therapist #38366  
4309 Deepwell Lane  
Moorpark, CA 93021  
Phone: (805) 405.0718  
Fax:

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile (provided confirmation of successful facsimile transmission shall be retained) or, if mailed, three (3) days after deposit of the same in the custody of the United States Postal Service.

24. **Excusable Delays.** Consultant shall not be liable for damages, including liquidated damages, if any, caused by delay in performance or failure to perform due to causes beyond the control of Consultant. Such causes include, but are not limited to, acts of God, acts of the public enemy, acts of federal, state or local governments, acts of District, court orders, fires, floods, epidemics, strikes, embargoes, and unusually severe weather. The term and price of this Agreement shall be equitably adjusted for any delays due to such causes.

25. **Authority to Execute.** The person or persons executing this Agreement on behalf of Consultant represents and warrants that he/she/they has/have the authority to so execute this Agreement and to bind Consultant to the performance of its obligations hereunder.

26. **Administration.** **MARIKAYE PHIPPS** shall be in charge of administering this Agreement on behalf of the District. The Director of Purchasing has completed **Exhibit D** "Conflict of Interest Check" attached hereto.

27. **Binding Effect.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.
28. **Entire Agreement.** This Agreement and the exhibits and documents incorporated herein constitute the entire agreement and understanding between the parties in connection with the matters covered herein.
29. **Amendment.** No amendment to or modification of this Agreement shall be valid or binding unless made in writing by the Consultant and by the District. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.
30. **Waiver.** Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by District of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement.
31. **Governing Law.** This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Ventura, California.
32. **Arbitration.** Any dispute arising out of the performance of this Agreement shall be resolved by binding arbitration in accordance with rules and procedures of the American Arbitration Association.
33. **Severability.** If any term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the District and Consultant have executed and delivered this agreement for consultant services as of the date first written above.

**OXNARD SCHOOL DISTRICT:**

**DIANE TURINI-MIZE, LMFT, SEP:**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

Lisa A. Franz, Director, Purchasing  
*Typed Name/Title*

\_\_\_\_\_  
*Typed Name/Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

Tax Identification Number: 95-6002318

Tax Identification Number: \_\_\_\_\_

- Not Project Related  
 Project #15-01

**EXHIBIT A**  
**TO AGREEMENT FOR CONSULTANT SERVICES #15-01**

**SERVICES**

I. Consultant will perform the following Services under the Captioned Agreement:

**\*CONSULTANT WILL PROVIDE INDIVIDUAL AND/OR FAMILY PSYCHOTHERAPY FOR STUDENTS IN KINDERGARTEN THROUGH 8<sup>TH</sup> GRADE AS NEEDED IN THE OXNARD SCHOOL DISTRICT DURING THE 2015-16 SCHOOL YEAR.**

II. As part of the Services, Consultant will prepare and deliver the following tangible work products to the District:

N/A

III. During performance of the Services, Consultant will keep the District appraised of the status of performance by delivering the following status reports under the indicated schedule:

<b>STATUS REPORT FOR ACTIVITY:</b>	<b>DUE DATE</b>
A. N/A	
B. N/A	
C. N/A	
D. N/A	

V. Consultant will utilize the following personnel to accomplish the Services:

- None.  
 See attached list.

VI. Consultant will utilize the following subcontractors to accomplish the Services (check one):

- None.  
 See attached list.

VII. AMENDMENT

The Scope of Services, including services, work product, and personnel, are subject to change by mutual Agreement. In the absence of mutual Agreement regarding the need to change any aspects of performance, Consultant shall comply with the Scope of Services as indicated above

- Not Project Related  
 Project #15-01

**EXHIBIT B**  
**TO AGREEMENT FOR CONSULTANT SERVICES #15-01**

**COMPENSATION**

**I. Consultant shall use the following rates of pay in the performance of the Services:**

***\*\*TOTAL FEE NOT TO EXCEED \$92,000.00***

**II. Consultant may utilize subcontractors as indicated in this Agreement. The hourly rate for any subcontractor is not to exceed \$ N/A per hour without written authorization from the District Superintendent or his designee.**

**III. The District will compensate Consultant for the Services performed upon submission of a valid invoice. Each invoice is to include:**

- A. Line items for all personnel describing the work performed, the number of hours worked, and the Hourly or flat rate.
- B. Line items for all supplies properly charged to the Services.
- C. Line items for all travel properly charged to the Services.
- D. Line items for all equipment properly charged to the Services.
- E. Line items for all materials properly charged to the Services.
- F. Line items for all subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

**IV. The total compensation for the Services shall not exceed \$92,000.00, as provided in Section 4 of this Agreement.**

**EXHIBIT C**  
**TO AGREEMENT FOR CONSULTANT SERVICES #15-01**

**INSURANCE**

I. Insurance Requirements. Consultant shall provide and maintain insurance, acceptable to the District Superintendent or District Counsel, in full force and effect throughout the term of this Agreement, against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives or employees. Insurance is to be placed with insurers authorized to conduct business in the State of California and with a current A.M. Best's rating of no less than A, as rated by the Current edition of Best's Key Rating Guide, published by A.M. Best Company, Oldwick, New Jersey 08858. Consultant shall provide the following scope and limits of insurance:

A. Minimum Scope of Insurance. Coverage shall be at least as broad as:

(1) Commercial General Liability coverage of not less than two million dollars (\$2,000,000) Aggregate and one million dollars (\$1,000,000) per occurrence.

(2) Auto liability insurance with limits of not less than one million dollars (\$1,000,000).

(3) Insurance coverage should include:

1. owned, non-owned and hired vehicles;
2. blanket contractual;
3. broad form property damage;
4. products/completed operations; and
5. personal injury.

(4) Workers' Compensation insurance as required by the laws of the State of California.

(5) Abuse and Molestation coverage of not less than two million dollars (\$2,000,000) per occurrence and five million dollars (\$5,000,000) Aggregate.

(6) Professional liability (Errors and Omissions) insurance, including contractual liability, as appropriate to the Consultant's profession, in an amount of not less than the following:

Accountants, Attorneys, Education Consultants, Nurses, Therapists	\$1,000,000
Architects	\$1,000,000 or \$2,000,000
Physicians and Medical Corporations	\$5,000,000

**Failure to maintain professional liability insurance is a material breach of this Agreement and grounds for immediate termination**

II. Other Provisions. Insurance policies required by this Agreement shall contain the following provisions:

Not Project Related

Project #15-01

A. All Policies. Each insurance policy required by this Agreement shall be endorsed and state the coverage shall not be suspended, voided, cancelled by the insurer or either party to this Agreement, reduced in coverage or in limits except after 30 days' prior written notice by Certified mail, return receipt requested, has been given to District

B. General Liability, Automobile Liability, and Abuse/Molestation Coverages.

(1) District, and its respective elected and appointed officers, officials, employees and volunteers are to be covered as additional insureds (collectively, "additional insureds") as respects the following: liability arising out of activities Consultant performs; products and completed operations of Consultant; premises owned, occupied or used by Consultant ; automobiles owned, leased, hired or borrowed by Consultant, and Abuse/Molestation. The coverage shall contain no special limitations on the scope of protection afforded to additional insureds.

(2) Each policy shall state that the coverage provided is primary and any insurance carried by any additional insured is in excess to and non-contributory with Consultant's insurance.

(3) Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(4) Any failure to comply with the reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to any additional insured.

III. Other Requirements. Consultant agrees to deposit with District, at or before the effective date of this contract, certificates of insurance necessary to satisfy District that the insurance provisions of this contract have been complied with. The District may require that Consultant furnish District with copies of original endorsements effecting coverage required by this Section. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. District reserves the right to inspect complete, certified copies of all required insurance policies, at any time.

A. If any Services are performed by subcontractor, Consultant shall furnish certificates and endorsements from each subcontractor identical to those Consultant provides.

B. Any deductibles or self-insured retentions must be declared to and approved by District. At the option of District, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects District or its respective elected or appointed officers, officials, employees and volunteers or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims.

C. The procuring of any required policy or policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement.



- Not Project Related
- Project #15-01

**EXHIBIT D**  
**TO AGREEMENT FOR CONSULTANT SERVICES #15-01**

**CONFLICT OF INTEREST CHECK**

Bylaws of the Board 9270(BB)E requires that the Superintendent or a designee make a determination, on a case by case basis, concerning whether disclosure will be required from a consultant to comply with the District's Conflict of Interest Code (commencing with Bylaws of the Board 9270 BB).

Consultant's are required to file disclosures when, pursuant to a contract with the District, the Consultant will make certain specified government decisions or will perform the same or substantially the same duties for the District as a staff person would.

The services to be performed by Consultant under the Agreement to which this Exhibit D is attached  constitute  do not constitute governmental decisions or staff services within the meaning of the Conflict of Interest Code. Therefore, the Consultant, **DIANE TURINI-MIZE, LMFT, SEP**, who will provide Services under the Agreement,  is  is not subject to disclosure obligations.

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

By: \_\_\_\_\_  
Lisa A. Franz  
Director, Purchasing

Diane Turini Mize, LMFT, SEP  
Licensed Marriage Family Therapist 38366  
Somatic Experiencing® Practitioner  
4309 Deepwell Lane  
Moorpark, CA 93021  
805-405-0718

To: Oxnard School District, 1051 South "A" Street, Oxnard, CA 93030

For: Diane Turini Mize, Licensed Marriage Family Therapist #38366

Date: April 9, 2015

RE: Proposal for Individual and/or family Psychotherapy for students K-8<sup>th</sup> grade in the Oxnard School District.

**SCOPE OF WORK:**

Diane Turini Mize, Licensed Marriage Family Therapist #38366 will provide individual and/or family psychotherapy for students in Kindergarten-8<sup>th</sup> grade in the Oxnard School District. She will assess and treat students whose inappropriate school behavior affects his/her classroom learning. Her extensive training in complex trauma resolution addresses those classroom behaviors which impacts the student's academic achievement and the learning of others. In addition, she will facilitate learning of anger management and decision making skills. Upon completion of assigned psychotherapy sessions, she will write a letter indicating the psychotherapy requirement has been met. She will also facilitate transition of students to their returning mainstreamed classroom in the Oxnard School District.

In addition, she will provide individual counselor and/or school counselor cohort support for counselors working in Kindergarten-8<sup>th</sup> grade in the Oxnard School District. Support will include on-site or phone conferencing for general or specific questions or concerns relating to individual and/or group counseling. She will provide training and support for counseling interventions. She will lead or co-lead cohorts in case conferences. She will provide training and support for educationally based trauma healing techniques. She will collaborate with counselors on difficult cases, triage and emergency cases based on individual need as requested by the Director of Pupil Services. These duties will be met by twelve (12) additional hours per month.

Additional areas of expertise: Somatic Experiencing Practitioner (trauma resolution) , trained in EMDR Eye Movement Desensitization and Reprocessing (trauma resolution), trained in Capicatar Community Wellness Education, Supervisor of marriage and family interns at the Free Clinic of Simi Valley, Simi Valley, CA;

Dates of Service: Academic School Year 2015-2016, 5 days a week.

Consultant Compensation: \$92,000

**Certificate of Insurance (Proof of Coverage)**

Date Issued: (02/09/2015)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER.  
THIS CERTIFICATE DOES NOT AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

Insured Name and Mailing Address*	Program Administrator
<b>Company Name</b> Diane Turini Mize, MFT <b>Name</b> Diane Turini Mize <b>Street</b> 4309 Deepwell Lane <b>City</b> Moorpark <b>State</b> CA <b>Zip</b> 93021	<b>Administered By:</b> CPH and Associates 711 S. Dearborn, Suite 205 Chicago, IL 60605 P. 312-987-9823 F. 312-987-0902 info@cphins.com <b>Underwritten By:</b> Philadelphia[Indemnity]Insurance Company

\*Additional insured locations are often requested by individual business owners who have more than one office.  
Your coverage is portable, meaning that you are covered at any location for practice under the occupation(s) listed on your policy.

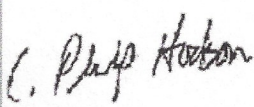
**Coverage**

<b>Policy #:</b> 019321	<b>Effective Date:</b> (02/21/2015)	<b>Expiration Date:</b> (02/21/2016)
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

Limits of Liability		Coverage Part
<i>Each Occurrence (Per individual claim)</i>	<i>Aggregate (Total amount per policy year)</i>	
\$1 Million	\$5 Million	Professional Liability
\$1,000,000	\$3,000,000	Commercial General Liability <small>Includes: General Liability, Fire &amp; Water Legal Liability and Personal Liability</small>
\$15,000	\$15,000	Property Coverage
\$1 Million	\$5 Million	Supplemental Liability
Unlimited	Unlimited	Defense Expense Coverage
\$35,000	\$35,000	State Licensing Board Investigation Defense Coverage
\$15,000	\$15,000	Assault Coverage
\$10,000	\$35,000	Deposition Expense Benefit
\$5,000/person	\$50,000	Medical Expense Coverage
\$15,000	\$15,000	First Aid Coverage

**Description/Special Provisions:**

**General Liability Insured Location(s):**  
1633 Erringer Rd #207 Simi Valley, CA 93065 ; 1051 South A St Oxnard, CA 93030

Certificate Holder	Cancellation
Oxnard School District  1051 South A St Oxnard, CA , 93030	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Holder has also been added to the policy as an additional insured:** [X Yes/No] **If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).	 Authorized Representative C. Philip Hodson

**DISCLAIMER:**The Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend, or alter the coverage afforded by the policies listed thereon.

**THIS ENDORSEMENT CHANGED THE POLICY. PLEASE READ IT CAREFULLY**

**Additional Insured Endorsement**

This endorsement modifies insurance provided under the following:

ALLIED HEALTHCARE PROVIDERS PROFESSIONAL  
AND SUPPLEMENTAL LIABILITY POLICY

In consideration of the premium paid, this policy is amended as follows:

**Oxnard School District** is hereby added as an Additional Insured, solely for **Damages** arising out of a **Professional Incident** covered under this policy. The **Professional Incident** must arise out of services provided by the **Insured**, under contract with **Oxnard School District**.

Additional Insured Name and Mailing Address:

Oxnard School District

1051 South A St  
Oxnard, CA , 93030

All other terms and conditions of this policy remain unchanged. This endorsement is part of your policy and takes effect on the effective date of your Policy, unless another effective date is shown below.

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Policy: 019321

Effective on and after: 02/21/2015

Issued to: Diane Turini Mize, MFT

Expiration date: 02/21/2016

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PI-PHCP-3(03/01)



By: Jamie Maguire, Authorized Representative

Philadelphia Indemnity Insurance Company

Locations Schedule

The following locations are covered under the Liability Coverage Enhancement PI-PHCP-11 (12/05)

**Policy Number 019321**

Location No.            Address

---

1.                            1633 Erringer Rd #207  
                                  Simi Valley, CA 93065
2.                            1051 South A St  
                                  Oxnard, CA 93030

**BOARD AGENDA ITEM**

**Name of Contributor:** Dr. Cesar Morales

**Date of Meeting:** 5/20/15

**STUDY SESSION** \_\_\_\_\_

**CLOSED SESSION** \_\_\_\_\_

**SECTION B: HEARINGS** \_\_\_\_\_

**SECTION C: CONSENT**     X    

**SECTION D: ACTION** \_\_\_\_\_

**SECTION E: REPORTS/DISCUSSION** \_\_\_\_\_

**SECTION F: BOARD POLICIES**

1<sup>st</sup> Reading \_\_\_\_\_

2<sup>nd</sup> Reading \_\_\_\_\_

**Ratification of Amendment #8 to Agreement #14-50 - Ventura County Office of Education, Paraeducator Services - SCP (Morales/Phipps)**

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At the Board meeting of August 20, 2014, the Board of Trustees approved Agreement #14-50 with Ventura County Office of Education (VCOE), for exceptional services to special education students that consists of support from Special Circumstances Paraeducators (SCPs) for the 2014-2015 school year, including Extended School Year, in the amount not to exceed \$380,894.23.

At the Board meeting of October 1, 2014, the Board of Trustees ratified Amendment #1 in the amount of \$12,255.99 to cover an increase in services bringing the total contract amount to \$393,150.22 for 2014-2015. The increase was due to the placement of one (1) more student with a Paraeducator service agreement for 2014-2015.

At the Board meeting of December 10, 2014, the Board of Trustees ratified Amendment #2 in the amount of \$6,142.50 to cover an increase in services bringing the total contract amount to \$399,292.72 for 2014-2015. The increase was due to the placement of one (1) more student with a Paraeducator service agreement for 2014-2015.

At the Board meeting of February 18, 2015, the Board of Trustees ratified Amendment #3 in the amount of \$32,960.95 to cover an increase in services bringing the total contract amount to \$432,253.67 for 2014-2015. The increase was due to the placement of two (2) more students with Paraeducator service agreements for 2014-2015.

At the Board meeting of March 4, 2015, the Board of Trustees ratified Amendment #4 in the amount of \$18,780.28 to cover a decrease in services bringing the total contract amount to \$413,473.39 for 2014-2015. The decrease was due to yearly IEP meetings held to review three (3) students with current Paraeducator service agreements for 2014-2015.

At the Board meeting of March 18, 2015, the Board of Trustees ratified Amendment #5 in the amount of \$39,394.39 to cover an increase in services bringing the total contract amount to \$452,867.78 for 2014-2015. The increase was due to the placement of three (3) more students with Paraeducator service agreements for 2014-2015.

At the Board meeting of April 15, 2015, the Board of Trustees ratified Amendment #6 in the amount of 55,986.77 to cover an increase in services bringing the total contract amount to \$508,854.55 for 2014-2015. The increase was due to annual IEP meetings held to review two (2) student's current Paraeducator agreements for 2014-2015.

At the Board meeting of May 6, 2015, the Board of Trustees ratified Amendment #7 in the amount of \$2,500.00 to cover an increase in services bringing the total contract amount to \$511,354.55 for 2014-2015. The increase was due to an annual IEP meeting held to review one (1) student's current Paraeducator agreement for 2014-2015.

The actual cost for services has now changed and it is necessary to increase the amount of Agreement #14-50 by \$17,922.05 for a total agreement amount of \$529,276.60 for 2014-2015. The increase is due to the placement of one (1) more student with a Paraeducator service agreement for 2014-2015.

Student: DR031106 \$17,922.05

**FISCAL IMPACT:**

\$17,922.05 - Special Education Funds

**RECOMMENDATION:**

It is the recommendation of the Director, Pupil Services, and the Superintendent, that the Board of Trustees ratify Amendment #8 to Agreement #14-50 with the Ventura County Office of Education for Paraeducator Services (SCP's), in the amount of \$17,922.05.

**ADDITIONAL MATERIAL(S):**

**Attached:** Amendment #8, Ventura County Office of Education (1 Page)  
Amendment #7, Ventura County Office of Education (1 Page)  
Amendment #6, Ventura County Office of Education (2 Pages)  
Amendment #5, Ventura County Office of Education (3 Pages)  
Amendment #4, Ventura County Office of Education (3 Pages)  
Amendment #3, Ventura County Office of Education (2 Pages)  
Amendment #2, Ventura County Office of Education (1 Page)  
Amendment #1, Ventura County Office of Education (1 Page)  
Agreement #14-50, Ventura County Office of Education (12 Pages)



# AGREEMENT

## For Paraeducator Performing Special Circumstance Services

This Agreement, effective January 5, 2015 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

DR031106

1. This agreement pertains to providing exceptional service(s) for [REDACTED] a Special Education pupil who is a resident of DISTRICT and currently attends, Dwire School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Paraeducator performing Special Circumstances services, 5.5 hrs. per day.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 1/5/2015 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2014-2015</u> (1/5/15-6/30/15)	UPCOMING: <u>2015-2016</u> (8/20/15-1/5/16)
(including ESY, if applicable)	\$ <u>17,922.05</u>	+

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature Lisa A. Franz

Accepted By: [Signature]  
Special Education Authorized Representative

Title: Director, Purchasing

Approved By: [Signature]  
Business Services Authorized Representative

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

Date: 1/21/15

Estimated Cost \$ 17,922.05 for fiscal year 14-15

Please submit **two** original copies Oxnard School District-Purchasing Department







# AGREEMENT

## For Paraeducator Performing Special Circumstance Services

This Agreement, effective January 27, 2015 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for, NC092306, a Special Education pupil who is a resident of DISTRICT and currently attends, Dwire School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Paraeducator performing Special Circumstances services, 5.5. hours daily and bus aide 2 hours daily.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 1/27/2015 (*IEP date*), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date: (including ESY, if applicable)	CURRENT: <u>2014-2015</u> (1/27/15-6/30/15) \$ <u>24,715.67</u>	+	UPCOMING: <u>2015-2016</u> ( ) \$ _____
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It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature Lisa A. Franz

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

Title: Director, Purchasing

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 24,715.67 for fiscal year 14-15

Please submit **two** original copies Oxnard School District-Purchasing Department









# AGREEMENT

## FOR PARAEDUCATOR PERFORMING SPECIAL CIRCUMSTANCES SERVICES

This Agreement, effective 1/29/15 is made by and between the Ventura County Superintendent of Schools Office, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

JL080602

1. This agreement pertains to providing exceptional service(s) for [REDACTED] a Special Education pupil who is a resident of district and currently attends, Foster School, a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by district or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Paraeducator performing Special Circumstance services, bus aide 1 hour per day.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 1/29/15 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2014-2015</u> ( <u>1/29/15-6/30/15</u> )	UPCOMING: <u>2015-2016</u> ( )
(including ESY, if applicable)	\$ <u>2,650.00</u>	+ \$ _____

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature Lisa A. Franz

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

Title: Director, Purchasing

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

**Estimated Cost \$ 2,650.00 for fiscal year 14-15**

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## For Paraeducator Performing Special Circumstance Services

This Agreement, effective November 13, 2014 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

ML062907

1. This agreement pertains to providing exceptional service(s) for, [REDACTED], a Special Education pupil who is a resident of DISTRICT and currently attends, Dwire School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Paraeducator performing Special Circumstances services, 330 minutes daily.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 11/13/14 (*IEP date*), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2014-2015</u> (11/13/14-6/30/15)	UPCOMING: <u>2015-2016</u> ( )
(including ESY, if applicable)	\$ <u>27,362.23</u>	+ \$ _____

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD [REDACTED] SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature Lisa A. Franz

Accepted By: [Signature]  
Special Education Authorized Representative

Title: Director, Purchasing

Approved By: [Signature]  
Business Services Authorized Representative

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

Date: 1/14/15

Estimated Cost \$ 27,362.23 for fiscal year 14-15

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## For Paraeducator Performing Special Circumstance Services

This Agreement, effective November 13, 2014 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

LC051401

1. This agreement pertains to providing exceptional service(s) for, [REDACTED], a Special Education pupil who is a resident of DISTRICT and currently attends, Foster School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Paraeducator performing Special Circumstances services, 330 mins. daily.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 11/13/2014 (*IEP date*), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2014-2015</u> (25,792.15)	UPCOMING: <u>2015-2016</u>
(including ESY, if applicable)	\$ _____	+ \$ _____

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature Lisa A. Franz

Accepted By: [Signature]  
Special Education Authorized Representative

Title: Director, Purchasing

Approved By: [Signature]  
Business Services Authorized Representative

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

Date: 11/13/15

Estimated Cost \$ 25,792.15 for fiscal year 14-15

Please submit **two** original copies Oxnard School District-Purchasing Department





# AGREEMENT

## For Paraeducator Performing Special Circumstance Services

This Agreement, effective December 10, 2014 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

EV031402

1. This agreement pertains to providing exceptional service(s) for, [REDACTED], a Special Education pupil who is a resident of DISTRICT and currently attends, Foster School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Paraeducator performing Special Circumstances services, 330 mins. per day.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 12/10/2014 (*IEP date*), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2014-2015</u> (12/10/14-6/30/15)	UPCOMING: <u>2015-2016</u>
(including ESY, if applicable)	\$ <u>22,753.50</u>	+ \$ _____

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature Lisa A. Franz

Accepted By: [Signature]  
Special Education Authorized Representative

Title: Director, Purchasing

Approved By: [Signature]  
Business Services Authorized Representative

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

Date: 1/23/15

Estimated Cost \$ 22,753.50 for fiscal year 14-15

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## For Paraeducator Performing Special Circumstance Services

This Agreement, effective December 16, 2014 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

MP121108

1. This agreement pertains to providing exceptional service(s) for, [REDACTED] a Special Education pupil who is a resident of DISTRICT and currently attends, Dwire School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Paraeducator performing Special Circumstances services, for 60 days.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 12/16/14 (*IEP date*), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date: CURRENT: <u>2014-2015</u> ( ) (including ESY, if applicable) \$ _____ + \$ _____ UPCOMING: <u>2015-2016</u> ( )
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It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD [REDACTED] SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature Lisa A. Franz

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

Title: Director, Purchasing

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 7,168.82

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective August 27, 2014 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

AD091102

1. This agreement pertains to providing exceptional service(s) for, [REDACTED], a Special Education pupil who is a resident of DISTRICT and currently attends, Foster School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Paraeducator performing Special Circumstances services, 330 mins. daily.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 8/27/2014 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date: CURRENT: <u>2014-2015</u> (8/27/14-3/18/15) (including ESY, if applicable) \$ <u>25,792.13</u>	+	UPCOMING: <u>2015-2016</u> ( ) \$ _____
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It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature Lisa A. Franz

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

Title: Director, Purchasing

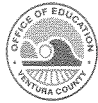
Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 25,792.13

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective 8/27/14 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT, JS010805

1. This agreement pertains to providing exceptional service(s) for, [REDACTED], a Special Education pupil who is a resident of DISTRICT and currently attends, Dwire School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of bus aide.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 8/18/14 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2013-2014</u> ( )	UPCOMING: <u>2014-2015</u> (8/18/14-5/15/15)
(including ESY, if applicable)	\$ _____	+ \$ _____

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

Oxnard SCHOOL DISTRICT

Signature Lisa A. Franz

Title: Director, Purchasing

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

VENTURA COUNTY OFFICE OF EDUCATION

Accepted By: [Signature]  
Special Education Authorized Representative

Approved By: [Signature]  
Business Services Authorized Representative

Date: 9/15/14

Estimated Cost \$ 6,142.50

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective August 27, 2014 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

JA031802

1. This agreement pertains to providing exceptional service(s) for, [REDACTED], a Special Education pupil who is a resident of DISTRICT and currently attends, Dwire School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Paraeducator performing Special Circumstances services, 5.5 hrs. daily.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 8/27/14 (IEP date-11/15/2013), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2013-2014</u>	UPCOMING: <u>2014-2015</u>
	( )	(8/27/14-10/30/14)
(including ESY, if applicable)	\$ _____	\$ <u>12,255.99</u>

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature Lisa A. Franz

Accepted By: [Signature]  
Special Education Authorized Representative

Title: Director, Purchasing

Approved By: [Signature]  
Business Services Authorized Representative

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

Date: 7/17/14

Estimated Cost \$ 12,255.99



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective 12/18/2013 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for, EV, DOB: 03/14/2002 a Special Education pupil who is a resident of DISTRICT and currently attends Foster School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Special Circumstances Paraeducator (SCP) 330 mins/day throughout school day.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 12/18/2013 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2013-2014</u>	UPCOMING: <u>2014-2015</u>
(including ESY, if applicable)	\$ _____	\$ _____

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature \_\_\_\_\_

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 35,844.08

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective 10/23/13 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for, NF . DOB: 7/6/2001, a Special Education pupil who is a resident of DISTRICT and currently attends, Foster School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Special Circumstances Paraeducator (SCP), 390 mins/day throughout school day and bus aide, to and from school.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 10/23/2013 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2013-2014</u>	UPCOMING: <u>2014-2015</u>
	( )	( )
(including ESY, if applicable)	\$ <u>34,959.69</u>	+ \$ <u>3,884.41</u>

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature \_\_\_\_\_

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$38,844.08

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective 1-14-14 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard Elementary School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for BL, DOB: 9-15-03, a Special Education pupil who is a resident of DISTRICT and attends, Carl Dwire a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of a SCP paraeducator.

DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.

4. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
5. The term of this contract shall begin 1-14-14 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR:	CURRENT 2013-2014	UPCOMING: <u>2014-2015</u>
(including ESY, if applicable)	\$ _____	+ \$ _____

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

Oxnard Elementary District

VENTURA COUNTY OFFICE OF EDUCATION

Signature \_\_\_\_\_

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 37,922.53





# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective October 23, 2013 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for, EC - DOB: 9/29/2002, a Special Education pupil who is a resident of DISTRICT and currently attends, Foster School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Special Circumstances Paraeducator (SCP), 5.5 hrs daily throughout school day.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 10/23/2013 (*IEP date*), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date: (including ESY, if applicable)	CURRENT: <u>2013-2014</u> ( <u>    </u> ) \$ <u>29,272.68</u>	+	UPCOMING: <u>2014-2015</u> ( <u>    </u> ) \$ <u>6,571.42</u>
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It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD EL VALLEY UNIFIED SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

\_\_\_\_\_  
Signature

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 35,844.08

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective 5-8-14 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard Elementary School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for MB DOB: 2-15-04 a Special Education pupil who is a resident of DISTRICT and attends, Carl Dwire, a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of a SCP and bus aide.

DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.

4. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
5. The term of this contract shall begin 5-8-14 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR:                      CURRENT: <u>2013-2014</u> UPCOMING: <u>2014-2015</u>  (including ESY, if applicable)      \$ _____                      +                      \$ _____
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It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

Oxnard Elementary District

VENTURA COUNTY OFFICE OF EDUCATION

Signature \_\_\_\_\_

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ **\$37,922 plus \$6128 (bus aide)**



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for, RR, a Special Education pupil who is a resident of Oxnard Elementary School DISTRICT and currently attends Phoenix school, a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Special Circumstances Paraeducator (SCP), 6 hrs daily, during school day.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin April 4, 2014 and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2013-2014</u>	UPCOMING: <u>2014-2015</u>
(including ESY, if applicable)	\$ _____	\$ _____

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNRD ~~UNION HIGH~~ SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

\_\_\_\_\_  
Signature

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 35,000.00 \_\_\_\_\_



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective February 7, 2014 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for, LC - DOB: 5/14/2001, a Special Education pupil who is a resident of DISTRICT and currently attends, Foster School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Special Circumstances Paraeducator (SCP), 5.5 hrs per day throughout school day, and bus aide to and from school.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 12/04/2013 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2013-2014</u> (1/13/14-6/30/14)	UPCOMING: <u>2014-2015</u> (8/21/14-12/4/14)
(including ESY, if applicable)	\$ <u>21,506.46</u>	+ \$ <u>14,337.64</u>

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature \_\_\_\_\_

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 35,844.08

Please submit **two** original copies Oxnard School District-Purchasing Department



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective April 23, 2013 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for, JP DOB: 3/9/2004, a Special Education pupil who is a resident of DISTRICT and currently attends, Sunkist School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of bus aide to and from school.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 4/23/2014 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date: (including ESY, if applicable)	CURRENT: <u>2013-2014</u>	UPCOMING: <u>2014-2015</u>
	( )	( )
	\$ _____	+ \$ _____

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature \_\_\_\_\_

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 6,818.00/year for bus aide



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective November 7, 2013 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for AL 6/2/2009, a Special Education pupil who is a resident of DISTRICT and currently attends, Dos Caminos preschool a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Special Circumstances Paraeducator (SCP), 165 mins daily, throughout the school day.

DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.

4. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
5. The term of this contract shall begin 11/7/2013 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date: (including ESY, if applicable)	CURRENT: <u>2013-2014</u> (\$14,400.00)	+	UPCOMING: <u>2014-2015</u> (\$3,600.00)
	\$ _____		\$ _____ ( )

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature \_\_\_\_\_

Accepted By: \_\_\_\_\_  
 Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
 Business Services Authorized Representative

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

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

Estimated Cost **\$ 18,000.00**



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective 4-30-14 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard Elementary School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for KS DOB: 12-9-03, a Special Education pupil who is a resident of DISTRICT and attends, Carl Dwire, a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of a SCP Paraeducator services throughout school day.

DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.

4. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
5. The term of this contract shall begin 4-30-14 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR:	CURRENT: <u>2013-2014</u>	UPCOMING: <u>2014-2015</u>
(including ESY, if applicable)	\$ <u>6,576.30</u>	+ \$ <u>26,305.16</u>

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

Oxnard Elementary District

VENTURA COUNTY OFFICE OF EDUCATION

\_\_\_\_\_  
Signature

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ **\$32,881.46**



# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective March 20, 2013 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for, ML .. DOB: 6/29/2007, a Special Education pupil who is a resident of DISTRICT and currently attends, Dwire School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Special Circumstances Paraeducator (SCP), 5.5 hrs daily throughout school day.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 3/20/2014 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date: (including ESY, if applicable)	CURRENT: <u>2013-2014</u> ( ) \$ _____	+	UPCOMING: <u>2014-2015</u> ( ) \$ _____
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It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD EL VALLEY UNIFIED SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature \_\_\_\_\_

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 23,000.00

Please submit **two** original copies Oxnard School District-Purchasing Department





# AGREEMENT

## TO PROVIDE EXCEPTIONAL SERVICE TO SPECIAL EDUCATION PUPILS

This Agreement, effective 02/27/2014 is made by and between the Ventura County Office of Education, hereinafter referred to as SUPERINTENDENT, and the Oxnard Elementary School District, hereinafter referred to as DISTRICT.

1. This agreement pertains to providing exceptional service(s) for, KB Special Education pupil who is a resident of DISTRICT and currently attends, Foster School a special education program operated by SUPERINTENDENT.
2. SUPERINTENDENT agrees to provide for the exceptional service(s) of such Special Education pupil as authorized by DISTRICT or its designee and agreed to by SUPERINTENDENT.
3. DISTRICT shall reimburse SUPERINTENDENT the actual cost of providing the exceptional service plus the state approved indirect cost rate of SUPERINTENDENT.

Authorized exceptional service(s) shall consist of Special Circumstances Paraeducator (SCP), 330 mins/day throughout school day.

4. DISTRICT acknowledges that certain types of expenses will continue to accrue during periods of student's absence from school, including but not limited to salary and benefits of staff providing the exceptional service(s). DISTRICT further acknowledges that if the exceptional service(s) includes the service(s) of SUPERINTENDENT's employee(s), 30 days notice is required to layoff an employee for lack of work. Therefore, in the event the student unexpectedly leaves SUPERINTENDENT's program, SUPERINTENDENT will make every attempt to re-assign any staff involved in providing the exceptional service(s); however, if that is not possible, DISTRICT will reimburse SUPERINTENDENT for expense incurred throughout the layoff notice period.
5. DISTRICT does hereby agree to defend, indemnify and hold harmless the SUPERINTENDENT, the Ventura County Board of Education, and its officers, and employees from any and all claims, demands, liabilities, expenses (including attorneys' fees and costs of defense) arising as a result of SUPERINTENDENT's obligations under this agreement. However, this indemnification shall not apply if it is ultimately adjudicated that such claim, demand, liability or expense arose out of the sole negligence of the SUPERINTENDENT.
6. The term of this contract shall begin 02/27/2014 (IEP date), and continue thereafter on a continuing basis until the IEP of said student is modified or until student's district of residence changes.

FISCAL YEAR-based on IEP date:	CURRENT: <u>2013-2014</u>	UPCOMING: <u>2014-2015</u>
(including ESY, if applicable)	\$ <u>14,738.38</u>	\$ <u>22,107.54</u>

It shall be the responsibility of DISTRICT to notify SUPERINTENDENT of any change in district of residence or change in the IEP that would affect this contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement:

OXNARD SCHOOL DISTRICT

VENTURA COUNTY OFFICE OF EDUCATION

Signature \_\_\_\_\_

Accepted By: \_\_\_\_\_  
Special Education Authorized Representative

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

Approved By: \_\_\_\_\_  
Business Services Authorized Representative

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

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

Estimated Cost \$ 36,845.92

Please submit **two** original copies Oxnard School District-Purchasing Department

BOARD AGENDA ITEM

Name of Contributor: Dr. Morales

Date of Meeting: 05-20-15

- Study Session \_\_\_\_\_
- A. Preliminary \_\_\_\_\_
- B. Hearing: \_\_\_\_\_
- C. Consent Agenda   X
- D. Action Items \_\_\_\_\_
- E. Report/Discussion Items (no action) \_\_\_\_\_
- F. Board Policies           1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Setting of Date for Public Hearing on Trustee Area Map Scenarios for the Change to By-Trustee Area Elections (Dr. Morales)**

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It is appropriate that the Board of Trustees set the date of Wednesday, June 3, 2015 for a public hearing on "Trustee Area Map Scenarios" for the Change to By-Trustee Area Elections in Time for the 2016 Governing Board Elections.

**FISCAL IMPACT**

N/A

**RECOMMENDATION**

It is the recommendation of the Superintendent that the Board of Trustees set the date of Wednesday, June 3, 2015 for a Public Hearing on Trustee Area Map Scenarios to consider approval of Trustee Area map and change in election method.

**ADDITIONAL MATERIAL(S)**

Notice of Public Hearing (1 page)



# OXNARD SCHOOL DISTRICT

1051 South A Street • Oxnard, CA 93030 • (805) 385-1501 • [www.oxnardsd.org](http://www.oxnardsd.org)

## PUBLIC NOTICE

### Oxnard School District On Trustee Area Map Scenarios for the Change to By-Trustee Area Elections

PLEASE TAKE NOTICE that the Oxnard School District intends to conduct a public hearing on Trustee Area Map Scenarios for the Change to By-Trustee Area Elections in Time for the 2016 Governing Board Elections. The public hearing will be conducted at a regular meeting of the Board of Trustees on June 3, 2015 at 7:30 pm in the Board Room of the Educational Service Center located at 1051 South A Street, Oxnard, CA 93030.

The maps are available on the District's website at [www.oxnardsd.org](http://www.oxnardsd.org) – Trustee Area Map Information. The District's administrative office is located at 1051 South A Street, Oxnard, CA 93030.

*Information concerning this matter is available from the Office of the Superintendent  
at (805) 385-1501, ext. 2034.*

## **BOARD AGENDA ITEM**

Name of Contributor: Lisa Cline

Date of Meeting: 5/20/15

CLOSED SESSION	_____
SECTION B: HEARINGS	_____
SECTION C: CONSENT	<u>  X  </u>
SECTION D: ACTION	_____
SECTION E: REPORTS/DISCUSSION	_____
SECTION F: BOARD POLICIES	_____

### **SETTING OF DATE FOR PUBLIC HEARING – OXNARD SCHOOL DISTRICT 2015-16 ADOPTED BUDGET (Cline/Penanhoat)**

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It is appropriate that the Board of Trustees set the date of Wednesday, June 3, 2015, in the Board Room of the Educational Service Center, for a public hearing on the Oxnard School District 2015-16 Adopted Budget.

#### **FISCAL IMPACT**

N/A

#### **RECOMMENDATION**

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services, and the Director of Finance that the Board of Trustees set the date of Wednesday, June 3, 2015 for a public hearing on the Oxnard School District 2015-16 Adopted Budget.

#### **ADDITIONAL MATERIAL**

Attached: Notice of Public Hearing (1 page)



# OXNARD SCHOOL DISTRICT

1051 South A Street • Oxnard, CA 93030 • (805) 385-1501 • [www.oxnardsd.org](http://www.oxnardsd.org)

## **NOTICE OF PUBLIC HEARING**

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May 20, 2015

The Board of Trustees of the Oxnard School District will hold a Public Hearing on Wednesday, June 3, 2015, at 7:00 P.M. or as soon thereafter as this matter may be heard, in the Board Room of the Educational Service Center Building of the Oxnard School District, located at 1051 S. "A" Street, Oxnard, regarding the 2015-2016 Proposed Budget.

By: Lisa Cline  
Assistant Superintendent,  
Business & Fiscal Services  
(805) 385-1501, ext. 2401

## **BOARD AGENDA ITEM**

Name of Contributor: Lisa Cline

Date of Meeting: 5/20/15

CLOSED SESSION	_____
SECTION B: HEARINGS	_____
SECTION C: CONSENT	<u>  X  </u>
SECTION D: ACTION	_____
SECTION E: REPORTS/DISCUSSION	_____
SECTION F: BOARD POLICIES	_____

### **SETTING OF DATE FOR PUBLIC HEARING – OXNARD SCHOOL DISTRICT 2015-16 LOCAL CONTROL ACCOUNTABILITY PLAN (Cline/Penanhoat)**

It is appropriate that the Board of Trustees set the date of Wednesday, June 3, 2015, in the Board Room of the Educational Service Center, for a public hearing on the Oxnard School District 2015-16 Local Control Accountability Plan (LCAP).

#### **FISCAL IMPACT**

N/A

#### **RECOMMENDATION**

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services, and the Director of Finance that the Board of Trustees set the date of Wednesday, June 3, 2015 for a public hearing on the Oxnard School District 2015-16 Local Control Accountability Plan (LCAP).

#### **ADDITIONAL MATERIAL**

Attached: Notice of Public Hearing (1 page)



# OXNARD SCHOOL DISTRICT

1051 South A Street • Oxnard, CA 93030 • (805) 385-1501 • [www.oxnardsd.org](http://www.oxnardsd.org)

## NOTICE OF PUBLIC HEARING

May 20, 2015

The Board of Trustees of the Oxnard School District will hold a Public Hearing on Wednesday, June 3, 2015, at 7:00 p.m. or as soon thereafter as this matter may be heard, in the Board Room of the Educational Service Center Building of the Oxnard School District, located at 1051 S. "A" Street, Oxnard, regarding the 2015-2016 Local Control Accountability Plan (LCAP).

By: Lisa Cline  
Assistant Superintendent,  
Business & Fiscal Services  
(805) 385-1501, ext. 2401

## BOARD AGENDA ITEM

**Name of Contributor:** Lisa Cline

**Date of Meeting:** 5/20/15

<b>STUDY SESSION</b>	_____	
<b>CLOSED SESSION</b>	_____	
<b>SECTION B: HEARINGS</b>	_____	
<b>SECTION C: CONSENT</b>	<u>  <b>X</b>  </u>	
<b>SECTION D: ACTION</b>	_____	
<b>SECTION E: REPORTS/DISCUSSION</b>	_____	
<b>SECTION F: BOARD POLICIES</b>	1 <sup>st</sup> Reading _____	2 <sup>nd</sup> Reading _____

### Disposal of Surplus Personal Property (Cline/Franz)

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The district owns surplus personal property as shown on the attached list dated April 2015. Items deemed suitable will be tagged for sale at our next surplus sale, and all other items will be disposed of and/or recycled at the appropriate facilities. It is requested that the Board of Trustees declare this property obsolete and approve the sale and/or disposal per California Education Code §17546 which permits the disposal of personal property with a value of less than \$2,500.00.

### FISCAL IMPACT

None

### RECOMMENDATION

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services, and the Director of Purchasing, that the Board of Trustees declare the above surplus property obsolete and approve its sale and/or disposal, as permitted by California Education Code §17546.

### ADDITIONAL MATERIAL

**Attached:** List of Personal Property – April 2015 (8 Pages)





# OXNARD SCHOOL DISTRICT

1051 SOUTH A STREET • OXNARD CALIFORNIA 93030 • 805/487-3918

**To:** Lisa Franz  
Purchasing Director

**From:** David Hornback  
Warehouse Manager

**Date:** April 24, 2015

**Subject:** Disposal of surplus personal property

The attached list is for Board approval on District surplus of personal property. These items have been identified as no longer usable, damaged or beyond repair. We will dispose and/or recycle items at the appropriate facilities. The items deemed suitable will be tagged for sale at our next surplus sale.

If you would please forward this request to be in the next available board meeting. We would like to proceed with processing this surplus as soon as possible.

Thank You

**Oxnard School District**  
**Surplus Disposal Request**

Number	Asset	Tag #	Description	Serial #	Site	Code	Qty
1	N/A	N/A	MICROWAVE	N/A	SUR	EQUIPMENT	1
2	N/A	N/A	PRINTER	N/A	SUR	COMPUTER	1
3	N/A	A1822	PROJECTOR	N/A	SUR	EQUIPMENT	1
4	N/A	121385	PROJECTOR	N/A	SUR	EQUIPMENT	1
5	N/A	7330	DELL PE2600	N/A	SUR	COMPUTER	1
6	N/A	7471	DELL PE2601	N/A	SUR	COMPUTER	1
7	N/A	11024	DELL PE2850	N/A	SUR	COMPUTER	1
8	N/A	11696	DELL PE2850	N/A	SUR	COMPUTER	1
9	N/A	11612	DELL PE2850	N/A	SUR	COMPUTER	1
10	N/A	11611	DELL PE2850	N/A	SUR	COMPUTER	1
11	N/A	11697	DELL PE2850	N/A	SUR	COMPUTER	1
12	N/A	11310	DELL PE2850	N/A	SUR	COMPUTER	1
13	N/A	11639	DELL PE2850	N/A	SUR	COMPUTER	1
14	N/A	11210	DELL PE2850	N/A	SUR	COMPUTER	1
15	N/A	10833	DELL PE2800	N/A	SUR	COMPUTER	1
16	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
17	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
18	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
19	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
20	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
21	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
22	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
23	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
24	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
25	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
26	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
27	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
28	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
29	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
30	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
31	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
32	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
33	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
34	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
35	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
36	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
37	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
38	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
39	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
40	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1

**Oxnard School District**  
**Surplus Disposal Request**

Number	Asset	Tag #	Description	Serial #	Site	Code	Qty
41	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
42	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
43	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
44	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
45	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
46	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
47	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
48	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
49	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
50	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
51	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
52	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
53	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
54	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
55	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
56	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
57	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
58	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
59	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
60	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
61	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
62	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
63	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
64	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
65	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
66	N/A	N/A	CISCO SWITCHES	N/A	SUR	COMPUTER	1
67	N/A	N/A	SERVER	N/A	SUR	COMPUTER	1
68	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
69	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
70	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
71	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
72	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
73	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
74	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
75	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
76	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
77	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
78	N/A	N/A	AV EQUIPMENT	N/A	SUR	EQUIPMENT	1
79	N/A	N/A	DELL PE 4600	N/A	SUR	COMPUTER	1
80	N/A	10815	DELL SC1425	N/A	SUR	COMPUTER	1

**Oxnard School District**  
**Surplus Disposal Request**

Number	Asset	Tag #	Description	Serial #	Site	Code	Qty
81	N/A	N/A	DELL PE 2950	N/A	SUR	COMPUTER	1
82	N/A	120218	DELL PE 1950	N/A	SUR	COMPUTER	1
83	N/A	11095	CPU	N/A	SUR	COMPUTER	1
84	N/A	127080	SWITCHES	N/A	SUR	COMPUTER	1
85	N/A	127129	SWITCHES	N/A	SUR	COMPUTER	1
86	N/A	127083	SWITCHES	N/A	SUR	COMPUTER	1
87	N/A	127084	SWITCHES	N/A	SUR	COMPUTER	1
88	N/A	127142	SWITCHES	N/A	SUR	COMPUTER	1
89	N/A	125292	SWITCHES	N/A	SUR	COMPUTER	1
90	N/A	127076	SWITCHES	N/A	SUR	COMPUTER	1
91	N/A	127087	SWITCHES	N/A	SUR	COMPUTER	1
92	N/A	129100	SWITCHES	N/A	SUR	COMPUTER	1
93	N/A	127073	SWITCHES	N/A	SUR	COMPUTER	1
94	N/A	127085	SWITCHES	N/A	SUR	COMPUTER	1
95	N/A	129086	SWITCHES	N/A	SUR	COMPUTER	1
96	N/A	129097	SWITCHES	N/A	SUR	COMPUTER	1
97	N/A	127088	SWITCHES	N/A	SUR	COMPUTER	1
98	N/A	129099	SWITCHES	N/A	SUR	COMPUTER	1
99	N/A	127075	SWITCHES	N/A	SUR	COMPUTER	1
100	N/A	129094	SWITCHES	N/A	SUR	COMPUTER	1
101	N/A	127063	SWITCHES	N/A	SUR	COMPUTER	1
102	N/A	129093	SWITCHES	N/A	SUR	COMPUTER	1
103	N/A	127056	SWITCHES	N/A	SUR	COMPUTER	1
104	N/A	127089	SWITCHES	N/A	SUR	COMPUTER	1
105	N/A	127077	SWITCHES	N/A	SUR	COMPUTER	1
106	N/A	127071	SWITCHES	N/A	SUR	COMPUTER	1
107	N/A	127068	SWITCHES	N/A	SUR	COMPUTER	1
108	N/A	127070	SWITCHES	N/A	SUR	COMPUTER	1
109	N/A	127067	SWITCHES	N/A	SUR	COMPUTER	1
110	N/A	127082	SWITCHES	N/A	SUR	COMPUTER	1
111	N/A	128702	SWITCHES	N/A	SUR	COMPUTER	1
112	N/A	129098	SWITCHES	N/A	SUR	COMPUTER	1
113	N/A	127128	SWITCHES	N/A	SUR	COMPUTER	1
114	N/A	129067	SWITCHES	N/A	SUR	COMPUTER	1
115	N/A	127079	SWITCHES	N/A	SUR	COMPUTER	1
116	N/A	129095	SWITCHES	N/A	SUR	COMPUTER	1
117	N/A	N/A	SWITCHES	N/A	SUR	COMPUTER	1
118	N/A	N/A	SWITCHES	N/A	SUR	COMPUTER	1
119	N/A	N/A	SWITCHES	N/A	SUR	COMPUTER	1
120	N/A	N/A	SWITCHES	N/A	SUR	COMPUTER	1

**Oxnard School District  
Surplus Disposal Request**

<b>Number</b>	<b>Asset</b>	<b>Tag #</b>	<b>Description</b>	<b>Serial #</b>	<b>Site</b>	<b>Code</b>	<b>Qty</b>
121	N/A	129096	SWITCHES	N/A	SUR	COMPUTER	1
122	N/A	127081	SWITCHES	N/A	SUR	COMPUTER	1
123	N/A	127081	SWITCHES	N/A	SUR	COMPUTER	1
124	N/A	127074	SWITCHES	N/A	SUR	COMPUTER	1
125	N/A	128701	SWITCHES	N/A	SUR	COMPUTER	1
126	N/A	127137	SWITCHES	N/A	SUR	COMPUTER	1
127	N/A	129092	SWITCHES	N/A	SUR	COMPUTER	1
128	N/A	11456	SWITCHES	N/A	SUR	COMPUTER	1
129	N/A	122539	SWITCHES	N/A	SUR	COMPUTER	1
130	N/A	122551	SWITCHES	N/A	SUR	COMPUTER	1
131	N/A	122543	SWITCHES	N/A	SUR	COMPUTER	1
132	N/A	125300	SWITCHES	N/A	SUR	COMPUTER	1
133	N/A	N/A	SWITCHES	N/A	SUR	COMPUTER	1
134	N/A	129056	SWITCHES	N/A	SUR	COMPUTER	1
135	N/A	127146	SWITCHES	N/A	SUR	COMPUTER	1
136	N/A	127062	SWITCHES	N/A	SUR	COMPUTER	1
137	N/A	127078	SWITCHES	N/A	SUR	COMPUTER	1
138	N/A	127086	SWITCHES	N/A	SUR	COMPUTER	1
139	N/A	N/A	SWITCHES	N/A	SUR	COMPUTER	1
140	N/A	N/A	SWITCHES	N/A	SUR	COMPUTER	1
141	N/A	N/A	SWITCHES	N/A	SUR	COMPUTER	1
142	N/A	7160	DELL POWEREDGE	N/A	SUR	COMPUTER	1
143	N/A	10674	DELL POWEREDGE	N/A	SUR	COMPUTER	1
144	N/A	N/A	DELL POWEREDGE	N/A	SUR	COMPUTER	1
145	N/A	N/A	DELL SWITCHES	N/A	SUR	COMPUTER	1
146	N/A	N/A	APC BATTERY	N/A	SUR	COMPUTER	1
147	N/A	11021	CPU	N/A	SUR	COMPUTER	1
148	N/A	A2099	CPU	N/A	SUR	COMPUTER	1
149	N/A	N/A	1 BOX MISC KEYBOARDS	N/A	SUR	COMPUTER	1
150	N/A	122599	DELL D 830	N/A	SUR	COMPUTER	1
151	N/A	N/A	DOCUMENT CAMERA	N/A	SUR	COMPUTER	1
152	N/A	N/A	HEADPHONE	N/A	SUR	COMPUTER	1
153	N/A	N/A	ALPHA SMART	N/A	SUR	COMPUTER	1
154	N/A	N/A	1 BOX CABLES/KEYBOARDS	N/A	SUR	COMPUTER	1
155	N/A	N/A	MONITOR	N/A	SUR	COMPUTER	1
156	N/A	N/A	MONITOR	N/A	SUR	COMPUTER	1
157	N/A	N/A	MONITOR	N/A	SUR	COMPUTER	1
158	N/A	122842	DOCUMENT CAMERA	N/A	SUR	COMPUTER	1
159	N/A	N/A	PRINTER	N/A	SUR	COMPUTER	1
160	N/A	N/A	PRINTER	N/A	SUR	COMPUTER	1

**Oxnard School District**  
**Surplus Disposal Request**

Number	Asset	Tag #	Description	Serial #	Site	Code	Qty
161	N/A	N/A	PRINTER	N/A	SUR	COMPUTER	1
162	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
163	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
164	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
165	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
166	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
167	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
168	N/A	N/A	MONITOR	N/A	SUR	COMPUTER	1
169	N/A	N/A	MONITOR	N/A	SUR	COMPUTER	1
170	N/A	N/A	2 BOXES OF HEADSETS	N/A	SUR	EQUIPMENT	1
171	N/A	N/A	1 BOX O KEYBOARDS/CABLES	N/A	SUR	COMPUTER	1
172	N/A	N/A	PROJECTOR	N/A	SUR	EQUIPMENT	1
173	N/A	N/A	PRINTER	N/A	SUR	COMPUTER	1
174	N/A	N/A	PRINTER	N/A	SUR	COMPUTER	1
175	N/A	7140	CPU	N/A	SUR	COMPUTER	1
176	N/A	9229	CPU	N/A	SUR	COMPUTER	1
177	N/A	7140	CPU	N/A	SUR	COMPUTER	1
178	N/A	10656	CPU	N/A	SUR	COMPUTER	1
179	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
180	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
181	N/A	10036	CPU	N/A	SUR	COMPUTER	1
182	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
183	N/A	10657	CPU	N/A	SUR	COMPUTER	1
184	N/A	10370	CPU	N/A	SUR	COMPUTER	1
185	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
186	N/A	N/A	MONITOR	N/A	SUR	COMPUTER	1
187	N/A	N/A	MONITOR	N/A	SUR	COMPUTER	1
188	N/A	N/A	1 BOX OF KEYBOARDS/ MICE	N/A	SUR	COMPUTER	1
189	N/A	N/A	CARD CATALOG/MCA LIBRARY	N/A	SUR	FURNITURE	1
190	N/A	60000528	T.V.	N/A	SUR	COMPUTER	1
191	N/A	N/A	T.V.	N/A	SUR	COMPUTER	1
192	N/A	60000520	T.V.	N/A	SUR	COMPUTER	1
193	N/A	60000530	T.V.	N/A	SUR	COMPUTER	1
194	N/A	60000531	T.V.	N/A	SUR	COMPUTER	1
195	N/A	60000528	VCR	N/A	SUR	COMPUTER	1
196	N/A	N/A	VCR	N/A	SUR	COMPUTER	1
197	N/A	1817	FORD PICKUP TRUCK	1FTCR14U2TPA75560	SUR	VEHICLE	1
198	N/A	6049	T.V.	N/A	SUR	COMPUTER	1
199	N/A	53000380	T.V.	N/A	SUR	COMPUTER	1
200	N/A	6048	T.V.	N/A	SUR	COMPUTER	1

**Oxnard School District**  
**Surplus Disposal Request**

Number	Asset	Tag #	Description	Serial #	Site	Code	Qty
201	N/A	6045	T.V.	N/A	SUR	EQUIPMENT	1
202	N/A	53000377	T.V.	N/A	SUR	EQUIPMENT	1
203	N/A	53000382	T.V.	N/A	SUR	EQUIPMENT	1
204	N/A	53000376	T.V.	N/A	SUR	EQUIPMENT	1
205	N/A	6030	VCR	N/A	SUR	EQUIPMENT	1
206	N/A	6031	VCR	N/A	SUR	EQUIPMENT	1
207	N/A	6028	VCR	N/A	SUR	EQUIPMENT	1
208	N/A	53000391	VCR	N/A	SUR	EQUIPMENT	1
209	N/A	66-00814	CASSETTE RECORDER	N/A	SUR	EQUIPMENT	1
210	N/A	N/A	2 BOXES OF HEADPHONES	N/A	SUR	COMPUTER	1
211	N/A	N/A	MONITOR	N/A	SUR	COMPUTER	5
212	N/A	202	FLOOR SCRUBBER	N/A	SUR	EQUIPMENT	1
213	N/A	N/A	ELECTRIC FAN	N/A	SUR	EQUIPMENT	1
214	N/A	N/A	CLARK FLOOR MAINTAINER	N/A	SUR	EQUIPMENT	1
215	N/A	N/A	HICD FLOOR MAINTAINER	N/A	SUR	EQUIPMENT	1
216	N/A	N/A	CANISTER VACUUM	N/A	SUR	EQUIPMENT	1
217	N/A	N/A	16 EA CD PLAYERS	N/A	SUR	EQUIPMENT	1
218	N/A	N/A	5 EA STOP WATCHES	N/A	SUR	EQUIPMENT	1
219	N/A	N/A	O/H PROJECTOR	N/A	SUR	EQUIPMENT	1
220	N/A	N/A	PRINTER	N/A	SUR	COMPUTER	1
221	N/A	N/A	PRINTER	N/A	SUR	COMPUTER	1
222	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
223	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
224	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
225	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
226	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
227	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
228	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
229	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
230	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
231	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
232	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
233	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
234	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
235	N/A	N/A	2 EA ALPHA SMARTS	N/A	SUR	EQUIPMENT	1
236	N/A	N/A	4 EA POWER SUPPLIES	N/A	SUR	EQUIPMENT	1
237	N/A	N/A	GUITAR	N/A	SUR	EQUIPMENT	2
238	N/A	N/A	PROJECTORS	N/A	SUR	EQUIPMENT	96
239	N/A	11236	CPU	N/A	SUR	COMPUTER	1
240	N/A	11654	CPU	N/A	SUR	COMPUTER	1

**Oxnard School District**  
**Surplus Disposal Request**

Number	Asset	Tag #	Description	Serial #	Site	Code	Qty
241	N/A	11652	CPU	N/A	SUR	COMPUTER	1
242	N/A	N/A	CPU	N/A	SUR	COMPUTER	1
243	N/A	120435	CPU	N/A	SUR	COMPUTER	1
244	N/A	11282	CPU	N/A	SUR	COMPUTER	1
245	N/A	120487	CPU	N/A	SUR	COMPUTER	1
246	N/A	120491	CPU	N/A	SUR	COMPUTER	1
247	N/A	11240	CPU	N/A	SUR	COMPUTER	1
248	N/A	11237	CPU	N/A	SUR	COMPUTER	1
249	N/A	11256	CPU	N/A	SUR	COMPUTER	1
250	N/A	11291	CPU	N/A	SUR	COMPUTER	1
251	N/A	11656	CPU	N/A	SUR	COMPUTER	1
252	N/A	11667	CPU	N/A	SUR	COMPUTER	1
253	N/A	11258	CPU	N/A	SUR	COMPUTER	1
254	N/A	11257	CPU	N/A	SUR	COMPUTER	1
255	N/A	125915	LAPTOP	N/A	SUR	COMPUTER	1
256	N/A	124422	LAPTOP	N/A	SUR	COMPUTER	1
257	N/A	122347	LAPTOP	N/A	SUR	COMPUTER	1
258	N/A	122343	LAPTOP	N/A	SUR	COMPUTER	1
259	N/A	4853	LAPTOP	N/A	SUR	COMPUTER	1
260	N/A	125916	LAPTOP	N/A	SUR	COMPUTER	1
261	N/A	N/A	CAMERA	N/A	SUR	COMPUTER	1
262	N/A	N/A	CAMERA	N/A	SUR	COMPUTER	1
263	N/A	N/A	CAMERA	N/A	SUR	COMPUTER	1
264	N/A	1004	PROJECTOR	N/A	SUR	EQUIPMENT	1
265	N/A	N/A	PRINTER	N/A	SUR	COMPUTER	1
266	N/A	N/A	MONITOR	N/A	SUR	COMPUTER	1
267	N/A	N/A	T.V.	N/A	SUR	EQUIPMENT	10
268	N/A	N/A	VCR	N/A	SUR	EQUIPMENT	8
269	N/A	N/A	T.V.	N/A	SUR	EQUIPMENT	1
270	N/A	N/A	CABINETS	N/A	SUR	FURINTURE	16
271	N/A	N/A	CARTS	N/A	SUR	FURINTURE	18
272	N/A	N/A	CHAIRS	N/A	SUR	FURINTURE	76
273	N/A	N/A	DESKS	N/A	SUR	FURINTURE	87
274	N/A	N/A	PODIUM	N/A	SUR	FURINTURE	1
275	N/A	N/A	REFIGERATOR	N/A	SUR	FURINTURE	1
276	N/A	N/A	SHELVES	N/A	SUR	FURINTURE	12
277	N/A	N/A	TABLES	N/A	SUR	FURINTURE	32
278	N/A	N/A	STOOLS	N/A	SUR	FURINTURE	25
279	N/A	N/A		N/A	SUR		
280	N/A	N/A		N/A	SUR		



**BOARD AGENDA ITEM**

**Name of Contributor(s):** Lisa Cline

**Date of Meeting:** 5/20/2015

**STUDY SESSION** \_\_\_\_\_

**CLOSED SESSION** \_\_\_\_\_

**SECTION B: HEARINGS** \_\_\_\_\_

**SECTION C: CONSENT** \_\_\_\_\_

**X**

**SECTION D: ACTION** \_\_\_\_\_

**SECTION E: REPORTS/DISCUSSION** \_\_\_\_\_

**SECTION F: BOARD POLICIES** 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Purchase Order/Draft Payment Report #14-08(Cline/Franz)**

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The attached report contains the following for the Board's approval/ratification:

1. A listing of Purchase orders issued 3/05/2015 through 5/08/2015 for the 2014-2015 school year, in the amount of \$4,230,099.32
2. A listing of Draft Payments issued 3/05/2015 through 5/08/2015 for Draft Payment #D7457-D7461, for the 2014-2015 school year, in the amount of \$909.80.

**RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services, and the Director of Purchasing that the Board of Trustees approve Purchase Order/Draft Payment Report #14-08 as submitted.

**ADDITIONAL MATERIAL(S):**

**Attached:** Purchase Order/Draft Payment Report #14-08 (30 Pages)

## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
CNP15-00123	Gold Star Foods	CNS	4700 Food	743.66
CNP15-00135	Pioneer Chemical Co	CNS	stores	230.04
CNP15-00146	Grainger Inc	CNS	stores	40.18
P15-01687	Costco Wholesale	MCAULIFFE	MATL/SUPL-Instructional	400.00
P15-02092	Montgomery Hardware Company	FREMONT	MAT/SUP - SCHOOL OFFICE	736.99
P15-02607	Tekk International Inc	RAMONA	Mat/Sup - Admin	150.12
P15-02764	Superior Sanitary Supplies	CNS	supplies - Haydock	151.20
P15-02775	S & T Publications, LLC	ED SERVICES	MATL/SUP	16.20
P15-02791	Superior Sanitary Supplies	NFL	Sanitary Supplies	653.81
P15-02835	Jordanos Inc	CNS	supplies - McAuliffe	842.84
P15-02836	Jordanos Inc	CNS	4300 MAT/SUP	71.66
P15-02860	Jordanos Inc	CNS	4300 MAT/SUP	11.79
P15-02976	SCHOOL SAFETY SOLUTION, LLC	ROSE	MATERIALS & SUPPLIES - INSTRUCTION	400.37
P15-03065	Lamination Plus	SAN MIGUEL	Materials & Supplies-Instructional	86.11
P15-03069	UPS - FREIGHT	RAMONA	Mat/Sup - Instruction	54.00
P15-03083	Jordanos Inc	CNS	supplies - Chavez	553.62
P15-03108	Nasco Modesto	FREMONT	MATL/SUP (MSAP-CARYN ZIMMERMANN)	28.58
P15-03109	Dell Direct Sales Lp	PUPIL SERVICES	EQUIP	845.80
P15-03110	Scholastic Inc	CHAVEZ	MATL-INSTRUCTIONAL	151.80
P15-03111	Biltmore Hotel & Suites	IT	Conf and Travel	995.43
P15-03112	Superior Sanitary Supplies	LEMONWOOD	Materials and Supplies - Instruction	57.24
P15-03113	Lakeshore Learning Materials-V	RITCHEN	MATL/SUP-INSTRUCTIONAL	469.15
P15-03114	Apple Computer Inc	IT	Mat/Sup	232.04
P15-03115	Office Depot Bus Ser Div	KAMALA	Materials & Supplies-Office	61.74
P15-03117	CUE, INC	IT	Conference/Travel	110.00
P15-03119	ALCARAZ CATERING INC	ROSE	MATERIALS & SUPPLIES - ADMINISTRATION	270.00
P15-03120	Jordanos Inc	CNS	supplies	317.73
P15-03121	Learning Resources	CHAVEZ	MATL-INSTRUCTIONAL (NATERAS)	100.41
P15-03124	Candlewood Suites Orange Co	PUPIL SERVICES	CONF	176.59
P15-03126	Walmart	ASSESS ACCOUN	MATL/SUP	299.67
P15-03128	Walmart	ASSESS ACCOUN	MATL/SUP	300.00
P15-03129	LAWSON PRODUCTS INC	TRANSPORTATIO	SUPPLIES	28.08
P15-03134	Concepts School & Office Furn	BREKKE	MATL/SUP - Instructional	105.36
P15-03135	Lakeshore Learning Materials-V	NFL	MTLS	746.82
P15-03136	Southwest Airlines	HR	TRAVEL/CONF	96.20
P15-03137	Office Depot Bus Ser Div	ROSE	MATERIALS & SUPPLIES - INSTRUCTION	81.12
P15-03138	Donald R Wilson School Admin Publishing Co	RITCHEN	MATL/SUP-ADMINISTRATOR	25.00
P15-03139	Lakeshore Learning Materials-V	NFL	mtls	322.92
P15-03141	Lakeshore Learning Materials-V	ED SERVICES	MTLS	30.23
P15-03142	Discount School Supply	NFL	MTLS	88.48
P15-03145	Office Depot Bus Ser Div	IT	Mat/Sup	180.74
P15-03147	Grainger Inc	RISK MGMT	Equipment	945.00
P15-03148	Sehi Computer Products Inc	RISK MGMT	Materials & Supplies	831.54

\*\*\* See the last page for criteria limiting the report detail.

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03149	ZANGLE NATIONAL USER'S GROUP Q USERS EXPERIENCE, QUE, ZNUG	IT	Conference and Travel	250.00
P15-03150	Southwest Airlines	IT	Conference and Travel	720.40
P15-03151	CSU Channel Islands	HR	SERVICES	275.00
P15-03152	Loyola Marymount University	HR	SERVICES	445.00
P15-03153	CSU LONG BEACH	HR	SERVICES	200.00
P15-03154	Amazon Com	MARSHALL	MATL/SUPP-Instructional	68.94
P15-03155	MIXTECO/INDIGENA COMMUNITY ORG ANIZING PROJECT	SUPERINTENDEN	CONF	75.00
P15-03156	CASBO VTA/SB SUBSECTION	SUPERINTENDEN	CONF	150.00
P15-03157	Amazon Com	KAMALA	Materials & Supplies-Instructional	207.36
P15-03158	Tom Rey Garcia dba/ Tomas Cafe & Gallery	SUPERINTENDEN	SUP	54.00
P15-03160	Center 4 Special Needs, Inc Gi na M Peters	PUPIL SERVICES	CONF	55.00
P15-03161	Ventura Co Office Of Education	PUPIL SERVICES	CONF	500.00
P15-03162	Amazon Com	TRANSPORTATIO	SUPPLIES	107.86
P15-03163	Office Depot Bus Ser Div	TRANSPORTATIO	SUPPLIES	28.42
P15-03164	Lakeshore Learning Materials-V	NFL	Mat/Supplies for FRC	383.65
P15-03166	School Innovations & Achieveme nt	RAMONA	Mat/Sup - Parent Participation	452.00
P15-03167	CUSTOMINK, LLC	HAYDOCK	SERV-INSTRUCTIONAL	440.45
P15-03168	Lakeshore Learning Materials-V	MCAULIFFE	MAT'L/SUPL-Instructional	280.28
P15-03169	IDG	WAREHOUSE	Stores Supplies	344.83
P15-03170	Uline	WAREHOUSE	Stores Supplies	373.78
P15-03171	Pearson	PUPIL SERVICES	MATL/SUP	276.45
P15-03172	Avid Center	HAYDOCK	CONF-INSTRUCTIONAL	699.00
P15-03173	Office Depot Bus Ser Div	WAREHOUSE	Stores Supplies	236.84
P15-03174	Ventura Co Star	BUSINESS	SRVC	126.28
P15-03176	Discovery Education Inc	RAMONA	Mat/Sup - Instruction (LCFF Discretionary)	73.92
P15-03177	Underwood Family Farms	MARSHALL	SERV-Instructional	984.00
P15-03178	Oriental Trading Co Inc	RAMONA	Mat/Sup - Instruction	163.66
P15-03180	Latino Family Literacy Project	RAMONA	Mat/Sup - Instruction	67.34
P15-03181	NHR NEWCO HOLDINGS LLC CURVATU RE LLC	HARRINGTON	MATERIALS & SUPPLIES/INSTRUCTIONAL	156.60
P15-03182	Scholastic Inc	MARSHALL	MATL/SUPP-Instructional	280.78
P15-03184	Walmart	RAMONA	Mat/Sup - Instruction (LCFF 1g)	54.00
P15-03185	Lakeshore Learning Materials-V	RAMONA	Mat/Sup - Instruction (LCFF 1g)	54.00
P15-03186	Walmart	RAMONA	Mat/Sup - Instruction (LCFF 1g)	345.60
P15-03188	Ventura Co Office Of Education	NFL	Conference	200.00
P15-03192	CUE, INC	MARSHALL	CONF/TRAVL-Instructional	670.00
P15-03193	Batteries Plus	WAREHOUSE	Stores Supplies	913.42
P15-03194	FOLLETT SCHOOL SOLUTIONS, INC	MARSHALL	MATL/SUPP-Instructional	301.64
P15-03196	Aswell Trophy And Engraving	MCAULIFFE	MAT'L/SUPL-Instructional	63.67
P15-03197	Albertsons Inc	MARSHALL	MATL/SUPP-Instructional	216.00
P15-03199	ATHENEUM HOTEL CORP	IT	Conference and Travel	959.10
P15-03203	Office Depot Bus Ser Div	KAMALA	Materials & Supplies-Office	99.51
P15-03204	Office Depot Bus Ser Div	MARSHALL	MATL/SUPP-Instructional	321.72
P15-03212	Malcolite Corporation	FACILITIES	MATL/SUP	540.00

\*\*\* See the last page for criteria limiting the report detail.

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03213	Gopher Sport	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	884.56
P15-03219	Jordanos Inc	CNS	supplies - Curren	351.58
P15-03220	Ventura Co Business Machines	PURCHASING	REPAIR	310.67
P15-03221	Jordanos Inc	CNS	supplies - Rose Ave.	49.60
P15-03222	The Painted Pony	CURREN	SERV - instructional	710.00
P15-03224	Jordanos Inc	CNS	supplies - McAuliffe	444.51
P15-03226	Boost Promotions	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	693.11
P15-03227	It's Elementary	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	254.59
P15-03228	Shaw Hr Consulting	HR	SERVICES	195.00
P15-03229	Jordanos Inc	CNS	supplies - Lemonwood	191.10
P15-03230	Walmart	ASSESS ACCOUNT	MATL/SUP	100.00
P15-03231	Ventura Co Office Of Education	FREMONT	TRAVEL/CONFERENCE - COUNCELING- RODRIGUEZ	50.00
P15-03232	Renaissance Learning Inc	SORIA	SERV (Instructional)	14.25
P15-03233	Pro Ed	HARRINGTON	materials & supplies - instructional	503.81
P15-03235	Xerox	WAREHOUSE	Stores Supplies	675.01
P15-03236	Fresh & Fabulous Cafe-Bakery	BUSINESS	SRVC	50.37
P15-03238	Blick Art Materials	WAREHOUSE	Stores Supplies	601.60
P15-03239	Ceramics And Crafts Warehouse	WAREHOUSE	Stores Supplies	211.53
P15-03240	Sams Club 6455	WAREHOUSE	Stores Supplies	258.68
P15-03242	Tri-County GATE Council ATTN: Maryanna Gray	FREMONT	TRAVEL/CONFERENCE-INSTRUCTIONAL	135.00
P15-03243	Jordanos Inc	CNS	supplies - Haydock	96.03
P15-03244	Simplex Grinnell Lp	PURCHASING	MATLS	82.58
P15-03245	TBP PRODUCTIONS, LLP SCHOOL NE WSPAPERS ONLINE	FREMONT	MATL/SUP (MSAP-CARYN ZIMMERMANN)	650.00
P15-03247	Aswell Trophy And Engraving	CHAVEZ	MATL	26.47
P15-03248	Lakeshore Learning Materials-V	SORIA	MATL/SUP (Instructional)	843.00
P15-03249	Curriculum Associates Inc	SORIA	MATL/SUP - Instructional	106.63
P15-03250	Scholastic Book Fairs	SORIA	MATL/SUP Instructional	194.32
P15-03251	Amazon Com	CHAVEZ	MATL/SUP-TECHNOLOGY	20.68
P15-03252	Amazon Com	RAMONA	Mat/Sup - Instruction	6.89
P15-03253	Amazon Com	SORIA	MATL/SUP (Instructional)	401.10
P15-03255	Chumash Indian Museum	RAMONA	Service - Instruction	336.96
P15-03258	Home Depot Inc	RAMONA	Mat/Sup - Instruction (LCFF 1g)	150.00
P15-03259	Brite Ideas Fun Raising LLC	MARINA	MATL/SUP-Office	180.96
P15-03260	Costco Wholesale	BREKKE	MATL/SUP - Instructional	200.00
P15-03261	Starfall Publications	MCAULIFFE	MATL/SUPL-Instructional	70.00
P15-03262	Super Duper Inc	PUPIL SERVICES	MATL/SUP	153.04
P15-03263	Super Duper Inc	PUPIL SERVICES	MATL/SUP	173.31
P15-03264	Oriental Trading Co Inc	RAMONA	Mat/Sup - Instruction (LCFF 3g)	147.35
P15-03265	Walmart	RAMONA	Mat/Sup - Instruction (LCFF 1g)	28.73
P15-03266	Lakeshore Learning Materials-V	RAMONA	Mat/Sup - Instruction (LCFF 1g)	205.15
P15-03267	EARTH'S BIRTHDAY PROJECT	MCAULIFFE	MATL/SUPL-Instructional	50.95
P15-03268	Par Inc	PUPIL SERVICES	MATL/SUP	264.32
P15-03270	Target	RAMONA	Mat/Sup-Instruction (LCFF 3g)	250.00
P15-03272	Southwest School & Office Sup	LEMONWOOD	Materials and Supplies Instructional	585.81

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03273	Imagestuff Com	LEMONWOOD	Materials and Supplies Instructional	496.80
P15-03274	BSN Sports	WAREHOUSE	Stores Supplies	876.92
P15-03275	Phuman Inc Subway	RITCHEN	MATL/SUP-ADMINISTRATION	200.00
P15-03276	Albertsons Inc	RITCHEN	MATL/SUP-ADMINISTRATION	400.00
P15-03277	MUSIC TEACHERS NATL ASSN, INC	HAYDOCK	CONF/MEMB-INSTRUCTIONAL	640.00
P15-03278	RIO PROPERTIES RIO SUITE HOTEL & CASINO	HAYDOCK	TRAVEL/CONF-INSTRUCTIONAL	730.08
P15-03279	Office Depot Bus Ser Div	MCKINNA	Materials & Supplies/Instructional	132.69
P15-03280	Staples Direct	MCAULIFFE	MAT'L/SUPL-Instructional	677.42
P15-03281	Office Depot Bus Ser Div	PUPIL SERVICES	MATL/SUP	102.68
P15-03282	Office Depot Bus Ser Div	IT	Mat/Sup	91.79
P15-03284	M & J Kids Scientific, Inc dba Mad Science of Los Angeles	RAMONA	Mat/Sup - Instruction (LCFF 1g)	800.00
P15-03286	Staples Direct	TRANSPORTATION	SUPPLIES	247.85
P15-03287	Blick Art Materials	HAYDOCK	MATLS (MSAP-SARAH RASKIN)	378.00
P15-03289	Barnes And Noble	HAYDOCK	MATL/SUP (MSAP-SARAH RASKIN)	67.02
P15-03290	School Outfitters	FREMONT	MATL/SUP (MSAP-CARYN ZIMMERMANN)	107.73
P15-03291	Pro Ed	FREMONT	MATL/SUP (MSAP-FREMONT)	242.99
P15-03292	Scholastic Inc	MARSHALL	MATL/SUPP-Instructional	142.15
P15-03295	Sabor	HARRINGTON	PROFESSIONAL&CONSULTING/INSTRUCTION	404.06
P15-03297	Guitar Center	CHAVEZ	MATL/SUP	18.35
P15-03298	FLIPSIDE PRODUCTS, INC	CHAVEZ	MATL/SUP-Instructional	240.67
P15-03299	ROBERT PACILLO	FREMONT	MAT/SUPP - INSTRUCTION	300.00
P15-03300	Oriental Trading Co Inc	MCKINNA	Materials & Supplies/Instructional	126.86
P15-03302	CUE, INC	ASES	CONF	398.00
P15-03303	Blick Art Materials	FREMONT	MATLS (MSAP-ZIMMERMANN)	422.09
P15-03305	Office Depot Bus Ser Div	KAMALA	Materials & Supplies-Instructional	35.00
P15-03311	SCIENCE BUDDIES	FRANK	MATL/SUP (MSAP-DOUG BUBOIS)	65.84
P15-03312	Cummins Allison Corp	CNS	supplies	34.56
P15-03314	Walmart	CHAVEZ	MATL	100.00
P15-03315	ROBERT T. SUSSMAN dba/ MATILIJ A NURSERY	FREMONT	MATL/SUP (MSAP-CARYN ZIMMERMANN)	94.06
P15-03317	Amazon Com	CHAVEZ	MATL-TECHNOLOGY	323.84
P15-03319	Amazon Com	SORIA	MATL/SUP (Instructional)	99.10
P15-03320	SEEDSNOW.COM INC	FREMONT	MATL/SUP (MSAP-CARYN ZIMMERMANN)	48.58
P15-03323	Concepts School & Office Furn	CURREN	matl/sup - instructional	892.34
P15-03324	Camino Real Naturalists	MCKINNA	serv	747.50
P15-03325	Ventura Co Office Of Education	CHAVEZ	CONF	700.00
P15-03326	Dell Direct Sales Lp	WAREHOUSE	Computer Equipment	845.79
P15-03328	Santa Barbara Zoological Fou	CHAVEZ	CONS SERV	726.00
P15-03329	Lakeshore Learning Materials-V	MARSHALL	MATL/SUPPL-Instructional	387.67
P15-03330	Ventura Co Office Of Education	FRANK	Conference - Instructional	50.00
P15-03331	Ventura Co Office Of Education	FRANK	Conferennce - Instructional	65.00
P15-03332	Santa Barbara Mission	MARSHALL	Field Trip-Instructional	150.00
P15-03333	Classic Upholstery	FACILITIES	Rent/Lease/Repair	104.00

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03334	Forbess Consulting Group, Inc FCG Environmental	BUSINESS	SRVC	440.00
P15-03337	Office Depot Bus Ser Div	HAYDOCK	MTLS (MSAP/RASKIN)	675.97
P15-03338	Quill Corp	HAYDOCK	MATL/SUP (MSAP-SARAH RASKIN)	37.99
P15-03339	Toppers Pizza Place	ROSE	MATERIALS & SUPPLIES - ADMINISTRATION	500.00
P15-03342	Carolina Biological Supply	HAYDOCK	MATL/SUP (MSAP-SARAH RASKIN)	118.21
P15-03344	Scholastic Inc	MARSHALL	BKS-Instructional	378.00
P15-03345	Manchester Grand Hyatt	KAMALA	Travel & Conference-Instruction	992.88
P15-03346	Ellison Educational Equip	SIERRA LINDA	matl/sup - instructional	39.65
P15-03347	Ventura Co Office Of Education	CURREN	CONF - instructional	400.00
P15-03348	Santa Barbara Mission	HAYDOCK	SERV-INSTRUCTIONAL	162.00
P15-03349	Lakeshore Learning Materials-V	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	377.10
P15-03350	Natl Assoc School Nurs	PUPIL SERVICES	CONF	480.00
P15-03351	Handwriting Without Tears	PUPIL SERVICES	MATL/SUP	82.55
P15-03352	Innovative Learning Concepts	MARSHALL	MATL/SUPPL-Instructional	821.15
P15-03353	WPS	PUPIL SERVICES	MATL/SUP	121.18
P15-03354	Walmart	ASSESS ACCOUN	MATL/SUP	103.91
P15-03355	Ventura Co Office Of Education	ENGLISH LEARNE	registration	240.00
P15-03359	Amazon Com	HARRINGTON	BKS - instructional	239.76
P15-03360	Amazon Com	MARSHALL	MATL/SUPP-Instructional	91.78
P15-03382	Oriental Trading Co Inc	BREKKE	MATL/SUP - instructional	259.77
P15-03383	Lakeshore Learning Materials-V	ED SERVICES	mtls	604.20
P15-03384	Constructive Playthings	ED SERVICES	MLTS	194.38
P15-03385	Lakeshore Learning Materials-V	NFL	MTLS	61.55
P15-03386	Buyextras.Com	LEMONWOOD	Materials and Supplies INSTRUCTIONAL	421.64
P15-03388	MIXTECO/INDIGENA COMMUNITY ORG ANIZING PROJECT	SUPERINTENDEN	CONF	75.00
P15-03389	MIXTECO/INDIGENA COMMUNITY ORG ANIZING PROJECT	NFL	Conference	75.00
P15-03390	Dell Direct Sales Lp	PUPIL SERVICES	Equip	845.80
P15-03395	Office Depot Bus Ser Div	PUPIL SERVICES	MATL/SUP	155.50
P15-03396	Great Lakes Sports	HARRINGTON	materials & supplies - instructional	437.76
P15-03397	Office Depot Bus Ser Div	HAYDOCK	MATLS/SUPPLIES-INSTRUCTIONAL	449.48
P15-03398	Demco Media Ltd	HARRINGTON	materials & supplies - instructional	101.90
P15-03399	Videotape Products Inc	IT	MATL/SUP	311.63
P15-03400	Markertek	IT	MATL/SUP	360.70
P15-03401	Southwest School & Office Sup	PURCHASING	stores supplies	323.70
P15-03402	Amazon Com	HR	SUPPLIES/MATERIALS	93.81
P15-03404	MIXTECO/INDIGENA COMMUNITY ORG ANIZING PROJECT	HR	CONF/DR. VACA	75.00
P15-03408	Walmart	FREMONT	MATL/SUP (MSAP-CARYN ZIMMERMANN)	108.00
P15-03410	BSN Sports	WAREHOUSE	Stores Supplies	476.93
P15-03412	Ropes R Us Inc	WAREHOUSE	Stores Supplies	971.55
P15-03416	Walmart	RISK MGMT	Materials & Supplies	275.88
P15-03417	School Nurse Supply Co	WAREHOUSE	Stores Supplies	635.04
P15-03419	Walmart	RAMONA	Mat/Sup - Instruction (LCFF 1g)	54.01
P15-03420	Harbor Freight Tools	ASES	matl/sup	199.54
P15-03421	Office Depot Bus Ser Div	KAMALA	Materials & Supplies-Office	745.59

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03425	CUE, INC	HAYDOCK	CONF/MEMB-INSTRUCTIONAL	438.00
P15-03428	SOCIAL STUDIES SCHOOL SERV INT ERACT	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	214.74
P15-03429	CDW G	ED SERVICES	MATL/SUP	679.42
P15-03431	Ideas Unlimited Seminars, Inc	HAYDOCK	CONF-INSTRUCTIONAL	458.00
P15-03432	Philadelphia Marriott Hotel	PUPIL SERVICES	CONF	924.00
P15-03433	Anaheim Marriott Suites	HAYDOCK	CONF-INSTRUCTIONAL (ACCOMODATIONS)	372.16
P15-03434	Santa Barbara Zoological Fou	MCKINNA	serv-instructional	442.00
P15-03435	Santa Barbara Zoological Fou	MCKINNA	serv-instructional	492.48
P15-03436	Southwest School & Office Sup	WAREHOUSE	Stores Supplies	319.46
P15-03438	Sheraton Grand Sacramento	HR	CONF/TRAVEL	183.00
P15-03439	Parent Project Inc	RAMONA	CONF - Instruction (Counselor)	750.00
P15-03440	Ventura Co Office Of Education	SORIA	CONF (Admin)	60.00
P15-03441	Walmart	ASSESS ACCOUN	MATL/SUP	100.00
P15-03442	Aswell Trophy And Engraving	ASES	mat/sups	6.48
P15-03445	Walmart	ASSESS ACCOUN	MATL/SUP	100.00
P15-03446	Amazon Com	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	621.75
P15-03447	Amazon Com	WAREHOUSE	Stores Supplies	441.10
P15-03448	School Outfitters	RAMONA	Mat/Sup - Instruction	967.83
P15-03449	Fred Pryor Seminars	FACILITIES	CONF	79.00
P15-03450	Petroleum Telcom Inc DBA Telec om	PURCHASING	MATL/SUP - EOC RADIOS/SM	204.80
P15-03451	SHRED-IT USA LLC	BREKKE	SERV- instruction	120.00
P15-03453	COLLABORATION FOR SUCCESS	PUPIL SERVICES	SERV	600.00
P15-03454	Lakeshore Learning Materials-V	CHAVEZ	MATL/SUP-INSTRUCTIONAL	33.96
P15-03455	Encore Repair Services, Inc	IT	REPAIR	952.00
P15-03458	Office Depot Bus Ser Div	TRANSPORTATIO	SUPPLIES	15.75
P15-03460	Ventura Co Office Of Education	BUSINESS	SRVC	129.00
P15-03461	CDW G	IT	MATL/SUP	196.73
P15-03463	STARNET DATA DESIGN INC	IT	SERV	848.17
P15-03464	Biltmore Hotel & Suites	IT	CONF	995.43
P15-03465	Southwest Airlines	IT	CONF	232.20
P15-03466	Walmart	RISK MGMT	Material & Supplies	84.63
P15-03467	PERFORMANCE FABRICS, INC HEXAR MOR	RISK MGMT	Materials & Supplies	401.63
P15-03468	Classic Upholstery	FACILITIES	MATL/SUP	432.00
P15-03469	Pesi, Inc	PUPIL SERVICES	CONF	349.98
P15-03476	Pearson	PUPIL SERVICES	MATL/SUP	370.73
P15-03477	Therapro Inc	PUPIL SERVICES	MATL/SUP	179.95
P15-03478	Pearson	PUPIL SERVICES	MATL/SUP	97.48
P15-03479	Pro Ed	PUPIL SERVICES	MATL/SUP- RE: Rhetta Johnstone	149.86
P15-03480	Mayer Johnson Co	PUPIL SERVICES	MATL/SUP	394.43
P15-03481	Pro Ed	PUPIL SERVICES	MATL/SUP- J. Miadich-Freilich & L. Kaprielian	202.18
P15-03482	Super Duper Inc	PUPIL SERVICES	MATL/SUP- L. Kaprielian & J. Miadich-Freilich	127.20
P15-03486	Endless Choices	ASES	mat/sup	554.04
P15-03487	Endless Choices	ASES	mat/sup	554.04
P15-03490	Oxford University Press Usa	ENGLISH LEARNE	Materials	462.74

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03493	Orange Co Dept Of Education	ENGLISH LEARNE	travel and conference	875.00
P15-03494	MIXTECO/INDIGENA COMMUNITY ORG ANIZING PROJECT	RAMONA	Travel/Conf - Instruction (Martinez)	75.00
P15-03495	Kcsos	RAMONA	CONF - Admin (Elisondo)	150.00
P15-03496	Demco Inc	RAMONA	Mat/Sup - Instruction	375.41
P15-03497	Amazon Com	ENGLISH LEARNE	Materials	252.67
P15-03500	Brainpop Com Llc	HAYDOCK	SERV-INSTRUCTIONAL	545.00
P15-03501	Coast To Coast Computer Prod	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	425.95
P15-03502	Raymond Geddes And Co Inc	KAMALA	Materials & Supplies-Instructional	843.36
P15-03503	MIXTECO/INDIGENA COMMUNITY ORG ANIZING PROJECT	ROSE	TRAVEL & CONFERENCE - ADMINISTRATION	525.00
P15-03504	School Tech Supply	ED SERVICES	MATL/SUP	710.64
P15-03505	School Tech Supply	ED SERVICES	MATL/SUP	710.64
P15-03507	Lakeshore Learning Materials-V	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	282.90
P15-03510	Dell Direct Sales Lp	HR	Equip	597.02
P15-03512	Xtreme Soccer	DRIFFILL	SUPP-instructional	432.00
P15-03513	Office Depot Bus Ser Div	PUPIL SERVICES	MATL/SUP	194.39
P15-03514	Schoolmasters Safety	RITCHEN	MATL/SUP-ADMINISTRATIVE	613.08
P15-03515	Destin Thomas Communications I	BREKKE	MATL/SUP- Instructional	212.76
P15-03516	Gopher Sport	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	490.50
P15-03517	Sams Club 6455	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	113.10
P15-03519	Headsets Com Inc	HR	supplies/office	430.87
P15-03520	Grainger Inc	HAYDOCK	MATLS/SUPPL-OFFICE	143.27
P15-03521	Grainger Inc	TRANSPORTATIO	SUPPLIES	9.09
P15-03522	Ventura Co Office Of Education	RITCHEN	CONF-INSTRUCTIONAL	25.00
P15-03524	Scholastic Inc	SORIA	MATL/SUP (Instructional)	242.64
P15-03525	Stay Visible, LLC	SUPERINTENDEN	MATL/SUP	636.12
P15-03526	America's Battle Of The Books	MARSHALL	PROF/CONS-SERV-Instructional	45.00
P15-03527	Santa Barbara Zoological Fou	MARSHALL	Prof/Cons Serv-Instructional	202.00
P15-03528	Office Depot Bus Ser Div	KAMALA	Materials & Supplies-Office	725.73
P15-03529	Office Depot Bus Ser Div	SUPERINTENDEN	MATL/SUP	540.00
P15-03530	Staples Direct	MCAULIFFE	MAT'I/SUPL-Instructional	199.83
P15-03533	JM Mckinney Company	FACILITIES	mat/sup	572.40
P15-03535	Jersey Mike's-Victoria Ave	SORIA	MATL/SUP (Instructional)	93.75
P15-03536	Handwriting Without Tears	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	110.16
P15-03537	Oriental Trading Co Inc	CHAVEZ	MATERIAL AND SUPPLIES-INSTRUCTION	167.56
P15-03538	Ventura Laminating & Supplies	GRAPHICS	Materials and Supplies	54.00
P15-03541	Lakeshore Learning Materials-V	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	53.99
P15-03544	Santa Barbara Zoological Fou	CHAVEZ	PROFESSIONAL CONSULTING/INSTRUCTION	758.16
P15-03550	Walmart	RAMONA	Mat/Sup - Instruction	108.00
P15-03552	Ccp Industries	WAREHOUSE	Stores Supplies	797.04
P15-03553	Night Hawks Custom Screen	SORIA	MATL/SUP (Instructional)	201.96
P15-03554	It's Elementary	FREMONT	MAT/SUPP-SCHOOL OFFICE	728.68
P15-03555	Lifetouch	MARSHALL	MATL/SUPP-Instructional	914.40

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03556	Shaw Hr Consulting	HR	CONSULTANT SERVICES PROVIDED	250.00
P15-03557	Office Depot Bus Ser Div	WAREHOUSE	Stores Supplies	651.24
P15-03558	The Library Store Inc	HARRINGTON	materials & supplies-instruction	549.86
P15-03561	Ventura Co Office Of Education	CHAVEZ	BKS-INSTRUCTION	302.40
P15-03563	PC Nation	CNS	supplies	275.90
P15-03564	Three Rivers Mail Order Corp	MCAULIFFE	MAT'L/SUPL-Instructional	76.27
P15-03565	Aswell Trophy And Engraving	ENGLISH LEARNE	Materials	151.20
P15-03566	Ventura Co Office Of Education	SORIA	MATL/SUP (Instructional)	300.00
P15-03567	Amazon Com	MARSHALL	MATL/SUPP-Instructional	680.91
P15-03568	Ventura Co Office Of Education	MARSHALL	TRAVL/CONF-Instruction	250.00
P15-03569	FOOTWORKS YOUTH BALLETT INC	MARSHALL	PROF/CONS SERV-Instruction	70.00
P15-03570	Insect Lore Products	DRIFFILL	supp-instructional	103.69
P15-03571	IXL LEARNING, INC	FREMONT	PROFESSIONAL-CONSULTING - INSTRUCTIONAL	349.00
P15-03572	Oriental Trading Co Inc	DRIFFILL	SUPP-instructional	265.28
P15-03573	Demco Inc	RAMONA	Mat/Sup - Instructions (LCFF 3g)	403.65
P15-03574	School Outfitters	FREMONT	MAT/SUPP - INSTRUCTION	83.69
P15-03575	Scholastic Inc	FRANK	Bks/ Instructional	179.32
P15-03576	ACSA Region 13 Attn: Sherry Manley	ASSESS ACCOUN	CONF	720.00
P15-03577	Ebsco Subscription Serv	FRANK	MATL/SUP - INSTRUCTIONAL	240.21
P15-03578	Ventura Co Star	SUPERINTENDEN	legal ad/ service	104.72
P15-03579	Ventura Co Sch Bds Assn Attn: B Connolly, Treas	SUPERINTENDEN	CONF	45.00
P15-03580	Dominick's Italian Restaurant	SUPERINTENDEN	SUP	800.00
P15-03581	Printech	MARINA	MATL/SUP-Instructional	373.25
P15-03583	School Nurse Supply Co	MARSHALL	MATL/SUPP-Instructional	454.69
P15-03585	Amazon Com	FREMONT	MAT/SUPP - INSTRUCTIONAL	199.24
P15-03587	Gopher Sport	ASSESS ACCOUN	MATL/SUP	690.92
P15-03588	Amazon Com	FREMONT	MAT/SUP - INSTRUCTIONAL	409.55
P15-03589	RICHARD C GRIFFITH TODAY'S CLASSROOM LLC	FREMONT	MATLS/ SUPL- (MSAP/FREMONT)	178.95
P15-03590	Home Depot Inc	FREMONT	MAT/SUPP - INSTRUCTIONAL	100.00
P15-03592	Time For Kids	MCAULIFFE	MAT'L/SUPL-Instructional	120.30
P15-03598	Ventura Co Office Of Education	CHAVEZ	TRAVEL AND CONFERENCE-ADMINISTRATION	15.00
P15-03599	Channel Islands Roofing Inc	FACILITIES	serv	270.00
P15-03600	Varidesk, LLC	MARSHALL	MATL/SUPP-Instruction	750.00
P15-03604	Oriental Trading Co Inc	SIERRA LINDA	matl/sup - instructional	149.94
P15-03605	Sams Club 6455	SIERRA LINDA	matl/sup - instructional	257.96
P15-03606	ARTHUR GREGORY BIG NERD SOFTWARE, LLC	ED SERVICES	Service	108.00
P15-03608	SHRM	HR	NEW MEMB/P. Pierce	190.00
P15-03609	ACSA	HR	CONF/Dr. Vaca on 6/19	350.00
P15-03610	Coastal Occupational Med Grp	HR	Consultant Services	75.00
P15-03611	ACSA Region 13 Attn: Sherry Manley	ROSE	TRAVEL & CONFERENCE - ADMINISTRATION	60.00
P15-03612	Blick Art Materials	MARSHALL	MATL/SUPL-Instruction	459.89
P15-03613	PETER ANTHONY ELLISON ONE WORLD RHYTHM	MARSHALL	SERV	700.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-03614	M & J Kids Scientific, Inc dba Mad Science of Los Angeles	RAMONA	SERV	800.00
P15-03615	CUE, INC	HAYDOCK	CONF/MEMB-INSTRUCTIONAL	239.00
P15-03616	Scholastic Inc	HAYDOCK	SERV-INSTRUCTIONAL	374.00
P15-03617	Daktronics	SIERRA LINDA	Equip - Instruction	918.00
P15-03618	Skillpath Seminars Inc	HARRINGTON	CONFERENCE/TRAVEL -ADMINISTRATION	170.00
P15-03619	Insect Lore Products	SIERRA LINDA	matl/sup - instruction	32.38
P15-03620	Classroom Products Llc	SIERRA LINDA	matl/sup - instructional	64.48
P15-03629	Nicholas P Pipino Assoc Inc	MARSHALL	MATL/SUPP-Instruction	408.24
P15-03630	Blick Art Materials	ED SERVICES	Supplies/Materials	75.01
P15-03631	Curriculum Associates Inc	SIERRA LINDA	matl/sup - instructional	457.23
P15-03632	Handwriting Without Tears	SIERRA LINDA	matl/sup - instructional	90.67
P15-03633	Lakeshore Learning Materials-V	RITCHEN	MAT & SUP- INSTRUCTIONAL	720.00
P15-03634	Lakeshore Learning Materials-V	RITCHEN	MAT & SUP INSTRUCTIONAL	560.00
P15-03635	Walmart	ASSESS ACCOUN	MATL/SUP	300.00
P15-03636	Gopher Sport	KAMALA	Materials & Supplies-Instructional	164.14
P15-03639	EVERNOTE CORPORATION	RAMONA	Mat/Sup - Admin	80.95
P15-03640	Target	CURREN	matl/sup - instructional	500.00
P15-03641	Office Depot Bus Ser Div	MCKINNA	Materials & Supplies/Instructional	32.28
P15-03642	Office Depot Bus Ser Div	SIERRA LINDA	matl/sup - instructional	442.67
P15-03644	Oriental Trading Co Inc	ROSE	MATERIALS & SUPPLIES - INSTRUCTION	49.66
P15-03646	Xerox	WAREHOUSE	Stores Supplies	675.01
P15-03647	Xpedx Paper Co	WAREHOUSE	Stores Supplies	824.15
P15-03648	Empire Cleaning Supply	WAREHOUSE	Stores Supplies	860.22
P15-03649	Pioneer Chemical Co	WAREHOUSE	Stores Supplies	268.49
P15-03650	Rotary Club Of Oxnard	SUPERINTENDEN	DUES/MEM	334.00
P15-03651	School Specialty Inc	SIERRA LINDA	matl/sup - instructional	231.34
P15-03652	Scholastic Inc	SIERRA LINDA	matl/sup - Instructional	422.50
P15-03653	Renaissance Learning Inc	SIERRA LINDA	serv - instructional	185.00
P15-03654	Dell Direct Sales Lp	SIERRA LINDA	Materials / supplies - Instructional	496.99
P15-03655	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	100.00
P15-03657	UPS - FREIGHT	ERC	instr matl/comm	600.00
P15-03658	Scholastic Inc	MCAULIFFE	BKS-Instructional	276.80
P15-03659	Aswell Trophy And Engraving	LEMONWOOD	Materials and Supplies INSTRUCTIONAL	80.89
P15-03661	Ventura Co Office Of Education	MARSHALL	TRAVL/CONF-Instructional	30.00
P15-03662	Lakeshore Learning Materials-V	MARSHALL	MATL/SUPP-Instructional	194.39
P15-03663	Nasco Modesto	MARSHALL	MAT/SUPP-Instructional	892.08
P15-03665	Read Naturally, Inc	MARSHALL	PROF/CONS SERV-Instruction	599.00
P15-03666	Read Naturally, Inc	MARSHALL	MATL/SUPL-Instruction	327.80
P15-03667	Lakeshore Learning Materials-V	MARSHALL	MATL/SUPL-Instruction	194.39
P15-03668	Nasco Modesto	MARSHALL	MATL/SUPL-Instruction	593.78
P15-03669	Lakeshore Learning Materials-V	MARSHALL	MATL/SUPL-Instruction	205.16
P15-03670	Nasco Modesto	MARSHALL	MATL/SUPL-Instruction	853.25
P15-03671	Sheraton Grand Sacramento	ROSE	TRAVEL & CONFERENCE - ADMINISTRATION	673.27
P15-03672	Lakeshore Learning Materials-V	MARSHALL	MATL/SUPL-Instruction	581.04
P15-03673	Pearson Education	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	113.24

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03676	HOTEL CORQUE	HARRINGTON	Travel & Conference-admin	247.28
P15-03680	Oriental Trading Co Inc	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	384.27
P15-03683	Constructive Playthings	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	86.35
P15-03684	El Pollo Norteno Inc	ENGLISH LEARNE	materials	358.00
P15-03685	School Outfitters	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	367.18
P15-03686	School Tech Supply	ED SERVICES	MATL/SUP	710.64
P15-03689	Sehi Computer Products Inc	BREKKE	Computer Supplies - Instructional	568.38
P15-03690	CDW G	ED SERVICES	MATL/SUP	592.34
P15-03691	Home Depot Inc	BREKKE	MATL/SUPP- instructional	30.03
P15-03697	3G Promotional Products	KAMALA	Materials & Supplies-Office	347.40
P15-03699	Great Lakes Sports	HARRINGTON	materials & supplies-instruction	81.77
P15-03702	ADVANCED CLASSROOM TECHNOLOGIE S, INC	BREKKE	Computer Supplies - Instructional	500.32
P15-03703	Blick Art Materials	SIERRA LINDA	matl/sup - instructional	277.57
P15-03704	Home Depot Inc	BREKKE	MATL/SUP - Instructional	40.33
P15-03705	California Lutheran University	HARRINGTON	Travel & Conference-admin	75.00
P15-03707	Office Depot Bus Ser Div	SAN MIGUEL	Materials & Supplies-instruction	216.44
P15-03708	Target	MARSHALL	MATL/SUPP-Instruction	26.17
P15-03713	Ansmar Publishers Inc	MCKINNA	Materials & Supplies-Instructional	424.80
P15-03714	Office Depot Bus Ser Div	ROSE	COMPUTER supplies - INSTRUCTION	307.79
P15-03716	Office Depot Bus Ser Div	KAMALA	Materials & Supplies-Office	100.33
P15-03717	Scholastic Inc	MCKINNA	Materials & Supplies/Instructional	653.40
P15-03718	Santa Barbara Zoological Fou	RAMONA	Service - Instruction (LCFF 5g)	544.50
P15-03719	Baudville Inc	RAMONA	Mat/Sup - Instruction (LCFF 4g)	421.04
P15-03721	IOGRAPHER LLC	RAMONA	MAT/SUP - INSTRUCTION (LCFF 1G)	584.17
P15-03722	Buyextras.Com	RAMONA	MAT/SUP - INSTRUCTION	514.45
P15-03723	HOTEL CORQUE	ROSE	TRAVEL & CONFERENCE - ADMINISTRATION	247.28
P15-03724	Roadrunner Shuttle And	IT	CONF	374.30
P15-03726	Barnes And Noble	FREMONT	MATL/SUP (MSAP-CARYN ZIMMERMANN)	27.65
P15-03744	Ventura Co Star	BUSINESS	SVC	431.20
P15-03745	Perma Bound Books	SORIA	MATL/SUP Instructional	531.79
P15-03746	Walmart	ASSESS ACCOUN	MATL/SUP	100.00
P15-03747	Southwest School & Office Sup	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	549.71
P15-03748	Sprigeo Inc	SORIA	SERV (Instructional)	495.00
P15-03749	Dell Direct Sales Lp	TRANSPORTATIO	EQUIPMENT (PRINTER)	664.19
P15-03750	Airdraulics Inc	TRANSPORTATIO	LABOR	380.00
P15-03751	Walmart	HAYDOCK	MATL/SUP (MSAP-SARAH RASKIN)	540.00
P15-03754	Squirrels LLC	SIERRA LINDA	matl/sup - instructional	240.00
P15-03755	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	150.00
P15-03756	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	130.00
P15-03757	Target	SIERRA LINDA	matl/sup - Instructional	50.00
P15-03758	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - Instructional	150.00
P15-03759	Target	SIERRA LINDA	matl/sup - instructional	40.00
P15-03760	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	160.00

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03761	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	100.00
P15-03762	Oriental Trading Co Inc	SIERRA LINDA	matl/sup - instructional	184.58
P15-03763	Positive Promotions	SIERRA LINDA	matl/sup - instructional	810.26
P15-03765	MJP Technologies, Inc	IT	SERV (Haydock)	145.00
P15-03767	MJP Technologies, Inc	IT	SERV (Lemonwood)	290.00
P15-03768	MJP Technologies, Inc	IT	SERV (MWest)	290.00
P15-03769	MJP Technologies, Inc	IT	SERV (McA)	145.00
P15-03770	MJP Technologies, Inc	IT	SERV (Ritchen)	145.00
P15-03773	Childcraft Education Corp	MARSHALL	MATL/SUPL-Instruction	768.02
P15-03774	ETA Hand2mind	ROSE	MATERIALS & SUPPLIES - INSTRUCTION	205.15
P15-03775	Lakeshore Learning Materials-V	MARSHALL	MATL/SUPL-Instruction	253.69
P15-03776	Barnes And Noble	MARSHALL	MATL/SUPL-Instruction	15.36
P15-03778	Perma Bound Books	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	357.26
P15-03783	Ertel Cabinets & Millwork	FACILITIES	SERV	213.00
P15-03785	Riverside Publishing Co	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	198.77
P15-03786	Lakeshore Learning Materials-V	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	327.19
P15-03788	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	538.29
P15-03789	CA Dance & Movement Workshop	HAYDOCK	CONF-INSTRUCTIONAL	869.00
P15-03790	Lakeshore Learning Materials-V	MARINA	MATL/SUP-Instructional	420.84
P15-03791	ACSA	HR	SERV/Advertisement	246.00
P15-03792	C.A.S.H. 33rd Annual Conf	FACILITIES	CONF	216.00
P15-03794	Smile Makers Inc	ELM	Material/supplies - School Office	129.55
P15-03795	It's Elementary	MARINA	MATL/SUP-Instructional	159.81
P15-03796	FLIPSIDE PRODUCTS, INC	ELM	Material/supplies - School Office	46.80
P15-03797	Rochester 100, Inc	ELM	Material/supplies - Instructional	560.25
P15-03798	Accurate Label Designs Inc	ELM	Material/supplies - School Office	318.60
P15-03799	Positive Promotions	ELM	Material/supplies - Instructional	813.47
P15-03800	The Finish Line	MARINA	MATL/SUP-Instructional	505.91
P15-03801	Scholastic Inc	MARINA	MATL/SUP-Instructional	264.38
P15-03804	Wilmington Book Source, Inc	MARINA	MATL/SUP-Instructional	604.80
P15-03808	Office Depot Bus Ser Div	ROSE	MATERIALS & SUPPLIES - INSTRUCTION	77.74
P15-03809	Staples Direct	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	145.84
P15-03811	Scholastic Inc	FRANK	Matl/Sup - Instructional	473.12
P15-03816	Constructive Playthings	MARSHALL	MATL/SUPL-Instruction	206.46
P15-03821	CUE, INC	RITCHEN	CONF-Instructional	199.00
P15-03824	Lakeshore Learning Materials-V	FREMONT	MAT/SUP - INSTRUCTIONAL	324.00
P15-03825	Oriental Trading Co Inc	FREMONT	MAT/SUP - INSTRUCTIONAL	28.88
P15-03826	Carson Dellosa Publishing Co	FREMONT	MAT/SUPP - INSTRUCTIONAL	86.88
P15-03827	Evan Moor Educational Pub	FREMONT	MAT/SUP - INSTRUCTIONAL	36.70
P15-03828	ROBERT PACILLO	FREMONT	MAT/SUPP - INSTRUCTION	260.00
P15-03830	Home Depot Inc	ASES	matl/sup	23.66
P15-03831	Gopher Sport	SORIA	SUPL/MAT Instructional	585.08
P15-03832	Little Caesar's	MARSHALL	MATL/SUPL-Instruction	200.00
P15-03833	Cummins Allison Corp	CNS	other services	394.20
P15-03837	Crestline Company Inc	HARRINGTON	materials & supplies - instructional	585.80
P15-03838	Office Depot Bus Ser Div	PERSONNEL	matl	326.87

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03839	History Brought To Life	MCKINNA	SERV- instruction	765.00
P15-03841	FOOTWORKS YOUTH BALLET INC	SORIA	SERV (Instructional)	126.00
P15-03842	Walmart	ASSESS ACCOUN	MATL/SUP	100.00
P15-03843	Oriental Trading Co Inc	SORIA	MATL/SUPL Instructional	43.19
P15-03844	Lakeshore Learning Materials-V	SORIA	MATL/SUP Instructional	179.20
P15-03845	J Taylor Education	SORIA	MATL/SUP Instructional	32.00
P15-03846	Teacher Gaming LLC	MCKINNA	Serv-Instructional	709.18
P15-03847	Southwest Airlines	ROSE	TRAVEL & CONFERENCE - ADMINISTRATION	253.00
P15-03849	Lakeshore Learning Materials-V	ASES	mat/sup	144.61
P15-03850	Endless Choices	ASES	mat/sup	907.20
P15-03851	School Nurse Supply Co	WAREHOUSE	Stores Supplies	907.20
P15-03854	Sams Club 6455	HR	Supplies/Blanket PO for 2014-2015	100.00
P15-03855	PRIME HOSPITALITY LLC HOLIDAY INN ONTARIO AIRPORT	RAMONA	CONF - Instruction (Martinez)	410.16
P15-03856	Lakeshore Learning Materials-V	HAYDOCK	MATLS/SUPL-INSTRUCTIONAL	400.00
P15-03858	Lakeshore Learning Materials-V	SIERRA LINDA	mat/sup - instructional	70.00
P15-03860	Lakeshore Learning Materials-V	SIERRA LINDA	mat/sup - instructional	120.00
P15-03862	Lakeshore Learning Materials-V	SIERRA LINDA	mat/sup - Instructional	200.00
P15-03863	Lakeshore Learning Materials-V	MARSHALL	MATL/SUPL-Instruction	376.77
P15-03865	Lakeshore Learning Materials-V	SIERRA LINDA	mat/sup - Instructional	100.00
P15-03866	Lakeshore Learning Materials-V	SIERRA LINDA	mat/sup - instructional	140.00
P15-03871	Lightning Ridge Screen	HARRINGTON	materials & supplies-instruction	166.69
P15-03872	Walmart	SIERRA LINDA	mat/sup - instructional	130.00
P15-03873	Barnes And Noble	SIERRA LINDA	mat/sup - instructional	200.00
P15-03874	Target	SIERRA LINDA	mat/sup - instructional	30.00
P15-03875	Target	SIERRA LINDA	mat/sup - Instructional	50.00
P15-03877	Lakeshore Learning Materials-V	SIERRA LINDA	mat/sup - instructional	240.00
P15-03879	Target	SIERRA LINDA	mat/sup - instructional	100.00
P15-03880	City Of Ventura	BREKKE	SERV - Instructional	612.50
P15-03881	Discount School Supply	MARSHALL	MATL/SUPL-Instruction	464.10
P15-03883	Toy Depot Inc	ELM	Material/Supplies - Office	911.95
P15-03884	Discount School Supply	MARSHALL	MATL/SUPL-Instruction	353.99
P15-03885	Discount School Supply	MARSHALL	MATL/SUPL-Instruction	269.99
P15-03886	Santa Barbara Museum of Natura l History	BREKKE	SERV - Instructional	100.00
P15-03888	Target	DRIFFILL	MAT/SUPP-instructional	60.00
P15-03889	Sehi Computer Products Inc	DRIFFILL	MATL/SUPP-instruotional	794.88
P15-03890	Aswell Trophy And Engraving	MARSHALL	MATL/SUPL-Instruction	48.06
P15-03891	Santa Barbara Museum of Natura l History	BREKKE	SERV - Instructional	200.00
P15-03896	Newegg Com	CNS	supplies	55.07
P15-03897	Baudville Inc	LEMONWOOD	Materials and Supplies INSTRUCTIONAL	786.24
P15-03898	Aswell Trophy And Engraving	FREMONT	MAT/SUPP - INSTRUCTIONAL	540.00
P15-03899	Aswell Trophy And Engraving	LEMONWOOD	Materials and Supplies INSTRUCTIONAL	17.82
P15-03900	GOLD COAST CUE C/O GENEVIEVE R EIFER, VCOE	FREMONT	CONF - INTRUCTIONAL	80.00
P15-03902	O'Reilly Media Inc	FREMONT	MAT/SUP - INSTRUCTIONAL	107.95
P15-03903	Carnegie Art Museum Cornerst	RAMONA	SERV - Instruction	600.00
P15-03907	Perma Bound Books	LEMONWOOD	Library Books- Instruction	661.36

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03908	Markertek	RAMONA	Mat/Sup - Instruction	356.18
P15-03910	ACP Direct	MCKINNA	Computers Supplies- Instruction	858.60
P15-03916	PCASC	PERSONNEL	Conf	300.00
P15-03918	Natl Inst for Auto Serv Excl	TRANSPORTATIO	TRAINING	125.00
P15-03919	CDW G	ENGLISH LEARNE	materials	168.31
P15-03920	Aswell Trophy And Engraving	ROSE	MATERIALS & SUPPLIES - TEACHER/STUDENT INSTRUCTION	145.53
P15-03922	Ventura Co Office Of Education	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	293.76
P15-03923	Scholastic Inc	KAMALA	Materials & Supplies-Instructional	10.26
P15-03924	ACSA	HR	CONF/Mrs. Plaza	350.00
P15-03925	Calif Assn Of Latino Supt & Ad	ENGLISH LEARNE	CONF	750.00
P15-03927	Mostafa Gharebaghi 5 Points Sm og	FACILITIES	SERV	540.00
P15-03929	Jacobsen West Textron Inc	FACILITIES	MATL/SUP	414.08
P15-03930	Office Depot Bus Ser Div	RAMONA	Mat/Sup - Admin	649.68
P15-03931	Leopaul A. Martinez Jr	LEMONWOOD	Mat/Supp (Instructional)	777.60
P15-03932	AVAST Group LC Fun to Collect	RAMONA	MAT/SUP - Instruction	488.71
P15-03933	AVAST Group LC Fun to Collect	RAMONA	MAT/SUP - INSTRUCTION	134.76
P15-03934	Office Depot Bus Ser Div	HARRINGTON	materials & supplies - instruction	124.80
P15-03936	Office Depot Bus Ser Div	KAMALA	Materials & Supplies-Office	356.39
P15-03937	Chumash Indian Museum	RAMONA	Service - Instruction	372.00
P15-03939	UPS - FREIGHT	CURREN	matl/sup - instructional	54.00
P15-03940	Ventura Co Office Of Education	CURREN	Conf- instructional	60.00
P15-03941	Scholastic Inc	KAMALA	Materials & Supplies-Instructional	11.88
P15-03942	Rochester 100, Inc	KAMALA	Materials & Supplies-Instructional	345.60
P15-03944	Sabor	HARRINGTON	MATL/SUPP - INSTRUCTION	269.38
P15-03946	Uline	RAMONA	Mat/Sup - Instruction	286.20
P15-03947	Walmart	RAMONA	Mat/Sup - Instruction	103.64
P15-03949	Coast To Coast Computer Prod	FRANK	Matl / Sup - Instructional	103.68
P15-03950	AC Supply Co	FRANK	MATLS/SUP (MSAP/DU BOIS)	353.41
P15-03951	Walmart	RAMONA	Mat/Sup - Instruction (LCFF 5G)	231.98
P15-03952	Staples Advantage	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	945.00
P15-03953	Scholastic Inc	CURREN	matl/sup - instructional	222.75
P15-03954	Crestline Company Inc	HARRINGTON	MATERIAL & SUPPLIES -INSTRUCTIONAL	824.75
P15-03955	Kaplan Early Learning Company	HARRINGTON	materials & supplies - instructional	68.84
P15-03956	Scholastic Inc	CURREN	matl/sup - instructional	132.00
P15-03957	LEARNING A-Z	CURREN	SERV - INSTRUCTIONAL	325.64
P15-03958	Lakeshore Learning Materials-V	HARRINGTON	materials & supplies - instructional	136.94
P15-03959	Nasco Modesto	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	84.19
P15-03961	Oriental Trading Co Inc	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTIONAL	484.57
P15-03962	KAPCO	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	363.74
P15-03963	Nimco Inc	HARRINGTON	materials & supplies - instruction	221.43
P15-03964	School Counselor Resources	HARRINGTON	materials & supplies - instruction	180.28
P15-03968	Office Depot Bus Ser Div	MCKINNA	Materials & Supplies/Instruction	129.86
P15-03969	UNITED SCOPE, LLC	FRANK	Matl/Sup - Instructional	884.86

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-03970	Office Depot Bus Ser Div	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	109.54
P15-03972	Janelle Publications Inc	PUPIL SERVICES	MATL/SUP	120.36
P15-03973	Pro Ed	PUPIL SERVICES	MATL/SUP	247.51
P15-03974	Pearson	PUPIL SERVICES	MATL/SUP	185.25
P15-03975	WPS	PUPIL SERVICES	MATL/SUP	118.00
P15-03976	Par Inc	PUPIL SERVICES	MATL/SUP	168.74
P15-03977	Pearson	PUPIL SERVICES	MATL/SUP	322.62
P15-03978	CIA MEDICAL	PUPIL SERVICES	MAT/SUP- Carmen R., RN	124.75
P15-03979	Karen L Anderson Supporting Su c for Children	PUPIL SERVICES	MAT/SUPL- LeeAnne P., DHH	640.83
P15-03980	Mindwing Concepts, Inc	PUPIL SERVICES	MAT/SUPL- Debby Samuels, SLP	160.75
P15-03983	Renaissance Learning Inc	DRIFFILL	SERV-instructional	348.75
P15-03986	Barnes And Noble	FREMONT	matls/sup-(MSAP/ZIMMERMANN)	106.74
P15-03987	Lowe's	HAYDOCK	MATL/SUP- (MSAP/RASKIN)	27.55
P15-03988	JOANN.COM, LLC	HAYDOCK	MATL/SUPL(MSAP/RASKIN)	200.74
P15-03990	Amazon Com	KAMALA	Materials & Supplies-Instructional	71.22
P15-03991	Amazon Com	MCAULIFFE	MATL/SUPL-Instructional	43.19
P15-03992	Amazon Com	MCKINNA	Materials & Supplies/Instructional	129.60
P15-03993	Amazon Com	SIERRA LINDA	matl/sup - Instructional	145.44
P15-03994	Amazon Com	SORIA	MATL/SUP (Instructional)	9.91
P15-03995	Amazon Com	MARSHALL	MATL/SUPL-Instruction	16.16
P15-03997	Amazon Com	MARSHALL	MATL/SUPL-Instruction	583.01
P15-03998	Amazon Com	MARSHALL	MATL/SUPL-Instruction	304.11
P15-03999	Amazon Com	MARSHALL	MATL/SUPL-Instructional	162.95
P15-04000	Amazon Com	MARSHALL	MATL/SUPL-Instruction	59.13
P15-04001	Amazon Com	ENGLISH LEARNE	Materials	80.24
P15-04002	Amazon Com	MARINA	MATL/SUP-Instructional	117.62
P15-04004	Amazon Com	MARSHALL	MATL/SUPL-Instrucion	232.32
P15-04006	Amazon Com	BREKKE	MATL/SUP - Instructional	118.72
P15-04007	Amazon Com	BREKKE	MATL/SUP - Instructional	644.33
P15-04008	Amazon Com	BREKKE	MATL/SUP - Instructional	477.31
P15-04009	Amazon Com	FREMONT	MAT/SUPP - INSTRUCTIONAL	96.70
P15-04010	Amazon Com	MARSHALL	MATL/SUPL-Instruction	116.51
P15-04011	Amazon Com	IT	MATL/SUP	494.21
P15-04012	Amazon Com	MARSHALL	MATL/SUPL-Instruction	93.33
P15-04013	Amazon Com	HARRINGTON	materials & supplies - instructional	83.43
P15-04014	Amazon Com	KAMALA	Materials & Supplies-Instructional	583.04
P15-04015	Amazon Com	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL(BENTL EY)	135.85
P15-04016	Amazon Com	HARRINGTON	materials & supplies - instruction	499.13
P15-04017	Amazon Com	MCAULIFFE	BKS-Instructional	67.45
P15-04018	Amazon Com	MCKINNA	Materials & Supplies-instructional	145.76
P15-04019	Amazon Com	MCKINNA	Computer Supplies - Instruction	220.32
P15-04020	Amazon Com	RAMONA	Mat/Sup - Instruction	43.21
P15-04021	Amazon Com	KAMALA	Materials & Supplies-Instructional	90.72
P15-04022	Lakeshore Learning Materials-V	MARINA	MATL/SUP-Instructional	725.64
P15-04023	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	100.00
P15-04024	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	100.00
P15-04025	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	250.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-04026	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	150.00
P15-04027	Lakeshore Learning Materials-V	SIERRA LINDA	matl/sup - instructional	250.00
P15-04028	Lakeshore Learning Materials-V	MCAULIFFE	MAT'L/SUPL-Instructional	447.02
P15-04030	Lakeshore Learning Materials-V	NFL	Mat/Sup	655.94
P15-04031	Blick Art Materials	FREMONT	MATL/SUP (MSAP/ZIMMERMANN)	716.96
P15-04034	Walmart	RAMONA	MAT/SUP - INSTRUCTION (LCFF 1g-Kinder)	100.00
P15-04035	Walmart	DRIFFILL	SUPP-instruction	40.00
P15-04036	Quill Corp	FRANK	Mat/Sup - Instructional	43.03
P15-04037	Smile Makers Inc	FRANK	Mat/Sup - Instructional	70.19
P15-04038	Wieser Educational Inc	FRANK	Mat/Sup - Instructional	232.20
P15-04039	Walmart	ASSESS ACCOUN	MATL/SUP	100.00
P15-04041	Target	SIERRA LINDA	matl/sup - instructional	100.00
P15-04042	Costco Wholesale	PUPIL SERVICES	MAT/SUPL- BEST Prog., Lori U.	91.80
P15-04044	Walmart	DRIFFILL	SUPP-instruction	300.00
P15-04045	Evergreen School District	MCKINNA	Travel & Conference-Instruction	199.00
P15-04047	Sams Club 6455	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	400.00
P15-04048	Party City	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	500.00
P15-04049	Walmart	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	200.00
P15-04050	Scholastic Inc	KAMALA	Materials & Supplies-Instructional	297.54
P15-04051	Scholastic Inc	KAMALA	Materials & Supplies-Instructional	641.52
P15-04052	Scholastic Inc	KAMALA	Materials & Supplies-Instructional	795.48
P15-04054	Walmart	HAYDOCK	MATLS/SUPL-INSTRUCTIONAL	179.97
P15-04055	Santa Barbara Zoological Fou	MCAULIFFE	MAT'L/SUPL-Instructional	242.00
P15-04058	Grainger Inc	WAREHOUSE	Stores Supplies	310.65
P15-04060	FUNNEST MADE, INC	FRANK	MATL/SUPL- (MSAP/DU BOIS)	421.67
P15-04061	Blick Art Materials	FRANK	MATLS/SUP-(MSAP/DU BOIS)	220.33
P15-04062	S & S WORLDWIDE, INC	FRANK	MATLS/SUPL-(MSAP/DU BOIS)	41.18
P15-04063	Santa Barbara Museum of Natura I History	FREMONT	MATL/SUP-(MSAP/ZIMMERMANN)	50.00
P15-04064	CASEYS WOOD PRODUCTS INC	FRANK	MATL/SUPL-(MSAP/DU BOIS)	108.00
P15-04066	Time For Kids	KAMALA	Materials & Supplies-Instructional	627.52
P15-04067	KAPCO	KAMALA	Materials & Supplies-Office	180.36
P15-04068	Scholastic Inc	KAMALA	Materials & Supplies-Instructional	344.52
P15-04069	NATIONAL GEOGRAPHIC SOCIETY	KAMALA	Materials & Supplies-Instructional	349.92
P15-04070	NATIONAL GEOGRAPHIC SOCIETY	KAMALA	Materials & Supplies-Instructional	291.60
P15-04071	Target	SIERRA LINDA	matl/sup - instructional	200.00
P15-04072	Smart And Final Iris Co	SIERRA LINDA	matl/sup - Instructional	200.00
P15-04073	Ventura Co Office Of Education	SIERRA LINDA	matl/sup - instructional	36.00
P15-04074	Best Buy	PUPIL SERVICES	MAT/SUPL- Joy Garza, VI	102.58
P15-04075	Office Depot Bus Ser Div	WAREHOUSE	Stores Supplies	940.20
P15-04076	Aswell Trophy And Engraving	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	484.70
P15-04079	School Specialty Inc	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	91.17

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**Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\***

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04080	Schoolmasters Safety	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	399.60
P15-04082	Petroleum Telcom Inc DBA Telecom	KAMALA	Equipment-Office	776.52
P15-04083	Acorn Paper Products Co	WAREHOUSE	Stores Supplies	926.25
P15-04084	SectorPoint, Inc	FACILITIES	SERV	780.00
P15-04086	Southwest Airlines	SUPERINTENDEN	TRAVEL/CONF	124.00
P15-04087	Dell Direct Sales Lp	FRANK	Equip-admin	252.71
P15-04088	ALCARAZ CATERING INC	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	550.80
P15-04089	School Health Corporation	FRANK	MATL/SUP-(MSAP/DUBOIS	322.06
P15-04090	Southwest School & Office Sup	PURCHASING	stores	467.47
P15-04094	Hillyard Inc	CNS	supplies	91.70
P15-04095	Lakeshore Learning Materials-V	BREKKE	MATL/SUP - Instructional	600.50
P15-04096	Woodburn Press	RITCHEN	MATL/SUP-Instruction	257.47
P15-04097	Rochester 100, Inc	RITCHEN	MATL/SUP-Instruction	260.82
P15-04098	Printech	ELM	Materials/Supplies- School Office	515.70
P15-04100	Apple Computer Inc	HAYDOCK	SERV-INSTRUCTIONAL	540.00
P15-04101	Color Me Mine	BREKKE	SERV - Instructional	540.00
P15-04102	Lakeshore Learning Materials-V	RITCHEN	MATL/SUP-INSTRUCTIONAL	473.04
P15-04103	Carolina Biological Supply	RITCHEN	MATL/SUP-INSTRUCTIONAL	90.72
P16-00001	Hydropoint	FACILITIES	SERV	.00
<b>Total Number of POs</b>			<b>673</b>	<b>Total 214,039.65</b>

**Fund Recap**

Fund	Description	PO Count	Amount
010	GENERAL FUND	646	207,044.10
120	CHILD DEVELOPMENT FUND	7	2,048.58
130	CAFETERIA FUND	19	4,946.97
<b>Total Fiscal Year 2015</b>			<b>214,039.65</b>
010	GENERAL FUND	1	.00
<b>Total Fiscal Year 2016</b>			<b>.00</b>
<b>Total</b>			<b>214,039.65</b>

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Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Changes

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
CNP15-00105	602.79	130-4700	CAFETERIA FUND/FOOD	239.16-
P15-00218	1,904.00	010-4351	GENERAL FUND/MISC GARDENING SUPPLIES	500.00
P15-00261	200.00	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	100.00
P15-00272	600.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	100.57
P15-00279	600.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	189.04
P15-00311	2,380.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	500.00
P15-00340	2,860.00	120-4300	CHILD DEVELOPMENT FUND/MATERIALS AND SUPPLIE	700.00
P15-00399	1,300.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	464.05
P15-00410	3,500.00	010-5600	GENERAL FUND/RENTALS, LEASES AND REPAIRS	507.40
P15-00411	3,000.00	010-4321	GENERAL FUND/ELECTRICAL SUPPLIES	684.35
P15-00474	2,000.00	130-4300	CAFETERIA FUND/MATERIALS AND SUPPLIES	500.00
P15-00530	13,420.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	300.00
P15-00531	27,750.00	010-5900	GENERAL FUND/COMMUNICATIONS	901.92
P15-00629	700.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	197.80
P15-00646	1,411.68	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	818.20
P15-00648	5,360.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	200.00
P15-00681	1,300.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	400.00
P15-00685	543.20	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	58.03-
P15-00723	400.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	150.00
P15-00777	3,900.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	826.10
P15-00831	3,820.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	500.00
P15-00863	4,136.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	840.00
P15-00928	700.00	130-4318	CAFETERIA FUND/COMPUTER SUPPLIES AND SOFTWA	322.00
P15-00934	71,168.92	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	43,831.08-
P15-01015	3,500.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	915.08
P15-01097	23,250.00	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	6,750.00-
P15-01127	1,000.00	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	500.00
P15-01276	22,753.50	010-5100	GENERAL FUND/PROFESSIONAL/CONSULTING	10,237.57-
		010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	2,853.01-
			Total PO P15-01276	13,090.58-
P15-01295	25,792.15	010-5100	GENERAL FUND/PROFESSIONAL/CONSULTING	10,051.93-
P15-01430	1,500.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	500.00
P15-01433	1,600.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	600.00
P15-01613	840.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	300.00
P15-01684	500.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	150.00
P15-01741	324.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	108.00
P15-01834	3,740.00	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	500.00
P15-02285	236.28	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	32.34-
P15-02487	113.66	010-4200	GENERAL FUND/BOOKS OTHER THAN TEXTBOOKS	17.81-
P15-02615	2,565.41	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	11.34
P15-02755	1,117.56	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	3,787.72-
P15-02773	608.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	547.56
P15-02848	2,032.79	130-4300	CAFETERIA FUND/MATERIALS AND SUPPLIES	433.03-
		130-4400	CAFETERIA FUND/NON-CAP EQUIP (\$500-\$4,999)	.01
			Total PO P15-02848	433.02-
P15-03022	950.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	450.00
P15-03043	1,300.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	300.00

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Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

## PO Changes (continued)

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
P15-03085	412.44	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	53.89
P15-03131	2,975.00	010-5200	GENERAL FUND/TRAVEL AND CONFERENCE	490.00-
P15-03211	2,000.00	130-4300	CAFETERIA FUND/MATERIALS AND SUPPLIES	.00
P15-03214	182,937.60	010-4418	GENERAL FUND/COMPUTER EQUIPMENT OVER \$500	576.00-
P15-03225	1,240.00	010-5200	GENERAL FUND/TRAVEL AND CONFERENCE	310.00
P15-03443	1,386.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	900.00
P15-03472	2,080.00	010-5600	GENERAL FUND/RENTALS, LEASES AND REPAIRS	697.85
P15-03539	6,477.84	010-4400	GENERAL FUND/NON-CAP EQUIP (\$500-\$4,999)	.00
P15-03562	1,066.23	010-4200	GENERAL FUND/BOOKS OTHER THAN TEXTBOOKS	37.26
P15-03829	1,000.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	460.00
			<b>Total PO Changes</b>	<b>62,315.26-</b>

Information is further limited to: (Maximum Amount = 999.99)

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
CNP15-00119	P And R Paper Supply Co	CNS	stores	4,626.20
CNP15-00120	Gold Star Foods	CNS	stores	22,000.04
CNP15-00121	Jordanos Inc	CNS	stores	6,019.30
CNP15-00122	P And R Paper Supply Co	CNS	stores	3,913.02
CNP15-00124	Gold Star Foods	CNS	stores	27,990.98
CNP15-00125	P And R Paper Supply Co	CNS	stores	5,198.11
CNP15-00126	Jordanos Inc	CNS	stores	12,108.33
CNP15-00127	Jamison Hardware Company	CNS	stores	1,563.48
CNP15-00128	Cal Jen Sales Co	CNS	stores	1,819.58
CNP15-00129	Gold Star Foods	CNS	stores	26,000.01
CNP15-00130	Jordanos Inc	CNS	stores	2,824.63
CNP15-00131	P And R Paper Supply Co	CNS	stores	4,562.32
CNP15-00132	Jordanos Inc	CNS	stores	4,281.85
CNP15-00133	Gold Star Foods	CNS	stores	26,185.01
CNP15-00134	Gold Star Foods	CNS	stores	14,845.90
CNP15-00136	Jordanos Inc	CNS	stores	4,545.20
CNP15-00137	P And R Paper Supply Co	CNS	stores	4,746.12
CNP15-00138	Jordanos Inc	CNS	stores	2,303.10
CNP15-00139	P And R Paper Supply Co	CNS	stores	4,008.63
CNP15-00140	Gold Star Foods	CNS	stores	11,611.89
CNP15-00141	Sysco Food Services Of Ventura	CNS	stores	1,571.07
CNP15-00142	Gold Star Foods	CNS	stores	9,807.67
CNP15-00143	Jordanos Inc	CNS	stores	5,650.84
CNP15-00144	P And R Paper Supply Co	CNS	stores	4,789.44
CNP15-00145	Gold Star Foods	CNS	stores	20,152.15
CNP15-00147	School Nurse Supply Co	CNS	stores	1,490.41
CNP15-00148	Jordanos Inc	CNS	stores	5,518.03
CNP15-00149	P And R Paper Supply Co	CNS	stores	6,436.19
P15-00424	MCGRAW HILL EDUCATION	ERC	Textbooks	10,818.80
P15-00651	Ventura Co Office Of Education	HR	Services	23,000.00
P15-01828	AVM Partners, LLC Luners Production Services	RAMONA	Mat/Sup - Instructional	10,883.86
P15-02265	TRI COUNTY OFFICE FURNITURE	FREMONT	EQUIPMENT ADM.	1,069.22
P15-02292	ADVANCED CLASSROOM TECHNOLOGIE S, INC	MCKINNA	Materials & Supplies/School Office	1,966.04
P15-02331	Ricoh Usa, Inc	PURCHASING	EQUIP-MAINT (NEW ARCHIVES EQUIPMENT)	63,912.96
P15-02463	Renaissance Learning Inc	FREMONT	SERVICES- INSTRUCTION	11,369.72
P15-02688	Calif Dept Of Educ	ENGLISH LEARNE	Materials	1,136.13
P15-02747	COLLABORATION FOR SUCCESS	PUPIL SERVICES	SERV	1,000.00
P15-02771	Wolf & Associates, Inc Airwolf 3D	ED SERVICES	EQUIP, MATL/SUP	10,048.40
P15-03116	Global Knowledge Training LLC	IT	Conference/Travel	2,995.00
P15-03118	NHR NEWCO HOLDINGS LLC CURVATU RE LLC	IT	Equip	3,900.00
P15-03122	Empire Cleaning Supply	MARSHALL	MATL/SUPP-instructional	1,228.82
P15-03123	Learning Plus Associates	LEMONWOOD	Materials and Supplies Instructional	16,896.00
P15-03125	MOTTERS MUSIC HOUSE, INC MUSIC IS ELEMENTARY	HAYDOCK	EQUIPT-INSTRUCTIONAL	2,028.24
P15-03127	National Auto Body and Paint	TRANSPORTATIO	REPAIRS	3,927.18
P15-03130	Durbiano Fire Equipment Co	FACILITIES	SRVC	9,030.00

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03131	UNIVERSITY ENTERPRISES CORP	ASSESS ACCOUN	CONF	2,975.00
P15-03132	United Refrigeration Inc	FACILITIES	MATL/SUP	15,720.89
P15-03133	World Wide Imaging Supplies	SUPERINTENDEN	MATL/SUP	1,683.00
P15-03140	Lakeshore Learning Materials-V	NFL	MTLS	1,071.54
P15-03143	Xpedx Paper Co	GRAPHICS	Materials and Supplies	3,369.11
P15-03144	Extreme Clean	WAREHOUSE	Stores Supplies	5,049.00
P15-03159	Amazon Com	HAYDOCK	EQUIPT-INSTRUCTIONAL	1,506.60
P15-03165	Ventura Co Office Of Education	MARSHALL	CONF-Instruction	1,710.00
P15-03175	K12EXPERTS, INC. LAPTOPSCHOOLS .COM	IT	Repairs	7,506.00
P15-03179	Renaissance Learning Inc	DRIFFILL	MATL/SUPP-instructional	4,319.00
P15-03183	Renaissance Learning Inc	ENGLISH LEARNE	materials	13,131.75
P15-03187	DISNEYLAND RESORT HOTELS DRTSC	ASSESS ACCOUN	CONF	2,932.02
P15-03189	CDW G	IT	EQUIP	1,527.08
P15-03190	NEARPOD INC	ED SERVICES	Services	8,400.00
P15-03191	Wenger Corporation	FACILITIES	Equipment	10,524.92
P15-03195	Jordanos Inc	CNS	supplies - Haydock	1,217.46
P15-03198	Scholastic Inc	HAYDOCK	SERV-INSTRUCTIONAL	1,453.50
P15-03200	Willdan Financial Services	BUSINESS	SRVC	3,000.00
P15-03201	DELTA EDUCATION	RITCHEN	MATL/SUP-INSTRUCTIONAL	3,468.93
P15-03202	Staples Direct	MARSHALL	MATL/SUPP-Instructional	1,427.71
P15-03205	JW MARRIOTT RESORT & SPA	MARSHALL	CONF/TRAVL-Instructional	1,246.34
P15-03206	Office Depot Bus Ser Div	WAREHOUSE	Stores Supplies	2,148.98
P15-03207	Pioneer Chemical Co	WAREHOUSE	Stores Supplies	1,083.67
P15-03208	Southwest School & Office Sup	WAREHOUSE	Stores Supplies	1,237.64
P15-03209	Unisource Worldwide, Inc	WAREHOUSE	Stores Supplies	7,015.41
P15-03211	Walmart	CNS	MTLS/SUPL	2,000.00
P15-03214	ADVANCED CLASSROOM TECHNOLOGIE S, INC	IT	EQUIP	182,937.60
P15-03215	Drapery Affair The Floor Store	FACILITIES	Equipment	6,701.64
P15-03216	Howard Klein Snap-on Tools	TRANSPORTATIO	SUPPLIES	2,500.00
P15-03217	COUNTY OF VENTURA ELECTIONS DI VISION	SUPERINTENDEN	SERV	15,340.53
P15-03218	Low Voltage Solutions	FACILITIES	SRVC	1,000.00
P15-03223	Nick Rail Music	HAYDOCK	EQUIP-MATL/SUP (MSAP-SARAH RASKIN)	10,901.52
P15-03225	School Serv Of Calif Inc	BUSINESS	CONF	1,240.00
P15-03234	Ventura Co Star	PURCHASING	LEGAL ADD/MAR FLOOR REPLC	2,531.76
P15-03237	Blackboard Connect Inc.	ED SERVICES	T1/SVC	23,270.80
P15-03241	Jordanos Inc	CNS	supplies - Ramona	1,096.88
P15-03246	Greenfield Learning Inc	SORIA	SERV (Instructional)	9,900.00
P15-03254	Cyber Copy Inc	PURCHASING	SERV (BID #14-02 MAR FLOORING)	2,000.00
P15-03256	Empire Cleaning Supply	WAREHOUSE	Stores Supplies	2,907.90
P15-03257	Unisource Worldwide, Inc	WAREHOUSE	Stores Supplies	6,827.65
P15-03269	MHS Inc	PUPIL SERVICES	MATL/SUP	1,210.79
P15-03271	DELTA EDUCATION	RAMONA	Mat/Sup - Instruction (LCFF 1g)	7,468.07
P15-03283	Southwest School & Office Sup	WAREHOUSE	Stores Supplies	4,431.67

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03285	Petroleum Telcom Inc DBA Telecom	CHAVEZ	MATL/SUP-Admin	2,306.00
P15-03288	Barnes And Noble	FREMONT	MATL/SUP (MSAP-CARYN ZIMMERMANN)	1,711.40
P15-03293	WEST COAST SASH & DOOR, INC	FACILITIES	MATL/SUP	1,271.73
P15-03294	Scholastic Inc	FRANK	SERV - Instructional	3,422.00
P15-03296	CDW G	IT	Matl/Sup	26,535.60
P15-03301	Regal Piedmont Plastics LLC	FACILITIES	MATL/SUP	1,500.00
P15-03304	BTC Labs- Vertical V	FACILITIES	DEV FEES/CHA MOD	2,720.00
P15-03306	Ventura Co Office Of Education	ENGLISH LEARNE	SVC/LCFF	3,600.00
P15-03307	Ventura Co Office Of Education	PUPIL SERVICES	SERV (AR111501)	10,665.42
P15-03308	Ventura Co Office Of Education	PUPIL SERVICES	SERV (JB031702)	28,578.97
P15-03309	Ventura Co Office Of Education	PUPIL SERVICES	SERV (JL080602)	2,650.00
P15-03310	EUR Consulting & Development I	FACILITIES	BOND/SVC (CM SVCS-DRI KDG BLDG)	376,460.00
P15-03313	Kamran And Co Inc	CNS	other services	1,500.00
P15-03316	N2Y	PUPIL SERVICES	SERV	3,000.00
P15-03318	AVM Partners, LLC Luners Production Services	CURREN	matl/sup - instructional	7,383.94
P15-03321	Lakeshore Learning Materials-V	FRANK	MATL/SUP (MSAP-DOUG DUBOIS)	1,230.77
P15-03322	Pitsco Inc	FRANK	MATL/SUP (MSAP-DOUG DUBOIS)	1,361.59
P15-03327	Pacific Northwest Publishing	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	1,138.50
P15-03335	Amer Fidelity Assurance Co	BUSINESS	SRVC	20,000.00
P15-03336	AC Supply Co	HAYDOCK	MATL/SUP (MSAP-SARAH RASKIN)	1,644.72
P15-03340	Dell Direct Sales Lp	HR	EQUIP	2,036.54
P15-03341	Carolina Biological Supply	FREMONT	MATL/SUP (MSAP-CARYN ZIMMERMANN)	2,608.04
P15-03343	Amazon Com	KAMALA	Materials & Supplies-Instructional	1,753.52
P15-03356	Office Depot Bus Ser Div	WAREHOUSE	Stores Supplies	3,820.87
P15-03357	Renaissance Learning Inc	ENGLISH LEARNE	Services -instruction	3,379.00
P15-03358	LEARNING A-Z	CURREN	SERV - instructional	4,357.92
P15-03361	MJP Technologies, Inc	IT	MATL/SUP (BREKKE)	7,200.00
P15-03362	MJP Technologies, Inc	IT	MATL/SUP (CHAVEZ)	8,400.00
P15-03363	MJP Technologies, Inc	IT	MATL/SUP (CURREN)	9,600.00
P15-03364	MJP Technologies, Inc	IT	MATL/SUP (DRIFFILL)	10,800.00
P15-03365	MJP Technologies, Inc	IT	MATL/SUP (ESC)	4,200.00
P15-03366	MJP Technologies, Inc	IT	MATL/SUP (FRANK)	13,500.00
P15-03367	MJP Technologies, Inc	IT	MATL/SUP (FREMONT)	12,000.00
P15-03368	MJP Technologies, Inc	IT	MATL/SUP (HAYDOCK)	10,800.00
P15-03369	MJP Technologies, Inc	IT	MATL/SUP (KAM/SAN MIGUEL)	1,200.00
P15-03370	MJP Technologies, Inc	IT	MATL/SUP (MARSHALL)	7,200.00
P15-03371	MJP Technologies, Inc	IT	MATL/SUP (MCAULIFFE)	7,800.00
P15-03372	MJP Technologies, Inc	IT	MATL/SUP (MCKINNA)	6,600.00
P15-03373	MJP Technologies, Inc	IT	MATL/SUP (RAMONA)	6,600.00
P15-03374	MJP Technologies, Inc	IT	MATL/SUP (RITCHEN)	7,500.00
P15-03375	MJP Technologies, Inc	IT	MATL/SUP (SIERRA LINDA)	7,500.00
P15-03376	MJP Technologies, Inc	IT	MATL/SUP (SORIA)	8,400.00
P15-03377	MJP Technologies, Inc	IT	MATL/SUP (ELM)	6,600.00
P15-03378	MJP Technologies, Inc	IT	MATL/SUP (LEMONWOOD)	8,700.00
P15-03379	MJP Technologies, Inc	IT	MATL/SUP (ROSE AVE)	8,400.00
P15-03380	MJP Technologies, Inc	IT	MATL/SUP (M.WEST)	8,400.00

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03381	MJP Technologies, Inc	IT	MATL/SUP (HARRINGTON)	7,800.00
P15-03387	Avid Center	KAMALA	Travel & Conference-Instruction	2,097.00
P15-03391	Southwest School & Office Sup	MARSHALL	MATL/SUPPL-Instructional	1,284.12
P15-03392	Perma Bound Books	MARSHALL	BKS-Instructional	1,467.09
P15-03393	Ventura Co Office Of Education	ED SERVICES	Supplies/Materials	1,525.00
P15-03394	Abilitations	PUPIL SERVICES	MATL/SUP	1,370.06
P15-03403	TRI COUNTY OFFICE FURNITURE	RISK MGMT	Instr Matl-Equipment	1,807.66
P15-03405	Sunrise Phys Therapy Svcs In	RISK MGMT	Materials & Supplies	4,891.74
P15-03406	Parent Inst For Quality Ed	HAYDOCK	T3/SERV	5,000.00
P15-03407	Parent Inst For Quality Ed	HAYDOCK	T1-T3/SERV	3,000.00
P15-03409	ADVANCED CLASSROOM TECHNOLOGIE S, INC	WAREHOUSE	Stores Supplies	2,673.00
P15-03411	Printech	WAREHOUSE	Stores Supplies	1,195.56
P15-03413	School Health Corporation	WAREHOUSE	Stores Supplies	1,516.51
P15-03414	Southwest School & Office Sup	WAREHOUSE	Stores Supplies	4,607.39
P15-03415	CDW G	CHAVEZ	instr matl	1,058.40
P15-03418	Sinclair Sanitary Supply Inc	WAREHOUSE	Stores Supplies	1,944.00
P15-03422	Oxnard Performing Arts Center	HAYDOCK	SERV-INSTRUCTIONAL	1,135.00
P15-03423	CDW G	ED SERVICES	MATL/SUP	2,070.90
P15-03424	CDW G	ED SERVICES	MATL/SUP	2,070.90
P15-03426	CDW G	ED SERVICES	MATL/SUP	2,070.90
P15-03427	CDW G	ED SERVICES	MATL/SUP	1,876.96
P15-03430	CDW G	ED SERVICES	MATL/SUP	1,876.96
P15-03437	Palm Springs Courtyard By Marr	KAMALA	Travel & Conference-Instruction	2,413.02
P15-03443	Lakeshore Learning Materials-V	ELM	Materials/supplies - Instructional	1,386.00
P15-03444	Office Depot Bus Ser Div	WAREHOUSE	Stores Supplies	5,115.74
P15-03452	Global Knowledge Training LLC	IT	CONF (Dawud/Ricky)	4,492.50
P15-03456	Tech-Wall Of Ventura Inc	SORIA	BLDG Improvements-Construction	7,210.00
P15-03457	LAWSON PRODUCTS INC	TRANSPORTATIO	SUPPLIES	2,700.00
P15-03459	Twining, Inc	BUSINESS	SRVC	2,300.00
P15-03462	TECHSMITH CORPORATION	IT	Other Services	1,213.59
P15-03470	Fence Factory	FACILITIES	BLDG/WILLIAMS REIMB (CHAIN LINK FENCE-MAR)	9,650.00
P15-03471	Ferguson Case Orr Paterson LLP	BUDGET	Attorney Fees	10,125.00
P15-03472	Greg Weilbacher Gold Coast Temp Control	FACILITIES	Repair	2,080.00
P15-03473	A & S Crafted Products	HAYDOCK	EQUIPMENT-INSTRUCTIONAL	1,040.72
P15-03474	Cemex Constr Matls Pac, LLC	FACILITIES	MATL/SUP	1,080.00
P15-03475	Diamond A Equipment	FACILITIES	SRVC	5,403.41
P15-03483	Endless Choices	ASES	matl/sup	1,108.08
P15-03484	Endless Choices	ASES	matl/sup	1,108.08
P15-03485	Endless Choices	ASES	matl/sup	1,108.08
P15-03488	Endless Choices	ASES	matl/sup	1,108.08
P15-03489	Treetop Publishing	ASES	matl/sup	2,748.90
P15-03491	Dell Direct Sales Lp	PUPIL SERVICES	EQUIP	1,414.93
P15-03492	Jones School Supply Co Inc	ENGLISH LEARNE	materials	1,231.70
P15-03498	Association Of Two-Way & Dual	KAMALA	Conference-Instruction/Admin	3,210.00
P15-03499	Dell Direct Sales Lp	PUPIL SERVICES	EQUIP	3,008.37
P15-03506	Ventura Co Office Of Education	PUPIL SERVICES	CONF	1,050.00

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03508	Sunbelt Staffing	PUPIL SERVICES	SERV- OT	35,000.00
P15-03509	Ventura Co Sch Self-Funding	BUDGET	Insurance/Deductible	10,000.00
P15-03511	Cyber Copy Inc	PURCHASING	SERV (BID #14-04 RIT SDC CLASSROOM)	2,000.00
P15-03518	Avid Center	ASSESS ACCOUNT	CONF	30,756.00
P15-03523	Ventura Co Star	PURCHASING	SERV (LEGAL AD-RIT SDC PROJECT)	2,475.56
P15-03531	Jordanos Inc	CNS	supplies	2,117.84
P15-03532	Ventura Co Star	PURCHASING	SERV (LEGAL AD-DRI KDG BLDG PROJECT)	3,203.20
P15-03534	World's Finest Chocolate, Inc	MARSHALL	MATL/SUPP-Instructional	1,830.00
P15-03539	CURT LOCH ELITE PRODUCTS AND D ESIGN, LLC	HAYDOCK	EQUIPT-INSTRUCTIONAL	6,477.84
P15-03540	Underwood Family Farms	MCAULIFFE	MATL/SUPL-Instructional	1,380.00
P15-03542	CDW G	RAMONA	Equipment	9,555.22
P15-03543	COUNTY OF VENTURA	FACILITIES	SRVC- Plan Check Fees	3,510.00
P15-03545	Empire Cleaning Supply	WAREHOUSE	Stores Supplies	1,563.30
P15-03546	Extreme Clean	WAREHOUSE	Stores Supplies	2,295.00
P15-03547	Hillyard Inc	WAREHOUSE	Stores Supplies	5,515.56
P15-03548	Pioneer Chemical Co	WAREHOUSE	Stores Supplies	2,246.08
P15-03549	Unisource Worldwide, Inc	WAREHOUSE	Stores Supplies	4,315.14
P15-03551	ADORAMA INC	FRANK	MATL/SUPL (MSAP-FRANK/DUBOIS)	3,939.43
P15-03559	ROY ANDREW VILLA	BUSINESS	DEV/SITE (DORIS-PATTERSON APPRAISAL)	4,000.00
P15-03560	Printrobot, Inc	MCKINNA	Equip/instruction	1,322.04
P15-03562	Houghton Mifflin Harcourt	CHAVEZ	BOOKS OTHER THAN TEXTBOOKS-INSTRUCTION	1,066.23
P15-03582	Printech	MARSHALL	COMP EQUIP-Instruction	1,228.14
P15-03584	Maxim Healthcare Solutions, In	PUPIL SERVICES	SERV- Healthcare Tech	25,000.00
P15-03586	TRANSFINDER CORPORATION	TRANSPORTATION	SERV	1,735.75
P15-03591	Constance Marie Halpern Mrs Fi gs Bookworm	DRIFFILL	BKS-instructional	1,030.62
P15-03593	Association Of Two-Way & Dual	ENGLISH LEARNE	Travel ancd conf	5,778.00
P15-03594	MIXTECO/INDIGENA COMMUNITY ORG ANIZING PROJECT	ENGLISH LEARNE	travel and conference	1,800.00
P15-03595	Scholastic Book Fairs	ASSESS ACCOUNT	MATL/SUP	1,090.75
P15-03596	Apple Computer Inc	ASSESS ACCOUNT	EQUIP	5,941.94
P15-03597	Apple Computer Inc	FREMONT	MAT/SUPP - INSTRUCTIONAL	1,284.66
P15-03601	ACSA	RISK MGMT	Membership	1,253.90
P15-03602	Encore Repair Services, Inc	IT	REPAIR	7,973.00
P15-03603	Coast To Coast Computer Prod	FRANK	Matl/Sup -Instructional	1,881.36
P15-03607	Capstone Press, Inc	CURREN	serv - instructional	17,862.50
P15-03621	MJP Technologies, Inc	IT	EQUIP	1,558.65
P15-03622	Art Trek	ED SERVICES	SERV	10,000.00
P15-03623	M & J Kids Scientific, Inc dba Mad Science of Los Angeles	ED SERVICES	SERV	8,880.00
P15-03624	Assistance League School	PUPIL SERVICES	SVC (KB021510)	3,675.00
P15-03625	Assistance League School	PUPIL SERVICES	SVC (SP022712)	3,675.00
P15-03626	Assistance League School	PUPIL SERVICES	SVC (NL071811)	3,675.00
P15-03627	Assistance League School	PUPIL SERVICES	SVC (GH052311)	4,410.00
P15-03628	Ventura Co Office Of Education	PUPIL SERVICES	SERV (NC092306)	24,715.67

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03637	GMH INC dba/WEST COAST AIR CON DITIONING	FACILITIES	SVC/BLDG/WILLIAMS REIMB (ESC HVAC PROJECT)	13,900.00
P15-03638	Avid Center	CURREN	CONF - instructional	4,893.00
P15-03643	The Boomerang Project	HAYDOCK	CONF-INSTRUCTIONAL	5,540.00
P15-03645	ADVANCED CLASSROOM TECHNOLOGIE S, INC	WAREHOUSE	Stores Supplies	1,283.04
P15-03656	Southwest School & Office Sup	WAREHOUSE	Stores Supplies	7,214.94
P15-03660	Jones School Supply Co Inc	LEMONWOOD	Materials and Supplies Instructional	1,349.22
P15-03664	Brainpop Com Llc	BREKKE	SERV - Instructional	2,840.00
P15-03674	Avid Center	DRIFFILL	CONF-instructional	2,796.00
P15-03675	School Specialty Inc	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	2,260.44
P15-03677	Manchester Grand Hyatt	CURREN	CONF - instructional	6,595.82
P15-03678	Capstone Press, Inc	CHAVEZ	MATERIALS AND SUPPLIES-INSTRUCTION	17,862.50
P15-03679	Apple Computer Inc	CHAVEZ	PROFESSIONAL CONSULTING-INSTRUCTION	3,000.00
P15-03681	Gopher Sport	RAMONA	Mat/Sup - Instruction (LCFF 1g)	1,396.14
P15-03682	School Specialty Inc	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	1,220.48
P15-03687	Scholastic Inc	KAMALA	Materials & Supplies-Instrucitonal	7,917.21
P15-03688	CDW G	FRANK	Mat/Sup - Instructional	1,166.40
P15-03692	Premier Agendas Inc	FRANK	Mat/Sup - Instructional	11,338.24
P15-03693	Apple Computer Inc	FRANK	Serv - Instructional	3,500.00
P15-03694	Brainpop Com Llc	FRANK	Serv - nstructional	1,830.60
P15-03695	Positive Promotions	FRANK	Mat/Sup - Instructional	2,982.65
P15-03696	Atlas Pen And Pencil Corp	FRANK	Mat/Sup - Instructional	1,099.93
P15-03698	IOGRAPHER LLC	KAMALA	Materials & Supplies-Instructional	1,890.00
P15-03700	Sams Club 6455	FRANK	Mat/Sup - Instructional	1,427.67
P15-03701	Hilton Palm Springs	SORIA	CONF (Instructional)	2,382.94
P15-03706	PREMIER AGENDAS, INC	HARRINGTON	materials & supplies-instruction	2,043.30
P15-03709	Scientific Learning Corp	MCKINNA	serv-instruction	1,900.00
P15-03710	ACHIEVE 3000, INC.	MCKINNA	serv-instructional	17,149.75
P15-03711	EDUCREATIONS, INC	MCKINNA	serv-instruction	2,395.00
P15-03712	Apple Computer Inc	MCKINNA	SERV-Instruction	1,000.00
P15-03715	Office Depot Bus Ser Div	KAMALA	COMP SUPP-Instruction	3,025.35
P15-03720	Apple Computer Inc	RAMONA	service - Instruction	5,000.00
P15-03725	THOMAS THELEN	SORIA	SERV	5,970.00
P15-03727	MCGRAW HILL EDUCATION	ERC	Textbooks	71,138.19
P15-03728	MCGRAW HILL EDUCATION	ERC	Textbooks	82,226.66
P15-03729	MCGRAW HILL EDUCATION	ERC	Textbooks	93,410.28
P15-03730	MCGRAW HILL EDUCATION	ERC	Textbooks	94,099.64
P15-03731	MCGRAW HILL EDUCATION	ERC	Textbooks	91,821.28
P15-03732	MCGRAW HILL EDUCATION	ERC	Textbooks	62,519.04
P15-03733	MCGRAW HILL EDUCATION	ERC	Textbooks	108,497.23
P15-03734	MCGRAW HILL EDUCATION	ERC	Textbooks	85,930.31
P15-03735	MCGRAW HILL EDUCATION	ERC	Textbooks	81,873.18
P15-03736	MCGRAW HILL EDUCATION	ERC	Textbooks	74,350.87
P15-03737	MCGRAW HILL EDUCATION	ERC	Textbooks	93,057.97
P15-03738	MCGRAW HILL EDUCATION	ERC	Textbooks	73,254.02
P15-03739	MCGRAW HILL EDUCATION	ERC	Textbooks	77,563.66

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03740	MCGRAW HILL EDUCATION	ERC	Textbooks	74,773.15
P15-03741	MCGRAW HILL EDUCATION	ERC	Textbooks	89,395.49
P15-03742	Hilton Palm Springs	ENGLISH LEARNE	travel and conference	4,848.60
P15-03743	Unisource Worldwide, Inc	WAREHOUSE	Stores Supplies	16,103.83
P15-03752	Thousand Oaks Civic Arts Plaza	SIERRA LINDA	Serv - Instruction	1,370.00
P15-03753	Apple Computer Inc	SIERRA LINDA	serv - instructional	5,000.00
P15-03764	Lightspeed Systems Corp	IT	SERV	136,000.00
P15-03766	MJP Technologies, Inc	IT	SERV (Frank)	1,000.00
P15-03771	Dell Direct Sales Lp	ROSE	EQUIPMENT - ADMINISTRATION	1,665.42
P15-03772	Dell Direct Sales Lp	SUPERINTENDEN	EQUIP	1,142.08
P15-03777	Lakeshore Learning Materials-V	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	1,390.09
P15-03779	Div Of The State Architect Att n: HQ Cashier	FACILITIES	BOND/BLDG (PROJ 1-BRE)	4,061.51
P15-03780	Div Of The State Architect Att n: HQ Cashier	FACILITIES	BOND/BLDG (PROJ 1-CHA)	4,589.33
P15-03781	Div Of The State Architect Att n: HQ Cashier	FACILITIES	BOND/BLDG (PROJ 1-CUR)	3,905.47
P15-03782	Div Of The State Architect Att n: HQ Cashier	FACILITIES	BOND/BLDG (PROJ 1-FRE)	11,133.72
P15-03784	Nasco Modesto	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	4,586.88
P15-03787	Association Of Two-Way & Dual	SORIA	CONF (Instructional)	3,745.00
P15-03793	VENTURA COUNTY ARTS COUNCIL	MARINA	SERV-Instruction	10,800.00
P15-03802	Premier Agendas Inc	MARINA	MATL/SUP-Instructional	1,439.14
P15-03803	Scholastic Inc	MARINA	MATL/SUP-Instructional	10,974.53
P15-03805	Firefly Ceramics	MARSHALL	MATL/SUPL-Instruction	1,032.00
P15-03806	Arceos Smog Automotive	FACILITIES	SERV	1,080.00
P15-03807	Student Supply	LEMONWOOD	Materials and Supplies INSTRUCTIONAL	1,125.23
P15-03810	Petroleum Telcom Inc DBA Telecom	FREMONT	MAT/SUPP - OFFICE	1,207.00
P15-03812	Schoolmasters Safety	ELM	Material/supplies - School Office	2,051.08
P15-03813	Laser Toner & Computer Supply,	BUDGET	Printers service charge	1,000.00
P15-03814	TenMarks Education LLC	MCKINNA	serv-instructional	6,000.00
P15-03815	Perma Bound Books	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	17,251.67
P15-03817	Scholastic Inc	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	3,544.47
P15-03818	Airdraulics Inc	TRANSPORTATIO	REPAIRS	3,292.32
P15-03819	Shaw Hr Consulting	HR	Consulting Services	2,255.16
P15-03820	Pioneer Chemical Co	WAREHOUSE	Stores Supplies	1,992.60
P15-03822	Constance Marie Halpern Mrs Fi gs Bookworm	DRIFFILL	BKS-instructional	2,164.19
P15-03823	Sehi Computer Products Inc	FREMONT	MAT/SUPP - INSTRUCTIONAL/ADMIN	5,400.00
P15-03829	Apple Computer Inc	FREMONT	MAT/SUPP - INSTRUCTIONAL	1,000.00
P15-03834	MCGRAW HILL EDUCATION	ERC	Textbooks	96,045.80
P15-03835	MCGRAW HILL EDUCATION	ERC	Textbooks	131,915.41
P15-03836	Crestline Company Inc	HARRINGTON	materials & supplies - instructional	1,596.64
P15-03840	Apple Computer Inc	SORIA	SERV (Instructional)	2,500.00
P15-03848	Southwest School & Office Sup	WAREHOUSE	Stores Supplies	9,296.49

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## Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03852	Sinclair Sanitary Supply Inc	WAREHOUSE	Stores Supplies	1,944.00
P15-03853	DISNEYLAND RESORT HOTELS DRTSC	PERSONNEL	conf	3,060.72
P15-03857	Lakeshore Learning Materials-V	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	1,400.36
P15-03859	Lakeshore Learning Materials-V	ROSE	MATERIALS & SUPPLIES - INSTRUCTION	1,395.49
P15-03864	Lakeshore Learning Materials-V	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	1,403.88
P15-03867	Renaissance Learning Inc	HAYDOCK	SERV-INSTRUCTIONAL	2,760.00
P15-03868	Renaissance Learning Inc	HAYDOCK	SERV-INSTRUCTIONAL	1,800.00
P15-03869	World Wide Imaging Supplies	HAYDOCK	MATLS/SUPPL-INSTRUCTIONAL	5,869.89
P15-03870	Dell Direct Sales Lp	MCAULIFFE	EQUIP- Admin	5,089.63
P15-03878	Perma Bound Books	HARRINGTON	BKS-Instruction	7,057.80
P15-03882	PREMIER AGENDAS, INC	ELM	Material/supplies - Instruction	2,792.15
P15-03887	Parent Project Inc	ELM	Material/supplies - School Office	1,200.00
P15-03892	ATDLE ANNUAL CONFERENCE	DRIFFILL	CONF-instructional	4,280.00
P15-03893	Hilton Palm Springs	DRIFFILL	CONF-instructional	3,476.40
P15-03894	Renaissance Learning Inc	RITCHEN	SERV-INSTRUCTIONAL	6,199.00
P15-03895	Spinitar	FREMONT	MAT/ SUPP - OFFICE	1,209.38
P15-03901	Apple Computer Inc	RAMONA	Mat/Sup - Instruction	1,734.48
P15-03904	Perma Bound Books	RAMONA	BKS - Instruction	1,499.60
P15-03905	Troxell Communications, Inc	RAMONA	Mat/Sup - Instruction	2,257.50
P15-03906	Read Naturally, Inc	RAMONA	SERV - Instruction	1,078.38
P15-03909	Xpedx Paper Co	GRAPHICS	Materials and Supplies	2,745.41
P15-03911	Amazon Com	RAMONA	Mat/Sup - Instruction	3,818.75
P15-03912	Sheraton San Diego Hotel & Mar	ENGLISH LEARNE	travel and conference	1,422.72
P15-03913	Cyber Copy Inc	PURCHASING	SERV (BID #14-03 DRI KDG BLDG))	2,000.00
P15-03914	Hilton Palm Springs	ELM	Conference/Travel - Instruction	2,607.30
P15-03915	Office Depot Bus Ser Div	WAREHOUSE	Stores Supplies	6,156.91
P15-03917	Apple Computer Inc	ENGLISH LEARNE	Materials	1,237.68
P15-03921	Latino Family Literacy Project	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	1,620.00
P15-03926	Concepts School & Office Furn	BREKKE	MATL/SUP - Instructional	3,767.27
P15-03928	Lakeshore Learning Materials-V	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	3,999.23
P15-03935	Channel Islands Marine Floatin	RAMONA	Service - Instruction	1,150.00
P15-03938	California Science Center	KAMALA	Service-Instructional	1,294.50
P15-03943	Anderson Enterprises KPT, Inc	KAMALA	Materials & Supplies-Instructional	1,740.92
P15-03945	Spicers Paper Inc	WAREHOUSE	Stores Supplies	20,656.94
P15-03948	Plaza14 North American Cinem	DRIFFILL	SERV-instructional	1,184.00
P15-03960	Perma Bound Books	CHAVEZ	BOOKS OTHER THAN TEXTBOOKS-INSTRUCTIONAL	1,668.33
P15-03965	Bookpal, LLC	CHAVEZ	BOOKS OTHER THAN TEXTBOOKS-INSTRUCTION	2,445.27
P15-03966	Peoples Education, Inc	CHAVEZ	BOOKS OTHER THAN TEXTBOOKS-INSTRUCTION	3,132.38
P15-03967	Premier Agendas Inc	FREMONT	MAT/SUPP - INSTRUCTIONAL	4,000.00
P15-03971	Office Depot Bus Ser Div	RAMONA	Mat/Sup - Instruction	1,125.03
P15-03981	Flaghouse Inc	PUPIL SERVICES	MATL/SUP	1,516.27

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**Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\***

PO Number	Vendor Name	Loc	Description	Order Amount	
P15-03982	Achievement Products Inc	PUPIL SERVICES	MATL/SUP	1,954.54	
P15-03984	Nasco Modesto	FREMONT	MATLS/SUPL- (MSAP/ZIMMERMANN)	1,300.78	
P15-03985	Nasco Modesto	FREMONT	MATLS/SUP- (MSAP/ZIMMERMANN)	1,093.22	
P15-03989	SCIENCE BUDDIES	FRANK	MATL/SUP (MSAP-DOUG BUBOIS)	1,953.95	
P15-03996	Amazon Com	MARSHALL	BOOKS OTHER-Instruction	1,204.11	
P15-04003	Amazon Com	KAMALA	Materials & Supplies-Instructional	3,490.91	
P15-04005	Amazon Com	MARSHALL	MATL/SUPL-Instruction	1,223.34	
P15-04029	Lakeshore Learning Materials-V	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	1,403.58	
P15-04032	Carrie A Kouri eSpecial Needs, LLC	PUPIL SERVICES	MATL/SUP	6,851.47	
P15-04033	Southwest School & Office Sup	WAREHOUSE	Stores Supplies	5,953.28	
P15-04040	Rochester 100, Inc	MCAULIFFE	MAT'L/SUPL-Instructional	1,001.16	
P15-04043	Capstone Press, Inc	BREKKE	SERV - Instructional	13,787.82	
P15-04046	GIA ALLEN WICKED SCREEN PRINTI NG	MARSHALL	MATL/SUPL-Instruction	1,080.00	
P15-04053	Pacific Northwest Publishing	MARSHALL	BKS-Instruction	1,733.40	
P15-04056	Empire Cleaning Supply	WAREHOUSE	Stores Supplies	1,938.60	
P15-04057	Extreme Clean	WAREHOUSE	Stores Supplies	3,240.00	
P15-04059	Unisource Worldwide, Inc	WAREHOUSE	Stores Supplies	7,695.00	
P15-04065	Santa Barbara Zoological Fou	SIERRA LINDA	serv - instructional	1,078.00	
P15-04077	Lakeshore Learning Materials-V	ROSE	MATERIALS & SUPPLIES - INSTRUCTIONAL	1,478.34	
P15-04078	Abilitations	PUPIL SERVICES	MATL/SUP	7,027.59	
P15-04081	Jordanos Inc	CNS	supplies	1,169.90	
P15-04085	Keith A. Lobert dba/ JBES Ligh ting Controls	FACILITIES	REPAIR	3,240.00	
P15-04091	WESTERN FOUNDATION OF VERTEBRA TE ZOOLOGY	ED SERVICES	SERV (MSAP)	1,800.00	
P15-04092	Buck Institute for Education	ED SERVICES	SERV (MSAP)	10,000.00	
P15-04093	VENTURA COUNTY ARTS COUNCIL	MCAULIFFE	SERV/DONATION	1,200.00	
P15-04099	American Band Accessories LLC	HAYDOCK	MATLS/SUPL-INSTRUCTIONAL	4,303.37	
P16-00002	SectorPoint, Inc	FACILITIES	SERV	23,855.00	
P16-00003	Hydropoint	FACILITIES	SERV	6,750.00	
P16-00004	Hyatt Regency Orange Co	MARSHALL	TRAVL/CONF-Instructional	1,018.98	
P16-00005	Sheraton Carlsbad Resort & Spa	ED SERVICES	CONF	13,588.95	
<b>Total Number of POs</b>			<b>378</b>	<b>Total</b>	<b>4,061,272.60</b>

**Fund Recap**

Fund	Description	PO Count	Amount
010	GENERAL FUND	327	3,340,467.76
120	CHILD DEVELOPMENT FUND	1	1,071.54
130	CAFETERIA FUND	34	255,671.58
213	BOND FUND MEASURE R 2012	10	412,128.79
251	DEVELOPER FEES	2	6,720.00
		<b>Total Fiscal Year 2015</b>	<b>4,016,059.67</b>
010	GENERAL FUND	4	45,212.93
		<b>Total Fiscal Year 2016</b>	<b>45,212.93</b>

\*\*\* See the last page for criteria limiting the report detail.

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ESCAPE ONLINE

Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

Total 4,061,272.60

\*\*\* See the last page for criteria limiting the report detail.

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ESCAPE ONLINE

Page 10 of 12

Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

## PO Changes

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
P14-03170	202,257.31	213-6270	BOND FUND MEASURE R 2012/MAIN BUILDING CONTRA	14,072.31
P14-03171	504,252.04	213-6270	BOND FUND MEASURE R 2012/MAIN BUILDING CONTRA	34,733.04
P14-03172	458,025.77	213-6270	BOND FUND MEASURE R 2012/MAIN BUILDING CONTRA	25,527.77
P14-03173	1,332,594.00	213-6270	BOND FUND MEASURE R 2012/MAIN BUILDING CONTRA	168,569.00
P14-03174	723,820.96	213-6270	BOND FUND MEASURE R 2012/MAIN BUILDING CONTRA	71,397.96
P14-03175	457,995.81	213-6270	BOND FUND MEASURE R 2012/MAIN BUILDING CONTRA	20,360.81
P14-03176	234,831.73	213-6270	BOND FUND MEASURE R 2012/MAIN BUILDING CONTRA	41,554.73
P14-03177	328,284.71	213-6270	BOND FUND MEASURE R 2012/MAIN BUILDING CONTRA	55,313.71
P15-00024	5,160.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	1,500.00
P15-00130	5,550.00	010-4321	GENERAL FUND/ELECTRICAL SUPPLIES	2,018.40
P15-00131	13,900.00	010-4321	GENERAL FUND/ELECTRICAL SUPPLIES	3,500.00
P15-00136	12,400.00	010-4323	GENERAL FUND/HVAC SUPPLIES	3,000.00
P15-00141	8,145.00	010-4323	GENERAL FUND/HVAC SUPPLIES	1,999.80
P15-00166	7,400.00	010-4325	GENERAL FUND/PLUMBING SUPPLIES	2,000.00
P15-00168	36,800.00	010-4329	GENERAL FUND/MISCELLANEOUS SUPPLIES	5,000.00
P15-00171	6,564.00	010-4351	GENERAL FUND/MISC GARDENING SUPPLIES	3,000.00
P15-00173	12,700.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	3,500.00
P15-00174	7,400.00	010-4329	GENERAL FUND/MISCELLANEOUS SUPPLIES	1,518.56
P15-00178	20,400.00	010-4329	GENERAL FUND/MISCELLANEOUS SUPPLIES	2,000.00
P15-00210	8,760.00	010-4329	GENERAL FUND/MISCELLANEOUS SUPPLIES	1,000.00
P15-00214	7,400.00	010-5600	GENERAL FUND/RENTALS, LEASES AND REPAIRS	1,439.64
P15-00250	5,460.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	1,000.00
P15-00274	1,800.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	1,000.00
P15-00304	2,100,000.00	010-5103	GENERAL FUND/COM CARRIER	400,000.00
P15-00310	7,500.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	2,000.00
P15-00327	12,600.00	010-4341	GENERAL FUND/CUSTODIAL SUPPLIES	1,000.00
P15-00328	15,000.00	010-4342	GENERAL FUND/REPAIR OF EQUIPMENT	1,000.00
P15-00357	48,000.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	2,506.20
P15-00364	23,000.00	010-4310	GENERAL FUND/FUEL	5,000.00
P15-00365	11,000.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	3,000.00
P15-00408	8,740.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	2,500.00
P15-00476	773,000.00	130-4700	CAFETERIA FUND/FOOD	37,000.00
P15-00477	1,053,000.00	130-4700	CAFETERIA FUND/FOOD	112,000.00
P15-00481	75,000.00	130-4700	CAFETERIA FUND/FOOD	25,000.00
P15-00493	3,700.00	010-4353	GENERAL FUND/EQUIPMENT PARTS	1,000.00
P15-00532	19,160.00	010-4325	GENERAL FUND/PLUMBING SUPPLIES	2,000.00
P15-00540	12,120.00	010-5600	GENERAL FUND/RENTALS, LEASES AND REPAIRS	1,500.00
P15-00647	23,054.60	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	2,500.00
P15-00722	6,300.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	5,000.00
P15-00751	60,000.00	130-5600	CAFETERIA FUND/RENTALS, LEASES AND REPAIRS	20,000.00
P15-00755	3,000.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	1,000.00
P15-00826	4,580.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	2,000.00
P15-00874	3,860.00	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	1,700.00
P15-00905	72,149.49	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	22,149.49
P15-00915	17,200.00	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	5,495.97
P15-00917	39,300.00	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	9,589.77
P15-00923	15,000.00	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	2,395.66
P15-01051	7,820.00	010-4325	GENERAL FUND/PLUMBING SUPPLIES	1,000.00

\*\*\* See the last page for criteria limiting the report detail.

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ESCAPE ONLINE

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Includes Purchase Orders dated 03/05/2015 - 05/08/2015 \*\*\*

## PO Changes (continued)

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
P15-01242	3,360.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	2,000.00
P15-01267	6,600.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	2,000.00
P15-01286	10,000.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	1,500.00
P15-01298	27,362.23	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	4,362.23
P15-01439	2,500.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	1,500.00
P15-01452	43,527.09	010-5100	GENERAL FUND/PROFESSIONAL/CONSULTING	18,527.09
		010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	12,744.01
			Total PO P15-01452	31,271.10
P15-01648	6,000.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	1,000.00
P15-01833	1,540.00	010-4326	GENERAL FUND/ROOFING SUPPLIES	1,000.00
P15-02070	5,000.00	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	3,000.00
P15-02211	9,232.50	010-5800	GENERAL FUND/PROFESSIONAL/CONSULTING SERV	1,860.00
P15-02480	1,928.24	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	1,000.00
P15-02794	2,000.00	010-4300	GENERAL FUND/MATERIALS AND SUPPLIES	1,136.00
			<b>Total PO Changes</b>	<b>1,184,972.15</b>

Information is further limited to: (Minimum Amount = 1,000.00)

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ESCAPE ONLINE

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## **BOARD AGENDA ITEM**

Name of Contributor: Lisa Cline

Date of Meeting: 5/20/15

STUDY SESSION	_____
CLOSED SESSION	_____
SECTION B: HEARINGS	_____
SECTION C: CONSENT	<u>  X  </u>
SECTION D: ACTION	_____
SECTION E: REPORTS/DISCUSSION	_____
SECTION F: BOARD POLICIES	_____

### **ENROLLMENT REPORT (Cline)**

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District enrollment for the month of April 2015 was 16,993. This is 124 more than this time last year.

### **FISCAL IMPACT**

None.

### **RECOMMENDATION**

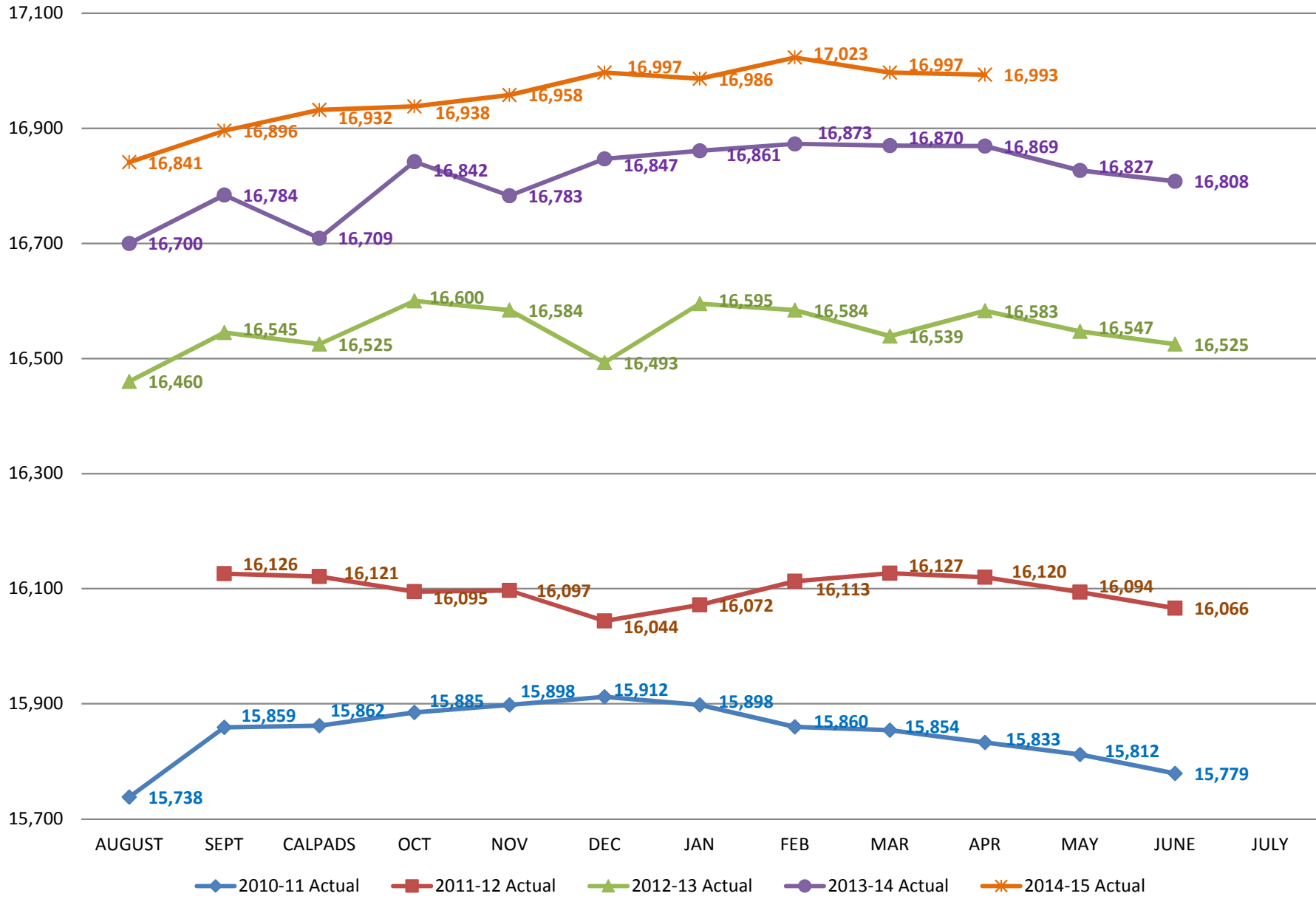
Information only.

### **ADDITIONAL MATERIAL**

Attached: Graph – Oxnard School District Enrollment History 2010-11 through 2014-15 Actuals (1 page)



### Oxnard School District Enrollment History 2010-11 through 2014-15 Actuals



**BOARD AGENDA ITEM**

Name of Contributor: Dr. Cesar Morales

Date of Meeting: 5/20/15

STUDY SESSION \_\_\_\_\_  
CLOSED SESSION \_\_\_\_\_  
SECTION B: HEARINGS \_\_\_\_\_  
SECTION C: CONSENT   X    
SECTION D: ACTION \_\_\_\_\_  
SECTION E: REPORTS/DISCUSSION \_\_\_\_\_  
SECTION F: BOARD POLICIES   1<sup>st</sup> Reading \_\_\_\_\_   2<sup>nd</sup> Reading \_\_\_\_\_

**RE: SUMMARY OF 2015 GENERAL OBLIGATION REFUNDING BOND SALE (Morales/Cline/CFW)**

**BACKGROUND AND ANALYSIS**

On March 4, 2015 the Board of Trustees (“District Board”) took action and approved Resolution #14-31 authorizing the issuance, sale and delivery of the Oxnard School District’s 2015 General Obligation Refunding Bonds. On May 6, the District and its Financing Team successfully completed the refunding transaction. In concert with the District’s policy of transparency, the attached presentation is a summary of the transaction for the benefit of the District Board and public. The presentation summarizes:

- Overall debt service savings in aggregate and by maturity
- Projected taxpayer savings
- District’s rating outcome and rationale
- Costs of issuance for the transaction
- Financing timeline

**RECOMMENDATION**

It is the recommendation of the District Superintendent and the Assistant Superintendent, Business & Fiscal Services, in consultation with CFW, that the Board of Trustees receive the Summary of 2015 General Obligation Refunding Bond Sale.

**DISTRICT GOALS**

GOAL FIVE: Adopt and Implement a Comprehensive Facilities Program that Improves Student Performance, Maximizes State Funding Opportunities and Reduces Overcrowding at Existing School Sites

GOAL SIX: Develop the Annual Budget to Support the Educational Goals of the District

**ADDITIONAL MATERIAL**

Attached: Summary of 2015 General Obligation Refunding Bond Transaction (5 pages)



## Oxnard School District

May 2015

### *Summary of 2015 General Obligation Refunding Bond Transaction*

- In February 2007, the District sold \$32 million in General Obligation Bonds from its 2006 Measure “M” authorization approved by voters to fund the Portable to Permanent (P2P) construction at Curren and Kamala Elementary Schools as well as the construction of the new Juan Lagunas Soria K-8 School
- On May 6, 2015, the Oxnard School District successfully completed the refinancing of a portion of these bonds, approximately \$14.7 million, garnering over \$1.6 million in total tax savings to District taxpayers
- The savings were generated from a reduction in interest rates due to prevailing market conditions, much like homeowners refinance their home mortgage
- There was no increase in the term of repayment and only those bonds that produced savings were refinanced
- Since 2010, the District has completed four similar transactions resulting in taxpayer savings
- In total, the District has refinanced \$56.4 million in General Obligation bonds since 2010 producing taxpayer savings in excess of \$5.1 million



# Summary of Debt Service Savings

May 2015

- Overall, the 2015 refunding transaction is projected to save District taxpayers approximately \$1.69 million over the life of the bonds
- These savings were achieved by reducing the average interest rate of the bonds from 4.35% to 3.35%
- Based on the current average assessed valuation for a single family home (\$310,754.18), homeowners in the District are estimated to save an average of \$46.66 over the remaining life of the bonds

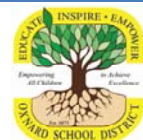
Date	Prior Debt Service	Refunding Debt Service	Savings
8/1/2015	321,453.13	320,587.93	865.20
8/1/2016	642,906.26	591,831.26	51,075.00
8/1/2017	642,906.26	591,831.26	51,075.00
8/1/2018	642,906.26	591,831.26	51,075.00
8/1/2019	642,906.26	591,831.26	51,075.00
8/1/2020	642,906.26	591,831.26	51,075.00
8/1/2021	642,906.26	591,831.26	51,075.00
8/1/2022	642,906.26	591,831.26	51,075.00
8/1/2023	642,906.26	591,831.26	51,075.00
8/1/2024	642,906.26	591,831.26	51,075.00
8/1/2025	642,906.26	591,831.26	51,075.00
8/1/2026	642,906.26	591,831.26	51,075.00
8/1/2027	642,906.26	591,831.26	51,075.00
8/1/2028	2,012,906.26	1,891,831.26	121,075.00
8/1/2029	2,014,681.26	1,896,831.26	117,850.00
8/1/2030	2,018,906.26	1,900,731.26	118,175.00
8/1/2031	2,018,500.00	1,899,981.26	118,518.74
8/1/2032	2,020,250.00	1,900,731.26	119,518.74
8/1/2033	2,023,937.50	1,902,731.26	121,206.24
8/1/2034	2,024,343.76	1,905,731.26	118,612.50
8/1/2035	2,026,468.76	1,907,512.50	118,956.26
8/1/2036	2,030,093.76	1,907,268.76	122,825.00
	<b>26,226,415.81</b>	<b>24,535,913.13</b>	<b>1,690,502.68</b>

Final Pricing Numbers Provided by Stifel

Caldwell Flores  
Winters, Inc.



- On March 17, 2015, the Assistant Superintendent of Business and Fiscal Services and CFW met with analysts from Standard and Poor's Rating Services (S&P) via conference call to provide an update on the District's finances, economic and demographic characteristics, and overall debt
- Subsequent to the call, S&P affirmed the District's A+ rating
- The rating reflects the Oxnard School District's:
  - Participation in the diverse Ventura County economy, coupled with very strong property wealth indicators
  - Historically strong fund balance position and improving state funding
  - Recent positive trend in average daily attendance (ADA) levels, which drives state aid funding, followed by projections of further growth
- Factors that could lead to a future upgrade include an increase in average income per capita indicators and additional increases in District reserves



# Costs of Issuance

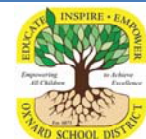
May 2015

- The underwriter’s discount (fee) for services provided by Stifel, Nicolaus & Company, Inc. was \$55,074.25
- Bond Insurance for this transaction was determined to be economically beneficial for the transaction as was purchased for \$17,665.86 (7.2 bps)
- The actual costs of issuance are indicated below and were lower than the estimated amount previously presented resulting in additional taxpayer savings

<u>Service</u>	<u>Est.</u>	<u>Actual</u>	<u>Vendor</u>
Bond Counsel Services	\$37,000.00	\$37,000.00	GHSB
Disclosure Counsel Services	\$20,000.00	\$20,000.00	Jones Hall
Financial Advisory Services	\$68,000.00	\$65,000.00	CFW
Financial Advisor Expenses	\$2,500.00	\$1,379.73	CFW
Continuing Disclosure Services	\$3,250.00	\$3,250.00	CFW
Verification Agent	\$2,500.00	\$2,500.00	Causey
Rating Agency	\$14,900.00	\$14,900.00	S&P
Trustee/Paying Agent	\$3,000.00	\$2,925.00	US Bank
Printer	\$2,000.00	\$2,000.00	Royce Printing
Demographic Data	\$475.00	\$475.00	Cal Muni
Contingency	\$4,000.00	\$0.00	
<b>Total</b>	<b>\$157,625.00</b>	<b>\$149,429.73</b>	

*\*On the advice of District Counsel, legal services for bond counsel and disclosure counsel were performed by two separate legal firms*

Caldwell Flores  
Winters, Inc.



# Summary of Financing Timeline

May 2015

Date	Action
February 18	Board heard Informational item regarding potential 2015 Refunding Bonds
March 4	Board approved Resolution, Preliminary Official Statement (POS) and other legal documents to authorize the 2015 Refunding Bonds
March 17	Call with Standard & Poor's Rating Services to Request Rating Update
March 25	S&P affirmed the District's A+ rating and "Stable" outlook
March 26	Posted the Preliminary Official Statement for investors
April 8	District and Financing Team priced bonds and negotiated interest rates
May 6	Transaction closed and funds were deposited in escrow to refinance outstanding bonds





**Board Agenda Item**

**NAME OF CONTRIBUTOR:** Jonathan Koch **DATE OF MEETING:** May 20, 2015

**STUDY SESSION** \_\_\_\_\_  
**CLOSED SESSION** \_\_\_\_\_  
**SECTION A: PRELIMINARY** \_\_\_\_\_  
**SECTION B: HEARINGS** \_\_\_\_\_  
**SECTION C: CONSENT** \_\_\_\_\_ **X** \_\_\_\_\_  
**SECTION D: ACTION** \_\_\_\_\_  
**SECTION E: REPORTS/DISCUSSION** \_\_\_\_\_  
**SECTION F: BOARD POLICIES** 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**TITLE:** Establish/Abolish/Increase/Reduce Hours of Position

---

**DESCRIPTION OF AGENDA ITEM:**

**Establish**

a five hour and forty five minute, 183 day Paraeducator II bilingual, position number 7037, to be established in the Pupil Services department. This position will be established to provide additional support.

**Abolish**

an eight hour, 246 day Human Resources Analyst, position number 2353, to be abolished in the Classified Human Resources department. This position will be abolished due to lack of funds.

**Increase**

a five and a half hour, 183 day Paraeducator II, position number 2305, to be increased to five hours and forty five minutes in the Pupil Services department. This position will be increased to provide additional support.

**FISCAL IMPACT:**

Cost for Paraeducator II - \$25,373.08 Special Ed  
Savings for HR Analyst - \$85,535 General fund  
Cost for Paraeducator II - \$1,430.77 Special Ed

**RECOMMENDATION:**

Approve the establishment and increase, of positions, as presented

**ADDITIONAL MATERIAL(S):** None

**Board Agenda Item**

**NAME OF CONTRIBUTOR:** Jesus Vaca/Jonathan Koch **DATE OF MEETING:** May 20, 2015

**STUDY SESSION** \_\_\_\_\_  
**CLOSED SESSION** \_\_\_\_\_  
**SECTION A: PRELIMINARY** \_\_\_\_\_  
**SECTION B: HEARINGS** \_\_\_\_\_  
**SECTION C: CONSENT** \_\_\_\_\_ **X** \_\_\_\_\_  
**SECTION D: ACTION** \_\_\_\_\_  
**SECTION E: REPORTS/DISCUSSION** \_\_\_\_\_  
**SECTION F: BOARD POLICIES** 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**TITLE: Personnel Actions (Vaca/Koch)**

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**DESCRIPTION OF AGENDA ITEM:**

The attached are recommended personnel actions presented to the Board of Trustees for consideration. The salary placement for the individuals employed will be in accordance with salary regulations of the district. Personnel actions include: New Hires, transfers, pay changes, layoffs, recall from layoffs, resignations, retirements, and leave of absence.

**RECOMMENDATION:**

Approve the Personnel Actions, as presented.

**ADDITIONAL MATERIAL(S):**

Classified Personnel Actions  
Certificated Personnel Actions

**CERTIFICATED PERSONNEL**

Listed below are recommended certificated personnel actions presented for consideration by the Board of Trustees. The salaries for the individuals employed will be determined in accordance with salary regulations of the District.

**NEW HIRES**

Katrina Madden	Teacher, Special Education M/S, Ritchen	May 4, 2015
Christine Thomas	Substitute Teacher	2014/2015 School Year

**NEW HIRES FOR 2015/2016**

Alma Cherniss	Bilingual Teacher, Site TBD	August 17, 2015
Angel Dominguez	Speech & Language Specialist, Pupil Services	August 17, 2015
Diane Dominguez	Speech & Language Specialist, Pupil Services	August 17, 2015
German Figueroa	Teacher, Mathematics, Site TBD	August 17, 2015
Robin Freeman	Assistant Superintendent, Chief Academic Officer	July 1, 2015
Katrina Madden	Teacher, Special Education M/S, Site TBD	August 17, 2015
Minu Sebastian	Resource Specialist, Site TBD	August 17, 2015
Suzanne Shapiro	Resource Specialist, Site TBD	August 17, 2015

**Intervention Services**  
**Provider (less than 20 hours**  
**per week not to exceed 75%**  
**or 135 days a year**

Carolyn Reed	Ritchen	May 4, 2015
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**RESIGNATION**

Joan H. Louth	Teacher on Special Assignment, Kamala	June 19, 2015
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**RETIREMENT**

Andrea Bleecher	Speech/Language Specialist, Pupil Services	July 18, 2015
Joanne Burch	Teacher, Physical Education, Fremont	June 19, 2015
Kathleen C. Lee	Speech/Language Specialist, Curren	June 19, 2015

**Temporary Contract**  
**Expiring:**

The following temporary certificated employees' contracts will expire effective the end of the 2014-2015 school year (June 18, 2015)

Natalie Aguirre  
Sheri Anderson  
Larry Brandenburg  
Margarita Byrami  
Alma Cherniss  
Donna Cowles  
Katie Crossett  
April Daniely  
Joel Doswell

Michele Frayer  
Gabriel Gonzales  
Sandra Hammond  
Dietra Hill  
Katrina Madden  
Carol Mahoney-Earrest  
Dennis Mc Sweeney  
Susana Medina  
Maya Monserrate

Dawn Moreau  
Carlos Perez  
Anna Pilhoefer  
Carole Puls-Gonzales  
Amy Roman  
Charity Whitney  
Dawn Wilson  
Megan Young  
Sarah Zandonatti

The following temporary certificated employees' ISP contracts will expire effective the end of the 2014/2015 school year (June 18, 2015)

Alex Arevalo  
Valentina Avalos  
Maria Carmen Ayala  
Diana Brooks  
Rex Burke  
Davina Cardone  
Elizabeth Crews  
Ingrid Davis  
Vivian Donner  
Cruz Earls-Mrstik  
Marilyn Eissler  
Judy Gorcey  
Tracy Gordon  
Lynne Haavaldsen  
Rachel Herskowitz  
Yolanda Hopkins  
Jennifer Huynh

Veronica Izzard  
Maria Kirk  
Jennifer Koslow  
Mary Lang  
Teresa Lapata  
Sommer Levine  
Lawrence Libman  
Joseph Litchfield  
Martha Luna  
Erin Lynch  
Diane Maag  
Martha Magana  
Janice Magson  
Ignacio Mendoza  
Claudia L. Moore  
Jorge Napoles  
Susan A. Nemets

Katie L. Norton  
Andrew Nourok  
June Palazzo  
Michelle Quagliata  
Danielle Ramey  
Carolyn Reed  
Lori Rogers  
Beatrice Rouse  
Karen Sanchez  
Lenore Serres  
Irma Sixbey  
Noelle Starr  
Kathleen V. Sullivan  
Jane Van Daalwyk  
Breana Varela

## CLASSIFIED PERSONNEL ACTIONS

May 20, 2015

New Hire

Estrada, Ruben	Irrigation Specialist, Position #5842 Facilities 8.0 hrs./246 days	05/18/2015
Hartman, Richard	Custodian, Position #6449 Lemonwood 4.0 hrs./246 days	05/04/2015
Lopez Jr., Samuel	Warehouse Worker Delivery Driver, Position #8634 Warehouse 4.5 hrs./210 days	05/04/2015

Limited Term

Carrillo, Michelle	Clerical	04/27/2015
Cobian-Rosales, Cynthia	Child Nutrition Worker	04/20/2015
Del Razo, Esmeralda	Clerical	04/27/2015
Morales, Monica J.	Paraeducator	05/04/2015
Olivares, Rury	Outreach Specialist	04/13/2015
Valencia, Alejandra	Oureach Specialist	04/13/2015

Exempt

Garcia, Eric	Campus Assistant	05/05/2015
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Transfer

Guerra, Robin	Library Media Technician, Position #2515 Brekke 5.0 hrs./190 days Library Media Technician, Position #2519 Harrington 5.0 hrs./190 days	05/04/2015
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Retirement

Haddenham, Tracy	Site Technology Technician, Position #2506 Elm 8.0 hrs./192 days	06/12/2000-09/01/2015
Mooney, Joan	Paraeducator II, Position #2889 Pupil Services 5.75 hrs./183 days	02/06/1984-04/15/2015

Resignation

Arevalo, Paul A.	Site Technology Technician, Position #2513 Rose Ave. 8.0 hrs./192 days	05/22/2015
Garcia, Veronica	Outreach Specialist (B), Position #1738 Elm 8.0 hrs./180 days	04/22/2015

**BOARD AGENDA ITEM**

Name of Contributor(s): **DR. JESUS VACA**

Date of Meeting: **MAY 20, 2015**

- Study Session \_\_\_\_\_
- Closed Session \_\_\_\_\_
- A. Preliminary \_\_\_\_\_
- B. Hearing \_\_\_\_\_
- C. Consent Agenda \_\_\_\_\_
- D. Action Items   X
- E. Reports/Discussion Items (no action) \_\_\_\_\_
- F. Board Policies 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Declaration of Need for Fully Qualified Educators (Vaca)**

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**DESCRIPTION:**

Form CL 500 is issued by the State of California Commission on Teacher Credentialing. This form is a Declaration of Need for Fully Qualified Educators. By submitting this annual declaration, the District is certifying a diligent search to recruit fully prepared teachers for any assignments made; or if a suitable fully prepared teacher is not available, the District will make a reasonable effort to recruit based on the priority stated on the form submitted.

This authorizes the District to hire a teacher under an intern program or a limited assignment permit. The District does not anticipate the need for any non-fully qualified teachers. This application is required by the State of California Commission on Teacher Credentialing and is only for precaution.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent, Human Resources that the Board of Trustees approve the Declaration of Need for Fully Qualified Educators for the 2015-2016 school year and authorize its submission to the State of California Commission on Teacher Credentialing.

**ADDITIONAL MATERIAL(S):**

Forms CL-500 and CL-505a

**DISTRICT GOAL(S):**

2 - Create an Environment of Cultural Proficiency in our Classrooms, in the Workplace, and in the Community that Promotes a Healthy, Safe, Diverse and Inclusive Educational Environment



## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2015/2016

Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Oxnard School District District CDS Code: 72538

Name of County: Ventura County CDS Code: 56

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 20 / 15 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2016.

Submitted by (Superintendent, Board Secretary, or Designee):

Dr. Cesar Morales \_\_\_\_\_ Superintendent  
*Name* *Signature* *Title*

805-483-7426 \_\_\_\_\_ 805-385-1501 \_\_\_\_\_  
*Fax Number* *Telephone Number* *Date*

1051 South A Street, Oxnard, CA 93030  
*Mailing Address*

drcmorales@oxnardsd.org  
*E-Mail Address*

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_ / \_\_\_\_ / \_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Title</i>
_____	_____	_____
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
_____		
<i>Mailing Address</i>		
_____		
<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	5 _____
<input checked="" type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	5 _____
List target language(s) for bilingual authorization: <u>Spanish</u>	
<input checked="" type="checkbox"/> Resource Specialist	5 _____
<input checked="" type="checkbox"/> Teacher Librarian Services	1 _____
<input checked="" type="checkbox"/> Visiting Faculty Permit	3 _____

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	5
Single Subject	5
Special Education	5
TOTAL	15



**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?  Yes  No

If no, explain. The district participates in a university internship program.

Does your agency participate in a Commission-approved college or university intern program?  Yes  No

If yes, how many interns do you expect to have this year? 5

If yes, list each college or university with which you participate in an intern program.

California State Universities (Channel Islands, Dominguez Hills, Northridge)

California Lutheran University, University of La Verne, University of California Santa

Barbara, Azusa Pacific University, National University.

If no, explain why you do not participate in an intern program.

\_\_\_\_\_  
\_\_\_\_\_



## **ANNUAL STATEMENT OF NEED 30-DAY SUBSTITUTE and DESIGNATED SUBJECTS CAREER TECHNICAL EDUCATION 30-DAY SUBSTITUTE TEACHING PERMITS**

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### **INSTRUCTIONS TO THE EMPLOYER**

This statement of need must be filed at the school district office each school year when employing holders of Emergency 30-Day Substitute Permits. The employing agency will complete a single statement of need form (below) and retain the form at the school district office.

The form must be completed annually, indicating that either no credentialed person is available or that those available are not deemed qualified for substitute teaching and details of the circumstances that necessitate the use of emergency permit holders rather than fully credentialed teachers.

This statement of need form does not require listing specific employees or their positions. The form must be signed by the superintendent of the employing school district. It does not need to be co-signed by the county superintendent of schools.

A copy of the form does not need to be submitted to the county or the Commission with each Emergency 30-Day Substitute Teaching Permit application; however, the county superintendent of schools, whose responsibilities include areas such as district payroll or district substitute placement, may request a copy of the district's statement of need form to accurately fulfill these duties.

County superintendent of schools offices employing holders of the Emergency 30-Day Substitute Teaching Permit are also required to annually file, at their office, this completed statement of need form. The county superintendent of schools will sign the form.

The Commission does not require that the school board approve the statement of need. The individual school district may establish its own policy regarding this matter.

*References: California Education Code, Sections 44225 and 44300 and California Code of Regulations, Title 5, Sections 80023, 80025 and 80026*

**This form must be signed by either:**

The district superintendent of schools and filed at the school district office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a public school operated by a school district.

**OR**

The county superintendent of schools and filed at the county superintendent of schools' office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a county-operated school.

**Certification and Authorized Signature**

The district superintendent of schools or the county superintendent of schools has reviewed the information contained in this statement of need and certifies one the following:

Either a credentialed person is not available or one or more credentialed persons are available, but are not deemed qualified by the district or county, as applicable, to serve as a day-to-day substitute teacher.

**OR**

The situation or circumstances that necessitate the use of an emergency permit holder are as follows:  
(Attach additional sheets, if necessary.)

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I hereby certify that all of the information contained in this statement of need is true and correct.

**Oxnard School District**

*Signature of the District Superintendent*

*District*

*Date*

**Ventura**

*Signature of the County Superintendent of Schools*

*County*

*Date*

*It is not necessary to submit this form to the Commission on Teacher Credentialing.*

BOARD AGENDA ITEM

Name of Contributor: Dr. Morales

Date of Meeting: 05-20-15

- Study Session \_\_\_\_\_
- A. Preliminary \_\_\_\_\_
- B. Hearing: \_\_\_\_\_
- C. Consent Agenda \_\_\_\_\_
- D. Action Items   X
- E. Report/Discussion Items (no action) \_\_\_\_\_
- F. Board Policies   1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

Consideration and Discussion To Revise Schedule of Board Meetings for 2015

**DESCRIPTION:**

The Oxnard School District's first day of instruction for the 2015-2016 school year is scheduled for Wednesday, August 19, 2015. Considering the activities of the first day of school administration would like to request the August 19, 2015 board meeting be moved to Wednesday, August 26, 2015.

**FISCAL IMPACT: None**

**RECOMMENDATION:**

It is recommended that the Board of Trustees consider, discuss the option of changing the board meeting date of August 19, 2015 to August 26, 2015. Due to the fact that the first day of instruction for 2015-2016 is scheduled for August 19, 2015.

**ADDITIONAL MATERIAL:**

- Schedule of Board Meetings – Board Approved 12-10-14



# OXNARD SCHOOL DISTRICT

1051 South “A” Street • Oxnard, California 93030 • 805/385-1501

## SCHEDULE OF BOARD MEETINGS JANUARY – DECEMBER 2015

(UNLESS OTHERWISE INDICATED, ALL MEETINGS ARE HELD ON THE FIRST AND THIRD **WEDNESDAY** OF EACH MONTH IN THE BOARD ROOM AT THE DISTRICT OFFICE, 1051 SOUTH ‘A’ STREET, STARTING AT 7:00 PM)

January	14	Regular Board Meeting (Note: only ONE meeting in January)
February	4	Regular Board Meeting
	18	Regular Board Meeting
March	4	Regular Board Meeting
	18	Regular Board Meeting
April	15	Regular Board Meeting (Note: only ONE meeting in April)
May	6	Regular Board Meeting
	20	Regular Board Meeting
June	3	Regular Board Meeting
	24	Regular Board Meeting
July		District Dark – No meeting in July
August	5	Regular Board Meeting
August	19	Regular Board Meeting
September	2	Regular Board Meeting
	16	Regular Board Meeting
October	7	Regular Board Meeting
	21	Regular Board Meeting
November	4	Regular Board Meeting (Note: only ONE meeting in November)
December	9	Regular Board Meeting – Organizational Meeting of the Board (Note: only ONE meeting in December)

*The meeting schedule shown above is subject to change at any time.*

*NOTE: Changes are indicated in italics/bold.*

Pending Board Approved: 12-10-14

*Mission: “Ensure a culturally diverse education for each student in a safe, healthy and supportive environment that promotes self-discipline, motivation and excellence in learning.”*

## **BOARD AGENDA ITEM**

**Name of Contributor:** Lisa Cline

**Date of Meeting:** 5/20/15

**STUDY SESSION** \_\_\_\_\_

**CLOSED SESSION** \_\_\_\_\_

**SECTION B: HEARINGS** \_\_\_\_\_

**SECTION C: CONSENT** \_\_\_\_\_

**SECTION D: ACTION**     **X**    

**SECTION E: REPORTS/DISCUSSION** \_\_\_\_\_

**SECTION F: BOARD POLICIES**      1<sup>st</sup> Reading \_\_\_\_\_      2<sup>nd</sup> Reading \_\_\_\_\_

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**Award of Field Contract #FC-P15-04104 – Freezer Alarm Project (Cline/Cross)**

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Proposals were solicited for Field Contract #FC-P15-04104, Freezer Alarm Project, pursuant to the Uniform Public Construction Cost Accounting Act. One proposal was received on Wednesday, April 22, 2015. The scope of work involves the purchase and installation of temperature sensors for all walk-in refrigeration at eighteen (18) school sites in the district.

It is requested that the Board of Trustees award Field Contract #FC-P15-04104 to Dial Security, in the amount of \$15,484.00. The project will be funded through Deferred Maintenance.

**FISCAL IMPACT:**

\$15,484.00 – Deferred Maintenance

**RECOMMENDATION:**

It is the recommendation of the Assistant Superintendent, Business & Fiscal Services, and the Assistant Director of Facilities, that the Board of Trustees award Field Contract #FC-P15-04104, Freezer Alarm Project, in the amount of \$15,484.00 to Dial Security.

**ADDITIONAL MATERIALS:**

Attached:      Field Contract #FC-P15-04104, Dial Security (20 Pages)

**DISTRICT GOAL(S):**

- 5 – Adopt and Implement a Comprehensive Facilities Program that Improves Student Performance, Maximizes State Funding Opportunities and Reduces Overcrowding at Existing School Sites

**FIELD CONTRACT FOR LABOR AND MATERIALS FOR PROJECTS LESS THAN \$45,000.00**

THIS CONTRACT is made as of May 20, 2015, between **DIAL SECURITY** (“Contractor”) and the Oxnard School District (“District” and, together with Contractor, “the Parties”).

A. In consideration of the satisfactory performance of this contract by Contractor, District agrees to pay or cause to be paid to Contractor the sum of Fifteen Thousand Four Hundred Eighty-Four Dollars (\$15,484.00), payable in 1 progress payments subject to additions and deductions as provided in this agreement. This sum shall constitute payment in full to Contractor for all work provided under this agreement, including but not limited to employee or sub-contractor costs, taxes, insurance and permit costs.

B. The work to be performed by Contractor shall consist of: **\*\*PER ATTACHED PROPOSALS DATED 4/22/15.**

C. Contractor agrees to commence the work within **\*\*** calendar days after receiving notice to proceed (NTP) from the District and to carry out the work at all times with the greatest possible dispatch and to complete the entire work under this agreement within **\*\*** calendar days. All work must be completed within the time limits set forth in this Contract. **\*\*Work to begin May 21, 2015 & be completed by June 30, 2015.**

D. The Parties agree that damages for Contractor’s failure to complete all work within the specified time limit are impossible to ascertain but the sum of One Hundred Dollars (\$100.00) per day is a reasonable estimate. Should the work not be completed within the time indicated above, the Contractor shall be liable for liquidated damages, payable to the District, in the amount of One Hundred Dollars (\$100.00) for each calendar day of delay in completion.

E. This contract includes the terms and conditions provided hereinafter under the heading “**General Conditions**”.

F. Contractor guarantees that the work done under this agreement will be free from faulty materials or workmanship. On receiving notification from owner. Contractor agrees to remedy, repair, or replace, immediately, without cost to owner and to its entire satisfaction, all defects, damages, or imperfections appearing in the work within a period of one year from completion of this agreement. However, if the drawings or specifications provide for a guaranty or warranty of any materials or workmanship in excess of the above stated one year period, the longer guaranty or warranty shall be controlling as to the covered materials or workmanship. Payments to Contractor shall not relieve Contractor of these obligations.

G. **PREVAILING WAGE RATES:** Prevailing wage rates apply to all public works over \$1,000 and such work/projects are subject to compliance monitoring and enforcement by, and Contractor on such projects must be registered with, the Department of Industrial Relations. Contractor shall adhere to the prevailing wage determinations made by the Director pursuant to **California Labor Code Division 2, Part 7, Chapter 1, Articles 1-5**. Copies of the prevailing rate of per diem wages are on file in the District Purchasing Department. Contractor shall post all applicable job site notices, including prevailing wage rates, at conspicuous locations at the job site. To the extent applicable, Contractor shall furnish payroll and all records specified in Labor Code §1776 directly to the Labor Commissioner, as prescribed by the Labor Commissioner. Contractor shall ensure that subcontractors, if any, adhere to this provision.

H. **FINGERPRINTING:** Contractors must be required to have their employees fingerprinted prior to the start of work, pursuant to *California Education Code* Section 45125.1

I. **IN WITNESS HEREOF**, the Parties have executed this agreement, including all contract documents as indicated below, which are on file with the District and are made a part hereof:

<u>      </u> Scope of Work	<u>  X  </u> Subcontractor List	<u>      </u> Performance Bond
<u>      </u> Specifications	<u>  X  </u> Certificates/Liability Insurance	<u>  X  </u> PurchaseOrder No. <u>P15-04104</u>
<u>      </u> Drawings	<u>  X  </u> Certificates/Workers Compensation	<u>  X  </u> Proposals dated <u>4/22/15</u>
<u>      </u> Supplemental Conditions	<u>      </u> Insurance	<u>  X  </u> Other <u>PWC-100 DIR Registration</u>

**CONTRACTOR TO FILL IN THE FOLLOWING**

(By signing below, Contractor represents that it is qualified to perform pubic work pursuant to Labor Code Section 1771(a) and that adequate evidence of current registration with the Department of Industrial Relations is included or has been separately provided to District)

Firm Name _____	Date _____
Signature _____	Telephone _____
Title _____	Fax No. _____
	Contractor’s License No. _____
Firm Address _____	Fax No. _____
	License Class _____
	Tax I.D. No. _____

**FOR DISTRICT USE ONLY**

Project Manager <u>Larry Cross</u>	Date _____
Signature _____	Funding Source <u>Deferred Maintenance</u>

## GENERAL CONDITIONS

- WORK:** The term "work" of Contractor when mentioned in this agreement includes labor or materials, or both.
- JOB WALK/SITE VISIT:** Contractor shall become fully acquainted with the site of the proposed work and all the conditions relating to the construction and labor involved so that any difficulties and restrictions regarding the execution of this work are fully understood. Contractor shall make no claim for compensation in addition to that specified in this contract based upon site conditions apparent by inspection, either actual or constructive, at the time of signing this contract.
- LABOR, MATERIALS AND EQUIPMENT:** Contractor shall furnish and transport all labor, materials, tools, implements, appliances and equipment required to perform and completely finish in a workmanlike manner to the satisfaction and approval of the District, free of any and all liens and claims of laborers, artisans, material men, suppliers, and subcontractors, and in conformity in all respects with all applicable federal, state, county, and municipal laws, ordinances, rules, regulations, the work described in the plans and/or specifications, if any, or as described in this contract.
- DEFAULT BY CONTRACTOR:** Contractor's failure to comply with any of the terms and/or conditions of this contract shall constitute a default by the Contractor. If Contractor at any time during the progress of the work refuses or neglects, without the fault of the District, to supply sufficient materials or workers to complete the work for a period of more than 10 days after having been notified in writing by the District to furnish them, the District shall have the power to furnish and provide such materials and workers as are necessary to finish the work, and the reasonable expense thereof shall be deducted from the contract price as determined by this agreement.
- TERMINATION:** District may, by written notice to Contractor, terminate Contractor's right to proceed with the work if Contractor (1) defaults on this contract, (2) refuses or fails to prosecute the work with sufficient diligence to ensure its completion within the time specified in this contract or in an amendment agreed to as provided in this contract, (3) fails to make timely payments to subcontractors or material suppliers, (4) disregards laws, ordinances, rules, regulations or order of any public authority having jurisdiction over this project, or (5) otherwise does not in good faith carry out the terms of this agreement. Upon receipt of a written notice of termination, Contractor shall then discontinue the work and District will have power to contract for completion of the work or to complete the work itself, and to charge the cost and expense to Contractor, and the expense so charged shall be deducted and paid by the District out of money that either may be due or may at the time thereafter become due to Contractor under this agreement or any part of it. If such expense exceeds the sum that would have been payable under this agreement had Contractor completely performed the work, Contractor shall immediately pay the amount of excess to District, failing which recourse may be made immediately to Contractor's bond. In case District requires Contractor to discontinue work under this agreement, Contractor agrees to waive and hereby does waive all claims against District for profits, loss, of damages on the uncompleted work.
- DISCONTINUE:** District shall have the right at any time, for its own convenience when in its opinion it becomes necessary or expedient to discontinue permanently the work being done under this agreement by sending a written notice to Contractor, and Contractor shall then discontinue the work. In this event, District shall pay to Contractor the full amount to which Contractor is entitled for all work done and labor and materials furnished by Contractor under this agreement and to the satisfaction of the District up to the time of such discontinuance. Such amount to be determined by District.
- EXCUSABLE DELAY:** District may at its sole discretion grant Contractor a time extension to complete this contract due to causes not reasonably foreseeable by the parties to this contract if the contractor presents a request for a time extension to the District, writing within 5 days of the event or occurrence for which the extension is sought providing satisfactory evidence to establish that fault, and it shall not be entitled to time extension to complete the contract.
- TIME:** Time is of the essence in the performance of this contract.
- PROVISIONS REQUIRED BY LAW:** Each and every provision of law or clause required to be inserted in the contract shall be deemed to be inserted herein and this contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted or is not inserted correctly then upon application of either party the contract shall forthwith be physically amended to make such insertion or correction.
- SUBCONTRACTORS:** Any subcontractor engaged by the Contractor shall be engaged subject to the prior written approval of District. Contractor shall be responsible for all operations of each subcontractor and for all subcontractors' compliance with their terms of this contract. This contract shall not be construed as creating a contractual relationship between the District and any subcontractor.
- PREVAILING WAGE RATES:** Refer to Paragraph G on the Cover of this Contract.
- APPRENTICEABLE OCCUPATIONS:** Contractor shall be responsible for compliance with Labor Code & 17775 et. seq. for apprenticeable occupations.
- PAYROLL RECORDS:** Contractor and subcontractors shall comply with Labor Code Section 1776 regarding payroll records including, but not limited to, keeping accurate records that show the name, address, social security number, work week and the actual per diem wages paid to each journeyman, apprentice, worker, or other employed in connection with this contract. Payroll records shall be certified and available for inspection during business hours at Contractor's, or subcontractor's principal place of business.
- HEALTH AND SAFETY:**
  - Safety Standards:** Contractor shall perform this contract in compliance with all applicable laws, ordinance, rules, regulations, standards and lawful orders of public authorities bearing on safety of persons or property of their protection from damage, injury or loss and shall insure that all completed work stratifies all applicable safety standards. Contractors shall erect and maintain as required by existing conditions and performance of the contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazard promulgation safety regulations and notifying the District and users of adjacent sites and utilities. Contractor shall obtain from the District and comply with rules and regulations pertaining to safety, security and driving on school grounds, particularly when children are present. The policy of District is to promote safety practices that minimize personal injury and potential property damage. Contractor covenants that all employees working on this project meet or exceed all laws, ordinance, rules, regulations, codes and standards for safety and protection of personnel and property. Although it has not duty to do so, District may notify Contractor upon discovery of a safety standard violation and, when so notified, Contractor shall immediately correct the unsafe practice or situation. District retains the right in its sole discretion to shut down the work until any unsafe practice or situation is corrected in which case Contractor shall not be entitled to any time extension to complete work under the contract and shall be liable for assessment of any resulting liquidated damages. The power in the District to stop the work does not give rise to any duty on the part of the District to exercise this right for the benefit of the Contractor to any other person or entity. District retains the right, in its sole discretion, to assess Contractor a fine at *one hundred dollars per day* for failure to timely correct any unsafe practice or situation for which it has received written notice from the District. Determination of timeliness of Contractor actions taken to correct an unsafe practice or situation is written the sole discretion of the District.
  - Drug and Alcohol Use:** Contractor shall not permit the possession, use, or sale of any alcoholic beverage or illegal, controlled drug or substance or the abuse of prescribed medication on or immediately adjacent to the jobsite by any Contractor employee, subcontractor, subcontractor's employee or associate.
  - Hazardous or Toxic Substances:** Contractor shall notify District in writing if performance of this contract may result in exposure to any person, or any District property, to toxic or hazardous substances. Contractor shall comply with all State and Federal laws and regulations regarding handling and use of toxic or hazardous substances and shall keep accurate records of all exposures required to be monitored by State or Federal Law.
  - Scheduling:** Contractor shall schedule all work involving dangerous and/or excessively noisy equipment outside of normal school hours as defined by District.
- ASBESTOS AND OTHER HAZARDOUS MATERIAL:** Contractor shall not use or allow any subcontractor to use any materials containing asbestos in the project. In the event the Contractor encounters on the site material reasonably believed to be asbestos or polychlorinated biphenyl (PCB) which has not been rendered harmless, the Contractor shall immediately stop work in the area affected and report the condition to District. The work in the affected area shall not thereafter be resumed except by written agreement of District and Contractor, if in fact the material is asbestos or polychlorinated biphenyl (PBC), or until the material has been rendered harmless.
- MATERIAL SAFETY DATA SHEETS:** Contractor shall make Material Safety Data Sheets available in a readily accessible place at the work site for any material requiring a Material Safety Data Sheet pursuant to the Federal Hazard Communication; standard or employees right to know law. Contractor shall ensure proper labeling of any substance brought onto the job site, inform any person working with material requiring a Material Safety Data Sheet or within the general area of the material or the hazards of the substance and ensure that such person(s) follow proper handling and protection procedures.
- PROTECTION OF WORKERS, PROPERTY AND WORK:** Contractor shall erect and properly maintain at all times as required by conditions and progress of work all necessary safeguards, signs, barriers, lights and watchmen for the protection of workers and the public and shall post danger signs warning against hazards created by construction. In an emergency affecting safety of life, work or adjoining property Contractor, without special instruction or authorization from District, may act at his/her discretion; to prevent threatened loss or injury.
- DAMAGE TO DISTRICT PROPERTY:** Contractor shall restore, at Contractor's expense, to its original condition, any District property damaged as a result of carrying out any portion of this contract. Contractor shall notify District not less than five (5) workdays in advance of necessity for vehicles or heavy equipment to cross any turf or lawn area so the irrigation water may be withheld from the area to be traversed. Contractor shall be liable for any damage and/or vandalism to the project during the performance of this contract or as a result of storing materials on site in an unauthorized and/or unsecured manner.
- HOLD HARMLESS:** With the exception that the following provisions of this article shall in no event be construed to require indemnification by Contractor in excess of that permitted under the public policy of the State of California, Contractor shall indemnify and save harmless the District and its governing board, agents and employees, and each of them, of and from:
  - Any and all claims, demands, causes of action, damages, costs, expenses, losses, or liabilities in law or in equity, of every kind and nature whatsoever (including, but not limited to, injury to or death of Contractor any subcontractor, or any employees of District, Contractor or any subcontractor, and damage to or destruction of property), arising out of or in any manner directly or indirectly connected with the work to be performed under this contract, however caused, regardless of any negligence of District or its agents, employees or servants, be it active or passive, except the sole negligence or willful misconduct of District or its agents, employees or servants acting in the scope of their duties; and
  - Any and all penalties imposed on account of the violation of any law or regulation, compliance with which is left by this contract to Contractor. Contractor shall (1) at Contractor's own cost, expense and risk, defend all suits, actions or other legal proceedings that may be brought or instituted by third persons against District, its agents, employees or servants, or any two or more of them, on any such claim, demand or cause of action of such, third persons, or the enforce any such penalty, (2) pay and satisfy any judgment or decree that may be rendered against District or its agents, employees or servants, or any two or more of them, in any such suit, action or legal proceedings., and (3) reimburse District and its agents, employees and/or servants for any and all legal expenses incurred by each of them in connection therewith or in enforcing the indemnity granted in this article.
- INSURANCE:** Contractor shall obtain all required insurance from a company or companies acceptable to District and shall not allow any subcontractor to commence work on its subcontract until it obtains all required insurance. Contractor shall provide evidence of insurance in the form of a Certificate of Insurance naming District as an additional insured and providing District thirty (30) days written notice of reduction in coverage or cancellation. Contractor shall insert a provision substantially similar to the requirements of this article in each subcontract covering any portion of the work and shall require subcontractors to take out and maintain such insurance and to file proof of compliance as stated above. Contractor shall obtain and provide the following policies of insurance, submit to the District evidence of the insurance prior to commencing work on the contract, and maintain the insurance at all times during the life of the contract:
  - Comprehensive General Liability Insurance that shall name the district as an additional insured and shall protect Contractor and District against any liability that Contractor may incur (1) on account of bodily injuries to or the death of any person other than an employee of Contractor and consequential damages arising therefrom to the extent of not less than \$500,000 and on account of bodily injuries to or the death of more than one such person, subject to the same limit for each, and consequential damages arising therefrom as a result of any one occurrence to the extent of not less than \$500,000 and (2) on account of damage to or construction of any property, to the extent of not less than \$500,000 for each accident and \$500,000 aggregate.
  - Workers compensation insurance in statutory form and Employer Liability Insurance covering Contractor's liability to the extent of not less than \$500,000 for damages on account of bodily injuries to or death of one person or persons. The insurance described in part "a" above shall also provide contractual liability coverage satisfactory to District with respect to liability assumed by Contractor under the indemnity provisions in article 18 of this contract. Contractor shall be aware of and comply with, and require subcontractors to comply with Workers Compensation laws and all related regulations pursuant to California Labor Code, Division 2, Part 7, Chapter 1, Article 3.
  - Fire Insurance will be provided by the District with coverage at one hundred percent (100%) of the insurable value of the contract including labor and materials in or adjacent to the structure insured and materials in place or to be used as part of the permanent construction including surplus materials, protective fences, temporary structure, miscellaneous materials and supplies incident to the work. Any loss shall be payable to the District.
- BONDS:** District shall have the right to require Contractor to furnish such bond or bonds covering the faithful performance of all the terms, conditions, provisions of this contract and the payment of all obligations arising under this contract in the form and amount as District may prescribe and with such sureties as it may approve. Such bonds shall be arranged and paid for by the Contractor and shall be issued by a surety admitted to issue bonds in California. These bonds are referred to in this contract as Contractor's bonds.
- WORKERS:**
  - Contractor shall at all times enforce strict discipline and good order among its employees and shall not employ any unfit or unskilled person in performing this contract.
  - Contractor shall remove from the work any employee deemed incompetent or unfit by District and shall not again employ that employee on the project except with written consent of District.
- SUPERVISION:** Contractor shall provide competent supervision of all its employees engaged in performance of this contract.
- CONTRACTOR NOT AN OFFICER, EMPLOYEE OR AGENT OF DISTRICT:** While engaged in carrying out this Contract, Contractor is an independent contractor and not an officer, employee, servant or agent of District. Contractor has and hereby retains the right to exercise full control and supervision of the work and full control over the employment, direction, compensation and discharge of all persons assisting in the work. Contractor agrees to be solely responsible for all matters relating to payment of its employees, including compliance with Social Security, withholding and all other regulations governing such matters. Contractor agrees to be responsible for its own acts and those of its subordinates, employees and subcontractors.
- PERMITS AND LICENSES:** Contractor shall acquire all necessary permits and shall secure and maintain in force all licenses and permits required by law to perform this contract.
- OCCUPANCY:** District reserves the right to occupy buildings or facilities at any time before contract completion. Occupancy shall not constitute final acceptances of any part of the work converted by this contract for small occupancy existed the date specified for completion.
- ASSIGNMENT:** Contractor shall not assign any of its duties or responsibilities under the terms of the contract.
- BRAND OR TRADE NAMES:** When a brand name or names are listed, it or they shall be construed to be followed by the words "or approved equal" whether or not those words in fact follow the brand name or names in the specifications. Any product meeting this specified standards in the District's judgment will qualify as a substitute for the specified work. In the case that an item listed in the specification is specified by only one brand name or trade name, the District's research has indicated that the item has a unique or novel product application. Where District is aware of two or more equal products, at least two trade names will be listed. Exact compliance with specified brand or trade name products is required unless an amendment is issued. All requests to substitute must be in writing directed to the District's Director of Facilities. Contractor must supply the brand name, model number and other information to substantiate that the substitute item is equal to the item specified. District retains the right, in its sole discretion, to approve the item required for substitution as "an equal" or to determine that the item is not equal to the item specified, or to request further substantiating information.
- PAYMENT:** Ninety percent of the contract price, less (1) any fines imposed pursuant to law or these General Conditions; (2) funds withheld due to stop notices; and/or (3) funds withheld to correct damages caused by Contractor will be paid in a lump sum upon satisfactory completion of the work and acceptance by District unless specified otherwise in this contract or any special conditions. District will retain the *retention amount allowed by law* for a period of thirty-five (35) days after recording the Notice of Completion. Payment of such amount requires that Contractor first provide to District a waiver and release from each subcontractor, if any, engaged in the work in the form prescribed by Civil Code section 3262.
- ANTI-DISCRIMINATION:** Contractor, and any subcontractor hired by Contractor, shall not discriminate against any employee engaged in the performance of this contract because of race, color, ancestry, sex, national origin, or religious creed. Contractor and subcontractors shall comply with applicable Federal and California laws including but not limited to the California Fair Employment Practice Act, set forth in Government code sections 12900 et. seq. and Labor Code section 1735.
- INSPECTION:** District shall at all times have access to all parts of the work and to the shops where the work is in preparation. Contractor shall at all times maintain proper facilities and provide safe access for conservation and inspection of the work. District shall have the right to reject, or require contractor of, materials and/or workmanship that are defective. Contractor shall remove rejected work from the premises without charge to District. District reserves the right to determine in its sole discretion and at any time before final acceptance of the work, the necessity of examining work already completed by removing or tearing out the same, in which case Contractor shall, on request, promptly furnish all necessary facilities, labor and materials to uncover the work in question for inspection or observation. If District determines the uncovered work to be defective in any respect, promptly furnish all necessary facilities, labor or materials to uncover the work in question for inspection or observation. If District determines the uncovered work to be defective in any respect due to fault of the contractor or its subcontractor, Contractor shall bear all expenses of the examination and of satisfactory reconstruction. If however, District determines that the work meets the requirements of the contract, District shall approve a change order for the additional cost of labor and materials necessarily involved in the examination and replacement of the work.
- CLEAN UP:** Contractor shall complete clean-up and removal of spills, extra or unused materials, debris, rubbish, trash and/or implements of services that result from the performance of this contract. Contractor shall remove waste materials from District premises and Contractor shall not place waste materials in District owned disposal containers located on the site or other District premises. Contractor shall comply with all applicable laws, ordinances, regulations, and statutes for disposal of waste materials. Contractor shall ensure that the project size is clean and free of debris at the end of each workday, unless the area of work is secured from staff and/or students and the District grants permission.
- CHANGES:** Contractor shall make no changes in the work without specific prior written authorization by means of a "change order" from the District. Contractor shall not submit a claim for an adjustment of the contract price which has not been included in a written change order. If at any time or times during the progress of the work the District desires to make any additions to, alterations of, deviations or omissions from, the work to be performed under this contract, it shall be at liberty to do so and the same shall in no way affect or make void this agreement, but no such additions, alterations, deviations or omissions shall be made except at District's written request. Any such alterations, deviations or omissions that decrease the cost of the work shall be evaluated on a lump-sum basis and this amount shall be deducted from the contract price, the amount thereof to be agreed on in writing. Any such additions, alterations, or deviations that increase the cost of the work shall be evaluated on a lump-sum basis, the amount thereof to be agreed on in writing before execution of the work.
- INTEGRATION CLAUSE:** This agreement comprises the entire understanding of the parties and supersedes all previous agreements, written and verbal. It may be amended only by a writing signed by both parties.
- CONTRACTOR'S LICENSE NOTICE:** Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any questions concerning a contractor may be referred to the Registrar. Contractors' State License Board, 9835 Goethe Road, Sacramento, CA. Mailing address: P.O. Box 26000, Sacramento, CA 95826.
- NOTICE:** Any notice required or permitted under this contract shall be deemed given, if in writing upon the earlier of delivery or five (5) days following deposit in the U.S. Mail, first-class postage prepaid, and addressed to the other Party at the address contained in the contract but each Party may change its address by written notice to the other Party, as necessary.
- ATTORNEY'S FEES:** In the event of litigation between the Parties, or if a Party becomes involved in litigation because of wrongful acts of the other Party, the court will award reasonable attorney's fees to the prevailing party. The amount will be sufficient to compensate the prevailing party for all attorney's fees incurred in good faith.
- CONFLICT:** If any documents other than the face of this Contract and these General Conditions supplement and become a part of this Contract, and if such supplementary documents contain any terms, clauses or language that are in conflict with the terms, clauses or language on the face of this Contract and these General Conditions, then the terms stated on the face of this Contract and in these General Conditions shall be deemed to be valid whereas the conflicting terms in the supplementary document shall be deemed void and of no consequence.
- SEVERABILITY CLAUSE:** If any provision of this contract is held to be invalid, such invalidity shall not affect other provisions of the contract which can be given effect without the invalid provision, and to this and the provisions of this contract are severable.
- KEYS:** Contractor shall comply with the sign the District's **CONTRACTORS KEY ISSUE/SECURITY AGREEMENT** prior to commencement of work.
- FINGERPRINTING:** Contractors may be required to have their employees fingerprinted prior to the start of work, pursuant to California Education Code Section 45125.1.



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Proposal Date: April 22, 2015  
Customer: Brekke School  
Job Site: 1400 Martin Luther King Jr. Drive, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

*The above proposal is based on three hours of labor per temperature sensor; should the installation take longer additional charges will apply. Additional charges may be applicable under unforeseen circumstances. All work must be previously cleared by the customer. Customer is to supply AC power.*

*Thank you for your consideration.*

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Proposal Date: April 22, 2015  
Customer: Curren School  
Job Site: 1101 North F Street, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
1	Digital Environmental Monitoring Alarm
1	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$553.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

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Proposal Date: April 22, 2015  
Customer: Driffill School  
Job Site: 910 South E Street, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

*The above proposal is based on three hours of labor per temperature sensor; should the installation take longer additional charges will apply. Additional charges may be applicable under unforeseen circumstances. All work must be previously cleared by the customer. Customer is to supply AC power.*

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Proposal Date: April 22, 2015  
Customer: Elm School  
Job Site: 450 East Elm Street, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
1	Digital Environmental Monitoring Alarm
1	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$553.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

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Proposal Date: April 22, 2015  
Customer: Robert Frank Intermediate School  
Job Site: 701 North Jaunita Avenue, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

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Proposal Date: April 22, 2015  
Customer: Fremont Intermediate School  
Job Site: 1130 North M Street, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

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Proposal Date: April 22, 2015  
Customer: Harrington School  
Job Site: 2501 Gisler Avenue, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
1	Digital Environmental Monitoring Alarm
1	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

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Proposal Date: April 22, 2015  
Customer: Haydock Intermediate School  
Job Site: 647 West Hill Street, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
1	Digital Environmental Monitoring Alarm
1	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$553.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

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Proposal Date: April 22, 2015  
Customer: Kamala School  
Job Site: 634 West Kamala Street, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
1	Digital Environmental Monitoring Alarm
1	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$553.00</b>

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Proposal Date: April 22, 2015  
Customer: Lemonwood School  
Job Site: 2200 Carnegie Street, Oxnard, CA 93033  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
1	Digital Environmental Monitoring Alarm
1	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

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Proposal Date: April 22, 2015  
Customer: Marina West School  
Job Site: 2501 Carob Street, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
1	Digital Environmental Monitoring Alarm
1	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$553.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

*The above proposal is based on three hours of labor, should the installation take longer additional charges will apply. Additional charges may be applicable under unforeseen circumstances. All work must be previously cleared by the customer. Customer is to supply AC power.*

*Thank you for your consideration.*

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(805) 389-6700

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Camarillo, CA 93010  
Tel: (805) 389-6700  
Fax: (805) 383-3401  
www.dial-comm.com



Proposal Date: April 22, 2015  
Customer: Marshall School  
Job Site: 2900 Thurgood Marshall Drive, Oxnard, CA 93036  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

*The above proposal is based on three hours of labor per temperature sensor; should the installation take longer additional charges will apply. Additional charges may be applicable under unforeseen circumstances. All work must be previously cleared by the customer. Customer is to supply AC power.*

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Proposal Date: April 22, 2015  
Customer: Mcauliffe School  
Job Site: 3300 West Via Marina Ave, Oxnard, CA 93035  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

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Proposal Date: April 22, 2015  
Customer: McKinna School  
Job Site: 1611 South J Street, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
1	Digital Environmental Monitoring Alarm
1	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$553.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

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Proposal Date: April 22, 2015  
Customer: Ramona School  
Job Site: 804 Cooper Road, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

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www.dial-comm.com



Proposal Date: April 22, 2015  
Customer: Ritche Elementary School  
Job Site: 2200 Cabrillo Way, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

*The above proposal is based on three hours of labor per temperature sensor; should the installation take longer additional charges will apply. Additional charges may be applicable under unforeseen circumstances. All work must be previously cleared by the customer. Customer is to supply AC power.*

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Proposal Date: April 22, 2015  
Customer: Rose Avenue School  
Job Site: 220 South Driskill, Oxnard, CA 93030  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>
<b>Additional Monthly Maintenance Services:</b>	<b>\$11.00/Month</b>

*All Applicable Sales Tax Not Included*

***Caveats:***

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*Thank you for your consideration.*

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Camarillo, CA 93010  
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Proposal Date: April 22, 2015  
Customer: Juan Lagunas Soria School  
Job Site: 3101 Dunkirk, Oxnard, CA 93035  
Contact: Vince McGarry / (805) 385-1514  
Proposal Type: Temperature Sensor / Commercial

***Upgrade Equipment Schedule:***

<b>Quantity</b>	<b>Description</b>
2	Digital Environmental Monitoring Alarm
2	Low Temperature Waterproof Probe

**Scope of Work:**

Dial Security is to install the above listed items to monitor the temperature of the freezers and refrigerators. One digital environmental monitoring alarm will be placed on the outside of each unit, and one low temperature waterproof probe will be inside each unit to monitor the temperature. All work is to be completed during normal working hours.

***Pricing Schedule: Purchase***

<b>Item</b>	<b>Price</b>
<b>Purchase and Installation of the Above Listed Components:</b>	<b>\$1,106.00</b>

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**BOARD AGENDA ITEM**

Name of Contributor: **Dr. Cesar Morales**

Date of Meeting: **5/20/15**

STUDY SESSION \_\_\_\_\_  
CLOSED SESSION \_\_\_\_\_  
SECTION A: PRELIMINARY \_\_\_\_\_  
SECTION B: HEARINGS \_\_\_\_\_  
SECTION C: CONSENT \_\_\_\_\_  
SECTION D: ACTION   X    
SECTION E: REPORTS/DISCUSSION \_\_\_\_\_  
SECTION F: BOARD POLICIES 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**Title: Triennial Update of Plan for Providing Educational Services for Expelled Pupils (Morales/Phipps)**

---

Beginning in 1996 California Ed Code 48926 requires that each county superintendent of schools in conjunction with the superintendents of school district within the county have a plan for providing educational services to expelled pupils. The law also requires a triennial update to that plan be submitted to the Superintendent of Public Instruction. The most current plan needs to be submitted by June 15, 2015.

The plan was reviewed and remains unchanged for the 2015 triennial update. Oxnard School District Board policy 5144.1 Suspension and Expulsion/Due Process language is in agreement with the plan.

**FISCAL IMPACT:**

None

**RECOMMENDATION:**

It is the recommendation of the Superintendent and the Director of Pupil Services that the Triennial Update of Plan for Providing Educational Services for Expelled Pupils be approved.

**ADDITIONAL MATERIAL:**

Attached: Plan for Providing Educational Services for Expelled Pupils



Stanley C. Mantooth, County Superintendent of Schools

Ventura County Office of Education

*"Commitment to Quality Education for All"*

VENTURA COUNTY  
PLAN FOR EXPELLED  
PUPILS  
TRIENNIAL UPDATE  
JUNE 2015

*Collaborative Plan*

by

The Ventura County Office of Education

and

Briggs Elementary School District

Conejo Unified School District

Fillmore Unified School District

Hueneme Elementary School District

Mesa Union School District

Moorpark Unified School District

Mupu Elementary School District

Oak Park Unified School District

Ocean View School District

Ojai Unified School District

Oxnard Elementary School District

Oxnard Union High School District

Pleasant Valley School District

Rio School District

Santa Clara Elementary School District

Santa Paula Unified School District

Simi Valley Unified School District

Somis Union School District

Ventura Unified School District

**VENTURA COUNTY PLAN FOR EXPELLED PUPILS  
TRIENNIAL UPDATE  
JUNE 2015**

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## Triennial Update of Plan for Providing Educational Services to Expelled Pupils

On July 1, 1996 California Education Code section 48926 became operational. California educational code 48926 states, “each county superintendent of schools in counties that operate community schools pursuant to section 1980, in conjunction with superintendents of school districts within the county shall develop a plan for providing educational services to all expelled pupils in that county. The plan shall be adopted by the governing board of each school district within the county and by the county board of education.” California Education Code section 48926 required county superintendents to submit a plan to the Superintendent of Public Instruction, no later than June 30, 1997 regarding the provisions of educational services to all expelled students in the county.

Section 48926 further provides that each county superintendent of schools, in conjunction with district superintendents in the county, shall submit to the Superintendent of Public Instruction a triennial update to that plan on June 30 thereafter. The first triennial update was due no later than June 30, 2000, the second triennial update no later than June 30, 2003, the third triennial update was due no later than June 30, 2006, the fourth triennial update was due no later than June 30, 2009, the fifth triennial update was due no later than June 30, 2012, and the most current plan is to be submitted no later than June 30, 2015. A list of the board approval dates for each triennial update is contained in this document.

Education Code section 48926 requires that the following components be contained in this plan;

- a. An enumeration of existing educational alternatives for expelled pupils
- b. The identification of gaps in educational alternatives for expelled pupils
- c. Proposed strategies for fulfilling said gaps
- d. Alternative placements for those expelled students who have failed to meet the terms and conditions of their rehabilitation plan

California Education Code section 4816.1 states, “*At the time an expulsion of a pupil is ordered, the governing board of the school district shall ensure that an educational program is provided to the pupil who is subject to the expulsion order for the period of the expulsion....*” Therefore, every Ventura County School District governing board will refer each expelled student to an appropriate educational placement for the period of the expulsion. The educational placement will be determined on an individual basis by the school district’s governing board based on;

1. The seriousness of the offense
2. Available educational alternatives
3. Other related factors

District-level alternatives for expelled pupils will vary from one district to another depending on such factors as district size, viable alternatives, and district philosophy. Ventura County Office of Education educational alternatives are also available for expelled pupils.

## **Sixth Triennial Update – June 2015**

Representatives from all twenty local school districts in Ventura County participated in the development of the triennial update. The newly formed Ventura County Pupil Services Collaborative met on February 11, 2015 and March 11, 2015 to revise and update the plan. Updates and revisions were made to the plan regarding the commitment of county school districts to utilize the Ventura County Office of Education Community School for placement of expelled youth as opposed to creating district operated community days schools.

A listing of all educational options currently available to expelled youth in Ventura County is contained in the new plan. District superintendents submitted a signed and dated update to the county plan that indicated either

1. The program would continue as it has been, or
2. There would be changes to the plan (see enclosed updated forms)

The approval of the Ventura County Board of Education and submission of the plan to the superintendent of Public Instruction prior to June 30, 2015 shall satisfy requirements associated with the “county plans for provision of educational services to expelled pupils.” In addition, this plan shall be distributed to each district superintendent in Ventura County and uploaded into the VCOE website.

## **Fifth Triennial Update – June 2012**

Gateway Community School operates from one central campus located at the Camarillo Airport. Gateway Community School recently restructured to include the following programs: Transition, Independent Studies, Recovery Classroom, and middle School. Special Education programs and specific support for English Language Learners are available at Gateway. Gateway students also have access to Career Technical Education through the VCOE Career Education Center.

## **Fourth Triennial Update – June 2009**

Gateway Community School Moved into once central campus located at the Camarillo Airport. All previously operated satellite sites were merged into the main Camarillo campus to offer a full range of services at one location. Gateway Community School launched a program called Recovery Classroom to serve chemically dependent incarcerated minors willing to work on their recovery and educational goals.

Additional changes contained in the 2009 Triennial County Plan included the Oxnard Union High School District ceasing operations of Pacific View Community Day School in the summer of 2007. Ventura Unified School District established the Ventura Unified Community Day School in November of 2006. The Rio School District opening the Rio Community Day School in September 2008 to serve grades 6-8.

## **Third Triennial Update - June 2006**

Due to NCLB teacher certification and high school graduation requirements, plus the desire to provide a more comprehensive educational program, VCOE closed existing community school satellite sites. Pre the 2006 Plan, VCOE operated two clustered campuses, located in Camarillo and Ventura.

Gateway Community School staff members have further refined the referral process guidelines to Gateway Community Schools (COE-operated community schools). The referral process guidelines are contained in this document. In addition, the Ventura County SELPA, Ventura County Office of Education, and local school districts collaborated on the development of a referral process for special education students to attend Gateway Community Schools. This referral process was approved by the Superintendents' Policy Council on January 6, 2006.

Services to expelled pupils remain unchanged from the 2003 Plan to the 2006 Plan for all other local school districts in Ventura County.

### **Second Triennial Update – June 2003**

Four local school districts (Fillmore, Oak Park, Ocean View, and Santa Paula Elementary) submitted revised sub-plans. In addition, VCOE established four more county community school extension sites since the first Triennial update. County community school extension sites were established in the following three cities; Oxnard, Simi Valley, and Santa Paula. The expanded county community school services in Santa Paula included an additional extension campus and a mobile unit.

In 2003 the Ventura County Board of Education and VCOE took action to adopt “Providence School,” as the name of the educational facility to be housed in the new Justice Steven Z. Perren Juvenile Justice Complex. Providence School opened in March of 2004. The new Providence School encompasses the three former VCOE juvenile court schools: Marguerite McBride School, Frank A Colston School, and Work Education Restitution Competency (WERC). McBride and Colston Schools had been located in Ventura and WERC was located in Camarillo at the Camarillo Airport.

### **First Triennial Update – June 2000**

Two local districts, Oxnard Union High School and Santa Paula Elementary School District, established community day schools to expand their menu of services to expelled pupils. (The Santa Paula Elementary Community Day School was later closed due to financial reasons). The superintendents from the remaining local school districts indicated that their plan had remained unchanged since the original adoption of the county plan in 1997. The Ventura County Office of Education (VCOE) established three additional county community school extension sites. New Community school extension sites were established in Ojai, Santa Paula, and West Ventura. Juvenile Restitution Program (JRP), a VCOE operated juvenile court school was relocated to a larger facility at the Camarillo Airport in order to better serve a greater number of minors (the JRP was later renamed to WERC). In addition, VCOE established a community school to serve expelled students in grades K-6. However, operation of this program was discontinued June 1999 due to lack of participation and insufficient ADA.

## **Background**



Ventura County covers an area of 1,843 square miles and ranks 26<sup>th</sup> in size and 11<sup>th</sup> in population among California's 58 counties (pop. 839,000). It is bordered on the north by Kern County, on the west by Santa Barbara County, and on the south and east by Los Angeles County. The Pacific Ocean provides the county's southwestern border stretching along 42 miles of coastline. There are ten incorporated cities in the county. The five cities with populations of 50,000 or more are Oxnard, Simi Valley, Ventura, Thousand Oaks, and Camarillo. Ventura is the County seat.

A total of twenty school districts in Ventura County (eleven elementary school districts, eight unified school districts, and one high school district) provide services to over 140,000 pupils. School districts range in size from the smallest with fifty plus pupils to the largest with enrollments of over 20,000 pupils.

Educational programs within Ventura County provide numerous opportunities for students who are in need of traditional and/or alternative educational programs. Individual school districts offer a spectrum of educational alternatives, and the Ventura County Office of Education (VCOE) offers options via court and community school programs. Together, the local school districts and VCOE attempt to provide the needed range of services for expelled pupils.

Educators in Ventura County recognize the need for a continuum of educational services for all pupils, including expelled pupils. It is important to provide support and service to the expelled pupil while recognizing the rights of others to be safe. Local educators also recognize the seriousness of expulsion and pledge to apply careful thought, with an emphasis on fairness and consistency during the decision making process.

# Ventura County Triennial Update | 2015

## Board Approved Record – Triennial Updates

School District	Original Plan	1 <sup>st</sup> Triennial	2 <sup>nd</sup> Triennial	3 <sup>rd</sup> Triennial	4 <sup>th</sup> Triennial	5 <sup>th</sup> Triennial	6 <sup>th</sup> Triennial
	1997	2000	2003	2006	2009	2012	2015
Briggs Elementary	Feb.13	Apr.6	Mar.21	Apr.10	Mar.9	Mar.13	
Conejo Unified	Mar.20	Apr.18	Apr.10	May 9	Mar.16	Mar.26	
Fillmore Unified	Mar.18	Apr.11	May 6	Apr.11	Apr.21	Apr.30	
Hueneme Elementary	May 27	Apr.24	Apr.22	Apr.6	Apr.27	Feb.24	
Mesa Union	Feb.18	Apr.5	Apr.2	Apr.17	Mar.4	May 1	
Moorpark Unified	Apr.8	Apr.6	Mar.28	Apr.7	Mar.5	Mar.5	
Mupu Elementary	Mar.13	Apr.5	Mar.31	Apr.11	Mar.9	Feb.24	
Oak Park Unified	Mar.18	Apr.12	May 20	Apr.7	May 1	Mar.1	
Ocean View	Mar.11	Apr.13	Jun.10	Apr.7	Mar.10	Feb.24	
Ojai Unified	Feb.18	Apr.6	May 8	Jun.26	May 6	Feb.24	
Oxnard Elementary	May 21	Apr.10	May 27	Apr.10	May 20	Apr.30	
Oxnard Union High	Mar.26	May 24	May 7	Apr.10	May 13	May 9	
Pleasant Valley	Apr.3	May 5	Apr.28	Apr.7	Apr.7	Feb. 24	
Rio	Mar.27	Apr.6	Apr.2	Apr.7	Jun.4	Apr.26	
Santa Clara Elementary	Mar.19	Apr.27	May 2	May 5	Mar.4	Mar.23	
Santa Paula Elementary	Mar.25	Apr.10	May 8	Apr.13	Apr.29	Mar.28	
Santa Paula Union High	Jan.15	Apr.7	Mar.24	Apr.20	Apr.13	Mar.23	
Santa Paula Unified							
Simi Valley Unified	May 6	Apr.12	Apr.2	Apr.20	May 29	Mar.26	
Somis Union	Jan.22	Apr.7	May 5	Apr.7	Mar.4	Mar.22	
VCOE	May 27	Jun.13	Jun.23	Jun.28	Jun.22	Mar.29	
Ventura Unified	Mar 25	Apr.10	Mar.24	Apr.20	Jun.23	Apr.5	

## Existing School District Educational Alternatives for Expelled Pupils

Each school district shall take steps to see that services are provided for pupils who have an expulsion hearing. A pupil whose behavior has resulted in expulsion shall be given a rehabilitation plan that is designed by the district of residence. Any recommended placement should be monitored and appropriate documentation maintained. This plan may involve one or more of the options outlined below.

The governing board of each school district will determine which educational alternatives are appropriate and available. Educational alternatives throughout Ventura County for pupils recommended for expulsion included, but are not limited to, the following options:

1. Expulsion, suspended order, with placement on the same campus. E.C. 48917(a)
2. Expulsion, suspended order, with placement on a different school campus within the district. E.C. 48917(a)
3. Expulsion, suspended order, with placement in district independent study, if the parent consents.
4. Expulsion, suspended order, with subsequent transfer to another district.
5. Expulsion with referral to a district community day school, if available.
6. Expulsion, suspended order, with subsequent transfer to a charter school
7. Expulsion, suspended order, with subsequent transfer to private school
8. Expulsion with subsequent transfer to another district.
9. Expulsion with subsequent transfer to a charter school
10. Expulsion with subsequent transfer to a private school
11. Expulsion with referral to the Ventura County Office of Education Gateway Community School Program (grades 6-12).

Note: Parents may elect to enroll in a charter or private school. Costs associated with private schools or charter schools, if any, are the responsibility of the parent. School Districts will always offer a public school option for expelled pupils.

The Ventura County Office of Education (VCOE) is committed to providing educational services for pupils expelled from Ventura County school districts. Educational services for expelled Ventura County youth are provided through Gateway Community School. Additionally, expelled pupils who are detained while awaiting adjudication, or who are wards of the juvenile court serving a commitment in the Ventura County Juvenile Facility are provided educational services through Providence School.

## **Gateway Community School**

Gateway Community School was established in 1980 by the Ventura County Office of Education. It is located in Camarillo, CA between Pleasant Valley Road and the Camarillo Airport. Gateway Community School serves youth in grades 6-12, students enrolled at Gateway are considered high-risk and referred based on their current status with their home district, probation and the Student Attendance Review Board. Gateway Community School accepts referrals from districts for reasons of expulsion, chronic truancy, severe misbehavior, need for a smaller and more structured setting or are referred by probation.

Gateway prepares students to be respectful, positive, productive and proud young people as a commitment to students, parents, community members and school districts. As a National Demonstration Site for Positive Behavior Intervention Gateway emphasizes to all of the students that regardless of what city they live in, Gateway is everyone's community. Gateway Community School staff work collaboratively with students, parents, local public school districts, Ventura County Probation Agency, and other community agencies to provide Gateway students a renewed sense of educational purpose through high expectations and socio-emotional support. The primary goal at Gateway Community School is preparing students for academic success and for eligibility to return to their local public school districts. Students who do well in Gateway Community School may choose to stay and graduate with their high school diploma from Ventura County Office of Education.

## **Providence School**

Providence School is located within the Ventura County Juvenile Facility on Vineyard Ave. in El Rio. Providence serves minors who are detained and awaiting adjudication in the Detention Program, and adjudicated minors who are wards of the court serving sentences in the Commitment Program. Providence School provides a high school diploma program, a GED preparation program, and Career Technical Education services. Providence students also have access to counseling, special education, and transition specialist services.

**County and District Gaps and Strategies Regarding the Provision of Education Services to Expelled Pupils**

Per Education Code 48926, “The plan shall enumerate existing educational alternatives for expelled pupils, identify gaps in educational services to expelled pupils, and strategies for filling those service gaps.” VCOE and school district staff have identified four gaps that exist with respect to providing educational services to expelled pupils. What follows is an overview of the identified gaps and the corresponding County/District strategies for addressing these gaps in educational services.

Service Gaps	County / District Strategies
<p><b>Service Gap #1</b>  <b>Referral back to original school district due to non-attendance or failed placement</b></p>	<p><b>Service Gap #1</b>  <b>County / District Strategy to Address Service</b></p>
<p>A student is expelled from the district under education code 48915 and is referred to a county operated community school program. A pupil expelled under Education Code 48915 by a district could potentially reoffend under Education Code 48915, during their placement the county community school, or not attend, resulting in a referral back to the district of residence.</p>	<ul style="list-style-type: none"> <li>a. The county and district will exhaust their existing options, in conjunction with the Probation Department, SARB, SELPA, and Behavioral Health to determine an educational program that will provide the pupil with educational options.</li> <li>b. Pupils have the option to apply to a private school at no expense to the school district or apply to a Charter School in or out of the County. The private school or Charter School is not obligated to accept the pupil.</li> <li>c. In the event a student referred and accepted to Gateway Community School reoffends under Education Code 48915, fails to attend, or is unsuccessful within the Community School program, the student’s district of residence will provide additional support in the form of resources and personnel.</li> <li>d. When all educational options available to the Ventura County Office of Education have been exhausted, a collaborative effort will be made for placement of pupil back in a district program which will serve the pupils’ academic and behavioral needs.</li> </ul>

<p><b>Service Gap #2</b> <b>Small School Districts</b></p>	<p><b>Service Gap #2</b> <b>Small School Districts</b></p>
<p>Small school district, specifically Elementary school districts within Ventura County expel very few pupils. Some of the smallest elementary districts have virtually no history of expulsion. The geographic spread of the schools and scarcity of expulsion cases present a challenge to the establishment of a program to serve this group.</p>	<p>a. The elementary districts will use their local alternatives in providing educational programs for their expelled students' grades 4-5. In the event the numbers would warrant the establishment of a separate program, the Ventura County Office of Education would enter into a cooperative agreement with the elementary districts to establish an alternative program.</p> <p>b. Ventura County Office of Education will provide transportation to the County operated Community school for all pupils expelled by County School districts grades 6-12</p> <p>c. The Ventura County Office of Education has established Community Middle School Program to address districts need for placement of expelled students grade 6-8</p>
<p><b>Service Gap #3</b> <b>Pupil options grades 4-5</b> <b>(AB 420 eliminates the ability to suspend students in grades K-3)</b></p>	<p><b>Service Gap #3</b> <b>Pupil options grades 4-5</b> <b>(AB 420 eliminates the ability to suspend students in grades K-3)</b></p>
<p>Expelled pupils in grades 4-5 do not have the same educational options available as do expelled pupils in grades 6-12.</p>	<p>a. The elementary districts will use their local alternatives in providing educational programs for their expelled students' grades 4-5. In the event the numbers would warrant the establishment of a separate program, the Ventura County Office of Education would enter into a cooperative agreement with the elementary districts to establish an alternative program.</p>
<p><b>Service Gap #4</b> <b>District operated Community Day schools</b></p>	<p><b>Service Gap #4</b> <b>District operated Community Day schools</b></p>
	<p>a. Districts will monitor</p>

<p>The current requirements associated with the establishment of community day schools make this alternative very difficult for districts to implement. The restrictive nature and funding base, when coupled with small numbers, make it financially impossible to provide services and cover cost.</p>	<p>changes under the community day school legislation. Joint planning may result in options that do not currently exist between the participating entities.</p> <ul style="list-style-type: none"> <li>b. The Ventura County Office of Education will continue to provide a Community School option for pupils expelled from Ventura County school districts in grades 6-12.</li> <li>c. Pupils have the option to apply to a private school at no expense to the school district or apply to a Charter School in or out of the County. The private school or Charter School is not obligated to accept the pupil.</li> <li>d. In the event the numbers of expelled pupils in grades 4-5 would warrant the establishment of a separate program, the Ventura County Office of Education would enter into a cooperative agreement with the elementary districts to establish an alternative program.</li> </ul>
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**County and District Agreement on Alternative Placements**

Per Education Code 48926, *“The plan shall also identify alternative placements for pupils who are expelled and placed in district community day school programs, but who fail to meet the terms and conditions of their rehabilitation plan or who pose a danger to other district pupils, as determined by the governing board.”*

**Option #1**

The school district of residence continues to maintain responsibility for referring the pupil to an appropriate educational setting, and ensuring an educational program is provided either inside or outside the school district.

**Option #2**

Expelled pupils referred to the county operated community school program for placement will be provided an assessment of needs in partnership with community school staff, parents and/or legal guardian(s), and district representatives. If a pupil expelled under Education Code 48915 by a district to the county operated community school program reoffends under Education Code 48915, during their placement, and prior to the pupil being referred back to the district of residence, The Ventura County

Office of Education and the student's district of residence representatives will work collaboratively to identify additional support in the form of resources and personnel, and to place the student into the most appropriate and effective educational environment.

## **Gateway Community School General Education Referral Process Guidelines**

Education Code Section 1981 states the county board of education may enroll pupils in a community school program who meet any of the following criteria:

1. Are expelled from a school district for any reason;
2. Upon the recommendation of a school attendance review board; or by the school district of attendance, upon the request of a pupil's parent/guardian, with the approval of the school district of attendance;
3. On probation or parole and not in attendance in any school;
4. Are considered to be homeless

### **Gateway Enrollment**

Gateway School shall serve eligible sixth through twelfth grade special education students when staff has determined that the goals and objectives written on the student's Individualized Education Program (IEP) can be addressed at Gateway.

### **Related Services**

It shall be the responsibility of the district of residence to fund/provide related services stipulated on a student's expulsion or rehabilitation plan that is beyond the services provided at Gateway Community School.

Member districts of the Ventura County SELPA shall follow the steps outlined below when referring a special education student to Gateway Community Schools. Gateway Community School Referral Policy Updated (March 2014)

### **Referral must contain the following documents:**

A completed referral packet will be submitted to Gateway. The referral packet shall include:

1. A completed Referral Recommendation Form signed by the parent/guardian, student and representative from district of residence. If the student is homeless, a district staff person authorized to determine residence shall sign the referral recommendation form. The form includes the following information:



- Completed the Gateway Referral Form (must note previous interventions)
  - Rehab Plan/Expulsion Notice (if applicable)
  - Current Transcripts
  - Testing Scores & Current CELDT Level (if applicable)
  - RFEP Date (if applicable)
  - Immunization Records (includes TDAP eff. 11/12 SY)
  - Attendance
  - Discipline/Suspensions
  - Psychological Report (if applicable)
  - English Proficiency (ELL or English Only)
2. A completed Release of Information signed by the parent/guardian.
  3. For non-expelled students, a completed Inter-district Referral form signed by the parent/guardian
  4. A summary of any district interventions that have been tried and why they were not successful.
  5. The name, phone and e-mail of the district's designated contact person.

Gateway staff shall notify the referring school district, by phone or e-mail, if the referral packet is not complete and provide the referring district a list of the missing information that needs to be submitted.

Once a completed packet has been received, the referring school district shall be notified if the Gateway staff does not believe that Gateway is the appropriate setting for the student. A written explanation for the decision will be provided.

Once the student has been accepted, parent is invited to an orientation meeting at Gateway. Gateway staff will notify district if the parent misses enrollment appointments and will determine next steps.

Once the parent participates in the orientation meeting, student begins school on the following day. Student will attend transition support classes during their first week of school.

## **Appeal Process**

1. The district of residence shall have the option to challenge the denial of enrollment.
2. Within five days of the denial of enrollment the district of residence shall request a review meeting with the Ventura County Office of Education Student Services Division administration. If the meeting between the representative of the referring district and the Student Services administration does not end in consensus, the referring school district shall have the right to appeal to the Ventura County Office of Education administration.
3. The referring school district representative and the representative of Gateway School shall meet with the Ventura County Office of Education to resolve the dispute.

4. The Gateway School representative shall present documentation and a rationale as to why Gateway school is not the appropriate educational placement option for the student and the referring district shall have the opportunity to present evidence as to why Gateway is the appropriate placement.
5. The Ventura County Office of Education Superintendent or Designee shall hear all relevant evidence and render a final decision within seven calendar days.

### **Student Return to District**

District will be provided with a 30 day notice (unless it is an emergency situation) by Gateway Staff if student is being considered for return to district.

When considering returning a student to district, Gateway and district of residence will agree on an appropriate date. Students may be returned to the district of residence upon completion of their expulsion or term of referral.

### *Expelled Students:*

1. The student has met the terms of the expulsion.
2. The student has exhibited severe behavioral or attendance issues and Gateway interventions are not successful. Student may be considered a “failed placement” at which point the district and Gateway will collaborate on best placement for the student.
3. Student may attend Gateway beyond the return to district date only if the student maintains attendance, passing grades, and has minimal incidences of behavior. If student is not showing sufficient progress they may be returned to district as a failed placement.

### *Non-Expelled Students:*

1. The student has completed a full semester at Gateway and is being recommended for possible return to district by Gateway team. This recommendation may be made if the student is passing their classes, has consistent attendance and there is minimal incidence of behavior. Gateway Community School Referral Policy Updated (March 2014)
2. The student has exhibited severe behavioral or attendance issues and Gateway interventions are not working. Student may be referred to district as a failed placement.
3. The student has committed an expellable offense while enrolled at Gateway (*EC 48915 (c)*). Student may be returned as a failed placement at which point the district and Gateway will collaborate to determine best placement.

## **Ventura County SELPA Referral Process for Special Education Students to Gateway Community School**

*Policy: Referral Process for Special Education Students to Gateway Community Schools*

*Approved: Superintendents' Policy Council - Approved May 23, 2014*

Education Code Section 1981 states that the county board of education may enroll pupils in a community school program who meet any of the following criteria:

1. Are expelled from a school district for any reason;
2. Upon the recommendation of a school attendance review board; or by the school district of attendance, upon the request of a pupil's Parent/Guardian, with the approval of the school district of attendance;
3. On probation or parole and not in attendance in any school;
4. Are considered to be homeless

### *Gateway Enrollment*

Gateway School shall serve eligible sixth through twelfth grade special education students when staff has determined that the goals and objectives written on the student's Individualized Education Program (IEP) can be addressed at Gateway.

### *Related Services*

It shall be the responsibility of the district of residence to fund/provide related services stipulated on a student's IEP if those services are not available at Gateway School, ( i.e special circumstance paraprofessional, home instruction.)

### *Independent Study*

Education code section 51745(c) states that independent study cannot be used unless it is stipulated in the student's IEP.

### *Home Instruction*

CCR section 3051.4 states that a student can be placed on home instruction through an IEP team decision. If a student is placed on home instruction, student will be dis-enrolled from Gateway and re-enrolled in District of Residence (DOR) during the interim period of home instruction.

## *Referral*

Member districts of the Ventura County SELPA shall follow the steps outlined below when referring a special education student to Gateway Community Schools.

1. District contacts Gateway staff representative to arrange an IEP meeting to discuss school placement and services
2. A complete referral packet will be submitted to Gateway. The referral packet shall include:
  - a. A completed Referral Recommendation Form signed by the parent/guardian, student and representative from district of residence. If the student is homeless, a district staff person authorized to determine residence shall sign the referral recommendation form.
  - b. A completed Release of Information signed by the parent/guardian.
  - c. For non-expelled students, a completed Inter-district Referral form signed by the parent/guardian
  - d. The most current IEP. If at the most recent triennial review new assessment was not administered, attach copy of Triennial Review Worksheet/letter and Summary of Review.
  - e. The most recent Psychoeducational Assessment reports. If applicable, the Manifestation Determination Review Worksheet.
  - f. The Behavioral Analysis Review Worksheet (BARW) or a Functional Behavior Assessment (FBA) should be completed for students exhibiting primarily externalizing behaviors with a resulting Comprehensive Behavior Intervention Plan (CBIP) or Positive Behavior Intervention Plan (PBIP).
  - g. For students with primarily internalizing symptoms, a completed BARW. A CBIP or PBIP could be included as a result of the worksheet.
  - h. For students with social-emotional needs, social-emotional goal(s) as necessary. Other psychological, medical and educational and behavioral records, including all standardized required Statewide assessments (CAASPP, CELDT, CAHSEE, )
  - i. A summary of any district interventions that have been tried and why they were not successful.
  - j. The name, phone and e-mail of the district's designated special education contact person.

3. Gateway staff shall notify the referring school district within two days, by phone or e-mail, if the referral packet is not complete and provide the referring district a list of the missing information that needs to be submitted.
4. Once a completed packet has been received, the referring school district shall be notified within five working days if the Gateway staff does not believe that Gateway is the appropriate setting for the student. A written explanation for the decision will be provided.
5. If the student's IEP stipulates services or materials not available on the Gateway campus, it shall be the responsibility of the referring district to provide and or fund the identified services and materials (i.e. SCP, Level 1 transportation).
6. IEP Placement meeting will be held to discuss service and programs. When developing the IEP for new placement, include the Worksheet for Specialized Out of District Program for non-expelled referrals. District of Service will be changed in SIRAS.
7. Once the student has been accepted, parent is invited to an orientation meeting at Gateway. Gateway staff will notify district if the parent misses two enrollment appointments and will determine next steps.
8. Once the parent participates in the orientation meeting, student begins school on the following day. Student will attend transition support classes during their first week of school. Special education services will be provided during this time.

### *Appeal Process*

1. The district of residence shall have the option to challenge the denial of enrollment.
2. Within five days of the denial of enrollment the district of residence shall request a review meeting with the Ventura County Office of Education Student Services Division administration. If the meeting between the representative of the referring district and the Student Services administration does not end in consensus, the referring school district shall have the right to appeal to the Ventura County Office of Education administration.
3. The referring school district representative and the representative of Gateway School shall meet with the Ventura County Office of Education to resolve the dispute.
4. The Gateway School representative shall present documentation and a rationale as to why Gateway school is not the appropriate educational placement option for the student and the referring district shall have the opportunity to present evidence as to why Gateway is the appropriate placement.
5. The Ventura County Office of Education Superintendent or Designee shall hear all relevant evidence and render a final decision within seven calendar days.

## *Initial/Annual/Triennial Evaluations*

Any SST recommended or parent requested special education initial assessment must be completed with final determination as to whether the student is eligible for services prior to student being referred to Gateway.

If a triennial evaluation is due within 90 days of the student enrollment in Gateway, the referring district is responsible for completing the assessment.

If a triennial evaluation is due beyond 90 days of the student enrollment in Gateway, the Ventura County Office of Education is responsible for completing the assessment.

For annual IEPs due within 30 days of entering Gateway or returning to district, every effort will be made to hold the annual IEPs within the timeline.

## *Student Return to District*

District will be provided with a 30 day notice (unless it is an emergency situation) by Gateway Staff if student is being considered for return to district.

When considering returning a Special Education student to district, Gateway and district of residence will agree on an appropriate date and time to convene an IEP meeting. Special Education Students may be returned to the district of residence if determined by the IEP team for the following examples:

## *Expelled Students:*

1. The student has met the terms of the expulsion and rehabilitation plan.
2. The student has exhibited severe behavioral or attendance issues and Gateway interventions are not successful. IEP meeting will be scheduled to discuss areas of concern.
3. The student has committed an expellable offense while enrolled at Gateway (*EC 48915 (c)*). Manifest Determination meeting will be scheduled through the student's district of residence. District of residence will continue with the expulsion procedures/process.
4. Student has attended Gateway one semester past return to district date and is not showing significant progress. An IEP meeting will be held with home district to discuss matter and facilitate return of student. Student will only be returned to district at start of semester if IEP team is in agreement.

## *Non-Expelled Students:*

1. The student has completed middle school and is transitioning to high school. IEP meeting will be held to discuss progress and possible placement recommendations.
2. The student has completed a full semester at Gateway and is being recommended for possible return to district by Gateway team. This recommendation may be made if the student has passed all classes with a C or above *and* behavior or attendance issues have been decreased by at least 50%. IEP meeting will be schedule to discuss recommendations.
3. The student's educational needs as defined in the IEP are not being met. IEP meeting will be scheduled to discuss areas of need.
4. The student has exhibited severe behavioral or attendance issues and Gateway interventions are not working. IEP meeting will be scheduled to discuss areas of concern.
5. The student has committed an expellable offense while enrolled at Gateway (*EC 48915 (c)*). Manifestation Determination meeting will be scheduled through the student's district of residence. District of residence will continue with the expulsion procedures/process.

### *Referral Process for Providence Students*

When a student has been enrolled in Providence an IEP must be held prior to referring to Gateway Community School. If the student has been committed to Juvenile Hall, Gateway will be responsible for the IEP. However, if the student has only been detained, the student's home school/district is responsible for the IEP.

## Update to Plan For Providing Educational Services to All Expelled Pupils in Ventura County

California Education Code Section 48926. *Each county superintendent of schools in counties that operate community schools pursuant to Section 1980, in conjunction with superintendents of the school districts within the county, shall develop a plan for providing education services to all expelled pupils in that county. The plan shall be adopted by the governing board of each school district within the county and by the county board of education.*

*The plan shall enumerate existing educational alternatives for expelled pupils; identify gaps in educational services to expelled pupils, and strategies for filling those service gaps. The plan shall also identify alternative placements for pupils who are expelled and placed in district community day school programs, but who fail to meet the terms and conditions of their rehabilitation plan or who pose a danger to other district pupils, as determined by the governing board.*

*Each county superintendent of schools, in conjunction with the superintendents of the school districts, shall submit to the Superintendent of Public Instruction the county plan for providing educational services to all expelled pupils in the county no later than June 30, 1997, and shall submit a triennial update to the plan to the Superintendent of Public Instruction, including the outcome data pursuant to Section 48916.1, on June 30th thereafter. I submit the following request on behalf of the Oxnard School District.*



As Superintendent of the Oxnard School District I would like to request that the board policy addressing educational services to expelled pupils that was adopted by the Oxnard School District Board of Trustees in the 1996-97 school year, subsequently updated on a three-year cycle, remains **unchanged** for the 2015 triennial update.

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Dr. Cesar Morales  
Superintendent  
Oxnard School District

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Date



# Ventura County Office of Education Plan for Expelled Pupils

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Pursuant to Education Code 48926 the Oxnard School District Board of Trustees approved the Ventura County Plan for Expelled Pupils with the following Addendum

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Approved by the Oxnard School District Board of Trustees on this day, \_\_\_\_\_ of May 2015.

**BOARD AGENDA ITEM**

**Name of Contributor(s):** Cline/CFW

**Date of Meeting:** 5/20/15

**STUDY SESSION** \_\_\_\_\_  
**CLOSED SESSION** \_\_\_\_\_  
**SECTION B. HEARINGS** \_\_\_\_\_  
**SECTION C. CONSENT AGENDA** \_\_\_\_\_  
**SECTION D. ACTION**   X    
**SECTION E. REPORTS/DISCUSSION** \_\_\_\_\_  
**SECTION F. BOARD POLICIES** 1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

**CONSIDER APPROVAL OF PRE-QUALIFIED ARCHITECT FIRMS FOR THE OXNARD SCHOOL DISTRICT'S FACILITIES PROGRAM (Morales/Cline/CFW)**

**DESCRIPTION OF ITEM:**

Architectural design services for the Facilities Implementation Program of the Oxnard School District are provided by a pool of firms that have met District qualifications and have been approved by the Board of Trustees for a specific project or future projects within the District's Program. The District is seeking to renew and replenish the pool of firms available to provide architectural design services and consolidate existing relationships with architectural firms into one pool of firms for all District architectural needs.

Architectural firms that have participated in the District's Program subsequent to procedures established by the Board in 2012 and have not withdrawn from projects or general prequalification have been invited to remain eligible for future District projects and are recommended for inclusion in the District's renewed pool of prequalified firms.

To expand the pool of prequalified firms as an addition to those that meet the criteria above, the District solicited a Request for Statement of Qualifications (RFQ) for Architectural Services in April 2015. The process was open and competitive. The District received Statements of Qualifications from five (5) architectural firms.

The selection process for this RFQ was divided into two separate components:

1. Evaluation of Statements of Qualifications submitted by each firm, and
2. Evaluation of each firm upon interview by the selection committee

Each firm's Statement of Qualification and interview performance was evaluated by the District's selection committee using a ranking methodology for purposes of determining the top qualified firms for empaneling. Out of five (5) firms that participated in the process, three (3) firms were identified for recommended prequalification based on a ranking system.

The District selection committee, after careful evaluation of each firm and inclusion of previously eligible firms has recommended a total of six (6) firms to be considered for the renewed and replenished pool of Pre-Qualified Architectural Firms. Upon Board approval, these firms will be eligible for participation in current and future projects of the District's Program as well as other miscellaneous design needs of the District. The recommendation follows below.

As part of each future facilities project, the District will conduct a selection process that will invite each pre-qualified firm to participate. Based on the results of each individual project's selection process, one pre-qualified firm will be awarded the project contract, subject to Board approval.

**FISCAL IMPACT:**

No impact.

The pool of firms will have the opportunity to participate in future selection processes. Once the selection process is complete, the District selection committee will recommend the preferred architectural firm for Board approval as the architect for the specific project, including Board approval of the architectural agreement and fees.

**RECOMMENDATION:**

It is the recommendation of the District Superintendent and the Assistant Superintendent, Business & Fiscal Services, in consultation with CFW and the District's selection committee, that the Board of Trustees approve the following Pre-Qualified Architectural Firms:

- **CSDA Design Group**
- **Dougherty + Dougherty Architects**
- **Flewelling & Moody**
- **IBI Group**
- **Rachlin Partners**
- **SVA Architects**

**ADDITIONAL MATERIAL:**

- Request for Statement of Qualifications for Architectural Services
- Responses to the SOQ by CSDA Design Group, IBI Group & Rachlin Partners (Other Architectural firms were previously qualified by the Board or have pre-existing contract/relationship with the District)

**GOALS:**

- ***Adopt and Implement a Comprehensive Facilities Program that Improves Student Performance, Maximizes State Funding Opportunities and Reduces Overcrowding at Existing School Sites***



## **Oxnard School District**

Request for Statement of Qualifications for Architectural Services

**Due May 1, 2015**

# Oxnard School District

## Request for Statement of Qualifications for Architectural Services

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### I. INTRODUCTION

The Oxnard School District is issuing this Request for Qualifications (RFQ) for architectural services to renew the architectural design team pool for the District's Facilities Implementation Program (Program). The RFQ is designed to meet the requirements of California Government Code Chapter 10, Section 4525.

In August 2012, the Oxnard School District and its Board of Trustees created a pool of architecture firms prequalified to provide architectural design services related to the District's Program. The District is seeking to renew and replenish the pool of firms available to provide architectural design services. In lieu of providing a response to this RFQ, previously qualified firms may submit a letter by 12:00 PM May 1, 2015 indicating their desire to remain on the list. Firms failing to do so will be removed from the prequalified pool of firms.

The District's Program relies on multiple funding sources, including local bond proceeds and State reimbursements as they may become available to build new classrooms, relieve student overcrowding at existing schools, and modernize school facilities to meet current building standards. The lease-leaseback (LLB) method of construction and delivery may be selected by the District. If so, the lease-leaseback contractor will be expected to collaborate early on with the architect of record to provide constructability reviews of proposed designs, cost estimates, construction schedules, and a site logistics strategy, resulting in a design that meets District specifications, functions, budget and timeline. Design teams should be prepared to describe past experience with the LLB project delivery method and offer suggestions for improving the process.

### II. PROGRAM DESCRIPTION

Completed Phase I projects include modernization upgrades to eight (8) school sites for kindergartens and science instructional facilities. A new school at Harrington is currently under construction and additional new schools at Lemonwood and Elm are in the design stages. Construction of a new kindergarten building at Drifill is planned to commence construction this summer.

The District is now actively planning remaining Phase I projects as well as anticipated future projects that may include:

- Design and construction of a middle school classroom addition - Based on enrollment growth projections, additional capacity to support the 6-8 grades are proposed. Improvements will consist of new 21<sup>st</sup> Century classroom spaces as well as other support and site improvements at a site to be identified.
- Pre-Kindergarten Improvements - The reconstruction of existing facilities at the Harrington and Lemonwood school sites for use as preschool classrooms and support facilities are planned.
- New middle school site acquisition, design and construction - Planning efforts are underway to acquire a 20 acre site to accommodate a 6-8 middle school of approximately 75,000 square feet, as well as a District Administration building that may supply up to approximately 25,000 square feet of office space.
- New elementary school site development and design - Planning efforts are underway to acquire an additional site to relieve overcrowding for the construction of a new K-5 elementary school.

- New K-8 multipurpose room(s) - The construction of new multipurpose room(s) are anticipated in future years at various K-5 and K-8 sites.
- New 6-8 gym/multipurpose room(s) - The construction of new gymnasium/multipurpose facilities at Fremont and Haydock 6-8 schools.

### III. SCOPE OF SERVICES

The services required shall include site inspection, evaluation, design, preparation of plans and specifications (construction documents) and contract administration.

- A. **Site Inspection** — The architect and its consultants will conduct a field investigation of the project sites to identify feasible locations.
- B. **Design** — The architect will develop preliminary design and integrate space planning of furniture, fixtures, and equipment.
- C. **Construction Documents** — The architectural firm having received approval of preliminary plans will develop final plans and specifications and prepare complete bid documents. The original drawings and any plans shall become property of the Oxnard School District. The architect will also obtain needed approvals from State and local officials, including timely approvals by the Division of the State Architect and State Fire Marshal.
- D. **Construction Administration** — This phase will include providing coordination and direction to the selected contractor to assure proper execution of the plans, checking the contractor’s progress and partial payment estimates, and reviewing and negotiating Change Orders. The architect will attend the job walk, bid opening, preconstruction meeting, and construction meetings during the course of the project; serve as the construction administrator during project construction; and conduct final close-out review (including punch list and certificate of completion). **Please note: The District will be responsible for securing fire flow tests (if required).**

### IV. SCHEDULE

The anticipated schedule for review and selection will be:

- |  |  |
|--|--|
| 1. RFQ submissions due:                              | May 1, 2015, 12:00 pm                  |
| 2. CFW and Evaluation Committee complete interviews: | May 8, 2015                            |
| 3. Board action on recommendations:                  | May 20, 2015 (scheduled Board meeting) |
| 4. Firm selection notification:                      | May 21, 2015                           |

### V. HOLD HARMLESS/INDEMNIFICATION

The selected firm shall indemnify and defend the District, its Board of Trustees, officers agents, and employees harmless from any and all claims damages, losses, causes of action and demands, including reasonable attorney’s fees and costs, incurred in connection with or in any manner arising out of the firm’s performance or failure to perform any duties contemplated by the proposed agreement.

### VI. SUBMITTAL FORMAT AND CONTENT

Please limit total submittal length to a maximum of ten (10) single-sided 8.5x11 pages, EXCLUSIVE of front and back covers, any index or table of contents, and items in Section VI.C.2 and photographic representations in Section VI.D.1.iii below. Five (5) paper copies and one (1) digital copy of the submittal shall be delivered.

**A. Cover Letter/Letter of Interest**

Please limit this letter to a maximum of two (2) pages. The letter must be signed by a representative of firm with authorization to bind the firm by contract and include:

- 1) Name of Firm
- 2) Firm Address
- 3) Telephone and Fax Number
- 4) Type of Firm (i.e., corporation)
- 5) Date Office Established
- 6) California Registration Number
- 7) Name of Principal to Contact

**B. Firm Organization, Credentials, and Background**

Provide a brief history of firm(s) submitting including:

- 1) Number of years in business.
- 2) Senior member and length of association.
- 3) Location of office that will perform the work.
- 4) List of basic services provided by your firm under a typical AIA agreement for a new construction project and a modernization project.
- 5) List of additional services that your firm may request for each type of project, based on your previous experience.
- 6) List of firm's new construction and modernizations projects completed under the State School Facility Program and/or with local sources by your firm. Include the dollar value of those projects from the past 5 years.
- 7) Describe how your firm manages projects, including how budget, scope and schedule are maintained. Select a particular project to shape the response around.
- 8) Describe how your firm will address DSA requirements throughout the project.

**C. Project Team**

- 1) Identify the following key team members and provide their specific qualifications with respect to educational facilities and their roles in relation to the District:
  - i) Principal-in-Charge
  - ii) Project Director/Manager
  - iii) Project Architect
- 2) Identify the proposed structural, mechanical, and electrical engineering firms and/or staff and other consultants that you typically use for your projects and their qualifications with respect to educational facilities. Response to this item is optional and may be provided as an addendum to the submittal.
- 3) Provide an organization chart showing the relationship and the flow of information between the District and your firm and consultants.

**D. Firm Resources**

- 1) Transformative Design Capabilities for School Modernization and Additions

- i) Briefly describe your design philosophy and process with emphasis on how this will suit the needs of the Oxnard School District
  - ii) Briefly describe how you integrate flexibility and future technology into your design
  - iii) Show examples of “transformative” projects on existing campuses. Include photographic representation of projects listed
- 2) Project Management Capabilities (AutoCAD, BIM, and project management software use are strongly recommended)
  - i) Describe how the firm would create an Integrated Project Delivery program for the projects
- 3) Cost and Schedule Responsiveness
  - i) Cost Estimate History: show examples of cost estimates versus actual bid amounts on 3 recent school projects. Describe briefly the challenges and how the firm responded.
  - ii) Change Order History: Briefly describe your approach to problems and change orders
    - a) Track Record for three (3) school projects listed in item D.3.i. Show the amount of change orders and indicate whether change order was caused by the District, Architect or Contractor
    - b) Briefly describe your quality control and assurance procedures
    - c) Briefly describe your experiences with State and local agencies

**E. Location of Office Serving District** - Submitting firms must have a headquarters or regional staffed office located in a city or address within approximately 100 miles of the City of Oxnard or have completed projects within 100 miles of the City of Oxnard, where the Oxnard School District is located.

**F. Financial Resources**

- 1) Provide credit references
- 2) Provide amount of errors and omissions and current insurance carrier name

**G. Client Satisfaction/Reference**

- 1) Provide information for at least four (4) education clients for which your firm has performed similar project services. Please include:
  - i) School district name and address
  - ii) Contact name, position, and telephone number
  - iii) Identity of project(s) for referral
- 2) Provide a list of three (3) construction manager/contractor references with which your firm has performed similar project services.

**VII. SUBMITTAL OF QUALIFICATIONS**

Proposals should be reviewed for accuracy before submission to the District. The District will not be responsible for errors in any proposal. The District reserves the right to reject any and all proposals, to waive any irregularities, or informalities in the proposals, or to request further information.

Responses to this RFQ shall be submitted no later than **May 1, 2015 at 12:00 p.m.** Five (5) hard copies of the response must be sent to the District’s Program Manager at the following location: Caldwell Flores Winters, Inc.,



1901 S. Victoria Avenue #106, Oxnard, CA 93035. One PDF copy of the response must be sent via email to Yuri Calderon, CFW Account Executive, at [ycalderon@cfwinc.com](mailto:ycalderon@cfwinc.com). Late proposals will not be accepted.

**VIII. SUBMITTAL EVALUATION CRITERIA**

Submittals received by District will be evaluated according to the criteria listed below:

- Conformance to the specified RFQ format;
- Organization, presentation, and content of the submittal;
- Specialized experience and technical competence of the firm(s), (including principal firms, joint venture-partners, and sub-consultants) considering the types of service required; the complexity of the projects; record of performance; and the strength of the key personnel who will be dedicated to the projects;
- Proposed methods and overall strategic plan to accomplish the work in a timely and competent manner;
- Knowledge and understanding of the local environment and a local presence for interfacing with the District;
- Financial resources and stability of the principal contractor and/or a contractor team;
- Ability to meet the insurance requirements unless District, at its sole discretion, decides to modify or waive the insurance requirements or elects to provide program, insurance; and
- Litigation and arbitration history (during the past five years).

**IX. METHOD OF SELECTION**

The District shall review submittals and shall conduct an interview with the most qualified firms that submit a package that is responsive to this RFQ. District will evaluate the firms on their demonstrated competence and on their professional qualifications necessary for the satisfactory performance of the services required, as evidenced in their responses and/or interviews. Upon selection, a pool of prequalified architectural firms will be recommended to the District's Board for approval. The pool of prequalified architectural firms will then be invited to participate in future selection and contract negotiation processes for specific projects.

**X. GENERAL INFORMATION**

- A. Compliance** Submittals must be in strict accordance with the requirements of the RFQ. Any Statement of Qualification (SOQ) not submitted in accordance with the requirements of the RFQ will not be considered.
- B. Amendments** The District reserves the right to cancel or revise in part or in its entirety this RFQ. If the District cancels or revises this RFQ, all Respondents will be notified by addendum. The District also reserves the right to extend the date responses are due.
- C. Inquiries** All questions about the meaning or intent of this RFQ shall be submitted in writing to the District's Program Manager Caldwell Flores Winters. The contact person is Yuri Calderon, Project Executive. Replies will be issued by addendum and mailed to all parties recorded by Mr. Calderon as having received the RFQ documents. Questions received less than three (3) days prior to the submittal due date will not be answered. Only questions answered by formal written addenda will be binding.
- D. Late Proposals** It is the Respondent's responsibility to ensure its SOQ submittal is received on or before the time and date specified. Submittals received after the date and time specified will not be considered.

**E. Special Conditions**

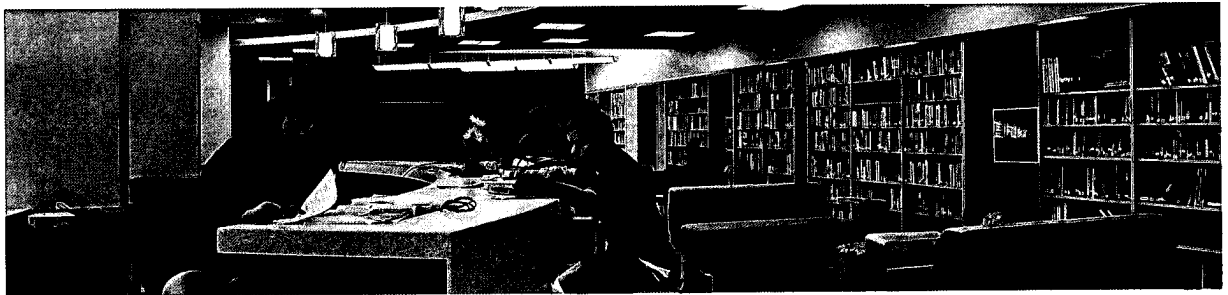
- Public Record. All SOQs submitted in response to the RFQ become the property of the District's public records and, as such, may be subject to public view.
- Non-Discrimination. The District does not discriminate on the basis of race, color, national origin, religion, age, ancestry, medical condition, disability or gender inconsideration for an award of contract.
- Drug-Free Policy and Fingerprinting. The selected firm shall be required to complete any and all fingerprinting requirements and criminal background checks required by State law and shall also be required to complete a Drug-Free workplace certificate.
- Costs. Costs of preparing a SOQ in response to this RFQ are solely the responsibility of the Respondent.
- Limitations. This RFQ does not commit District to award a contract, to defray any costs incurred in the preparation of a SOQ pursuant to this RFQ, or to procure or contract for work.

**XI. DISTRICT/PROGRAM MANAGER CONTACT**

We look forward to receiving a submittal from your firm. If you have any question regarding this RFQ, please contact: Yuri Calderon, CFW Account Executive, at [ycalderon@cfwinc.com](mailto:ycalderon@cfwinc.com) or 510-596-8170.

**NOTE:** Incomplete submittals, incorrect information, or late submittals may be cause for immediate disqualification. Issuance of this RFQ does not commit District to award a contract, or to pay any costs incurred in the preparation of a response to this request. District reserves the right to request additional information or clarification during the evaluation process. District retains the right to reject any or all submittals. All respondents should note that the execution of any contract pursuant to this RFQ is dependent upon the approval of the Oxnard School District in its sole discretion.

**RESPONSE TO REQUEST FOR  
STATEMENT OF QUALIFICATIONS FOR  
ARCHITECTURAL SERVICES**



**OXNARD SCHOOL DISTRICT  
ARCHITECTURAL SERVICES**

**May 1, 2015**

**CSDA** | DESIGN  
GROUP

## A. Cover Letter/Letter of Interest

May 1, 2015

Caldwell Flores Winters, Inc.  
Yuri Calderon, CFW Account Executive  
1901 S. Victoria Avenue #106  
Oxnard, CA 93035  
ycalderon@cfwinc.com

**RE: Oxnard School District - Request for Statement of Qualifications for Architectural Services**

Dear Mr. Calderon,

CSDA Design Group (CSDA) is pleased to provide our architectural qualifications for upcoming Measure R bond projects within the Oxnard School District. Education is what we do. 95% of our portfolio is K-12 educational facilities projects, so we can definitively provide our expertise for the District's remaining Phase I projects. It is our goal to build a long-term, meaningful professional relationship that will contribute to your ongoing success and improve the quality of the District's educational facilities. This is carefully achieved by listening, collaborating and creating a memorable overall experience for the administrators, the community, the staff and most importantly the students.

- A1. Name of Firm: CSDA Design Group
- A2. Firm Address: 4061 Glencoe Avenue, Suite B, Marina del Rey, CA 90292
- A3. Telephone: (310) 821-9200 and Fax Number: (310) 821-9201
- A4. Type of Firm (i.e., corporation): S Corporation
- A5. Date Office Established: Firm was founded in 1952; Marina del Rey office: 1999
- A6. California Registration Number: California Tax ID 268-98148
- A7. Name of Principal to Contact: Jeffery M. Fuller, AIA, LEED® AP, President

Our staff of 55 talented professionals understands the value of teamwork in addressing the wide range of needs associated with new construction and modernization projects. Our unique understanding and experience with 21st century design principles will ensure that students are inspired by the most appropriate, flexible, high-tech, and comfortable learning environments. We will work closely with you to understand your District's special learning styles and needs.

We have more than 63 years of K-12 education experience. Our team has developed a thorough understanding of the review and submittal process, proficiency in reviewing existing campus facility survey (as-builts), and the capability to create sustainable design solutions that conform to unique design guidelines. This knowledge and expertise allows us to not only work alongside the District, but also take the lead when necessary to ensure overall success. Since establishing our Los Angeles office in 1999, CSDA has performed a full-range of design and construction administration services for several school districts throughout Southern California.

Thank you for considering CSDA for your upcoming projects. Please do not hesitate to contact me with any questions. I can be reached at (310) 301-4775 or [jfuller@csdadesigngroup.com](mailto:jfuller@csdadesigngroup.com).

Sincerely,  
CSDA Design Group



Jeffery M. Fuller, AIA, LEED® AP  
President

**OXNARD SCHOOL DISTRICT**

## B. Firm Organization, Credentials, and Background

**Firm History:** Founded in 1952, CSDA Design Group (CSDA) is a full-service architectural firm with a majority of our architectural practice devoted to the design of new, modernized, and remodeled K-12 educational facilities. **CSDA has been providing similar services, as outlined in the SOQ, for over 63 years to both public and private school clients.** Our staff includes four principals and two senior associates. We also have a total of five associates, four of which are based in LA. The key team members listed in section C will be supported by an additional 16 LA-based professionals.

**B1. Number of years in business:** CSDA has been in business for over 63 years.

**B2. Senior Member and length of association:**

Principals	Years at CSDA
Jeffery M. Fuller	8
Randall B. DeVoto	40
Randy Waldeck	4
Anissa Wong	16

Associates (LA)	Years at CSDA
Michael Schoen	8
Yong Yoo	4
Grace Gardner	8
Krishna McIver	9

Associates (SF)	Years at CSDA
Mark Knoerr	9
Zachary Goodman	2
Carol Gustavson	21

**B3. Location of office that will perform the work:**

4061 Glencoe Avenue, Suite B, Marina del Rey, CA 90292

**B4. List of basic services provided by your firm under a typical AIA agreement for a new construction project and a modernization project:**

**New Construction**

- Programming Development Services
- Preliminary Design Phase Services
- Schematic Design Phase Services
- Design Development Phase Services
- Construction Document Phase Services
- Bid Phase Services
- Construction Administration Phase Services

**Modernizations**

- Facility Analysis
- Preliminary Design Phase Services
- Schematic Design Phase Services
- Design Development Phase Services
- Construction Document Phase Services
- Bid Phase Services
- Construction Administration Phase Services

**B5. List of additional services that your firm may request for each type of project based on your previous experience:**

- Traffic Consulting
- Geotechnical Engineering
- Boundary and Topographical Surveying
- Design & Procurement of Furniture Fixtures & Equipment
- Historic Preservation
- Hazardous Materials Evaluation
- Commissioning
- Physical Models
- Renderings & Fly-throughs
- Close-out of any Uncertified DSA Projects
- Services for Realignment of Public Utilities Running Through Project Sites

**B6. List of firm’s new construction and modernizations projects completed under the State School Facility Program and/or with local sources by your firm. Include the dollar value of those projects from the past 5 years:**

Date	Project	Project Type	Client/Project Location	\$ Value
*2018	Olive Vista Middle School New Gymnasium & Multi-Purpose Building on Existing Campus	Seismic Analysis New Construction	Los Angeles USD, Sylmar, CA	\$18,254,487
*2015	G3 STEM Learning Pods	New Construction	Vaughn Next Century Learning Center (LAUSD), Pacoima, CA	\$4,032,565
*2015	Pandaland STEM Learning Pods	New Construction	Vaughn Next Century Learning Center (LAUSD), Pacoima, CA	\$3,696,977
*2015	V.I.S.A. STEM Learning Pods	New Construction	Vaughn Next Century Learning Center (LAUSD), Pacoima, CA	\$3,374,205
*2015	Vaughn Community Center for STEM Support	New Construction	Vaughn Next Century Learning Center (LAUSD), Pacoima, CA	\$2,696,251
*2015	Roosevelt Middle School	Modernization	San Francisco USD, San Francisco, CA	\$12,690,000
2014	9 School Sites, Fire Alarm & Clock Replacement	Modernizations	Long Beach USD, Long Beach, CA	\$5,305,500
2013	Lennox Middle School, Gymnasium Renovation	Modernization	Lennox SD, Lennox, CA	\$779,400
2012	Global Green Generation Academy	New Construction	Vaughn Next Century Learning Center (LAUSD), Pacoima, CA	\$15,320,785
2012	ELA Star Hilda L. Solis Learning Academy (High School Academy) & Gymnasium	Modernization New Construction	Los Angeles USD, Los Angeles, CA	\$15,769,565
2012	ELA Star Eastside Learning Center	New Construction	Los Angeles USD, Los Angeles, CA	\$23,931,481
2012	Augustus F. Hawkins High School	New Construction	Los Angeles USD, Los Angeles, CA	\$90,059,528
2012	William DeAvila Elementary School	Modernization	San Francisco USD, San Francisco, CA	\$7,780,588
2012	Pacoima Enrichment Academy, Kindergarten Building & Lunch Shelter	New Construction	Los Angeles USD, Pacoima, CA	\$3,718,218
2012	Tyrell Elementary School	New Construction Modernization	Hayward USD, Hayward, CA	\$27,793,940
2011	Schurr High School, Manufacturing Academy	Modernization	Montebello USD, Montebello, CA	\$723,937
2011	Lennox Middle School (Emergency Repair Program)	Modernization	Lennox SD, Lennox, CA	\$3,259,000
2011	William L. Cobb Elementary School	Modernization	San Francisco USD, San Francisco, CA	\$7,041,598
2011	Grattan Elementary School	Modernization	San Francisco USD, San Francisco, CA	\$3,590,070
2010	Barack Obama Global Preparation Academy	New Construction	Los Angeles USD, Los Angeles, CA	\$78,244,842
2010	Hook Jr. High School Showcase Classrooms	Modernization	Victor Valley UHSD, Victorville, CA	\$2,325,166
2010	San Pedro High School Gymnasium Renovation	Modernization	Los Angeles USD, San Pedro, CA	\$11,149,662

\*Estimated date of completion

**B7. Describe how your firm manages projects, including how budget, scope and schedule are maintained. Select a particular project to shape the response around:**

A recent project that demonstrates Mike and Yong's project management success is the Lennox Middle School Emergency Repair Program (ERP). The team completed all emergency repairs within an aggressive five week construction schedule. Repairs included aging mechanical systems, dilapidated leaking roofs, deteriorating exterior doors, cracked site concrete walkways and limited ADA accessible parking and path of travel. Due to requirements for ERP funding through the state, the scope of work required constant management and oversight. In order to meet the District's expedited schedule goal, the entire project (design, DSA approval, and construction) was completed within 12 months. This demonstrates our team's ability to successfully manage and expedite important modernization projects in an aggressive time frame if required.

**B8. Describe how your firm will address DSA requirements throughout the project:**

Prompt DSA approval is of significant importance on every project, which is why we have proposed a team with a proven track record. Jeff, Mike, and Yong have developed strong relationships with DSA staff over many years with numerous K-12 new construction and modernization projects. In the past five years alone, CSDA has secured timely DSA design/documentation approvals and/or close-outs for over 65 new construction and modernization projects for several school districts in California. Examples of those districts include: LAUSD, Victor Valley UHSD, Lennox SD, Long Beach USD, Montebello USD, Simi Valley USD, Glendale USD, San Francisco USD, Tamalpais Union HSD, Mount Diablo USD, Kentfield SD, and Soquel Union ESD.

Our team will work to receive timely DSA responses and approvals, while protecting the District from overzealous code interpretation. This is the result of our knowledge/experience with: California Access Compliance Reference Manual; codes relating to access compliance, design, and construction of buildings (Title 24); Interpretations of Regulations (IRs) as DSA applies to plan reviews, construction inspection, ADA, and accessibility codes; and preparing drawings with the level of detail and associated code-related information that DSA plan check engineers expect.

**VIII. Submittal Evaluation Criteria - Litigation and arbitration history (during the past 5 years):**

**Note:** CSDA has not been involved in any education project related litigation or arbitration in the last 5 years.

**Project Name:** LAWA Residential Soundproofing Program

**Date of Dispute/Claim:** Complaint filed on 7/20/11, Summon date 1/24/2012

**Name of entity whom the claim was filed:** Briarcliff v. Professional Building Contractors, Inc.

**Nature of the claim:** Being sued by cross-complainant that the subject properties contain defects in the real property and physical structures built thereon.

**Court and Case No:** Los Angeles County Superior Court/BC465852

**Status of the Claim:** On 7/17/13, CSDA accepted the proposal offered at the mediation on 6/3/13 that CSDA be dismissed from the case with prejudice for a waiver of costs.

**Amount of Settlement:** N/A



*From left: Jeff Fuller, Yong Yoo, and Mike Schöen*

## C. Project Team

### C1. Identify the following key team members and provide their specific qualifications with respect to educational facilities and their roles in relation to the District

Our proposed key team members – Jeffery Fuller, Michael Schöen, and Yong Yoo – have worked together on 18 Southern California education projects. In addition, Jeff and Mike have completed 34 projects together. Our team will be dedicated to the Oxnard School District for the duration of the project(s). The three individuals listed below will be principally responsible for working with the Oxnard School District:

#### **Jeffery M. Fuller, AIA, LEED® AP, Principal-in-Charge**

Born and raised in Upstate New York, Jeff received a Bachelor of Architecture (B. Arch degree) from Syracuse University. Jeff has more than 25 years in the industry. As Principal-in-Charge and President, Jeff will oversee the district's projects to assure timely completion and overall client satisfaction. Jeff will serve as an active member of CSDA's team. His in-depth knowledge of building code compliance requirements is integral to the successful completion of projects on schedule. Jeff focuses on clients' needs through frequent communication and by providing the staff needed to complete projects on time and within budget. Jeff is licensed in the state of California.

#### **Michael R. Schöen, PMP, Associate AIA, LEED® AP, Project Director/Manager**

Born and raised in Orange County, Mike received his Masters of Architecture (M. Arch degree) from SCI-Arc in Los Angeles and is a 5th generation Californian. Mike has more than 18 years of professional experience in designing new construction and modernization projects for K-12 schools. Mike's certification as a Project Management Professional with the Project Management Institute makes him well suited for management of the Oxnard School District's projects. Mike has designed modernizations and new construction for 48 K-12 schools over the past 10 years. Mike understands the close connection between the quality of an educational environment and a positive educational experience.

#### **Yong Yoo, AIA, Project Architect**

Yong received his Bachelor of Architecture (B. Arch degree) from Cal Poly Pomona and is licensed in the State of California. Yong will manage the project design team and any sub-consultants, lead project staff, and produce deliverables. He has 18 years of education experience relevant to Oxnard School District's completed and future projects. Yong's portfolio over the past 10 years alone has been comprised of various project types, including 38 modernization and new construction projects for multiple public school districts. He is a service-oriented professional committed to delivering projects on time and on budget. Yong also has an excellent professional working relationship with DSA.



C2. Identify the proposed structural, mechanical, and electrical engineering firms and/or staff and other consultants that you typically use for your projects and their qualifications with respect to educational facilities. Response to this item is optional and may be provided as an addendum to the submittal.

We have also included the following sub-consultants on our team, as they can best meet the needs of the District's projects.



**Civil Engineer (Minority Business Enterprise, Small Business Enterprise)**

VCA Engineers, Inc. is a client-focused, service-oriented civil and structural engineering firm located in Los Angeles. VCA engages in a wide variety of engineering design services involving private and public land development, facility engineering, transportation engineering, and topographical engineering. The firm has great depth of experience related to planning, design, management and construction of projects that involve K-12 educational facilities all over Southern



**Structural Engineer (Disadvantaged Business Enterprise, Minority Business Enterprise, Small Business Enterprise)**

JCE Structural Engineering Group is an award winning structural engineering firm with more than 30 years of experience providing structural design services to educational facilities throughout Southern California. Not only that, they have been providing DSA Plan Check services for all four of their regions: Los Angeles, San Diego, Sacramento and Oakland.



**Mechanical, Electrical, and Plumbing (Small Business Enterprise)**

Turpin & Rattan Engineering, Inc. is a full service Mechanical, Electrical, Plumbing (MEP) and Technology consulting engineering firm providing design services for small to large size built environments including new construction, renovations, tenant improvements, and modernizations for various types of K-12 educational facilities.



**Fire Protection (Small Business Enterprise)**

The firm was founded in 1999 by Principal Tim Pocock and was previously known as BP & Associates, Inc. PDS, Inc. is a full service mechanical, plumbing, and fire protection engineering firm specializing in K-12, Community College, University, Student housing, Modernization Parking Structures and new construction projects, as well as Municipal/Retail and other types of projects.

## Jacobus & Yuang, Inc.

Construction Cost Consultants

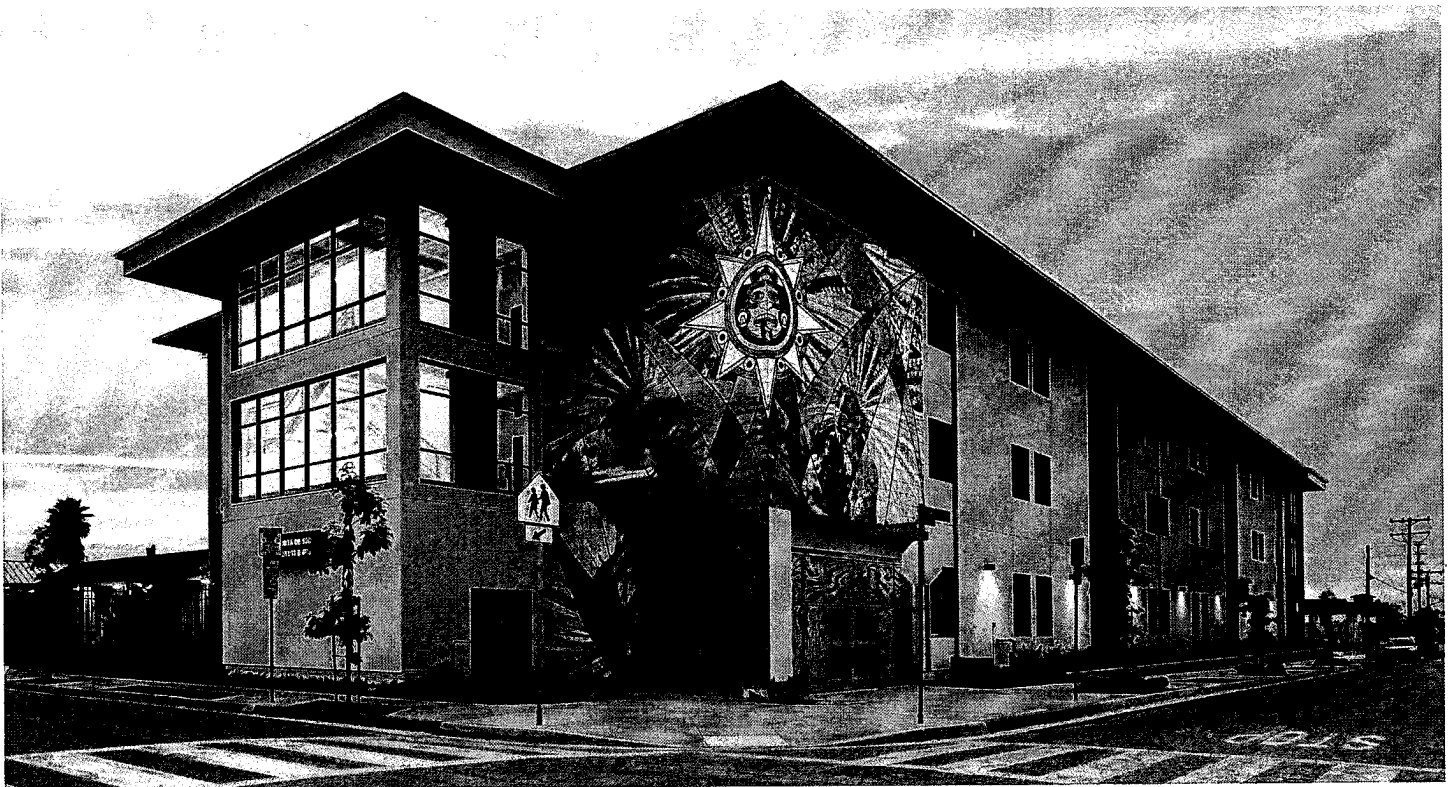
### Cost Estimator (Small Business Enterprise)

Jacobus & Yuang, Inc. (JYI) was founded in 1993 in response to a perceived need for professional cost consulting. Since then, the firm has grown into a team of successful individuals with a track record of producing accurate and on-time estimates for many education projects throughout Southern California.



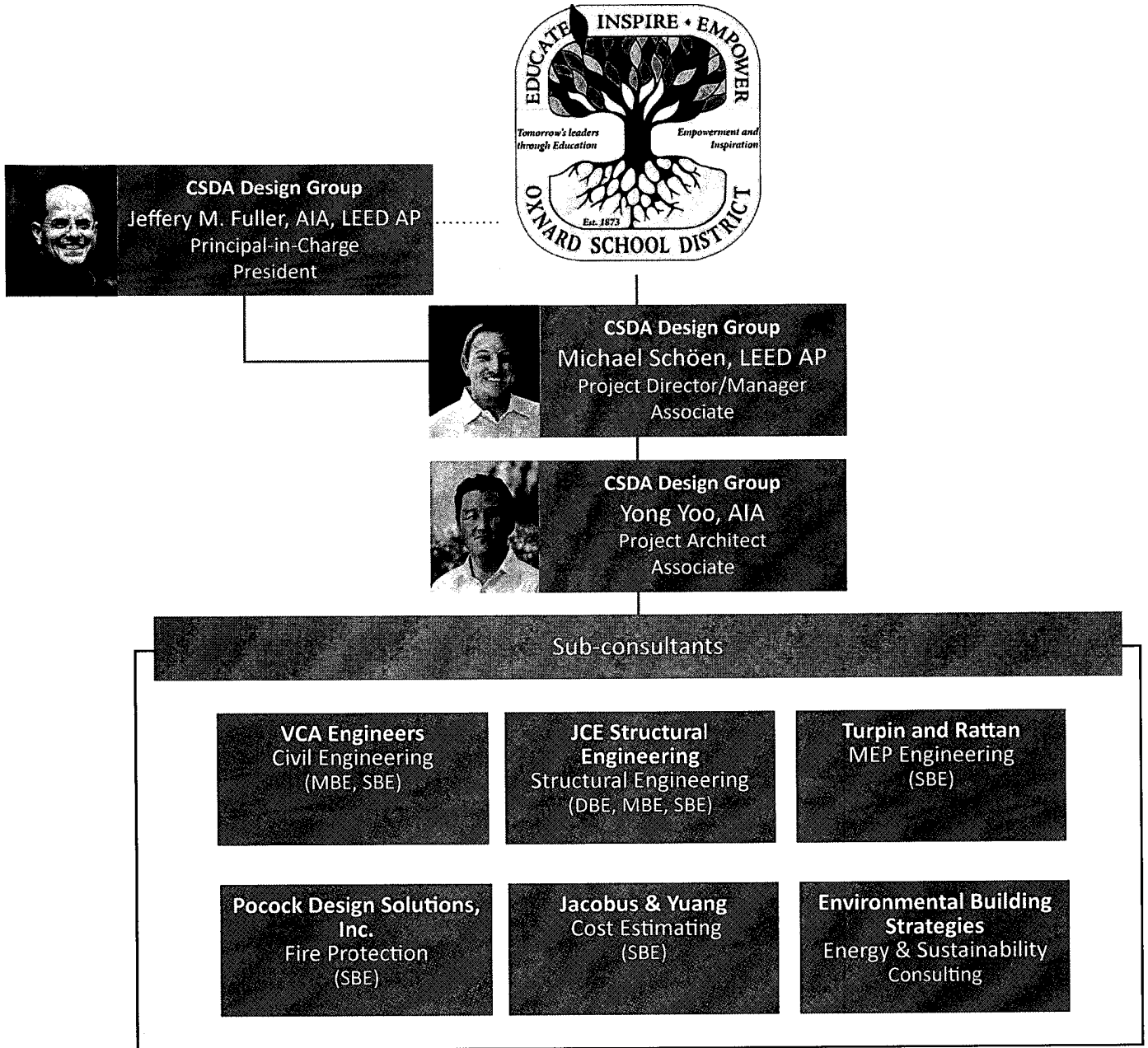
### Energy & Sustainability

Environmental Building Strategies (EBS) is a high performance building consultancy that supports clients' initiatives to make intelligent and sustainable design, construction and operations decisions through sound financial analyses and building science expertise. Their team of LEED AP's, Professional Engineers, MBAs, Certified Energy Managers and Licensed Architects are experts in sustainable engineering, design consultation, finance, and building certification for educational clients.



LAUSD: ELA Star Hilda L. Solis High School Academy

C3. Provide an organization chart showing the relationship and the flow of information between the District and your firm and consultants.



## D. Firm Resources

### D1. Transformative Design Capabilities for School Modernization and Additions:

#### i. Briefly describe your design philosophy and process with emphasis on how this will suit the needs of the Oxnard School District:

CSDA carefully considers the curriculum, technological, social, and environmental elements of each project we undertake. Our philosophy to design modernizations and additions for school districts is based on achieving, at a minimum, the following goals:

- Learning environments that are flexible and meet programming requirements
- Integration of 21st Century classroom design principles
- Projects that are fiscally responsible and reflect the district's needs and values
- Campus modernizations and interior spaces that are greatly improved in function and appearance and provide a memorable sense of place for students, faculty and parents
- Classrooms that are safe, attractive and technologically friendly learning environments
- Designs that integrate sustainable approaches and materials

#### ii. Briefly describe how you integrate flexibility and future technology into your design:

CSDA believes it is important to maximize the use of classroom space by planning and designing flexible spaces that can easily be adapted to accommodate small and large group gatherings, new programs, future technology and various learning and teaching styles. Our recent design for the new Global Green Generation Academy resulted in approximately 70% of the building being designed to provide flexible learning environments. Rooms and lab layouts may be equipped with sliding partitions, accordion walls and flexible furnishings to provide the flexibility needed to meet changing instructional and curriculum needs.

Principles that guide 21st Century classroom design:

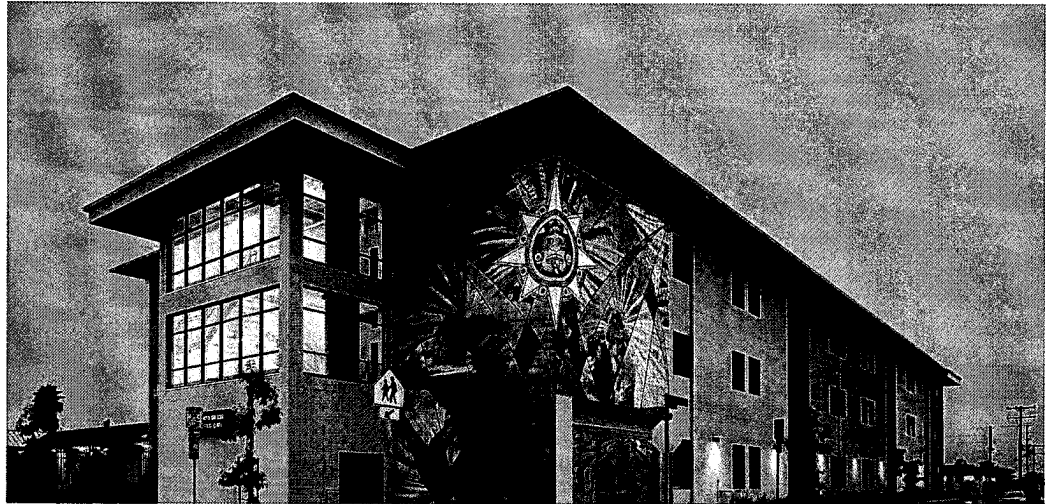
- **Flexibility:** Innovative and flexible space to accommodate varying learning styles
- **Collaboration:** Small learning communities within large campuses
- **Technology:** Technology intensive teaching and learning
- **Comfort and Safety:** Increased emphasis on health, comfort and security
- **Inspiration:** Spaces that inspire kids to learn and create a sense of wonder

Flexible spaces must also be designed to support the accelerating advancement of technology in education and accommodate both current and future technology. Since each school district that we work with has a wide range of technology needs, CSDA either utilizes the services of our sub-consultant (electrical engineer) to assist us in technology upgrades and/or brings in a technology sub-consultant that specializes in the design and installation of leading edge technology. Regardless of the approach, CSDA has incorporated technology upgrades into more than a dozen modernization and remodeling projects that we have completed in the past two years.

#### iii. Show examples of "transformative" projects on existing campuses. Include photographic representation of projects listed:

Please refer to the following pages that show our representative project card examples.

**HILDA L. SOLIS LEARNING  
ACADEMY AND EASTSIDE  
LEARNING CENTER**  
LOS ANGELES UNIFIED  
SCHOOL DISTRICT  
Los Angeles, CA



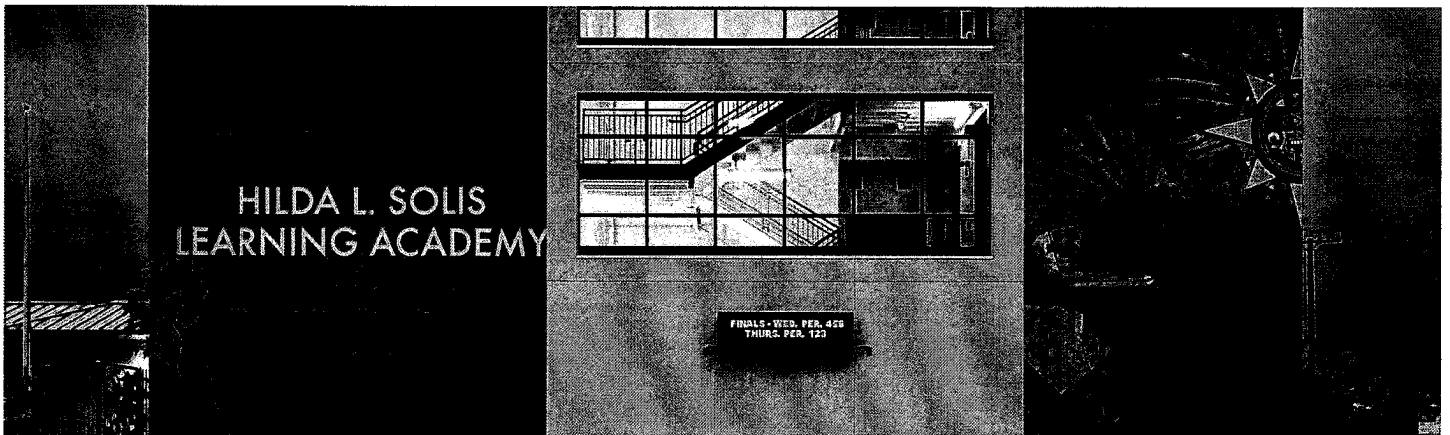
**YEAR**  
2012

**SIZE**  
100,000sf

**PROJECT COST**  
\$39,701,046  
(All Phases)

Los Angeles Unified School District acquired the vacant East Los Angeles (ELA) Star Community Hospital in 2005 with the intent of converting it into an adult learning center. CSDA designed the project, located on a 5.05-acre urban parcel in a highly populated area, in two phases. Phase 1 consisted of building core and shell renovations along with structural modifications. The original 1929 three-story building with its partial basement and penthouse had a painted brick exterior and mission tiled roof. During Phase 2, approximately 30,000sf was built out to create the ELA Star East Learning Center to accommodate 600 students. The ELA Star High School Academy was also constructed in Phase 2 and consists of the build out of approximately 70,000sf to accommodate 702 students.

This renovation presented several challenges. Creative design strategies were needed to accommodate new technology, current learning and teaching methods, and a wide variety of educational programs in a hospital that was configured for patient care. Security considerations were a challenge since the building is located in a highly populated urban area and needed to be configured to accommodate 24-hour, year-round use. Since programs and tenants were previously located in separate buildings, careful and creative design considerations were necessary to satisfy multi-generational students and house a wide variety of educational programs in one renovated building.



**GLOBAL GREEN  
GENERATION ACADEMY  
K-5 ELEMENTARY  
CHARTER SCHOOL**  
VAUGHN NEXT CENTURY  
LEARNING CENTER  
Pacoima, CA

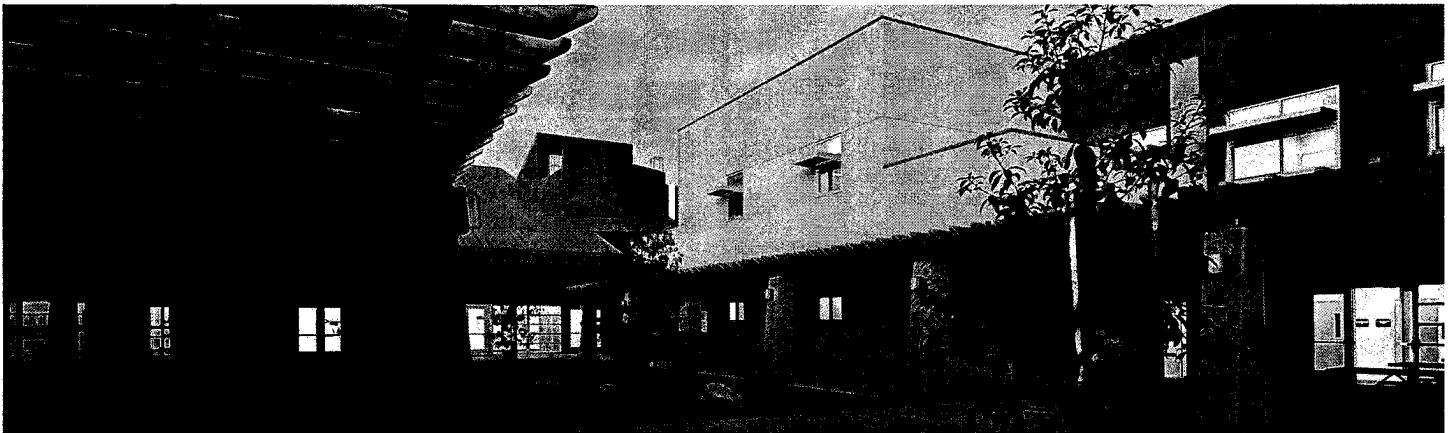


**YEAR**  
2012

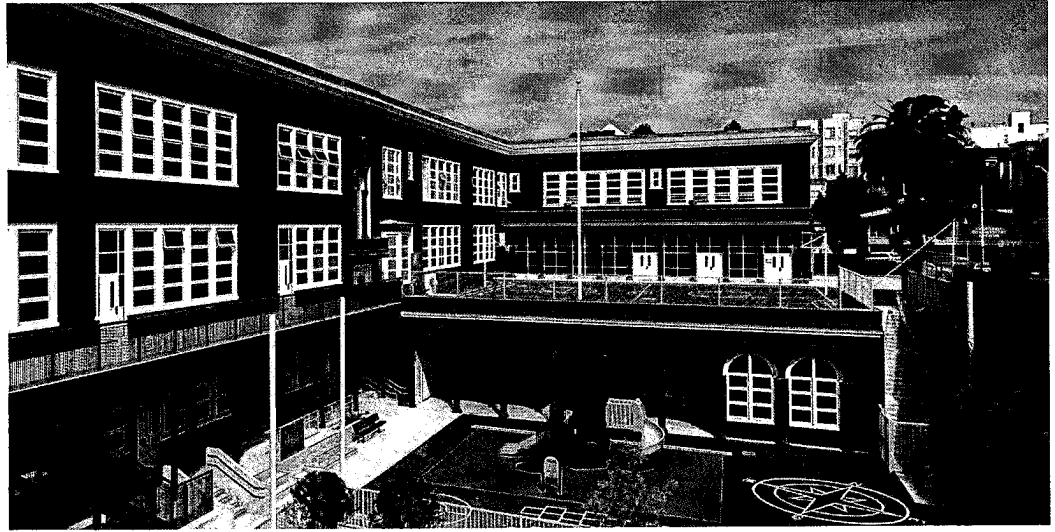
**SIZE**  
70,000sf

**PROJECT COST**  
\$15,320,785

Sustainability was a key component to the design of a transformative new K-5 elementary charter school (70,000sf) that will serve 600 students. The school is divided into six major learning pods, each containing four classrooms. The campus includes a food service area, library, flexible classrooms, outdoor classrooms, Zen garden, playground, and a community joint-use theater (5,500sf). Designed in accordance with Collaborative for High Performance Schools (CHPS) standards, the school includes photovoltaic provisions for future implementation/ use that will produce energy to satisfy 30-40% of the school's needs. The school is has received High Performance Incentive (HPI) certification. CSDA has worked in association with Marshall Lewis, AIA, who completed the schematic design and collaborated with for the remainder of the project.



**WILLIAM COBB  
ELEMENTARY SCHOOL  
MODERNIZATION  
SAN FRANCISCO UNIFIED  
SCHOOL DISTRICT,  
San Francisco, CA**



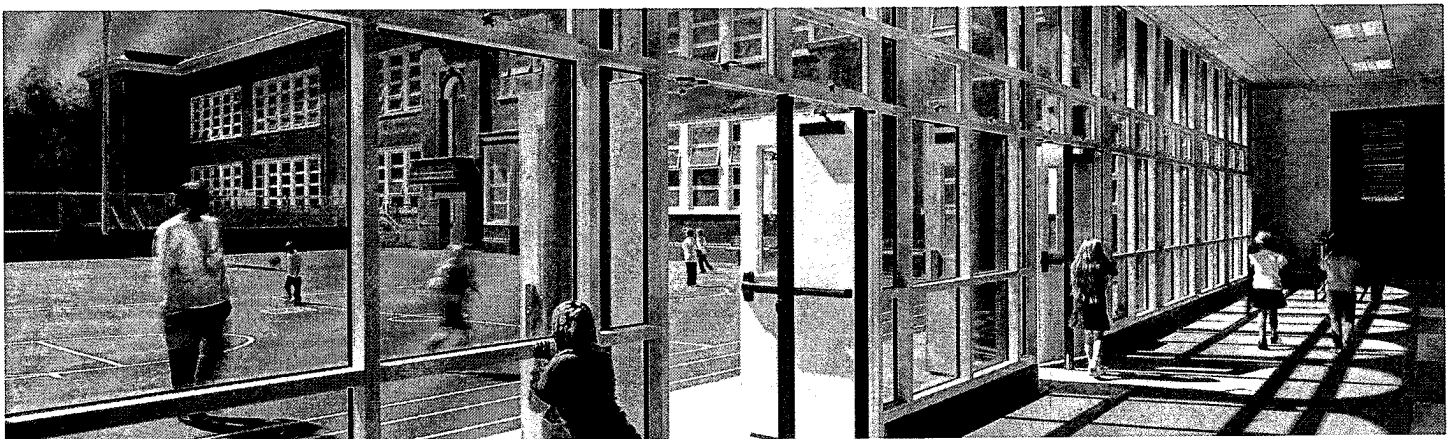
**YEAR**  
2011

**SIZE**  
37,900sf

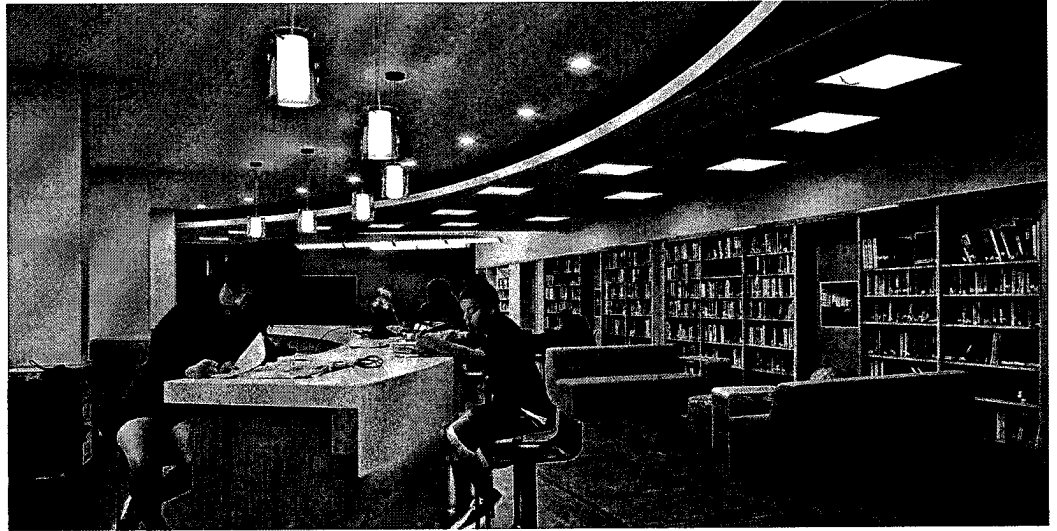
**PROJECT COST**  
\$7,041,598

Working to bring outdated classrooms into compliance with 21st century educational principles, SFUSD undertook an extensive space reconfiguration that resulted in a new library/media center, additional classrooms, restrooms, storage areas, a main office near the campus entrance, and redesign of the play yard to create a garden and outdoor classroom spaces.

Modernization improvements included: replacement of finishers throughout, new energy-efficient windows, new energy-efficient pendant lighting, new wireless data and communications systems, security gate and video cameras, new fire alarm system, and fire sprinkler system. ADA upgrades included: modifications to restrooms, doors, drinking fountains, the elevator and installation of wheelchair ramps.



**ST. BERNARD CATHOLIC  
HIGH SCHOOL INTERIOR  
SPACE CONVERSIONS AND  
MODERNIZATIONS**  
ROMAN CATHOLIC  
ARCHDIOCESE OF LOS  
ANGELES  
Los Angeles, CA



**YEAR**  
2013

**SIZE**  
6,194SF

**PROJECT COST**  
\$1,025,675

Intent on updating their existing spaces for 21st century teaching methods and technology, St. Bernard Catholic High School worked with CSDA to renovate and modernize 6,194sf of existing spaces into flexible learning areas for their 400 students.

A student union was designed for adaptable breakout spaces for before, during and after-school gathering, while the library was revamped with flexible work areas to accommodate small and large work groups and a technology hub called the “thought spot” for more intimate project presentations and collaborations.





**OLIVE VISTA MIDDLE SCHOOL NEW PHYSICAL EDUCATION & MULTI-PURPOSE, LUNCH PAVILION & STUDENT STORE BUILDINGS**  
 LOS ANGELES UNIFIED SCHOOL DISTRICT  
 Sylmar, CA



**YEAR**  
 Design 2015  
 Construction 2018

CSDA is providing architectural design services for a new physical education building as well as a new multi-purpose room, lunch pavilion and student store on an existing campus.

**SIZE**  
**PHYSICAL EDUCATION BLDG**  
 18,125 SF

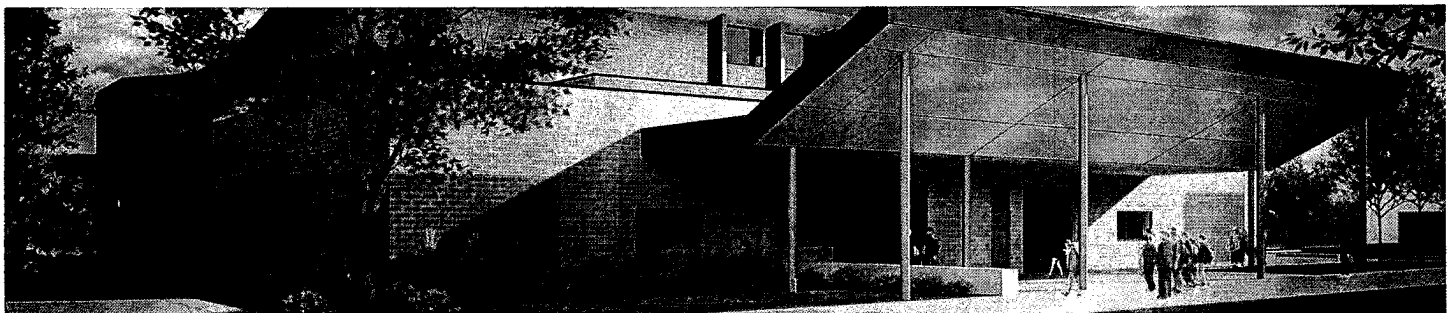
The new physical education building, pictured below will house two regulation basketball courts, a volleyball court, fitness center, a classroom, storage, locker rooms with adjacent offices, conference room and storage facilities. The second building, pictured above, will house a new multi-purpose room with a performing arts stage, a lunch pavilion with a full kitchen and indoor and outdoor seating and an adjacent student store.

**MULTI-PURPOSE ROOM, LUNCH PAVILION & STUDENT STORE BLDG**  
 28,539 SF

**PROJECT COST**  
 \$18,254,487 (est.)

These new buildings are the remaining few from a 2003 Building Vulnerability Chart that required seismic strengthening or to be replaced entirely due to their vulnerability during a major seismic event. As a result, CSDA assisted with a seismic study and a full site analysis of both structures to obtain Proposition 1D funding. Completion of the study determined two new buildings was the best and most economical solution.

Construction will be phased to allow use of the existing physical education building. A prominent set of terraced and landscaped steps will be constructed to tie in the new physical education building to the existing campus. This will also double as an outdoor learning space for class gatherings and extracurricular activities. Additionally, we are providing infrastructure for Photovoltaic systems on both building roofs, as well as shade structures for the new adjacent parking areas.



**BARACK OBAMA GLOBAL  
PREPARATION ACADEMY**  
LOS ANGELES UNIFIED  
SCHOOL DISTRICT,  
Los Angeles, CA

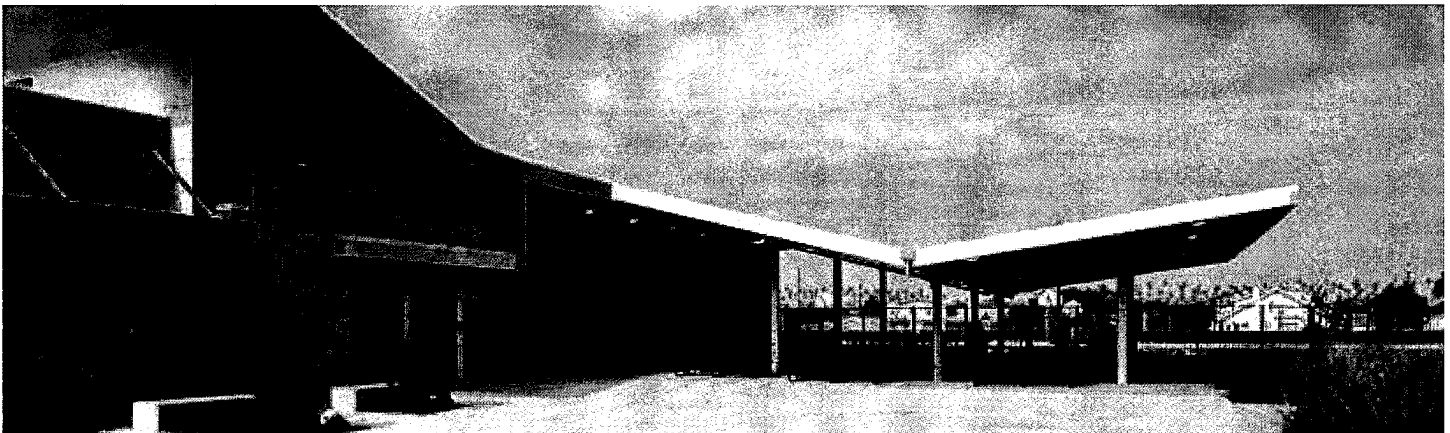


**YEAR**  
2010

**SIZE**  
170,000sf

**PROJECT COST**  
\$78,244,842

Using Collaborative for High Performance Schools (CHPS) criteria, the new three-story middle school (170,000sf) was designed to accommodate 1,400 students. Located on a 7.1-acre site in urban South Central Los Angeles, the school features three Small Learning Communities (SLCs) or “schools-within-a-school” that are stacked vertically. Each SLC has a separate identity and focus of study, i.e., Language Arts, Performing Arts, and Sciences and its own classrooms, science labs, administration offices and restrooms. Shared facilities include a library, multi-purpose room, gymnasium, food services, cafeteria, outdoor lunch shelter, central administration office, performing arts classrooms, playfields, and an outdoor plaza. A subterranean garage provides parking for 117 cars.



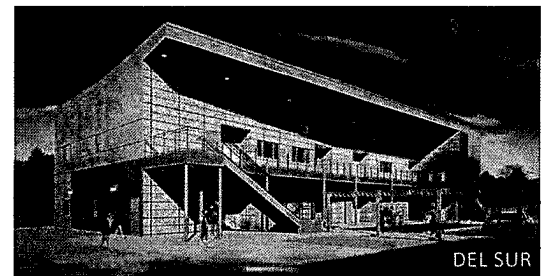
**STEM LEARNING PODS & COMMUNITY CENTER  
VAUGHN NEXT CENTURY LEARNING CENTER**  
Pacoima, CA



FILMORE



DAVENTRY



DEL SUR

**YEAR**  
Design 2014  
Construction 2015

CSDA is providing architectural services for four new STEM Learning Pod buildings on four separate sites (Del Sur St., Filmore St., Daventry Pl., and Eustace St.) with one new Multi-purpose Room at the existing VISA High School. These buildings are a part of the Vaughn Next Century Learning Center Charter Schools in Pacoima, California.

**SIZE**  
**STEM LEARNING PODS**  
13 Pods @ approx. 3,000 SF  
each  
**MULTI-PURPOSE ROOM**  
2,400 SF

All four projects will be based on the pod concept and design from the Global Green Generation (G3) Charter School. Although the G3 School pod design will be used as a basis for design, the pods will vary in size and shape from site to site, due to the differing physical constraints of the individual sites. Each building varies from approximately 9,000 to 17,500 total SF and although separated, these new buildings will provide a physical connection to the existing campus. Additionally, CSDA's design will provide as much green space, shade and additional parking as each site will allow.

**PROJECT COST**  
\$13,800,000 (est.)

The "Learning Pods" are large open spaces that house multiple classrooms or can be utilized as one large group learning space. These larger learning spaces facilitate the STEM (Science, Technology, Engineering, & Math) Curriculum taught by providing as much flexibility as possible and state-of-the-art technology. In an effort to deliver the most energy efficient buildings possible, CSDA designed these learning pods using California High Performance School (CHPS) guidelines and standards.

**ROOSEVELT MIDDLE  
SCHOOL MODERNIZATION**  
SAN FRANCISCO UNIFIED  
SCHOOL DISTRICT,  
San Francisco, CA



**YEAR**  
Construction 2015

**SIZE**  
131,960sf

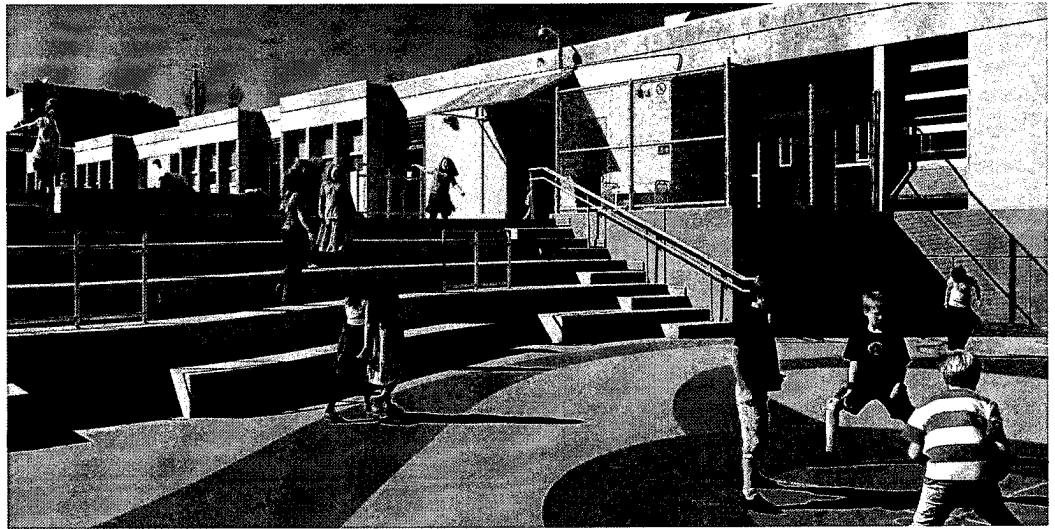
**PROJECT COST**  
\$12,690,000

CSDA is working closely with San Francisco Unified School District to design its District-wide Master Plan which includes general modernization and reconstruction of interiors, new paint throughout, partial window replacement, gymnasium wood floor replacement, and the design and conversion of a woodshop into an instrumental music room. Additional design and construction includes the reconstruction of an existing classroom into a new visual art classroom, complete restoration of the performing arts stage including new rigging, lighting and sound systems for a state-of-the-art control booth, extension of the elevator, new interior and exterior circulation accessibility upgrades, building system upgrades, fire alarm revisions, play yard resurfacing, and other miscellaneous site work, hazardous material/asbestos remediation, and miscellaneous interior renovation work on the campus.

A stand-out feature is the design and reconstruction of Roosevelt cafeteria. The design includes dual lunch stations, monitor connections and ceiling design to adapt to 21st century design principles. The goal of the cafeteria design is to encourage students to socialize, read, play, and minimize long lunch lines with multiple lunch stations.



**GRATTAN ELEMENTARY  
SCHOOL MODERNIZATION**  
SAN FRANCISCO UNIFIED  
SCHOOL DISTRICT  
San Francisco, CA

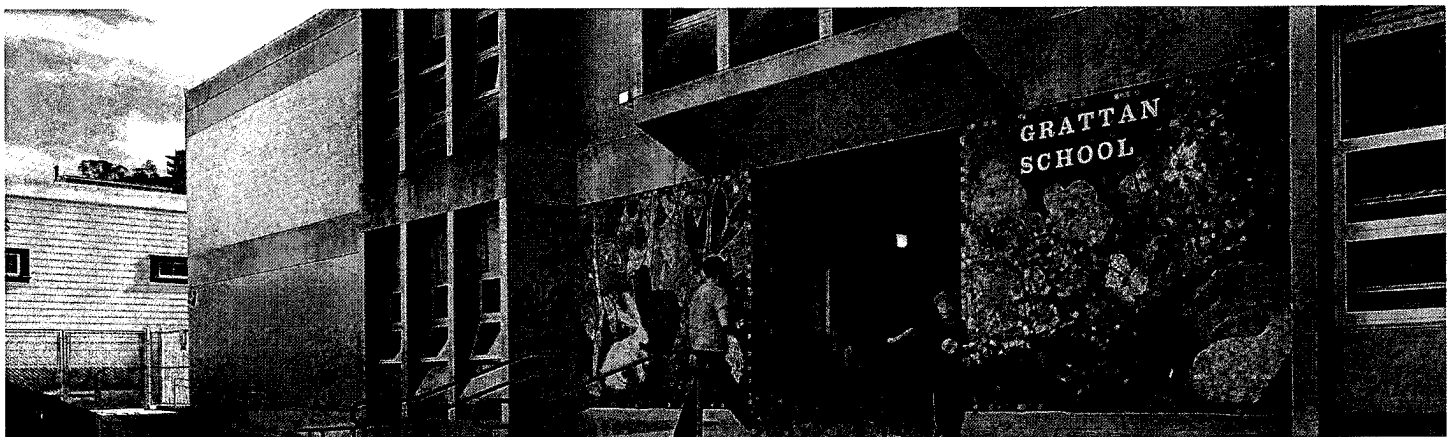


**YEAR**  
2011

**SIZE**  
53,500sf

**PROJECT COST**  
\$3,590,070

To bring the school into compliance with fire/life safety and the American with Disabilities Act (ADA) requirements, an extensive site investigation needs assessment was determined. Existing classroom spaces were reconfigured to create a new kindergarten and special needs classrooms. The child development center (CDC) was expanded and upgraded to comply with CDC licensing requirements and current building codes. Modernization efforts included new windows and finishes throughout. A new outdoor amphitheater was added for student gatherings and performances, movie screenings, and musical events. The project was designed to meet CHPS standards.



**VICTOR VALLEY HIGH SCHOOL**  
**NEW ADMINISTRATION & LIBRARY BUILDING**  
VICTOR VALLEY UNION  
HIGH SCHOOL DISTRICT  
Victorville, CA



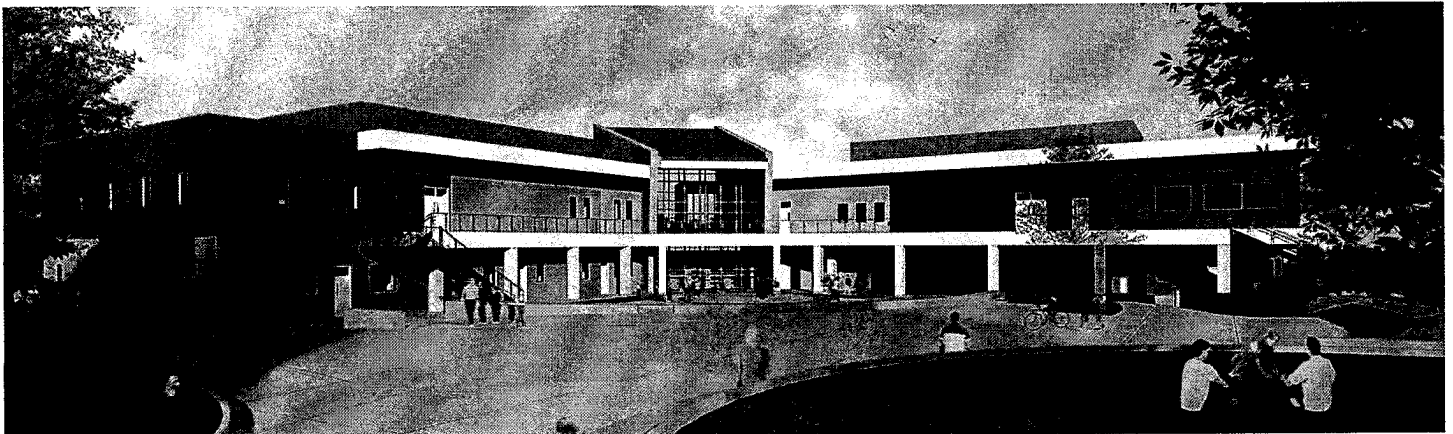
**YEAR**  
Design 2013  
Construction 2016

**SIZE**  
32,365sf

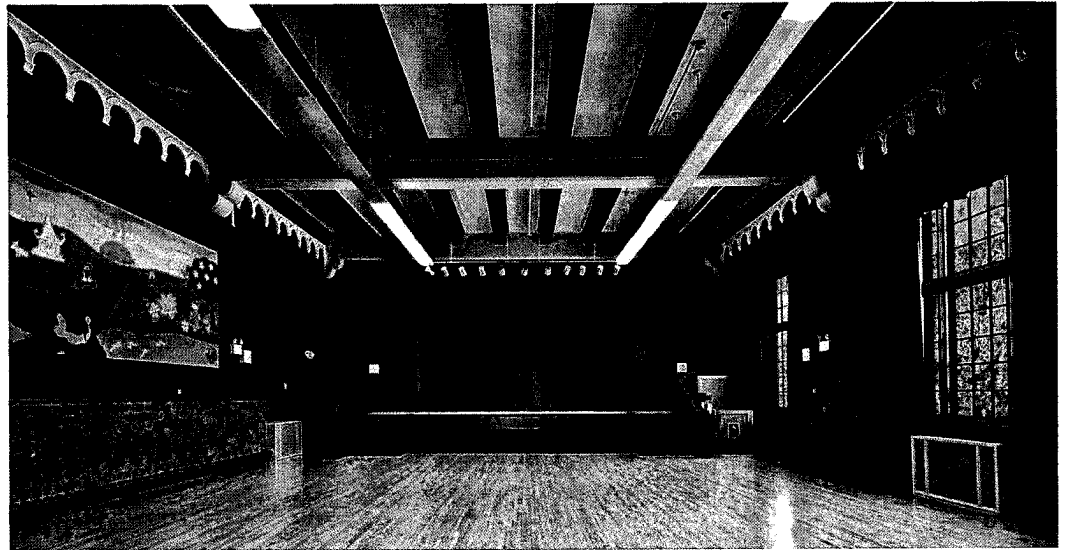
**PROJECT COST**  
\$15,000,000(est.)

The new two-story Administration/Library Building will serve as the focal point to the campus and will give provide it with a distinct identity. Designed to replace the current Victor Valley High School Administration Building, the new building's entrance will provide museum space to showcase the school's accomplishments and the District's history.

The building's first floor will include a student store and offices for the principals, assistant principals, security staff, school counselors, and admissions and records staff. The second floor will include a new library, textbook storage space, and flexible classroom space that can be utilized as one large classroom or subdivided into three classrooms. The building's wing-shaped posterior provides outdoor instructional spaces. An amphitheater for assemblies will also be added to the campus.



**CHINESE IMMERSION AT  
DE AVILA ELEMENTARY  
SCHOOL MODERNIZATION**  
SAN FRANCISCO UNIFIED  
SCHOOL DISTRICT,  
San Francisco, CA



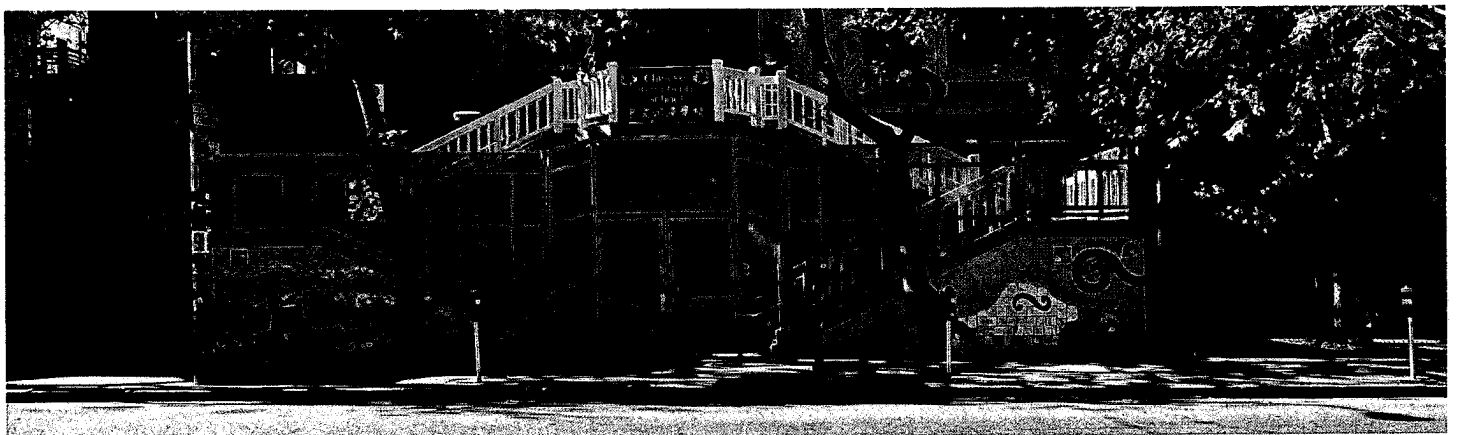
**YEAR**  
2012

**SIZE**  
54,100sf

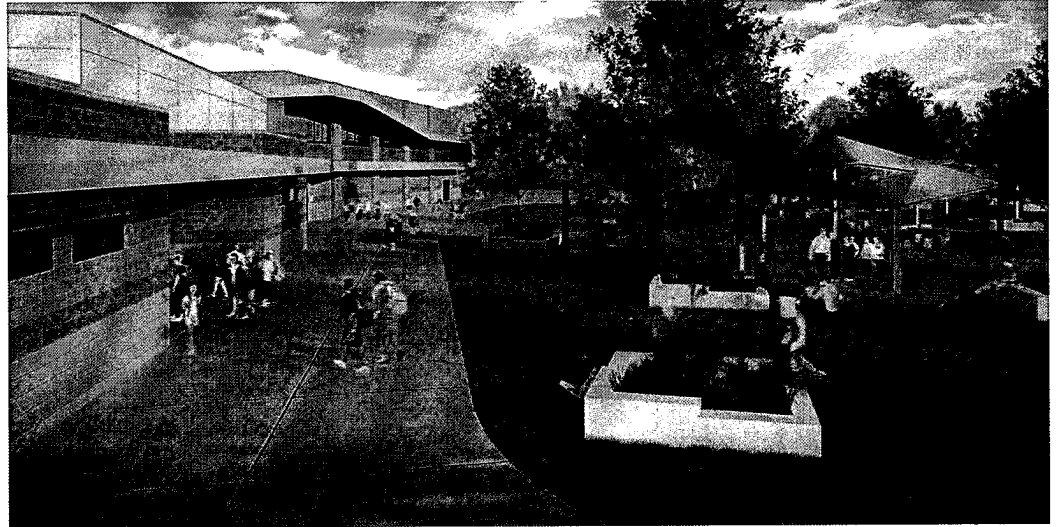
**PROJECT COST**  
\$7,780,588

Built in 1926 and closed as an elementary school in 2006, this four-story facility had previously been used by the San Francisco Community College District. CSDA provided modernization, Americans with Disabilities Access, Fire Life Safety and California Building Code upgrades. Improvements included the installation of new fire alarm and fire sprinkler systems and second floor exits for K-2 students.

A new vertical circulation core was planned and included the replacement of the elevator to connect the multiple levels of the school. Twenty-first century learning improvements included upgrades to classrooms, new space planning to accommodate the educational program, technology upgrades, general appearance of the building, and security systems including video surveillance cameras and electronic detection as permitted by the fixed limit budget.



**HOOK JR. HIGH SCHOOL**  
**NEW FACILITIES**  
VICTOR VALLEY UNION  
HIGH SCHOOL DISTRICT  
Victorville, CA

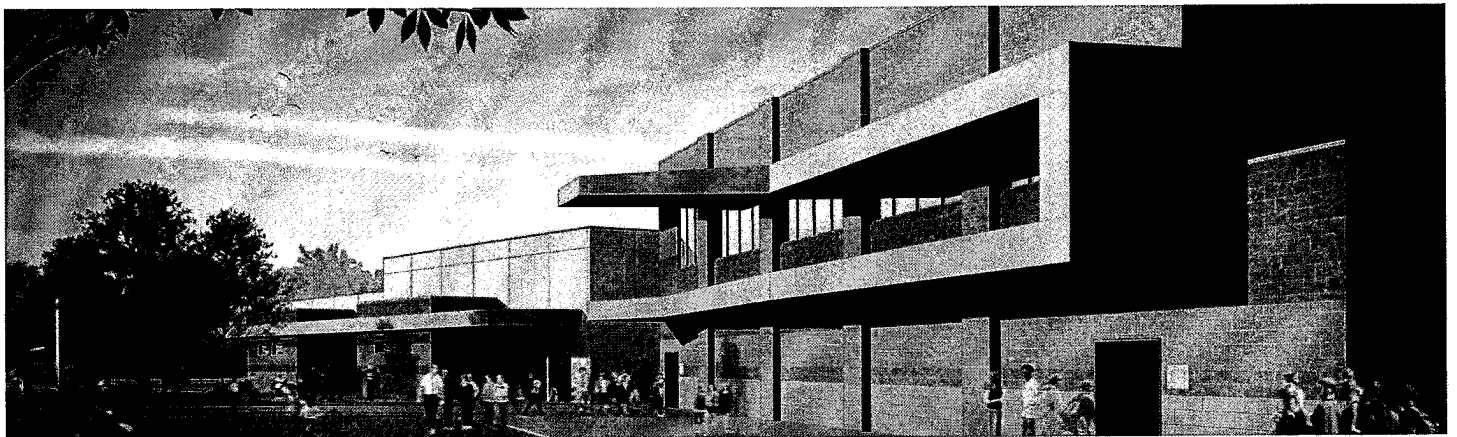


**YEAR**  
Design 2013  
Construction 2016

**SIZE**  
30,357sf

**PROJECT COST**  
\$7,000,000(est.)

An evaluation was made of the Hook Jr. High School campus and its buildings. Subsequently, new facilities were designed and included a new Administration building, gymnasium, and multi-purpose building that will house music classrooms, a performance stage, seating/dining area, and a full kitchen that can serve the entire student body. The new gymnasium building will include student locker and team rooms and administrative offices for coaches and sports team managers. An exterior courtyard/eating area, volleyball courts, and an outdoor quad area will provide additional spaces for student interaction.





**TYRRELL ELEMENTARY  
SCHOOL MODERNIZATION**  
HAYWARD UNIFIED SCHOOL  
DISTRICT,  
Hayward, CA



**YEAR**  
2012

**SIZE**  
68,600sf

**PROJECT COST**  
\$27,793,940

Tyrrell Elementary School was one of six schools modernized and expanded to support 21st century educational principles as part of a \$200M general obligation bond for the Hayward Unified School District. At the District's request, CSDA created a state-of-the-art sustainable and flexible campus.

Designed for 750 students, the three new buildings (68,600sf) include: a new kindergarten classroom building to accommodate future growth and replace seven portable buildings, a building for administrative offices and a new library/media center, and a multi-purpose building to accommodate food service, theatrical performances and athletic activities. The balance of the campus was modernized to upgrade all systems and facilities to meet 21st century design standards.



**D2. Project Management Capabilities (AutoCAD, BIM, and project management software use are strongly recommended):**

**i. Describe how the firm would create an Integrated Project Delivery program for the projects:**

CSDA’s team of professionals and network of consultants are proficient in BIM software platforms and methodologies. The firm has over seven years of experience utilizing Autodesk Revit/BIM to develop and coordinate our designs and documents resulting in successful projects. Along with our consultants, we have taken projects of various sizes and complexity from conceptual design through construction administration with Revit/BIM, employing its many advantages to produce fully coordinated and constructible buildings. The advantages are as follows: Managing all building information in a single database; seamlessly updating all drawings with results from multiple analysis applications; clash detection for architectural, structural, MEP and fire protection models simultaneously; integrating design changes in a timely manner; using a single model for structural analysis and documentation, and real time design coordination during the construction phase.

**D3. Cost and Schedule Responsiveness:**

**i. Cost Estimate History: show examples of cost estimates versus actual bid amounts on 3 recent school projects. Describe briefly the challenges and how the firm responded:**

Project	Estimate	Bid
LAUSD : ELA Star Hilda L. Solis High School Academy	\$14,277,137	\$9,657,487
LAUSD : Augustus F. Hawkins High School	\$87,908,674	\$86,299,500
Global Green Generation Academy	\$17,000,000	\$15,050,000

**ii. Change Order History: Briefly describe your approach to problems and change orders:**

CSDA’s approach to resolving problems and change orders begins before construction. During our pre-construction meeting with a school district and the selected contractor, we review and discuss the change order policies and procedures that are described within the front end specifications. We discuss the full review and approval process for change orders. We require contractors to submit a schedule of values immediately following the bid. We use this document to monitor percentages of work completed and to check the validity of monetary claims for change orders. We also use the project schedule to compare the validity of claims for time extension to the contract. When a proposed change order does not originate from the district, we require the contractor to provide evidence of conflicting information on the construction documents prior to approval.

**a. Track Record for three (3) school projects listed in item D.3.i. Show the amount of change orders and indicate whether change order was caused by the District, Architect or Contractor:**

Global Green Generation Academy	ELA Star High School Academy	Augustus F. Hawkins High School
<ul style="list-style-type: none"> <li>• Bid Amount: \$15,050,000</li> <li>• Total Change Order Amount: \$270,785</li> <li>• Total Change Order Percent: 1.8%                             <ul style="list-style-type: none"> <li>– Client Requested: \$176,281</li> <li>– Architect: \$8,936</li> <li>– Contractor: \$20,038</li> <li>– Unforeseen: \$65,530</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Bid Amount: \$9,657,487</li> <li>• Total Change Order Amount: \$235,875</li> <li>• Total Change Order Percent: 2.4%                             <ul style="list-style-type: none"> <li>– Client Requested: \$165,348</li> <li>– Architect: \$20,757</li> <li>– Contractor: \$13,917</li> <li>– Unforeseen: \$35,853</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Bid Amount: \$86,299,500</li> <li>• Total Change Order Amount: \$3,760,028</li> <li>• Total Change Order Percent: 4.4%                             <ul style="list-style-type: none"> <li>– Client Requested: \$293,283</li> <li>– Architect: \$586,564</li> <li>– Contractor: \$293,281</li> <li>– Unforeseen: \$2,586,900</li> </ul> </li> </ul>

**b. Briefly describe your quality control and assurance procedures:**

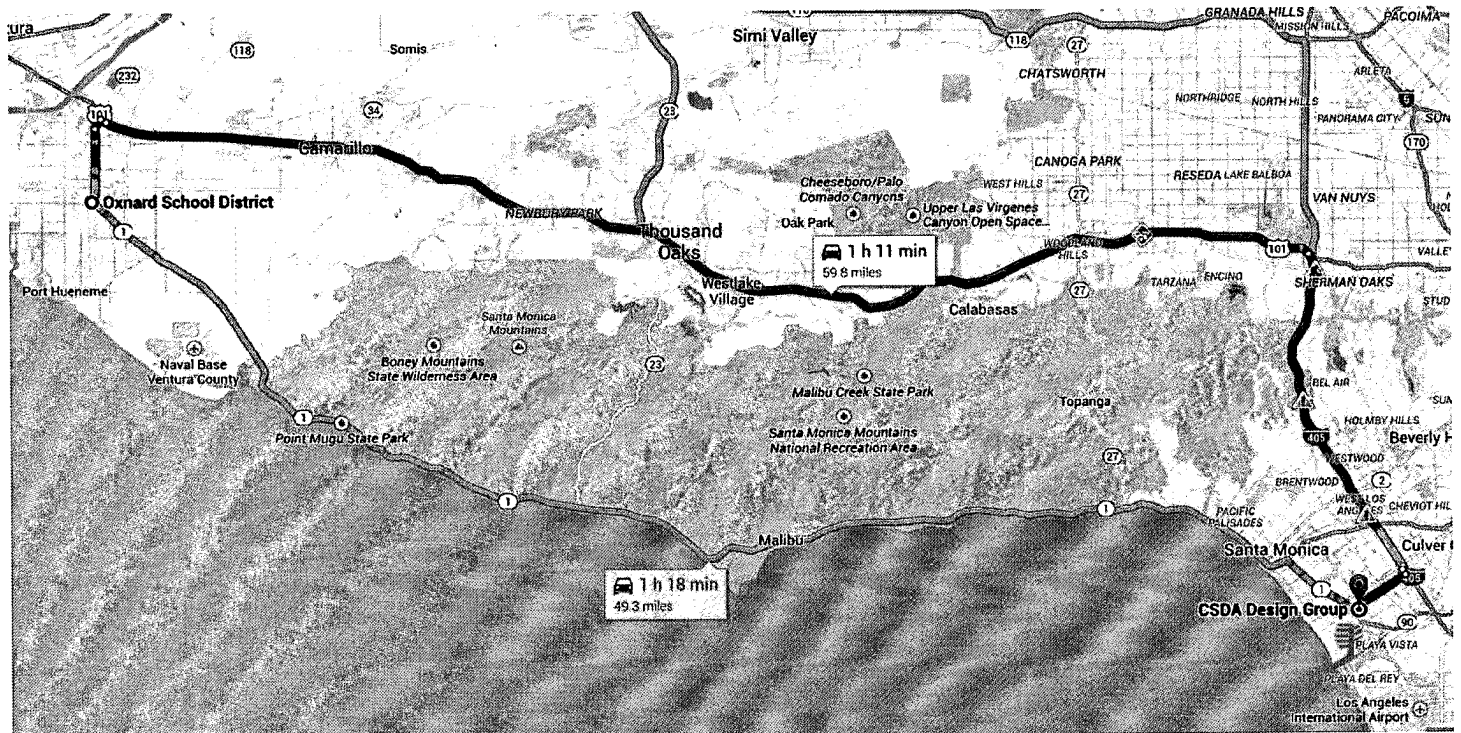
At the onset of the project, the project manager will conduct a kick-off meeting with representatives from all design disciplines, including our sub-consultants and will distribute and discuss the QA/QC procedures. To ensure document uniformity, consistency, and effective cross coordination/checking, CSDA will take the lead in generating background drawings and forwarding them to all members of our team. The project manager will work closely with the project team to provide construction documents that are coordinated, clear, effective, accurate, and complete.

**c. Briefly describe your experiences with State and local agencies:**

CSDA has extensive experience with most, if not all, state, regional and local agencies such as: Local Municipal Building Departments, The Division of the State Architect (DSA), Office of Public School Construction (OPSC), California Department of Education (CDE), State Allocation Board (SAB), Americans with Disabilities Act (ADA), Department of Toxic Substances Control (DTSC) and the Office of the State Fire Marshal (SFM). **In the past five years alone, CSDA has secured timely DSA design/documentation approvals and/or close-outs for over 65 new construction and modernization projects for dozens of school districts in California.** Most importantly, our key personnel have developed great working relationships with DSA plan checkers and understand the process completely.

**E. Location of Office Serving District**

CSDA Design Group is located, depending upon the route, within 60 miles of the district.



## F. Financial Resources

### F1. Provide credit references:

**Contact:** Kim D. Nguyen, Vice President, Senior Business Relationship Manager

**Bank:** Wells Fargo Bank, N.A.

**Phone:** 415 371 3348

**Email:** Kim.D.Nguyen@wellsfargo.com

### F2. Provide amount of errors and omissions and current insurance carrier name:

**Errors & Omissions (Professional Liability):** \$2,000,000 per Claim; \$2,000,000 Annual Aggregate

**Insurance Carrier:** Travelers Casualty & Surety Co.

## G. Client Satisfaction/Reference

### G1. Provide information for at least four (4) education clients for which your firm has performed similar project services. Please include:

i. District Name/Address	ii. Name/Position/Phone	iii. Project(s)
Montebello Unified School District 123 S. Montebello Blvd., Montebello, CA 90640	Joseph Quinonez Facilities Development Manager (323) 887-7900 ext. 1-6878	Schurr High School – Manufacturing Academy
Vaughn Next Century Learning Center 13330 Vaughn St, San Fernando, CA 91340	Dr. Yvonne Chan, Founder (818) 896-7461	Global Green Generation Academy; Vaughn STEM Learning Pods (4)
Los Angeles Unified School District 333 S. Beaudry Ave, Los Angeles, CA 90017	Eddie Nishi, Senior Design Manager (213) 241-4161	Barack Obama Global Preparation Academy; Augustus F. Hawkins High School; San Pedro High School Gymnasium
Lennox School District 10319 Firmona Avenue, Lennox, CA 90304	Pam Johnson, District Representative (562) 299-8696	Jefferson Elementary School, Sound Mitigation

### G2. Provide a list of three (3) construction manager/contractor references with which your firm has performed similar project services:

Contact Person/Company	Phone	Project
Jason Cave, Del Amo Construction	(310) 378-6203	Vaughn Next Learning Center - STEM Pods
Marc Kersey, Clark Construction	(619) 578-2650	LAUSD - Augustus F. Hawkins High School
Dayne Brassard, Tilden-Coil Constructors, Inc.	(951) 684-5901	LAUSD – Hilda L. Solis Learning Academy & ELA Star Eastside Learning Center



- A** Cover Letter
  - B** Firm Organization, Credentials, and Background
  - C** Project Team
  - D** Firm Resources
  - E** Location of Office Serving District
  - F** Financial Resources
  - G** Client Satisfaction / Reference
- Addenda



**IBI Group Architecture Planning**  
4119 Broad Street, Suite 210  
San Luis Obispo, CA 93401  
tel 805.546.0433  
fax 805.546.0504

**Firm:** Corporation  
**Office Established:** 1989  
**CA Reg:** # C-8702  
**Principal:** William R. Tuculet, AIA  
bill.tuculet@ibigroup.com  
**Years:** 42

May 01, 2015

Yuri Calderon  
Chief Operating Officer  
Caldwell Flores Winters, Inc.  
1901 S. Victoria Avenue, Suite 106  
Oxnard, CA 93035

**RE: Request for Statement of Qualifications for Architectural Services -  
Oxnard School District**

Dear Mr. Calderon,

IBI Group is proud to submit this Statement of Qualification for Oxnard School District. Our entire team of K-12 education professional consultants is eager to partner with OSD and CFW to successfully create *21st Century educational facilities!*

Creating quality 21st Century educational facilities is IBI Group's passion and our specialty! Our experience has allowed us to fully understand and integrate *educational programs and program sensitive design and aesthetics with effective project delivery.*

With *6 offices and 130+ staff* throughout California, as well as offices internationally, IBI Group's success in collaboration is truly a 21st Century business model. The IBI Group presence on the California's Central coast is strong and during the 1990's, IBI Group, as BFGC Architects & Planners Inc., successfully completed multiple projects on every campus for the Oxnard School District.

We believe IBI Group is uniquely qualified for Oxnard School District's specific facilities needs as follows:

- *Our people make the difference.* IBI Group has 40+ years of award-winning experience in educational projects, specifically projects in pre-K-12 design. Our selected team of consultants is a group of proven professionals in their respective disciplines and widely recognized for their high quality of work and commitment in meeting and exceeding the goals of our school district clients.
- *We connect curriculum and facility design.* IBI Group is at the forefront of transforming existing space into next generation learning environments. We have been at the forefront of designing spaces that are both adaptive and agile enough to change with the instructor and the learner.
- *We embrace technology in the learning process.* IBI Group is a diverse practice and we have the knowledge base and capacity to integrate technology into the fabric of an education facility at the very beginning of design. Technology is not only a tool for the learner, but rather an opportunity for them to be involved their learning process.
- *We know educational buildings.* Our team has extensive and relevant project experience with K-12 California school districts. IBI Group has completed more than 600 educational projects in California that include new construction, additions and complex multi-phase renovations; many of these projects have won top design awards.

We hope this response conveys our enthusiasm and expertise to provide architectural services to Oxnard School District. On behalf of the firm, we look forward to working with you on these exciting projects!

**William R. Tuculet AIA**  
Senior Principal Architect

**Craig Atkinson, AIA, LEED AP**  
Principal Architect

## Firm Organization, Credentials, Background



The next generation of learning environments is being formed by challenging the traditional school organization, roles of teachers, learning activities of students, parent/community relationships and expectations for access to technology. IBI Group offers the following comprehensive services in the pursuit of next-generation learning:

### • Basic Services

- Comprehensive Architectural Services from program programming and refinement and schematic design to construction administration.
- Site analysis / evaluation / selection
- Agency application / Approval assistance
- Coordination of: site topography / boundary surveys, geological hazards surveys, soils testing (bearing pressure / toxicity / percolation)
- Project budgeting / scheduling
- Record documentation
- Safety Design
- Detailed Cost estimating
- Community / special interest group presentations / coordination
- Interior design and finishes selection
- Landscape Architecture
- Structural, mechanical, electrical and civil engineering
- 3-D computer visualization / BIM capabilities
- Specialized Consultants: Food service / restaurant designers.

### Value Added Services (if requested by OSD):

- Educational specifications development assistance
- Project management
- State funding facilitation
- Safety design
- Assistance creating building standards
- Value engineering / Life-cycle costing
- Alternative funding analysis
- Asset management / District consolidation planning
- Traffic Engineering
- Graphic Design / Promotion materials
- Specialized Consultants (options available): acoustical, theater / sound systems, construction management, and security
- Fixtures, Furniture & Equipment (FF&E)
- Record documentation
- LEED (Leadership in Energy Efficient Design) certification / CHPS

IBI Group has completed **30+** new construction projects and **80+** modernization projects in the last 5 years.

### Sample New Construction and Modernization projects in Last 5 Years experience

Project Name	Project Type	Year Completed	Final Construction
South Region Middle School # 2	New Construction	2010	\$72.3M
Trace Elementary School - Classroom Building	New Construction	2012	\$8.04M
Walnut Park Middle School	New Construction	2012	\$34.9M
Multnomah Elementary School	Modernization	2011	\$4.68M
Taylor Middle School New Cafeteria Building and Measure X & N Modernizations	New Construction/ Modernization	2014	\$21.6M
Huron Middle School Classroom Addition	New Construction	2012	\$2.02M
Curtner & Pomeroy Elementary Schools Learning Centers	Modernization	2014	\$1.7M
Hull Middle School	New Construction	2011	\$18.8M
Peterson Middle School New Library & Administration Building	New Construction	2011	\$3.56M
Cabrillo Middle School Multipurpose Building	Modernization	2011	\$2.26M
Peterson Middle School Multipurpose Building	Modernization	2014	\$5.73M
Fern Elementary School - Classroom Building	New Construction	2013	\$8.45M

## Project Management

### *Team work and collaboration created an environment for success in the Millbrae SD Measure X Modernization Bond Lease leaseback partnership with IBI Group...*

As part of Measure X Modernization Bond, Millbrae School District selected a Lease-Leaseback program management firm to partner with IBI Group Architecture Planning. This bond facilities team performed comprehensive facilities assessments and cost budgeting studies which provided a survey of all the needs of the District and how funds could be allocated to the individual projects. Once the scope and budget priorities were established, the individual project were developed, including the Taylor Middle School Multipurpose/Cafeteria Facility.

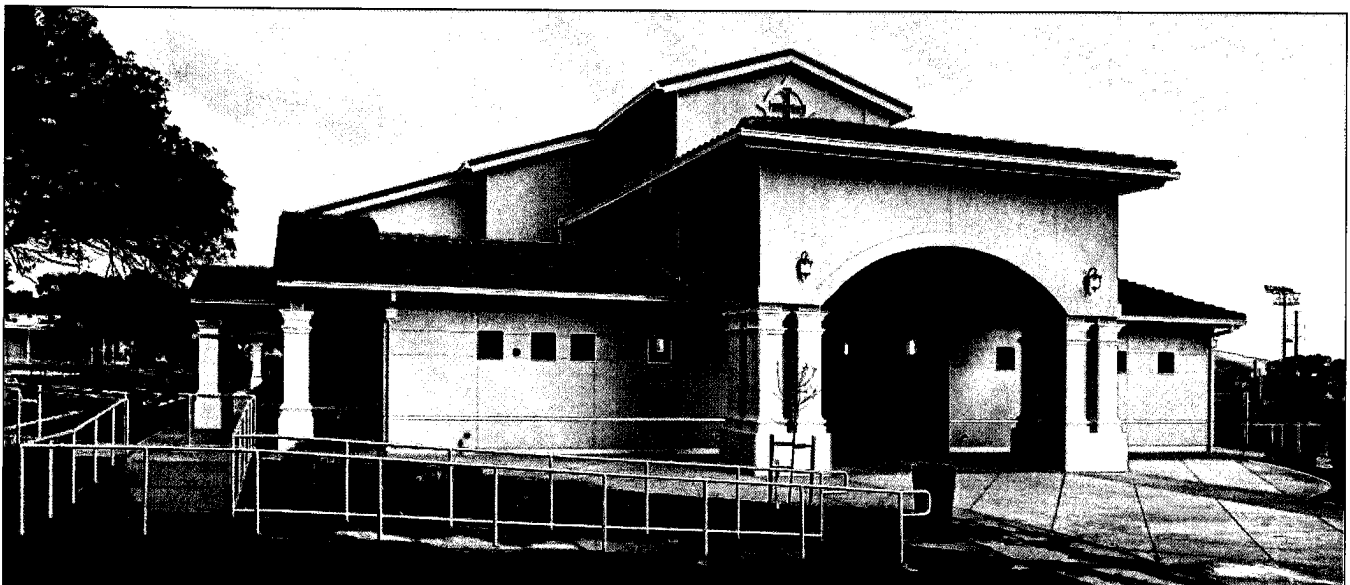
The Taylor Middle School Multipurpose/Cafeteria goals included replacement of a seismically deficient building, providing a large multi-use school and community facility, and not least, creating a central kitchen for their Elementary and Middle School District. In order to accomplish this, the budget and schedule were reviewed during the assessment phase to determine how the Bond Funds would be impacted and when the project could be financially viable. Once a broad budget and timeline were developed, geotechnical, code, local jurisdiction information was gathered to assess the siting potentials and impacts. Client goals were verified at each phase along with the budget and schedule. As the project evolved, the team worked together to identify the

priorities, possibilities, constraints and competing issues to keep everyone informed. The team reacted to scope development and revised project budget balanced with the entire bond program. During the Design Development and Construction Documents phases, a more detailed cost estimate was produced, specific systems, materials were reviewed, adjusted, components were discussed and weighed to determine the best life cycle value against the program. Prior to submission to the Division of State Architect, a final cost review was done to prepare for the Bid Phase. The schedule was reviewed at each phase to determine the best bidding period given the local bid climate.

Taylor Middle School Lease - Leaseback delivery system allowed the contractor to be part of the team earlier in the process. Their involvement allowed us to pre-purchase and pre-order longer lead items.

We work hand in hand with the Project Manager and DSA to deliver the project on time and on budget while meeting all the District's goals.

*Success is defined as a project delivered on time and on budget while creating a transformative educational facility at Taylor Middle School.*



Taylor Middle School Cafeteria, Millbrae, CA



## Experience with DSA

Our knowledge of the complex systems at DSA is exemplified by the sheer number of applications we have successfully processed and closed out. We have a long standing relationship with the architects, fire marshals and engineers at each office serving the State. Our experience includes their Over-the-Counter process, Collaborative Review, Electronic and the traditional submittal and backcheck.

**Preliminary Reviews:** We have found that an early consultation or preliminary review with DSA is an invaluable first step.

**Complete, Concise Documents:** With years of DSA review experience, we have set up our construction documents as such that the reviewer can quickly find the information and expedite the review. IBI Group understands the submission process and our applications for review are complete.

**Continuous Contact:** After documents are sent to DSA, we are the "squeaky wheel". We have found that frequent communication and follow ups with the office prevent documents from sitting around and results in a timely response.

**Addenda:** Addenda in DSA format, stamped and signed, are forwarded to DSA as they are issued to the Bidders. In most cases, addenda are approved prior to award.

**Construction Administration:** Changes to the documents necessary during construction, or Preliminary Change Orders, are forwarded via E-mail to the DSA Field Inspector in their format as they arise. Again, complete submittals and follow ups expedite approval and avoid contractor delays.

**Close-Out:** Our team includes experienced construction administrative staff that collects documents necessary for close out. They meet regularly with their counterparts at DSA to review the status of the project.

**Design Issues:** We treat DSA as part of our consultant team.

*We have found that open, honest communication goes a long way towards resolving design issues.*

### Local Agencies

IBI Group has worked with Local Agencies in the completion of Educational Projects throughout California for over 60 years. In fact, during the 1990's, *IBI Group at the time BFGC Architects & Planners Inc. completed multiple projects on every campus for Oxnard School District.*

We are accustomed to working in the detailed world of Educational Projects and we assure the Oxnard School District we can and will provide all the services required to conform to the requirements of the State and Local Government Agencies.

*"What an extraordinary pleasure it was sharing in the dedication of another BFGC (IBI Group) school and most particularly this, the Brekke School!"*

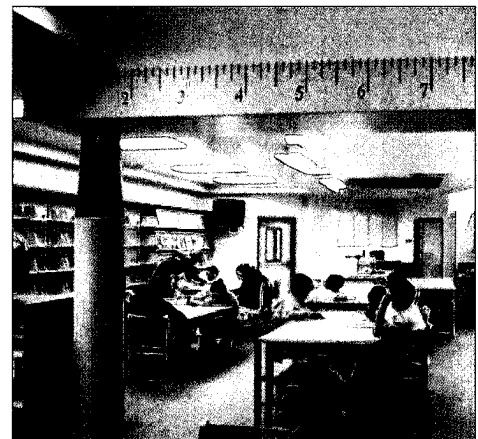
*The architectural work that you've done for the Oxnard School District over the years has always been outstanding in every regard and our newest school is a wonderful confirmation of the quality of your work!*

*I should like to express my personal commendation for designing a school that will generate pride for students, staff and the Oxnard community for many, many years. The school is truly beautiful inside and out, and is clearly state-of-the-art.*

*I continue to do some consulting for school districts relating to Year-Round Education. Oregon has 17 YRE schools this year and Washington has 16 with more planned for next year. I routinely share Oxnard's YRE school design and the work BFGC (IBI Group) has done in accommodating the unique needs of YRE. Perhaps one day will see BFGC (IBI Group) school in the Northwest.*

*My very best personal regards to all who shared in the architectural work for Brekke School – you "done good"!*

*Sincerely,  
Norm Brekke  
Former Superintendent  
Oxnard School District*



Norman R. Brekke Elementary School, Oxnard, CA

# Project Team

C



**William R. Tuculet AIA**  
Principal Architect

**Firm** IBI Group  
**Role** Principal Architect  
**Years of Experience** 42  
**Years at IBI Group** 27

**Registration/Certifications**

- NCARB# 28698
- 1976/Registered Architect, California #C-8702
- 1987/Registered Architect, Nevada #1950
- 2002/Registered Architect, Florida #AR91479
- 2010/Registered Architect, Arizona #50838

Bill is the Principal-In-Charge of the IBI Group - San Luis Obispo office. With over 40 years of professional experience and 36 as Principal Architect, Bill remains active as the office leader and designer. He has received many awards over the years. Bill has led multiple remodel, modernization and new construction efforts for several Districts around California. Bill acts as conductor and will assign and coordinate the efforts of all IBI Group staff and consultants as well as contributing his talent and experiences to each specific project

**EDUCATION**

California Polytechnic State University, San Luis Obispo  
Bachelor of Architecture (1971)

**REPRESENTATIVE PROJECTS**

**Oxnard School District**  
Class Size Reduction Portables (14 Campuses)  
Norman Brekke Elementary School  
Haydock School Modernization  
Emilie Ritche Elementary School  
Fire Alarm Installation (11 Campuses)

**San Jose Unified School District**  
Master Planning and Facility Assessments  
Eight (8) High School Modernizations  
Anne Darling Elementary School  
Administration and Media Center  
Three (3) New Science Buildings

**Paso Robles Unified School District**  
Paso High School Modernization  
Paso High Gym Addition  
Paso High 2-Story Classroom Building  
CTE Agriculture Building  
Paso High Practice Gym

**Milpitas Unified School District**  
Master Planning / Facility Assessments  
Eight (8) Elementary School Modernizations  
Four (4) Elementary School  
Milpitas High School Multipurpose Room Building  
Milpitas High School Math/ science Building  
Milpitas High School Food Court  
Two (2) High School New Buildings  
Milpitas Middle School Modernization

**Pleasant Valley School District**  
Master Planning / Facility Assessments  
Thirteen (13) Elementary School Modernizations  
Three (3) New Elementary Schools



**Craig Atkinson AIA, LEED AP**  
Project Director / Manager

**Firm** IBI Group  
**Role** Associate  
**Years of Experience** 24  
**Years at IBI Group** 24

**Registration/Certifications**

- Registered Architect, California C-25387
- LEED Accredited Professional

Craig is an Associate Architect with more than 24 years of experience in the design and construction of public projects. He has been chosen to lead your project because of his knowledge and extensive "know how" in educational project consensus building, design, planning, project delivery and quality control. Craig's years of project management experience for clients throughout California has made him a firm resource for client and community relations and quality control within IBI Group.

**EDUCATION**

California Polytechnic State University, San Luis Obispo  
Bachelor of Architecture (1990)  
  
Danish International Studies  
Kobenhavns Universitet  
Copenhagen, Denmark (1988-1989)

**REPRESENTATIVE PROJECTS**

**Oxnard School District**  
Norman Brekke Elementary School  
Haydock School Modernization  
Emilie Ritche Elementary School

**Allan Hancock College**  
Industrial Technology Building  
Science and Skills Building  
Audio-Visual VOIP Cooper Cable Project

**Orcutt Unified School District**  
Child Care / Spec Services Office  
Orcutt Jr. High School Gym Modernization  
District Wide Modernizations  
Multiple Projects

**Paso Robles Unified School District**  
Agriculture CTE Center  
Independent Studies Center

**Kern County Superintendent of Schools**  
North Kern Community School, Delano  
Southeast Career Center



**Utar Pollard AIA,  
Project Architect**

**Firm** IBI Group  
**Role** Associate  
**Years of Experience** 21  
**Years at IBI Group:** Newest IBI Team Member

**Registration/Certifications**  
 • Registered Architect, California C-28730

Ms. Pollard has over 20 year's experience in the K-12 education sector. She excels at project coordination with Districts, State Agencies such as OPSC, DSA, CDE and local fire authorities and with the A/E Project team, ensuring adherence to timelines and budgets, directing workflow and quality while maintaining District standards.

**EDUCATION**

California Polytechnic State University, San Luis Obispo  
 Bachelor of Architecture (1993)

Washington Alexandria Architecture Consortium, (1992-1993)

**REPRESENTATIVE PROJECTS \***

**Inglewood Unified School District**  
 Morningside High School – Athletic Fields District Office

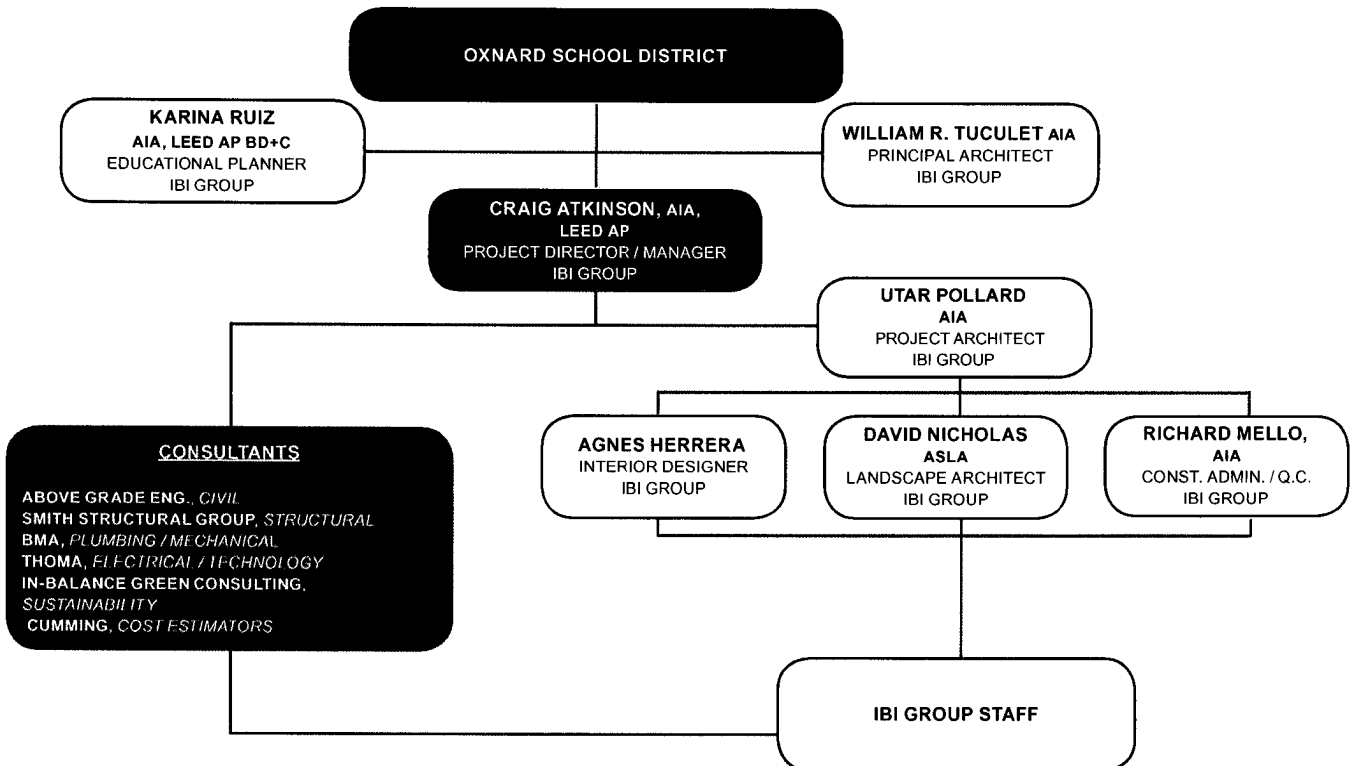
**ABC Unified School District**  
 31 Campus Assessments & Facilities Master Plan

**William S. Hart Union High School District**  
 Hart High School Campus Master plan  
 Hart High School Modernizations  
 Hart High School New Admin & Library

**Newhall School District**  
 Wiley Canyon Elementary School – New Administration Core Bldg + Mod  
 Old Orchard Elementary School – Adaptive Re-use + New MPR + Mod  
 Meadows Elementary School – Adaptive Re-use + Mod  
 Peachland Elementary School – New Library, Adaptive Re-use + Mod  
 Newhall Elementary School – New Library, Utility Infrastructure Mod

**Westside Union School District**  
 Esperanza School, K-8, New Campus  
 Anaverde Hills Elementary School, New Campus  
 Joe Walker Joint Use Gymnasium  
 Modernization at 3 campuses

*\* Projects worked on prior to addition to IBI Group Team*



## Firm Resources



### Design Philosophy

IBI Group shares your passion for education and the arts. We believe that the quality of the built environment has a substantial positive contribution to make to education. We believe the educational program shapes facilities, not the other way around. And, when your consensus based educational program guides your decision making process, the community will support your project.

IBI Group successfully creates *custom, tailor-made design solutions* for our clients (design team partners). These solutions and systems respond to the specific conditions, programmatic inputs, and the character of the campus environment and community. Our common goal is to make the socio-academic experience the most rewarding learning one possible through innovative program resolution, a supportive and involved community, dedicated staff and parents, and facilities that not only house activities, but support and reinforce your educational efforts.

### Flexibility and Future Technology in Design

Incorporation of future technologies and flexibility is pivotal to the long term success of your projects.

Three Aspects of Technology to be Incorporated in the Design:

- Administrative Technology (Cloud Server, Scanning, Printing, Copying, etc.)
- Educational Technology (Interactive White Boards, Smart Boards, Projectors, Laptops, Hardware / Software, Wireless Connectivity / Hotspots, etc.)
- Smart Building Technology (E.M.S., Security, Controls, Systems Integration, etc.)

As technology improves, physical “backbones” for wire and support must be accommodated:

- Set up switchboards with provisions for future connections to a Photovoltaic System.
- Dedicate open backboard space in communications room for future expansion of equipment.
- Specify spare conduit only systems for future growth/flexibility of low voltage system.

### Integrated Project Delivery

IBI Group and its consultants employ the use of AUTOCAD and REVIT BUILDING DESIGN SOFTWARE for modeling and design documentation for all its projects and NEWFORMA, our information / data management software for Project Management. IBI Group uses BIM and an integrated project delivery process to provide a greater potential for early collaboration and information sharing enabling project teams to make better, more-informed decisions throughout the life cycle of the project. It is also used to provide information to measure sustainable components, aid with monitoring the schedule & program and provide better information to predict costs. Since our office's initial Revit implementation in 2008, we have found it to be a powerful tool for integrating and coordinating a vast amount of project information into a cohesive set of contract documents.

### IBI Collaboration

IBI Group offices work together as global ‘virtual studios’ utilizing a variety of collaborative technologies including video conferencing, intranet portals and WAN networks, enabling the efficient flow of information between team members regardless of their physical location. These systems enable the firm to commit the best and most appropriate staff to each project and utilize all resources around the clock and around the world.

### Cost Estimating History

IBI Group believes the marketplace is too volatile to rely on historical cost databases or per square-foot rules-of-thumb. We retain construction cost estimating specialists who work daily in this region dealing with local contractors. IBI group's success rate has been very high, despite the recent volatility of the construction market. IBI Group has a strong history of understanding the design and construction factors that affect the budget. We emphasize on-going cost control and apply it throughout all the design phases to assure the project is meeting your budget goals. With this in mind, we “*design to budget*” as opposed to “*costing the design*”.

Project Name	Project Budget	Construction Bid	Change Orders				Total	%
			District	Arch.	Cont.	Other		
Trace Elementary School	\$8.2 Mil	\$8.2 Mil	\$0	\$0	\$0	<-\$585,933>	<-\$585,933>	<-11.2%>
			0%	0%	0%	<-11.2%>		
Anne Darling Administration Center	\$3.2 Mil	\$3.2 Mil	\$0	\$0	\$0	\$0	\$0	0%
			0%	0%	0%	0%		
Walnut Park Middle School	\$53.9 Mil	\$34.3 Mil	\$811,084	\$221,509	\$465,886	\$906,500	\$2,409,979	6.8%
			2.3%	0.6%	1.3%	2.6%		

**Change Order History**

The fact that problems and change orders still do occur is one reason we assign our most experienced personnel to the Construction Administration tasks. This staff understands the Documents, General Conditions and Specifications, and has the ability to represent the owner’s interests fairly and with a firm hand, if necessary. We double-check cost, employ our most creative solutions, and keep the project moving and minimize additional costs.

***The best way to resolve disputes is to avoid them!***

If disputes occur, IBI Group believes that open, timely communication is essential to the successful resolution of all disputes. We always remember this is a team effort. Our goal is to bring all parties together to review and resolve without change in budget, time, or diminished quality whenever possible.

**Approach to Quality Control**

IBI Group is certified by the International Organization for Standardization as adhering to ISO 9001 quality assurance and management control systems. So, our quality control and assurance standards are compliant with our professions best practices as specified (and audited) by this respected international agency. At IBI Group we believe that quality control is everyone’s responsibility, from the CEO to the receptionist. And, it is everyone’s responsibility to instill that quality to the people with whom they work. To that end, we encourage in-house seminars, involve the staff in site visits, and provide the tools required to maintain a *quality product* as well as *quality service*. The key to project success lies with the quality and commitment of the people on the team. We offer *senior* staff professionals with leadership and production capabilities, all of whom have extensive experience on projects of this type and scope. Our senior staff will actually be executing the work rather than simply reviewing it. We see a special value in this control.

**Experience with State & Local Agencies**

The IBI Group Team has a thorough understanding of the requirements, regulations, and procedures necessary for all phases of a California public school project. The IBI Team will be your liaison and advocate at the offices of these various agencies. The Team is pro-active regarding working with the state agencies such as DSA, OPSC, SAB, CDE, DTSC, CGS and local agencies such as the fire departments and health departments. We understand the timing of submissions and the process required to effectively obtain the necessary funding and approvals for your projects. We work tirelessly to assure our submissions are complete and on time.

**Working with OPSC / SAB Projects**

IBI has been involved with OPSC / SAB projects since the very first State funded project, then by OLA (Office of Local Assistance). IBI (BFGC) was the first company to complete a State funded project in California in 1968. We have assisted in obtaining over \$440,000,000 in state funding for our school clients, and in fact, rank among the top firms in the state for processing projects through the State school building program.

**Division of the State Architect**

*Please see “Experience with DSA” in Section B.*

**OPSC / SFC Funding / Opportunities**

We work with the District in conjunction with state funding consultants to leverage your bond dollars to enhance your available funds and increase your “buying power”.

**California Department of Education (CDE)**

IBI Group and the CDE share in the promotion of educational facilities with the Department of Education (CDE) aiding school districts in planning, designing, financing and ultimately using learning environments. Our relationship with the Schools Facilities Planning Division is to ensure a common understanding of the District’s education goals and State programs.

## Location of Office Serving District E

*IBI Group's commitment to the design of highly effective education communities extends beyond the office. We see our work as an integral part of the greater regions we live in and are deeply invested in creating environments that allow learners to thrive and continue the learning process beyond their education experience*



IBI Group will be working with the Oxnard School District from our offices in Los Angeles, 63 miles from Oxnard and San Luis Obispo, 128 miles away.

Over the last 20 years, IBI Group, San Luis Obispo has worked in the Oxnard Area. Past clients include:

- **Oxnard School District**
- Pleasant Valley School District
- Conejo Valley Unified School District
- Mupu School District
- Santa Paula Unified School District

*"...Over the years, our district has had occasion to try many different firms. Yours stands above all others in providing the high - quality level of service we've come to expect. Though separated by 150 miles, your firm has never failed in responding to our needs in a timely manner, even to the extent of dispatching a principal or your capable staff on a moment's notice to arrive at our doorstep in three hours. That's a personalized service! ..."*

*Sincerely yours,  
Dr. Ronald A. Weinert  
Director of Facilities  
Oxnard School District*

## Financial Resources F

**Credit Reference:** TD Bank

**Address:** TD West Tower  
100 Wellington Street West, 27th Floor  
Toronto ON M5K 1A2 Canada

**Phone:** 416.307.0235

**Contact Person:** Ian Ruberry

**Line of credit:** CAD \$95 million

**Unused portion:** CAD \$1 million

**Expiration Date:** 7/31/16

**Professional Liability Insurance:** XL Specialty Insurance Co.

**Current Policy No:** DPR 9714334

**Current Policy Limits:** Minimum of One Million Dollars (\$1,000,000) per claim and Minimum of One Million Dollars (\$1,000,000) in the aggregate

**Address:** 15 Allstate Parkway, Suite 220  
Markham, ON L3R 5B4

**Telephone No:** 905.305.1054

**Fax No:** 905.305.1093

**Contact Name:** Susan McInnes

## Client Satisfaction / References

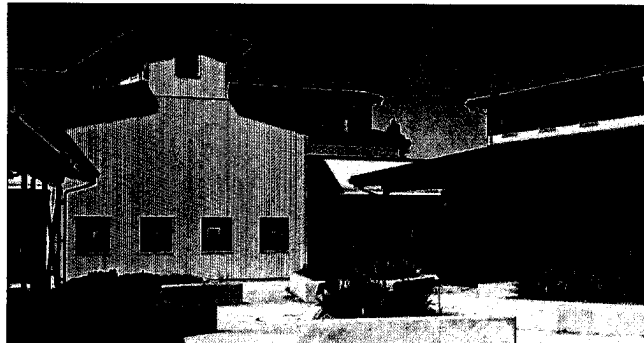


### 1 Paso Robles Joint Unified School District

**Contact:** Joe Iffert, Senior District Construction Supervisor  
**Address:** 2910 Union Road, PO Box 7010  
 Paso Robles, CA 93447  
**Tel:** 805.237.3379

**Sample Projects:**

Paso Robles High School 2-Story Classroom Building  
 Paso Robles High School CTE & Agriculture Facility  
 Paso Robles High School Practice Gym and Mod  
 Independence High School Classroom Building



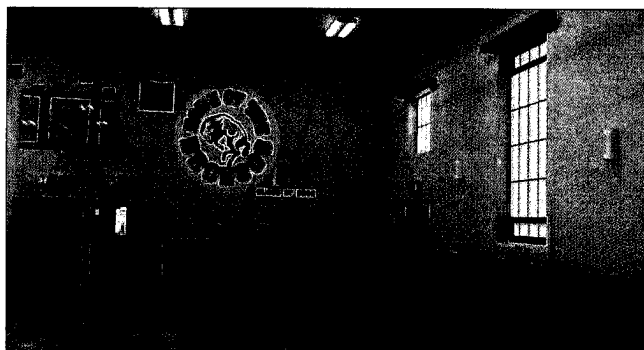
CTE & Agriculture Facility, Paso Robles, CA

### 2 Orcutt Union School District

**Contact:** Scott Stearns, Dir. of Maintenance & Operations  
**Address:** 500 Dyer Street, PO Box 2310  
 Orcutt, Ca 93456  
**Tel:** 805.938.8900

**Sample Projects:**

Orcutt Junior High School Campus Entry and Hardcourts  
 Orcutt Academy High School Kitchen Remodel  
 Olga Reed School Multipurpose Room Improvements  
 Lakeview Junior High School Science Lab T.I.



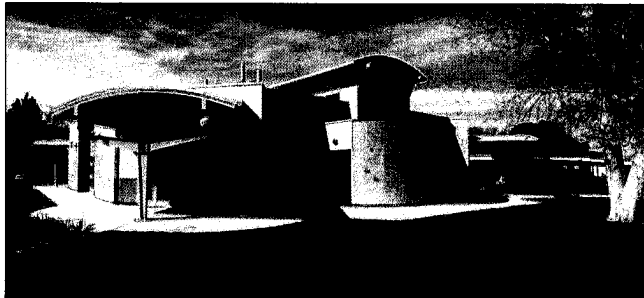
Olga Reed School Multipurpose Improvements, Orcutt, CA

### 3 San Jose Unified School District

**Contact:** Steve Adamo, Dir. of Maintenance & Operations  
**Address:** 855 Lenzen Avenue  
 San Jose, CA 95126  
**Tel:** 408.535.6071

**Sample Projects:**

San Jose High Academy - Science Building  
 Lincoln High School - Science Building  
 Willow Glen High School - Science Building  
 Trace Elementary School - Classroom Bldg & Media Center



Lincoln High School Science Building, San Jose, CA

### 4 Los Angeles Unified School District

**Contact:** Alix O'Brien, Facilities Asset Development Director  
**Address:** 333 S. Beaudry Avenue, 23-148  
 Los Angeles, CA 90017  
**Tel:** 213.241.4165

**Sample Projects:**

Hamilton High School Small Learning Community Conversion  
 Fremont High School Health Clinic  
 Multnomah Elementary School Multi-Purpose Building  
 South Region Middle Schools No. 2 & 3



South Region Middle School No. 2, Bell, CA

### Contractor References:

#### 1 Vernon Edwards Const. Inc.

**Contact:** Todd Edwards  
**Address:** 2045 Priesker Lane, Ste A  
 Santa Maria, CA 93454  
**Tel:** 805.614.9909

#### 2 Maino Construction Co.

**Contact:** Tom Maino  
**Address:** 3599 Sueldo St, #200  
 San Luis Obispo, CA 93401  
**Tel:** 805.543.7411

#### 3 Diani Builder Corp.

**Contact:** Jeff Neal  
**Address:** 351 N. Blosser Road  
 Santa Maria, CA 93458  
**Tel:** 805.925.9533

# Addenda

## Sub-Consultants

IBI Group fully realizes that a significant factor in our ability to form a successful and productive team with you is the quality and consistency of the group of consulting engineers that we assemble for your projects. We therefore place great emphasis on using "tried-and-true" consultants who we know can and will perform well with us and have proven that fact with a history of excellence that we can demonstrate.

Our relationships with our consultants are as important to us as the relationships that we enjoy with our clients. We respect and value those long-established relationships, and we work hard to maintain them.

Coordination between our work and the consulting disciplines is pivotal to good project development and an ultimately successful outcome. Close cooperation and communication, in turn, is pivotal to that coordination. Good relationships foster that kind of closeness, so our full efforts go into maintaining processes and systems that we have already established and that we continue to improve with our consulting partners as the team evolves and grows with each project. Members of our time-tested and proven consulting group that we have specially selected to participate in **YOUR TEAM** includes:

**Above Grade Engineering – Civil Engineers**  
 1304 Broad Street  
 San Luis Obispo, CA 93401

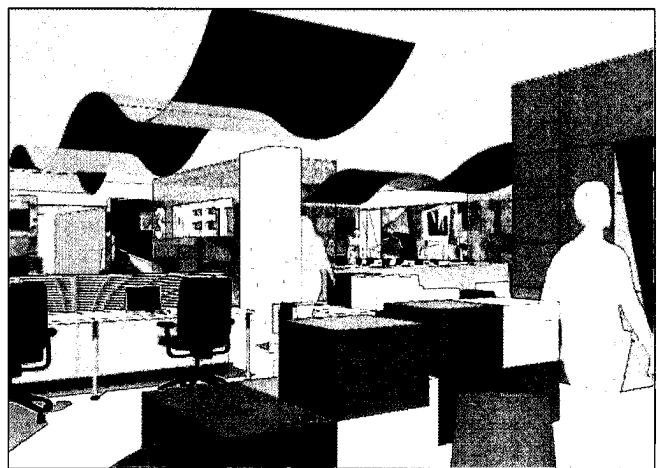
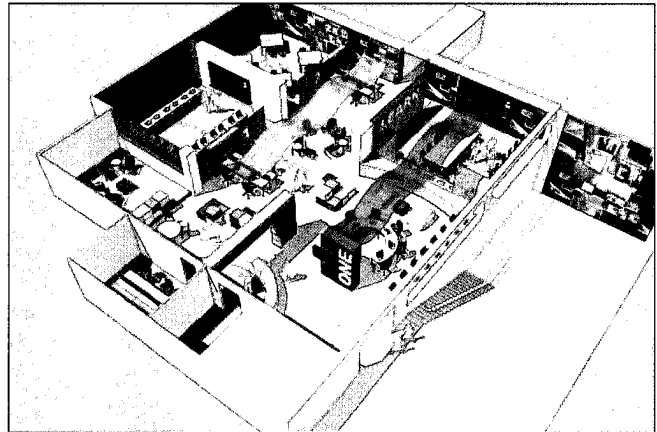


Above Grade Engineering was formed in 2006 to provide quality Civil Engineering services with an emphasis on exceptional customer service. They have grown into a multi-disciplined professional engineering firm also offering quality Land Surveying, Civil Engineering and Electrical Engineering services with experience across multiple industries. The firm has completed over 75 school projects in the last five years for districts throughout California, as well as for schools in the UC, CSU and Community College systems. Their portfolio also includes projects for local, state and military agencies, with over 90% of business coming from repeat clients and referrals. Above Grade Engineering's broad knowledge base and "can-do" attitude promises high-quality, creative designs on-time and on-budget.

**Smith Structural Group – Structural Engineers**  
 811 El Capitan Way, Suite 240  
 San Luis Obispo, CA 93401



Their principals, staff, consultants and advisors combine for over 140 years of consulting structural engineering experience on the Central Coast. Their office specializes in providing professional, complete and responsible Structural Engineering Services. High standards of professionalism, quality control, communication and representation are upheld throughout all their projects. They focus on availability with communication to enable their clients get the most from their structural consultant.



21st Learning Century Educational Program - School of One  
 Recognized as a Top 50 inventions of 2009 according to Time Magazine



**BMA – Mechanical Engineers**  
 100 Cross Street, Suite 204  
 San Luis Obispo, CA 93401



For 25 years and 3500 projects running, BMA has been instrumental in the design, integration, and successful application of mechanical systems across the west coast. Situated in San Luis Obispo, BMA has built a reputation on consistency, strong client/consultant connections, and expert engineering. They are fully licensed in the State of California to practice Mechanical Engineering in its many facets. A long standing connection with key partners in the building industry allows us to maintain current perspectives on state of the art systems, their pricing, feasibility, and integration; from a project perspective our goal is to produce systems and solutions that are project and budget appropriate.

Community connections extend from our workforce into all aspects and areas of Santa Barbara County. An extensive knowledge of the local climate affords us the opportunity to leverage the temperate nature of our surroundings for maximum efficiency and minimum energy consumption. A commitment to student health drives their attention to noise and indoor air-quality.

BMA is focused on providing insight to their clients that allows informed decisions to be made on the most important aspects of their building's envelope, mechanical and plumbing systems, and energy management systems. A tried and tested approach to project client side information gathering, interdisciplinary coordination, and general responsiveness have been instrumental in our history of success.

**Thoma Electric – Electrical Engineers**  
 3562 Empleo Street  
 San Luis Obispo, CA 93401



Right around 1962 Thoma Electric Company was founded. Thoma Electric has made its lasting mark on the Central Coast region for over 50 years. In 1981, They expanded service into electrical consulting, engineering and design. Twenty-eight years later, Thoma Electric has grown dramatically throughout California and the West Coast, providing consulting, engineering, design and construction services for some of the region's most prominent projects through innovative ideas and environmentally sustainable principles applied to every project they work on.

Fifty years of electrical engineering and construction have established their unwavering commitment to quality in all phases of their work.

During the 90's decade, Thoma Electric worked with IBI Group (BFGC Architects) on every existing campus at Oxnard School District including Fire Alarm Upgrade Portables, Modernization and two new campuses.

**In-Balance Green Consultants – Sustainability**  
 100 Cross Street, Suite 204  
 San Luis Obispo, CA 93401



Andrea Pease, Architect and LEED Accredited Professional and Jennifer Rennick, Architect and Certified Energy Analyst share a passion for a balanced approach to sustainable design and began working together in 2005. Together they have almost 40 years experience in the building industry, almost entirely focused on designing, analyzing and implementing green building. At In Balance Green Consulting, they help owners, builders, and designers of educational, commercial, institutional, and residential buildings throughout California to create sustainably built environments by providing Green Consulting, Energy Modeling and Optimization, LEED Certification, Daylight and Water Use Analysis, and Incentive Programs services.

**Cumming – Cost Estimating**  
 475 Sansome Street, Suite 520  
 San Francisco, CA 94111



Established in 1996, Cumming is a leader in providing project control services, including cost and project management, planning and scheduling, and litigation support. In fact, Cumming's 200 expert professionals have provided these and other related services to clients in more than 25 countries around the world.

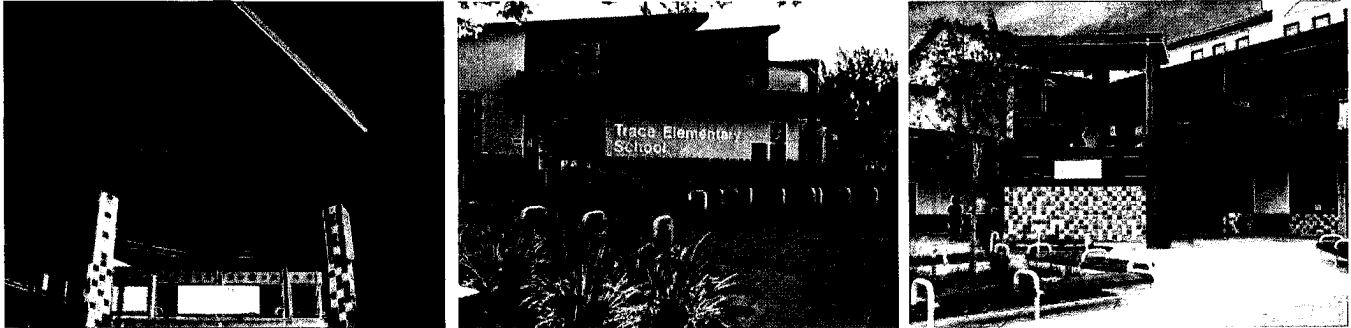
Throughout its history, the company has remained focused on one goal: to assist its clients in managing the critical issues of time and cost from conception through closeout. The ability to proactively resolve complex issues is and always has been central to the success of our clients. Foremost, Cumming provides unsurpassed services that enable you to achieve extraordinary results. With an understanding of your goals and expectations, a suite of solution-oriented services are provided to meet your unique needs.

The following projects are examples of IBI Group's "transformative" projects on existing campuses, new elementary and middle school campuses.

**REPRESENTATIVE PROJECTS**

**1 TRACE ELEMENTARY SCHOOL CLASSROOM BUILDING** San Jose, CA

The new Trace Elementary School has a total of 18 classrooms, a media center/ library and support spaces. The new building is "single loaded" with circulation on one side only, toward the interior of the campus with exit stairs located at each end of the building and an elevator centrally located. The linear formation allows the building to take advantage of the northern sun while shedding the heat from the southern sun. The new classroom building created a new entry to the campus, while creating a waiting / pick up area at the street side, it also opens the campus core for improved circulation and visibility while forming a new campus quad.



**2 CURTNER ELEMENTARY SCHOOL LEARNING CENTER** Milipitas, CA

The Learning Center is large enough to hold 60- 90 students. Spaces can be modified for individual student learning or small to medium size groups. The Center includes mobile and flexible furnishings meant to encourage collaboration and interaction and sliding marker board walls entirely covered with painted whiteboard surfaces that are low to the ground where children work standing or sitting.



**3 ANNE DARLING SPECIAL EDUCATION FACILITY** San Jose, CA

The new special needs facility for the Santa Clara County Office of Education Anne Darling School includes eight classrooms that are arranged into two clusters of four rooms. Classrooms have full kitchens, accessible computer stations, full restrooms with lockers and changing areas, and larger doorways to accommodate wheelchairs.



**REPRESENTATIVE PROJECTS -**

**4 ANNE DARLING ADMINISTRATION/ MEDIA CENTER**

San Jose, CA

This project was a portion of the overall replacement of the Anne Darling Elementary School Campus. This was a multi phase project, which required that the school remain open during all phases of construction, in addition to coordination with multiple DSA applications and architectural firms in a lease/ lease- back environment. Main program elements included administration, staff support, library/ media center and a computer lab.



**5 FERN MIDDLE SCHOOL**

Torrance, CA

An existing campus with historical significance; a new building was designed to blend with the mission character of the original structures. The new building was designed using passive ventilation and respecting and complementing the existing historic building. A central courtyard was added with an outdoor amphitheater creating a cohesive campus atmosphere.



**6 LA ENTRADA MIDDLE SCHOOL GYMNASIUM**

Menlo Park, CA

The new gymnasium is located in the La Entrada School campus and includes a high school size basketball court which can be divided to be used as two smaller basketball courts or for other sports such as volleyball, badminton and paddleball. The gymnasium incorporates 450 seat bleachers that were refurbished from Stanford University's Maples Pavilion. It also includes three coaches offices with direct access to the fitness/ teaching room. The new gymnasium created a new campus character and entrance.

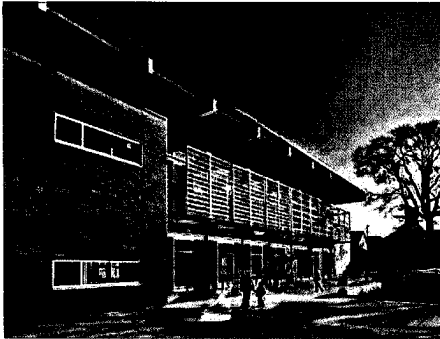


**REPRESENTATIVE PROJECTS**

**7 ROSA PARKS ELEMENTARY SCHOOL**

Portland, OR

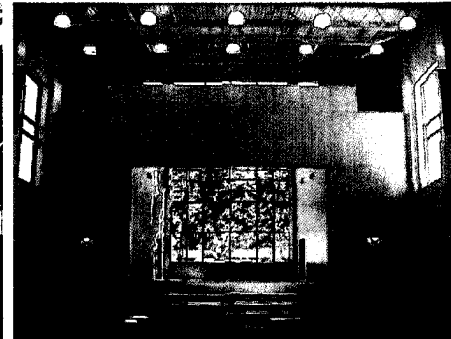
This school is a mixed-use public/private partnership consisting of a new K-6 school (Rosa Parks), a Boys & Girls Club, and a Portland Parks Community Center, on land donated by the Housing Authority of Portland. A walk-in school on a small site with only 1.8 usable acres, Rosa Parks continues to educate students and occupants as a sustainable learning tool.



**8 HORACE MANN SCHOOL**

San Jose, CA

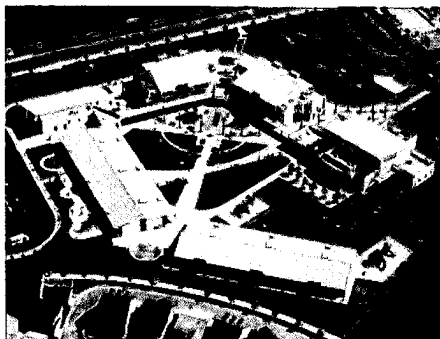
The Horace Mann School was the first new Elementary School for the San Jose School District in 25 years. The unique three story school includes a library/ media center, multipurpose building with a stage and a community kitchen. Located near San Jose City Hall, the school was designed to serve both the students and the downtown urban community. The building was sited to allow community use when the school is closed.



**9 DON CALLEJON SCHOOL**

Santa Clara, CA

The Don Callejon School was the first new k-8 school for the Santa Clara Unified School District in 40 years. It features a multipurpose facility with an indoor/ outdoor stage, secure classroom wings with flexible teaching environments and an educational outdoor landscape.

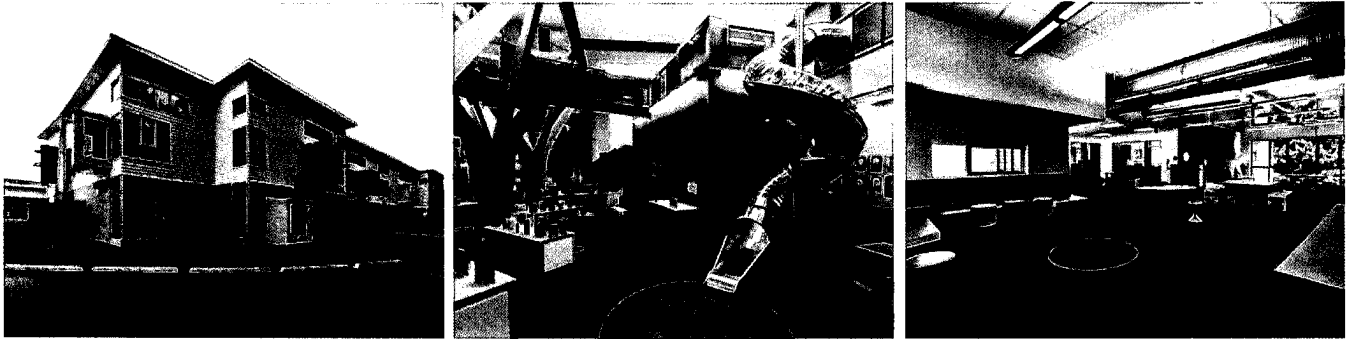


**REPRESENTATIVE PROJECTS**

**10 TRILLIUM CREEK PRIMARY SCHOOL**

West Linn, OR

Trillium Creek is a new primary school named for the headwaters of a creek that begin within its schoolyard. This school embraces multiple elements of sustainable design and presents unique features that support student learning. Heavily guided by a strong student voice, this child-centric design combines individual learning space opportunities with a collective transparency that connects students and teachers to the work of learning and teaching. The multidimensional library and its corkscrew slide remind us that research and inquiry is about wonder and curiosity



**11 SEBASTIAN QUESTA ELEMENTARY SCHOOL**

Tracy, CA

Sebastian Questa Elementary School is a new K-8 school in the Lammersville School District. The exteriors of the reused buildings have been adapted to set the design character of the school. Emphasis was placed on providing a variety of spaces that allow students to explore, play, learn and perform in a safe and quiet environment, while also creating a connection with the neighborhood



**12 RANCHO ROSAL ELEMENTARY SCHOOL**

Camarillo, CA

Working with contractor D.R. Horton, a design-build delivery system, the school opened in Fall 2006 and houses approximately 500 K-5 students. Materials were selected to match the houses in the surrounded developments: featuring tile roofs, traditional mission-style plaster detailing, and stone column bases and wainscot. A perfect example of how private developers can work with the school district to improve the community.



**REPRESENTATIVE PROJECTS**

**13 EDY RIDGE MIDDLE SCHOOL/LAUREL RIDGE MIDDLE SCHOOLS**

Sherwood, OR

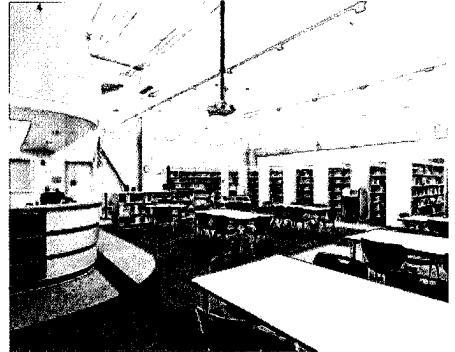
The school design reflects the traditionally agricultural and industrial community of Sherwood, located on the edge of Portland's Urban Growth Boundary. Careful siting of developed features preserved natural areas of the site including drainage areas, wetlands, and wildlife corridors.



**14 WALNUT PARK MIDDLE SCHOOL**

Walnut Park, CA

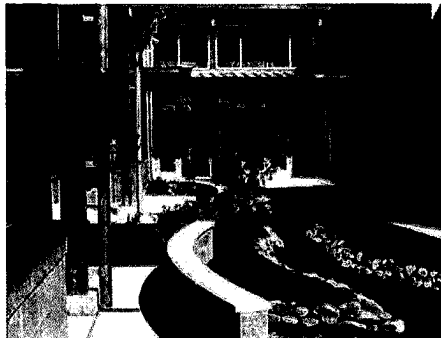
The South Region Middle School No. 3 includes a 2-story Classroom Building with underground staff parking and two small learning communities. A separate building provides shared functions such as gymnasium, lockers, multi-purpose room, dining/cafeteria, performing arts, maintenance and administrative functions. The design challenges included accommodating all program requirements on a compact site, while maintaining the mandated playground square footage.



**15 EAGLE POINT MIDDLE SCHOOL**

Eagle Point, OR

The design of the new Eagle Point Middle School was based on concepts for education that place emphasis on education as both a community experience and an interdisciplinary activity. As a community experience, it embraces ideas of "school within a school", smallness as opposed to largeness, and the goal that students will develop a sense of ownership of their own learning community within the overall context of the Middle School.



May 1, 2015

Mr. Yuri Calderon  
Chief Operating Officer  
**Caldwell Flores Winters, Inc.**  
1901 Victoria Avenue, Suite 106  
Oxnard, California 93035

**RACHLIN**  
P A R T N E R S

RE: ARCHITECTURAL SERVICES – OXNARD SCHOOL DISTRICT

Dear Mr. Calderon and Members of the Selection Committee:

Rachlin Partners, a California Corporation established in 1982 with California Registration Number C-1162078, is pleased to present our qualifications for Architectural Services to assist Oxnard School District with upcoming projects that include new elementary schools, new middle schools, and new middle school gymnasium/multipurpose rooms. We understand that the planning and construction of these projects is important to the District and the Oxnard Community. Our team has spent 32 years supporting local school districts to deliver successful projects.

As seasoned architects with experience serving California public school districts, our team will effectively identify and address the myriad of issues that may arise throughout the planning, design and construction phases. We pride ourselves on creating an atmosphere that promotes cooperation and fosters success, resulting in a true partnership for all project team members.

**Our Similar Experience:**

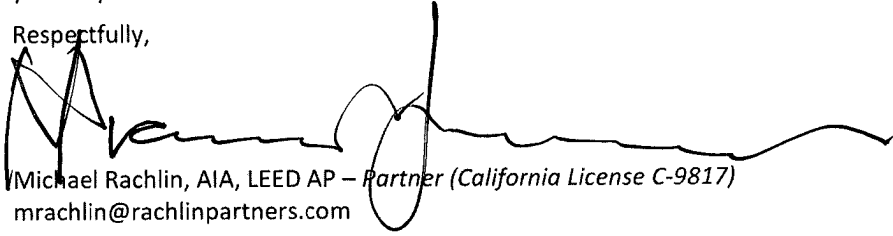
- We are currently working with Caldwell Flores Winters on a dynamic new 38-Classroom Building for Santa Maria Joint Union High School District' Righetti High School.
- Our extensive experience includes the successful delivery of projects for many Southern California clients including Santa Maria Joint Union High School District, Ventura Unified School District, Bonita Unified School District, Tustin Unified School District, Carlsbad Unified School District, Long Beach Unified School District, and Los Alamitos Unified School District.

**Direct Principal Involvement:**

- As Project Executive I, Michael Rachlin, AIA, LEED AP, will provide overall leadership to the Rachlin Partners team to ensure on-time and on-budget project delivery. A 32-year veteran of the design and construction industry, I offer the District significant experience successfully executing school district projects, and my involvement ensures accountability, responsiveness and a single point of contact.

We look forward to working with you and building a long-term partnership in your mission to successfully tackle the design and construction of your projects. Our following detailed SOQ reveals how Rachlin Partners will deliver the highly responsive service that exceeds your expectations. I thank you for your consideration.

Respectfully,

  
Michael Rachlin, AIA, LEED AP – Partner (California License C-9817)  
mrachlin@rachlinpartners.com

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OXNARD SCHOOL DISTRICT  
REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES

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# B. Firm Organization & Background

OXNARD SCHOOL DISTRICT  
REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES

## I. YEARS IN BUSINESS

32 years

## 2. SENIOR MEMBERS

Michael Rachlin, AIA - Partner, 32 years

Richard Ingrassia, AIA - 22 years

## 3. LOCATION OF OFFICE

8640 National Boulevard

Culver City, California

## 4. BASIC SERVICES

Needs Assessment / Master Planning

Architecture / Engineering

Interior Design

## 5. ADDITIONAL SERVICES

Program Management

Project Management

Construction Management

## FIRM ORGANIZATION, CREDENTIALS AND BACKGROUND

Rachlin Partners is a full-service Architectural, Program Management and Construction Management organization established in 1982 by Michael Rachlin and is a prominent design and management firm in California with 300 successfully completed school projects spanning a diversity of building types and programs. An important factor in the success of Rachlin Partners has been the ability to develop collaborative relationships with our clients through the direct, hands-on involvement of the partners in every project, resulting in 80% of the firm's commissions from repeat clients. Among our school district clients are Santa Maria Joint Union High School District, Bonita Unified School District, Los Alamitos Unified School District, Tustin Unified School District, and Carlsbad Unified School District.

## 6. STATE SCHOOL FACILITY PROGRAM PROJECTS

Our firm has successfully completed over 300 school projects in our 32 years of practice, all of which were funded through the State School Facility Program, local bond measures, or a combination of both. Due to space limitations, the table below offers a very brief listing of representative projects:

Project / Owner	Delivery	Builder	Cost	End Date
<b>Santa Maria HS Classroom Building</b> Santa Maria Joint Union HSD	Design- Bid-Build	Veron Edwards	\$8,819,880	Construction
<b>Bonita Center for the Arts</b> Bonita Unified School District	Lease- Leaseback	Tilden-Coil (Builder)	\$22,500,000	09/2014
<b>Weaver ES Modernization</b> Los Alamitos Unified School District	Lease- Leaseback	West Coast Air (Builder)	\$11,902,000	09/2014
<b>Ramona Middle School Gymnasium</b> Bonita Unified School District	Lease- Leaseback	TBD	\$6,400,000	Bidding
<b>Lone Hill Middle School Gymnasium</b> Bonita Unified School District	Lease- Leaseback	TBD	\$6,200,000	DSA
<b>Dena Primary Center</b> Los Angeles Unified School District	Design- Bid-Build	Turner Construction (Builder)	\$3,730,284	09/2005

## 7. MANAGING THE PROJECT

Our work upgrading the Football Stadium / Track & Field at Santa Maria High School demonstrates our management approach. The project called for new bleachers, press box, and synthetic track and field. Michael Rachlin's direct, hands-on involvement as principal-in-charge focused our management efforts to ensure stakeholder consensus and consistently high service quality. His direct participation helped efficiently leverage the firm's design and management tools to organize programming, cost estimating, and scheduling efforts. This resulted in the project's timely and cost-effective completion.

## 8. DSA REQUIREMENTS

We meet regularly with DSA regional staff to ensure our projects are in compliance; this has been instrumental in fostering a productive relationship with DSA. Throughout construction, we interact with the DSA inspector and testing agencies to ensure that all required tests and inspections are performed on a daily basis, and we oversee inspection activities as well as collect, log, and file daily inspection reports.



# Design Awards

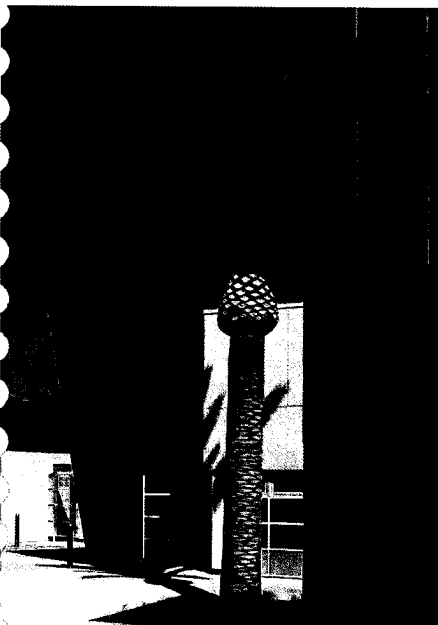
RACHLIN PARTNERS  
OVER 30 YEARS OF EXCELLENCE IN DESIGN

## AWARDS AND RECOGNITION

Rachlin Partners prides itself on its long-standing history of award-winning design. The firm has won numerous local, state and national design awards. We understand the importance that a well-designed, aesthetically inviting building plays in enhancing life for the people who use it.

The following list of recent awards and publications is a testament to the firm's excellence in design.

- 2015** Learning by Design, Honorable Mention Award  
*Bonita USD – Bonita Center for the Arts*
- 2015** CASH – AIA/California Council, Leroy F. Greene Design Award of Excellence  
*Bonita USD – Bonita Center for the Arts*
- 2014** Learning by Design, Outstanding Project Award  
*Bonita USD – San Dimas High School Gymnasium Modernization and Expansion*
- 2013** American School & University, Architectural Portfolio Outstanding Design  
*Bonita USD – San Dimas High School Gymnasium Modernization and Expansion*
- 2012** Illuminating Engineering Society of North America, Illumination Award  
*UCLA – Oncology Clinic and Infusion Suite*
- 2012** Learning by Design, Outstanding Project Award  
*Glendale College – Garfield Campus Expansion*
- 2011** Learning by Design, Outstanding Project Award  
*Long Beach City College – Industrial Technology Center*
- 2011** American School & University, Educational Interiors Showcase Outstanding Project  
*Long Beach City College – Industrial Technology Center*
- 2010** Illuminating Engineering Society of North America, Illumination Award  
*UCLA – Clinical Practices Suite*
- 2007** Learning by Design, Honorable Mention Award  
*LAUSD – Dena New Primary Center*
- 2006** CASH – AIA/California Council, Leroy F. Greene Design Award of Honor  
*LAUSD – Dena New Primary Center*



# C. Michael Rachlin, AIA, LEED AP

MANAGING PARTNER  
PROJECT ROLE / PRINCIPAL-IN-CHARGE

## EDUCATION

Bachelor of Architecture, 1974  
Arizona State University

## REGISTRATION

Registered Architect in the States of  
California (C-9817), Arizona, Colorado,  
Louisiana, Georgia, Maryland, New  
Mexico, Nevada, Ohio, Texas,  
Virginia, and Washington D.C.  
LEED-Accredited Professional  
NCARB

## AFFILIATIONS

American Institute of Architects  
International Interior Design Association  
National Trust for Historic Preservation  
Coalition for Adequate School Housing

## RESPONSIBILITIES

Michael, as Managing Partner and Principal-in-Charge, will lead the design and planning effort throughout all project phases. He will work closely with you to evolve design concepts and responsive solutions. In addition to guiding the development of design concepts, Michael participates in key presentations and reviews throughout the project duration as necessary to facilitate the approval of designs by all stakeholders. Involved in projects from kickoff to close-out, he is responsible for maintaining the overall quality of Rachlin's services throughout all project phases.

## PROJECT EXPERIENCE

Michael Rachlin is known for sensitive, contextual design solutions that are informed by a contemporary aesthetic. He has developed a reputation for successfully leading collaborative consensus-building processes that meet the client's current and future school facility needs. As Design Principal, he takes on the responsibility of integrating multiple viewpoints into a common vision that is supported by all participants. He understands the intricacies of working on campuses and projects with multiple stakeholders and priorities. With 32 years of experience and over 250 school projects of varying size and complexity in his portfolio, he has a core appreciation for the special needs of educators and specializes in school programming, design, and construction. He is an expert at weaving new elements into existing campuses and bringing schools into alignment with the designs and technologies of the 21st Century classroom.

### Dena Primary Center

#### LOS ANGELES UNIFIED SCHOOL DISTRICT

New Design and Construction of a 25,000 SF K-2 school requiring innovative site development and a focus on community integration, safety, and flexible technology infrastructure.

### Cahuenga Elementary School

#### TUSTIN UNIFIED SCHOOL DISTRICT

New 43,000-SF multi-purpose building including 12 new classrooms, an assembly room, a kitchen, a cafeteria, a library, an outdoor lunch shelter and below-grade parking.

### Righetti High School New Classroom Building

#### SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

New 38-Classroom facility for general purpose academic uses serving Math, English, and Health classes. The project also includes classroom spaces specifically designed for flexible, multi-purpose programming.

### Districtwide Modernization Program

#### LOS ALAMITOS UNIFIED SCHOOL DISTRICT

Needs Assessment, Master Plan, and \$163 million Modernization Program of 10 schools. Projects include a new Track & Field at Los Alamitos High School and new District Administrative Offices.

### Santa Maria High School Modernization

#### SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

New Classroom Building; Interim Student Housing; Track & Field Facilities Upgrades; New Pool Complex; Library/Media Center Renovation; Auditorium Assessment.

### Industrial Technology Center

#### LONG BEACH COMMUNITY COLLEGE DISTRICT

New 26,000 SF Industrial Technology Center with multi-media classrooms, labs, industrial workshops, and specialized facilities for welding and machine tools.



# C. Richard Ingrassia, AIA, LEED AP

MANAGING PARTNER  
PROJECT ROLE / PROJECT DIRECTOR/MANAGER

## EDUCATION

Master of Architecture, 1992  
UCLA

## REGISTRATION

Registered Architect in the State of  
California (C-26229)  
LEED-Accredited Professional

## AFFILIATIONS

American Institute of Architects

## RESPONSIBILITIES

As Managing Partner and Project Director/Manager, Richard is involved in the project from kickoff to close-out, assuring his full understanding of the history of decisions made. He works closely with Michael Rachlin to ensure that the project's design intent is faithfully interpreted in the construction documents as they are developed and revised, and is responsible for delivering a comprehensive and constructable set of bid documents. In addition, Richard coordinates communication between the Design Team, Owner, and General Contractor, ensuring an efficient DSA approvals process and championing the Owner's best interest.

## PROJECT EXPERIENCE

Richard's solid understanding of practical project delivery techniques and methodologies has been key to his success in delivering well over a hundred K-14 projects of varying scope and complexity for School Districts throughout California. He has been universally praised for his ability to understand the needs of administrative, facilities, and operations staff. He identifies issues of potential concern before they become problems and applies solutions that make sense, preserving the integrity of the approved design and assuring that classrooms come online when they need to. Richard is a strong leader who can build the critical consensus between divergent stakeholder viewpoints that keeps projects moving forward. His keen focus on interdisciplinary drawing checks, simultaneously reviewing engineering and architectural drawings, has been acknowledged by swift DSA approvals.

### Bonita Center for the Arts

#### BONITA UNIFIED SCHOOL DISTRICT

New Design and Construction of a \$22.5 million, 700-seat joint-use performing arts facility encompassing drama, choir, instrumental performance, musical theatre, dance, and lectures.

### Dena Primary Center

#### LOS ANGELES UNIFIED SCHOOL DISTRICT

New Design and Construction of a 25,000 SF K-2 school requiring innovative site development and a focus on community integration, safety, and flexible technology infrastructure.

### Districtwide Modernization Program

#### LOS ALAMITOS UNIFIED SCHOOL DISTRICT

\$163 million Modernization Program of 10 schools. Projects include a new Track & Field at Los Alamitos High School and new District Administrative Offices.

### Middle School Gymnasiums

#### BONITA UNIFIED SCHOOL DISTRICT

Design and construction of two new 15,500-SF gymnasiums with support spaces on the campuses of Ramona Middle School and Lone Hill Middle School.

### Beckman High School

#### TUSTIN UNIFIED SCHOOL DISTRICT

New 2-story, 14-classroom building including offices and MDF/Data Center. The scope includes interim housing for students during construction.

### San Dimas High School Gymnasium

#### BONITA UNIFIED SCHOOL DISTRICT

Modernization and expansion of a 31,738 SF gymnasium to include improved physical conditions and a dramatic new landmark entry facade and lobby.



# C. Len Metcalf, AIA

PROJECT MANAGER

PROJECT ROLE / PROJECT ARCHITECT - CONSTRUCTION ADMINISTRATOR

## EDUCATION

Bachelor of Architecture, 1973  
Cal Poly San Luis Obispo

## REGISTRATION

Registered Architect in the State of  
California (C-9119)  
NCARB

## AFFILIATIONS

American Institute of Architects

## RESPONSIBILITIES

As Project Architect, will oversee architectural design and CADD drafting for the project. Working in conjunction with Project Manager Richard Ingrassia and Design Principal Michael Rachlin, he will be responsible for translating your project needs into a responsive design, producing construction documents (plans and specifications), and coordinating consultant work. He also performs quality control reviews throughout the various stages of design and documentation, and will preserve team continuity by serving as Construction Administrator throughout the project's construction.

## PROJECT EXPERIENCE

Len has more than 34 years of experience developing and managing a wide range of projects from planning and design through construction, with a strong focus on safety, accessibility, and configuring spaces to address user needs. Prior to joining Rachlin Partners, Len gained extensive public architecture experience as Institutional Group Principal in Nadel Architects' Public Sector Architecture division and, previously, as a principal and partner at gkkworks corporation. His ability to develop professional relationships has served him well in working with clients, consultants, and regulatory agency representatives. His experience with over 50 projects for K-14 schools throughout California encompasses facility master planning; educational campus reconstructions; and large, complex schools, healthcare facilities, and institutional designs.

**Righetti High School New Classroom Building**  
**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**  
New 38-Classroom facility for general purpose academic uses serving Math, English, and Health classes. The project also includes classroom spaces for flexible programming.

**Weaver Elementary School**  
**LOS ALAMITOS UNIFIED SCHOOL DISTRICT**  
Comprehensive modernization. Campus physical improvements; space configuration; technology, accessibility, safety, and energy efficiency upgrades.

**Oak Middle School**  
**LOS ALAMITOS UNIFIED SCHOOL DISTRICT**  
Comprehensive modernization. Campus physical improvements; space configuration; technology, accessibility, safety, and energy efficiency upgrades.

**Hilltop High School Science Building**  
**SWEETWATER UNION HIGH SCHOOL DISTRICT**  
New 2-story, 54,200-SF Lab/Lecture facility. The design provides a gateway from exterior to interior spaces and defines the campus' academic core. (Prior to joining Rachlin Partners.)

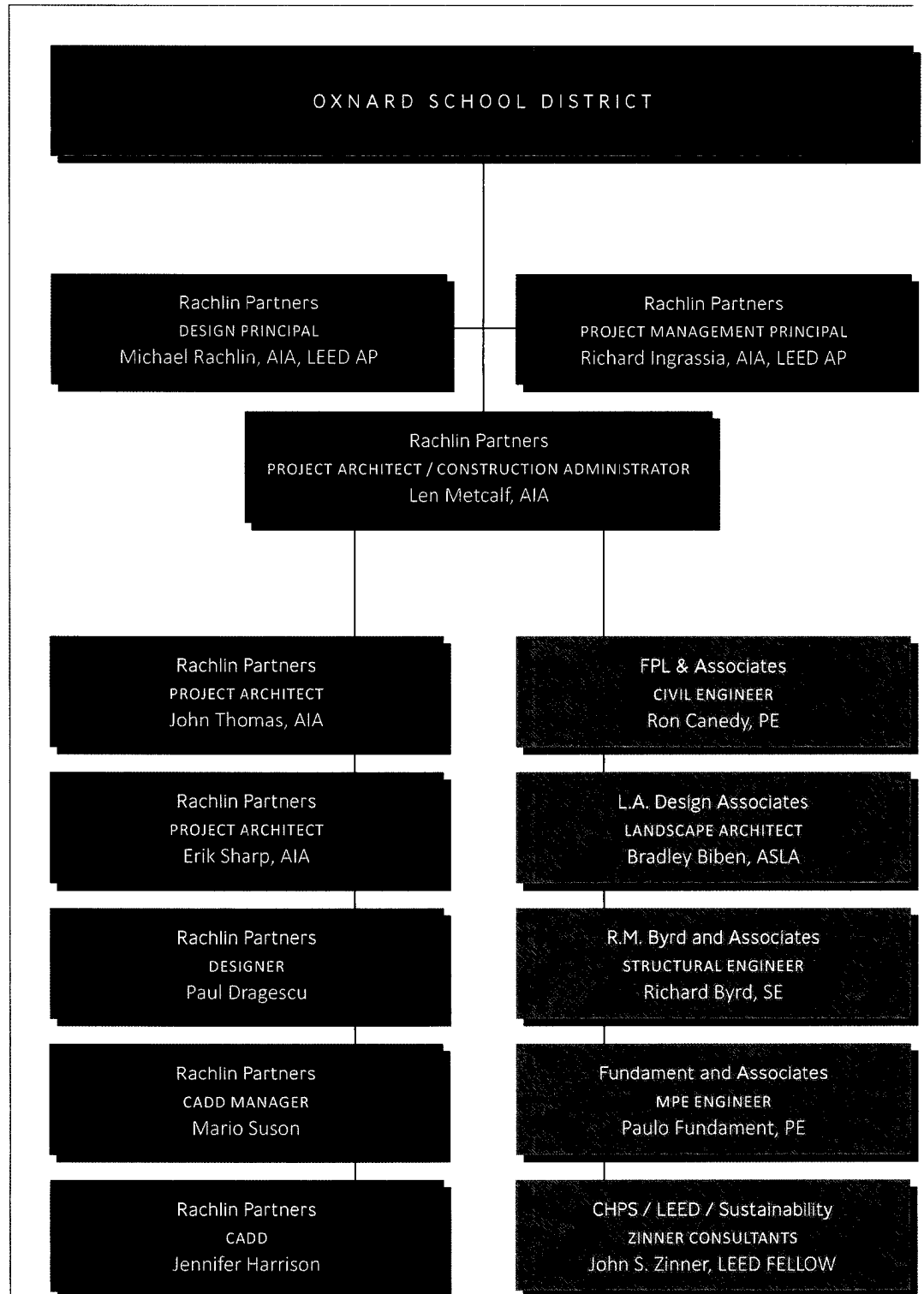
**New Valley Region High School No. 4**  
**LOS ANGELES UNIFIED SCHOOL DISTRICT**  
New design and construction of a high school serving over 1,200 students. Includes full gymnasium, multi-purpose/theater space, and track & field. (Prior to joining Rachlin Partners.)

**New K-8 Colin Powell Academy for Success**  
**LONG BEACH UNIFIED SCHOOL DISTRICT**  
New design and construction of a 2-story, 54,770-SF school. The project required complex phased scheduling given its extremely short schedule. (Prior to joining Rachlin Partners.)



# Organization Chart

OXNARD SCHOOL DISTRICT  
REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES



# D. Firm Resources

## OXNARD SCHOOL DISTRICT REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES

### I. TRANSFORMATIVE DESIGN CAPABILITIES

#### I. DESIGN PHILOSOPHY / PROCESS

We believe that understanding our clients' concerns is perhaps the most important aspect of our process – which is often the most neglected by other firms. We listen to each client in order to learn and clarify his or her true concerns, then summarize and confirm them. This has defined our service to school districts throughout Southern California, and will continue to define our service for future projects.

#### II. INTEGRATING FLEXIBILITY AND FUTURE TECHNOLOGY

Key to our approach is putting in place flexible infrastructure that can grow and adapt to as-yet unknown technology. One example is the use of recessed and surface-mounted raceway channels for power and data that offer the flexibility of adding additional receptacles as energy needs evolve. Another example is using wireless technologies, whose increased capabilities and affordability are rapidly making technology cabling obsolete.

#### III. TRANSFORMATIVE PROJECTS

Transformative school projects involve more than updated aesthetics, upgraded code compliance, and reconfigured spaces. They involve a significant and positive change to the school's character.

- **SANTA MARIA HIGH SCHOOL:** Our work on this campus built in 1923 was transformative in the way we bridged the school's current and anticipated program needs with the desire to preserve the school's elegant Romanesque architecture. Renovation projects such as upgrading the library to encompass updated multi-media technology and renovating the Track & Field / Football Stadium into a state-of-the-art facility have been decisive steps towards reinvigorating the campus. A new aquatics complex fulfills the ambitions of the Water Sports Program, which has been without a pool of its own since its beginnings in the 1930s. With no further need to share swim time at a local municipal pool, the swimming and water polo teams will enjoy a facility they can adapt to their own training needs.
- **SAN DIMAS HIGH SCHOOL GYMNASIUM:** A particular project having a powerful transformative impact on the school is the modernization and expansion of the school's gymnasium. In addition to upgrading physical conditions and adding spaces to improve the gym's athletic functions, we designed a dramatic two-story lobby addition with concessions and restrooms for the public. Adding the lobby transformed the exterior from a basic box to a dynamic and integral part of the campus' design. The result is a sports complex with streamlined access and a prominent identity that highlights the school's athletic pride.
- **BONITA CENTER FOR THE ARTS / SAN DIMAS HIGH SCHOOL:** The addition of a 700-seat joint-use Performing Arts Center transforms the San Dimas High School into a landmark destination for both the District and the community. As a cultural focal point, the new Center for the Arts will host diverse programs from local school productions and visiting companies, including drama, choir, instrumental performance, musical theatre, dance, and lectures.



# D. Firm Resources

## OXNARD SCHOOL DISTRICT REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES

### F. LOCATION OF OFFICE

Our offices are located at 8640 National Boulevard in Culver City, California. We have successfully worked with Santa Maria Joint Union High School District for the past 8.5 years on projects at Santa Maria High School.

### G. FINANCIAL RESOURCES

Our firm has been in business for 32 years and is financially secure, as attested by the following credit references:

#### John Rachlin, Vice President

Merryll Lynch, 800/374-9833

#### Annette Walker, Business Banker

First Citizens Bank, 310/712-4872

Our insurance carrier is Risk Strategies Company, with E&O of \$1,000,000 each occurrence/\$3,000,000 in the annual aggregate.



## 2. PROGRAM MANAGEMENT CAPABILITIES

### INTEGRATED PROJECT DELIVERY

We bring everyone to the table early in the project and ensure that everyone's voice is heard. This is why we bring together stakeholders, our staff, and our consultants using an Integrated Project Delivery (IPD) method as described by the American Institute of Architects. This approach *"integrates people, systems, business structures and practices into a process that collaboratively harnesses the talents and insights of all participants to optimize project results, increase value to the owner, reduce waste, and maximize efficiency through all phases of design, fabrication, and construction."* As implemented throughout our practice in terms of design, quality control, budget control, and construction administration, IPD yields high-quality construction documents. Among our tools are Microsoft Project for project management as well as AutoCAD and Revit for BIM coordination.

## 3. COST AND SCHEDULE RESPONSIVENESS

### I. COST ESTIMATING

Opportunities for cost control decrease in relation to the degrees of completion and to the rising levels of cost-estimating accuracy. For this reason, we take advantage of the opportunities for greatest cost control that occur during the programming and schematic design phases, which helps minimize change orders and scope creep. Contingencies typically involve unforeseen site conditions, and we strive to budget for potential adverse conditions that cannot be quantified at bid-time. Barring fluctuations in the market, we typically achieve an average estimate accuracy of 95%

District / School	Estimate	Bid / Award	% Difference
<b>Bonita USD: San Dimas High School</b>	\$ 9,689,270	\$ 9,505,538	-2%
<b>Los Alamitos USD: McAuliffe Middle School</b>	\$ 16,168,227	\$ 16,168,291	0%
<b>Los Alamitos USD: Hopkinson Elementary School</b>	\$ 8,532,760	\$ 8,837,495	3%

### II. CHANGE ORDER HISTORY

#### A) Change Order Track Record

Our change order rate averages less than 1.5% – well below the industry average of 3-5%. Our success emerges from rigorous quality control procedures driven by principal involvement at every project stage. By ensuring high quality construction documents and developing accurate cost estimates, we are able to minimize change orders. In addition, our efforts to work early in the process with agencies such as DSA allows us to anticipate and correct problems before they become change orders.

Project	Cost	Change Orders					
		Owner	Owner %	Contractor	Contractor %	Arch. E & O	Arch. E & O %
<b>San Dimas HS</b>	\$9,505,538	\$178,000	1.9%	\$ 64,102	0.67%	\$112,000	1.18%
<b>Hopkinson ES</b>	\$9,594,110	\$255,080	2.6%	\$ 43,233	0.45%	\$ 23,102	0.24%
<b>Rossmoor ES</b>	\$9,563,666	\$279,617	2.9%	\$ 61,010	0.64%	\$ 16,846	0.18%



# D. Firm Resources

## OXNARD SCHOOL DISTRICT REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES

### H.1 CLIENT REFERENCES

**Santa Maria Joint Union High School District**  
2560 Skyway Drive, Santa Maria, CA 93455  
Reese Thompson, 805/922-4573 x4701  
Santa Maria HS Modernization / Expansion

**Los Alamitos Unified School District**  
10293 Bloomfield St, Los Alamitos, CA 90720  
Patricia Meyer, 562/799-4700 x80448  
\$163 million bond modernization program

**Bonita Unified School District**  
115 West Allen Avenue, San Dimas, CA 91773  
Ann Sparks, 909/971-8320 x5200  
Bonita Center for the Arts

**Tustin Unified School District**  
300 South C Street, Tustin, CA 92780  
Dr. Gregory Franklin, 714/730-7305 x305  
Beckman High School Expansion

### H.2 CM/CONTRACTOR REFERENCES

**Stephen Olson, Vice President**  
Earl Corporation, 626/334-6100 x218 / 225

**James Clower, Project Manager**  
West Coast Air Conditioning, 619/561-8000

**Lary Atherton, Project Manager**  
Turner Construction, 714/356-3388

### B) Quality Control

Developing complete and accurate construction documents is an essential part of what we do. Rachlin Partners believes that quality should be designed into the project starting with the assignment of a partner of the firm and an experienced staff member to provide leadership rather than correcting errors after they have been made.

Our quality assurance goals are to conform to program requirements and improve the accuracy of contractor bids, minimize change orders and ensure the most efficient construction possible. Typically in the design / construction industry the majority of change orders result from a lack of coordination between trades; therefore, we are particularly focused on fostering interdisciplinary coordination overseen by the firm's principals. To accomplish this, we implement quality control procedures based on the Redi-Check method, a systematic interdisciplinary checking procedure designed to highlight potential problem areas and ensure that approved and verified items are incorporated into the final documents.

### C) State Regulatory Agency Experience

Rachlin Partners has developed exceptional relationships with the Division of the State Architect (DSA), the California Department of Education (CDE), the Office of Public School Construction (OPSC), the Department of Toxic Substance Control (DTSC), as well as local, city and county agencies and fire marshals through the successful planning, design, construction and funding of more than \$1 Billion in new construction and modernization projects for California school districts. By maintaining close working relationships, we are able to involve these agencies early in our design process and expedite project approvals.

We have extensive experience obtaining new construction and modernization approvals from the Division of the State Architect (DSA), having processed over 300 California school projects through DSA. Our firm has developed an excellent understanding of DSA's specific requirements, including valuable information plan-checkers seek on construction documents. We meet regularly with DSA regional staff to ensure our projects are in compliance; this has been instrumental in fostering a productive relationship with DSA. Throughout construction, we interact with the DSA inspector and testing agencies to ensure that all required tests and inspections are performed on a daily basis, and we oversee inspection activities as well as collect, log, and file daily inspection reports.

In addition, we have a dedicated in-house DSA-approval management team with direct expertise in the approvals process as well as with the closeout and certification of DSA projects. All correspondence to and from DSA is channeled through this team to ensure that all related documents are tracked, processed, filed and acted on correctly and promptly.



# Appendix

## OXNARD SCHOOL DISTRICT REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES

### CONSULTANTS

Rachlin Partners enjoys successful working relationships with many qualified subconsultants. We have selected the consulting team members that best suit the project objectives.

- **FPL & ASSOCIATES (CIVIL ENGINEER):** FPL & Associates is a civil engineering firm with over 25 years of practice. They have extensive experience in the design and management of school projects that involve grading, drainage, erosion control, street improvements, hydrology, hydraulics, wet utilities, utility coordination, water quality management plans, storm water pollution prevention plans, cost estimates, sustainable site design, ADA compliance, LEED certification and technical specifications.
- **L.A. DESIGN ASSOCIATES (LANDSCAPE ARCHITECT):** L.A. Design Associates, Inc., is a landscape design firm founded in 2001 for the practice of Landscape Architecture. Recent projects include the Bonita Performing Arts Center, Glendale Community College Garfield Classroom Building, Newcomb Academy, Mitchell Child Development Center, and other projects for numerous school districts throughout Southern California.
- **R.M. BYRD & ASSOCIATES (STRUCTURAL ENGINEER):** Founded in 1992, R.M. Byrd and Associates provides structural engineering services on projects with an approximate annual aggregate construction cost in excess of \$150 million and has extensive experience in various market sectors including education, healthcare, civic/institutional, residential, and hospitality. Design capabilities include finite element analysis of complex structures, and 3-D production with integrated design concepts.
- **FUNDAMENT & ASSOCIATES (MECHANICAL/PLUMBING/ELECTRICAL ENGINEER):** Fundament & Associates is a certified small business enterprise (SBE) established in 1987 by Paulo Fundament. Specializing in HVAC, plumbing, and electrical systems design for complex buildings and facilities in the academic, medical and biomedical research fields, the firm prides itself on sophisticated, sustainable and energy efficiency-related engineering services. The firm has extensive experience with designing efficient electrical infrastructure for schools and is currently working with Rachlin Partners on the design and construction of the new Sage Creek Performing Arts Center for Carlsbad Unified School District.
- **ZINNER CONSULTANTS (SUSTAINABILITY AND GREEN BUILDING ADVISOR):** Zinner Consultants is a sustainability and green building consulting firm whose diverse set of services include LEED & CHPS, strategic planning, program development and management, project consulting and training. They are currently working with Rachlin Partners on the design and construction of a new classroom building on the Santa Maria High School Campus.



# Bonita Center for the Arts

BONITA UNIFIED SCHOOL DISTRICT  
SAN DIMAS, CALIFORNIA



## SIZE

29,000 SF

## STATUS

Complete: 2014

## CONSTRUCTION COSTS

\$22,500,000

## CLIENT / CONTACT

Ms Ann Sparks  
Bonita Unified School District  
115 West Allen Street  
San Dimas, California 91773  
909/971-8320

**PROGRAM:** Located on the San Dimas High School campus, the Center for the Arts is a 700-seat performance facility with full fly tower designed to support a growing array of programs from local school productions and visiting theatre companies, including drama, choir, instrumental performance, musical theatre, dance, and lectures.

**SOLUTION:** Visitors enter a two-story lobby space that can accommodate groups of over 400 people for gatherings before and after performances. They can then use either a dramatic curved staircase or an elevator to access balcony-level circulation. Also accessible from the lobby are ticket booths, a classroom-sized multi-purpose room, and restrooms.

At the heart of the building is the stage and audience chamber. With three seating tiers including a balcony, the design provides the audience with a more intimate viewing experience, superior sight lines, and an enriching theatrical experience. Exterior spaces such as a garden and amphitheatre further support the program. The project's community-oriented nature is emphasized by the implementation of Collaborative for High Performance Schools (CHPS) criteria. In addition to key sustainable design strategies to reduce water consumption and manage energy use, the project implements innovative technology solutions that contribute to the building's aesthetic. Computer-controlled louvers on the building's entry façade control the amount of sunlight cascading into the building but also provide a pleasing and inviting modern aesthetic. On the interior, a sophisticated, energy-saving LED lighting system provides dramatic night-time illumination.

# San Dimas High School Gymnasium

BONITA UNIFIED SCHOOL DISTRICT  
SAN DIMAS, CALIFORNIA



## SIZE

31,738 SF

## STATUS

Complete: 2013

## CONSTRUCTION COSTS

\$7,208,211

## CLIENT / CONTACT

Ms. Ann Sparks  
Bonita Unified School District  
115 West Allen Street  
San Dimas, California 91773  
909/971-8320

**PROGRAM:** We were retained to provide architectural services for the modernization and expansion of the San Dimas High School Gymnasium.

**SOLUTION:** San Dimas High School has served its community with distinction since 1970, earning a place on *Newsweek Magazine's* list of "America's Best High Schools." Drawing on community pride in the school's academic and athletic achievements, the gymnasium modernization and expansion project aimed to achieve a transformative effect on the campus.

The most dramatic feature is the modern metal-panel entry façade. In addition to providing the gymnasium with an attractive landmark identity that is seamlessly integrated with existing portions of the building, the façade defines an entrance lobby that smoothly guides circulation in and out of the building. It also creates a strong impression for fans, families, and members of opposing teams that enter the building. For the student athletes and the public who come to support them at games, the gymnasium is a renewed and dynamic expression of the school's "Saints" pride.

A major improvement that provided the athletic program with flexible training spaces consisted of expanding the gymnasium with an additional practice court enhanced by motorized backstops and bleachers. Additional renovation work for the 31-foot-high concrete-frame/brick in-fill building included: reconfiguring the weight room, locker rooms, and toilets; installing an energy-efficient HVAC system; and providing new finishes throughout the building.

# Dena Primary Center

LOS ANGELES UNIFIED SCHOOL DISTRICT  
LOS ANGELES, CALIFORNIA



## SIZE

25,000 SF

## STATUS

Complete: 2005

## CONSTRUCTION COSTS

\$8,500,000

## CLIENT / CONTACT

Ms. Patricia Romero  
(currently at Breed ES)  
Los Angeles Unified  
School District  
2750 East Hostetter Avenue  
Los Angeles, CA 90023  
323.269.4343

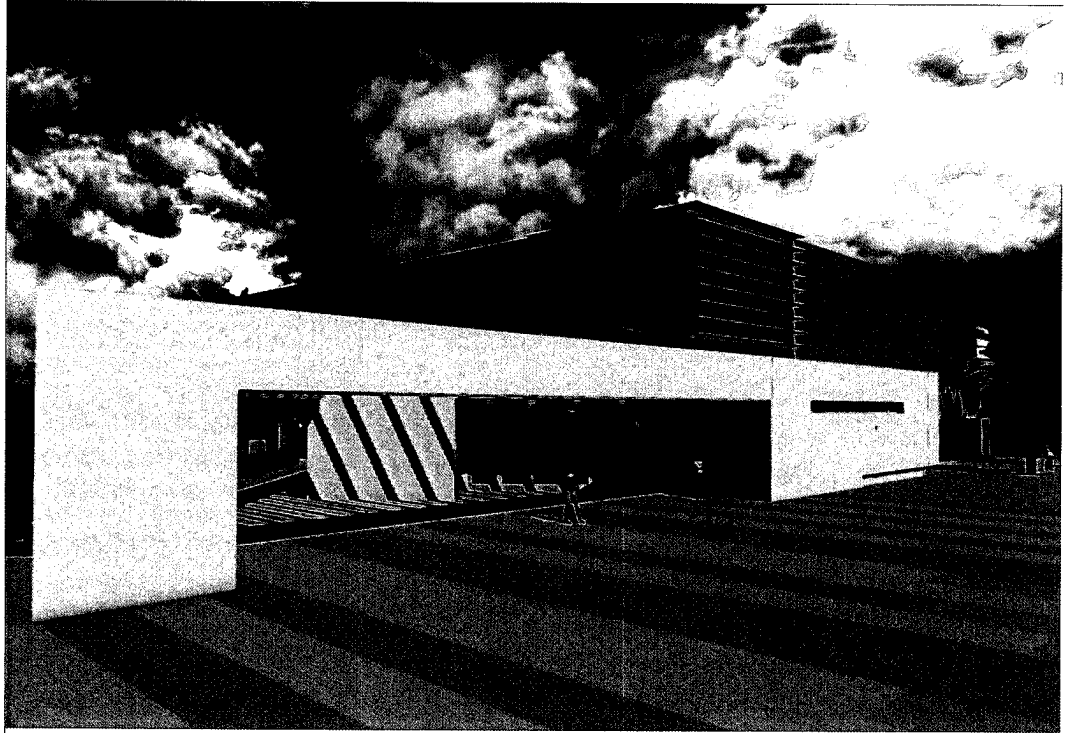
**PROGRAM:** To design a 25,000-SF Primary Center including two kindergartens, eight multi-media classrooms, an administration complex, a library, multipurpose room, food service and outdoor assembly areas.

**SOLUTION:** Working in an urban setting in East Los Angeles with strong cultural influences, Rachlin Partners has created a Primary Center for the Los Angeles Unified School District with a design aesthetic that respects the neighborhood context. The focus of the campus organization is the central multiuse courtyard, which is defined by the building placement and intended as a lively social nexus. Clustered around the courtyard are administrative and multipurpose buildings whose arrangement provides a safe, secure and inviting environment. The classroom building derives its shape from the curvilinear site footprint, thereby softening its edge relative to its residential neighbors. The buildings' forms are compact and cost efficient, located in anticipation of the future eight-classroom addition. They share a common palette of materials and colors with the dominant wall areas consisting of cement plaster on metal studs enhanced by decorative accents of brightly colored surfaces and materials such as tile, glass and steel.

Recipient of a 2006 C.A.S.H. (Coalition for Adequate School Housing) / AIACC (American Institute of Architects California Council) *Leroy F. Green Design Award of Honor*. Also a featured winning project in *Learning by Design, School Planning & Management*, and *American School & University*.

# New Middle School Gymnasiums

BONITA UNIFIED SCHOOL DISTRICT  
SAN DIMAS, CALIFORNIA



## SIZE

Ramona Middle School: 15,500 SF  
Lone Hill Middle School: 15,500 SF

## STATUS

Ramona Middle School: Bidding  
Lone Hill Middle School: DSA

## CONSTRUCTION COSTS

Ramona Middle School: \$6,400,000  
Lone Hill Middle School: \$6,200,000

## CLIENT / CONTACT

Ms Ann Sparks  
Bonita Unified School District  
115 West Allen Street  
San Dimas, California 91773  
909/971-8320

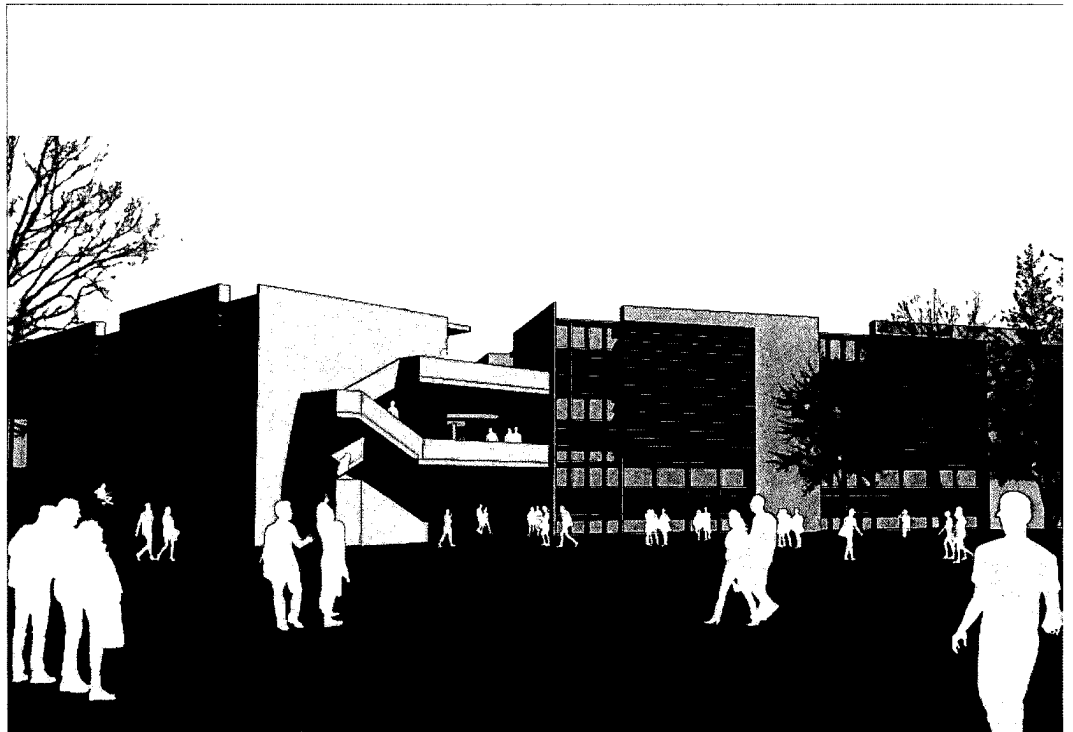
Bonita Unified School District retained us for the design and construction of two new middle school gymnasium projects to offer their students up-to-date athletic facilities.

For Ramona Middle School, the scope of work called for a new 15,500-SF gymnasium that includes bleachers for approximately 1,400 students. Support spaces include restrooms, custodial, electrical and storage rooms. The main space will have heating and ventilation. In addition to the new gymnasium, our work encompassed a parking lot addition located adjacent to an existing parking lot.

For Lone Hill Middle School, the scope of work called for a new 15,500-SF gymnasium that includes bleachers for approximately 1,200 students. As with the gymnasium for Ramona Middle School, our design includes support spaces such as restrooms, custodial, electrical and storage rooms. There will also be a weight training room as part of this complex. The main space will have heating and ventilation, and air-conditioning will be provided in the weight training room. The new facility will be located north of the lunch area and locker room building and adjacent to the play fields fronting Lonehill Boulevard.

# Righetti HS New Classroom Building

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
SANTA MARIA, CALIFORNIA



**SIZE**  
42,442 SF

**STATUS**  
Construction Documents

**CONSTRUCTION COSTS**  
\$23,257,000

**CLIENT / CONTACT**  
Mr. Reese Thompson  
Santa Maria Joint Union HSD  
2560 Skyway Drive  
Santa Maria, CA 93455  
805-922-4573 x4701

Santa Maria Joint Union High School District retained us for the design and construction of a New Classroom Facility on the northwest side of the Righetti High School campus.

The new classroom building consists of a total of thirty-eight classrooms. Among these classrooms, twenty-nine are designed for general purpose academic uses serving Math, English, and Health classes. Four classrooms are designed to meet the needs of the school's career pathway educational program, and will be housed in Pathway Flex Rooms that are intended for a variety of future uses. One of these will specifically house a digital art and photography design classroom (henceforth "Digital Art Room"), and the other three will accommodate flexible programming that may change over time. The remaining five rooms are Assessment Flex Rooms that are strategically situated with collapsible center walls that enable individual rooms to be combined into a larger flexible space. This allows for use during large group assessments, by the pathway programs to accommodate evening assemblies, and for unique project requirements.

A portion of the New Classroom Building is intentionally placed at a 60-degree angle to create a defined path of travel to the new practice gymnasium and sports complex below. This is part of a strategic site selection for the new building that enhances circulation along the campus' North/South axis and provides the opportunity to create a large plaza / student gathering area for outdoor interaction and activities.

# Santa Maria High School

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
SANTA MARIA, CALIFORNIA



**SIZE**  
125,000 SF

**STATUS**  
Complete: 2008 (Stadium)  
Complete: 2009 (12 Portables)  
Complete: 2009 (Auditorium Feasibility Study)  
Complete: 2010 (Library)  
Complete: 2012 (Pool)  
Construction (Classroom Building)

**CONSTRUCTION COSTS**  
\$3,226,064 (Stadium)  
\$284,000 (12 Portables)  
\$2,638,165 (Library)  
\$3,500,000 (Pool)  
\$8,819,880 (Classroom Building)

**CLIENT / CONTACT**  
Mr. Reese Thompson  
Santa Maria Joint Union HSD  
2560 Skyway Drive  
Santa Maria, CA 93455  
805-922-4573 x4701

**PROGRAM:** Santa Maria High School's original buildings were designed and built in 1923. They have come to embody the rich architectural legacy of the renowned firm of Allison & Allison, which saw the completion of over 200 schools including many significant buildings on the UCLA campus. We were retained to carry out a program to restore the integrity of the Santa Maria High School's historically significant Romanesque and Classical Renaissance-style buildings and expand the campus with context-appropriate buildings.

**SOLUTION:** To minimize disruption to students and staff, we planned work to follow a phased development schedule. Completed projects include a library renovation and technology upgrade, the physical assessment of the historic Ethel Pope Auditorium, a new competition-grade swimming pool, and a comprehensive upgrade of the football stadium to include new bleachers, press box, and a new synthetic track and field.

We are currently implementing the context-sensitive design and construction of a new 14-classroom building, which will include a band and choir room.



# Beckman High School

TUSTIN UNIFIED SCHOOL DISTRICT  
VENTURA, CALIFORNIA



**SIZE**  
26,895 SF

**STATUS**  
Construction Documents

**CONSTRUCTION COSTS**  
\$12,150,000

**CLIENT / CONTACT**  
Mr. David Miranda  
Tustin Unified School District  
1302 Service Road  
Tustin, California 92780  
714/730-7327

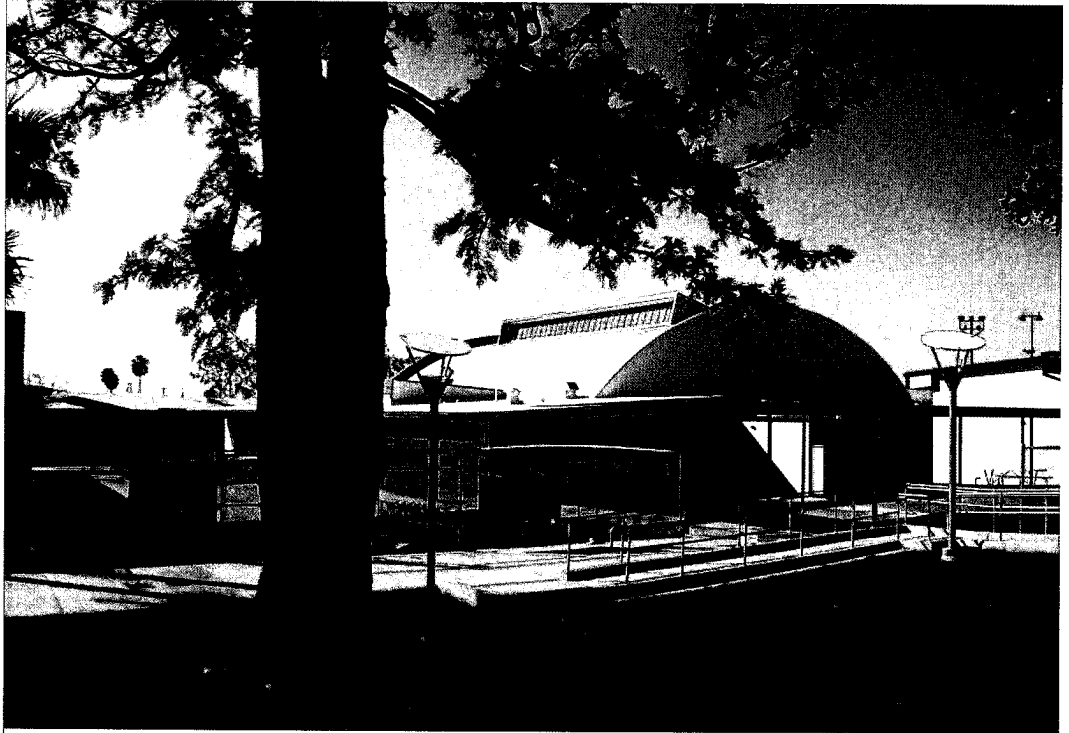
**PROGRAM:** We were retained to expand the Arnold O. Beckman High School campus with a new 2-story building that encompasses 15 classrooms, flexible office space to serve the Special Education and Information Technology departments, conference rooms, data center, restrooms, and support spaces.

**SOLUTION:** The new classroom building was conceived as a tranquil learning environment whose landscaping distinguishes it within a concrete, sparsely vegetated campus. A curvilinear design allows the building to fit on a challenging trapezoidal site and creates a shaded courtyard that maximizes student interaction.

Modern in style yet complementary of the campus' existing vernacular, the building uses large expanses of glass storefront on the interior facade to bring sunlight into the building and help reduce daytime energy use. The exterior facade was designed using glazing and cementitious fiber board, with large windows whose fins regulate sunlight and shade. The color palette is derived from the school's colors to reinforce the campus identity and evoke pride of ownership. Functionally, the building and courtyard offer two points of entry implemented as a policy of controlled access. Students enter the courtyard from within the campus, while staff of the Special Education and Information Technology departments have privileged access from an immediately adjacent parking lot outside the campus.

# District-Wide Modernization

LOS ALAMITOS UNIFIED SCHOOL DISTRICT  
LOS ALAMITOS, CALIFORNIA



## SIZE

10 campuses

## STATUS

On-going

## COST

\$163 Million

## CLIENT / CONTACT

Ms. Patricia Meyer

Los Alamitos Unified School District

10293 Bloomfield Street

Los Alamitos, CA 90720

562/799-4700 x80448

Rachlin Partners was selected by the Los Alamitos Unified School District to provide Architectural, Program Management, and Project/Construction Management services for a \$163 million construction and renovation program. The program encompasses 10 school campuses and required our management of complex phased schedules. During any given year, we managed 2 projects in construction with another 2 in design, with each individual project schedule carefully phased and coordinated to minimize disruption to students. Work included: renovating classroom buildings; reconfiguring spaces; improving the campuses' physical environments; upgrading infrastructure and utilities; and developing flexible new technology infrastructure to allow the school to adapt to 21st Century educational needs.

In addition to architectural services, we acted as an extension of our client. Our staff worked alongside District personnel at their administrative offices and at field offices on project construction sites. We represented their interests – as well as the interests of their schools' students, parents, and community – throughout planning, design, and construction. Our work coordinating the General Contractor, Architect, local jurisdictions, service providers, and utilities ensured that all project goals were met while helping the District remain a good neighbor to the community during construction. Our efficient management resulted in soft project costs of 18%, which is considerably lower than the typical 30% associated with building programs. The cost savings allowed the District to fund an additional bonus project, in this case a new Track & Field for Los Alamitos High School that will improve student access to athletic programs.

**RACHLIN**  
P A R T N E R S

# Industrial Technology Center

LONG BEACH COMMUNITY COLLEGE DISTRICT  
LONG BEACH, CALIFORNIA



## SIZE

26,000 SF

## STATUS

Complete: 2010

## CONSTRUCTION COSTS

\$12,500,000

## CLIENT / CONTACT

Ms. Allyson Gipson  
(currently with Harris & Associates.)  
Long Beach Community College District  
PCC Bond Management Team  
4901 E. Carson Street  
Long Beach, CA 90808  
949/655-3900 x2347

**PROGRAM:** Expand the campus with an Industrial Technology Center to house the Welding, Machine Tooling, and Architecture departments.

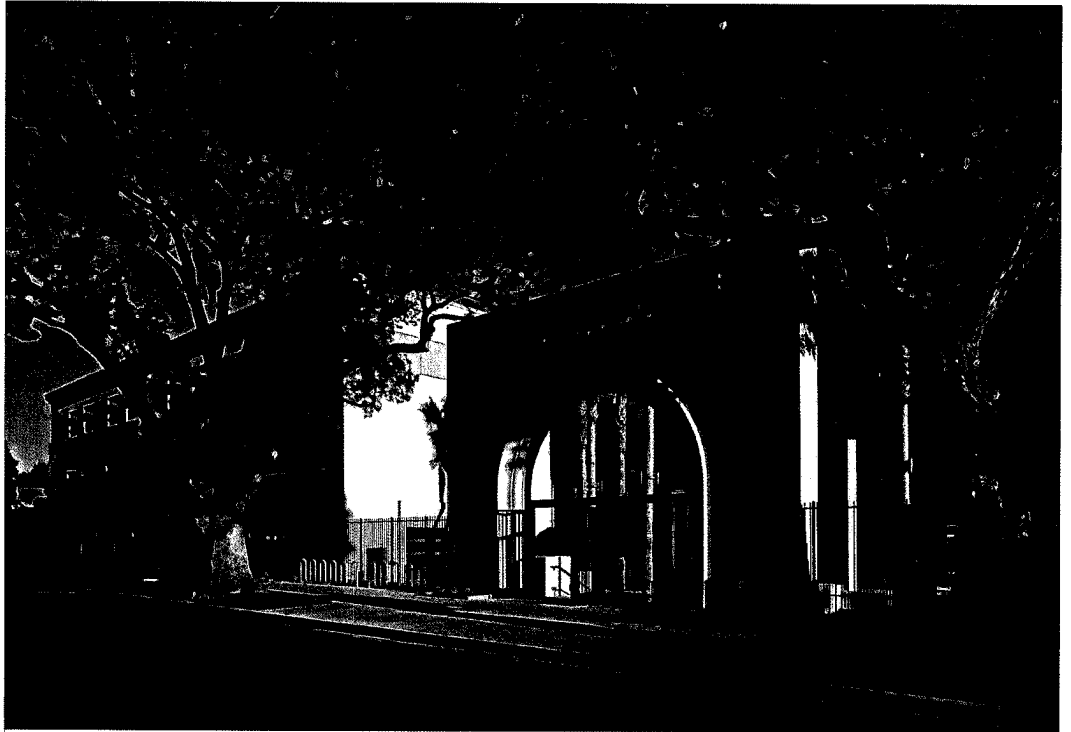
**SOLUTION:** Designed in the “International Style” of Modern architecture that humanizes a curriculum rooted in machinery, the project provides multi-media educational spaces, a computer skills/study center, labs, and specialized facilities for welding and machine tools. The emphasis on glass and exposed steel structures is aesthetically pleasing and representative of the building’s industrial function. It also maximizes natural daylight within the building and, consequently, reduces energy use.

To ensure good indoor air quality and occupant comfort – key considerations given the potential health and safety hazards of industrial equipment – high ceilings, a “Dust Hog,” and operable windows were incorporated in the design to provide appropriate ventilation and evacuation of heat, gases, and dust from the machine shop. Rows of spandrel glass have also been incorporated to reduce the amount of heat generated by sunlight. For the exterior, metal panels and dramatic night lighting contribute to the ITC’s industrial appearance, while landscaping provides a natural contrast through a tree-shaded “quad” with benches and grassy areas for students to use as gathering places.

The Industrial Technology Center received a Spring 2011 Outstanding Award from *Learning By Design* magazine and was selected as an Outstanding Project for the August 2011 issue of *American School & University*.

# Garfield Classroom Building

GLENDALE COMMUNITY COLLEGE DISTRICT  
GLENDALE, CALIFORNIA



**SIZE**  
40,291 SF

**STATUS**  
Complete: 2011

**CONSTRUCTION COSTS**  
\$16,099,775

**CLIENT / CONTACT**

Mr. Stephen Olson  
Earl Corporation  
6232 Santos Diaz Street  
Irwindale, CA 91702  
626/334-6100

**PROGRAM:** Expand Glendale College's Garfield Campus with a LEED-Certified, three-story classroom/lab building. The project was delivered via Design/Build in a partnership between Rachlin Partners and Earl Corporation.

**SOLUTION:** The new classroom/lab building on Glendale College's Garfield Campus follows the District's design guidelines to engage both an existing classroom building and the 1930s Spanish-style vernacular that defines the College's identity throughout all of its campuses. Incorporating classrooms, computer labs, and a bookstore, the three-story structure was built using an Exterior Insulation and Finishing System (EIFS) whose wall cladding over polystyrene board not only presented a refined finish but significantly improved energy efficiency. This was one of several strategies used to design a charismatic building to LEED™-Silver standards.

Critical to revitalizing the campus was the spatial relationships between new and existing buildings as well as outdoor spaces. After careful site planning, the new building was juxtaposed with the existing structure to create a focal point capable of endowing the campus with a unified sense of place and identity. This sense of harmony was further developed through the creation of a lively palm-tree lined courtyard – "Palm Court" – that serves as a social gathering space and a welcoming entry plaza that guides users into the campus. To further emphasize the courtyard's importance in relation to the new building, an elegant archway serves as a landmark to provide the Garfield Campus with its own distinctive character.

**BOARD AGENDA ITEM**

Name of Contributor: Lisa Cline

Date of Meeting: 05/20/15

STUDY SESSION \_\_\_\_\_  
CLOSED SESSION \_\_\_\_\_  
SECTION B: HEARINGS \_\_\_\_\_  
SECTION C: CONSENT \_\_\_\_\_  
SECTION D: ACTION \_\_\_\_\_  
SECTION E: REPORTS/DISCUSSION  X   
SECTION F: BOARD POLICIES \_\_\_\_\_

**Budget Update (Cline)**

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The Administration will present an updated report on the status of the State Budget for the 2015-16 fiscal year.

**FISCAL IMPACT:**

Information only.

**RECOMMENDATION:**

None- Information only.

**ADDITIONAL MATERIAL(S):**

Attached: None.

BOARD AGENDA ITEM

Name of Contributor: Dr. Morales

Date of Meeting: 05-20-15

- Study Session \_\_\_\_\_
- A. Preliminary \_\_\_\_\_
- B. Hearing: \_\_\_\_\_
- C. Consent Agenda \_\_\_\_\_
- D. Action Items \_\_\_\_\_
- E. Report/Discussion Items (no action)     X
- F. Board Policies   1<sup>st</sup> Reading \_\_\_\_\_ 2<sup>nd</sup> Reading \_\_\_\_\_

REVIEW OF SIMULTANEOUS TRANSLATION SERVICES FOR BOARD MEETINGS

**DESCRIPTION:**

The District is in its third year of outsourcing the work of providing simultaneous translation services for the board meetings in Spanish. All Languages Interpreting and Translating will have provided simultaneous translating services for the regular board meetings of September 5, 2012 through June 24, 2015, for an estimated annual cost of \$10,080.00 which was paid with General Funds.

It is now time for the Board of Trustees to discuss and consider if they wish to continue with these services or provide direction to administration of other avenues they would like to explore. Should Board direction be to continue with the above mentioned services, an agreement will be brought to the Board for approval at a June 2015 board meeting.

**FISCAL IMPACT:**

The cost for services will remain the same as the previous agreement with each meeting rate being \$640.00 (for three hours); any meeting going over the three hours will be charged at an additional \$213.33 per hour. Total amount to be paid would not exceed \$12,000.00, to be paid with General Funds.

**RECOMMENDATION:**

The Board of Trustees will review the simultaneous translation services and consider if they would like to continue to provide the services to the public for the 2015-2016 fiscal year, beginning with July 2015.



# OXNARD SCHOOL DISTRICT

1051 South “A” Street • Oxnard, California 93030 • 805/385-1501

## SCHEDULE OF BOARD MEETINGS JANUARY – DECEMBER 2015

(UNLESS OTHERWISE INDICATED, ALL MEETINGS ARE HELD ON THE FIRST AND THIRD **WEDNESDAY** OF EACH MONTH IN THE BOARD ROOM AT THE DISTRICT OFFICE, 1051 SOUTH ‘A’ STREET, STARTING AT 7:00 PM)

January	21	Regular Board Meeting (Note: only ONE meeting in January)
February	4	Regular Board Meeting
	18	Regular Board Meeting
March	4	Regular Board Meeting
	18	Regular Board Meeting
April	15	Regular Board Meeting (Note: only ONE meeting in April)
May	6	Regular Board Meeting
	20	Regular Board Meeting
June	3	Regular Board Meeting
	24	Regular Board Meeting
July		District Dark – No meeting in July
August	5	Regular Board Meeting
	19	Regular Board Meeting
September	2	Regular Board Meeting
	16	Regular Board Meeting
October	7	Regular Board Meeting
	21	Regular Board Meeting
November	4	Regular Board Meeting (Note: only ONE meeting in November)
December	9	Regular Board Meeting – Organizational Meeting of the Board (Note: only ONE meeting in December)

*The meeting schedule shown above is subject to change at any time.*

*NOTE: Changes are indicated in italics/bold.*

Board Approved: 12-10-14

*Mission: “Ensure a culturally diverse education for each student in a safe, healthy and supportive environment that promotes self-discipline, motivation and excellence in learning.”*