ROUTINE ITEMS

WCESD BOARD OF TRUSTEES

ITEM NO. IV.A
DATE: March 8, 2016

SUBJECT TITLE: APPROVE AGENDA

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Approve agenda for the March 8, 2016 Regular Board Meeting

BACKGROUND

Governing Board meeting agendas state the meeting time and place and briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

The agenda provides members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda also provides members of the public the opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board.

The Superintendent, as Secretary to the Board, in consultation with the Board president, prepares the agenda for each regular and special meeting.

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT

Board of Trustees
Bob Dack, President
Mark Aguilar, Clerk

Gary Chavez, Member
Liz Faccinto, Member
Pete Mathew, Member

Secretary
Jesus Cruz, Superintendent/Principal

Regular Meeting AGENDA

Tuesday, March 8, 2016, 6:30 p.m.

Washington Colony School, Room M-5
130 E. Lincoln Avenue
Fresno, CA 93706

Persons wishing to address the Board of Trustees on a subject to be considered at this meeting, including any matter that may be designated for public hearing, are asked to notify the Washington Colony Elementary School District Office (see telephone/fax numbers below) by noon of the third working day before the scheduled meeting/hearing, stating the subject they wish to address, the organization they represent (if any), and the nature of their testimony. Time is set aside for individuals so desiring to speak on any topic NOT otherwise on the agenda. In all cases, the presiding officer reserves the right to impose time limits on presentations as may be necessary to ensure that the agenda is completed.

REASONABLE ACCOMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Washington Colony Elementary School District Board of Trustees, may request assistance by contacting the WCESD Office, 130 E. Lincoln Avenue, Fresno, CA 93706; telephone (559) 233-0706; fax (559) 233-9583.

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Routine Items

A. Approve Agenda

Approve agenda for the March 8, 2016 Regular Board Meeting

B. Adopt Minutes

1. February 9, 2016 Regular Board Meeting

C. Public Comment/Board Comment

An opportunity for the public and/or the Board to address matters related to school district business which are not on the agenda. Although the item(s) may be discussed, no action may be taken on the item(s). Please see the *Welcome!* Pamphlet for additional information.

D. Correspondence

V. Reports/Discussion/Information

A. Administration/Business/Governance

1. PBIS presentation report*

2. Board History – J. Cruz

3. Financial Report(s)*

4. Budget Report

a) LCFF and 2nd Interim Report*

5. Superintendent's Report**

a) Prop 39 RFP process update**

B. Personnel/Students

1. ADA/Enrollment Report*

2. Suspension Report*

3. Students' Field trips update**

Denotes written information/report of a routine nature which will be addressed upon request of the Board
***** Denotes an oral report which may or may not include written back-up.***

VI. Action Items

A. Administration/Business/Governance

1. 2nd Interim Budget Report

Approve 2nd Interim Budget Report for the period ending January 31, 2016.

2. Inter-Fund Transfer to the Deferred Maintenance Fund

Adopt Resolution No. 15/16-06 to establish a transfer to the Deferred Maintenance Fund For Major Repair/Replacement Projects.

3. Inter-Fund Transfer to the Pupil Transportation Fund

Adopt Resolution No. 15/16-07 to establish a transfer to the Pupil Transportation Fund for Capital Outlay Purchases.

4. Inter-Fund Transfer to the Special Reserve Fund

Adopt Resolution No. 15/16-08 to establish a transfer to the Special Reserve Fund for Capital Outlay Projects.

5. Warrants

Review and Ratify Warrants paid for the period February 1 – February 29, 2016.

6. School Safety Plan

Adopt the 2015-16 Washington Colony Comprehensive School Safety Plan.

7. Contract/Service Agreements

a) Presence Learning

Ratify agreement with Presence Learning Consulting Services for the 2015-16 school year.

b) Dynamic Kids Inc.

Approve agreement with Dynamic Kids Inc. for the 2015-16 school year.

c) FCSS School Psychologist Services Agreement 2016-17

Approve agreement with FCSS for School Psychology Services for 2016-17 school year.

B. Personnel/Students

1. Interdistrict Attendance Permits

Ratify action on Interdistrict Attendance Permit for the 2015-16 school year.

C. Curriculum/Instruction/Assessment

a) California State University, Fresno Student-Teachers Agreement

Approve the agreement between Fresno State; Kremen School of Education and Human Development Department of Curriculum and Instruction and Washington Colony ESD

b) 6th grade Camp- Sierra Outdoor School

Approve the Sierra Outdoor School 6th grade Camp Agreement between Clovis Unified School District and Washington Colony ESD for the 2016-17 school year.

VII. Closed Session

The Board will meet in closed session pursuant to:

Government Code section 54957.6
CONFERENCE WITH LABOR NEGOTIATORS
District Negotiator: Superintendent/Principal, Jesus Cruz
Employee Organization: Washington Colony Teachers Association

Government Code section 54957
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Superintendent

VIII. Reconvene

IX. Adjournment

WCESD BOARD OF TRUSTEES

ITEM NO. IV.B.1
DATE: March 8, 2016

SUBJECT TITLE: ADOPT MINUTES

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Adopt minutes of the February 9, 2016 Regular Board Meeting.

BACKGROUND

The secretary of the Governing Board keeps minutes and records all official Board actions. (Education Code 35145, 35163)

Copies of the minutes of each regular or special meeting are distributed to all Board members with the agenda for the next regular meeting.

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT

Board of Trustees
Bob Dack, President
Mark Aguilar, Clerk

Gary Chavez, Member
Liz Faccinto, Member
Pete Mathew, Member

Secretary
Jesus Cruz, Superintendent/Principal

Regular Meeting MINUTES

Tuesday, February 9, 2016, 6:30 p.m.

Washington Colony School, Room M-5
130 E. Lincoln Avenue
Fresno, CA 93706

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I. Call to Order

The February 9, 2016 Regular Board meeting was called to order at 6:30 p.m. by Bob Dack, Board President.

II. Roll Call

Members Present: Bob Dack, Mark Aguilar, Pete Mathew, Liz Faccinto, Gary Chavez; member(s) absent: None

III. Pledge of Allegiance

The Pledge of Allegiance was led by Jeremiah Knudson (6th grade student).

IV. Routine Items

A. Approve Agenda

The agenda for the February 9, 2016 Regular Board Meeting was approved on a motion by Gary Chavez, seconded by Pete Mathew. (Ayes: Dack, Aguilar, Chavez, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

B. Adopt Minutes

1. January 12, 2016 Regular Board Meeting

The minutes of the January 12, 2016 Regular Board Meeting, were adopted on a motion by Liz Faccinto, seconded by Gary Chavez (Ayes: Dack, Aguilar, Chavez, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

C. *Public Comment/Board Comment*

Mrs. Ervin: presented a Music wish list to consider additional funding for instrument and repairs. She indicated that Mr. Drew funded the music program in 2014-15.
Mr. Cruz: presented on behalf of Mike Aguilar; Toys for Tots collected 61,000 toys during December week. Mr. Cruz presented a certificate of appreciation from Mike Aguilar to Washington Colony School.

Kim: Asked about what happened to rentals, students have instruments available.

Bob: Commented on Conflict of Interest Forms Due electronically by April 1st.

D. *Correspondence*

The Board received a photograph of the 6th grade Camp provided by teachers that attended.
The Board received a CSBA summer school brochure booklet. Also, received the letter for Positive Certification from first interim report.

V. Reports/Discussion/Information

A. *Administration/Business/Governance*

1. 6th Grade Camp presentation*

Adam Knudson: Presented a Thank You Letter to the Superintendent and the Board for approving the 6th Grade Camp contract in September 8, 2015. Mr. Knudson presented a 6th Grade Camp Slide Show.

Liz: commented that each member of the board has been to 6th grade camp as a parent.

Jeremiah: stated, the planetarium was his favorite part.

2. Board History – J. Cruz

The Board reviewed excerpts form the minutes of meetings held February 16, 1966; and February 12, 1991.

3. Financial Report(s)*

Cash and County Treasury Report for January 2016 – Written Report

4. Budget Report

a) 2015-16 Fund Transfer Proposals*

Betty: added that there was a question about a funding source that was presented in the auditors report on January 2016. We have some of the background information. See fund 1400, 1500, 2000, 4000, the board can choose to assign money to these funding sources.
Mr. Cruz: added that we are not getting deferred maintenance (Fund 1400).
Betty: stated, continue a 5 -year plan. It was based on 1% of the budget. The district was not required to transfer 1%. We kept it separate. Now there is no funding for 1400, recommend the district update the 5 year plan. Problems with septic, water system, pneumatic controls...there is no funding except the general fund,
Bob: Is this proposal to continue the 1%? We have to do that and work with Jeff on projected costs.
Mr. Cruz: commented on the Bus replacement (Fund 1500), we have a bus at the 30-year mark, we may want to allocate to see if you want to fund. The funding is there and the money can be moved if needed.
Pete: We set aside and had the money when we needed it. We have not been putting money aside.
Bob: Is the 200,000 close to the amount? I agree, we need to plan for a bus with the bus replacement fund.
Bob: Post Employment Benefits funded liability. Maria explained the money that was transferred last year for (Fund 2000). For 15/16 the number that was recommended in audit report, Mr. Drew recommended we fund the amount recommended...This proposal will fund over 5 years...How long do we want to take to fund this? We are not paying out of this yet. If a teacher retires we pay health for 5 years until they reach 65. Depends on staff and who retires at what age. Do we want to accelerate this? The number may change after our next actuary report.
Betty: Based upon an actuary report. On the audit report, it lists the unfunded liability for specific years. In 2021 we may have a large group of retirees that will be retiring. It will fluctuate.
Maria: The new report should be out in a couple of months.
Bob: We will reevaluate after the report comes out.
Mark: I feel comfortable to do this for the 2015/2016 school year. Then we can readjust it after we get updated information.
Bob: We don't need to fund so fast. I would rather see the funding go to programs if needed. We need to fund, but maybe not at that level.
Pete: We do not need to put that amount of money in 2016/2017.
Bob: I would like to suggest the funding be over 10- year period. Let's use the dollars for projects that need to be done now. What ever we decide now, we can reevaluate when the new report comes out. We can readjust it for now.
Pete: Do we want to put the 32,900 there now?
Mr. Cruz: We can spread it out.
Pete: Recommends that we put the 32,900 for now on (Fund 2000).
Bob: When we get the new numbers, we can reevaluate. We are okay for now because of the balance we have now. We will achieve the balances.
Mr. Cruz: indicated that the district with Fund 4000 playground, set aside 60,000 for this project.

Bob: Does the project include the playground? We have a long term and short term need for playground equipment. I would like to find money quick to fund something smaller for now, then a bigger project for later.
Mark: Kids need it now. Can we move money from post employment fund to the playground?
Bob: We need a temporary solution in addition to planning for the future structure.
Mr. Cruz: added that this is a proposal.
Bob: Can we find some one-time funds? Get some cost estimates. Find funds for the temporary solution. We can also plan for future needs.
Mr. Cruz: Recap, is this proposal okay for the playground for the future in addition to finding money for a temporary solution?
Bob: Verify the estimate is enough for the future project.
Pete: Board could make a priority list that can be used to match with experiences.
Bob: We may need to start on some of these wings. We may need to front some projects.
Bob: Expressed appreciation to Randi for her time here.

5. Superintendent's Report**

a) Prop 39 RFP Template update* (Maiya Yang)

Maiya Yang: commented on Prop 39 RFP Template.
-Provided Prop 39 Background, purpose and requirements
-2012 CA voters approved Prop 39.
-2013 CA Legislature to implement, create jobs and provide funding for Clean Energy projects.
-School cannot sole source
-Begin a competitive selection, get a consultant and guide, contract actual installation and include in contract reporting and auditing.
-CA Energy Commission approving & reviewing energy plans, must meet regulations in Prop 39. Other funds can be put with Prop 39. Not able to sole source...Like a project manager... Planning period...Once approved a second RFP will be done. Maiya added that Prop 39 continued: Money is released annually. Money that has come in is for planning.

Mr. Cruz: stated that over a 5 year period WC will receive about $275,000.
-Commission Website has current approved plans.
Mr. Cruz: added, that WC must submit at least 2 providers, interview can be conducted, chose vendor that best matches the needs of the district, chose a vendor that has submitted a RFP proposal, review qualifications and experiences.

Bob: What is the next step?
Maiya: suggested RFP process; advertise, post on website or to be sent to 4 or 5 known vendors. There is no requirement how is advertised.

Bob: indicated to go with known quality. Send request to known providers.
Mark & Pete: We are looking for unique vendors.

Maiya: suggested to give Mr. Cruz some flexibility to modify RFP. I will work with Mr. Cruz. We will include a project contract template. Prop 39 does anticipate it must be used in compliance so not having to pay back money. All requirements apply to projects, prevailing wages in place, all normal requirements are in place. The bidding requirement is more flexible. Interview process is optional. Important that WC gets along with vendor. Make sure you are comfortable with the team over the 5-year period. Continuity is important.

b) Furniture & Technology upgrade**

Mr. Cruz: commented on Furniture & Technology Upgrade, we got input from teachers. --We need a new quote for 3-5th grade furniture.
-Chrome-book Carts: Purchase of touch screen for K-1. Purchase a cart for MS. We have an estimate of $30,000 for 3 carts. Ultimately the goal is that each classroom will have its own cart.
-We also need to replace teacher laptops and create an inventory rotation.
-Would like to use older computers for parent workshops.
Mark: added that he wants a written Tech plan. We need to budget for technology. We need to prepare them for college.

B. Personnel/Students

1. ADA/Enrollment Report*

Enrollment for the period ending January 22, 2016 was 423.

2. Suspension Report*

None to report

3. 7th and 8th grade MathCounts competition at CSU, Fresno**

Mr. Cruz: reported that Math Counts Competition at FSU Feb. 23rd with Mr. Marquez coaching the students.
Mark: suggested to schedule a tour at Fresno State Lyles Center.

Denotes written information/report of a routine nature which will be addressed upon request of the Board
***** Denotes an oral report which may or may not include written back-up.***

VI. Action Items

A. Administration/Business/Governance

1. Request For Proposal for Clean Energy Efficiency Prop39

Given Mr. Cruz flexibility to modify the RFP, the Request for Proposal (RFP) template for Clean Energy Efficiency: Consultation, Audit and Project Support Services under Proposition 39 was approved on a motion by Pete Mathew, seconded by Mark Aguilar. (Ayes: Dack, Aguilar,

Chavez, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

2. Warrants

The Board reviewed and Ratified Warrants paid for the period of January 1st – January 31st , 2016 on a motion by Mark Aguilar, seconded by Liz Faccinto. (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

3. 2016 CSBA Delegate Assembly Election

The Board completed 2016 CSBA Delegate Assembly Ballot for Subregion 10-B (Fresno County) and approved it on a motion by Pete Mathew, seconded by Gary Chavez. (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

4. Contract/Service Agreements

a) Dellavalle Laboratory, Inc. – Distribution Operator Service

The Board ratified the agreement with Dellavalle Laboratory, Inc. to perform the duties of Distribution Operator for the period beginning January 1, 2016 and ending December 31, 2016 on a motion by Gary Chavez, seconded by Mark Aguilar. (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

5. Surplus Equipment/Obsolete Instructional Equipment

The Board approved the removal of obsolete library books to be relocated and donated on a motion by Pete Mathew, seconded by Liz Faccinto. (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

6. Conference Attendance

The Board approved the authorization of attendance to Board Trustee Dack & Board Trustee Mathew to attend the SSDA Conference in Sacramento CA, March 9 – 11, 2016 on a motion by Liz Faccinto, seconded by Gary Chavez. (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

B. Personnel/Students

1. Resignation

The Board ratified the Superintendent's acceptance of resignation from Randi McCabe 6th grade teacher on a motion by Mark Aguilar, seconded by Pete Mathew. (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

2. Interdistrict Attendance Permits

The Board ratified action on Interdistrict Attendance Permit for the 2015-16 school year on a motion by Liz Faccinto, seconded by Pete Mathew. (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

C. Curriculum/Instruction/Assessment

1. Blackboard Connect Services

The Board ratified the Blackboard Connect annual renewal fee proposal on a motion by Mark Aguilar, seconded by Liz Faccinto. (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

VII. Closed Session

The Board met in closed session beginning at 8:20 p.m. on a motion by Pete Mathew, seconded by Gary Chavez (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None) pursuant to:

Government Code section 54957
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Superintendent

VIII. Reconvene

The Board reconvened at 9:38 p.m. on a motion by Pete Mathew, seconded by Mark Aguilar (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)
Nothing to Report

IX. Adjournment

The meeting was adjourned at 9:39p.m. on a motion by Gary Chavez, seconded by Liz Faccinto (Ayes: Aguilar, Chavez, Dack, Faccinto, Mathew; Noes: None; Abstentions: None; Absent: None)

Robert E. Dack, President

Mark Aguilar, Clerk

WCESD BOARD OF TRUSTEES

ITEM NO. IV.C
DATE: March 8, 2016

SUBJECT TITLE: PUBLIC COMMENT/BOARD COMMENT

Action _____ Discussion ___√___ Information _____

BACKGROUND

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings are not asked to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting. Individuals who require disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent in writing.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. Members of the public shall have an opportunity to address the Board either before or during the Board's consideration of each item of business to be discussed at regular or special meetings.
2. At a time so designated on the agenda, members of the public may bring before the Board, at a regular meeting, matters that are not listed on the agenda. The Board may refer such a matter to the Superintendent or designee or take it under advisement, but may not take action at that time. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board.
3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities.

   Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda.
4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the

committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard it, the Board will provide an opportunity for the public to speak.

5. A person wishing to be heard by the Board will first be recognized by the president and may then proceed to comment as briefly as the subject permits.

   Individual speakers are allowed three minutes to address the Board on each agenda or non-agenda item. The Board may limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

   The Board may not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. In addition, the Board may not prohibit public criticism of district employees.

   Whenever a member of the public initiates specific complaints or charges against an employee, the Board president will inform the complainant that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957.

7. The Board president will not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group will be grounds for the chair to terminate the privilege of addressing the Board. The Board may remove disruptive individuals and order the room cleared if necessary. Individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings will concern only matters appearing on the agenda.

REPORTS
DISCUSSION
INFORMATION

WCESD BOARD OF TRUSTEES

ITEM NO. V.A.2
DATE: March 8, 2016

SUBJECT TITLE: BOARD HISTORY

Action _____ Discussion _____ Information ___√___

BACKGROUND

The maintenance of accurate minutes of Board meetings provides a record of Board actions for use by district staff and the public. The secretary of the Board keeps minutes and records all official Board actions.

CONSIDERATION

"Few will have the greatness to bend history itself; but each of us can work to change a small portion of events, and in the total of all those acts will be written the history of this generation."

~Robert Kennedy

Excerpts from the minutes of meetings held March 8, 1966; and March 12, 1991 follow for your review.

WASHINGTON COLONY SCHOOL

BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING
March 8, 1966

Meeting was called to order at 8:00 p.m. in the Library of Washington Colony School by President of the Board, John Pylman. All members were present and James G. Massie, Secretary to the Board.

MINUTES OF MEETING - February 16 were approved on motion of Bud Barberich, seconded by Henry Salwasser

MAINTENANCE REGISTERS AND WARRANTS nos. 593-610 were approved for payment on a motion of Henry Salwasser, seconded by John Moran.

BUILDING PROGRAM: Mr. Massie explained to the board the progress being made under the building program.

GROUNDBREAKING CEREMONIES: The Board agreed to meet at the school at 1:00 p.m. March 12 for the purpose of taking photographs to be used in connection with the proposed groundbreaking ceremonies for the building program.

BUILDING INSPECTOR: The Board stated a willingness to allow Mr. Ruffus G. Davis, the Building Inspector, to serve as inspector for the installation of re-locatable classrooms at American Union School and Pacific Union School provided monetary renumberation to him would be at the responsibility of the school district concerned.

DISCUSSION OF TITLE I (ESEA) PROGRAM: Mr. Massie exlained to the board the implementation of this Federal Program. He explained the functions of the teacher aides and the educational secretary under this program.

CERTIFICATED SALARY SCHEDULE: On a motion by Henry Salwasser, seconded by John Moran, the Board unanimously approved a $400.00 increase across-the-board on the certificated salary schedule; but they further stated that, due to the lack of funds at present, no teacher should receive more than a $400.00 advancement in any one classification.

NEW BUS DISCUSSION: Mr. Massie discussed with the board several possibilities concerning the purchase or lease of a new bus for next year.

CORRESPONDENCE: The Board approved as read the letter to the Fresno County Planninc Commission in opposition to the installation of a Used Car Lot at Elm and Lincoln Aves.

FLU ABSENCES: Mr. Massie explained to the board that the school is back to normal attendance following the flu epidemic.

ADJOURNMENT was by motion of Henry Salwasser, Seconded by Bruce Blacksill

Respectfully submitted:
James G. Massie,
Secretary to the Board

Approved by:

F. John Pylman Jr., President
(F. John Pylman, Jr.)

Henry Salwasser, Clerk
(Henry Salwasser)

WASHINGTON COLONY SCHOOL DISTRICT
BOARD OF TRUSTEES
Minutes of Regular Meeting

March 12, 1991

I. CALL TO ORDER

The meeting was called to order in the school library at 7:55 p.m. by board president, John Rothenfluh.

II. ROLL CALL

Members present: Mike Aguilar, Frank Butterfield, Pete Mathew, Joyce Quiroz, John Rothenfluh, and LaVerne Carlson. Members absent: none. Others present: Barbara Steele, Linda Demant, Becky Mitchell, Docia Hannel, Harriet Lichti, Bessie Harris, Debbie Mattos, Tom and Elaine Scheppegrell, Jan Cullins, Joan Merchen, Jo Souza, Carl Alemania, Raymond Marta, Doyal Thompson, and Liz Faccinto.

III. ROUTINE BUSINESS

A. AGENDA
Action Items V P (2nd Interim Report) and Q (Meals for Needy Declaration) were added to the agenda. The revised agenda was approved on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried.

B. MINUTES
The minutes of the February 12, 1991 regular meeting and the February 14, 1991 special meeting were approved on a motion by Mike Aguilar, seconded by Joyce Quiroz. Motion carried.

C. WARRANTS
Warrant #656342 dated February 14, 1991 and warrants #659092 to 659160 dated February 26, 1991, were approved by the board on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried.

D. DISTRIBUTION OF MATERIALS
Materials were distributed to respective board members.

E. CORRESPONDENCE
1. Dr. Carlson read a letter of thanks from the Fresno-Madera Counties Music Educators Association

for the use of Washington Colony School during the recent honor band rehearsals and performance.

2. Dr. Carlson read a thank-you note from a parent, Elaine Santopietro, stating that her son, Bobby, was very happy about the new water fountains that were replaced because of the freeze.
3. Dr. Carlson read a letter from Fresno County Office of Education stating that we would be receiving museum artifact replicas for display and study. These items are on loan to the school as a service of the Building Level Materials Contract with the Audio Visual Department.

F. PUBLIC PRESENTATION
There was no public presentation at this meeting.

G. TEACHER PRESENTATION
MATH - Mr. Thompson
Mr. Thompson and several upper grade students demonstrated learning the metric system of math using manipulatives. They also demonstrated how to use manipulatives to figure area, diameter, circumference, and volume.

IV. CLOSED SESSION
The board met in closed session prior to the regular session to discuss personnel. The board will continue with closed session after the regular meeting.

V. ACTION ITEMS

A. PUBLIC HEARING - DEVELOPER FEES
Board president, John Rothenfluh, opened the public hearing for developer fees on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried. Joan Merchen from Paoli and Associates answered questions from the public and from the board members. After discussion, the public hearing was closed on a motion by Joyce Quiroz, seconded by Mike Aguilar. Motion carried. Pete Mathew abstained.

B. ADOPT CAPITAL IMPROVEMENTS PLAN - Resolution
After discussion the board approved a resolution to adopt the developer fee justification study that was done by Paoli & Associates. The resolution was approved on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried. Pete Mathew abstained. (Resolution #9091-3-1)

C. INCREASE DEVELOPER FEES - Resolution
After discussion, the board voted to continue to

collect $1.50 per square foot of new or additional residential building instead of increasing the fee to $1.58 as allowed by the state and as justified by the district's justification study. This was on a motion by Mike Aguilar, seconded by Frank Butterfield. Motion carried. Pete Mathew abstained.

D. RECEIPT OF CONTRACT PROPOSAL FROM WASHINGTON COLONY TEACHERS ASSOCIATION
The board acknowledged receipt of the 1991-92 salary proposal from the Washington Colony Teachers Association. This was on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried. The proposal will be available in the school office for public review.

E. SCHOOL DISTRICT FINANCIAL AUDIT- 1990-91
The board voted to contract with the firm of Martin, Linger and Company for the 1990-91 school audit. This was on a motion by Pete Mathew, seconded by Frank Butterfield. Motion carried.

F. SOCIAL STUDIES ADOPTION
The board decided to adopt Houghton Mifflin Social Studies textbooks for grades kindergarten through 7 and Holt Rinehart textbooks for grade eight. These are the series that were recommended by the teachers. The adoption of the Social Studies textbooks was on a motion by Frank Butterfield, seconded by ~~Frank Butterfield~~ Mike Aguilar. Motion carried.

G. BOARD POLICY 1340(A) - Second Reading
Board policy 1340(a) would allow the district to charge a fee for copies of public records or other materials request by individuals or groups. After discussion, this item was table until the April board meeting on a motion by Mike Aguilar, seconded by Joyce Quiroz. Motion carried.

H. ANNUAL STATEMENT OF ECONOMIC INTEREST FORMS
Annual statement of Economic Interest Forms were completed by the board and the superintendent on a motion by Frank Butterfield, seconded by Pete Mathew. Motion carried.

I. MINIMUM DAY - APRIL 8, 1991
The board approved a minimum day on April 8, 1991 to allow our teachers to attend Area Curriculum Council Meetings. Approval of the minimum day was on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried.

J. NEW MINIMUM DAY CLASS SCHEDULE
The board approved the new minimum day class schedule

as submitted on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried. The new schedule will be used on April 8 and on days when our teachers need to leave early for inservice. The old minimum day schedule will be used during Parent/Teacher Conference week.

K. SCHOOL IMPROVEMENT PROGRAM (SIP) DAY
The board approved Tuesday, April 2, 1991 as a SIP day with no school for students to allow our staff to write the School Site Plan. Approval of the SIP day was on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried.

L. ALARM SYSTEM
The board reviewed quotes for the alarm system from Sonitrol and from Valley Burglar Alarm. Jo Souza, from Sonitrol, was present at the board meeting the answer questions from the board. After discussion, the board decided to install the Sonitrol alarm system on the administration office and the cafeteria and change the library, computer lab, and science lab from Valley Burglar Alarm Co. to Sonitrol. This was on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried.

M. GIFTED AND TALENTED EDUCATION (GATE) PROGRAM
After discussing the fact that our present GATE program runs from April to April, the board decided to extend the current GATE teacher's service until the end of the current school year. This was on a motion by Frank Butterfield, seconded by Mike Aguilar. Motion carried.

N. CONSOLIDATION OF BOARD ELECTION WITH COUNTY ELECTION
The board voted to express interest in and request information regarding costs to consolidate district school board elections with the county's general election. This was on a motion by Pete Mathew, seconded by Joyce Quiroz. Motion carried.

O. INTERDISTRICT TRANSFER
The board approved an interdistrict transfer for Terence Cortez (Fresno Unified to Washington Colony) to continue at Washington Colony School. Approval of the transfer was on a motion by Frank Butterfield, seconded by Joyce Quiroz. Motion carried.

P. SECOND INTERIM BUDGET REPORT
The board accepted and certified the Second Interim Budget Report, the Cash Flow Report, and the Attendance Detail Report on a motion by Mike Aguilar, seconded by Frank Butterfield. Motion carried.

Q. MEALS FOR NEEDY DECLARATION
A motion was made by Frank Butterfield and seconded by Mike Aguilar to declare the students of Washington Colony School as needy so that the Meals for Needy allotment of $5002 can be transferred to the cafeteria account. Motion carried.

IV. DISCUSSION/INFORMATION

A. ENROLLMENT
The school enrollment was 458 students as of March 8, 1991.

B. APRIL - PUBLIC SCHOOL MONTH
April is Public School Month and Washington Colony's Open House will be held on Thursday, April 25, 1991.

VII. SUPERINTENDENT'S REPORT

A. CASH FLOW
Cash flow information on all funds was distributed to the board.

B. GENERAL REPORT

1. Dr. Carlson showed the board a water color painting that was done by a fifth grader in Mr. Barker's Art class.
2. The board reviewed the March 13, 1991 edition of the Twin City Times. Several articles about Washington Colony students were included in the newspaper.
3. Washington Colony students participated in the recent Math Field Day, Spelling Bee, and Odyssey of the Mind competitions.
4. On April 19 a program will be presented for 4th through 8th grade students on the life of Louisa May Alcott.
5. On April 12 a puppet show will be presented by the Olive Street Bridge to students in grade 1 through 3.
6. On April 19 and Honors Breakfast will be held for students who made Honor Roll for the second and third quarters.
7. School Site Council members will be doing classroom observations during the next few days.
8. We are still working on the Student Services report card service that is being discontinued by the county office.

VIII. ADJOURNMENT

The meeting was adjourned at 10:15 p.m. on a motion by Pete Mathew, seconded by Joyce Quiroz. Motion carried.

JOHN ROTHENFLUH
Board President

PETE MATHEW
Board Clerk

WCESD BOARD OF TRUSTEES

ITEM NO. V.A.3
DATE: March 8, 2016

SUBJECT TITLE: FINANCIAL REPORTS

Action _____ Discussion _____ Information ___√___

BACKGROUND

The Governing Board is committed to ensuring accountability to the public for the fiscal health of the district. The Board adopts sound fiscal policies and oversees the district's financial condition. The Superintendent or designee regularly keeps the Board informed about the district's finances and submits timely reports so that the Board can take appropriate action to ensure the district's financial stability. The Superintendent or designee recommends amendments to the district's budgeted revenues and expenditures as may be necessary to maintain a balanced budget.

CONSIDERATION

The *Cash in County Treasury Report* for February 2016 follows for your review.

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 0100 (6150 60001) General Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$1,924,892.58
2/2/2016	TF -161235	#0803 DIST APD CHRGS JUL-DEC 2015	$0.00	$18.60	$4,964,924.56	$3,040,050.58	$1,924,873.98
2/2/2016	TF -161236	JV# 0813 205-16 WASHINGTON COLONY	$0.00	$172,563.00	$4,964,924.56	$3,212,613.58	$1,752,310.98
2/2/2016	TF -161237	JV# 0814 2015-16 WASHINGTON COLONY 0100	$0.00	$8,854.44	$4,964,924.56	$3,221,468.02	$1,743,456.54
2/2/2016	TF -161238	JV# 0815 2015-16 WASHINGTON COLONY 1200	$7,576.70	$0.00	$4,972,501.26	$3,221,468.02	$1,751,033.24
2/2/2016	TF -161239	JV# 0816 2015-16 WASHINGTON COLONY 1300	$37,211.49	$0.00	$5,009,712.75	$3,221,468.02	$1,788,244.73
2/3/2016	APY -20162	Accounts Payable 2/3/2016	$1.08	$85,305.33	$5,009,713.83	$3,306,773.35	$1,702,940.48
2/10/2016	TF -161356	JV#0001720420 CURRENT UNSECURED PRIOR	$429.47	$0.00	$5,010,143.30	$3,306,773.35	$1,703,369.95
2/11/2016	CA -33729	363928 BRD HTL REI	$493.67	$0.00	$5,010,636.97	$3,306,773.35	$1,703,863.62
2/11/2016	CA -33729	363928 CHAVE DEC IN	$514.80	$0.00	$5,011,151.77	$3,306,773.35	$1,704,378.42
2/11/2016	CA -33729	363928 CHAVEZ JAN IN	$514.80	$0.00	$5,011,666.57	$3,306,773.35	$1,704,893.22
2/11/2016	CA -33729	363928 JAN INS	$13,664.44	$0.00	$5,025,331.01	$3,306,773.35	$1,718,557.66
2/11/2016	TF -161355	JV#0001720582 CURRENT UNSECURED PRIOR	$39.33	$0.00	$5,025,370.34	$3,306,773.35	$1,718,596.99
2/12/2016	APY -20162	Accounts Payable 2/12/2016	$0.00	$17,294.74	$5,025,370.34	$3,324,068.09	$1,701,302.25
2/16/2016	TF -161354	JV#0001720934 FEDERAL HOUSING IN LIEU 2	$26.81	$0.00	$5,025,397.15	$3,324,068.09	$1,701,329.06
2/17/2016	APY -20161	Cancel Warrant #511889678	$21.65	$0.00	$5,025,418.80	$3,324,068.09	$1,701,350.71
2/17/2016	CA -33756	364142 AGUIAR MUS RE	$20.00	$0.00	$5,025,438.80	$3,324,068.09	$1,701,370.71
2/17/2016	CA -33756	364142 MICRO VOUCHER	$30,665.50	$0.00	$5,056,104.30	$3,324,068.09	$1,732,036.21
2/19/2016	APY -20162	Accounts Payable 2/19/2016	$0.00	$19,779.33	$5,056,104.30	$3,343,847.42	$1,712,256.88
2/22/2016	CA -33797	364394 7TH HUF TRIP	$900.00	$0.00	$5,057,004.30	$3,343,847.42	$1,713,156.88
2/22/2016	CA -33797	364394 HLTH INS RE	$103.00	$0.00	$5,057,107.30	$3,343,847.42	$1,713,259.88
2/22/2016	CA -33797	364394 TARGET DNTN	$177.78	$0.00	$5,057,285.08	$3,343,847.42	$1,713,437.66
2/22/2016	TF -161357	JV#0001721373 CURRENT SECURED SUPPLEM	$107.74	$0.00	$5,057,392.82	$3,343,847.42	$1,713,545.40
2/24/2016	APY -20162	Accounts Payable 2/24/2016	$0.00	$76,274.61	$5,057,392.82	$3,420,122.03	$1,637,270.79
2/24/2016	TF -161315	#0870 MEDICARE CHRGS FOR 2/29/2016 PAYR(	$0.00	$2,943.91	$5,057,392.82	$3,423,065.94	$1,634,326.88
2/24/2016	TF -161316	#0869 FICA CHRGS FOR 2/29/2016 PAYROLL	$0.00	$3,539.96	$5,057,392.82	$3,426,605.90	$1,630,786.92
2/24/2016	TF -161317	#0875 STRS DIST CONT FOR FEB 2016 REG PA\	$0.00	$17,355.98	$5,057,392.82	$3,443,961.88	$1,613,430.94
2/24/2016	TF -161324	#0881 PERS DIST CHRGS FOR FEB 2016 REG PA	$0.00	$4,606.36	$5,057,392.82	$3,448,568.24	$1,608,824.58
2/29/2016	TF -161345	JV# 0889 2015-16 FEB SP ED STATE APPORTIOI	$11,910.00	$0.00	$5,069,302.82	$3,448,568.24	$1,620,734.58
2/29/2016	TF -161350	JV# 0888 2016 FEB 1ST APPORTIONMENT	$263,777.00	$1,965.00	$5,333,079.82	$3,450,533.24	$1,882,546.58
2/29/2016	PAY -22916	PAYROLL 2/29/2016	$91,967.72	$275,606.64	$5,425,047.54	$3,726,139.88	$1,698,907.66
	Total Activity		$460,122.98	$686,107.90			
	Ending Balance				$5,425,047.54	$3,726,139.88	$1,698,907.66

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 1200 (6150 60012) Child Development Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$50,802.05
2/2/2016	TF -161238	JV# 0815 2015-16 WASHINGTON COLONY 1200	$0.00	$7,576.70	$164,839.29	$121,613.94	$43,225.35
2/3/2016	APY -20162	Accounts Payable 2/3/2016	$0.00	$1,867.01	$164,839.29	$123,480.95	$41,358.34
2/11/2016	CA -33729	363928 BISON INS	$843.60	$0.00	$165,682.89	$123,480.95	$42,201.94
2/12/2016	APY -20162	Accounts Payable 2/12/2016	$0.00	$138.60	$165,682.89	$123,619.55	$42,063.34
2/24/2016	APY -20162	Accounts Payable 2/24/2016	$0.00	$1,691.07	$165,682.89	$125,310.62	$40,372.27
2/24/2016	TF -161317	#0875 STRS DIST CONT FOR FEB 2016 REG PAY	$0.00	$56.33	$165,682.89	$125,366.95	$40,315.94
2/24/2016	TF -161324	#0881 PERS DIST CHRGS FOR FEB 2016 REG PA	$0.00	$675.27	$165,682.89	$126,042.22	$39,640.67
2/29/2016	PAY -22916	PAYROLL 2/29/2016	$2,247.62	$13,849.38	$167,930.51	$139,891.60	$28,038.91
	Total Activity		$3,091.22	$25,854.36			
	Ending Balance				$167,930.51	$139,891.60	$28,038.91

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 1300 (6150 60008) Cafeteria Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$120,890.08
2/2/2016	TF -161237	JV# 0814 2015-16 WASHINGTON COLONY 0100	$8,854.44	$0.00	$287,587.40	$157,842.88	$129,744.52
2/2/2016	TF -161239	JV# 0816 2015-16 WASHINGTON COLONY 1300	$0.00	$37,211.49	$287,587.40	$195,054.37	$92,533.03
2/3/2016	APY -20162	Accounts Payable 2/3/2016	$0.00	$6,238.68	$287,587.40	$201,293.05	$86,294.35
2/11/2016	CA -33723	363930 ad mi 02/11	$160.00	$0.00	$287,747.40	$201,293.05	$86,454.35
2/11/2016	CA -33723	363930 st mi 02/11	$599.00	$0.00	$288,346.40	$201,293.05	$87,053.35
2/11/2016	CA -33729	363928 AD JAN MLS	$109.00	$0.00	$288,455.40	$201,293.05	$87,162.35
2/11/2016	CA -33729	363928 CAFE CREDIT	$540.48	$0.00	$288,995.88	$201,293.05	$87,702.83
2/11/2016	CA -33729	363928 JUN 2014 ST	$174.78	$0.00	$289,170.66	$201,293.05	$87,877.61
2/11/2016	CA -33729	363928 MAY 2014 ST	$553.96	$0.00	$289,724.62	$201,293.05	$88,431.57
2/11/2016	CA -33729	363928 OCT FED BKF	$6,327.12	$0.00	$296,051.74	$201,293.05	$94,758.69
2/11/2016	CA -33729	363928 OCT FED LUN	$23,971.35	$0.00	$320,023.09	$201,293.05	$118,730.04
2/11/2016	CA -33729	363928 OCT FED SNACK	$3,386.88	$0.00	$323,409.97	$201,293.05	$122,116.92
2/11/2016	CA -33729	363928 OCT ST BKF	$732.85	$0.00	$324,142.82	$201,293.05	$122,849.77
2/11/2016	CA -33729	363928 OCT ST LUN	$1,739.36	$0.00	$325,882.18	$201,293.05	$124,589.13
2/11/2016	CA -33729	363928 ST JAN MLS	$6.90	$0.00	$325,889.08	$201,293.05	$124,596.03
2/12/2016	APY -20162	Accounts Payable 2/12/2016	$0.00	$5,663.19	$325,889.08	$206,956.24	$118,932.84
2/17/2016	CA -33756	364142 DEC FED BKF R	$3,819.26	$0.00	$329,708.34	$206,956.24	$122,752.10
2/17/2016	CA -33756	364142 DEC FED LUN R	$15,054.16	$0.00	$344,762.50	$206,956.24	$137,806.26
2/17/2016	CA -33756	364142 DEC FED SNK R	$1,884.96	$0.00	$346,647.46	$206,956.24	$139,691.22
2/17/2016	CA -33756	364142 DEC ST BKF RE	$439.67	$0.00	$347,087.13	$206,956.24	$140,130.89
2/17/2016	CA -33756	364142 DEC ST LUN RE	$1,091.90	$0.00	$348,179.03	$206,956.24	$141,222.79
2/17/2016	CA -33756	364142 NOV FED BKF R	$4,247.21	$0.00	$352,426.24	$206,956.24	$145,470.00
2/17/2016	CA -33756	364142 NOV FED LUN R	$16,380.99	$0.00	$368,807.23	$206,956.24	$161,850.99
2/17/2016	CA -33756	364142 NOV FED SNK R	$2,152.08	$0.00	$370,959.31	$206,956.24	$164,003.07
2/17/2016	CA -33756	364142 NOV ST BKF RE	$490.54	$0.00	$371,449.85	$206,956.24	$164,493.61
2/17/2016	CA -33756	364142 NOV ST LUN RE	$1,188.42	$0.00	$372,638.27	$206,956.24	$165,682.03
2/17/2016	CA -33762	364144 ad mi 02/17	$44.00	$0.00	$372,682.27	$206,956.24	$165,726.03
2/17/2016	CA -33762	364144 st mi 02/17	$458.10	$0.00	$373,140.37	$206,956.24	$166,184.13
2/19/2016	APY -20162	Accounts Payable 2/19/2016	$0.00	$4,513.55	$373,140.37	$211,469.79	$161,670.58
2/22/2016	CA -33789	364396 st mi 02/22/2	$846.60	$0.00	$373,986.97	$211,469.79	$162,517.18
2/24/2016	APY -20162	Accounts Payable 2/24/2016	$0.00	$1,809.19	$373,986.97	$213,278.98	$160,707.99
2/24/2016	TF -161324	#0881 PERS DIST CHRGS FOR FEB 2016 REG PA	$0.00	$858.40	$373,986.97	$214,137.38	$159,849.59
2/29/2016	PAY -22916	PAYROLL 2/29/2016	$2,340.83	$11,228.30	$376,327.80	$225,365.68	$150,962.12
	Total Activity		$97,594.84	$67,522.80			
	Ending Balance				$376,327.80	$225,365.68	$150,962.12

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 1400 (6150 60005) Deferred Maintenance Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$62,806.21
		Total Activity	$0.00	$0.00			
		Ending Balance			$92,366.00	$29,559.79	$62,806.21

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 1500 (6150 60010) Pupil Transportation Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$6,915.04
		Total Activity	$0.00	$0.00			
		Ending Balance			$6,915.04	$0.00	$6,915.04

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 1700 (6150 60020) Special Reserve Fund for Other Than Capital Outlay Projects

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$103,237.75
		Total Activity	$0.00	$0.00			
		Ending Balance			$103,237.75	$0.00	$103,237.75

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 2000 (6150 60078) Special Reserve Fund for Postemployment Benefits

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$106,451.73
2/2/2016	TF -161236	JV# 0813 205-16 WASHINGTON COLONY	$172,563.00	$0.00	$279,014.73	$0.00	$279,014.73
	Total Activity		$172,563.00	$0.00			
	Ending Balance				$279,014.73	$0.00	$279,014.73

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 2100 (6150 65069) Building Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$310.00
		Total Activity	$0.00	$0.00			
		Ending Balance			$310.00	$0.00	$310.00

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 2500 (6150 60006) Capital Facilities Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$12,067.66
		Total Activity	$0.00	$0.00			
		Ending Balance			$12,067.66	$0.00	$12,067.66

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 3500 (6150 60066) County School Facilities Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$14,112.26
		Total Activity	$0.00	$0.00			
		Ending Balance			$14,112.26	$0.00	$14,112.26

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 4000 (6150 60015) Special Reserve Fund for Capital Outlay Projects

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016							$1,461.34
		Total Activity	$0.00	$0.00			
		Ending Balance			$1,461.34	$0.00	$1,461.34

Cash In County Treasury
Aggregate

From 2/1/2016 thru 2/29/2016
Fund: 5100 (6150 65070) Bond Interest and Redemption Fund

Date	Reference	Description		Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2016								$11,078.65
2/10/2016	TF -161356	JV#0001720420	CURRENT UNSECURED PRIOR	$42.85	$0.00	$47,235.26	$36,113.76	$11,121.50
2/11/2016	TF -161355	JV#0001720582	CURRENT UNSECURED PRIOR	$11.42	$0.00	$47,246.68	$36,113.76	$11,132.92
2/22/2016	TF -161357	JV#0001721373	CURRENT SECURED SUPPLEM	$125.45	$0.00	$47,372.13	$36,113.76	$11,258.37
	Total Activity			$179.72	$0.00			
	Ending Balance					$47,372.13	$36,113.76	$11,258.37

WCESD BOARD OF TRUSTEES

ITEM NO. V.A.4
DATE: March 8, 2016

SUBJECT TITLE: Budget Report

Action _____ Discussion ___√___ Information _____

BACKGROUND

The Governing Board recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with the district's vision, goals, priorities, local control and accountability plan (LCAP), and other comprehensive plans. The district budget guides decisions and actions throughout the year and serves as a tool for monitoring the fiscal health of the district.

CONSIDERATION

The Superintendent and the School Board will review and discuss Local Control Funding Formula (LCFF) and the 2nd Interim report for the current 2015-16 school year. The 2nd Interim Report is included in the Action Item VI.A.1. for your review.

WCESD BOARD OF TRUSTEES

ITEM NO. V.A.5
DATE: March 8, 2016

SUBJECT TITLE: Superintendent's Report

Action _____ Discussion _____ Information ___√___

BACKGROUND

As part of the Governing Board's responsibility to set direction for the school district, the Board shall adopt long-term goals focused on the achievement of all district students. The district's goals shall be aligned with the district's vision, mission, philosophy, and priorities. (BP 0200)

CONSIDERATION

In developing goals and identifying strategies to achieve those goals, the Board and Superintendent shall solicit input and review from key stakeholders. The Board shall also review and consider quantitative and/or qualitative data, including data disaggregated by student subgroup and school site, to ensure that district goals are aligned with student needs. Superintendent will discuss the District Goals and Objectives with the Board of Education. The Superintendent's report on specific objectives and activities follow for your review.

2/22/16

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT
PROP 39
RFP PROPOSITIONS

VENDOR NAME	DATE EMAILED RFP	VENDOR CONFIRMATION	DATE RFP RECVD	TIME RFP RECVD	DATE AGRMNT FOR CONSULT	TIME AGRMNT RECVD
HIGHLANDS ENERGY CONSULTANT SERVICES ✓	2/17/2016					
INDOOR ENVIRONMENTAL SERVICES IES ✓	2/17/2016					
KW ENGINEERING CONSULTANT SERVICES ✓	2/17/2016	JC by phone 2/17/2016				
TERRA VERDE RENEWABLE PARTNERS LLC	2/17/2016					

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT **("Owner")**
130 E. Lincoln Avenue, Fresno, CA 93706
"Contact Person": Jesus Cruz, Superintendent-Principal
Phone: (559) 233-0706 FAX: (559) 233-9583 Email: jesuscruz@washingtoncolony.org

NOTICE REQUESTING PROPOSALS

RFP DOCUMENT B

CLEAN ENERGY EFFICIENCY: CONSULTATION, AUDIT, AND PROJECT SUPPORT SERVICES

NOTICE IS HEREBY GIVEN that Owner will receive proposals from firms in accordance with this Notice Requesting Proposals and other documents (collectively **"RFP Packet"**). Owner desires to retain an experienced and qualified firm to provide consultation, perform or obtain the performance of an energy survey and/or audit, assist Owner to prepare and submit required documents to the appropriate government agencies for approval of project(s) and fund disbursements, assist Owner to plan for and implement one or more clean energy efficiency projects or programs, and provide other services as set forth in this RFP. The services required of the successful firm will be funded, in part or in whole, by the California Clean Energy Jobs Act, Public Resources Code section 26200 et seq. (referred to herein as **"Proposition 39")**. The successful firm shall comply with, and assist Owner to comply with, Proposition 39 and the implementing statutes, requirements, and guidelines as well as other applicable laws and regulations. The particular services requested of the successful firm are set forth in the RFP Packet.

1. RFP PACKET AVAILABILITY. The **RFP Packet will be available starting February 17, 2016** and may be obtained by contacting the Contact Person listed above.

2. PRE-SUBMITTAL CONFERENCE. An optional pre-submittal conference to acquaint prospective respondents with the RFP Packet and Owner's sites and facilities will be held at **1:00 p.m. on February 22, 2016 in Room M-5 at 130 E. Lincoln Avenue, Fresno, CA 93706**. Whether or not a respondent attends the conference, which may include dissemination of information in response to questions, the respondent shall be deemed to have notice of all information disseminated at the conference.

3. QUESTIONS SUBMISSION. Questions regarding the RFP Packet shall be submitted in writing to, and received by, the Contact Person listed above at the above FAX number or email **before 3:00 p.m. on March 3, 2016**.

4. RESPONSE SUBMITTAL. All responses to this RFP shall be submitted to and received by Owner **before 3:00 p.m. on March 7, 2016 ("Response Deadline")** to the District Office at Owner's address listed above **("Response Location")**.

//

WCESD BOARD OF TRUSTEES

ITEM NO. V.B.1
DATE: March 8, 2016

SUBJECT TITLE: ADA/ENROLLMENT REPORT (report generated 2/19/16)

Action _____ Discussion _____ Information ___√___

BACKGROUND

Washington Colony Elementary School ADA/Enrollment Report for the school year 2015-2016.

CONSIDERATION

The WCESD report for the February ADA 2015-16 school year follows for your review.

Enrollment by Teacher
Period Ending 2/19/2016
Month 7

Teacher	Grade Level(s)	# of Students	YTD ADA
Davis	K	23	21.56
Smith	TK	15	14.67
Schaffer	K	22	21.60
Dack	1	22	21.77
Pallas	1	23	21.94
Doyle	2	29	27.46
Garcia	2	29	27.54
Espinosa	3	22	21.88
Sweet	3	20	19.93
Brotnov	4	24	23.39
Lyles	4	22	22.40
Barker	5	21	20.36
Hawkins	5	21	19.97
Martinez	6	16	15.42
McCabe	6	16	14.82
Huffmon	7	23	22.27
Showalter	7	22	20.54
Marquez	8	24	22.83
Jennings	8	22	21.24
Taylor	K-8 SDC	10	7.92
TOTALS:		426	409.51

WCESD BOARD OF TRUSTEES

ITEM NO. V.B.2
DATE: March 8, 2016

SUBJECT TITLE: Suspension Report

Action _____ Discussion _____ Information __√__

BACKGROUND

The Governing Board has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend a student from regular classroom instruction.

Suspended students are excluded from all school-related extracurricular activities during the period of suspension.

All requests for student suspension are processed by the principal or designee. The principal or designee reports the suspension, including the name of the student and the cause for the suspension, to the Superintendent and the Board.

CONSIDERATION

The Suspension Report is distributed separately as it contains confidential information.

WCESD BOARD OF TRUSTEES

ITEM NO. V.B.3
DATE: March 8, 2016

SUBJECT TITLE: Students' Field Trips Update

Action _____ Discussion _____ Information ___√___

BACKGROUND

Provide information regarding the participation of Washington Colony students attending Spring Field Trips.

CONSIDERATION

Washington Colony students will be participating on different field trips this Spring 2016. The field trips information follows for your review.

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

Washington Colony Field Trips

Date	Grade	Field Trip
Friday, April 08, 2016	8th	Museum of Tolerance in Los Angeles
Saturday, April 9, 2016	ASP	After School Program - Monterey Bay Aquarium
Wednesday, April 13, 2016	4th	San Juan Bautista Mission
Monday, April 18, 2016	3rd	Chaffee Zoo
Friday, May 20, 2016	7th	California Academy of Sciences in San Francisco
Wednesday, May 25, 2016	8th	Six Flags Magic Mountain
Tuesday, May 31, 2016	3rd-5th	Fresno Area Water Park
Friday, June 03, 2016	6th-8th	Fresno Area Water Park

ACTION ITEMS

WCESD BOARD OF TRUSTEES ITEM NO. VI.A.1

DATE: March 8, 2016

SUBJECT TITLE: 2nd Interim Budget Report

Action √ Discussion _____ Information _____

RECOMMENDATION:

Certify that based upon current projections the district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

BACKGROUND

The Superintendent or designee is required to submit two interim fiscal reports to the Governing Board, the first report covering the district's financial and budgetary status for the period ending October 31 and the second report covering the period ending January 31. The reports and supporting data must also be made available by the district for public review.

****Note: Education Code 42131 requires the Board to use the interim reports to assess whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and for subsequent fiscal years, based on consideration of the state standards and criteria adopted pursuant to Education Code 33127.****

Within 45 days after the close of the period reported, the Board must assess the interim report on the basis of criteria adopted by the State Board of Education pursuant to Education Code 33127 and on current information regarding the adopted state budget, district property tax revenues if any, and ending balances for the preceding year. The Board must approve the fiscal report and send it to the County Superintendent of Schools in a format or on forms prescribed by the Superintendent of Public Instruction. In addition, the Board must submit its certification of the district's financial status based on current projections, in accordance with the following: (Education Code 42130, 42131; 5 CCR 15453-15463)

1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years
2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years
3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

If the second interim report of the fiscal year is accompanied by a qualified or

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

negative certification as determined by the Board or subsequently by the County Superintendent, the Superintendent or designee MUST, no later than June 1, provide to the County Superintendent, the Controller, and the Superintendent of Public Instruction a financial statement that reports data for the period ending April 30 and projects the district's fund and cash balances as of June 30. (Education Code 42131)

Whenever the district has a qualified or negative certification, it shall allow the county office of education at least 10 working days to review and comment on any proposed agreement with exclusive representatives of employees. The district shall provide the County Superintendent with all information relevant to provide an understanding of the financial impact of any final collective bargaining agreement. (Government Code 3540.2)

CONSIDERATION:

The Second Interim Report for Fiscal Year 2015-2016 is based upon and reviewed using the state-adopted Criteria and Standards pursuant to Education Code sections 33129 and 42130 and provides a "Positive Certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years.

You will note that total unrestricted revenues are projected to increase by $22,359 over the projection in the 1st Interim Report, while expenditures are projected to increase by $238,088. This results in an excess of unrestricted revenues over expenses of $575,962. After deducting for Other Sources/Uses there is a projected net increase to the fund balance of $124,595.

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129 and 42130)

Signed: _____ Date: _____
District Superintendent or Designee

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:
This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: March 08, 2016 Signed: _____
President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

____ POSITIVE CERTIFICATION
As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

____ QUALIFIED CERTIFICATION
As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

____ NEGATIVE CERTIFICATION
As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Maria Rodriguez Telephone: 559-233-0706

Title: Financial Secretary E-mail: mrodriguez@washingtoncolony.org

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.	X	

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT
2015-16 2nd Interim Report
As of January 31, 2016

UNRESTRICTED REVENUES:

1. LCFF Calculation (see attachment)

2014-15 P2 ADA = 409.03 2015-16 Current Enrollment = 422

2015-16 P1 ADA = 403.01

2015-16 TARGET = $ 4,197,592
FLOOR = $ 3,175,341
GAP = $ 1,022,251 = 24%

2. Lottery estimate = $128 ADA = $ 52,825
3. Interest on Cash in Treasury = $ 17,000
4. Mandated Cost Reimbursement $28 per ADA = $11,625
5. One Time $530/ADA funding = $216,488
6. Local income Received to date = $9,637
7. Supplemental/Concentration Grant: 86.36% Need to increase Services to identified pupils by 24.73% or $728,653

TOTAL UNRESTRICTED REVENUES:	**15-16 Approved Budget**	**$ 4,008,545**
	15-16 1st Interim	**$ 3,993,610**
	15-16 2nd Interim	**$ 4,015,969**
		$ 22,359

Revised LCFF calculator

UNRESTRICTED EXPENSES:

1. **CERTIFICATED SALARIES:**

15-16 Approved Budget	$ 1,503,004
15-16 1st Interim	$ 1,550,759
15-16 2nd Interim	$ 1,556,728
	$ 5,969

Adjusted annual projections based on actual payroll July-January 2016

2. **CLASSIFIED SALARIES:**

15-16 Approved Budget	$ 272,182
15-16 1st Interim	$ 272,182
15-16 2nd Interim	$ 272,182
	$ 0

3. STATUTORY BENEFITS:

15-16 Approved Budget	$ 617,939
15-16 1st Interim	$ 636,353
15-16 2nd Interim	$ 637,553
	$ 1,200

Adjusted benefits based on actual payments.

4. SUPPLIES:

15-16 Approved Budget	$ 201,831
15-16 1st Interim	$ 255,425
15-16 2nd Interim	$ 484,994
	$ 229,569

Increase for One Time Revenues budgeted Adoptions

5. OPERATIONS:

15-16 Approved Budget	$ 427,729
15-16 1st Interim	$ 449,208
15-16 2nd Interim	$ 450,558
	$ 1,350

Increase budget for Asphalt Design

6. CAPITAL OUTLAY:

15-16 Approved Budget	$ 0
15-16 1st Interim	$ 5,992
15-16 2nd Interim	$ 5,992
	$ 0

7. OTHER OUTGO:

15-16 Approved Budget	$ 32,000
15-16 1st Interim	$ 32,000
15-16 2nd Interim	$ 32,000
	$ 0

8. TOTAL UNRESTRICTED EXPENSES:

15-16 Approved Budget	**$ 3,054,685**
15-16 1st Interim	**$ 3,201,919**
15-16 2nd Interim	**$ 3,440,007**
	$ 238,088

EXCESS OF UNRESTRICTED REVENUES OVER EXPENSES: $ 575,962

OTHER SOURCES/USES(ESTIMATES):

A.	Transfer to Post Employee Fund 20	$-	32,974
B.	Transfer to Deferred Mtc Fund 14	$-	42,083
C.	Transfer to Bus Replacement Fund 15	$-	38,605
D.	Transfer to Spec Res Cap Fund 40 *(Playground)*	$-	11,705
E.	Contribution to Special Education (AB602 decrease)	$-	11,000
F.	Contribution to RRM (Mtc/Op)	$-	315,000
		$-	**451,367**

NET INCREASE TO FUND BALANCE:		$ 124,595

COMPONENTS OF ENDING FUND BALANCE:

7-01-15	Audited Beginning Bal	$1,205,789
	Estimated Increase	$ 124,595
6-30-16	Estimated Ending Balance	$1,330,384
	8% Reserve	$- 360,306
	Assigned for:	
	SSC recommended 1 YR GAP	$- 249,368
	UNDESIGNATED AMOUNT	$ 720,710

Estimated Ending Balance June 30, 2016:

1200	Preschool	$ 7,791
1300	Cafeteria	$ 124,477
1400	Deferred Maintenance	$ 105,170
1500	Bus Replacement	$ 45,578
1700	Special Reserve Fund	$ 103,758
2000	Post-employee Benefits	$ 312,994
2500	Capital Facilities	$ 9,141
3500	County School Facilities Fund	$ 14,147
4000	Special Reserve (CAP)	$ 13,180
5100	Bond Interest/Redemption	$ 11,261

LCFF Calculator Universal Assumptions

Washington Colony Elementary (62513) - 2016 Washington Colony 2nd Interim

Summary of Funding

	2013-14	2014-15	2015-16	2016-17	2017-18
Target	$ 4,099,784	$ 4,144,042	$ 4,197,592	$ 4,154,517	$ 4,243,230
Floor	**2,581,655**	**2,756,823**	**3,175,341**	**3,646,432**	**3,887,199**
Applied Formula: Target or Floor	FLOOR	FLOOR	FLOOR	FLOOR	FLOOR
Remaining Need after Gap (informational only)	*1,335,928*	*968,832*	*490,987*	*258,717*	*194,607*
Current Year Gap Funding	182,201	418,387	531,264	249,368	161,424
Economic Recovery Target	-	-	-	-	-
Additional State Aid	-	-	-	-	-
Total Phase-In Entitlement	**$ 2,763,856**	**$ 3,175,210**	**$ 3,706,605**	**$ 3,895,800**	**$ 4,048,623**

Components of LCFF By Object Code

	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
8011 - State Aid	$ 1,475,846	$ 2,103,476	$ 2,394,529	$ 2,920,140	$ 3,120,780	$ 3,316,241
8011 - Fair Share	-	-	-	-	-	-
8311 & 8590 - Categoricals	463,927	-	-	-	-	-
8012 - EPA	458,815	447,326	562,937	529,488	518,043	475,405
Local Revenue Sources:						
8021 to 8089 - Property Taxes		213,054	217,744	256,977	256,977	256,977
8096 - In-Lieu of Property Taxes		-	-	-	-	-
Property Taxes net of in-lieu	*197,725*	*213,054*	*217,744*	*256,977*	*256,977*	*256,977*
TOTAL FUNDING	**$ 2,596,313**	**$ 2,763,856**	**$ 3,175,210**	**$ 3,706,605**	**$ 3,895,800**	**$ 4,048,623**
Excess Taxes	$ -	$ -	$ -	$ -	$ -	$ -
EPA in excess to LCFF Funding	$ -	$ -	$ -	$ -	$ -	$ -

Summary of Student Population

	2013-14	2014-15	2015-16	2016-17	2017-18
Unduplicated Pupil Population					
Agency Unduplicated Pupil Count	362.00	370.00	372.00	372.00	372.00
COE Unduplicated Pupil Count	2.00	2.00	2.00	2.00	2.00
Total Unduplicated pupil Count	364.00	372.00	374.00	374.00	374.00
Rolling %, Supplemental Grant	86.2600%	86.7100%	87.2300%	87.7300%	88.2400%
Rolling %, Concentration Grant	86.2600%	86.7100%	87.2300%	87.7300%	88.2400%

FUNDED ADA

Adjusted Base Grant ADA	*Prior Year*	*Current Year*	*Prior Year*	*Prior Year*	*Current Year*
Grades TK-3	184.74	194.42	194.32	199.51	200.00
Grades 4-6	143.21	116.48	116.00	116.93	116.00
Grades 7-8	83.92	99.71	100.31	86.57	86.00
Grades 9-12	-	-	-	-	-
Total Adjusted Base Grant ADA	***411.87***	***410.61***	***410.63***	***403.01***	***402.00***

Necessary Small School ADA	*Current year*	*Current year*	*Current year*	*Current year*	*Current year*
Grades TK-3	-	-	-	-	-
Grades 4-6	-	-	-	-	-
Grades 7-8	-	-	-	-	-
Grades 9-12	-	-	-	-	-
Total Necessary Small School ADA	**-**	**-**	**-**	**-**	**-**
Total Funded ADA	**411.87**	**410.61**	**410.63**	**403.01**	**402.00**

ACTUAL ADA ***(Current Year Only)***

Grades TK-3	192.51	194.42	199.51	200.00	200.00
Grades 4-6	119.02	116.48	117.93	116.00	116.00
Grades 7-8	93.80	99.71	87.17	86.00	86.00
Grades 9-12	-	-	-	-	-
Total Actual ADA	**405.33**	**410.61**	**404.61**	**402.00**	**402.00**
Funded Difference (Funded ADA less Actual ADA)	*6.54*	-	*6.02*	*1.01*	-

Minimum Proportionality Percentage (MPP)

	2013-14	2014-15	2015-16	2016-17	2017-18
Current year estimated supplemental and concentration grant funding in the LCAP year		$ 306,812	$ 728,653	$ 919,614	$ 483,793
Current year Minimum Proportionality Percentage (MPP)		10.93%	24.99%	31.56%	13.81%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	3,722,969.00	3,682,872.00	2,002,016.44	3,706,605.00	23,733.00	0.6%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	312,412.00	283,872.00	218,014.56	282,498.00	(1,374.00)	-0.5%
4) Other Local Revenue		8600-8799	17,000.00	26,866.00	(4,297.50)	26,866.00	0.00	0.0%
5) TOTAL, REVENUES			4,052,381.00	3,993,610.00	2,215,733.50	4,015,969.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	1,503,004.00	1,550,759.00	776,367.26	1,556,728.00	(5,969.00)	-0.4%
2) Classified Salaries		2000-2999	272,182.00	272,182.00	151,553.14	272,182.00	0.00	0.0%
3) Employee Benefits		3000-3999	617,939.00	636,353.00	299,277.91	637,553.00	(1,200.00)	-0.2%
4) Books and Supplies		4000-4999	191,400.00	255,425.00	172,421.54	484,994.00	(229,569.00)	-89.9%
5) Services and Other Operating Expenditures		5000-5999	422,980.00	449,208.00	141,047.20	450,558.00	(1,350.00)	-0.3%
6) Capital Outlay		6000-6999	0.00	5,992.00	5,992.00	5,992.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	32,000.00	32,000.00	17,754.41	32,000.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			3,039,505.00	3,201,919.00	1,564,413.46	3,440,007.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			1,012,876.00	791,691.00	651,320.04	575,962.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	32,974.00	32,974.00	0.00	125,367.00	(92,393.00)	-280.2%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(372,820.00)	(402,000.00)	0.00	(326,000.00)	76,000.00	-18.9%
4) TOTAL, OTHER FINANCING SOURCES/USES			(405,794.00)	(434,974.00)	0.00	(451,367.00)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			607,082.00	356,717.00	651,320.04	124,595.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,078,408.29	1,205,788.72		1,205,788.72	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,078,408.29	1,205,788.72		1,205,788.72		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,078,408.29	1,205,788.72		1,205,788.72		
2) Ending Balance, June 30 (E + F1e)			1,685,490.29	1,562,505.72		1,330,383.72		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	532,987.00	581,120.00		249,368.00		
SSC\x27s recomended 1 YR GAP func	0000	9780				*249,368.00*		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	157,760.00	166,840.00		360,306.00		
Unassigned/Unappropriated Amount		9790	994,743.29	814,545.72		720,709.72		

Resource	Description	2015-16 Projected Year Totals
6230	California Clean Energy Jobs Act	55,640.00
6264	Educator Effectiveness	37,396.00
6300	Lottery: Instructional Materials	0.14
6512	Special Ed: Mental Health Services	28,760.20
9010	Other Restricted Local	61,848.46
Total, Restricted Balance		183,644.80

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	3,706,605.00	5.10%	3,895,800.00	3.92%	4,048,623.00
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	282,498.00	-76.94%	65,142.00	0.00%	65,142.00
4. Other Local Revenues	8600-8799	26,866.00	-0.25%	26,800.00	0.00%	26,800.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	(326,000.00)	16.56%	(380,000.00)	12.11%	(426,000.00)
6. Total (Sum lines A1 thru A5c)		3,689,969.00	-2.23%	3,607,742.00	2.96%	3,714,565.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				1,556,728.00		1,587,863.00
b. Step & Column Adjustment				31,135.00		31,758.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,556,728.00	2.00%	1,587,863.00	2.00%	1,619,621.00
2. Classified Salaries						
a. Base Salaries				272,182.00		277,626.00
b. Step & Column Adjustment				5,444.00		5,553.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	272,182.00	2.00%	277,626.00	2.00%	283,179.00
3. Employee Benefits	3000-3999	637,553.00	12.65%	718,184.00	6.31%	763,500.00
4. Books and Supplies	4000-4999	484,994.00	-46.39%	260,000.00	1.92%	265,000.00
5. Services and Other Operating Expenditures	5000-5999	450,558.00	0.99%	455,000.00	1.10%	460,000.00
6. Capital Outlay	6000-6999	5,992.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	32,000.00	0.00%	32,000.00	0.00%	32,000.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	125,367.00	0.00%	125,367.00	0.00%	125,367.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		3,565,374.00	-3.07%	3,456,040.00	2.68%	3,548,667.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		124,595.00		151,702.00		165,898.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01I, line F1e)		1,205,788.72		1,330,383.72		1,482,085.72
2. Ending Fund Balance (Sum lines C and D1)		1,330,383.72		1,482,085.72		1,647,983.72
3. Components of Ending Fund Balance (Form 01I)						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	249,368.00		161,424.00		18,740.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	360,306.00		348,665.00		358,386.00
2. Unassigned/Unappropriated	9790	720,709.72		971,996.72		1,270,857.72
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		1,330,383.72		1,482,085.72		1,647,983.72

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	360,306.00		348,665.00		358,386.00
c. Unassigned/Unappropriated	9790	720,709.72		971,996.72		1,270,857.72
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves (Sum lines E1a thru E2c)		1,081,015.72		1,320,661.72		1,629,243.72

F. ASSUMPTIONS

Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.

LCFF revenues are based on latest FCMAT LCFF calculator. 2016 P1 ADA decreased to 403, using higher prior year P2. 2016 revenues include one time $530/ADA, excluded in future years. Carryover/adjustments for prior year eliminated from future projections. Local income same level as 2016. Contributions to Restricted resources increased for average 2% Step/Column adjustments and increasing STRS/PERS employer rates. Health insurance capped. One time use of $530/ADA budgeted for instructional supplies. Supplies/operations projected at same 2016 level. Non capital and capital outlay will be budgeted when approved yearly.

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.2
DATE: March 8, 2016

SUBJECT TITLE: Inter-Fund Transfer to the Deferred Maintenance Fund

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Adopt Resolution No. 15/16-06 to establish inter-fund transfers to the Deferred Maintenance Fund for Major Repair/Replacement Projects.

BACKGROUND

Transfers may be made from the designated fund balance or the unappropriated fund balance to any expenditure classification or between expenditure classifications by the Governing Board on adoption of a resolution by a majority vote.

The resolution must be approved by the County Superintendent of Schools and filed with the county auditor. (Education Code 42600)

The Board may also direct that monies held in any fund or account be temporarily transferred from one or more of these accounts to another fund or account to be used for the payment of obligations of the district, with limitations as set by Education Code 42603. The transfer shall be accounted for as temporary borrowing and shall not be available for appropriation or be considered income to the borrowing fund or account. (Education Code 42603)

CONSIDERATION

The governing board on any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code 42603.

Approve Resolution No. 15/16-06 *Resolution to Establish Interfund Transfer to the Fund 1400 Deferred Maintenance Fund for Major Repair/Replacement Projects.*

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

RESOLUTION OF THE GOVERNING BOARD OF
WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT

In the matter of Authorizing Inter-fund Transfer from the
General Fund to the Deferred Maintenance Fund
For Major Repair/Replacement Projects *RESOLUTION # 15/16-06*

WHEREAS, the **WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT** has a need to transfer monies from the General Fund to the Deferred Maintenance Fund for the purpose of Projects reflected on the District's 5 Year Deferred Maintenance Plan.

THEREFORE, BE IT RESOLVED that the Governing Board requests the County Treasurer to transfer $ 42,083 from the District's General Fund 0100 (6150 60001) to the District's Deferred Maintenance Fund 1400 (6150 60005).

Account	Debit	Credit
0100-0000-0-0000-9300-761500	$ 42,083	
1400-0000-0-0000-0000-891500		$ 42,083

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of

_____, seconded by _____, at a regular meeting of the Governing

Board on the 8th day of March. 2016 by the following vote.

Ayes:
Noes:
Abstentions:
Absent:

_____
Name, Secretary/Clerk

Washington Colony Elementary School District Board

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT
DEFERRED MAINTENANCE FUND AS OF JANUARY 31, 2016
FUND #1400

	2015-16	2016-17	2017-18	2018-19	2019-20
BEGINNING FUND BALANCE	62,806	104,889	146,972	189,055	231,138
1% OF GENERAL FUND BUDGET	42,083	42,083	42,083	42,083	42,083
2015-16 TOTAL GF EXPENDITURES $4,208,296					
PROJECTED ENDING BALANCE JUNE 30 2016	104,889	146,972	189,055	231,138	273,221

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.3
DATE: March 8, 2016

SUBJECT TITLE: Inter-Fund Transfer to the Pupil Transportation Fund

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Adopt Resolution No. 15/16-07 to establish an inter-fund transfer to the Pupil Transportation Fund for Capital Outlay Purchases.

BACKGROUND

Transfers may be made from the designated fund balance or the unappropriated fund balance to any expenditure classification or between expenditure classifications by the Governing Board on adoption of a resolution by a majority vote.

The resolution must be approved by the County Superintendent of Schools and filed with the county auditor. (Education Code 42600)

The Board may also direct that monies held in any fund or account be temporarily transferred from one or more of these accounts to another fund or account to be used for the payment of obligations of the district, with limitations as set by Education Code 42603. The transfer shall be accounted for as temporary borrowing and shall not be available for appropriation or be considered income to the borrowing fund or account. (Education Code 42603)

CONSIDERATION

The governing board on any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code 42603.

Approve Resolution No. 15/16-07 *Resolution to Establish an Interfund Transfer to the Fund 1500 Pupil Transportation Fund for Capital Outlay Purchases.*

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

RESOLUTION OF THE GOVERNING BOARD OF
WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT

In the matter of Authorizing Inter-fund Transfer from the
General Fund to the Pupil Transportation Fund
For Capital Outlay Purchases *RESOLUTION # 15/16-07*

WHEREAS, the **WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT** has a need to transfer monies from the General Fund to the Pupil Transportation Fund for the purpose of future bus replacements.

THEREFORE, BE IT RESOLVED that the Governing Board requests the County Treasurer to transfer $38,605 from the District's General Fund 0100 (6150 60001) to the District's Pupil Transportation Fund 1500 (6150 60010).

Account	Debit	Credit
0100-0000-0-0000-9300-761900	$ 38,605	
1500-0000-0-0000-0000-891900		$ 38,605

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of

_____, seconded by _____, at a regular meeting of the Governing

Board on the 8th day of March, 2016 by the following vote.

Ayes:
Noes:
Abstentions:
Absent:

_____
Name, Secretary/Clerk

Washington Colony Elementary School District Board

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT
BUS REPLACEMENT FUND AS OF JANUARY 31, 2016
FUND #1500

	1-Jul-15	2015-16	2016-17	2017-18	2018-19	2019-20
BEGINNING FUND BALANCE	**6973**	6,973	45,578	84,183	122,788	161,393
ANNUAL CONTRIBUTION		38,605	38,605	38,605	38,605	38,605
PROJECTED ENDING BALANCE JUNE 30 2016	**6,973**	45,578	84,183	122,788	161,393	199,998
ESTIMATED COST OF A NEW BUS	**200,000**	**200,000**	**200,000**	**200,000**	**200,000**	**200,000**
UNFUNDED LIABILITY	**193,027**	**154,422**	**115,817**	**77,212**	**38,607**	**2**

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.4
DATE: March 8, 2016

SUBJECT TITLE: Inter-Fund Transfer to the Special Reserve Fund

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Adopt Resolution No. 15/16-08 to establish an inter-fund transfer to the Special Reserve Fund for Capital Outlay Projects.

BACKGROUND

Transfers may be made from the designated fund balance or the unappropriated fund balance to any expenditure classification or between expenditure classifications by the Governing Board on adoption of a resolution by a majority vote.

The resolution must be approved by the County Superintendent of Schools and filed with the county auditor. (Education Code 42600)

The Board may also direct that monies held in any fund or account be temporarily transferred from one or more of these accounts to another fund or account to be used for the payment of obligations of the district, with limitations as set by Education Code 42603. The transfer shall be accounted for as temporary borrowing and shall not be available for appropriation or be considered income to the borrowing fund or account. (Education Code 42603)

CONSIDERATION

The governing board on any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code 42603.

Approve Resolution No. 15/16-08 *Resolution to Establish an Interfund Transfer to the Special Reserve Fund 4000 for Capital Outlay Projects.*

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

RESOLUTION OF THE GOVERNING BOARD OF
WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT

In the matter of Authorizing Inter-fund Transfer from the
General Fund to the Special Reserve Fund
For Capital Outlay Projects *RESOLUTION # 15/16-08*

WHEREAS, the **WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT** has a need to transfer monies from the General Fund to the Special Reserve Fund for Capital Outlay Projects for the purpose of purchasing a new playground.

THEREFORE, BE IT RESOLVED that the Governing Board requests the County Treasurer to transfer $ 11,705 from the District's General Fund 0100 (6150 60001) to the District's Special Reserve Fund for Capital Outlay Projects 4000 (6150 60015).

Account	Debit	Credit
0100-0000-0-0000-9300-761900	$ 11,705	
4000-0000-0-0000-0000-891900		$ 11,705

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of

_____, seconded by _____, at a regular meeting of the Governing

Board on the 8th day of March, 2016 by the following vote.

Ayes:
Noes:
Abstentions:
Absent:

_____
Name, Secretary/Clerk

Washington Colony Elementary School District Board

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT
SPECIAL RESERVE FUND AS OF JANUARY 31, 2015
PLAYGROUND
FUND #4000

	1-Jul-15	2015-16	2016-17	2017-18	2018-19	2019-20
BEGINNING FUND BALANCE	**1475**	1,475	13,180	24,885	36,590	48,295
ANNUAL CONTRIBUTION		11,705	11,705	11,705	11,705	11,705
PROJECTED ENDING BALANCE JUNE 30 2016	**1,475**	13,180	24,885	36,590	48,295	60,000
ESTIMATED COST OF A NEW PLAYGROUND	**60,000**	**60,000**	**60,000**	**60,000**	**60,000**	**60,000**
UNFUNDED LIABILITY	**58,525**	**46,820**	**35,115**	**23,410**	**11,705**	**0**

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.5
DATE: March 8, 2016

SUBJECT TITLE: WARRANTS

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Review and ratify warrants paid for the period February 1 – February 29, 2016.

BACKGROUND

The Governing Board recognizes the importance of developing a system of internal control procedures in order to help fulfill its obligation to monitor and safeguard district resources. To facilitate warrant processing, the Superintendent or designee ensures that purchasing, receiving, and payment functions are kept separate. He also ensures that invoices are paid expeditiously so that the district may, to the extent possible, take advantage of available discounts and avoid finance charges.

CONSIDERATION

The Superintendent signs all warrants and ensures that warrants have appropriate documentary support verifying that all goods and services to be paid for have been delivered or rendered in accordance with the purchase agreement.

The Board must approve all warrants at a regularly scheduled Board meeting.

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

Paid Date(s) From: 2/1/2016 To: 2/29/2016

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
496-ALERT-O-LITE INC	511896737	PV-160177	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	465.84
				Warrant Total:	**465.84**
				Vendor Total:	**465.84**
387-AMERIPRIDE UNIFORM SERVICE IN	511896738	PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	60.65
		PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	75.28
		PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	60.65
		PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	82.25
				Warrant Total:	**278.83**
	511900920	PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	60.65
		PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	75.28
		PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	60.65
		PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	75.28
		PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	60.65
		PO-160014	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	71.48
				Warrant Total:	**403.99**
				Vendor Total:	**682.82**
1391-APPLE INC.	511899270	PO-160232	MD506LL/A APPLE 85W MAGS/	0100-11000-0-0000-2420-430000-000-00	31.39
		PO-160232	MD506LL/A APPLE 85W MAGS/	0100-11000-0-0000-2420-430000-000-00	85.50
				Warrant Total:	**116.89**
				Vendor Total:	**116.89**
1490-ASPHALT DESIGN INC	511902780	PO-160254	EARTHWORK LEVEL AND GR	0100-11000-0-0000-8100-560000-000-00	1,000.00
				Warrant Total:	**1,000.00**
				Vendor Total:	**1,000.00**
1437-ASSETWORKS LLC	511899271	PO-160242	ANNUAL FEE FOR ASSETMAX	0100-00000-0-0000-7200-580000-000-00	1,500.00
		PO-160242	ANNUAL FEE FOR ASSETMAX	0100-00000-0-0000-7200-580000-000-00	788.00
				Warrant Total:	**2,288.00**
				Vendor Total:	**2,288.00**
1172-ASSOCIATED COMPRESSOR & EQU	511896739	PV-160178	BUS REPAIR	0100-09000-0-0000-3600-560003-000-00	309.93
				Warrant Total:	**309.93**
				Vendor Total:	**309.93**
523-AT&T	511896740	PO-160237	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-590004-000-00	36.30
		PO-160237	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-590004-000-00	72.94
				Warrant Total:	**109.24**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
	511899272	PO-160237	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-590004-000-00	210.83
				Warrant Total:	**210.83**
	511902781	PO-160237	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-590004-000-00	36.73
		PO-160237	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-590004-000-00	73.83
				Warrant Total:	**110.56**
				Vendor Total:	**430.63**
1301-B FRESH PRODUCE INC.	511896741	PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	24.50
		PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	394.25
		PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	686.50
		PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	150.00
				Warrant Total:	**1,255.25**
	511899273	PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	470.00
		PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	24.50
				Warrant Total:	**494.50**
	511900921	PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	619.75
		PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	145.00
				Warrant Total:	**764.75**
	511902782	PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	502.50
		PO-160111	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	95.50
				Warrant Total:	**598.00**
				Vendor Total:	**3,112.50**
24-BARKER, JUDY	511900922	PV-160214	PKG ELA ADOPTION	0100-31500-0-1110-1000-520000-000-00	9.00
				Warrant Total:	**9.00**
				Vendor Total:	**9.00**
1365-BSN SPORTS INC	511896742	PO-160204	1240580 INDOOR OUTDOOR TA	0100-11000-0-1110-1000-430000-000-00	691.34
				Warrant Total:	**691.34**
	511900923	PO-160216	NSPCLALP AUGUSTA REVERS	0100-09000-0-1110-1000-430023-000-00	897.10
				Warrant Total:	**897.10**
				Vendor Total:	**1,588.44**
45-BUSWEST LLC	511896743	PV-160181	BUS SUPPLIES	0100-09000-0-0000-3600-430024-000-00	66.00
		PV-160179	BUS SUPPLIES	0100-09000-0-0000-3600-430024-000-00	57.52
		PV-160180	BUS SUPPLIES	0100-09000-0-0000-3600-430024-000-00	571.30
				Warrant Total:	**694.82**
	511900924	PV-160208	BUS SUPPLIES	0100-09000-0-0000-3600-430024-000-00	594.70

Paid Date(s) From: 2/1/2016 To: 2/29/2016

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Warrant Total:	**594.70**
				Vendor Total:	**1,289.52**
314-CALIFORNIA DEPARTMENT OF	511896744	PO-160199	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	161.20
				Warrant Total:	**161.20**
				Vendor Total:	**161.20**
375-CALIFORNIA'S VALUED TRUST	511896745	PV-160201	TRUSTEES	0100-00010-0-0000-0000-951400-000-00	5,506.42
		PV-160201	CLASSIFIED	0100-00010-0-0000-0000-951400-000-00	7,078.40
		PV-160201	CERTIFICATED	0100-00010-0-0000-0000-951400-000-00	34,414.26
		PV-160201	MANAGMENT	0100-00010-0-0000-0000-951400-000-00	1,520.02
				Warrant Total:	**48,519.10**
	511896746	PV-160201	PRESCH AIDES	1200-00010-0-0000-0000-951400-000-00	7.56
		PV-160201	BISON	1200-00010-0-0000-0000-951400-000-00	1,683.51
				Warrant Total:	**1,691.07**
	511896747	PV-160201	CAFETERIA	1300-00010-0-0000-0000-951400-000-00	849.29
				Warrant Total:	**849.29**
	511902783	PV-160219	CLASSIFIED	0100-00010-0-0000-0000-951400-000-00	7,078.40
		PV-160219	CERTIFICATED	0100-00010-0-0000-0000-951400-000-00	34,414.26
		PV-160219	MGMNT	0100-00010-0-0000-0000-951400-000-00	1,520.02
		PV-160219	TRUSTEES	0100-00010-0-0000-0000-951400-000-00	5,506.42
				Warrant Total:	**48,519.10**
	511902784	PV-160219	PRESCH AIDES	1200-00010-0-0000-0000-951400-000-00	7.56
		PV-160219	BISON	1200-00010-0-0000-0000-951400-000-00	1,683.51
				Warrant Total:	**1,691.07**
	511902785	PV-160219	CAFETERIA	1300-00010-0-0000-0000-951400-000-00	849.29
				Warrant Total:	**849.29**
				Vendor Total:	**102,118.92**
614-CDW GOVERNMENT LLC	511899274	PO-160234	2544955 HP OJ PRO 8100 EPRIN	0100-00000-0-0000-2700-430014-000-41	103.34
				Warrant Total:	**103.34**
				Vendor Total:	**103.34**
864-CENGAGE LEARNING	511900925	PO-160221	9781111827465 ACADEMIC VOC	0100-42030-0-1110-1000-430000-000-00	78.28
				Warrant Total:	**78.28**
				Vendor Total:	**78.28**
1216-CENTRAL VALLEY SUPPORT SERV	511900926	PO-160132	2015-2016 OPEN PURCHASE OR	0100-00000-0-0000-7200-580010-000-00	17.50

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Warrant Total:	**17.50**
				Vendor Total:	**17.50**
544-CIT TECHNOLOGY FINANCIAL INC.	511899275	PO-160017	2015-2016 OPEN PURCHASE OR	0100-00000-0-1110-1000-560008-100-82	798.70
				Warrant Total:	**798.70**
				Vendor Total:	**798.70**
1167-CLASSIC CHARTER INC	511896748	PO-160229	FEE FOR CHARTER BUS TO TA	0100-09000-0-1110-1000-580014-000-00	1,079.50
				Warrant Total:	**1,079.50**
				Vendor Total:	**1,079.50**
1521-CROWNE PLAZA HOTEL AND RESC	511899276	PO-160243	ROOM RESERVATION FOR RO	0100-11000-0-0000-7110-520000-000-00	297.05
		PO-160243	ROOM RESERVATION FOR RO	0100-11000-0-0000-7110-520000-000-00	297.05
				Warrant Total:	**594.10**
				Vendor Total:	**594.10**
915-CRYSTAL CREMERY	511896749	PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	89.55
		PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	246.47
		PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	87.71
				Warrant Total:	**423.73**
	511899277	PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	207.60
		PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	179.68
		PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	46.56
				Warrant Total:	**433.84**
	511900927	PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	126.97
		PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	160.50
				Warrant Total:	**287.47**
	511902786	PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	97.36
		PO-160112	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	179.68
				Warrant Total:	**277.04**
				Vendor Total:	**1,422.08**
1208-CULLIGAN INC.	511899278	PO-160016	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-8100-560000-000-00	51.00
				Warrant Total:	**51.00**
				Vendor Total:	**51.00**
1308-DANIELS, GINA	511902787	PV-160215	PBIS LCAP	0100-09000-0-1110-1000-430000-000-00	105.47
		PV-160215	FCOE MTG	0100-11000-0-0000-2700-520000-000-41	7.00
		PV-160215	FCOE MTG	0100-11000-0-0000-2700-520000-000-41	9.00

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Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
	511902787	PV-160215	FCOE MTG	0100-11000-0-0000-2700-520000-000-41	6.00
				Warrant Total:	**127.47**
				Vendor Total:	**127.47**
585-DAVIS, KIM	511896750	PV-160202	CLASSROOM	0100-00000-0-1110-1000-430000-100-52	13.64
				Warrant Total:	**13.64**
				Vendor Total:	**13.64**
847-DELLAVALLE LABORATORY INC	511900928	PO-160147	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-580033-000-00	2,414.00
				Warrant Total:	**2,414.00**
				Vendor Total:	**2,414.00**
386-DELUXE SMALL BUSINESS SALES I	511902788	PO-160228	10RCC-1 #10 REGULAR ENVEL(	0100-00000-0-0000-7150-430013-000-00	296.61
		PO-160228	10RCC-1 #10 REGULAR ENVEL(	0100-00000-0-0000-2700-430013-000-00	127.12
				Warrant Total:	**423.73**
				Vendor Total:	**423.73**
1093-DOYLE, HEIDI	511900929	PV-160209	PARKING ELA AD	0100-31500-0-1110-1000-520000-000-00	9.00
				Warrant Total:	**9.00**
				Vendor Total:	**9.00**
404-EASTON AUTO PARTS	511896751	PV-160183	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	41.19
		PV-160184	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	23.89
		PV-160185	BUS SUPPLIES	0100-09000-0-0000-3600-430024-000-00	7.03
		PV-160182	BUS SUPPLIES	0100-09000-0-0000-3600-430024-000-00	10.26
				Warrant Total:	**82.37**
	511900930	PV-160210	SUPPLIES	0100-09000-0-0000-3600-430024-000-00	52.01
				Warrant Total:	**52.01**
				Vendor Total:	**134.38**
104-EASTON BRAKE/LUBE	511896752	PV-160186	BUS REPAIR	0100-09000-0-0000-3600-560005-000-00	247.47
				Warrant Total:	**247.47**
				Vendor Total:	**247.47**
1376-ERVIN, CARLY	511896753	PV-160207	CMEA MLG/MEALS SAN JOSE 2	0100-31500-0-1110-1000-520000-000-00	327.51
				Warrant Total:	**327.51**
				Vendor Total:	**327.51**
419-FCSIG	511899279	PO-160033	2015-2016 WORKERS COMPENS	0100-00000-0-0000-0000-951600-000-00	9,345.00
				Warrant Total:	**9,345.00**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**9,345.00**
122-FOCUS PACKAGING AND SUPPLY I	511900931	PV-160211	CUSTODIAL SUPPLIES	0100-81500-0-0000-8100-430006-000-00	618.18
				Warrant Total:	**618.18**
				Vendor Total:	**618.18**
1329-FOLLETT EDUCATIONAL SERVICE	511902789	PO-160253	48201P SINGLE SITE LM HOSTE	0100-09000-0-1110-2420-580000-000-00	850.00
				Warrant Total:	**850.00**
				Vendor Total:	**850.00**
127-FRESNO COUNTY OFFICE OF EDUC.	511896754	PO-160187	2015-2016 OPEN PURCHASE OR	0100-09000-0-0000-2420-580010-000-92	1,320.00
				Warrant Total:	**1,320.00**
	511900932	PO-160200	2015-2016 OPEN PURCHASE OR	0100-09000-0-1110-3130-580010-000-87	388.09
				Warrant Total:	**388.09**
	511902790	PO-160249	2015-2016 TEACHER INDUCTIO	0100-40350-0-1110-1000-520000-000-00	2,000.00
		PO-160252	ELA PROFESSIONAL	0100-09000-0-1110-1000-580010-000-32	3,000.00
		PO-160252	ELA PROFESSIONAL	0100-09000-0-1110-1000-580010-000-25	13,675.00
		PO-160252	ELA PROFESSIONAL	0100-09000-0-1110-1000-580010-000-36	1,000.00
		PO-160252	ELA PROFESSIONAL	0100-09000-0-1110-1000-580010-000-26	800.00
				Warrant Total:	**20,475.00**
				Vendor Total:	**22,183.09**
1517-FRESNO MOSQUITO AND VECTOR	511896755	PV-160187	FACILITY ASSESMENT	0100-81500-0-0000-8100-580000-000-00	15.19
				Warrant Total:	**15.19**
				Vendor Total:	**15.19**
131-FRESNO OXYGEN INC.	511899280	PO-160177	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-560000-000-00	45.88
				Warrant Total:	**45.88**
				Vendor Total:	**45.88**
141-GLACIER REFRIGERATION & AIR	511896756	PV-160189	ROOM 14 HEATER REPAIR	0100-81500-0-0000-8100-560003-000-00	1,012.71
		PV-160190	RM M10 M12 HEATING UNIT R	0100-81500-0-0000-8100-560003-000-00	541.93
		PV-160191	ROOM M11 HEAT REPAIR	0100-81500-0-0000-8100-560003-000-00	302.40
				Warrant Total:	**1,857.04**
				Vendor Total:	**1,857.04**
1504-GONZALES, ROSE	511896757	PV-160188	PARKING	1300-53100-0-0000-3700-520000-000-00	4.00
				Warrant Total:	**4.00**
	511902791	PV-160216	FCOE	1300-53100-0-0000-3700-520000-000-00	3.00
		PV-160216	FCOE	1300-53100-0-0000-3700-520000-000-00	3.00

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
	511902791	PV-160216	FCOE	1300-53100-0-0000-3700-520000-000-00	4.00
		PV-160216	FCOE	1300-53100-0-0000-3700-520000-000-00	3.00
		PV-160216	FCOE	1300-53100-0-0000-3700-520000-000-00	3.00
				Warrant Total:	**16.00**
				Vendor Total:	**20.00**
1356-GOODFELLOW OCCUPATIONAL TH	511902792	PO-160210	2015-2016 OPEN PURCHASE OR	0100-33100-0-5770-1190-580000-000-79	350.00
				Warrant Total:	**350.00**
				Vendor Total:	**350.00**
1515-GUITAR CENTER	511902793	PO-160227	AKG K44 HEADPHONES FOR M	0100-90160-0-1155-1000-430000-000-00	981.60
				Warrant Total:	**981.60**
				Vendor Total:	**981.60**
1502-GYM CLOSET INC	511896758	PO-160176	CO864 PURPLE NYLON MESH \	0100-09000-0-1160-1000-430000-000-62	53.35
				Warrant Total:	**53.35**
				Vendor Total:	**53.35**
1509-HEARTLAND SCHOOL SOLUTIONS	511900933	PO-160201	HSS0057 SFW: NK MP AND NA	1300-53100-0-0000-3700-430004-000-00	975.00
				Warrant Total:	**975.00**
				Vendor Total:	**975.00**
1497-HERNANDEZ, JESUS C	511896759	PV-160205	SUPT SYMP 1/27-29	0100-11000-0-0000-7150-520000-000-76	145.78
		PV-160206	SUPT SYMP MLG/MEALS	0100-11000-0-0000-2700-520000-000-76	189.86
		PV-160205	SUPT SYMP 1/27-29	0100-11000-0-0000-2700-520000-000-76	340.16
		PV-160206	SUPT SYMP MLG/MLS	0100-11000-0-0000-7150-520000-000-76	81.37
				Warrant Total:	**757.17**
				Vendor Total:	**757.17**
1270-HIGGINS & ASSOCIATES	511896760	PO-160194	238-P6 TABLE -6 PORTABLE FR	0100-09000-0-1110-1000-440000-000-00	5,763.48
				Warrant Total:	**5,763.48**
				Vendor Total:	**5,763.48**
996-HOUGHTON MIFFLIN	511896761	PO-160179	ADVANCED IMPLEMENTATIO	0100-40350-0-1110-1000-520000-000-00	2,800.00
				Warrant Total:	**2,800.00**
	511900934	PO-160222	9780544258785 HOUGHTON MII	0100-63000-0-1110-1000-410001-000-00	234.63
				Warrant Total:	**234.63**
	511902794	PO-160246	0544210816 HOUGHTON MIFFLI	0100-63000-0-1110-1000-410001-000-00	127.70
				Warrant Total:	**127.70**

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Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**3,162.33**
1485-HOUGTON MIFFLIN HARCOURT	511896762	PO-160075	2015-2016 ADVANCED IMPLEM	0100-40350-0-1110-1000-580000-000-00	2,800.00
				Warrant Total:	**2,800.00**
				Vendor Total:	**2,800.00**
613-INDEPENDENT SALES	511896763	PV-160192	CUSTODIAL SUPPLIES	0100-81500-0-0000-8100-430006-000-00	53.16
				Warrant Total:	**53.16**
				Vendor Total:	**53.16**
1192-JORGENSEN COMPANY, INC.	511902795	PV-160218	maintenance	0100-81500-0-0000-8100-550002-000-00	324.96
				Warrant Total:	**324.96**
				Vendor Total:	**324.96**
1381-JW PEPPER AND SON INC	511896764	PO-160225	10291425 PICK A KEY ANY KE	0100-09000-0-1155-1000-430000-000-75	168.77
				Warrant Total:	**168.77**
				Vendor Total:	**168.77**
195-LINGER PETERSON SHRUM & CO	511899281	PO-160118	2015-2016 OPEN PURCHASE OR	0100-00000-0-0000-7191-580005-000-00	1,130.00
				Warrant Total:	**1,130.00**
				Vendor Total:	**1,130.00**
1372-LINK 3 INTEGRATION INC	511896765	PV-160193	MAINT REPAIR	0100-81500-0-0000-8100-590012-000-00	172.50
		PV-160194	CLOCK REPAIRS	0100-81500-0-0000-8100-590012-000-00	802.55
				Warrant Total:	**975.05**
				Vendor Total:	**975.05**
220-MISSION LINEN SUPPLY INC.	511896766	PO-160117	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	68.86
				Warrant Total:	**68.86**
	511899282	PO-160117	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	68.86
		PO-160117	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	68.86
				Warrant Total:	**137.72**
	511900935	PO-160117	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	68.86
				Warrant Total:	**68.86**
	511902796	PO-160117	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	68.86
				Warrant Total:	**68.86**
				Vendor Total:	**344.30**
1516-MUSEUM OF TOLERANCE	511896767	PO-160230	8TH GRADE FIELD TRIP TO TH	0100-09000-0-1110-1000-580014-000-00	567.00
				Warrant Total:	**567.00**

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Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**567.00**
487-NAPA AUTO PARTS INC	511896768	PV-160196	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	155.84
		PV-160195	FILTERS	0100-09000-0-0000-3600-430024-000-00	651.41
				Warrant Total:	**807.25**
				Vendor Total:	**807.25**
377-OFFICE DEPOT	511896769	PO-160239	SHREDDER FOR MARIA RODR	0100-11000-0-1110-1000-430000-000-00	367.85
		PO-160239	SHREDDER FOR MARIA RODR	0100-00000-0-0000-7300-430014-000-45	124.45
				Warrant Total:	**492.30**
	511902797	PO-160240	CLASSROOM SUPPLIES FOR M	0100-00000-0-1110-1000-430000-100-56	96.13
		PO-160240	CLASSROOM SUPPLIES FOR M	0100-65000-0-5770-1110-430000-000-67	81.47
		PO-160255	OFFICE SUPPLIES SEE ATTACH	0100-00000-0-1110-1000-430000-100-49	55.36
		PO-160255	OFFICE SUPPLIES SEE ATTACH	0100-11000-0-1110-1000-430000-000-00	64.92
		PO-160240	CLASSROOM SUPPLIES FOR M	0100-11000-0-1110-1000-430000-000-00	157.18
		PO-160240	CLASSROOM SUPPLIES FOR M	0100-09000-0-1110-2420-430000-000-54	108.20
		PO-160240	CLASSROOM SUPPLIES FOR M	0100-00000-0-0000-2700-430013-000-00	43.82
		PO-160255	OFFICE SUPPLIES SEE ATTACH	0100-00000-0-0000-2700-430013-000-00	83.40
		PO-160255	OFFICE SUPPLIES SEE ATTACH	0100-00000-0-0000-2700-430014-000-76	132.79
		PO-160255	OFFICE SUPPLIES SEE ATTACH	0100-00000-0-0000-7150-430014-000-76	56.91
				Warrant Total:	**880.18**
				Vendor Total:	**1,372.48**
1280-P & R PAPER SUPPLY COMPANY I	511899283	PO-160120	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-430008-000-00	132.95
		PO-160120	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-430008-000-00	168.08
				Warrant Total:	**301.03**
	511900936	PO-160120	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-430008-000-00	271.28
		PO-160120	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-430008-000-00	64.20
				Warrant Total:	**335.48**
				Vendor Total:	**636.51**
385-PACIFIC GAS & ELECTRIC INC	511896770	PO-160100	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	259.76
		PO-160100	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	1,026.42
		PO-160100	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	1,333.17
		PO-160100	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	67.13
		PO-160100	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	1,219.61
				Warrant Total:	**3,906.09**
				Vendor Total:	**3,906.09**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
1522-PALM MEDICAL GROUP INC	511902798	PV-160217	LUJAN RECERT	0100-09000-0-0000-3600-580025-000-00	79.00
				Warrant Total:	**79.00**
				Vendor Total:	**79.00**
1486-PEARSON EDUCATION INC	511902799	PO-160054	978148259525 MUSIC 2013 SILV	0100-09000-0-1155-1000-410001-000-00	1,429.51
				Warrant Total:	**1,429.51**
				Vendor Total:	**1,429.51**
1403-PRESCENCE LEARNING INC	511900937	PV-160212	HEADSETS/WEBCAM	0100-65000-0-5770-3150-430000-000-00	56.50
		PO-160181	2015-2016 OPEN PURCHASE OR	0100-65000-0-5770-3150-580000-000-78	3,465.00
		PO-160181	2015-2016 OPEN PURCHASE OR	0100-65000-0-5770-3150-580000-000-78	19.25
				Warrant Total:	**3,540.75**
				Vendor Total:	**3,540.75**
1312-ROBERT V. JENSEN INC.	511899284	PO-160103	2015-2016 OPEN PURCHASE OR	0100-09000-0-0000-3600-430009-000-00	507.09
				Warrant Total:	**507.09**
	511900938	PO-160103	2015-2016 OPEN PURCHASE OR	0100-09000-0-0000-3600-430009-000-00	507.30
				Warrant Total:	**507.30**
				Vendor Total:	**1,014.39**
1513-ROSENBALM ROCKERY	511896771	PO-160220	PLAYBALL DIRT FOR SOFTBA	0100-11000-0-0000-8100-430000-000-00	3,045.13
		PO-160220	PLAYBALL DIRT FOR SOFTBA	0100-11000-0-0000-8100-430000-000-00	2,988.27
				Warrant Total:	**6,033.40**
				Vendor Total:	**6,033.40**
1519-RUSH ADVERTISING SPECIALTIES	511900939	PO-160233	YOUTH / XS-XL 5 STAR STUD	0100-90140-0-1110-1000-430000-000-00	2,585.33
				Warrant Total:	**2,585.33**
	511902800	PO-160244	ADULT/XS -L MATH TEAM TE	0100-11000-0-1110-1000-430000-000-00	250.11
				Warrant Total:	**250.11**
				Vendor Total:	**2,835.44**
279-SAN JOAQUIN PEST CONTROL INC	511896772	PO-160034	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550006-000-00	65.00
				Warrant Total:	**65.00**
				Vendor Total:	**65.00**
1017-SAUNDERS AUTOMATIC SERVICE	511900940	PV-160213	BUS 2 REPAIR	0100-09000-0-0000-3600-560005-000-00	4,527.66
				Warrant Total:	**4,527.66**
				Vendor Total:	**4,527.66**
1362-SCHOOL FOOD CONSULTANTS GR(	511896773	PO-160121	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-580000-000-00	830.50

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Warrant Total:	**830.50**
				Vendor Total:	**830.50**
1263-SPARKLETTS	511899285	PO-160122	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550009-000-00	103.59
				Warrant Total:	**103.59**
				Vendor Total:	**103.59**
308-SPURR	511900941	PO-160035	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550003-000-00	2,160.38
				Warrant Total:	**2,160.38**
				Vendor Total:	**2,160.38**
1193-SSDA INC	511896774	PO-160231	REGISTRATION FEE FOR ROBE	0100-11000-0-0000-7110-520000-000-00	475.00
		PO-160231	REGISTRATION FEE FOR ROBE	0100-11000-0-0000-7110-520000-000-00	425.00
				Warrant Total:	**900.00**
				Vendor Total:	**900.00**
1453-STATE WATER RESOURCES CONTF	511896775	PV-160199	SMALL WATER SYSTEM FEE	0100-81500-0-0000-8100-550009-000-00	1,100.00
				Warrant Total:	**1,100.00**
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810-SUNBELT RENTALS INC	511896776	PV-160197	PUSH BLOWER RENTAL	0100-81500-0-0000-8100-560011-000-00	160.99
		PV-160198	SOD CUTTER RENTAL	0100-81500-0-0000-8100-560011-000-00	110.93
		PV-160203	TRASH PUMP RENTAL	0100-81500-0-0000-8100-560011-000-00	119.98
				Warrant Total:	**391.90**
				Vendor Total:	**391.90**
203-SYSCO FOOD SERVICE OF CENTRA	511896777	PO-160238	OPEN PURCHASE ORDER FOR	0100-00000-0-0000-7110-430014-000-00	10.81
		PO-160238	OPEN PURCHASE ORDER FOR	0100-00000-0-0000-7110-430014-000-00	50.15
				Warrant Total:	**60.96**
	511896778	PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,908.09
		PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	167.58
		PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	394.24
				Warrant Total:	**2,469.91**
	511899286	PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	38.43
		PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	308.92
		PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	251.34
		PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,011.22
		PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,834.42
		PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	309.80

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	511900942	PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,827.79
		PO-160134	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	254.20
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392-TERMINAL AIR BRAKE SUPPLY INC	511896779	PV-160200	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	23.79
				Warrant Total:	**23.79**
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1170-THE HORN SHOP	511896780	PO-160226	TENOR SAX AND BASS CLAR	0100-09000-0-1155-1000-430000-000-75	306.95
		PO-160226	TENOR SAX AND BASS CLAR	0100-09000-0-1155-1000-560000-000-75	118.29
				Warrant Total:	**425.24**
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1283-THOMPSON, BETTY W	511899287	PO-160104	2015-2016 OPEN PURCHASE OR	0100-00000-0-0000-7300-580000-000-00	756.00
				Warrant Total:	**756.00**
				Vendor Total:	**756.00**
136-TOSHIBA AMERICA BUSINESS SOLU	511896781	PO-160105	2015-2016 OPEN PURCHASE OR	0100-09000-0-1110-1000-560008-200-84	738.09
				Warrant Total:	**738.09**
	511900943	PO-160105	2015-2016 OPEN PURCHASE OR	0100-09000-0-1110-1000-560008-200-84	738.09
				Warrant Total:	**738.09**
				Vendor Total:	**1,476.18**
1129-U.S. BANK NATIONAL ASSOCIATIC	511896782	PV-160204	CPR CLASS TRANSPORTATIO	0100-09000-0-0000-3600-520000-000-00	38.00
		PV-160204	BRD AGENDA CONSUL	0100-11000-0-0000-2700-520000-000-76	15.15
		PV-160204	BRD AGENDA CONSUL	0100-11000-0-0000-7150-520000-000-76	6.50
		CM-160012	JOHNS INC PIZ CRDT	0100-09000-0-1110-1000-580014-000-00	(1.08)
				Warrant Total:	**58.57**
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1377-VERIZON WIRELESS	511900944	PO-160106	2015-2016 OPEN PURCHASE OR	0100-00000-0-0000-8100-590006-000-00	3.34
				Warrant Total:	**3.34**
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967-WASTE MANAGEMENT/USA WAST	511899288	PO-160027	2015-2016 OPEN PURCHASE OR	0100-81500-0-0000-8100-550008-000-00	382.04

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Warrant Total:	**382.04**
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785-WELLS FARGO FINANCIAL LEASIN	511899289	PO-160032	2015-2016 OPEN PURCHASE OR	0100-09000-0-1110-1000-560008-100-82	138.60
		PO-160032	2015-2016 OPEN PURCHASE OR	0100-09000-0-5770-1110-560008-000-00	138.63
				Warrant Total:	**277.23**
	511899290	PO-160032	2015-2016 OPEN PURCHASE OR	1200-61050-0-0001-1000-560008-000-00	138.60
				Warrant Total:	**138.60**
	511899291	PO-160032	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-560008-000-00	138.60
				Warrant Total:	**138.60**
				Vendor Total:	**554.43**
373-ZOOM IMAGING SOLUTIONS INC	511896783	PO-160031	2015-2016 OPEN PURCHASE OR	0100-09000-0-1110-1000-430000-100-82	175.94
		PO-160031	2015-2016 OPEN PURCHASE OR	0100-09000-0-5770-1110-430000-000-82	175.92
				Warrant Total:	**351.86**
	511896784	PO-160031	2015-2016 OPEN PURCHASE OR	1200-61050-0-0001-1000-430000-000-82	175.94
				Warrant Total:	**175.94**
	511896785	PO-160031	2015-2016 OPEN PURCHASE OR	1300-53100-0-0000-3700-430000-000-82	175.94
				Warrant Total:	**175.94**
	511899292	PO-160029	2015-2016 OPEN PURCHASE OR	0100-09000-0-1110-1000-430000-100-82	401.45
		PO-160028	2015-2016 OPEN PURCHASE OR	0100-09000-0-1110-1000-430000-200-84	234.60
				Warrant Total:	**636.05**
	511902801	PO-160030	2015-2016 OPEN PURCHASE OR	0100-09000-0-0000-7200-430014-000-86	345.69
				Warrant Total:	**345.69**
				Vendor Total:	**1,685.48**

Paid Date(s) From: 2/1/2016 To: 2/29/2016

Total # of Warrants: **119** **Grand Total:** **220,574.22**

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.6
DATE: March 8, 2016

SUBJECT TITLE: 2015-2016 Comprehensive School Safety Plan

Action ___√___ Discussion _____ Information _____

RECOMMENDATION:

Approve the 2015-2016 Comprehensive School Safety Plan

BACKGROUND:

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1-12, inclusive, to write and develop a school safety plan relevant to the needs of that particular school.

The comprehensive safety plan requirement was inacted in 1997 and remains in effect due to legislation in 1999. Districts are required to review and update the Plan by March 1st of each year. The vision of this requirement is to ensure that districts maintain a safe school environment that is critical to success and is everyone's responsibility. A copy of the plan will be made available to the staff and public in the Washington Colony Elementary School office. In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent of the Legislature in enacting the provisions to support California Public Schools as they develop their mandated comprehensive safety school plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

CONSIDERATION:

The Board will consider the annual approval of the 2015-16 Comprehensive School Safety Plan.

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

Comprehensive School Safety Plan
SB 187 Compliance Document

2015/ 2016
School Year

School: Washington Colony Elementary School

CDS Code: 10625136007405

District: Washington Colony Elementary School District

Address: 130 East Lincoln Ave.
Fresno, CA 93706-6043

Date of Adoption: March 8, 2016

Approved by:

Name	Title	Signature	Date
Mark Aguilar			
Gary Chavez			
Bob Dack			
Liz Faccinto			
Pete Mattew			

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Senate Bill 187: Comprehensive School Safety Plan Purpose

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent ofthe Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January I, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

Assessment of school crime committed on school campuses and at school-related functions

- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.

A copy of the Comprehensive School Safety Plan is available for review at Washington Colony Elementary School's office.

Safety Plan Vision

Maintaining a safe environment is critical to success and is everyone's responsibility. This means school and district officials work towards ensuring that grounds and buildings are safe. We believe that our students have a right to learn in a safe environment.

The primary purpose of the safety plan is to help school officials protect the lives and well-being of students and staff through emergency preparedness planning and prompt and appropriate response of trained school personnel when a school crisis occurs.

School officials must recognize that emergencies are fluid events and the emergency procedures outlined may not fit every situation. As such, administrators and staff must remain flexible and be prepared to promptly adapt their actions as necessary.

Components of the Comprehensive School Safety Plan (EC 32281)

Washington Colony Elementary School Safety Committee
Jesus Cruz, Gina Daniels, Jeff Dronyk

Assessment of School Safety
1. Regular review and assessment of the current safety needs will be conducted regularly.

Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)
2. Appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, which shall include the development of all of the following:
a. Child abuse reporting procedures consistent with Penal Code 11164
b. Routine and emergency disaster procedures
c. Policies pursuant to Education Code 48915(c) and other school-designated serious acts which would lead to suspension, expulsion or mandatory expulsion recommendations
d. Procedures to notify teachers of dangerous students pursuant to Education Code 49079
e. A discrimination and harassment policy consistent with the prohibition against discrimination pursuant to Education Code 200-262.4
f. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel," the provisions of that dress code and the definition of "gang-related apparel"
g. Procedures for safe ingress and egress of students, parents/guardians and employees to and from school
h. A safe and orderly environment conducive to learning at the school
i. The rules and procedures on school discipline adopted pursuant to Education Code 35291 and 35291.5
j. Procedures for reporting school crimes, including hate crimes, on the California Safe Schools Assessment

(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)
Board Policy 5141.4 Child Abuse Reporting Procedures
Available in the District Office

(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)

Disaster Plan (See Appendix C-F)
Board Policy 3526
Available in the District Office

Public Agency Use ofSchool Buildings for Emergency Shelters
Washington Colony School is available to governmental agencies such as law enforcement and fire as directed and needed.

(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines
Board Policy 5144.1 Suspension and Expulsion/Due Process
Available in the District Office

(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)
Board Policy 5148
Available in the District Office

(E) Sexual Harassment Policies (EC 212.6 [b])
Board Policy 5145.7 Sexual Harassment
Available in the District Office

(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)
Board Policy 5132 Dress and Grooming
Available in the District Office

(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)
Board Policy 5142 Procedures for Safe Ingress and Egress
Available in the District Office

(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)

Component:
Component 1: Safe Physical Environment

Element:
Creating a physical environment that ensures school-wide safety.

Opportunity for Improvement:
Update the procedures and address physical environmental needs to ensure a safe school environment .

Objectives	Action Steps	Resources	Lead Person	Evaluation
Maintain a current safety plan to ensure school-wide safety.	Update Safety Plan	Current Plan	Gina Daniels	15/16
Update procedures and communicate the school-wide safety systems to increase awareness of safety procedures for all staff and students.	Update Procedures	Current Plan	Jesus Cruz/Gina Daniels	15/16
Increase student safety by adding additional safety locks to doors that lock from the outside.	Add safety locks to rooms that open out.	Maintenance	Jeff Dronyk	15/16
Ensure student safety by practicing initial action drills with students and staff on a regular basis.	Conduct Initial Action Drills: Duck and Cover, Shelter in Place, Lock Down, and Evacuation/Fire Drill.	Safety Plan	Jesus Cruz/Jeff Dronyk	15/16
Update and maintain acceptable levels of emergency supplies on campus to be used in case of a major disaster or shelter in place/lockdown situation.	Purchase Emergency Kits and Supplies	Safety Plan	Jesus Cruz/Maria Rodriguez	15/16

Component:
Component 2: School Culture

Element:
Creating a positive atmosphere for learning.

Opportunity for Improvement:
Increase school spirt and pride. Work with stakeholders (students, staff, parents, and the community) in creating a positive learning environment that emphasizes high expectations of student conduct, responsible behavior, and respect for others.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Increase Parent Communication	Maintain: Website Marquee Facebook Page		Jesus Cruz, Manjit Kaur	2015/2016
Working with Stakeholders in creating the LCAP for Washington Colony School.	Community Meetings		Jesus Cruz	2015/2016

Component:
Component 3: Personal Characteristics of Student and Staff

Element:
Traits that students, teachers, administrators, and other school personnel bring to campus.

Opportunity for Improvement:
Ensuring students, teachers, administrators, and other school personnel receive ongoing in-service training to meet the changing needs of the student body.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Improve student behavior and success.	Continue CLAS Program Provide Parent Workshops	FCOE: CLAS Program Parenting Partners	Jesus Cruz Jennifer Litz/Priscilla Dack	2015/2016
Provide professional development for teachers, administrators, and other school personnel.	Provide Professional Development	FCOE	Jesus Cruz	2015/2016
Implement PBIS Tier 1 Bronze Level	Create a PBIS Team to plan an organize the implementation of PBIS	FCOE Cohort VI Training	Gina Daniels/Jennifer Litz	2015/2016

(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)

Washington Colony Elementary School Student Conduct Code
Standards of Behavior
At Washington Colony School we believe that every student has a right to an education and every student has a responsibility for learning; this right can be forfeited by failure to accept this responsibility. In support of this belief, the Board of Trustees has adopted the following standards of behavior (examples follow each rule):

1. FOLLOW DIRECTIONS
Follow directions at any school sponsored function. Follow playground rules.
Follow rules in the classroom required by each of your teachers.
Follow rules while traveling between classes and while in lines.
Follow rules on the bus and in the cafeteria.
Follow directions of person in charge. Do it the first time. Be a good listener.

2. SHOW RESPECT
Be polite to everyone.
Use self-control; do not lose control of your temper. Keep your school clean and litter free. Respect the property of others.
Treat others the way you want to be treated.
Absolutely no disrespectful back-talk to adults.
Address adults politely using their titles (Mr./Mrs./Ms./Dr./,Pastor/etc.) No aggressive touching/fighting/pushing.
No cursing or bad language; use positive, appropriate language. No ethnic/racial slurs.
Respond respectfully and appropriately when spoken to by adults. Listen when someone else is talking. No mean spirited teasing.

3. BE PREPARED
Have necessary supplies: books, pencils, paper. Have your own work done and ready. Have homework completed when due. Be in your seat ready to work on time.
Wear clothing appropriate for school activities. Enter the classroom quietly. Work on assigned tasks.
Be willing to work cooperatively with everyone.

4. BE SAFE
No aggressive touching (shoving, pushing, fighting, hitting, etc.)
Leave medication in the office or at home (if not needed at school).
No weapons or dangerous items of any kind on campus.
No fighting (verbal or physical).
Do not lose control of your temper.
Follow all rules (classroom, yard, cafeteria, bus,etc.)
No inappropriate throwing of anything (e.g., trash, food, gum, etc.)
Notify any staff member of unsafe behavior.

5. BE RESPONSIBLE
Being Responsible has been added to the student expectation in 2015/2016 as part of implementing PBIS. Students are to complete assignments, care for school supplies and facilities, turn in books and work.

SEE DISCIPLINE MATRIX

Conduct Code Procedures
EXPLANATIONS - CONSEQUENCES OF STUDENT MISBEHAVIOR

Detention
Detention is the assignment of a student to a supervised area for a specified time before or after school, during recess, or during lunch. Supervision must be assigned to a certificated employee. The student shall be given adequate time to use the rest, get a drink or eat lunch.

School Attendance review Board (SARB)
School Attendance Review Board (SARB) reviews student attendance and disruptive behav- ior. Students may be referred to SARB for habitual truancy or irregular attendance. SARB may direct a student to take part in community services. SARB may involve the District At- torney, County Probation Department, Sheriff's Department, and County Health and Human Services in a student's case. SARB may transfer the student to another school or to an alter- native education program.

The Search and Seizure Policy
The Search and Seizure Policy governs the district's authority to search individual students and their property. School officials may search when there is a reasonable suspicion the search will uncover evidence that the student is violating the law or the rules of the district or school.

Suspension
Suspension is the removal of a student from the classroom for disciplinary reasons for a de- fined period of time by a teacher or a school administrator. A principal or a designee may suspend from school for up to five consecutive days. A teacher may suspend for the remain- der of the class in which the misbehavior occurred and for the next day's class. A suspension may be extended under certain conditions. There are two kinds of suspension: On-campus suspension and out of school suspension. Students placed on home suspension are not per- mitted on or near Washington Colony Elementary School Campus, nor are they allowed to participate in any school activities during the period of suspension. They may, however, be required to complete assignments and tests which will be made available to them through an intermediary. Students assigned on-campus suspension will not be allowed to participate in any school activities during the period of on-campus suspension, nor stay for the After School Program (if enrolled in the program).

Expulsion
Expulsion is the removal of a student from Washington Colony School District for violating the California Education Code as ordered by the Board of Education. The expulsion is for a defined period of time, but an application for re-admission must be considered within a speci- fied time period. State law provides for full due process and rights to appeal any order of expulsion.

State law mandates the Board of Education expel students for:

Possession, sale, or furnishing of a firearm;
Brandishing a knife;
Sale of Drugs
Committing or attempting to commit sexual assault or battery; Possession of explosives.
California Education Code requires a school administrator to recommend expul-
sion if a student commits one of the following offenses:

Causing serious physical injury to another person except in self-defense;
Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil;
Unlawful possession of any drug except for the first time offense of possession of not more than one ounce of marijuana;
Robbery or extortion;
Assault or battery upon a school employee.

A pupil shall not be disciplined, suspended, or recommended for expulsion unless the Superintendent, a designee or the principal of the school in which the student
is enrolled determines the pupil has violated one or more parts of the Standards of Behavior. (Education Code 48900).

A pupil may be disciplined, suspended for a maximum of five consecutive days, or expelled for acts specified in the Standards of Behavior that are related to school activity or school attendance occurring at any district school or within any school district, including, but not limited to, any of the following.

While on school grounds
While going to and from school
During the lunch period whether on or off campus
During, going to, or coming from a school-sponsored activity.

Discipline Matrix available in the Student Handbook

STEP SYSTEM
When a student reaches Step 5 and is referred to the Principal or designee, the steps below will be followed. Once a student reaches the office for dis- cipline, any successive trips are cumulative.

1st Discipline Notice: Parent/Student conference with Principal or designee

2nd Discipline Notice: In-school Suspension/Campus Beautification 1 Day

3rd Discipline Notice: In-school Suspension/Campus Beautification 2 Days

4th Discipline Notice: Parent/principal or Designee Conference In-school Suspension/Campus Beautification 3 Days

5th Discipline Notice: Out-of-School Suspension - 2 Days, Referral to S.A.R.B. (School Attendance Review Board)

6th Discipline Notice: Out-of-School Suspension- 3 Days

7th Discipline Notice: Out-of-School Suspension - 5 Days

8th Discipline Notice: Out-of-School Suspension - 5 Days Hearing before Board of Trustees to consider Expulsion from school.

(J) Hate Crime Reporting Procedures and Policies
Board Policy 1312 Uniform Complaint Procedures
Available in the District Office

Safety Plan Review, Evaluation and Amendment Procedures

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that teaches strategies for violence prevention and emphasizes high expectations for student conduct, responsible behavior and respect for others.

The Superintendent/Principal or designee oversees the development of a comprehensive districtwide safety plan that identifies major safety concerns as well as the district's goals and priorities for safe schools. The plan includes violence prevention strategies and actions to be taken in the event of a crisis.

The school safety plan is reviewed and updated annually by March 1 of each year.

The Board approves the plan at a regularly scheduled meeting of the Board and the adoption of the plan is not be a consent item. At a minimum, the Board discusses both of the following:

1. How the safety plan addresses the needs of the school and students within that school
2. How the school site council or safety planning committee considered the "three essential components" when writing the plan, including assuring each student a safe physical environment; assuring each student a safe, respectful, accepting and emotionally nurturing environment; and providing each student resiliency skills

The Board reviews the comprehensive districtwide safety plan in order to ensure compliance with state law, Board policy and administrative regulation.

The Superintendent/Principal ensures that an updated file of all safety-related plans and materials is readily available for inspection by the public.

Safety Plan Appendices

Emergency Contact Numbers

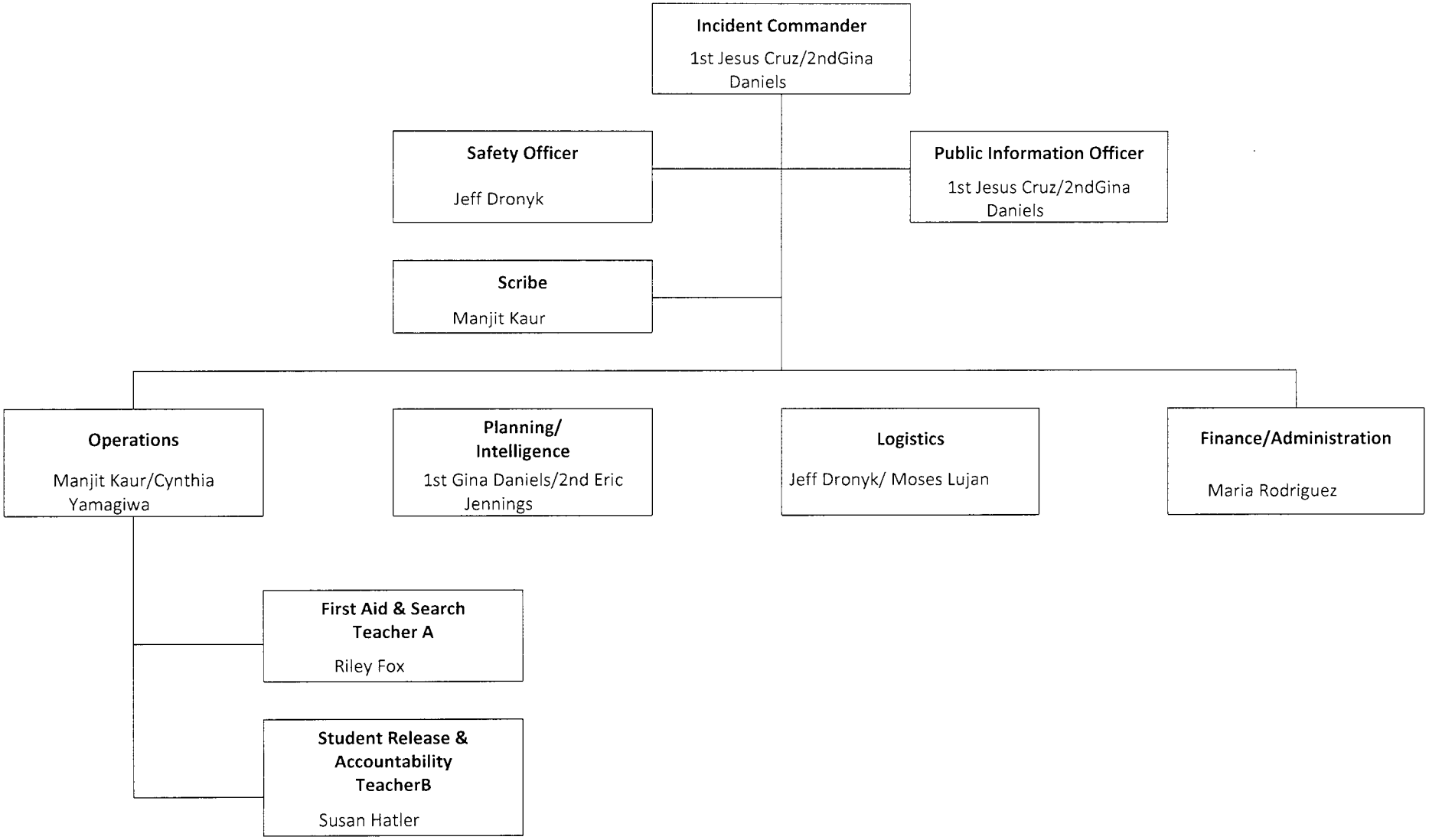
Utilities, Responders and Communication Resources

Type	Vendor	Number	Comments
School District	Washington Colony School	(559) 233-0706	
Law Enforcement/Fire/Paramedic	Emergency #	911	
Law Enforcement/Fire/Paramedic	Sheriff Dept.	559 488-3111	
Other	Poison Control	1 (800) 222-1222	
Public Utilities	PG & E	1-800-743-5000	
Other	Air Quality Control District	(559) 230-6000	
Other	Department of Public Health	(559) 600-3200	

Safety Plan Review, Evaluation and Amendment Procedures

Activity Description (i.e. review steps, meetings conducted, approvals, etc)	**Date and Time**	**Attached Document** (description and location)
Training Update/Posters Distributed /Safety Procedures Review	9-2-16	WCSD RM M5
Child Abuse Reporting for Educator Training Module	9-2-16	WCSD RM M5
Injury & Illness Prevention Program Staff Training	10-7-16	WCSD RM M5
Injury & Illness Prevention Program Board Adoption	10-13-16	WCSD RM M5
School Safety Survey	11-2-15	District Wide/Online
Administrative Review of Plan	3-1-16	District Office
Board Update & Review of Safety Plan	3-8-16	WCSD RM M5

Washington Colony Elementary School Incident Command System



Incident Command Team Responsibilities

Standardized Emergency Response Management System Overview

The California Standardized Emergency Management System (SEMS) is designed to centralize and coordinate emergency response through the use of standardized terminology and processes. This greatly facilitates the flow of information and resources among the agencies participating in response to an emergency. SEMS consists of five functions:

The School Incident Command roles are assigned with alternates included in the absence of any position. Positions are filled as needed, based on size and scope of the emergency.

Management

During an emergency, the Incident Commander directs response actions from a designated Command Post. To effectively do this, the Incident Commander must constantly assess the situation, and develop and implement appropriate strategies. The Incident Commander must be familiar with the available resources, accurately document all response actions, and effectively communicate response strategies to others participating in the response. This function is typically filled by the school principal. The principal is assisted in carrying out this function by a Public Information & Liaison Officer and Safety Officer.

Planning & Intelligence

Planning and Intelligence involves the use of various methods to efficiently gather information, weigh and document the information for significance, and actively assess the status of the emergency. This understanding and knowledge about the situation at hand is vital to the effective management of a response. These activities are performed by a single person who reports directly to the Incident Commander.

Operations

All response actions are implemented under by Operations. This includes staff performing first aid, crisis intervention, search and rescue, site security, damage assessment, evacuations, and the release of students.

Logistics

Logistics supports the response by coordinating personnel; assembling and deploying volunteers; providing supplies, equipment, and services; and facilitating communications among emergency responders.

Finance & Administration

Finance & Administration involves the purchasing of all necessary materials, tracking financial records, timekeeping for emergency responders, and recovering school records following an emergency. These activities are performed by a single person who reports directly to the Incident Commander.

Emergency Response Guidelines

Step One: Identify the Type of Emergency
Identification of the emergency is determined by the Incident Commander.

Step Two: Identify the Level of Emergency
Following the identification of the emergency, the Incident Commander will determine the level of emergency.

Step Three: Determine the Immediate Response Action
The level of the emergency is identified.
Following the determination, a response is identified according to our Safety Plan.

Regardless of the type of emergency that occurs, the initial response by staff and students will almost always include one or more of these four basic "INITIAL ACTIONS:"
1. Duck and Cover
2. Evacuate Building(s)
3. Shelter-In-Place
4. Lock-Down

Step Four: Communicate the Appropriate Response Action
Appropriate actions and response procedures are communicated to staff and individuals using the School Incident Command Organizational Chart and following the Safety Plan.

Regardless of the type of emergency that occurs, the initial response by staff and students will almost always include one or more of these four basic "INITIAL ACTIONS:"
1. Duck and Cover
2. Evacuate Building(s)
3. Shelter-In-Place
4. Lock-Down

When there is a sudden loud noise, or other indication that something bad is happening, instinctively the first reaction should be to "Duck and Cover." Then, once the situation becomes clearer, one of the other "Initial Actions" may be implemented.
Although these four basic Initial Actions will suffice for the vast majority of campus emergencies, some emergencies may prompt the school Incident Commander to follow these with additional emergency procedures. Examples of other potential actions include the total evacuation of staff and students to an off-site location, or the release of students to parents. When it is necessary to implement these other actions, the school Incident Commander will provide direction in person or by other means as necessary. Recommended additional actions for some specific emergencies are included in Section V of this Crisis response Plan.
Detailed Duck and Cover, Evacuate, Shelter In Place and Lock Down procedures, and a sample Initial Actions Poster are located in Appendix C – Initial Actions.

Types of Emergencies & Specific Procedures

Aircraft Crash
Initial Action:
DUCK AND COVER ACTION

To be used as the Initial reaction to any sudden event such as gunfire, earthquake, explosion, etc. This action may be followed by "Lock-Down", "Shelter-In-Place" or "Evacuate Building" actions.
The DUCK and COVER action should also be used during a LOCK DOWN, if gunfire, explosions or similar threats are occurring.
Teachers will:

- If outside, direct students to drop to ground, tuck head between knees and cover head and face with arms and hands
- If inside, direct students away from widows, bookshelves and carts
- Direct students to duck under desks, tables etc. and cover heads and faces with arms and hands
- Remind students not to lie down, they should crouch and remain mobile
- Assume the same Duck and Cover position as students
- Await further instructions or "All Clear" signal
- After the "All Clear", take roll and determine the condition of all students
- Report injuries or other immediate safety concerns

Students will:

- Move quickly away from windows, bookshelves or anything that might fall
- If possible, duck under desk or table
- Do not lie down, remain mobile and quiet
- Once positioned, kneel with head resting at knees, arms covering back of head
- Remain in place until given the "All Clear" signal

School Incident Commander will:

- Determine the level of response required for the incident
- Establish an Incident Command Post (ICP)
- Notify appropriate School District officials if needed (District Emergency Manager/Staff)
- Convene Student Release team if needed (Operations)
- Prepare incident status report for emergency response personnel if needed

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or other official)
- Teachers are given the "All Clear" or other instructions

Animal Disturbance
Initial Action:
SHELTER-IN-PLACE
To be used in the event of:
Animal threat on campus – bees, dogs, etc.

Teachers will:
Report to their rooms if possible
Get everyone inside their rooms, including students and staff seeking shelter
Close all doors and windows to exclude outside air if necessary!
Take roll, and document the names of all students present
Await further instructions from Incident Command staff or "All Clear" signal

Students will:
Report to the nearest classroom, common room or office area

Identify themselves to the teacher or staff member in charge
Sit calmly and quietly and await further instructions from teacher or staff member

Incident Command staff will:
Determine the level of response required for the incident
Establish an Incident Command Post (ICP)
Notify appropriate School District officials (District Emergency Manager/Staff)
Convene Student Release team if needed (Operations)
Prepare incident status report for emergency response personnel
Be prepared to assist with building access for emergency responders
Be prepared to shut down all HVAC systems, stop outside air intrusion!

Action is rescinded when:
It is deemed safe by the Incident Commander (Principal or other official) ? Teachers are given the "All Clear" or other instructions

Armed Assault on Campus
Initial Action:
LOCK-DOWN
To be used in the event of:

- Civil Disturbance
- Gunfire/Police action in vicinity
- Armed Intruder/Hostage situation on campus
- Hostage Crisis
- Other threat situation as appropriate

Teachers will:

- Immediately lock their classroom door
- Instruct students to move away from doors and windows, implement DUCK AND COVER unless directed otherwise.
- Close all windows, blinds and curtains
- Turn off all lights
- Instruct students to remain silent
- Await further instruction from Incident Command staff or Police

Students will:

- Move away from doors or windows
- Assume DUCK AND COVER if directed by teacher
- Remain silent
- Await further instructions from teacher

Incident Command staff will:

- Determine the level of response required for the incident
- Establish an Incident Command Post (ICP)
- Notify appropriate School District officials (District Emergency Manager/Staff)
- Convene Student Release team if needed (Operations)
- Prepare incident status report for emergency response personnel (Plans/Intel)
- Be prepared to assist with building access for emergency responders (Logisitics) -Direct any buses enroute with students to an alternate location.

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or other official)
- Teachers are given the "All Clear" or other instructions

INTRUDER ON CAMPUS PROCEDURE
When an unknown person (intruder) is found on school property:

Notify school office/Incident Commander.

- Ask another staff person to accompany you before approaching person.
- Politely greet person and identify yourself.
- Ask the purpose of the visit, and inform person all visitors must register at the office. ? If intruder's purpose is not legitimate, ask person to accompany you to office or exit.
- If intruder refuses to go to office or leave, or you become aware that intruder is armed:
- Walk away from intruder and maintain visual contact from a safe distance, while other staff member notifies school office/Incident Commander:
- Provide a description of the intruder.
- Provide last known location.
- School office/Incident Commander will initiate an immediate school "LOCK DOWN".Initial Action:

LOCK-DOWN

To be used in the event of:

- Civil Disturbance
- Gunfire/Police action in vicinity
- Armed Intruder/Hostage situation on campus
- Hostage Crisis
- Other threat situation as appropriate

Teachers will:

- Immediately lock their classroom door
- Instruct students to move away from doors and windows, implement DUCK AND

COVER unless directed otherwise.

- Close all windows, blinds and curtains
- Turn off all lights
- Instruct students to remain silent
- Await further instruction from Incident Command staff or Police

Students will:

- Move away from doors or windows
- Assume DUCK AND COVER if directed by teacher
- Remain silent
- Await further instructions from teacher

Incident Command staff will:

- Determine the level of response required for the incident
- Establish an Incident Command Post (ICP)
- Notify appropriate School District officials (District Emergency Manager/Staff)
- Convene Student Release team if needed (Operations)
- Prepare incident status report for emergency response personnel (Plans/Intel)
- Be prepared to assist with building access for emergency responders (Logisitics) Direct any buses enroute with students to an alternate location.

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or other official)
- Teachers are given the "All Clear" or other instructions
- School Incident Commander (or designee) will call 9-1-1 and:
- Identify the school and location.
- Provide description of the intruder, and whether intruder is known to be armed. ? Provide last known location of intruder.
- Describe actions being taken to safeguard staff and students.
- Advise of the location of the school Incident Command Post.
- If possible, maintain surveillance of intruder and update law enforcement upon arrival.
- Maintain "LOCK DOWN" until situation is resolved.

IF YOU DISCOVER A HOSTAGE SITUATION:

If hostage taker is unaware of your presence, do not intervene.
Notify the school office/incident Commander.
School Incident Commander will initiate immediate "LOCK DOWN".
School Incident Commander (or designee) will call 9-1-1 and:
Identify the school and location.
Provide description of the intruder, and whether intruder is known to be armed.
Provide last known location of intruder.
Describe actions being taken to safeguard staff and students.
Advise of the location of the school Incident Command Post.
If possible, maintain surveillance of intruder and update law enforcement upon arrival.
Maintain "LOCK DOWN" until situation is resolved.

If taken hostage:
Treat the hostage taker as normally as possible and follow his/her instructions.
Do not panic and calm students if they are present.
Be respectful to hostage taker, ask to speak and do not argue or make suggestions.
If hostage taker becomes violent initiate "ACTIVE SHOOTER" action – RUN, HIDE, FIGHT!

Biological or Chemical Release

HAZARDOUS MATERIAL RELEASE PROCEDURE

A Hazardous Material (HazMat) release is the discharge or spill of a biological or chemical substance including release of radioactive materials. HazMat incidents most commonly involve liquids, powders, or vapors. On-campus HazMat incidents most often occur in school laboratory or vocational training areas, or in school maintenance areas. Off-campus HazMat incidents may involve chemical releases from rail cars, trucks or industrial sites near campus. On-Campus and Off-Campus releases may both pose threats that require prompt action by school officials.

FOR ON-CAMPUS RELEASES WITHIN A BUILDING: Administration:

- The school Incident Commander (or first staff member to recognize the release), should initiate an EVACUATION of that building only.
- If possible exterior doors should be closed (but not locked), and air moving systems shut down as the building is vacated.
- If a substantial vapor cloud is present, efforts should be made to evacuate to an area upwind of the affected building.
- The school Incident Commander should initiate a "SHELTER-IN-PLACE" action for other buildings on campus. This will help avoid exposing students or staff to potential vapors, or contamination from persons who have evacuated the immediate area of the release.
- The School Incident Commander (or designee) will call 9-1-1 and:
- Identify the school and location.
- Describe the nature of the emergency (fire, smoke, building collapse, etc.) Describe actions being taken to safeguard staff and students
- Provide the exact location of the problem.
- Advise of the location of the school Incident Command Post.
- The Incident Commander will direct staff to secure the area around the chemical spill.
- The Incident Commander will establish a school Incident Command Post, upwind and out of the immediate danger area.
- The Incident Commander will confirm with Accountability Team Leaders that roll has been taken of those evacuated and that all students are accounted for.
- Until emergency responders can arrive and assist, the Incident Commander must then assess the situation and consider these questions:
- Could a Search and Rescue Group safely look for missing students?
- Should other buildings be evacuated?
- Should evacuees be moved to a safer indoor location (Shelter-In-Place)?
- Are any evacuees contaminated, and should they be separated from others?
- Can First-Aid be started on injured persons without contaminating others?
- Should a "Student Release" or "Off-Campus Evacuation" be started?

- The Incident Commander will brief emergency responders when they arrive, and promote full cooperation between them and the school's staff.

Teachers:
- Implement "Evacuation" or "Shelter-In-Place" procedures as directed.

ON-CAMPUS RELEASES OUTSIDE BUILDING OR RELEASE THREAT FROM OFF-CAMPUS:
The most appropriate initial action for this type of release is Shelter-In-Place.
- The school Incident Commander will initiate a campus-wide "SHELTER-IN-PLACE" action and ensure all students and staff outside buildings are quickly moved indoors.
- The Incident Commander should remind staff to turn off air handling/ventilation systems, close all windows and doors and turn off fans and air conditioners.
- School Incident Commander (or designee) will call 9-1-1 and:
- Identify the school and location.
- Describe the nature of the emergency (fire, smoke, building collapse, etc.) Describe actions being taken to safeguard staff and students
- Provide the exact location of the problem.
- Advise of the location of the school Incident Command Post.
- The Incident Commander should consider initiating an immediate parent notification.
- At this point parents should NOT come to the school and risk being exposed to the chemical release!
- The Incident Commander will ensure that any buses enroute to the school with students are re-directed to the school's off-campus evacuation site to await further instructions.
- The school will remain in SHELTER-IN-PLACE until the Incident Commander and emergency response officials can further assess the situation to determine the best next course of action:
- Continue "Shelter-In-Place"
- Notify parents and initiate the "Student Release" procedure.
- Initiate an immediate "Off-Campus Evacuation" procedure.
- Issue an "ALL CLEAR" signal and resume normal school operations.

Bomb Threat/ Threat Of violence
BOMB THREAT PROCEDURE
(Response Procedure may also be applied to "Suspicious Objects")
This BOMB THREAT PROCEDURE is a compilation of guidance material and forms. Portions of it, including the forms, have been formatted as stand-alone documents that may be extracted, duplicated and distributed to school staff as needed before or during a bomb threat incident.

TOPICS:
- Introduction
- Assessing A Bomb Threat
- Call Taker Instructions/Telephone Bomb Threat Report
- Response Procedures
- Bomb Search Procedures

INTRODUCTION
Receipt of a bomb threat (or discovery of a suspected explosive device) is a situation school staff must be prepared to handle in a calm and professional manner. It is extremely rare for a person who builds and plants a bomb to call and alert the target before the bomb goes off. However, even though most bomb threats are pranks, they must all be taken seriously to ensure the safety of school students, staff and visitors.
Bomb threats may be written, e-mailed, posted online or communicated verbally, but the vast majority are made by telephone. Even though the procedures in this document refer primarily to telephoned bomb threats, the same principles will apply regardless of how the threats are received. Additionally, the actions taken in "response" to a bomb threat call, will also apply should an actual or suspected explosive device be discovered.

Perhaps the most important thing school employees can do when they receive a telephoned bomb threat is to get, and write down, as much useful information as possible from, and about, the caller. The "CALL TAKER INSTRUCTIONS" sheet and "TELEPHONE BOMB THREAT REPORT" form, found at the back of this Bomb Threat Procedure, have been developed for this purpose. They should both be printed and kept immediately available near all primary school telephones. Every staff member should also be trained in their use.

ASSESSING THE BOMB THREAT

Contrary to popular belief, schools should not immediately activate the fire alarm and evacuate school buildings every time a bomb threat is received.

BOMB THREAT PROCEDURE

When a bomb threat occurs, the school Incident Commander must quickly assess the situation and look at the big picture before selecting a course of action. For example, the caller might claim that he placed bombs in three different classrooms last night, or that he put two in restrooms this afternoon. But if the school has good fencing, good visitor procedures, cameras, after hours building alarms or other good security measures in place, how realistic are his claims? On the other hand, if he said he jumped the fence last night and hid a bomb on the playground near a flag pole or other landmark that really exists, you may have a credible threat.

The "Telephone Bomb Threat Report" is designed to assist school staff in gathering information during the call that will help identify the caller, and help gauge whether the threat is real, or simply a prank. As described below, the general tone of the call will allow it to be classified as a LOW LEVEL or MEDIUM LEVEL threat, and therefore almost certainly a prank, or classified as a HIGH LEVEL threat, which means it must be taken seriously:

- LOW LEVEL - The probable motive is to cause disruption: The caller is vague in his/her threat, merely stating that there is a bomb at the school, he/she provides no specifics and hangs up quickly. Caller is often young, and lacks skill at crafting a credible prank message.
- MEDIUM LEVEL - The probable motive is to cause disruption: The caller gives details such as the size, location, or type of bomb. The caller stays on the line longer and states a motive for the bomb, but stumbles when asked to repeat or be more specific. Caller may be teen-aged and better able to embellish a prank message.
- HIGH LEVEL – May be driven by conscience or other reason to issue warning: The caller is very detailed and describes the type, power, location or time of detonation. The caller stays on the line longer or makes multiple calls. The caller may exhibit advanced knowledge of bombs. In addition, the caller may make demands such as publicity, money, etc. Caller is likely older and must be taken seriously!

Additionally, bomb threats that come after termination of an employee, or suspension or expulsion of a student, should be looked at carefully. This is particularly true if there are clues (such as familiar voice) that indicate this may be the person calling, otherwise person is threats were made during the disciplinary action, and/or the person is known to have violent tendencies.

Quickly assessing the threat will ultimately help the school Incident Commander determine if it would be best to evacuate buildings and do a very thorough search of the entire campus, Shelter-In-Place and do a cursory sweep, or take some other combination of actions, all based on how credible the threat is considered.

BOMB THREAT

RESPONSE PROCEDURE – Part 1

CAUTION: There is a slight risk that an explosive device could be detonated by radio waves. The school Incident Commander, in concert with emergency response officials, must weigh this risk based on their THREAT LEVEL ASSESSMENT. When the threat level is perceived as "High", unless absolutely necessary to facilitate urgent communications, two-way radios and cell phones should not be used within 300 feet of buildings or other areas suspected of containing an explosive device. Runners should be used to deliver messages within this 300 foot zone.

ADMINISTRATION (School Incident Commander/Designee)

CALL 9-1-1 and provide information about the emergency:

Confirm address of school.

Provide threat details – Supposed bomb location, Supposed detonation time, etc.

Provide location of school Incident Command post.

Describe best access for emergency responders – driveway/gate.

If possible, remain on line to provide updates.

Conduct Threat Assessment – Then either evacuate buildings or Shelter-In-Place:

If evacuating, announce any needed changes in evacuation routes and assembly

areas based on potential bomb location.
If Shelter-In-Place, be sure playgrounds are clear. Move all students inside.
Establish a school Incident Command Post
Be certain to take the school Crisis Response Box.

If threat is deemed credible:
Establish a command post at least 400 feet from campus buildings.
Establish Unified Command with arriving emergency response officials, and determine next course of action based on continued Threat Assessment:
Conduct building /site search.
Cancel school and notify parents to pick up students from campus.
Evacuate students to an off-campus site for pick-up by parents.
Announce "All Clear" if and when it is deemed safe to do so.
Ensure that it is away from automobiles, refuse containers or mailboxes. ? Conduct a scan of the area for any suspicious items.
Employ runners to communicate.

BOMB THREAT
RESPONSE PROCEDURE – Part 2
CAUTION: There is a slight risk that an explosive device could be detonated by radio waves. The school Incident Commander, in concert with emergency response officials, must weigh this risk based on their THREAT LEVEL ASSESSMENT. When the threat level is perceived as "High", unless absolutely necessary to facilitate urgent communications, two-way radios and cell phones should not be used within 300 feet of buildings or other areas suspected of containing an explosive device. Runners should be used to deliver messages within this 300 foot zone.

TEACHERS/STAFF
Initiate "BUILDING EVACUATION" or "SHELTER-IN-PLACE" - as directed.

IF EVACUATING - follow normal Evacuation and Student Accountability procedures, but ADD THESE ACTIONS:
Have everyone in the room take their personal belongings with them. This will speed the "building search" process later.
Tell Students to turn off their cell phones - and leave them off - for safety.
While evacuating, perform a quick visual scan of the room and evacuation path to
detect unusual, out of place, or suspicious objects.
Report suspicious objects to the school Incident Commander as soon as possible.
As assembly area is approached, scan for unusual, out of place, or suspicious objects.
If anything seems out of the ordinary, move students to another location.
If possible, keep students at least 300 feet away from buildings.
Students should be in open areas away from cars, outbuildings, trash cans, etc.
If you relocate, report your new location and reason for move as soon as possible. Use Teacher Buddy system as needed to free staff to be "runners" to communicate
with the school Incident Commander and other staff.
Await further instructions or an "ALL CLEAR" announcement.

IF SHELTER-IN-PLACE is ordered:
Follow normal Shelter-In-Place procedures.
If a suspicious object is found, initiate an immediate Building Evacuation AND notify the school Incident Commander.
Take all other steps outlined in the section "IF EVACUATING" above.
Conduct a visual scan of the room to detect unusual, out of place, or suspicious objects. Do not move or touch any suspicious item.

BOMB THREAT PROCEDURE – continued
The person most qualified to search a given area is the person who is most familiar with that area! If familiar with an area, a person can quickly scan it and answer these critical questions:
1. Is there anything unusual?
2. Is there anything out of place?
3. Is there anything that looks suspicious?

So, what does a bomb look like? The only sure answer to that question is that the bomb WILL NOT resemble the familiar black ball with a fuse! A homemade bomb is called an "Improvised Explosive Device" or simply an "IED". "Improvised" means it is a person's own improvisation, and an IED is almost always concealed in an ordinary object. They can look like a backpack, briefcase, lunch box, pressure cooker or any other common container available to mankind.
That is why the most important aspect of searching for an IED is to LOOK FOR AN OBJECT THAT DOES NOT BELONG. Again, that is best done by someone very familiar with the search area.
For the reasons stated above, school staff should expect emergency officials to solicit their assistance in conducting a search of the school facility during a bomb threat event.

COORDINATING THE FACILITY SEARCH
The school Incident Commander will coordinate the efforts of school staff with those of the emergency response officials. It is suggested that staff be paired with emergency responders and search as follows:
TEACHERS: Classrooms.
LIBRARIANS: Library, storage rooms, and any associated areas.
CAFETERIA PERSONNEL: Kitchen, cafeteria, and storage areas.
CUSTODIAL/MAINTENANCE PERSONNEL: Custodial/maintenance storage and equipment areas, restrooms, stairwells, assembly rooms (auditorium, etc.) building perimeters and school grounds, including trash cans.
BUS DRIVERS: Buses and any bus related facilities on campus.
ADMINISTRATIVE PERSONNEL: Administrative offices/areas, hallways, and empty classrooms. Check hallways to identify unchecked areas.
It is recommended that the school facility be divided into areas with one individual assigned to monitor and report the search progress and findings in each area.

BOMB THREAT
ROOM SEARCH PROCEDURE
Search teams should be comprised of two people whenever possible.
FIRST SEARCH: Divide room into two levels. First search the floor and all areas up to window sill height or three feet from floor.
SECOND SEARCH: Search areas from three feet to top of head. Move in circular motion around room to starting point.
THIRD SEARCH: Search top of head to ceiling.
FOURTH SEARCH: Search ceiling, structural supports, window A/C units, and light fixtures.
At the completion of a room search where no suspicious item is found, the person who searched the room will report to the school Incident Commander or designee for further instructions or assignment.
Before declaring the search complete, the school Incident Commander or designee will check for "X" papers to confirm that each room on campus has been searched.

IF A SUSPICIOUS ITEM IS FOUND:
1. DO NOT APPROACH, MOVE, OR TOUCH ANY SUSPICIOUS ITEM.
2. Immediately report the exact location and an accurate description of the object to the school Incident Commander.
3. The school Incident Commander, in consultation with emergency response officials, will determine the next course of action. This may include the immediate evacuation of all staff and emergency response personnel from the building.

BOMB THREAT PROCEDURE – continued CALL TAKER INSTRUCTIONS
Use the "Telephone Bomb Threat Report" form as a guide while talking with the caller.
Attempt to ask Questions 1 through 9, IN ORDER, and document key points of answers. Listen closely to detect other information about the caller:
Try to detect items in "Description of Caller" and "Other Clues" section of form.
Signal co-workers that you are receiving a bomb threat call.
If possible, have one pick up a phone and listen in, while another notifies the school Incident Commander and relays call information as you write it down.
Stay calm and indicate your desire to cooperate with the caller. ? DO NOT antagonize or challenge the caller.
Ask caller to repeat or explain anything you did not understand. ? Prolong the conversation as long as possible.
Obtain as much information as possible.
Special Note: As part of the educational process, schools may provide opportunities for students to gain job experience working in the school office. Students tasked with answering phones should be instructed to follow these steps if they answer a "bomb threat" call:
1. Remain calm and politely advise the caller:

"I am a student. Please hold while I get an adult to talk to you."
2. Immediately signal any nearby adult staff member to come to the phone. Don't yell.
3. If no adult is near, lay the phone down and quickly go find one to take the call.
4. DO NOT HANG UP or ask the person to call back!

Name of person receiving the call:
TELEPHONE BOMB THREAT REPORT FORM

Bus Disaster
BUS ACCIDENT PROCEDURE
Bus Driver:

- Protect student passengers from injuries and the bus from further damage.
- Turn off the ignition, remove the key and activate the hazard lights.
- Check for conditions that could cause a fire.
- If conditions are safer outside the bus than inside, evacuate the bus.
- Do not leave students unattended or unsupervised.
- Notify the appropriate law enforcement agency by calling 9-1-1.
- Inform them a school bus was involved, exact location, number of injured and type of injuries, school district or bus company name and remain on the phone to provide updates until emergency responders arrive.
- Contact the school and provide a situation report, including names of any injured students and advise of any immediate needs.
- Do not discuss details of the accident with media.
- Do not release any students to anyone unless told to do so by school district administration or law enforcement.
- If you are directed by law enforcement to remove student passengers from the scene, be sure to follow their directions and/or school district/bus company policy and procedures for removal and transport.
- If there are no injuries, follow school district/bus company policy and instructions on moving, returning or delivering students.

School Incident Commander (Principal or designee):

- Dispatch a school representative to the accident location.
- School representative at the scene will access level of support needed and convey this to the school Incident Commander.
- School representative at the scene will report the names of student passengers, their conditions, and location(s) where injured were taken to the district office so parent notifications can be made.
- As needed, direct a school official(s) to accompany or meet injured student(s) at the hospital. If multiple hospitals are used, send a representative to each hospital.
- Ensure any special health information or medication for any injured student is sent to the hospital.
- Notify the parents/guardians of involved students, and if injured, the name/location of the hospital where the student was taken.
- Assess counseling needs of victim(s) or witness(s) and implement post-crisis procedures.
- Initiate preparation of a media release and parent letter of explanation for the same day distribution, if possible.

Disorderly Conduct
Initial Action:
LOCK-DOWN
To be used in the event of:
Civil Disturbance
Gunfire/Police action in vicinity
Armed Intruder/Hostage situation on campus
Hostage Crisis
Other threat situation as appropriate

Teachers will:
Immediately lock their classroom door
Instruct students to move away from doors and windows, implement DUCK AND COVER unless directed otherwise.
Close all windows, blinds and curtains

Turn off all lights
Instruct students to remain silent
Await further instruction from Incident Command staff or Police

Students will:
Move away from doors or windows
Assume DUCK AND COVER if directed by teacher
Remain silent
Await further instructions from teacher

Incident Command staff will:
Determine the level of response required for the incident
Establish an Incident Command Post (ICP)
Notify appropriate School District officials (District Emergency Manager/Staff)
Convene Student Release team if needed (Operations)
Prepare incident status report for emergency response personnel (Plans/Intel)
Be prepared to assist with building access for emergency responders (Logisitics)
Direct any buses enroute with students to an alternate location.
Action is rescinded when:
It is deemed safe by the Incident Commander (Principal or other official)
Teachers are given the "All Clear" or other instructions

Earthquake
EARTHQUAKE PROCEDURE
Earthquakes generally occur without warning and may cause minor to serious ground shaking, damage to building and injuries.
The Initial Action for any earthquake will be "Duck and Cover".
School Commander (Principal or designee):
If necessary, call 9-1-1 to report damage and/or injuries
After the shaking stops, initiate an EVACUATE BUILDING alert.
If necessary, initiate parent notification procedures.
If necessary, establish an Incident Command post and activate appropriate Incident

Command functions. Consider need for:
First Aid Group
Utility Group
Security Group
Others, as needed.
Consider need to dismiss school due to power loss, building damage or other factors.
Consider need to evacuate staff and students to off-campus evacuation site.
Implement parent notification and Student Release procedures as necessary.
As needed, consult with emergency management and public safety officials to determine if school buildings are safe to reoccupy.

Teachers and staff:
Upon the first indication of an earthquake, teachers should direct students to DUCK and COVER, seek shelter under desks and move away from windows and overhead hazards.
If outdoors, teachers should direct students to move away from buildings, gas and electrical lines.
If EVACUATION is ordered, teachers will bring their student roster and classroom emergency kit if deemed necessary (for example, if building is obviously damaged, and may be unsafe to re-enter).
Take attendance at the Assembly Area, and report any missing or injured students.
Initiate first-aid if needed.
Await further instructions from the school Incident Commander.

Explosion or Risk Of Explosion
Initial Action:
EVACUATE BUILDING (Fire Alarm)
To be used in the event of:
Fire in building (on campus)
Chemical release in building
Gas leak in building
After significant earthquake
Building failure/potential failure due to damage or other condition
Or anytime building(s) must be immediately evacuated for any reason

Teachers will:
Secure their roll books
Escort their students out of the building by the assigned (or safest) route to the room's assigned fire drill location
Turn off light
Close and lock classroom door after insuring that all students are out of the room
Take roll once all students have arrived at the assigned area
Await further instructions from Incident Command staff

Students will:
File out of classrooms in a quiet orderly manner as directed by teachers
Assemble in the designated fire drill area for their classroom
Permit the teacher to take roll in a quiet and orderly manner
Await further instructions from their teacher

School Incident Commander will:
Determine the level of response required for the incident
Establish an Incident Command Post (ICP)
Notify appropriate School District officials (District Emergency Manager/Staff)
Convene Student Release team if needed (Operations)
Prepare incident status report for emergency response personnel
Be prepared to assist with building access for emergency responders

Action is rescinded when:
It is deemed safe by the Incident Commander (Principal or other official)
Teachers are given the "All Clear" or other instructions

FIRE/EXPLOSION/BUILDING COLLAPSE
Fire, explosion and/or building collapse may result from earthquakes, severe weather, vehicle accidents, structural defects or many other reasons. Remember - Smoke is just as dangerous as fire. Most fire deaths are due to smoke inhalation.
Administration (School Incident Commander/Designee)

- CALL 9-1-1 and provide information about the emergency:
- Confirm address of school.
- Provide exact location of fire, explosion or collapse.
- Describe current situation, including damage and estimated number of injured. ? Provide location of school Incident Command post.
- Describe best access for emergency responders – driveway/gate.
- If possible, remain on line to provide updates.
- Ensure fire alarm has been sounded
- If needed, announce changes in evacuation routes due to incident location.
- Establish a school Incident Command Post
- Assess situation and begin activating needed ICS functions, for example:
- First-Aid, Accountability, Utility and Security Groups
- Safety Officer, Public Information Officer, Operations Chief positions

- Meet arriving fire and police personnel
- Be certain to take school Crisis Response Box.
- Identify the location of fire, smoke, explosion or gas smell. Advise locations of injured or trapped persons.
- Provide last known location of any missing persons.
- Establish Unified Command with emergency response officials.
- Determine if it is necessary to:
- Cancel school and notify parents to pick up students from campus.
- Evacuate students to an off-campus site for pick-up by parents.
- Announce "All Clear" if and when it is safe to re-enter the buildings.

Teachers/Staff
Upon discovery of a fire, explosion or building collapse, activate the fire alarm.
- Implement Evacuation procedures
- Use a secondary route if the primary route is blocked or hazardous
- Close, but do not lock, doors when leaving
- Inform the school office/school Incident Commander of the emergency
- Following evacuation:
- Account for all students and check for injuries
- Immediately report any missing, extra or injured students
- Wait for additional instructions

Fire in Surrounding Area
Initial Action:
EVACUATE BUILDING (Fire Alarm)
To be used in the event of:
- Fire in building (on campus)

Teachers will:
- Secure their roll books
- Escort their students out of the building by the assigned (or safest) route to the room's assigned fire drill location
- Turn off light
- Close and lock classroom door after insuring that all students are out of the room
- Take roll once all students have arrived at the assigned area
- Await further instructions from Incident Command staff

Students will:
- File out of classrooms in a quiet orderly manner as directed by teachers ? Assemble in the designated fire drill area for their classroom
- Permit the teacher to take roll in a quiet and orderly manner
- Await further instructions from their teacher

School Incident Commander will:
- Determine the level of response required for the incident
- Establish an Incident Command Post (ICP)
- Notify appropriate School District officials (District Emergency Manager/Staff) ? Convene Student Release team if needed (Operations)
- Prepare incident status report for emergency response personnel
- Be prepared to assist with building access for emergency responders

Action is rescinded when:
- It is deemed safe by the Incident Commander (Principal or other official) ? Teachers are given the "All Clear" or other instructions

Fire on School Grounds
Initial Action:
EVACUATE BUILDING (Fire Alarm)
To be used in the event of:
Fire in building (on campus)

Teachers will:
Secure their roll books
Escort their students out of the building by the assigned (or safest) route to the room's assigned fire drill location
Turn off lights
Close and lock classroom door after insuring that all students are out of the room
Take roll once all students have arrived at the assigned area
Await further instructions from Incident Command staff

Students will:
File out of classrooms in a quiet orderly manner as directed by teachers ? Assemble in the designated fire drill area for their classroom
Permit the teacher to take roll in a quiet and orderly manner
Await further instructions from their teacher

School Incident Commander will:
Determine the level of response required for the incident
Establish an Incident Command Post (ICP)
Notify appropriate School District officials (District Emergency Manager/Staff) ? Convene Student Release team if needed (Operations)
Prepare incident status report for emergency response personnel
Be prepared to assist with building access for emergency responders

Action is rescinded when:
It is deemed safe by the Incident Commander (Principal or other official) ? Teachers are given the "All Clear" or other instructions

Flooding
Initial Action:
SHELTER-IN-PLACE
To be used in the event of:
Severe weather event:
Heat, Cold
Wind, Thunderstorm
Flood

Teachers will:
- Report to their rooms if possible
- Get everyone inside their rooms, including students and staff seeking shelter
- Close all doors and windows to exclude outside air if necessary
- Take roll, and document the names of all students present
- Await further instructions from Incident Command staff or "All Clear" signal

Students will:
- Report to the nearest classroom, common room or office area
- Identify themselves to the teacher or staff member in charge
- Sit calmly and quietly and await further instructions from teacher or staff member

Incident Command staff will:
- Determine the level of response required for the incident

- Establish an Incident Command Post (ICP)
- Notify appropriate School District officials (District Emergency Manager/Staff)
- Convene Student Release team if needed (Operations)
- Prepare incident status report for emergency response personnel
- Be prepared to assist with building access for emergency responders
- Be prepared to shut down all HVAC systems, stop outside air intrusion!

Action is rescinded when:
- It is deemed safe by the Incident Commander (Principal or other official)
- Teachers are given the "All Clear" or other instructions

SEVERE WEATHER PROCEDURE

For the purposes of this procedure "Severe Weather" is defined as a severe windstorm, hail storm, lightning storm or other weather event that could result in damage to school facilities or injuries to students or staff.

If a "Severe Weather Watch" has been issued by the National Weather Service:
- Monitor NOAA Weather Stations (National Weather Service, Weather Channel, etc.)
- Bring all persons inside building(s).
- Be prepared to move students from mobile classrooms into permanent buildings.
- Close facility doors, windows and blinds or curtains.
- Review severe weather drill procedures and location of safe areas. Severe weather safe areas are under desks, in hallways and interior rooms away from windows.
- Review "Duck and Cover" procedures with students.
- Avoid gyms and cafeterias with wide free-span roofs and large areas of glass windows.

If a "Severe Weather Warning" has been issued in the school area, or if severe weather is being observed at or near the school:
- The school Incident Commander will initiate a "SHELTER-IN-PLACE".
- If flying debris or hail is creating a risk of broken windows, etc. the school Incident Commander will further direct staff to implement "Duck and Cover" procedures until the threat subsides.
- The school Incident Commander should also be prepared to provide shelter to parents who may arrive to pick up children during the storm, until such time as it is safe to formally release the students without posing undue risk to staff or other students.

After passage of the storm:
- The school Incident Commander will rescind the "Duck and Cover" order. o Shelter-In-Place should temporarily be continued.
- The school Incident Commander should deploy staff to do a preliminary damage assessment of campus buildings and facilities, to identify issues that need to be immediately addressed before students and staff are released to move about.
- Based on this assessment the school Incident Commander will:
- Continue "Shelter-In-Place" until campus can be made safe.
- Give the "ALL CLEAR" signal and resume normal school operations.
- Notify parents and initiate the "Student Release" procedure.
- Initiate an the "Off-Campus Evacuation" procedure.

Loss or Failure Of Utilities

UTILITY LOSS OR DAMAGE PROCEDURE

Loss of electricity is the most common utility problem. However, loss of gas, water or sewage disposal may also occur. Utility systems may also suffer damage or failure of related components on the school campus.

LOSS OF UTILITIES

Most often the loss of utilities is a result of failure or damage of utility company infrastructure located off-campus. Interruptions are normally brief, and though inconvenient, result in only minimal disruption of normal school operations. However, some outages can be extensive, so it is important to contact the utility company as soon as failure occurs to find out how long they anticipate an outage might last.

When it appears the outage will not end in a reasonable amount of time, school officials must weigh their options for closing school and sending the students home.

UTILITY SYSTEM DAMAGE OR FAILURE ON CAMPUS

Utility failure or damage on campus can pose serious threats to students or staff:

- Gas leaks may require only a spark to set off an explosion.
- A broken water pipe may cause extensive flood damage to buildings and property.
- Electrical failures cause disruption of needed heating, ventilation, and air conditioning.
- Electrical failure may also result in loss of well water and sewage disposal.
- Broken electrical lines or components may pose a shock hazard to staff or students.

The initial response to any problem with utility systems on campus is to try to identify the source of the problem, isolate the area, and shut off the supply of water, gas or electricity to the affected system component or building. The other, but less desired, approach is to shut down the gas, water or electrical supply to the entire campus.

For these reasons, the school should develop detailed maps that indicate not only the main campus utility shut offs, but shut-offs for individual buildings as well as mechanical equipment such as heating, ventilation, and air conditioning units. These maps should be kept readily available in the school Crisis Response Box.

It is important to recognize that most schools within communities have natural gas piped in from the utility company's underground system. Rural schools, however, may use propane or butane, (also referred to as "bottled gas") which is supplied from a tank on the school campus. In general, there is no difference in emergency procedures for shutting off natural gas versus bottled gas, except that the main shut-off for the bottled gas is located on top of the tank, instead of at a natural gas valve or meter typically supplied through a pipe from the street.

The school Incident Commander and other key school personnel must know which type of system supplies the school and how to shut it off.

UTILITY LOSS OR DAMAGE

EMERGENCY PROCEDURES

Gas Leak - INDOOR:

Upon detecting gas odor, staff shall initiate EVACUATIONof the affected building.

If the fire alarm uses mechanical bells, versus a speaker system, avoid using the fire alarm as it may create an explosive spark.

DO NOT turn off lights or other electrical equipment which may cause a spark.

Leave doors open to provide ventilation of the building.

The school Incident Commander/designee will call 9-1-1:

Give school name and address.

Give location of gas leak – what building and what's leaking, if known.

Describe best UPWIND access point for emergency responders – driveway/gate.

Indicate that evacuation is underway and stay on the line to provide updates.

The school Incident Commander/designee will notify the natural gas company or bottled gas provider, describe the problem and request a response if appropriate.

The school Incident Commander will determine whether to evacuate other buildings.

Shelter in place may be most appropriate if leak is small and contained to other building, weather is inclement, etc.

If sheltering in place, SHUT DOWN HVAC systems to keep gas out of buildings!

The school Incident Commander will activate the Utilities Group, or otherwise direct staff to attempt to shut down gas at main shut-off or building shut-off.

Do not reenter the building(s) until fire or utility officials say it is safe Gas Leak - OUTDOOR:

Upon detecting gas odor, staff shall initiate EVACUATIONof the immediate area

Move everyone UPWIND, at least 100', more if leak is major

Post staff to prevent entry to the area

Prevent vehicles, including school service carts, etc. from entering area

Notify the school office/school Incident Commander

The school Incident Commander/designee will call 9-1-1:

Give school name and address.

Give location of gas leak – what area of campus and what's leaking, if known.

Describe best UPWIND access point for emergency responders – driveway/gate.

Request 9-1-1 operator to call Gas Company (they have rapid access).

Stay on the line to provide updates.

The school Incident Commander will determine whether to evacuate buildings.

Shelter in place may be most appropriate way to protect, unless gas is filling

buildings. In that case get everyone moved out and well upwind of leak.
If sheltering in place, SHUT DOWN HVAC systems to keep gas out of buildings!
The school Incident Commander will activate the Utilities Group, or otherwise direct staff to attempt to shut down gas at main shut-off or building shut-off.
Do not allow anyone to reenter the building(s) until fire or utility officials say it is safe!

UTILITY LOSS OR DAMAGE PROCEDURE - continued Electrical System Damage or Failure:
If problem is in, or on, a school building and there is smoke or threat of fire:
Evacuate the building(s).
Close, but do not lock doors.
Notify the school office/Incident Commander.
The school Incident Commander/designee will call 9-1-1:
Give school name and address.
Give location and nature of the electrical problem.
Describe best access point for emergency responders – driveway/gate. ? Indicate if evacuation is underway.
Request 9-1-1 operator to call Electric Company (they have rapid access).
Stay on the line to provide updates.
Incident Commander will determine need to evacuate buildings, if not already done.
Incident Commander will activate the Utilities Group, or otherwise direct staff to attempt to shut down electrical at main shut-off or building shut-off.
Do not reenter the building(s) until fire or utility officials say it is safe.
If problem is outdoors, Incident Commander will direct staff to isolate the area and
stand watch until the power can be shut down.
If school's electrical system is involved, school will be responsible for shutting down power and calling an electrician.
If Utility Company line/equipment is involved, the Utility Company will effect shut-down and repair as needed.

Water/Sewer Line Break
If water leak is in attic or other area where weight or effect of water may cause ceiling or building to collapse, EVACUATE the building.
Notify the school office/school Incident Commander.
The school Incident Commander will activate the Utilities Group, or otherwise direct
staff to attempt to shut down water at main shut-off or building shut-off.
The school Incident Commander will assess situation and determine next step:
Whether to evacuate buildings, if not already done.
Need to remove water, and/or cover/remove contents to protect. ? Need to contact plumber, water removal specialists or others.
Do not allow anyone to reenter the building(s) until fire or utility officials say it is safe!
If problem is outdoors, Incident Commander will direct staff to isolate the area and
stand watch until the leak can be shut down.

Motor Vehicle Crash
Appropriate actions and response procedures are communicated to staff and individuals using the School Incident Command Organizational Chart and following the Safety Plan.

Regardless of the type of emergency that occurs, the initial response by staff and students will almost always include one or more of these four basic "INITIAL ACTIONS:"
1. Duck and Cover
2. Evacuate Building(s)
3. Shelter-In-Place
4. Lock-Down

When there is a sudden loud noise, or other indication that something bad is happening, instinctively the first reaction should be to "Duck and Cover." Then, once the situation becomes clearer, one of the other "Initial Actions" may be implemented.

Although these four basic Initial Actions will suffice for the vast majority of campus emergencies, some emergencies may prompt the school Incident Commander to follow these with additional emergency procedures. Examples of other potential actions include the total evacuation of staff and students to an off-site location, or the release of students to parents. When it is necessary to implement these other actions, the school Incident Commander will provide direction in person or by other means as necessary. Recommended additional actions for some specific emergencies are included in Section V of this Crisis response Plan.
Detailed Duck and Cover, Evacuate, Shelter In Place and Lock Down procedures, and an Initial Actions Poster are located in all rooms – Initial Actions.

Psychological Trauma
In case of psychological trauma, the situation would be evaluated and then the appropriate steps would follow. The school psychologist would be involved in this type of incident.

Suspected Contamination of Food or Water
The situation would be evaluated and then the appropriate steps would follow according to the safety needs of the students.

Unlawful Demonstration or Walkout
The situation would be evaluated and then the appropriate steps would follow in order to keep all students safe.
Initial Action: Shelter in Place and/or Lock Down, Evacuation/Relocation as needed.

Emergency Evacuation Map

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.7(a)
DATE: March 8, 2016

SUBJECT TITLE: CONTRACTS/SERVICE AGREEMENTS/ Presence Learning

Action ___√___ Discussion _____ Information _____

RECOMMENDATION:

Ratify agreement between the Presence Learning and Washington Colony Elementary School for Speech and Language and related services for a group of students for 2015-2016 school year.

BACKGROUND:

As specified in law, the power to contract is invested in the Governing Board, and, by Board action, the Superintendent has been delegated the power to enter into contracts on behalf of the district. However, to be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Governing Board. (Education Code 17604).

CONSIDERATION:

In our continued effort to provide the most effective service to our students, Washington Colony Elementary School is receiving speech and language services from a program that has proven to be highly effective in meeting student's speech and language needs in many districts. The program is not only engaging for students due to the online nature of the service delivery, but it is also very comprehensive in the data and information provided to school staff and parents.

Presence Learning will oversee all aspects of the service delivery including a qualified and credential Speech and Language Therapist, necessary computer equipment, conducting assessments/IEP's/parent meetings, and any communication necessary to ensure students receive adequate service.

FINANCIAL IMPACT:

$77 per hour for 48 students

$8,277.50 (equal to the Minimum Clients (43) * Hourly Services Rate *2.5 hours) per month to PresenceLearning unless written notice is provided.

FUNDING SOURCE:

General Fund (0100)

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

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PresenceLearning

PresenceLearning Consulting Services Agreement

This Consulting Services Agreement ("Agreement") along with its accompanying Exhibits, issued on June 8, 2015 ("Issue Date"), is entered into as of **July 1, 2015** (the "Effective Date") by and between PresenceLearning, Inc., a Delaware corporation ("PresenceLearning") and **Washington Colony Elementary School District** with its principal place of operation in **Fresno, CA** (together with its agents, employees, and affiliates, "Partner"). PresenceLearning and Partner are referred to herein individually as a "Party" or collectively as the "Parties."

1. **Services**. PresenceLearning will make available to Partner qualified clinicians and teachers, including but not limited to special education teachers, speech-language pathologists, psychologists, social workers, counselors, and occupational therapists (each, a "Clinician") to provide supplemental educational services in accordance with the terms and conditions of Exhibits A and B, herein incorporated by reference, remotely or via the web, to Partner clients with identified or suspected special needs, including, but not limited to:
    a. Instruction and instructional services; consultation and collaboration with teachers, parents and Partner; initial and triennial assessments; administrative and billing work; pre- and post-assessments and intervention services; maintenance of regular documentation of services provided, recommended service plan, services provided, and responsiveness to services as well as participation in Partner meetings, including, but not limited to, individualized education planning meetings, as mutually agreed by Partner and PresenceLearning.

    Collectively, (the "Services").
2. **Schedule and Location of Services**. Services will be provided exclusively via computer or telepractice, unless otherwise agreed.
3. **Service Levels and Terms**. Parties agree that Services are to be provided as follows:
    a. Services for **48** Clients "Client(s)") per month during the term of this Agreement.
    b. Hourly rate of **$77.00** per hour ("Hourly Services Rate").
    c. Installation Fee of **$77.00** per Client per year ("Technology Setup Fee").
4. **Fees**. In exchange for the Services, Partner agrees to pay PresenceLearning according to the following schedule:

Monthly Payment	Partner agrees to pay for Services at an Hourly Services Rate of **$77.00** per hour.
Minimum Clients	Effective for any Services being provided from September to May (inclusive), no PresenceLearning invoice shall represent a fee for Services based on fewer than **43** Clients ("Minimum Client(s)"). Partner may elect to reduce the Minimum Client number by providing written notice to PresenceLearning detailing specific, named Clients that have either (i) achieved their IEP goals and no longer require Services under their IEP or (ii) are no longer enrolled in Partner's school(s). If the total number of Clients drops below the number of Minimum Clients in any given month, Partner agrees to make a total minimum payment of $8,277.50 (equal to the Minimum Clients * Hourly Services Rate * 2.5 hours) per month to PresenceLearning, unless written notice is provided.
Set-Up Fee	Partner agrees to pay **$77.00** per Client per year who receives Services for an initial total of $3,696.00.
Assessments	Online initial and triennial assessments shall be billed at $375.00 per assessment (the "Assessment Fee"). The Assessment Fee covers ordinary and customary evaluations. Evaluations exceeding 6 hours are subject to additional fees.. Partner may also elect to

	request in-person assessments. In these cases, Partner shall pay PresenceLearning reasonable costs of travel, including airfare, car mileage or rental car fees, hotel, and meals, as necessary, in addition to a per-diem rate equal to an 8 hour Service day for each day of travel.
Cancellation Policy	Partner agrees to pay PresenceLearning for Services that are scheduled with PresenceLearning, but not cancelled with at least 24 hours advance notice. PresenceLearning commits in good faith to make best efforts to use the time for any session cancelled with less than 24 hour notice for session make-ups, documentation or planning work that would have been necessary regardless. Partner will only be billed once for this time.
Equipment Kits & OT Manipulables	Equipment Kits. PresenceLearning shall provide Partner **0** set(s) of suitable web cameras and headsets free of charge. Additional sets can be purchased at $95 per set, or, individual items of equipment may be purchased individually as necessary. Occupational Therapy Manipulables. PresenceLearning can provide Partner with set(s) of suitable occupational therapy manipulables at $35 per set, plus shipping costs, as needed.
Smart Start (Optional)	Smart Start. PresenceLearning may provide two days of onsite implementation support services from a staff member including some or all of the following services Client selection, school site selection, technical set-up, paraprofessional training, Client scheduling, administrator orientation, school principal orientation, IT department training, school clinician training, parent orientation(s), and SPEDinsight training for t an additional fee dependent on implementation requirements.
Inflation Adjustment	Partner agrees that for each successive year after the first school year of Services, the Hourly Services Rate, Set-up Fee, and any other rates and fees related to Services will rise each year at, but no greater than, the most recent annual rate of inflation, rounded to the nearest half dollar ($0.50) as defined at the following U.S. Government URL, or its successor: http://data.bls.gov/timeseries/CUUR0000SAM?output_view=pct_12mths

[Signatures appear on the following page]

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PresenceLearning

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement along with its Exhibits to be executed as of the Effective Date.

PresenceLearning, Inc.	**Partner**
By: DocuSigned by: Clay Whitehead 193D8B266DB2484...	By: DocuSigned by: dale drew B8304DD80D844EA...
Name: Clay Whitehead	Name: dale drew
Title: Co-CEO	Title: Interim Superintendent
Date: 2015-06-08	Date: 2015-06-08

PresenceLearning

Exhibit A: Terms and Conditions

1. **Services**. PresenceLearning will provide consulting services to Partner relating to the provision of supplemental educational services as mandated by State and Federal law to Partner's Clients (the "Services"). The Services will be provided according the terms set forth in this Agreement and its Exhibits. Partner shall provide PresenceLearning with the environment, equipment and supervision necessary for the provision of Services as set forth in Exhibit B.

2. **Fees and Payment Terms**. In consideration for the Services, Partner agrees to pay PresenceLearning in accordance with the fee schedule set forth in this Agreement. All fees due hereunder are non-refundable and are not contingent on any additional services to be provided. Partner shall pay all amounts due within thirty (30) days of PresenceLearning's invoice date. Partner will promptly notify PresenceLearning of any disputed amounts and the reason for such dispute, but in no even later than 20 days from receipt of invoice. Unless PresenceLearning receives notice of any such dispute, within 20 days of receipt of such invoice, such invoice shall be considered undisputed and shall be due and payable no later than 30 days of the date of such invoice. Outstanding balances shall accrue interest at a rate equal to the lesser of one and one half percent (1.5%) per month or the maximum rate permitted by applicable law, from due date until paid, plus PresenceLearning's reasonable costs of collection.

3. **PresenceLearning Materials**. PresenceLearning retains all right, title, and interest to any materials and intellectual property that it develops or provides as part of Services. Partner agrees to maintain (and not supplement, remove, or modify) all copyright, trademark, or other proprietary notices on such materials. Provided Partner is not in breach of any term of this Agreement, PresenceLearning grants Partner a non-exclusive, limited license, which license shall terminate upon expiration or termination of this Agreement, to reproduce and distribute the Materials solely to assist in the provision of Services in accordance with the terms herein.

4. **Indemnification**. Partner shall indemnify and hold PresenceLearning harmless against any and all claims, demands, damages, liabilities and costs (including attorney's fees) incurred by PresenceLearning which directly or indirectly result from, or arise in connection with, any negligent act or omission or willful misconduct of Partner, its agents, or employees, pertaining to its activities and obligations under this Agreement. PresenceLearning shall indemnify and hold Partner, harmless against any and all claims, demands, damages, liabilities and costs (including attorney's fees) incurred by Partner which directly or indirectly result from, or arise in connection with, any negligent act or omission or willful misconduct of PresenceLearning, its agents, or employees, pertaining to its activities and obligations under this Agreement. The foregoing obligations are conditioned upon: (a) prompt written notice by the indemnified party to the indemnifying party of any claim, action or demand for which indemnity is claimed; (b) complete control of the defense and settlement thereof by the indemnifying party, provided that no settlement of an indemnified claim shall be made without the consent of the indemnified party, such consent not to be unreasonably withheld or delayed; and (c) reasonable cooperation by the indemnified party in the defense as the indemnifying party may request. The indemnified party shall have the right to participate in the defense against the indemnified claims with counsel of its choice at its own expense.

5. **Limitation of Liability**. In no event will PresenceLearning be liable for any incidental damages, consequential damages, or any lost profits arising from or relating to this Agreement or to the Services, whether in contract or tort or otherwise, even if PresenceLearning knew or should have known of the possibility of such damages. PresenceLearning's cumulative liability relating to this Agreement will not exceed the actual fees paid by Partner to PresenceLearning during the school year for three (3) months immediately preceding the date on which a claim is made; provided that such amount shall under no circumstances exceed $10,000. Partner acknowledges that the Agreement reflects an adequate and acceptable allocation of risk and that in the absence of the foregoing limitations Contactor would not enter into the Agreement.

6. **Non-Solicitation**. Partner shall not, during the term of the Agreement and for one (1) year thereafter, directly or indirectly solicit, induce, or attempt to induce any PresenceLearning employee or contractor without PresenceLearning's prior written consent.

7. **Term and Termination**. This Agreement shall be in effect as of the Effective Date and shall continue until June 30, 2016 (the "Initial Term") and shall automatically renew on an annual basis (each a "Renewal Term"), unless either party gives written notice of its intention not to renew 90 days before expiration of the Initial Term or a Renewal Term.. Upon the expiration or termination of this Agreement for any reason, all amounts owed to PresenceLearning under this Agreement, which accrued before such termination, or expiration will be immediately due and payable. In addition to the post-termination obligations in this Section 7, Sections 3 through 14 will survive any expiration or termination of this Agreement. In case of early termination of this Agreement by Partner outside of the aforementioned time periods, Partner shall pay a cancelation fee of $750 per Client, multiplied by the greater of either: (a) the minimum number of Clients or (b) the largest number of Clients served in any given month during any term hereof.

8. **Disclaimer of Warranties**. The Services are provided "as is" without any warranty and PresenceLearning expressly disclaims any and all warranties, express, implied, or statutory, including warranties of title, noninfringement, merchantability, and fitness for a particular purpose.

9. **Limited Guarantee of Therapist Availability.** If this Agreement is not signed by Partner within thirty (30) calendar days of the Issue Date, PresenceLearning does not guarantee sufficient clinician availability to provide required Services. If this Agreement is signed by Partner within 30 days of the Issue Date, PresenceLearning does guarantee sufficient clinicians provide required Services.

10. **Confidentiality**. Partner understands that it may receive confidential and proprietary information relating to PresenceLearning's business. Partner agrees that the PresenceLearning proprietary information is confidential and is the sole, exclusive and extremely valuable property of PresenceLearning. PresenceLearning understands that it may receive confidential information protected by the federal *Family Educational Rights and Privacy Act* (FERPA). PresenceLearning will comply with the requirements established by FERPA. It is understood and agreed that money damages would not be a sufficient remedy for any Partner's breach of confidentiality and that PresenceLearning shall be entitled to specific performance, including, without limitation, injunctive relief, as a remedy for any such breach by the Partner in any court of competent jurisdiction. Such remedy shall not be deemed to be the exclusive remedy for breach of confidentiality

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but shall be in addition to all other remedies available at law or equity.

11. **Miscellaneous.** This Agreement will be governed by the laws of the State of California (without giving effect to any conflict of laws principles that provide for the application of the law of another jurisdiction). The waiver of a breach of any term hereof will in no way be construed as a waiver of any other term or breach hereof. If any provision of this Agreement is held by a court of competent jurisdiction to be unenforceable, the remaining provisions of this Agreement will remain in full force and effect. The headings in this Agreement do not affect its interpretation. This Agreement may only be amended by the mutual consent of the Parties in writing. This Agreement constitutes the entire agreement between the Parties regarding the Services, and supersedes all prior or contemporaneous agreements and understandings between the Parties relating to the Services.

12. **Partner Representations**. Partner hereby represents and warrants to PresenceLearning as follows: (i) Partner has the right, power, and authority to enter into and perform its obligations under this Agreement, (ii) Partner has obtained all necessary consents in accordance with its operations to execute and deliver this Agreement and perform its obligations under this Agreement, (iii) the undersigned has the right, power and authority to enter into this Agreement on behalf of Partner, (iv) this Agreement constitutes the legal, valid and binding obligation of Partner, enforceable against Partner in accordance with its terms, subject only to the effect, if any, of (A) applicable bankruptcy and other similar laws affecting the rights of creditors generally and (B) rules of law governing specific performance, injunctive relief and other equitable remedies, and (v) the execution, delivery, performance of and compliance with this Agreement will not, with or without the passage of time, result in any violation or be in conflict with or constitute a default under any contract to which Partner is a party or any terms or provisions thereof.

13. **PresenceLearning Representations**. PresenceLearning hereby represents and warrants to Partner as follows: (i) PresenceLearning has the right, power, and authority to enter into and perform its obligations under this Agreement, (ii) PresenceLearning has obtained all necessary consents in accordance with its operations to execute and deliver this Agreement and perform its obligations under this Agreement, (iii) the undersigned has the right, power and authority to enter into this Agreement on behalf of PresenceLearning, (iv) this Agreement constitutes the legal, valid and binding obligation of PresenceLearning, enforceable against Partner in accordance with its terms, subject only to the effect, if any, of (A) applicable bankruptcy and other similar laws affecting the rights of creditors generally and (B) rules of law governing specific performance, injunctive relief and other equitable remedies, and (v) the execution, delivery, performance of and compliance with this Agreement will not, with or without the passage of time, result in any violation or be in conflict with or constitute a default under any contract to which PresenceLearning is a party or any terms or provisions thereof.

14. **Research**. The Parties agree that mutual consent is required for the initial publication or distribution of any research and/or marketing materials, including without limitation, customer or vendor lists, press releases, and research and case studies mentioning both Parties, but that once this consent is given for initial publication the Parties may republish such works in their original or reasonably modified form at will.

15. **Independent Contractor.** The Parties are independent contractors, and no agency, partnership, franchise, joint venture, or employment relationship is intended or created by this Agreement. Neither Party is authorized to make any representation, contract, or commitment on behalf of the other Party.

16. **Arbitration**. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The arbitration proceedings shall be confidential and conducted in the English language before a single neutral arbitrator to be selected by AAA. The place of arbitration shall be San Francisco, California.

17. **Assignment**. PresenceLearning's rights and obligations under this Agreement will bind and inure to the benefit of its successors and permitted assigns.

***

PresenceLearning

Exhibit B: Environment, Equipment, and Supervision

Partner shall provide PresenceLearning with the conditions described below to enable the provision of the applicable Services. PresenceLearning will not begin Services until all of the below criteria are met in order to ensure Client success:

1. **Computer Set-Up.**
   a. Each station must have a computer with a dual core processor.
   b. A broadband internet connection with 1.0 mbps (or higher) upload and download speeds. If internet speeds are not sufficient to support PresenceLearning's platform at any site, Partner may elect to purchase a suitable wireless 4G card from PresenceLearning for $550 per unit per year.
   c. Browser: Internet Explorer, Safari, Chrome or Mozilla Firefox.
   d. Software: Latest version of Adobe Flash Player.
   e. Operating system: Windows Vista or later. Mac OS X 10.7 (or later) with Intel processor.
   f. Whitelist the following from all web filters:
      i. *.live.presencelearning.com
      ii. *.presence.influxis.com
      iii. *.youtube.com (optional)
      iv. *.presence.enterprise.ics.influxis.com: 8510 TCP/UDP
      v. *.presence.enterprise.ics.influxis.com: 443 TCP
      vi. *.presence.enterprise.ics.influxis.com: 19350-19400 UDP
      vii. *.presence.enterprise.ics.influxis.com: 1935 TCP/UDP
   g. A phone with speaker-phone capability in the immediate vicinity of the computer where service is delivered, to be used as a backup means of communication.

2. **Environment.**
   a. A suitable non-noisy controlled space such as a resource room, classroom, computer room, library and/or home setting.
   b. Ample lighting that shines either (i) from above the Client or (ii) directly on the face of the Client but not (iii) from behind the Client and directly into the webcam.
   c. Privacy screens or other equipment may be necessary to guarantee privacy.

3. **Supervision.**
   a. A suitable number of Partner paraprofessionals (or parents) to provide the below services. Additional services may or may not be required.
      i. Transporting the Client to/from the telepractice session.
      ii. Assisting the Client with technology set-up (e.g., attaching the headset to the computer).
      iii. Ensuring that the conferencing connection with remote therapist is functioning. Contacting the therapist via phone if necessary.
      iv. Remaining in the sessions to ensure that any technology glitches are reported and fixed
      v. Providing cues, prompts, and models for the Client upon therapist direction.
      vi. Helping relay information between the school staff and the therapist related to scheduling, absences, or school functions.
   b. The paraprofessional shall act under the direction of the PresenceLearning SLP or OT, except in the event of emergency.

4. **In the event that Partner contracts with PresenceLearning to supervise clinical assistants such as speech language pathology assistants (each an "SLPA") or certified occupational therapy assistants (each a "COTA"), Partner shall ensure that each such SLPA and/or COTA shall:**
   a. meet state and/or American Speech Hearing Language Association ("ASHA") or American Occupation Therapy Association ("AOTA") guidelines for SLPAs or COTAs
   b. have the appropriate level of education and training
   c. have completed fieldwork according to state/ASHA or AOTA guidelines
   d. follow ASHA or AOTA/state guidelines on duties and responsibilities
   e. follow the treatment plans for clients set out by the supervising SLP or OT
   f. not administer standardized or nonstandardized diagnostic tests
   g. not participate in parent conferences, case conferences, IEP meetings, etc. without the presence of the supervising SLP or OT.
   h. not represent him/herself as an SLP or OT
   i. not counsel or consult with families/clients/Clients regarding status of service

   In addition, Partner agrees that PresenceLearning clinicians shall:
   a. participate in training of the SLPA or COTA
   b. inform clients/Clients that SLPA or COTA will provide treatment
   c. make all clinical decisions
   d. prepare individualized treatment plans for each client/Client that the SLPA or COTA treats
   e. Sign all formal documents and signed treatment notes of SLPA or COTA
   f. Delegate tasks to SLPA or COTA while retaining legal and ethical responsibility for all client/Client services provided or omitted
   g. Ensure that the SLPA or COTA only performs tasks within State or ASHA/AOTA approved guidelines for SLPAs or COTAs.
   h. provide both direct and indirect supervision as required by state and/or ASHA or AOTA guidelines

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.7(b)
DATE: March 8, 2016

SUBJECT TITLE: CONTRACTS/SERVICE AGREEMENTS/Dynamic Kids Inc.

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Approve the Agreement for Special Services between the Dynamic Kids Physical Therapy and the Washington Colony Elementary School District ("District") for the 2015-16 school year.

BACKGROUND

As specified in law, the power to contract is invested in the Governing Board, and, by Board action, the Superintendent has been delegated the power to enter into contracts on behalf of the district. However, to be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Governing Board. (Education Code 17604).

CONSIDERATION

Dynamic Kids Physical Therapy will oversee all aspects of the service delivery including conducting assessments, evaluations, treatment, consultation, required reports, attending meetings, and travel time for Physical Therapy (PT) based on the IEP of the student (1). PT evaluator will meet with Washington Colony's School Psychologist and Special Education team to determine the needs of the student based on the IEP. The results of the initial assessment will determine meeting with parents, and any communication necessary to ensure students receive adequate PT services as listed on the IEP.

FINANCIAL IMPACT:

Services: $100 per hour (3 hour minimum charge per visit per day)

Contract Amount will not exceed: ($1,200)

Term of Agreement: The term of this agreement shall commence on February 29, 2016 and shall terminate on June 30, 2016.

FUNDING SOURCE:

General Fund (0100)

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

Washington Colony Elementary School District
130 East Lincoln Avenue, Fresno, CA 93706

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between the Washington Colony Elementary School District, hereinafter referred to as "The District", and Dynamic Kids Inc., hereinafter referred to as "The Contractor", is for consultant or special services to be performed by a non-employee of the District. The District and Contractor herein named do mutually agree to the following terms and conditions:

1. Contractor shall perform the following duties: Provide assessment, evaluations, treatment, consultation, required reports, attending meetings, and travel time for physical therapy (PT).

2. Contractor will provide the above service(s) as outlined in Paragraph 1 up to a total of $(costs outlined below) under the terms of this agreement.

3. In consideration of the services performed by Contractor, The District shall pay Contractor according to the following fee schedule: The District shall pay $100.00 per hour, 3 hour minimum charge per site visit per day, for the following services: Provide assessment, evaluations, treatment consultation, write required reports, attending meetings, and travel time for physical therapy (PT).

   The District will not exceed $1,200 in payments over the course of this contract (dates specified below).

   The District shall make payment within (30) days from Contractor's presentation of a detailed invoice.

4. The term of this agreement shall commence on February 29, 2016 and shall terminate on June 30, 2016.

5. This agreement may be terminated at any time during the term by either party.

6. The parties intend that an independent contractor relationship be created by this contract and The District assumes no responsibility for workers compensation damage, or Injury to person(s) or property during a liability relating to the performance of service under this Agreement.

   Contractor agrees to hold harmless and to indemnify The District for:
   Any injury to person or property sustained by Contractor or by any person, firm or corporation employed directly or indirectly by the Contractor or by any of the individuals participating in or associated with him or her, however incurred; and any Injury to person or property sustained by any person. firm or corporation caused by any act, neglect, default or omission, of Contractor, or any person, firm or corporation directly or indirectly employed by Contractor upon or in connection with this Agreement or any of the participants arising out of or in the course of the term of this Agreement, and Contractor at his or her own cost, expense and risk, shall defend any and all actions, suits or other legal proceedings that may be instituted against the District for any such claim or demand, and pay or satisfy any judgment that may be r4nderea against The District in any such action, suit or legal proceedings against the District in any such action, suit or legal proceedings or the result thereof.

   Nothing herein provided shall be construed to require The District to hold harmless or indemnify The District for liability or damages resulting from the negligence or willful act, or omission of The District or its officers, agents, or employees.

7. This Agreement is for the personal service of Contractor, and Contractor may not assign the performance of the services to any person or persons who are not parties to this Agreement except for employees or

Contractor.

8. Contractor certifies that his or her current employers, if any, is fully cognizant of this Agreement and that payments hereunder are not in conflict with any federal, state or local statues, rules or regulations, or with any pollutes of Contractor's current employers.

9. The District shall be entitled to possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of Services performed and no other use thereof will be permitted except by permission of The District. Proprietary materials will be exempted from this clause.

10. Contractor certified that he or she is not an employee of The District and is self-employed in the performance of the services specified. Contractor agrees that he or she assumes all responsibility in relation to providing The District with an Employer Identification number or Social Security number required by IRS regulations in relation to the conduct of his or her business and for the purpose of reporting income paid to Contractor on IRS Form 1099.

SIGNATURES

The parties hereto have executed this Special Contractor Agreement on the day and year written.

Washington Colony School District

Date:_____ By: _____
Washington Colony School District

AS AUTHORIZED BY CONTRACTOR

Date:_____ By: _____
Signature of Contractor

Dynamic Kids Physical Therapy
1360 E Spruce Ave Suite 103
Fresno, CA 93720
(559) 433-4700

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.7(c)
DATE: March 8, 2016

SUBJECT TITLE: FCSS School Psychologist Services Agreement

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Approve School Psychologist Services Agreement between the Fresno County Superintendent of Schools ("FCSS") and the Washington Colony Elementary School District ("District") for the 2016-17 school year.

BACKGROUND

As specified in law, the power to contract is invested in the Governing Board, and, by Board action, the Superintendent has been delegated the power to enter into contracts on behalf of the district. However, to be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Governing Board. (Education Code 17604).

CONSIDERATION

The Governing Board recognizes that good physical and mental health is critical to a student's ability to learn and believes that all students should have access to comprehensive health and services. The Fresno County Superintendent of Schools will furnish the District one or more Credentialed School Psychologist(s) to provide customary credentialed school psychologists services for 4.5 service days per week for 37.4 weeks.

FINANCIAL IMPACT:

Services: 4.50 days per week. A total of 37.4 weeks maximum/Service Day: $500

Contract Amount ($84,150)

FUNDING SOURCE:

General Fund (0100)

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

SCHOOL PSYCHOLOGIST SERVICES AGREEMENT ("Agreement")
Pupil Personnel Services

COVER

AGENCY

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT **("Agency")**
Attn: Jesus Cruz, Superintendent
130 E. Lincoln Ave.
Fresno, California 93706
Phone No.: (559) 233-0706 FAX No.: (559) 233-9583 Email: jcruz@washingtoncolony.k12.ca.us

FCSS

Fresno County Superintendent of Schools **("FCSS")**
Attn: Trish Small, Director, Pupil Personnel Services
Fresno County Office of Education
1111 Van Ness Avenue
Fresno, CA 93721-2000
Phone No.: (559) 265-3001 FAX No.: (559) 237-3012 Email: tsmall@fcoe.org

CONTRACT TERM (see § 3.1)

"Effective Date": July 1, 2016
"Termination Date": June 30, 2017

PAID SERVICES AND CONTRACT AMOUNT. Agency shall pay FCSS for credentialed school psychologist services **("Paid Services")** in accordance with the following (see Art. 1):

MARK ONE: __ No Paid Services **XXX** Paid Services as stated in 1-2 below ***(complete 1-2 below)***

1. CONTRACT AMOUNT. The Contract Amount shall be calculated as follows:
   a. Maximum *number of Service Days* on which Paid Services to be provided: 4.50 per week (168.30 total)
   b. Maximum *number of weeks* on which Paid Services to be provided : 37.4
   c. Amount Agency shall pay FCSS for each Service Day of Paid Services: $500.00
   d. **"Contract Amount"** (sum of a x b x c): $84,150.00

2. PAYMENT METHOD AND SCHEDULE: The Contract Amount shall be paid to FCSS as designated below ***(mark one)***:
   XX *Automatic Transfer*: FCSS will transfer the Contract Amount from Agency's account to FCSS' account on or about March 1 during the Contract Term.

   __ *Tender of Payment*: Agency shall pay the Contract Amount to FCSS, which payment must be received by FCSS by no later than March 1 during the Contract Term.

DIRECT SERVICES. FCSS will also provide, at no cost to Agency, credentialed school psychologist services **("Direct Services")** as follows:

MARK ONE: _ No Direct Services **XX** Direct Services as stated in 1-3 below ***(complete 1-3 below)***

1. Maximum *number of Service Days* on which Direct Services to be provided: .50
2. Maximum *number of weeks* on which Direct Services to be provided: 37.4
3. Total number of days on which Direct Services to be provided (sum of 1 x 2): 18.70

REQUIRED DOCUMENTS. Each Party, upon the other Party's request, shall provide written proof that the following insurance is in effect during the Contract Term, such proof referred to as **"Required Document"** (see Art. 4):

1. Commercial general liability 2. Commercial automobile liability 3. Workers comp. and employer's liability

In consideration of the covenants, conditions, and stipulations in and for good and valuable consideration and/or the mutual benefits to be derived from this Agreement, Agency and FCSS, separately referred to as a **"Party"** and collectively as the **"Parties,"** hereby enter into this Agreement. Unless this Agreement states or the context requires otherwise, any reference to a Party shall mean the Party and its governing body, officers, employees, and agents, and, if Agency is a school district or charter school, includes Agency's students. Each person executing this Agreement on behalf of a Party represents that he/she is authorized to execute on behalf of and to bind the Party to this Agreement.

AGENCY

By: _____
Print Name: JESUS CRUZ
Title: Superintendent

FCSS

By: _____
Jim Yovino, Superintendent
or Authorized Designee

GENERAL TERMS AND CONDITIONS

These General Terms and Conditions contain the following Articles:

Article 1	Scope of Services and Obligations
Article 1A	Additional Requirements
Article 2	Payment
Article 3	Term and Termination of Agreement
Article 4	Insurance
Article 5	Indemnity
Article 6	Dispute Resolution
Article 7	General Provisions

ARTICLE 1 SCOPE OF SERVICES AND OBLIGATIONS.

SECTION 1.1 RECITALS. Agency requires credentialed school psychologist services and FCSS provides such services. By this Agreement, the Parties desire to set forth the terms and conditions regarding FCSS' provision of Paid Services and/or Direct Services, as stated on the Cover of this Agreement, to Agency and Agency's compensation of FCSS for Paid Services. Agency acknowledges and understands that FCSS is providing similar services to other agencies and FCSS' departments, and that FCSS' provision of the Paid Services and/or Direct Services to Agency under this Agreement are coordinated with and subject to the availability of FCSS' credentialed school psychologists based on services scheduled with other agencies and FCSS' departments.

SECTION 1.2 PAID SERVICES AND DIRECT SERVICES. Paid Services and Direct Services shall be rendered in accordance with the following and as stated on the Cover of this Agreement:

1.2.1 SERVICE SCHEDULE. The Parties shall communicate and coordinate throughout the Contract Term regarding: (A) the Paid Services and/or Direct Services that FCSS is to provide to Agency; (B) the location(s), day(s), and time(s) at which the Paid Services and/or Direct Services are to be provided; and (C) other necessary and proper arrangements to allow FCSS to provide the Paid Services and/or Direct Services to Agency (collectively **"Service Schedule"**). The Parties may mutually agree to change the Service Schedule for Paid Services subject to the maximum Service Days and maximum service weeks stated on the Cover, and for Direct Services subject to the maximum Service Days and the maximum service weeks stated on the Cover. A **"Service Day"** is defined as a period of approximately eight hours during which FCSS provides credentialed school psychologist services to Agency and includes all time required to travel to and from the location(s) where services are to be provided, using FCSS' address listed on the Cover as the starting and ending point of travel.

1.2.2 CREDENTIALED SCHOOL PSYCHOLOGIST. FCSS will provide the Paid Services and/or Direct Services to Agency through one or more FCSS' credentialed school psychologist(s) in accordance with the Service Schedule. To promote continuity in services, FCSS will make reasonable efforts to assign one or more credentialed school psychologists to provide the Paid Services and/or Direct Services to Agency. If an assigned FCSS school credentialed psychologist is not available due to illness, professional staff development or other circumstances, FCSS will notify Agency.

ARTICLE 1A ADDITIONAL REQUIREMENTS.

SECTION 1A.1 WORK PRODUCTS AND RIGHTS THERETO. Unless stated otherwise on the Cover, the following applies to any data, document, display, drawing, report, material, invention, work, and discovery (whether written, recorded, or electronically stored), including any copyright, right, and interest therein or thereto (collectively **"Work"**), that a Party prepares for or provides to the other Party pursuant to this Agreement: (A) the Work of each Party shall remain its property and that Party shall have all rights thereto; (B) each Party grants to the other Party a limited license during the Contract Term to use and reproduce the other Party's Work for the purpose of performing this Agreement; and (C) upon termination of this Agreement and a Party's request, the other Party shall return any Work that belongs to the requesting Party. The provisions of this Section shall survive the termination of this Agreement.

SECTION 1A.2 CONFIDENTIAL RECORDS AND INFORMATION. If any document and/or information (e.g., employee or student records) that are subject to nondisclosure or protection under federal and/or California laws (collectively **"Confidential Materials"**) are provided to or created by a Party for or pursuant to this Agreement, the Party shall: (A) not release, disseminate, publish, or disclose the Confidential Materials except as required by law or a court order, as this Agreement may permit, or as the other Party may authorize in writing; (B) not use the Confidential Materials for any purpose not related to the performance of this Agreement; and (C) protect and secure the Confidential Materials, including those that are saved or stored in an electronic form, to ensure that they are safe from theft, loss, destruction, erasure, alteration, and unauthorized viewing, duplication, and use. The provisions of this Section shall survive the termination of this Agreement.

SECTION 1A.3 COMPLIANCE WITH APPLICABLE LAWS AND GRANT. Each Party shall comply with all federal and California laws applicable to its performance of this Agreement. Each provision of law required to be inserted in or that applies to this Agreement shall be deemed inserted herein, and this Agreement shall be read and enforced as though such

provision of law is inserted herein. If funds from any grant are used to pay for this Agreement, each Party shall comply with all terms and conditions of the grant that are applicable it.

ARTICLE 2 PAYMENT.

As full consideration and compensation for FCSS' performance of the Paid Services under this Agreement, Agency shall pay FCSS the Contract Amount stated on the Cover in accordance with the Payment Schedule stated on the Cover. FCSS is not entitled to any payment of compensation from Agency for Direct Services that FCSS provides to Agency under this Agreement.

ARTICLE 3 TERM AND TERMINATION OF AGREEMENT.

SECTION 3.1 CONTRACT TERM. This Agreement shall become effective on the Effective Date stated on the Cover and shall continue in full force and effect thereafter until and including the Termination Date stated on the Cover **("Contract Term")**, unless this Agreement is terminated during the Contract Term in accordance with Section 3.2 below.

SECTION 3.2 GROUND FOR TERMINATION. This Agreement shall terminate upon expiration of the Contract Term. During the Contract Term, a Party may terminate this Agreement only upon the other Party's material breach of one or more provisions of this Agreement and after the non-breaching Party has provided the breaching Party with at least 30 days written notice before the effective termination date and an opportunity within those 30 days to cure the material breach and to notify the other Party in writing when such cure has been completed; if the material breach has not been cured upon expiration of the 30 days, this Agreement shall terminate without any further notice or action by any Party.

SECTION 3.3 RIGHTS AND OBLIGATIONS UPON TERMINATION. Upon termination of this Agreement, the following shall apply:

3.3.1 FCSS MATERIAL BREACH. If the termination of this Agreement is due solely to FCSS' material breach of this Agreement or by the Parties' mutual agreement, FCSS is entitled to payment of and to retain the portion of the Contract Amount for all Service Days of Paid Services that elapsed before the effective date of termination. FCSS shall refund to Agency the portion of the Contract Amount that Agency has paid for Service Days of Paid Services that have not elapsed before the effective date of termination.

3.3.2 AGENCY MATERIAL BREACH. If this Agreement is terminated due to any material breach of this Agreement by Agency, FCSS is entitled to payment of and to retain the entire Contract Amount. The Parties agree that any amount that FCSS retains is the amount of damages that FCSS shall directly incur upon Agency's material breach of this Agreement.

SECTION 3.4 FORCE MAJEURE. A Party is not liable for failing or delaying performance of this Agreement due to events that are beyond the Party's reasonable control and occurring without its fault or negligence, for example, acts of God such as tornadoes, lightning, earthquakes, hurricanes, floods, or other natural disasters (collectively **"Force Majeure"**) provided that the Party has notified the other Party in writing of the occurrence of the Force Majeure, except that a Force Majeure shall not excuse Agency's payment of any portion of the Contract Amount that is due to FCSS where FCSS has performed the Services for which payment is sought and submitted an invoice to Agency.

ARTICLE 4 INSURANCE.

Each Party, at its cost and during the Contract Term, shall maintain in effect insurance or self-insurance providing the coverage listed on the Cover that complies, at a minimum, with the following requirements, and shall provide written proof of such insurance to the other Party upon the other Party's request: (A) *commercial general liability* with limits of not less than $1,000,000 per occurrence and $2,000,000 general aggregate and with coverage for property damage, bodily injury, and personal and advertising injury; (B) w*orkers compensation* with limits of not less than $1,000,000 or as required by California laws, whichever is greater; and *employer's liability insurance* of not less than $1,000,000; and (C) *commercial automobile liability* covering, at a minimum, all owned, non-owned, and hired autos or any auto, with a combined single limit of not less than $1,000,000 per accident.

ARTICLE 5 INDEMNITY.

Except as specifically stated otherwise on the Cover, each Party's indemnity, defense, and hold harmless obligations to the other Party under this Agreement are as follows: (A) a Party **("Indemnitor")** shall indemnify and hold harmless the other Party **("Indemnitee")** to the full extent permitted by California laws for any Loss (excluding attorney's fees and litigation costs that the Indemnitee or a Third Party incurred or paid related to the Loss) sustained by the Indemnitee or a Third Party only in proportion to the Indemnitor's liability based on the determination of a governmental entity with jurisdiction to make such a determination or a court of competent jurisdiction, whichever determination is final; and (B) each Party shall defend and pay for all of its attorney's fees and litigation costs related to any Claim or Loss without any right to indemnity and/or hold harmless of such fees and costs, or any right to defense, from the other Party. A Party who intends to seek or seeks indemnity and/or hold harmless of any Loss from the other Party: (1) shall notify the other Party in writing and within a reasonable time after the Party knows or becomes aware of any Claim that may or will result in a Loss, describing, if known or determinable, the pertinent circumstances, all entities and persons involved, and the amount being claimed; and (2) shall not settle or otherwise resolve the Claim until it has notified the other Party of the Claim in accordance with the preceding provision (1) and given the other Party written notice and an opportunity to

participate in and to consent to the settlement or resolution of the Claim, which consent the other Party shall not unreasonably withhold. A Party's obligations under this Article are not limited to or by any insurance that it maintains or the lack of insurance but apply to the full extent permitted by California laws. **"Claim"** means any claims, demands, lawsuits, causes of action, actions, cross-complaints, cross-actions, and/or proceedings arising out of, resulting from, or related to this Agreement where there has been no final determination of liability by a governmental entity with jurisdiction to make such a determination or a court of competent jurisdiction. **"Loss"** means any bodily injury, property damage, personal injury, advertising injury, liability, loss, judgment, expense, and/or cost arising out of, resulting from, or relating to this Agreement and for which there has been a final determination by a governmental entity with jurisdiction to make such a determination or a court of competent jurisdiction that a Party is or both Parties are liable. **"Third Party"** means a person who or an entity that is not a Party to this Agreement and is not employed by, contracted with, whether directly or through a subcontract of any level, or otherwise retained by a Party to act for or on the Party's behalf. The provisions of this Article shall survive the termination of this Agreement.

ARTICLE 6 DISPUTE RESOLUTION.

The Parties shall meet and confer in good faith to resolve any disputes between them arising out of, resulting from, or relating to this Agreement. During a dispute regarding payment under this Agreement, Agency shall pay FCSS the amount that is undisputed and due to FCSS; if a disputed amount is finally determined to be due to FCSS, Agency shall pay such amount to FCSS within 30 days of the final determination. Except for an action to preserve the status quo and/or prevent irreparable harm, a Party shall not commence any cause of action, action, lawsuit, or proceeding arising out of, resulting from, or relating to this Agreement until after complying with this Article. The provisions of this Article shall survive the termination of this Agreement.

ARTICLE 7 GENERAL PROVISIONS.

SECTION 7.1 ENTIRE AGREEMENT, CONFLICTS, EXECUTION, AMENDMENT, AND WAIVER. This Agreement is a complete and exclusive statement of the Parties' agreement under Code of Civil Procedure section 1856. This Agreement consists of and any conflicts or inconsistencies in this Agreement shall be resolved by giving precedence as follows: the Cover, these General Terms and Conditions, Required Documents marked as required on the Cover, any exhibit or attachment that is stated on the Cover, and any amendment entered into by the Parties in accordance with this Section. The Parties may execute this Agreement and any amendment hereto in counterparts such that each Party's signature is on a separate page. A copy or an original of this Agreement with the Parties' signatures, whether original or transmitted by electronic means, shall be deemed a fully executed contract. The Parties may amend or waive any covenant, term, or condition of this Agreement only by a writing executed by them.

SECTION 7.2 INTERPRETATION, APPLICABLE LAWS AND TIME ZONE, VENUE, SEVERABILITY, AND SURVIVAL OF TERMINATION. This Agreement is to be interpreted according to its fair meaning and not strictly for or against any Party, and under California laws without giving effect to California's choice of law provisions that may result in the application of the laws of another jurisdiction. All dates and times stated in this Agreement shall be according to Pacific Time. All causes of action, actions, lawsuits, and proceedings arising out of, resulting from, or relating to this Agreement shall be adjudicated in state or federal court in Fresno County, California, provided that FCSS does not hereby waive any immunity to suit. If a court of competent jurisdiction holds any provision of this Agreement void, illegal, or unenforceable, this Agreement shall remain in full force and effect and shall be interpreted as though such invalidated provision is not a part of this Agreement and the remaining provisions shall be construed to preserve the Parties' intent in this Agreement. Any provision in this Agreement that by its nature applies after, or is specifically stated to survive, the termination of this Agreement shall survive the termination of this Agreement.

SECTION 7.3 INDEPENDENT CONTRACTOR, ASSIGNMENT, AND TRANSFER. Each Party is an independent contractor, and it and its officers, employees, and agents are not, and shall not represent themselves as, officers, employees, or agents of the other Party. This Agreement does not and shall not be construed to create an agency relationship, partnership, or joint venture between the Parties. Except as otherwise set forth in this Agreement, a Party shall not assign or transfer any or all of its obligations and/or rights under this Agreement, including by operation of law or change of control or merger, without the other Party's' prior written consent; however, this provision shall not be read or construed to prohibit FCSS from contracting with one or more third parties to provide all or a part of the Services.

SECTION 7.4 TRANSFER AND ASSIGNMENT OF MEDI-CAL BILLING RIGHTS. As to all Paid Services (not Direct Services) provided to Agency by FCSS under this Agreement, FCSS hereby transfers and assigns to Agency all legal and beneficial rights to submit claims to and receive all monetary payments/reimbursement from Medi-Cal for qualified credentialed school nurse services provided to Agency students pursuant to this Agreement subject to the LEA Medi-Cal Billing Option Program regulations.

SECTION 7.5 NOTICES. Except as may be specifically stated otherwise in this Agreement, each Party shall give any notices, demands, invoices, and all other communications required or permitted under this Agreement in writing and by one of the following methods to the other Party at the address, FAX number, and/or email stated on the Cover, delivery to be effective upon receipt thereof by the other Party: (A) hand delivery; (B) sent by a reputable overnight courier services that tracks the delivery; (C) sent by certified mail, return receipt requested, first class postage prepaid; or (D) sent by regular mail *and* transmitted by facsimile or e-mail; and, ***if to FCSS, a copy thereof, not to include invoices and***

communications regarding normal implementation of this Agreement, by facsimile to: Lead Legal Counsel at (559) 265-3054. A Party may change its contact person and/or contact information stated on the Cover by notifying the other Party of the particular change and the effective date thereof in accordance with this Section. The provisions of this Section shall survive the termination of this Agreement.

/ /

WCESD BOARD OF TRUSTEES

ITEM NO. VI.B.1
DATE: March 8, 2016

SUBJECT TITLE: INTERDISTRICT ATTENDANCE PERMITS

Action √ Discussion _____ Information _____

RECOMMENDATION

Ratify action on Interdistrict Attendance Permit request for the 2015-16 school year.

BACKGROUND

The Governing Board recognizes that parents/guardians of students who reside in one district may, for a variety of reasons, choose to enroll their child in a school in another district. The Board may enter into an agreement with any other school district for the interdistrict attendance of students who are residents of the districts. The agreement shall specify the terms and conditions under which interdistrict attendance is to be permitted or denied. Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee may approve or deny the permit subject to the terms and conditions of the interdistrict attendance agreement.

The district is not required to provide transportation beyond any school attendance area. However, upon request, the Superintendent or designee may authorize transportation for students living outside an attendance area to and from designated bus stops with the attendance area ifs space is available.

CONSIDERATION

The Superintendent or designee may approve an interdistrict attendance permit for a student for any of the following reasons when stipulated in the agreement:

1. When the student has been determined by staff of either the district of residence or district of proposed attendance to be a victim of an act of bullying as defined in Education Code 48900(r)
2. To meet the child care needs of the student
3. To meet the student's special mental or physical health needs as certified by a physician, school psychologist, or other appropriate school personnel
4. When the student has a sibling attending school in the receiving district, to avoid splitting the family's attendance
5. To allow the student to complete a school year when his/her parents/guardians have moved out of the district during that year
6. To allow the student to remain with his/her 8th grade graduating class
7. When the parent/guardian provide written evidence that the family will be moving into the district in the immediate future and would like the student to start the year in the district

8. When the student will be living out of the district for one year or less
9. When recommended by the School Attendance Review Board or by county child welfare, probation, or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence.
10. When there is valid interest in a particular educational program not offered in the district of residence.
11. To provide a change in school environment for reasons of personal and social adjustment.

The Superintendent or designee may deny initial requests for interdistrict attendance permits due to limited district resources, overcrowding of school facilities at the relevant grade level or other considerations that are not arbitrary.

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

WCESD BOARD OF TRUSTEES

ITEM NO. VI.C.1(a)
DATE: March 8, 2016

SUBJECT TITLE: CURRICULUM/INSTRUCTION/ASSESSMENT

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Approve the agreement between Fresno State; Kremen School of Education and Human Development Department of Curriculum & Instruction and Washington Colony ESD.

BACKGROUND

As specified in law, the power to contract is invested in the Governing Board, and, by Board action, the Superintendent has been delegated the power to enter into contracts on behalf of the district. However, to be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Governing Board. (Education Code 17604).

CONSIDERATION

Approve the agreement between Fresno State; Kremen School of Education and Human Development Department of Curriculum & Instruction and Washington Colony ESD in order to place student teachers from Fresno State.

FINANCIAL IMPACT:

"D. There shall be no monetary obligation on the Institution or Agency, one to the other"

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

FRESNO STATE

Kremen School of Education and Human Development

FEB 23 2016

February 19, 2016

Jesus Cruz
Superintendent
Washington Colony Elementary School District

Dear Jesus Cruz,

We are in the process of updating our agreements between Fresno State and the districts where we place student teachers. You are receiving an updated agreement because you currently have a student teacher in your district or have had them in the past.

If we have agreements in place, it is easier to place students in a timely manner.

If you can please review the document, fill in the appropriate information and then send (email or mail) the document back to us. Upon receiving a completed agreement, we will forward it to our Procurement Office here at Fresno State.

We look forward to working together to prepare our future teachers.

Sincerely,

Janine Quisenberry

Janine Quisenberry, Director
Professional Field Experiences
California State University, Fresno
5005 North Maple Avenue M/S ED2
Fresno, CA. 93740-8025
559.278.0315
Fieldplacements@csufresno.edu

Enclosure:
Washington Colony Elementary School District Agreement

AGREEMENT

BETWEEN

CALIFORNIA STATE UNIVERSITY, FRESNO

Kremen School of Education and Human Development
Department of Curriculum and Instruction

AND

Washington Colony Elementary School District
(Agency's Name)

THIS AGREEMENT is made and entered on February 16, 2016 pursuant to Education Code 89036, by and between the TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY, hereinafter called the "Trustees", on behalf of CALIFORNIA STATE UNIVERSITY, FRESNO, hereinafter called the "Institution", and Washington Colony Elementary School District called the "Agency".

WITNESSETH:

WHEREAS, the Institution provides an accredited health care or educational program, approved by the Trustees which requires clinical/education experience and the use of clinical/educational facilities; and

WHEREAS, the Agency has facilities and accredited supervisors suitable for providing clinical/educational experience for the Institution's program, and

WHEREAS, it is to the mutual benefit of the parties here to that students have opportunities to use the facilities of the Agency for their learning experience.

NOW, THEREFORE, in consideration of the covenants, conditions, and stipulations hereinafter expressed and in consideration of the mutual benefits derived therefrom, the parties hereto agree as follows:

I. AGENCY SHALL:

A. Provide facilities as presently available and as necessary for the development and maintenance of a clinical/educational experience for students of the program.

B. Maintain the Agency facilities used for the clinical/educational experience in such a manner that said facilities shall conform to all requirements of applicable State Boards, and/or Business and Professional Codes.

C. Assure that staff is adequate in number and quality to insure safe and continuous management of the student program in cooperation with the Institution's instructor.

D. Provide Instructors and students taking part in the field experience, whenever possible, other incidentals that may be mutually agreeable.

AGREEMENT BETWEEN THE CALIFORNIA STATE UNIVERSITY, CALIFORNIA STATE UNIVERSITY, FRESNO; **Kremen School of Education and Human Development** AND **Washington Colony Elementary School District**

E. Provide emergency first aid for any student who becomes sick or injured by conditions arising out of or in the course of said student's participation in the clinical experience at the Agency. Provide medical examinations or other protective measures that may be required by the Agency.

F. Have the right, after consultation with the Institution, to refuse to accept for further clinical/educational experience any of the Institution's students who in the Agency's judgment, are not participating satisfactorily.

II. INSTITUTION SHALL:

A. Designate the students who are enrolled in the program of the Institution to be assigned for clinical/educational experience at the Agency, in such numbers as are mutually agreed to by both parties.

B. Establish a rotational plan for the clinical/educational experience by mutual agreement between appropriate representatives.

C. Provide external supervision to the Agency, which will provide the necessary on-site supervision for the clinical/Educational experience program provided for under this agreement. Keep all attendance and academic records of students' participation in said program.

D. Advise every student to conform to all applicable Agency policies, procedures, regulations, and all requirements and restrictions specified jointly by representatives of the Institution and Agency.

E. In consultation and coordination with the Agency's representatives, plan for the clinical/educational experience to be provided to students under this agreement.

F. In consultation and coordination with the Agency's staff for periodic conferences between appropriate representatives of the Institution and Agency to evaluate the clinical/educational experience of the program.

III. GENERAL PROVISIONS:

A. Students are volunteers of the Agency and entitled to Worker's Compensation coverage. The Institution will provide Worker's Compensation coverage to students for injury or disease arising out of their use of the Agency's facility while participating in the Institution's program.

AGREEMENT BETWEEN THE CALIFORNIA STATE UNIVERSITY, CALIFORNIA STATE UNIVERSITY, FRESNO; **Kremen School of Education and Human Development** AND **Washington Colony Elementary School District**

B. Trustees shall be responsible for damages caused by the negligent acts of its officers, agents, and employees occurring in the performance of this agreement. Agency shall be responsible for damages caused by the negligent acts of its officers, agents and employees occurring in the performance of this agreement. It is the intention of the Institution and Agency that the provision of this paragraph be interpreted to impose on each party responsibility for the negligent acts of their respective officers, agents, and employees. Students will be responsible for their own professional liability insurance.

C. This Agreement shall become effective on the date of countersignature and shall continue to a period of five (5) years, provided however, it may be terminated by either party after giving the other party sixty (60) days advance written notice of its intentions to so terminate.

D. There shall be no monetary obligation on the Institution or Agency, one to the other.

E. This Agreement may at any time be altered, changed or amended by mutual agreement of the parties in writing. Additionally, this Agreement is not legal and binding upon any of the parties concerned until signed on behalf of the Trustees of the Institution, and the Agency.

Any written notice given under this Agreement shall be sent by registered mail to each address bellow:

Agency Name & Address:
Washington Colony Elementary School District
130 E. Lincoln Ave.
Fresno, CA 93706
(559)233-0706

Dept. Name & Address:
California State University, Fresno
Procurement & Support Services
5150 N. Maple Ave., M/S JA111
Fresno, CA 93740-8026
(559) 278.2111

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties hereto, the day and year first above written.

INSTITUTION

CALIFORNIA STATE UNIVERSITY, FRESNO

By_____
Brian Cotham Date

Title: Director of Procurement

By_____
Lisa Kao Date

Title: Associate Director, Environmental Health & Safety and Risk Management

AGENCY

_____

By_____
Date

Name: _____

WCESD BOARD OF TRUSTEES

ITEM NO. VI.C.1(b)
DATE: March 8, 2016

SUBJECT TITLE: CURRICULUM/INSTRUCTION/ASSESSMENT

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Approve the Sierra Outdoor School 6th grade Camp between Clovis Unified School District and Washington Colony Elementary School District for the 2016-17 school year.

BACKGROUND

As specified in law, the power to contract is invested in the Governing Board, and, by Board action, the Superintendent has been delegated the power to enter into contracts on behalf of the district. However, to be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Governing Board. (Education Code 17604).

CONSIDERATION

The Governing Board believes that, all students have the right to be educated in a positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon rights of others or interfere with the school program while on school grounds, while going to or coming from school, while at school activities, and while on district transportation. Washington Colony 6th grade students projected (43) and 6th grade teachers (3) and Adult Chaperones (4) will be attending the 6th grade educational over-night camp field trip at the Sierra Outdoor School (Located at 15700 Old Oak Ranch Road Sonora CA 95370) scheduled for January 25-27, 2017.

FINANCIAL IMPACT:

$175 per student and teacher participant

FUNDING SOURCE:

General Fund (0100) – Supplemental and Concentration Grants
School-wide

Moved by _____ Second _____

Vote:
Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

CLOVIS UNIFIED SCHOOL DISTRICT
SIERRA OUTDOOR SCHOOL
Janet Young, Ed.D., Superintendent
15700 Old Oak Ranch Road, Sonora, California 95370

AGREEMENT

THIS AGREEMENT, is made and entered into between CLOVIS UNIFIED SCHOOL DISTRICT (hereinafter "CUSD") and (hereinafter "Group/School/District").

Washington Colony

WITNESSETH

WHEREAS, CUSD operates an outdoor education facility known as the Sierra Outdoor School ("SOS"), which is located at 15700 Old Oak Ranch Road, Sonora, California 95370. The SOS has available lodging and teaching facilities for students to learn about nature and the environment.

WHEREAS, CUSD desires to make available and Group/School/District desires to have its students or members ("participants") use the SOS' lodging and teaching facilities for the purpose of teaching them about nature and the environment and other educational purposes.

WHEREAS, it is mutually beneficial for CUSD and Group/School/District to have the arrangement as set forth in this Agreement.

NOW, THEREFORE, BE IT AGREED AS FOLLOWS:

I. GROUP/SCHOOL/DISTRICT SHALL:

A. Provide transportation for its participants and personnel to and from the SOS, and to and from classes and activities while at the SOS in accordance with a schedule to be formulated by the Director of the SOS or his or her designee, and the Group/School/District. Provide one vehicle (i.e., automobile or van) that could be used if someone has to leave unexpectedly or be transported for medical care.

B. Provide one teacher/supervisor per class during the period that its participants attend the SOS.

C. Provide adult chaperones during the period that its students are in attendance at the SOS at a minimum ratio of one adult to ten students (1:10) in addition to the classroom teacher, group leader or supervisor.

D. Pay a $1.00 lab fee per participant for owl pellets and a $1.00 lab fee per participant for arrow heads class if these classes are selected during the schools visit.

E. Cooperate with the SOS's staff in availing the teachers, supervisors and adult chaperones of the necessary pre-attendance planning or post-attendance follow-up to ensure that the objectives of the program are carried out.

F. Ensure that participants are equipped with suitable clothing and bedding while attending said program.

G. Ensure that each person attending the SOS has received all immunizations required by the California Health and Safety Code, including but not limited to those set forth in Sections 3380 et seq. and 120325 et seq., and that each person has no disease or health condition which is contagious or communicable to other persons.

H. Provide, at its own expense throughout the term of this Agreement, general liability insurance that provides coverage for bodily injury, property damage, and personal injury arising out of the actual or alleged acts, omissions or negligence of Group/School/District and/or its officers, employees, agents, students, or volunteers relating to this Agreement. Such insurance coverage shall be in an amount equal to the greater of (1) the insurance currently maintained by Group/School/District or (2) $1,000,000 per occurrence for bodily injury, property damage and personal injury. CUSD and its Board of Trustees and members thereof, officers, employees, agents and volunteers shall be named as additional insureds on the general liability insurance. Group/School/District shall also ensure that insurance coverage is provided for all vehicles and automobiles that will be used for transportation at the SOS in an amount of not less than One Million Dollars ($1,000,000) per occurrence.

I. Provide SOS with the projected number of participants as indicated on the signature page of this Agreement and agree that the Group/School/District will be responsible for payment for no less than 95 percent of the projected number of participants, in the event that the actual numbers of participants are less then 100% of the projected numbers.

J. Request, in writing, at least 30 days prior to arrival, space for additional participants. These requests will be granted as space is available.

K. Make payment for the actual number of participants or 95% of projections for the Group/School/District who will attend the SOS within (30) days of receipt of billing by CUSD.

L. NOTIFY THE SOS (30) DAYS BEFORE THE SCHEDULED ATTENDANCE DATE OF THE ACTUAL NUMBER OF PARTICIPANTS, INCLUDING A COMPUTER GENERATED LIST FROM THE GROUP/SCHOOL/DISTRICT'S CLERK IDENTIFYING ANY FREE OR REDUCED STUDENTS. IF PARTICIPANT NUMBERS FALL TO OR BELOW 95% OF PROJECTIONS LISTED ON THIS AGREEMENT, THE BILLING WILL REFLECT A RATE ASSESSED BASED ON NO MORE THAN 95% OF ORIGINAL PROJECTED NUMBERS.

M. Indemnify, defend and hold harmless CUSD and its Board of Trustees and members thereof, officers, employees, agents and volunteers from and against actions, causes of action, damage, liability, loss, claims, costs and expenses, including attorney's fees and costs, for damages to property or injuries to person arising out of the acts or omissions of the Group/School/District and/or its officers, employees, agents, volunteers or students related to this Agreement.

N. Ensure that all Group/School/District employees, agents and volunteers who will be at SOS have complied with finger printing and background checks as required by applicable laws, including but not limited to Education Code sections 45125 et seq.

O. Provide the special education, related services, supplementary aids and services, accommodations, and/or modifications required by the Individuals with Disabilities Education Act ("IDEA"), its implementing regulations, and related California law and regulations, and/or Section 504 of the Rehabilitation Act of 1973 ("Section 504"), as specified in the individualized education program ("IEP") or Section 504

Plan or Medical Care Plans of its participants. Also any transportation as required by a participant's IEP or Section 504 Plan or Medical Care Plan shall be provided to and from the SOS. and to and from scheduled SOS classes and activities by the Group/School/District.

P. Due to CUSD's waiting list, return a signed copy of this Agreement before **3-31-16** to maintain an existing time slot. Failure to do so before this date may result in a forfeiture of the time slot. In the event that the Group/School/District is waiting for school board approval and is unable to return the Agreement by the specified date, a **$1000.00 non-refundable deposit must be received by SOS by 3-31-16 to reserve the time slot for 30 days.** This deposit will be applied to the invoice at the completion of your stay.

II. CUSD SHALL:

A. Where requested, provide a program in outdoor science, conservation, and environmental education in accordance with standards as set forth by the California State Department of Education.

B. Provide, at its own expense throughout the term of this Agreement, general liability insurance that provides coverage for bodily injury, property damage, and personal injury arising out of the actual or alleged acts, omissions or negligence of CUSD and/or its officers, employees, agents, students, or volunteers relating to this Agreement. Such insurance coverage shall be in an amount equal to the greater of (1) the insurance currently maintained by CUSD or (2) $1,000,000 per occurrence for bodily injury, property damage and personal injury.

C. Provide basic first aid supplies for participants and other personnel of the Group/School/District during the period they are attending the SOS.

D. Have the sole discretion to prohibit or exclude any person from the SOS for health or safety reasons, including but not limited to communicable or contagious diseases, disciplinary problems, or other acts or conditions which in CUSD's determination threatens the health or safety of other persons attending the SOS.

E. Where requested, provide food and food services for participants during their stay at the SOS (Monday through Sunday).

F. Provide an instructional packet for the Group/School/District prior to arrival at the SOS. This packet will include instructions, a map, clothing and equipment lists. This information is available online at www.clovisusd.k12.ca.us/SOS.

G. Indemnify, defend and hold harmless Group/School/District and its officers, employees, agents and volunteers from and against actions, causes of action, damage, liability, loss, claims, costs and expenses, including attorney's fees and costs, for damages to property or injuries to person arising out of the acts or omissions of CUSD and/or its officers, employees, agents, volunteers or students related to this Agreement.

III. PAYMENT AND ADMINISTRATIVE FEE.

A. In consideration for the services performed, the Group/School/District agrees to pay CUSD a per participant fee of

$ **175.00**

for the actual cost of providing an instructional program, use of facilities, and for continuing capital outlay expenditures, maintenance, and other costs of the program pursuant to sections 8763 and 8764 of the California Education Code.

B. RESERVATIONS ARE MADE A YEAR IN ADVANCE TO LOCK IN SPECIFIC DATES. IF THE GROUP/SCHOOL/DISTRICT'S PROJECTED PARTICIPANT NUMBERS FALL TO OR BELOW 95%, IT WILL BE BILLED BASED ON 95% OF THE NUMBERS LISTED ON THIS AGREEMENT AT SIGNING.

C. AN ADMINSTRATIVE FEE, AS SET FORTH BELOW, SHALL BE CHARGED TO AND PAID BY THE GROUP/SCHOOL/DISTRICT FOR TERMINATING THIS AGREEMENT AND/OR CANCELING ITS PARTICIPATION AT THE SOS UNDER THIS AGREEMENT. TERMINATION RATES ARE BASED ON THE NUMBER OF CALENDAR DAYS BETWEEN THE DATE SOS RECEIVES NOTICE OF THE TERMINATION OR CANCELLATION AND THE DATE OF THE GROUP/SCHOOL/DISTRICT'S SCHEDULED ARRIVAL AT THE SOS.

TERMINATION	RATE (COST BASED ON PROJECTED NUMBER OF PARTICIPANTS)
360-121 DAYS	$1000.00
120-91 DAYS	50% OF PROJECTED COST BASED ON PROJECTED NUMBER OF PARTICIPANTS
90-61 DAYS	65% OF PROJECTED COST BASED ON PROJECTED NUMBER OF PARTICIPANTS
60-31 DAYS	80% OF PROJECTED COST BASED ON PROJECTED NUMBER OF PARTICIPANTS
30 DAYS OR LESS	100% OF PROJECTED COST BASED ON PROJECTED NUMBER OF PARTICIPANTS

D. IF THE GROUP/SCHOOL/DISTRICT'S TRANSPORTATION CARRIER ELECTS NOT TO TRANSPORT ITS PARTICIPANTS TO THE SOS, AN ADDITIONAL BUS FEE WILL BE ASSESSED. BUS FEES ARE SUBJECT TO CHANGE BASED ON DURATION AND MILEAGE.

IV. TERMS AND TERMINATION OF AGREEMENT.

This Agreement is effective **3-31-16** and shall continue until the Group/School/District's departure from the SOS, or until termination of this Agreement by either party, whichever is earlier. Either party may terminate this Agreement upon written notice to the other party. An administrative fee shall be assessed against the Group/School/District as set forth in Article III.

V. ADDITIONAL PROVISIONS.

A. Assignment. This Agreement shall not be assignable by the Group/School/District without the written consent of CUSD, except to a successor in interest.

B. Entire Agreement. This Agreement represents the total and complete understanding of the parties regarding the subjects set forth herein. Any other oral understandings or prior understandings shall have no force or effect.

C. Amendment of Agreement. This Agreement cannot be changed or supplemented orally and may be modified or suspended only by written instrument executed by the parties.

D. Authorized Signatories. The signatories of this Agreement warrant that they represent the respective parties herein and are authorized to commit to all provisions in this Agreement on behalf of the respective parties.

E. Modification of Program. CUSD RESERVES THE RIGHT TO MODIFY A GROUP/SCHOOL/DISTRICT'S PROGRAM IN THE EVENT THAT THE GROUP/SCHOOL/DISTRICT ARRIVES LATE AT THE SOS.

F. Limit on Participants. Due to space availability, CUSD reserves the right to limit the number of adult participants, in excess of the 1:10 ratio set forth in Section I.C., wishing to attend from a Group/School/District if the number of students or minor participants attending during the reservation period is significantly higher than the projected participant numbers listed in this Agreement at the time of signing. Paragraph J of Section I outlines the procedure for bringing additional students over the number indicated on the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement of the day and year set forth herein below.

CLOVIS UNIFIED SCHOOL DISTRICT

Dated: 2-24-2016

By: Michael Olenchalk

Michael Olenchalk, Director
Sierra Outdoor School

SCHOOL YEAR: 2016-2017

DATES OF ATTENDANCE AT THE SIERRA OUTDOOR SCHOOL: Jan. 25 - 27

Please complete the information below

FORMS NOT COMPLETEDLY FILLED OUT WILL BE RETURNED

GRADE LEVEL (Circle) K 1 2 3 4 5 (6) 7 8

Projected Number of Student Participants 43

Number of Chaperones (1:10 Ratio) 4
Number of Teachers/Admin 2

Teacher/Contact Osa Martinez
(Print)
Teacher/Contact E-mail osamartinez@washingtoncolony.org

Contact Phone Number (559) 233-0706
Authorization:

Participant Fee **$175.00**

Governing Board/Business Manager/Principal

Of Washington Colony Elementary School District
Group/School/District
Title Superintendent

By Jesus Cruz
Print Signatory's Name

Authorized Signature

Date Signed

Governing Board Approval Date

PLEASE SIGN AND RETURN A COPY OF THIS AGREEMENT BY MAIL OR FAX TO:

SIERRA OUTDOOR SCHOOL
15700 OLD OAK RANCH ROAD
SONORA, CALIFORNIA 95370
FAX (209) 532-4196
QUESTIONS? (209) 532-3691

Billing Address:

Name/School Washington Colony

School District Washington Colony ESD

Address 130 East Lincoln Avenue

City/State/Zip Fresno, CA 93706

Phone (559) 233-0706

Fax (559) 233-9583

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Notes

Receipt Stamp