ROUTINE ITEMS

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT

Board of Trustees
Bob Dack, President
Gary Chavez, Clerk

Liz Faccinto, Member
Pete Mathew, Member
Rene Mendoza, Member

Secretary
Jesus Cruz, Superintendent/Principal

Regular Meeting AGENDA

Tuesday, December 12, 2017, 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. Annual Organizational Meeting

A. Election of the Board President

Nominations and Election of the Board President

B. Election of Board Clerk

Nominations and Election of Board Clerk

C. Appointment of Secretary to the Board

Appoint Superintendent as Secretary to the Board

D. Authorized Signature Permit

Authorize officer/member/employees/to sign orders in the name of the Governing Board.

E. Regular Meeting Schedule for 2018

Schedule Day, Time, and Place of Regular Meetings for 2018.

F. Voting Representative – Fresno County Committee on School District Organization

Appoint Board member as a "Voting Representative" for the Fresno County Committee on School District Organization

V. Routine Items

A. Approve Agenda

Approve agenda for the December 12, 2017 Regular Board Meeting.

B. Adopt Minutes

1. November 14, 2017 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

VI. Reports/Discussion/Information

A. Administration/Business/Governance

1. Board History – J. Cruz

2. Budget Report*

a) LCFF and 1st Interim Report*

3. Financial Report(s)*

4. Educator Effectiveness Professional Development Plan**

5. Policy Review

BP 3311 Bids
AR 3311 Bids
BP 3311.1 Uniform Public Construction Cost Accounting Procedures
AR 3311.1 Uniform Public Construction Cost Accounting Procedures

6. Superintendent's Report*

a) CA School Dashboard Update **
b) LCAP Update**
c) Facility Restroom Repair Update **

B. Personnel/Students

1. ADA/Enrollment Report*

2. Suspension Report* – E. Diaz

**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.*

VII. Action Items

A. Administration/Business/Governance

1. 1st Interim Budget Report

Approve 1st Interim Budget Report for the period ending October 31st, 2017.

2. Appointment of the 2 Directors to the Easton Community Water System Authority

Appoint 2 Directors in accordance with paragraph 3.5.2 of the Joint Exercise of Powers Agreement for the Creation of the Easton Community Water System Authority.

3. Warrants

Review and Ratify Warrants paid for the period November 1 – November 30, 2017.

4. Nominations for CSBA Delegate Assembly

Consider nominating one or more board members within geographical subregion 10-B.

5. Contract/Service Agreements

a) Statement of Work Service Agreement

Ratify the Statement of Work Service Agreement between CDW Government LLC and Washington Colony Elementary School District for the Interactive White Board installation.

B. Personnel/Students

1. Interdistrict Attendance Permits

Ratify action on Interdistrict Attendance Permit for the 2017-18 school year.

C. Curriculum/Instruction/Assessment

1. Interactive SMART Boards

Ratify the Interactive SMART Boards fee proposal and purchase.

VIII. 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
Unrepresented Employee(s): District Classified Employees

Government Code section 54957
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Superintendent

IX. Reconvene

X. Adjournment

WCESD BOARD OF TRUSTEES

ITEM NO. IV
DATE: DECEMBER 12, 2017

SUBJECT TITLE: ANNUAL ORGANIZATIONAL MEETING

Action _____ Discussion _____ Information ___√___

BACKGROUND

The Board shall hold an annual organizational meeting within the time limits prescribed by law. (Education Code 35143)

At this meeting the Board shall:

1. Elect a president and a clerk from its members. *Superintendent Jesus Cruz presides at the organization meeting and accepts nominations for the position of President of the Board. After the President is elected, the President presides and accepts nominations for Clerk of the Board.*
2. Appoint a secretary to the Board
3. Authorize signatures
4. Develop a schedule of regular meetings for the year
5. Designate Board representatives

Moved by _____ Second _____

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

WCESD BOARD OF TRUSTEES

ITEM NO. IV.A
DATE: DECEMBER 12, 2017

SUBJECT TITLE: ELECTION OF BOARD PRESIDENT

Action ___√___ Discussion _____ Information _____

BACKGROUND

The president shall preside at all Board meetings. He/she shall:

1. Call the meeting to order at the appointed time
2. Announce the business to come before the Board in its proper order
3. Enforce the Board's policies relating to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference
5. Explain what the effect of a motion would be if it is not clear to every member
6. Restrict discussion to the question when a motion is before the Board
7. Rule on issues of parliamentary procedure
8. Put motions to a vote, and state clearly the results of the vote
9. Be responsible for the orderly conduct of all Board meetings

The president shall perform other duties in accordance with law and Board policy including, but not limited to:

1. Signing all instruments, acts and orders necessary to carry out state requirements and the will of the Board
2. Consulting with the Superintendent or designee on the preparation of the Board's agendas
3. Working with the Superintendent to ensure that Board members have necessary materials and information
4. Subject to Board approval, appointing and dissolving all committees
5. Calling such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law
6. Representing the district as governance spokesperson, in conjunction with the Superintendent

Nominee: _____

Nominated by _____ Second _____

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

WCESD BOARD OF TRUSTEES

ITEM NO. IV.B
DATE: DECEMBER 12, 2017

SUBJECT TITLE: ELECTION OF BOARD CLERK

Action ___√___ Discussion _____ Information _____

BACKGROUND

1. The duties of the clerk shall be to:
2. Certify or attest to actions taken by the Board when required
3. Maintain such other records or reports as required by law
4. Sign the minutes of Board meetings following their approval
5. Sign documents on behalf of the district as directed by the Board
6. Serve as presiding officer in the absence of the president
7. Perform any other duties assigned by the Board

Nominee: _____

Nominated by _____ Second _____

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

WCESD BOARD OF TRUSTEES

ITEM NO. IV.C
DATE: DECEMBER 12, 2017

SUBJECT TITLE: APPOINTMENT OF SECRETARY TO THE BOARD

Action ___√___ Discussion _____ Information _____

BACKGROUND

The Governing Board shall appoint the Superintendent to serve as secretary to the Board. The secretary to the Board shall be responsible for maintaining an accurate and complete record of all Board proceedings and shall:

1. Prepare, distribute and maintain the Board agenda
2. Record, distribute and maintain the Board minutes
3. Maintain Board records and documents
4. Conduct official correspondence for the Board
5. As directed by the Board, sign and execute official papers
6. Perform other duties as assigned by the Board

Moved by _____ Second _____

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

WCESD BOARD OF TRUSTEES

ITEM NO. IV.D
DATE: DECEMBER 12, 2017

SUBJECT TITLE: AUTHORIZED SIGNATURE PERMIT

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Authorize the President of the Board, the Clerk of the Board, and the District Superintendent to sign orders in the name of the governing board.

BACKGROUND

The Governing Board may authorize one or more officers and/or employees of the district to sign orders in the name of the governing board. Following the authorization of these individuals, a majority of the remaining members of the governing board are authorized to sign orders in the name of the governing board.

Moved by _____ Second _____

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

fresno county
office of education

Jim A. Yovino
Superintendent

Authorized Signature Permit

Return to: Jamie Perry, Senior Director
District Financial Services
Fresno County Office of Education
1111 Van Ness Avenue
Fresno, CA 93721-2000

Dear Ms. Perry:

Pursuant to Education Code Sections 42632 and 42633, at a regular meeting of the Governing Board of the Washington Colony Elementary School District, held on 12 day of December, 20 17:

1. The following person(s) who is/are an officer(s) or employee(s) of the above-referenced school district and whose signature(s) appear(s) opposite of his/her name below, was/were authorized to sign orders in the name of the said governing board:

Type or print here:	**Signature:**
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____

2. A majority of the following members of the governing board of the above-referenced school district and whose signatures appear opposite of the corresponding names were authorized to sign orders in the name of the said governing board.

Type or print here:	**Signature:**
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____
5. _____	5. _____
6. _____	6. _____
7. _____	7. _____

Rubber stamp signatures or machine signatures authorized for use on maintenance checks and/or registers Yes ___ No X. Only such facsimile signatures may be used, which have met the requirements of Government Code 5501 (copy enclosed). I certify this requirement has been met.

Sample(s) of such signature: _____

By order of the Governing Board of Washington Colony Elementary School District of Fresno County, California.

_____ _____
Clerk of the Board Date

07/03/13

EDUCATION CODE 42632

Each order drawn on the funds of a school district shall be signed by at least a majority of the members of the governing board of the district, or by a person or persons authorized by the governing board to sign orders in its name. No person other than an officer or employee of the district shall be authorized to sign orders.

EDUCATION CODE 42633

The governing board of each school district shall be responsible for filing or causing to be filed with the county superintendent of schools the verified signature of each person, including members of the governing board, authorized to sign orders in its name. Except for districts determined to be fiscally accountable pursuant to Section 42650, no order on the funds of any school district shall be approved by the county superintendent of schools unless the signatures are on file in his office and he is satisfied that the signatures on the order are those of persons authorized to sign the order.

GOVERNMENT CODE 5501

Any authorized officer may, after filing with the Secretary of State his manual signature certified by him under oath, execute or cause to be executed with a facsimile signature in lieu of his manual signature:

(a) Any public security, provided that at least one signature required or permitted to be placed thereon shall be manually subscribed; and
(b) Any instrument of payment.

Upon compliance with this section by the authorized officer, his facsimile signature has the same legal effect as his manual signature.

WCESD BOARD OF TRUSTEES

ITEM NO. IV.E
DATE: DECEMBER 12, 2017

SUBJECT TITLE: REGULAR MEETING SCHEDULE FOR 2018

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Schedule the day, time and place of regular meetings for 2018.

Day: 2nd Tuesday of each month

Time: 6:30 p.m.

Place: Washington Colony Elementary School, Room M-5

BACKGROUND

As part of the Annual Organizational Meeting, the Board must establish a schedule of regular meetings for the year. Board Bylaws currently establish regular meetings as follows: "The Board shall hold one (1) regular meeting each month. Regular meetings shall be held at 6:30 p.m. on the 2nd Tuesday of each month in Room M-5 at Washington Colony School, 130 East Lincoln Avenue, Fresno (Easton).

It is also recommended to hold an additional regular board meeting the last Tuesday of June 2018 for Budget/LCAP adoption. The meeting shall be held at 6:30 p.m. on Tuesday June 26, 2017 at 6:30 p.m. in Room M-5 at Washington Colony School.

Moved by _____ Second _____

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

WCESD BOARD OF TRUSTEES

ITEM NO. IV.F
DATE: DECEMBER 12, 2017

SUBJECT TITLE: VOTING REPRESENTATIVE – FRESNO COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

Action ___√___ Discussion _____ Information _____

BACKGROUND

As part of the Annual Organizational Meeting, the Board must appoint one of its members as a "Voting Representative" for the Fresno County Committee on School District Organization. Additionally, the Board has the option to appoint an "Alternate Representative."

Nominee: _____

Nominated by _____ Second _____

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

fresno county
superintendent of schools

Jim A. Yovino
Superintendent

Via Email

To: School District and Community College District Governing Boards
c/o Superintendents and Chancellors

From: Benjamin C. Rosenbaum, Legal Counsel

Date: November 3, 2017

Re: Appointment of Board Member Voting Representative for Fresno County Committee on School District Organization Elections

This memorandum is sent on behalf of the Fresno County Superintendent of Schools and serves as a courtesy reminder regarding your governing board's duty to appoint one of its members to be a voting representative who will vote on behalf of the district in the next Fresno County Committee on School District Organization ("FCCSDO") election. California Education Code section 35023 applies to a school district and section 72403 applies to a community college district. A copy of these statutes is attached for your information.

Based on the above-listed statutes, **at your annual organizational meeting** in December your district's governing board must select a board member to be your district's voting representative who will represent the district in the next election of FCCSDO members. Additionally, pursuant to FCCSDO policy, your board may also select a second governing board member to serve as your district's alternate representative should your selected representative be unable to perform the task of voting. Attached, please find voting representative certificates for your use. The selection of your voting representative(s) should be done by a nomination and vote of your board as an action item during your annual organizational meeting.

The role of your voting representative will be to attend the Fresno County School Trustees' Association dinner meeting in October and vote, on behalf of the district, for persons seeking election to the FCCSDO. The failure of your designated voting representative or the designated alternate to attend the meeting will prevent the district from participating in the election.

Immediately following your annual organizational meeting, please complete and return both of the enclosed voting certificates to:

Fresno County Superintendent of Schools
Attn: Angela Bowlin
1111 Van Ness Avenue
Fresno, CA 93721

If you have any questions, please contact FCCSDO staff at (559) 497-3798.

Enclosures: Voting Representative Certificates
California Education Code sections 35023 and 72403
L:\wdocs\lgldocs\00600\100\00095760.DOCX

2017
VOTING REPRESENTATIVE CERTIFICATE

Representative _____

District Name _____

(The above board member will vote on Fresno County Committee on School District Organization candidates at the next election that will be held in the Fall of 2018 - Ed. Code §§ 35023, 72403)

Signature _____
(Clerk)

2017
ALTERNATE VOTING REPRESENTATIVE CERTIFICATE

Alternate
Representative _____

District Name _____

(Should the District's Voting Representative not be available, the board member named above will vote on Fresno County Committee on School District Organization candidates at the next election that will be held in the Fall of 2018 - Ed. Code §§ 35023, 72403)

Signature _____
(Clerk)

State of California

EDUCATION CODE

Section 35023

35023. The governing board of each school district of every kind or class shall annually at its initial meeting select one of its members as its representative who shall have one vote for each member to be elected to the county committee provided by Article 1 (commencing with Section 4000) of Chapter 1 of Part 3. The secretary or clerk of the district shall furnish the county superintendent of schools with a certificate naming the representative selected by the board.

(Amended by Stats. 1987, Ch. 1452, Sec. 183.)

State of California

EDUCATION CODE

Section 72403

72403. The governing board of each community college district shall annually at its initial meeting select one of its members to serve as its representative for purposes of Article 1 (commencing with Section 4000) of Chapter 1 of Part 3. The representative selected pursuant to this section shall have one vote for each member to be elected to the county committee pursuant to Article 1 (commencing with Section 4000) of Chapter 1 of Part 3.

(Added by Stats. 1983, Ch. 1095, Sec. 5. Effective September 27, 1983.)

WCESD BOARD OF TRUSTEES

ITEM NO. V.A
DATE: DECEMBER 12, 2017

SUBJECT TITLE: APPROVE AGENDA

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Approve agenda for the December 12, 2017, 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:_____

WCESD BOARD OF TRUSTEES

ITEM NO. V.B.1
DATE: DECEMBER 12, 2017

SUBJECT TITLE: ADOPT MINUTES

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Adopt minutes of the November 14, 2017 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
Gary Chavez, Clerk

Liz Faccinto, Member
Pete Mathew, Member
Rene Mendoza, Member

Secretary
Jesus Cruz, Superintendent/Principal

Regular Meeting MINUTES

Tuesday, November 14, 2017, 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

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I. Call to Order

The November 14, 2017 Regular Board Meeting was called to order at 6:34 p.m. by Gary Chavez, Board Clerk.

II. Roll Call

Members Present: Gary Chavez, Pete Mathew, Rene Mendoza; member(s) absent: Bob Dack , Liz Faccinto

III. Pledge of Allegiance

The Pledge of Allegiance was led by Rene Mendoza.

IV. Routine Items

A. Approve Agenda

The agenda for the November 14, 2017 Regular Board Meeting was approved on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

B. Adopt Minutes

1. October 10, 2017 Regular Board Meeting

The minutes of the October 10, 2017 Regular Board Meeting were adopted on a motion by Rene Mendoza, seconded by Pete Mathew. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

C. Public Comment/Board Comment

Mr. Cruz: Introduction of Mrs. Espinoza 3rd grade teacher present at the meeting as School Site Counsel member.
Pete Matthew: asked for a moment of silence of what had occurred today regarding a lockdown at a school northern California and thinking of what families and the board members are going through.

D. Correspondence

Mr. Cruz: provided correspondence to the Board regarding the Fresno County School Trustees Association meeting dinner scheduled for January 16, 2018 in Selma High School. The Board was informed about the Educator of the Year Nominees Ceremony scheduled for November 16, 2017.

V. Reports/Discussion/Information

A. Administration/Business/Governance

1. Board History – J. Cruz

The Board reviewed excerpts from the minutes of meetings held November 16, 1967.

2. Financial Report(s)*

Cash and County Treasury Report for October 2017 – Written Reports

3. Special Education Presentation** – E. Diaz

Mrs. Evelyn Diaz: Provided a PowerPoint presentation indicating actions and resources for monitoring and implementing Instructional/Behavioral Interventions and pre-referral procedures for students with special instruction needs. Mrs. Diaz also indicated that this year 2017-18 the Washington Colony Special Education program is under CDE review in order to meet compliance for the past 3 years (2013-14, 2014-15, 2015-16). Mrs. Diaz and the SPED team are working together on this CDE SPED review; CDE review includes, policies, local plan, budget and fiscal documentation. There will be an implementation of a new PIR improvement plan for the statewide assessments and targeting the improvement of academic performance for students with disabilities. The plan includes Special Education teachers working with General Education Teachers, attending a training, implement a pre-referral process and academic support. Emphasis will be placed on the SPED and Student Study Team referral process to provide student support.

4. PBIS Presentation**– E. Diaz

Mrs. Evelyn Diaz: Provided a PowerPoint presentation regarding the Positive Behavior Interventions and Supports (PBIS). Mrs. Diaz indicated this is the 3rd year that the district has implemented PBIS. She added that PBIS is a 3-Tier program. This year Washington Colony is implementing the 3rd Tier.
Tier 1: PBIS Signs, PBIS store, Passport Day, Weekly raffle and assemblies, Newsletter (PBIS Corner), Perfect Attendance competition, and Cafeteria Attendance Data Wall.
Tier 2: Focus on Positive interventions, (Check-in/Check-out), Small group support with social skills, implement the Second Step curriculum for Social Emotional situations for grades K, 2, 3 and 7.
Tier 3: Focus on Individual Counseling, Mental Health, Behavioral contracts, Behavior Intervention Plan, Structured Individual Schedule, Home visits with TIP officer, Structured recess and lunch, lunchtime games that involves the PBIS Team.

5. Superintendent's Report**

a) California Uniform Construction Cost Accounting Commission CUCCAC information**
Mr. Cruz: Provided information to the Board regarding the California Uniform Public Construction Cost Accounting act and its benefits for increasing the public project work threshold amounts. The Act is voluntary program that is available to all public entities in the State. The Act allows for public projects work in the amount of $45,000 or less to be performed by public agency's force account, by negotiated contract, or by purchase order (section 22032 (a). Public projects in the amount of $175,000 or less can use the informal bidding procedures in the Act. It was also mentioned that public projects at a cost of $175,000 shall use formal bidding procedures. Mr. Cruz indicated that the district would be able to generate a list of contractors and choose from that list once a resolution is approved by the Board. Mr. Cruz will be working on bringing more information to the Board and put together the Resolution for Public Construction Cost Accounting procedures and informal bidding for projects that cost more that $15,000.

b) Educator of the Year Nominees for 2016-17 update**
Mr. Cruz: provided information to the Board for the upcoming FCOE Educator of the Year Nominees event. This year WC nominees for the 2016-17 school year are Music Teacher, Carly Ervin and Employee, Cynthia Yamagiwa.

c) Aeries Parent Portal update**
Mr. Cruz: Informed the board about the new Aeries Parent Portal for parents of students in grades 6th – 8th. As part of LCAP Goal 3 regarding the increase of parent involvement, Parents will be able to get additional information on students' weekly grades and attendance. Parents will

create an Aeries Parent Portal account on their own with the information provided at parent/teacher conferences and if parents need additional assistance, the school will provide a Parent Portal help session on Wednesday November 29 at 6:00pm in the school cafeteria during parent workshop night.

6. FCOE Innovation Grant Award Recognition update**

Mr. Cruz: mentioned that Ms. Gray Mrs. Gray submitted a project proposal "Photography Expression" for the FCOE Innovation Grant and she was awarded the $1000 to purchase digital cameras.
"Photography Expression will introduce students to photography, editing, and digital cameras and their use.

B. Personnel/Students

1. ADA/Enrollment Report*

Enrollment reported at 441 for the month of November 2017.

2. Suspension Report*

No suspensions were reported.

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. Annual Organizational Meeting of the Governing Board

The Board adopted Resolution No. 17/18-04 in the Matter of Setting the Date of the Annual Organizational Meeting of the Board on a motion by Rene Mendoza, seconded by Pete Mathew. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

2. Warrants

The Board reviewed and ratified Warrants paid for the period October 1 – October 31, 2017 on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

3. Contract/Service Agreements

a) CSBA Policy Development Workshop Agreement

The Board approved the CSBA Policy Development Workshop Agreement on a motion by Pete Mathew, seconded by Rene Mendoza.

(Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

b) CSBA Manual Maintenance Service Agreement

The Board approved the CSBA Manual Maintenance Service Agreement on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

4. 2017 – 2018 Amended Child Development Contract

The Board ratified the amended Child Development Contract for 2017 – 2018 on a motion by Rene Mendoza, seconded by Pete Mathew. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

5. Infinity Communications and Consulting, Inc. Agreement

The Board approved the master agreement between Infinity Communications & Consulting, Inc. and Washington Colony ESD for Professional Services with the Category One E-Rate program on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

6. Consideration of Approval of Gas and Electric Extension Agreement with Pacific Gas and Electric Company relating to Washington Colony Pump Project

The Board approved the Gas and Electric Extension Agreement with Pacific Gas and Electric Company relating to the Washington Colony Pump project on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

B. Personnel/Students

1. Approval of Fresno County Plan For Providing Educational Services to Expelled Youth

The Board adopted Resolution No. 17/18-05: A Resolution to Approve the Fresno County Plan for Providing Educational Services to Expelled Youth for the Years 2018-2021 on a motion by Rene Mendoza, seconded by Pete Mathew. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

2. Resignation

The Board ratified Superintendent's acceptance of resignation from Nancy Lopez (Part-time 6 hours Instructional RSP Aide) on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

3. Interdistrict Attendance Permits

Ratify action on Interdistrict Attendance Permit for the 2017-18 school year.
None to Report

VII. Closed Session

The Board met in closed session beginning at 7:27p.m. on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto) pursuant to:

Government Code section 54957.6
CONFERENCE WITH LABOR NEGOTIATORS,
District Negotiator: Superintendent/Principal, Jesus Cruz
Employee Organization: Washington Colony Teachers Association
Unrepresented Employee(s): District Classified Employees

VIII. Reconvene

The Board reconvened to open session at 9:45 p.m. on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)
None to Report

IX. Adjournment

The meeting was adjourned at 9:46 p.m. on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: Dack, Faccinto)

Robert E. Dack, President

Gary Chavez, Clerk

WCESD BOARD OF TRUSTEES

ITEM NO. V.C
DATE: DECEMBER 12, 2017

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 nonagenda 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. VI.A.1
DATE: DECEMBER 12, 2017

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

"To believe that what has not occurred in history will not occur at all, is to argue disbelief in the dignity of man."

— Mahatma Gandhi

Excerpts from the minutes of meetings held December 12, 1967; follows for your review.

WASHINGTON COLONY SCHOOL
BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING
December 12, 1967

Meeting was called to order in the library of Washington Colony School at 7:30 p.m. by President of the Board, Bruce Blacksill with all members present except John Moran. Also present was James Massie, secretary to the Board.

MINUTES OF REGULAR MEETING OF NOVEMBER 14 were approved as read by motion of Art Jensen, seconded by Henry Salwasser.

MAINTENANCE PEGISTER no. 10 and MAINTENANCE WARRANTS Nos. 135-153 were approved for payment by motion of Bud Barerich, seconded by Art Jensen.

INSTALLMENT PAYMENT ON BUS #3: Included in the Maintence warrants paid was the 1st installment payment on Bus #3 in the amount of $4,528.62, paid to the Bank of America in Hayward, California.

APPOINTMENT OF A BOARD MEMBER TO WORK WITH WASHINGTON UNION DISTRICT TRUSTEES: The Board appointed Art Jensen (and Henry Salwasser as an alternate) to work with the Washington Union District Trustees for the purpose of evaluation the advantages and disvantages of unification of this particular district.

CITIZENS'COMMITTEE: Mr. Massie read to the board a letter from Mr. Everson of the High School asking for recommendations for members of the Citizens' Committee concerned with the proposed building program for the High School. The Board asked Mr. Massie to read the letter to the mothers of the School Club and ask them for recommendations.

RESIGNATION OF SPANISH TEACHER: Mr. Massie announced to the Board that Mrs. Leah Kaviani will be leaving the distirct at the end of the semester due to the fact that she will be residing in Tulare.

FEDERALLY FUNDED PROGRAM - ESEA,I: Mr. Massie announced to the Board that we has received approval of our application for funds under the Elementary & Secondary Education Act, Title I in the amount of $7,644.00 for 1967-68 has been approved. The Board instructed Mr. Massie to go ahead with hiring of a Reading teacher, a Teacher's Aide, a Study Center Teacher, etc, to participate in the program.

MINUTES OF REGULAR MEETING December 12, 1967

MILLER-UNRUH BASIC READING PROGRAM: Mr. Massie explained to the Board the possibility of our school qualifying for a Reading Specialist under this act. The Board felt we should pursue the matter further.

SALE OF OLD FORD PICK-UP TRUCK: Mr. Massie announced that he had sold the old Pick-up truck to Mr. Robert L. Kellas for $150.00.

ADJOURNMENT was by motion of Bud Barberich, seconded by Henry Salwasser.

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

Approved by:

Bruce Blacksill, President
(Bruce Blacksill)

Bud Barberich, Clerk
(Lester E. "Bud" Barberich)

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.3
DATE: DECEMBER 12, 2017

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 November 2017.

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 0100 (6150 60001) General Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$2,163,872.34
11/8/2017	APY -20171	Accounts Payable 11/8/2017	$0.00	$133,100.91	$3,996,961.35	$1,966,189.92	$2,030,771.43
11/9/2017	TF -180712	JV#0497 OCT`17 GRAPH&PRINTING	$0.00	$302.33	$3,996,961.35	$1,966,492.25	$2,030,469.10
11/22/2017	TF -180768	JV#529 17-18 MANDATE BLOCK GRANT 1ST A	$12,458.00	$0.00	$4,009,419.35	$1,966,492.25	$2,042,927.10
11/22/2017	TF -180778	17-18 CURRENT SECURED SUPP 4TH	$618.06	$0.00	$4,010,037.41	$1,966,492.25	$2,043,545.16
11/27/2017	TF -180735	#0521 PERS DIST CHRGS-NOV 2017 REG PAYR(	$0.00	$7,018.13	$4,010,037.41	$1,973,510.38	$2,036,527.03
11/27/2017	TF -180739	#0520 STRS DIST CONT -NOV 2017 REG PAYRC	$0.00	$23,466.25	$4,010,037.41	$1,996,976.63	$2,013,060.78
11/27/2017	TF -180740	#0518 FICA CHRGS NOV 2017 REG PAYROLL	$0.00	$3,970.55	$4,010,037.41	$2,000,947.18	$2,009,090.23
11/27/2017	TF -180741	#0519 MEDICARE CHRGS NOV 2017 REG PAYR	$0.00	$3,192.39	$4,010,037.41	$2,004,139.57	$2,005,897.84
11/28/2017	TF -180746	JV#513 17-18 ADV PRINC. APPT.	$299,883.00	$0.00	$4,309,920.41	$2,004,139.57	$2,305,780.84
11/28/2017	TF -180747	JV#514 17-18 STATE APPORTIONMENT	$9,955.00	$0.00	$4,319,875.41	$2,004,139.57	$2,315,735.84
11/30/2017	PAY -11301	PAYROLL 11/30/2017	$103,883.51	$298,200.82	$4,423,758.92	$2,302,340.39	$2,121,418.53
	Total Activity		$426,797.57	$469,251.38			
	Ending Balance				$4,423,758.92	$2,302,340.39	$2,121,418.53

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 1200 (6150 60012) Child Development Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$105,974.53
11/8/2017	APY -20171	Accounts Payable 11/8/2017	$0.00	$8,842.38	$149,739.56	$52,607.41	$97,132.15
11/27/2017	TF -180735	#0521 PERS DIST CHRGS-NOV 2017 REG PAYR(	$0.00	$72.75	$149,739.56	$52,680.16	$97,059.40
11/27/2017	TF -180739	#0520 STRS DIST CONT -NOV 2017 REG PAYRC	$0.00	$637.44	$149,739.56	$53,317.60	$96,421.96
11/30/2017	PAY -11301	PAYROLL 11/30/2017	$2,358.65	$13,380.21	$152,098.21	$66,697.81	$85,400.40
	Total Activity		$2,358.65	$22,932.78			
	Ending Balance				$152,098.21	$66,697.81	$85,400.40

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 1300 (6150 60008) Cafeteria Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$150,650.83
11/1/2017	APY -20171	Accounts Payable 11/1/2017	$0.00	$7,047.02	$256,753.80	$113,149.99	$143,603.81
11/8/2017	APY -20171	Accounts Payable 11/8/2017	$0.00	$8,405.82	$256,753.80	$121,555.81	$135,197.99
11/8/2017	CA -38668	397389 ad mls	$45.00	$0.00	$256,798.80	$121,555.81	$135,242.99
11/8/2017	CA -38669	397392 ad mls 11/8	$173.75	$0.00	$256,972.55	$121,555.81	$135,416.74
11/27/2017	TF -180735	#0521 PERS DIST CHRGS-NOV 2017 REG PAYR(	$0.00	$1,250.27	$256,972.55	$122,806.08	$134,166.47
11/30/2017	PAY -11301	PAYROLL 11/30/2017	$2,804.98	$12,828.73	$259,777.53	$135,634.81	$124,142.72
	Total Activity		$3,023.73	$29,531.84			
	Ending Balance				$259,777.53	$135,634.81	$124,142.72

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 1400 (6150 60005) Deferred Maintenance Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$101,307.73
		Total Activity	$0.00	$0.00			
		Ending Balance			$101,307.73	$0.00	$101,307.73

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 1500 (6150 60010) Pupil Transportation Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$46,442.59
		Total Activity	$0.00	$0.00			
		Ending Balance			$46,442.59	$0.00	$46,442.59

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
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 11/1/2017					$105,768.98
		Total Activity	$0.00	$0.00			
		Ending Balance			$105,768.98	$0.00	$105,768.98

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 2000 (6150 60078) Special Reserve Fund for Postemployment Benefits

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$285,236.67
		Total Activity	$0.00	$0.00			
		Ending Balance			$285,236.67	$0.00	$285,236.67

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 2100 (6150 65069) Building Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$317.58
		Total Activity	$0.00	$0.00			
		Ending Balance			$317.58	$0.00	$317.58

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 2500 (6150 60006) Capital Facilities Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$14,190.88
		Total Activity	$0.00	$0.00			
		Ending Balance			$14,190.88	$0.00	$14,190.88

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 3500 (6150 60066) County School Facilities Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$14,188.09
		Total Activity	$0.00	$0.00			
		Ending Balance			$14,188.09	$0.00	$14,188.09

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
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 11/1/2017							$13,430.50
		Total Activity	$0.00	$0.00			
		Ending Balance			$13,430.50	$0.00	$13,430.50

Cash In County Treasury
Aggregate

From 11/1/2017 thru 11/30/2017
Fund: 5100 (6150 65070) Bond Interest and Redemption Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 11/1/2017							$2,659.10
11/22/2017	TF -180778	17-18 CURRENT SECURED SUPP 4TH	$28.51	$0.00	$25,300.74	$22,613.13	$2,687.61
	Total Activity		$28.51	$0.00			
	Ending Balance				$25,300.74	$22,613.13	$2,687.61

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.4
DATE: DECEMBER 12, 2017

SUBJECT TITLE: EDUCATOR EFFECTIVENESS PD PLAN

Action _____ Discussion _____ Information ___√___

BACKGROUND

School Districts, county offices of education, charter schools, and state special schools used these allocated funds for beginning teacher and administrator support and mentoring, professional development, and promote educator effectiveness quality. The one time funding was distributed in an equal amount per unit of full time equivalent certificated staff as reported in California Longitudinal Pupil Achievement Data System for the 2014 –15 fiscal year.

CONSIDERATION

Washington Colony Elementary School district will continue to implement a robust Professional Development program to certificated teachers, administrators and paraprofessional educators, in order to promote educator quality and effectiveness, including but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning. Washington Colony has developed a Professional Development Plan to indicate how the funds shall be spent. The plan will be explained in the public meeting of the Governing Board, before its adoption in a subsequent public meeting. (See PD Plan Attached)

Funding Allocated:

$37,397.00

Washington Colony Elementary School
Professional Development Plan
For Educator Effectiveness
2015-2018

2015-2018 Focus:

1. LCAP GOAL: All students will increase achievement and proficiency levels in ELA, Math and ELD; increase levels of English Proficiency for English Learners. (State Priorities: Basic, Implementation of State Standards, Course Access, Pupil Achievement)

- Beginning Teacher Induction Program and Administrator Support and Mentoring
- Training for Teachers for developing Backwards mapping of Units with existing Benchmark Assessments **Strengthen Literacy Support**--Guided Reading systemic support grades K-5
- Teacher and Paraprofessional Training in Guided Reading and Conference Attendance in order to Strengthen **Intervention Program/Supports and Reading Lab structures**
- **Closing the achievement gap for the following student groups: Special Education and English Learners**
- **Creating ELA/MATH Assessments and Managing Data** Training with Illuminate ED management tool in order to drive instruction around **Technology Integration**
- Training and Support for the Full implementation of **Accelerated Reader (AR)**

K-5 Literacy

- Content:
  - Foundations of Reading
  - Guided Reading
  - Instructional planning using Literacy Assessments
  - Responding to struggling readers
  - Grade Level of In-Class coaching
- Content:
  - Modeled Guided Reading Lessons
  - Co-teaching
  - Co- planning

6-8 Literacy

- Content:
  - Writing Across the Curriculum
  - Using the new Assessment Model to identify and plan for rigorous writing instruction and production.
  - Developing Writing Benchmark
  - Calibrate scoring and instructional planning using adopted ELA curriculum
- Implementation of Coaching
- Coaching support for ELA/ELD cycles of coaching in classrooms
- Systematize Guided Reading practices in Grades K-5 (aligned implementation of Reading Inventories, Support of Record-Keeping and Centers

Instructional Technology Training for Teachers/ Administrators

- Content:
- Continue work with the focus being TK-5 teachers supporting the use of digital tools and online resources to support instruction. Three cycles of five days which include one day of PL (Mondays) and follow up support.
- Provide Instructional Support for the new Smart Boards Technology and Software integration.

STEM/MATH

- Writing Performance Tasks
  - 3^{rd} - 5th grades only: Work on persevering through performance task: working with 3^{rd} – 5^{th} grade math teachers on use of performance tasks, group work, communicating in math and scoring math work on a rubric.
- Reviewing the Standards for Mathematical Practice
- Curriculum Mapping – backwards mapping from the assessments (Interim Block Assessments from SBAC) Pacing and supplemental resources that need to be in place.
- Coaching to CPM mathematics. Content-specific support instruction, curriculum and implementation and Benchmark development.

ELD Focus

- ELD Standards implementation
- What is ELD? Exploring "Integrated" & "Designated"
- The Vignettes: Exploring Classroom Practice
- Components of ELD Instruction
- ELD Interventions
- Monitoring implementation of ELD strategies in the classroom
- PL for Universal Design (UDL)

Systems and Leadership and Professional Development Conference Attendance for Administrators

Based on research systematic change occurs when leadership is involved in the learning, support and follow-up to new instructional initiatives. During this time, the district leadership team will engage in reflective conversations regarding communication, expectations, and follow-up of instructional initiatives as well as walk classrooms to look for evidence of implementation and student impact. Regular check-in/coaching with Superintendent/Principal and Vice Principal around systems and structures related to current status including the identification and refinement of assessment system in order to identify gaps and create action plans to address areas of growth included but not limited to conference attendance related to new Common Core Content Standards CCSS.

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.5
DATE: DECEMBER 12, 2017

SUBJECT TITLE: POLICY REVIEW

Action _____ Discussion ___√___ Information _____

BACKGROUND

The governing board adopts written policies to convey its expectations for actions that will be taken in the district, clarify roles and responsibilities of the board and superintendent, and communicate board philosophy and positions to the students, staff, parents/guardians and the community. Board policies are binding on the district to the extent that they do not conflict with federal or state law and are consistent with the district's collective bargaining agreements.

The Board recognizes the importance of maintaining a policy manual that is up to date and reflects the mandates of law. Policies are to be regularly reviewed at a time allocated for this purpose on the agenda of public Board meetings.

The Policy Development and Adoption Process is described in Board Bylaw 9310 *Board Policies.*

CONSIDERATION

BP 3311 Bids- Amended BP- The Governing Board is committed to promoting public accountability and ensuring transparency and the prudent expenditure of public funds. When leasing, purchasing, or contracting for equipment, materials, supplies, or services for the district, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. When required by law, or if the Board determines that it is in the best interest of the district, such contracts shall be made using competitive bidding. No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading legal requirements for competitive bidding. (Public Contract Code 20116)

The Superintendent or designee shall establish comprehensive bidding procedures for the district in accordance with law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements.

AR 3311 Bids – Amended AR- The district shall advertise for a contract that exceeds the amount specified in law, and as annually adjusted by the Superintendent of Public Instruction, for any of the following:
1) The purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district. 2) Services, not including construction services or

special services and advice in accounting, financial, legal, or administrative matters. 3) Repairs, including maintenance, that is not a public project.

BP 3311.1 Uniform Public Construction Cost Accounting Procedures – Consider review the following optional policy is for use by districts that elect to use an alternative procedure for awarding contracts for public works projects pursuant to the Uniform Public Construction Cost Accounting Act (UPCCAA) (Public Contract Code 22000-22045), which establishes a higher bid limit and a more informal bidding process for certain projects. See BP/AR 3311 - Bids for traditional bidding procedures pursuant to Public Contract Code 20110-20118.4. Pursuant to Public Contract Code 22032, projects of $45,000 or less may be performed by the district's own work force, projects of $175,000 or less may use a more informal bidding procedure as specified, and projects over $175,000 require formal bidding procedures.

In order to participate in the UPCCAA, Public Contract Code 22030 requires the Governing Board to adopt a resolution electing to use the UPCCAA for district contracting and to notify the State Controller of that action. In the event of a conflict with any other provision of law relative to bidding procedures, the UPCCAA shall apply for any district that has adopted a resolution and so notified the Controller.

In awarding contracts for public works projects involving district facilities, the Governing Board desires to obtain the best value to the district and ensure the qualifications of contractors to complete the project in a satisfactory manner. The Board has, by resolution, adopted the procedures set forth in the Uniform Public Construction Cost Accounting Act pursuant to Public Contract Code 22030-22045, including the informal bidding procedures when allowed by law.

AR 3311.1 Uniform Public Construction Cost Accounting Procedures - The following administrative regulation is for use when the Governing Board has adopted a resolution to use the alternative procedures of the Uniform Public Construction Cost Accounting Act (UPCCAA) (Public Contract Code 22000-22045) for awarding public works projects; see the accompanying Board policy.

Public projects of $45,000 or less may be performed by district employees by force account, negotiated contract, or purchase order. (Public Contract Code 22032)

Contracts for public projects of $175,000 or less may be awarded through the following informal procedures: (Public Contract Code 22032, 22034, 22038)

a. The Superintendent or designee shall maintain a list of qualified contractors, identified according to categories of work.

b. The Superintendent or designee shall prepare a notice inviting informal bids which describes the project in general terms, explains how to obtain more

information about the project, and states the time and place for submission of bids. The notice shall be disseminated by mail, fax, or email to all contractors on the district's list for the category of work being bid, unless the product or service is proprietary, at least 10 calendar days before bids are due. In addition, the Superintendent or designee may mail, fax, or email a notice inviting informal bids to all construction trade journals identified pursuant to Public Contract Code 22036.

Board Policy

BP 3311~~(a)~~

Business and Noninstructional Operations

BIDS

The Governing Board is committed to promoting public accountability ~~In order to~~and ensuring~~e~~ transparency and the prudent expenditure of public funds. When leasing, purchasing, or contracting for~~, the Governing Board shall award contracts in an objective manner and in accordance with law.~~ ~~District~~ equipment, materials, supplies, or~~and~~ services for the district, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. ~~shall be purchased using competitive bidding w~~When required by law, or if the Board determines that it is in the best interest of the district, such contracts shall be made using competitive bidding ~~to do so~~.

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading legal requirements for competitive bidding. (Public Contract Code 20116)

The Superintendent or designee shall establish comprehensive bidding procedures for the district in accordance with law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements.

~~*(cf. 0410 - Nondiscrimination in District Programs and Activities)*~~
~~*(cf. 3000 - Concepts and Roles)*~~
~~*(cf. 3300 - Expenditures and Purchases)*~~

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase equipment or supplies to the extent authorized by law. (Public Contract Code 20118)

Bid specifications shall be carefully designed and shall describe in detail the quality, delivery, and service required.

For award of contracts, which, by law or Board policy, ~~To assist the district in determining whether bidders are responsible, the Board may~~ require prequalification, the procedures shall identify a uniform system for rating bidders on the basis of completed questionnaire and financial statements.

When calling for bids, the Superintendent or designee shall ensure that the bid specifications clearly describe in appropriate detail the quality, delivery, and service required and include all information which the district knows, or has in its possession, that is relevant to the work to be performed or that may impact the cost of performing the work.

Except as authorized by law, contracts shall be let to the lowest responsible bidder who shall give such security as the Board requires, or else all bids shall be rejected. (Public Contract Code 20111)

~~(cf. 9270 - Conflict of Interest)~~

Legal Reference:

EDUCATION CODE
17070.10-17079.30 Leroy F. Greene School Facilities Act
17250.10-17250.55 Design-build contracts
17406 Lease-leaseback contracts
17595 Purchase of supplies~~s~~ through Department of General Services
17602 Purchase of surplus property from federal agencies
38083 Purchase of perishable foodstuffs and seasonable commodities
38110-38120 Apparatus and supplies
39802 Transportation services

BUSINESS AND PROFESSIONS CODE
7056 General engineering contractor
7057 General building contractor

CODE OF CIVIL PROCEDURE
446 Verification of pleadings

~~-~~GOVERNMENT ~~-~~CODE
4217.10-4217.18 Energy conservation contracts
4330-4334 Preference for California-made materials
6252 Definition of public record
53060 Special services and advice
54201-54205 Purchase of supplies and equipment by local agencies

PUBLIC CONTRACT CODE
1102 Emergencies
1103 Definition, responsible bidder
2000~~1~~-2002~~1~~ Responsive bidders
3000-3010 Roofing projects
3400 Bids, specifications by brand or trade name not permitted 3410~~0~~ United States produce and processed foods
3410 United States produce and processed foods
4113 Prime contractor; subcontractor
6610~~0~~ Bid visits
12200 Definitions, recycled goods, materials and supplies
20101-20103.7 Public construction projects, requirements for biddin
20103.8 Award of contracts
~~*20107 Bidder's security*~~
2011~~01~~-20118.4 ~~Contracting~~ Local Agency Public Construction Act; ~~*by*~~ *school districts*
20189 Bidder's security, earthquake relief
~~*22002 Definition of public project*~~
2200~~30~~-22045 Alternative procedures for public projects (UPCCAA)
~~*22050 Alternative emergency procedures*~~
22152 Recycled product procurement

COURT DECISIONS
Los Angeles Unified School District v. Great American Insurance Co., (2010) 49 Cal.4th 739
Great West Contractors Inc. v. Irvine Unified School District, (2010) 187 Cal.App.4th 1425
Marshall v. Pasadena USO, (2004) 119 Cal.App.4th 1241
Konica Business Machines it. *Regents of tlile University of California, (1988) 206 Cat.App.3d 449*
City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861

ATTORNEY GENERAL OPINIONS
89 Ops.Cal.Atty.Gen. 1 (2006)

Management Resources:
WEB SITES
CSBA: http:// www.csba.org
Califor:nia Association of School Business Officials: http://www.casbo.org
California Department of Education: http://www.cde.ca.gov
California Department of General Services: https://www.dgs.ca.gov

~~*(6/97 11/00) 7/08*~~ *(10/15 5/16) 12/16*

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT

Adopted 10/08
Amended
01/2018

Administrative Regulation

Business and Noninstructional Operations
AR 3311~~(b)~~

BIDS

~~***Note: Pursuant to Government Code 54202, school districts are mandated to adopt bidding procedures governing the purchase of equipment and supplies.***~~

Advertised/Competitive Bids

The district shall ~~seek competitive bids through advertisement for contracts involving an expenditure of $15,000 or more for a public project. Public project means construction, reconstruction, erection, alteration, renovation, improvement, painting, repainting, demolition, and repair work involving a district owned, leased, or operated facility. (Public Contract Code 20111, 22002)~~

~~The district shall also seek competitive bids through~~ advertise~~ment~~ for a contract that~~s~~ exceed~~sing~~ the amount specified in law, and as annually adjusted by the Superintendent of Public Instruction, for any of the following: ~~(Public Contract Code 20111; Government Code 53060)~~

1. The purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district.

2. Services, not including construction services or special services and advice in accounting, financial, legal, or administrative matters.

3. Repairs, including maintenance, that is not a public project.

Maintenance means routine, recurring, and usual work for preserving, protecting, and keeping a district facility operating in a safe, efficient, and continually usable condition for the intended purpose for which it was designed, improved, constructed, altered, or repaired. Maintenance includes, but is not limited to, carpentry, electrical, plumbing, glazing, and other craft work designed to preserve the facility, as well as repairs, cleaning, and other operations on machinery and other permanently attached equipment. Maintenance ~~This definition~~ does not include~~, among other types of work, janitorial or custodial services and protection provided by security forces, nor does it include~~ painting, repainting, or decorating other than touchup, or among other types of work, janitorial or custodial services and protection provided by security forces. (Public Contract Code 20115)

~~Unless otherwise authorized by law, contracts shall be let to the lowest responsible bidder who shall give such security as the Governing Board requires, or else all bids shall be rejected. (Public Contract Code 20111)~~

~~The Board shall secure bids pursuant to Public Contract Code 20111 and 20112 for any transportation service expenditure of more than $10,000 when contemplating that such a contract may be made with a person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of students who are to be transported. The Board may let this contract to other than the lowest bidder. (Education Code 39802)~~

~~No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements of Public Contract Code 20111-20118.4 for contracting after competitive bidding. (Public Contract Code 20116)~~

~~When letting a contract for the procurement and/or maintenance of electronic data processing systems and supporting software, the Board may contract with any one of the three lowest responsible bidders. (Public Contract Code 20118.1)~~

Instructions and Procedures for Advertised Bids

The Superintendent or designee shall call for bids by placing a notice at least once a week for two weeks in a local newspaper of general circulation published in the district, or if no such newspaper exists, then in some newspaper of general circulation, circulated in the county. The Superintendent or designee also~~, and~~ may post the notice on the district's web site or through an electronic portal. The notice shall state the work to be done or materials or supplies to be furnished and the time and place and web site where bids will be opened. The district may accept a bid that has been submitted electronically or on paper. (Public Contract Code 20112)

The notice shall contain the time, date, and location of any mandatory prebid conference, site visit, or meeting. The notice shall also detail when and where project documents, including final plan and specifications, are available. Any such mandatory visit or meeting shall not occur within a minimum of five calendar days of the publication of the initial notice. (Public Contract Code 6610)

Bid instructions and specifications shall include the following requirements and information:

1. All bidders shall certify in writing the minimum, if not exact, percentage of post-consumer materials in products, materials, goods, or supplies offered or sold. (Public Contract Code 22152)

2. All bids for construction work shall be presented under sealed cover. The district may accept a bid that has been submitted electronically or on paper. (Public Contract Code 20111, 20112)

   The bid ~~and~~ shall be accompanied by one of the following forms of bidder's

security: (Public Contract Code ~~20107,~~ 20111, 20112)

a. Cash.

b. A cashier's check made payable to the district.

c. A certified check made payable to the district.

d. A bidder's bond executed by an admitted surety insurer and made payable to the district.

The security of unsuccessful bidders shall be returned in a reasonable period of time, but in no event later than 60 days after the bid is awarded. (Public Contract Code 20111)

3. When a standardized proposal form is provided by the district, bids not presented on the standard form shall be disregarded. (Public Contract Code 20111.5)

4. Bids shall not be accepted after the advertised bid opening time, regardless of whether the bids are actually opened at that time. (Public Contract Code 20112)

5. When two or more identical lowest or highest bids are received, the Board may determine by lot which bid shall be accepted. (Public Contract Code 20117)

6. If the district requires that the bid include prices for items that may be added to or deducted from the scope of work in the contract, the bid solicitation shall specify which one of the following methods will be used to determine the lowest bid. In the absence of such a specification, only the method provided in item #a below shall be used. (Public Contract Code 20103.8)

   a. The lowest bid shall be the lowest total of the bid prices on the base contract without consideration of the prices on the additive or deductive items.

   b. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation as being used for the purpose of determining the lowest bid price.

   c. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that, when taken in order from a specifically identified list of those items in the solicitation, and added to or subtracted from the base contract, are less than or equal to a funding amount publicly disclosed by the district before the first bid is opened.

      The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders or proposed

subcontractors or suppliers from being revealed to the district before the ranking of all bidders from lowest to highest has been determined. (Public Contract Code 20103.8)

7. ~~Any subsequent change or alteration of a contract shall be governed by the provisions of Public Contract Code 20118.4.~~
8. In determining the lowest bid, the district shall consider only responsive bids that conform to bid specifications and are submitted by responsible bidders who have demonstrated trustworthiness, quality, fitness, capacity, and experience to satisfactorily perform the public works contract.

   a. When a bid is determined to be nonresponsive, the Superintendent or designee shall notify the bidder and give him/her an opportunity to respond to the determination.

   b. When the lowest bidder is determined to be nonresponsible, the Superintendent or designee shall notify the bidder of his/her right to present evidence of his/her responsibility at a hearing before the Board.

9. After being opened, all submitted bids become public records pursuant to Government Code 6252 and shall be made available for review pursuant to law, Board policy, and administrative regulation.
10.
11. ~~(cf. 1340 - Access to District Records)~~

~~**Alternative Bid Procedures for Technological Supplies and Equipment**~~

~~Upon a finding by the Board that a particular procurement qualifies for the alternative procedure, the district may acquire computers, software, telecommunications equipment, microwave equipment, and other related electronic equipment and apparatus through competitive negotiation. This procedure shall not apply to contracts for construction or for the procurement of any product that is available in substantial quantities to the general public. (Public Contract Code 20118.2)~~

~~The competitive negotiation shall include, but not be limited to, the following requirements: (Public Contract Code 20118.1)~~

1. ~~The Superintendent or designee shall prepare a request for proposals (RFP) that shall be submitted to an adequate number of qualified sources, as determined by the district, to permit reasonable competition consistent with the nature and requirement of the procurement.~~

2. ~~Notice of the RFP shall be published at least twice in a newspaper of general circulation, at least 1O days before the date for receipt of the proposals.~~

3. ~~The district shall make every effort to generate the maximum feasible number of proposals from qualified sources and shall make a finding to that effect before proceeding to negotiate if only a single response to the RFP is received.~~

4. ~~The RFP shall identify all significant evaluation factors, including price, and their relative importance.~~

5. ~~The district shall provide reasonable procedures for the technical evaluation of the RFPs received, the identification of qualified sources, and the selection for the award of the contract.~~

6. ~~An award shall be made to the qualified bidder whose proposal meets the evaluation standards and will be most advantageous to the district with price and all other factors considered.~~

7. ~~If an award is not made to the bidder whose proposal contains the lowest price, then the district shall make a finding setting forth the basis for the award.~~

8. ~~The district, at its discretion, may reject all proposals and request new RFPs.~~

9. ~~Provisions in any contract concerning utilization of small business enterprises, that are in accordance with the RFP, shall not be subject to negotiation with the successful proposer.~~

Bids Not Required

Without advertising for bids and upon a determination that it is in the best interest of the district, the Board may authorize, by contract, lease, requisition, or purchase order, another public corporation or agency to lease data-processing equipment or to purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor ("piggyback"). (Public Contract Code 20118)

~~*(cf. 3300 - Expenditures and Purchases)*~~

Alternatively, if there is an existing contract between a public corporation or agency and a vendor for the lease or purchase of personal property, the district may authorize the lease or purchase of personal property directly from the vendor by contract, lease, requisition, or purchase order and make payment to the vendor under the same terms that are available to the public corporation or agency under the contract. (Public Contract Code 20118)

Without advertising for bids, the Board may enter into an energy service contract and any related facility ground lease, when it determines that the terms of the contract and lease are in the best interest of the district and meet the cost effectiveness requirements specified in Government Code 4217.12. The Board's determination shall be made at a regularly scheduled public hearing of which notice is given to the public at least two weeks in advance and shall be based on cost and savings comparison findings specified in Government Code 4217.12. (Government Code 4217.12)

Supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, instructional computer software packages, or periodicals may be purchased in any amount without taking estimates or advertising for bids. (Public Contract Code 20118.3)

Perishable ~~commodities, such as~~ foodstuffs and seasonal commodities~~,~~ needed in the

operations of cafeterias may be purchased through bid or on the open market. (Education Code 38083)

~~(cf. 3551 - Food Service Operations/Cafeteria Fund)~~

In an emergency when any repairs, alterations, work, or improvement to any school facility is necessary to permit the continuance of existing school classes or to avoid danger to life or property, the Board may, by unanimous vote and with the approval of the County Superintendent of Schools, contract for labor and materials or supplies without advertising for or inviting bids or may authorize the use of day labor or force account for the emergency purpose. (Public Contract Code 20113)

~~(cf. 3517 - Facilities Inspection) (cf. 9323.2 - Actions by the Board)~~

Bids shall also not be required for day labor under circumstances specified in Public Contract Code 20114. Day labor shall include the use of maintenance personnel employed on a permanent or temporary basis. (Public Contract Code 20114)

The district may purchase any surplus property from the federal government or any of its agencies in any quantity needed for the operation of its schools without taking estimates or advertising for bids. (Education Code 17602)

Limitation on Use of Sole Sourcing

~~Specifications for~~In any contract~~s~~ for the construction, alteration, or repair of school facilities, the Superintendent or designee shall ensure that the ~~may not limit bidding, either directly or indirectly, to any one specific concern.~~bid s~~S~~pecification: (Public Contract Code 3002, 3400)

1. Does not directly or indirectly limit bidding to any one specific concern ,

2. Does not call for a ~~s~~ designated~~ing a specific~~ material, product, thing, or service by a specific~~particular~~ brand or trade name, unless the specification is ~~shall~~ followed by ~~the description with~~ the words "or equal," so that bidders may furnish any equal material, product, thing, or service. ~~(Public Contract Code 3400)~~

In any such case, the bid specification shall provide a time period, before and/or after the award of the contract, for the contractor to submit data substantiating the request for substituting the designated material, product, thing, or service. If no such time period is specified, the contractor may submit the data within 35 days after the award of the contract.

However, the Superintendent or designee ~~specifications for such contracts~~ may designate a specific material, product, thing, or service by brand or trade name (sole sourcing) if the Board has made a finding, described in the invitation for bids or request for proposals (RFP), that a particular material, product, thing, or service is designated for any of the following purposes: (Public Contract Code 3400)

1. To conduct a field test or experiment to determine its suitability for future use.

2. To match others in use on a particular public improvement that has been completed or is in the course of completion.

3. To obtain a necessary item that is only available from one source.

4. To respond to the Board's declaration of an emergency, as long as the declaration has been approved by four-fifths of the Board when issuing the invitation for bid or RFP.

Prequalification Procedure

When required by law or the Board, the Superintendent or designee shall establish a uniform system for rating bidders on the basis of completed ~~For any contract for which bids are legally required, the Board may require that each prospective bidder complete and submit a standardized~~ questionnaires and financial statements in order to determine the size of contracts on which each bidder is qualified to bid. For this purpose, the Superintendent or designee shall furnish prospective bidders a standardized prequalification questionnaire and financial record which, when completed, shall indicate a~~supply a form which requires a complete statement of the~~ bidder's financial ability and experience in performing public works. The bidder's information shall be verified under oath in the manner in which civil law pleadings are verified. The questionnaires and financial statements shall not be public records and shall not be open to public inspection. (Code of Civil Procedure 446; Public Contract Code 20111.5, 20111.6)

When any public project involves an expenditure of $1,000,000 or more and is funded or reimbursed wholly or partly by the School Facilities Program funds or other future state school bond, the district shall prequalify prospective bidders either quarterly or annually. The prequalification shall be valid for one year and the following requirements shall apply: (Public Contract Code 20111.6)

1. Prospective bidders, including, but not limited to, prime, general engineering, and general building contractors and electrical, mechanical, and plumbing subcontractors, as defined in Public Contract Code 4113 or Business and Professions Code 7056 or 7057, as applicable, shall submit a standardized questionnaire and financial statement 10 or more business days, as determined by the district, before the date fixed for the public opening of sealed bids.

2. Prospective bidders shall be prequalified by the district ~~submit the questionnaire and financial statement at least~~ five or more business days, as determined by district, before the date fixed for the public opening of sealed bids. ~~The information shall be verified under oath in the manner in which civil law pleadings are verified. The questionnaires and financial statements shall not be public records and shall not be open to public inspection. (Public Contract Code 20111.5)~~

If the project includes electrical, mechanical, or plumbing components that will be performed by electrical, mechanical, or plumbing contractors, the Superintendent or designee shall make available to all bidders a list of prequalified general contractors and electrical, mechanical, and plumbing subcontractors five or more business days, as determined by the

district, before the date fixed for the public opening of sealed bids.

For all other contracts requiring competitive bidding, the district may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. Prospective bidders for such contracts shall submit the questionnaire and financial statement at least five days before the date fixed for public opening of sealed bids and shall be prequalified by the district at least one day before the fixed bid-opening date. (Public Contract Code 20111.5)

Award of Contract

The district shall award each contract to the lowest responsible bidder, except in the following circumstances:

1. When the contract is for the procurement and/or maintenance of electronic data processing systems and supporting software, in which case the Board may contract with any one of the three lowest responsible bidders (Public Contract Code 20118.1)

2. When the contract is for any transportation service which involves an expenditure of more than $10,000 and which will be made with any person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of a student who is to be transported, in which case the Board may contract with other than the lowest bidder (Education Code 39802)

3. When the contract is one for which the Board has established goals and requirements relating to participation of disabled veteran or small business enterprises in accordance with Public Contract Code 2000-2002, in which case the Board may contract with the lowest responsible bidder who submits a responsive bid and complies or makes a good faith effort to comply with the goals and requirements (Public Contract Code 2000-2002)

4. When procuring a lease-leaseback contract, in which case the Board shall award the contract based on objective criteria for determining the best combination of price and qualifications in accordance with Education Code 17400 and 17406

5. When procuring a design-build contract for a public works project in excess of $1,000,000 in accordance with Education Code 17250.20, in which case the Board may award the contract to either the low bid or the best value to the district, taking into consideration, at a minimum, price, technical design and construction expertise, and life-cycle costs (Education Code 17250.20, 17250.25)

~~The Superintendent or designee shall establish a uniform system for rating bidders on the basis of completed questionnaires and financial statements in order to determine the size of contracts on which each bidder is qualified to bid. Bidders must be deemed prequalified by the district at least one day before the fixed bid- opening date. (Public Contract Code 20111.5)~~

~~The Superintendent or designee shall furnish each qualified bidder with a standardized proposal form. Bids not presented on the standard form shall be disregarded. (Public~~

~~Contract Code 20111.5)~~

~~The district may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. (Public Contract Code 20111.5)~~

Protests by Bidders

A bidder may protest a bid award if he/she believes that the award is not in compliance with law, ~~was inconsistent with~~ Board policy, or the bid~~'s~~ specifications~~., or was not in compliance with law.~~ A protest must be filed in writing with the Superintendent or designee within five working days after receipt of notification of the contract award. The bidder shall submit all documents supporting or justifying the protest. A bidder's failure to file the protest documents in a timely manner shall constitute a waiver of his/her right to protest the award of the contract.

The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 working days. The Superintendent or designee may also convene a meeting with the bidder in order to attempt to resolve the problem.

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide reasonable notice to the bidder of the time for Board consideration of the protest. The Board's decision shall be final.

(1 1100 3106) 7108

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT Adopted 10/08
Amended 01/2018

Board Policy

Uniform Public Construction Cost Accounting Procedures

BP 3311.1

Business and Noninstructional Operations

~~***Note: The following optional policy is for use by districts that elect to use an alternative procedure for awarding contracts for public works projects pursuant to the Uniform Public Construction Cost Accounting Act (UPCCAA) (Public Contract Code 22000-22045), which establishes a higher bid limit and a more informal bidding process for certain projects. See BP/AR 3311 - Bids for traditional bidding procedures pursuant to Public Contract Code 20110-20118.4.***~~

~~***Note: Pursuant to Public Contract Code 22032, projects of $45,000 or less may be performed by the district's own work force, projects of $175,000 or less may use a more informal bidding procedure as specified, and projects over $175,000 require formal bidding procedures. See the accompanying administrative regulation for related requirements.***~~

~~***Note: In order to participate in the UPCCAA, Public Contract Code 22030 requires the Governing Board to adopt a resolution electing to use the UPCCAA for district contracting and to notify the State Controller of that action. In the event of a conflict with any other provision of law relative to bidding procedures, the UPCCAA shall apply for any district that has adopted a resolution and so notified the Controller. According to the California Uniform Construction Cost Accounting Commission's "Frequently Asked Questions," available on its web site, once the Board has adopted such a resolution, it can only withdraw from the UPCCAA by adopting a resolution of the election to withdraw and filing that resolution with the State Controller.***~~

In awarding contracts for public works projects involving district facilities, the Governing Board desires to obtain the best value to the district and ensure the qualifications of contractors to complete the project in a satisfactory manner. The Board has, by resolution, adopted the procedures set forth in the Uniform Public Construction Cost Accounting Act pursuant to Public Contract Code 22030-22045, including the informal bidding procedures when allowed by law.

(cf. 3311 - Bids)
(cf. 7110 - Facilities Master Plan)

~~***Note: The following paragraph may be revised to reflect district practice. In circumstances where the informal bidding procedure is authorized, Public Contract Code 22034 allows the Board to delegate the authority to award~~

~~contracts to an appropriate district administrator. Public Contract Code 22039 allows the Board to delegate the authority to adopt plans, specifications, and working details for projects subject to formal bidding procedures.***~~

The Board delegates to the Superintendent or designee the responsibilities to award any contract eligible for informal bidding procedures and to develop plans, specifications, and working details for all public projects requiring formal bidding procedures.

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading legal requirements for competitive bidding. (Public Contract Code 22033)

~~***Note: In electing to be subject to the UPCCAA, the district thereby agrees to follow the cost accounting procedures set forth in the Cost Accounting Policies and Procedures Manual of the California Uniform Construction Cost Accounting Commission, pursuant to Public Contract Code 22017 and 22019. According to the "Frequently Asked Questions" on the Commission's web site, districts may use the statewide Standardized Account Code Structure to comply with tracking requirements.***~~

Projects awarded through the UPCCAA shall be subject to the cost accounting procedures established by the California Uniform Construction Cost Accounting Commission. (Public Contract Code 22030)

Emergency Actions

~~***Note: Public Contract Code 22035 allows the district to replace or repair a school facility without going through the UPCCAA process in cases of emergency in accordance with Public Contract Code 22050. Public Contract Code 1102 defines "emergency" as a "sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services."***~~

When formal bids are required by law but an emergency necessitates immediate repair or replacements, the Board may, upon a four-fifths vote of the Board, proceed to replace or repair a facility without adopting plans, specifications, strain sheets, or working details or giving notice for bids to let contracts. The work may be done by day labor under the direction of the Board and/or contractor. The emergency action shall subsequently be reviewed by the Board in accordance with Public Contract Code 22050 and shall be terminated at the earliest possible date that conditions warrant, so that the remainder of the emergency action may be completed by giving notice for bids to let contracts. (Public Contract Code 1102, 22035, 22050)

(cf. 9323.2 - Actions by the Board)

Legal Reference:
PUBLIC CONTRACT CODE
1102 Definition of emergency
20110-20118.4 Local Agency Public Construction Act; school districts
22000-22020 California Uniform Construction Cost Accounting Commission
22030-22045 Alternative procedures for public projects (UPCCAA), especially:
22032 Applicability of procedures based on amount of project
22034 Informal bidding procedure
22035 Emergency need for repairs or replacement
22037-22038 Formal bidding procedures for projects exceeding $175,000
22050 Alternative emergency procedures

Management Resources:
CALIFORNIA UNIFORM CONSTRUCTION COST ACCOUNTING COMMISSION PUBLICATIONS
Cost Accounting Policies and Procedures Manual
Frequently Asked Questions
WEB SITES
CSBA: http://www.csba.org
California Association of School Business Officials: http://www.casbo.org
California Uniform Construction Cost Accounting Commission: http://www.sco.ca.gov/ard_cuccac.html

Administrative Regulation

Uniform Public Construction Cost Accounting Procedures

AR 3311.1

Business and Noninstructional Operations

~~***Note: The following administrative regulation is for use when the Governing Board has adopted a resolution to use the alternative procedures of the Uniform Public Construction Cost Accounting Act (UPCCAA) (Public Contract Code 22000-22045) for awarding public works projects; see the accompanying Board policy.***~~

~~***Note: According to the California Uniform Construction Cost Accounting Commission's "Frequently Asked Questions," available on its web site, a district participating in the UPCCAA is subject to other requirements of the Public Contract Code in areas where the UPCCAA is silent. See BP/AR 3311 - Bids for traditional bidding procedures pursuant to Public Contract Code 20110-20118.4.***~~

~~***Note: Public Contract Code 22032 establishes the following requirements based on the amount of the public project. Pursuant to Public Contract Code 22020, the Commission reviews these monetary limits every five years and recommends to the State Controller whether they need to be adjusted. The State Controller is required to notify all public agencies of any adjustment to these limits.***~~

Procedures for awarding contracts for public works projects shall be determined on the basis of the amount of the project, as follows:

1. Public projects of $45,000 or less may be performed by district employees by force account, negotiated contract, or purchase order. (Public Contract Code 22032)

~~***Note: Public Contract Code 22034 requires any public agency participating in UPCCAA to adopt an informal bidding ordinance, with specified components, to govern the selection of contractors to perform public projects of $175,000 or less, as described in item #2 below. The Commission's "Frequently Asked Questions" clarify that, for school districts and other agencies that cannot legally adopt ordinances, a board policy, administrative regulation, or other legally applicable action of the board may be substituted.***~~

2. Contracts for public projects of $175,000 or less may be awarded through

the following informal procedures: (Public Contract Code 22032, 22034, 22038)

a. The Superintendent or designee shall maintain a list of qualified contractors, identified according to categories of work.

b. The Superintendent or designee shall prepare a notice inviting informal bids which describes the project in general terms, explains how to obtain more information about the project, and states the time and place for submission of bids. The notice shall be disseminated by mail, fax, or email to all contractors on the district's list for the category of work being bid, unless the product or service is proprietary, at least 10 calendar days before bids are due. In addition, the Superintendent or designee may mail, fax, or email a notice inviting informal bids to all construction trade journals identified pursuant to Public Contract Code 22036.

c. The district shall review the informal bids and award the contract, except that:

(1) If all bids received through the informal process are in excess of $175,000, the contract may be awarded to the lowest responsible bidder, provided that the Governing Board adopts a resolution with a four-fifths vote to award the contract at $187,500 or less and the Board determines the district's cost estimate is reasonable.

(2) If no bids are received through the informal bid procedure, the project may be performed by district employees by force account or negotiated contract.

3. Public projects of more than $175,000 shall, except as otherwise provided by law, be subject to formal bidding procedures, as follows: (Public Contract Code 22032, 22037, 22038)

~~***Note: Pursuant to Public Contract Code 22037, if there is no newspaper of general circulation published in the jurisdiction of the district, the district must post the bid notice in three locations as described below. Public Contract Code 22037 requires that these locations be identified in the agency's ordinance or regulation. Item #3a(1) may be revised to include such locations.***~~

a. Notice inviting formal bids shall state the time and place for receiving and opening sealed bids and distinctly describe the project. The notice shall be disseminated in both of the following ways:

(1) Through publication in a newspaper of general circulation in the district's jurisdiction or, if there is no such newspaper, then by posting the notice in at least three places designated by the district as places for posting its notices. Such

notice shall be published at least 14 calendar days before the date that bids will be opened.

(2) By mail and electronically, if available, by either fax or email, to all construction trade journals identified pursuant to Public Contract Code 22036. Such notice shall be sent at least 15 calendar days before the date that bids will be opened.

In addition to the notice required above, the district may give such other notice as it deems proper.

b. The district shall award the contract as follows:

(1) The contract shall be awarded to the lowest responsible bidder. If two or more bids are the same and the lowest, the district may accept the one it chooses.

(2) At its discretion, the district may reject all bids presented and declare that the project can be more economically performed by district employees, provided that the district notifies an apparent low bidder, in writing, of the district's intention to reject the bid. Such notice shall be mailed at least two business days prior to the hearing at which the district intends to reject the bid.

(3) If no bids are received through the formal bid procedure, the project may be performed by district employees by force account or negotiated contract.

(cf. 3311 - Bids)

12/16

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.6
DATE: DECEMBER 12, 2017

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.

a) CA School Dashboard Update**
b) LCAP Update**
c) Facility Restroom Repair Update**

WCESD BOARD OF TRUSTEES

ITEM NO. VI.B.1
DATE: DECEMBER 12, 2017

SUBJECT TITLE: ADA/ENROLLMENT REPORT (report generated 12/08/17)

Action _____ Discussion _____ Information ___√___

BACKGROUND

Washington Colony Elementary School ADA/Enrollment Report for the school year 2017-2018.

CONSIDERATION

The WCESD report for the November ADA 2017-18 school year follows for your review.

Enrollment by Teacher
Period Ending 12/12/2017
Month 5

Teacher	*Grade Level(s)*	*# of Students*	*YTD ADA*
Davis	K	24	22.32
Smith	TK	17	15.15
Morales	K	24	23.61
Partlow	1	25	25.06
Schaffer	1	25	25.11
Pallas	2	23	22.72
Sweet	2	23	21.85
Espinosa	3	20	19.64
Hefley	3	22	20.49
Owens	4	30	29.74
Obeid	4	29	27.72
Smith, B.	5	26	24.51
Hawkins	5	25	23.93
Martinez	6	23	22.28
Gray	6	23	22.73
Green	7	23	22.77
Showalter	7	23	22.52
Marquez	8	19	18.22
Silva	8	14	13.73
Taylor	K-8 SDC	7	7.35
TOTALS:		445	431.45

WCESD BOARD OF TRUSTEES

ITEM NO. VI.B.2
DATE: DECEMBER12, 2017

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.

ACTION ITEMS

WCESD BOARD OF TRUSTEES

ITEM NO. VII.A.1
DATE: DECEMBER 12, 2017

SUBJECT TITLE: FIRST 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 negative certification as determined by the Board or subsequently by the County

Moved by _____ Second _____

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

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 First Interim Report for Fiscal Year 2017-2018 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 increased by $81,944 over the projection in the 1st Interim Report, while expenditures are projected to increase by $13,228. This results in an excess of unrestricted revenues over expenses of $470,729. After deducting for Other Sources/Uses there is a projected net decrease to the Fund Balance of $260,392.

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: December 12, 2017 Signed: _____
President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

X 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 budget adoption.	X	

LCFF Calculator Universal Assumptions

Washington Colony Elementary (62513)

Summary of Funding	2016-17	2017-18	2018-19	2019-20
Target Components:				
Base Grant	2,957,347	3,003,324	3,067,998	3,140,086
Grade Span Adjustment	146,737	148,927	152,112	155,696
Supplemental Grant	543,276	554,103	565,773	579,069
Concentration Grant	504,569	518,388	528,903	541,332
Add-ons	62,408	62,408	62,408	62,408
Total Target	4,214,337	4,287,150	4,377,194	4,478,591
Transition Components:				
Target	$ 4,214,337	$ 4,287,150	$ 4,377,194	$ 4,478,591
Funded Based on Target Formula *(based on prior*	FALSE	FALSE	FALSE	FALSE
Floor	3,721,845	3,998,021	4,122,895	4,291,036
Remaining Need after Gap (informational only)	*216,318*	*164,254*	*86,157*	*65,794*
Current Year Gap Funding	276,174	124,875	168,142	121,761
Miscellaneous Adjustments	-	-	-	-
Economic Recovery Target	-	-	-	-
Additional State Aid	-	-	-	-
Total Phase-In Entitlement	**$ 3,998,019**	**$ 4,122,896**	**$ 4,291,037**	**$ 4,412,797**

Components of LCFF By Object Code	2016-17	2017-18	2018-19	2019-20
8011 - State Aid	$ 3,196,890	$ 3,333,279	$ 3,522,602	$ 3,644,361
8011 - Fair Share	-	-	-	-
8311 & 8590 - Categoricals	-	-	-	-
EPA (for LCFF Calculation purposes)	524,389	497,763	476,581	476,581
Local Revenue Sources:				
8021 to 8089 - Property Taxes	276,740	291,854	291,854	291,854
8096 - In-Lieu of Property Taxes	-	-	-	-
Property Taxes net of in-lieu	*276,740*	*291,854*	*291,854*	*291,854*
TOTAL FUNDING	$ 3,998,019	$ 4,122,896	$ 4,291,037	$ 4,412,797
Basic Aid Status	*Non-Basic Aid*	*Non-Basic Aid*	*Non-Basic Aid*	*Non-Basic Aid*
Less: Excess Taxes	$ -	$ -	$ -	$ -
Less: EPA in Excess to LCFF Funding	$ -	$ -	$ -	$ -
Total Phase-In Entitlement	***$ 3,998,019***	***$ 4,122,896***	***$ 4,291,037***	***$ 4,412,797***
8012 - EPA Receipts (for budget & cashflow)	*$ 528,687*	*$ 497,763*	*$ 476,581*	*$ 476,581*

Unduplicated Pupil Population	2016-17	2017-18	2018-19	2019-20
Agency Unduplicated Pupil Count	375.00	375.00	375.00	375.00
COE Unduplicated Pupil Count	1.00	1.00	1.00	1.00
Total Unduplicated pupil Count	376.00	376.00	376.00	376.00
Rolling %, Supplemental Grant	87.5100%	87.8900%	87.8500%	87.8500%
Rolling %, Concentration Grant	87.5100%	87.8900%	87.8500%	87.8500%
FUNDED ADA				
Adjusted Base Grant ADA	*Current Year*	*Current Year*	*Current Year*	*Current Year*
Grades TK-3	199.10	199.10	199.10	199.10
Grades 4-6	133.68	133.68	133.68	133.68
Grades 7-8	79.17	79.17	79.17	79.17
Grades 9-12	-	-	-	-
Total Adjusted Base Grant ADA	***411.95***	***411.95***	***411.95***	***411.95***
Necessary Small School ADA	*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	411.95	411.95	411.95	411.95
ACTUAL ADA ***(Current Year Only)***				
Grades TK-3	199.10	199.10	199.10	199.10
Grades 4-6	133.68	133.68	133.68	133.68
Grades 7-8	79.17	79.17	79.17	79.17
Grades 9-12	-	-	-	-
Total Actual ADA	411.95	411.95	411.95	411.95
Funded Difference (Funded ADA less Actual ADA)	-	-	-	-

	2016-17	2017-18	2018-19	2019-20
Current year estimated supplemental and concent	$ 1,047,845	$ 923,057	$ 1,087,160	$ 1,120,401
Current year Percentage to Increase or Improve Se	36.29%	29.42%	34.61%	34.69%

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT
2018 1st Interim Report
As of October 31, 2017

UNRESTRICTED REVENUES:

1. LCFF Calculation (see attachment)

2016-17 P2 ADA = 410.62 = 2018 Budget ADA Minimum

2017-18 Budgeted ADA = 410.62

2017-18	TARGET(100% Funding)	= $ 4,287,150
	FLOOR	= $ 3,998,021
	Remaining GAP	= $ 299,129
2017-18	Funding GAP 43.97%	= $ 124,875

2017-18 Total Phase-in Entitlement = $ 4,122,896

2017-18 Est. Funding per ADA = $10,041

2017-18 Remaining GAP = $164,254

2. Lottery estimate = $144/ADA = $ 57,120

3. Mandated Cost Reimbursement $28/ADA = $12,458

4. One Time $0/ADA funding = $60,493

5. Interest on Cash in Treasury = $17,000

6. Other Local income $18,316

7. Supplemental/Concentration Grant: 87.897%

MPP(Minimum Proportionality Percentage) = 35.90% or $923,057

TOTAL UNRESTRICTED REVENUES:	**17-18 Proposed Budget**	**$ 4,207,968**
	17-18 1st Interim	**$ 4,289,912**
		$ 81,944

LCFF recalculated $625; One Time Mandated Cost $60,493; Mandated Costs Block Grant $871; Local Income $(18,316)

UNRESTRICTED EXPENSES:

1. **CERTIFICATED SALARIES:**

17-18 Proposed Budget	$ 1,578,384
17-18 1st Interim	$ 1,578,384
	$ 0

2. **CLASSIFIED SALARIES:**

17-18 Proposed Budget	$ 336,840
17-18 1st Interim	$ 345,213
	$ 8,373

Adjusted for Transportation salary

3. **STATUTORY BENEFITS:**

17-18 Proposed Budget	$ 744,282
17-18 1st Interim	$ 745,790
	$ 1,508

Adjustment for Salary revisions

4. **SUPPLIES:**

17-18 Proposed Budget	$ 598,581
17-18 1st Interim	$ 604,261
	$ 5,680

Increased for copier $1,500; Non Capitalized Equip $2,200; Non Capitalized Computer Equipment $1,500

5. **OPERATIONS:**

17-18 Proposed Budget	$ 541,886
17-18 1st Interim	$ 525,152
	$ -16,734

Increase: Music repairs $1,045; Audit $700; Dues $725; Repairs $9,000; Transportation support for Preschool $(29,117)

6. **CAPITAL OUTLAY:**

17-18 Proposed Budget	$ 0
17-18 1st Interim	$ 10,000
	$ 10,000

Valley Wrought Iron

7. **OTHER OUTGO:**

17-18 Proposed Budget	**$ 32,438**
17-18 1st Interim	**$-10,383**
	$ 22,055

Excess Costs for Special Ed transportation

8. TOTAL UNRESTRICTED EXPENSES:

17-18 Proposed Budget	$ 3,832,411
17-18 1st Interim	$ 3,819,183
	$ 13,228

EXCESS OF UNRESTRICTED REVENUES OVER EXPENSES: $ 470,729

OTHER SOURCES/USES(ESTIMATES):

A.	Tfr to Post Employee Fund 20	$- 138,999
B.	Tfr to Deferred Mtc Fund 14	$- 42,000
C.	Tfr to Bus Replacement Fund 15	$- 38,605
D.	Tfr to Spec Res Cap Fund 40	$- 11,705
E.	Contrib to Res 9040 Bldg Project	$- 35,500
F.	Contrib to Special Education	$- 130,312
G.	Contrib to RRM (Mtc/Op)	$- 334,000
		$- 731,121

NET DECREASE TO FUND BALANCE: $-260,392
(Transfer Outs = $231,309)

COMPONENTS OF ENDING FUND BALANCE:

7-01-17	Unaudited Beginning Bal	$ 1,813,127	38%
	Estimated Decrease	$- 260,392	
6-30-18	Estimated Ending Balance	$ 1,552,735	32%
	8% Reserve	$- 402,848	8%
	Unrestricted Lottery	$- 32,475	1%
	SSC recommended 1 YR GAP	$- 168,142	4%
	UNDESIGNATED AMOUNT	$- 949,270	19%

Statutory Benefit Costs:

Fiscal Year:	2018 TOTAL	2019 TOTAL	2020 TOTAL
Certificated(STRS)	18.26%	20.11%	21.96%
14.43% to 16.28% to 18.13%			
Classified(PERS)	25.561%	28.085%	30.83%
15.531% to 18.1% to 20.8%			

Estimated Ending Balance June 30, 2018:

1200	Preschool	$ 8,091
1300	Cafeteria	$ 125,849
1400	Deferred Maintenance	$ 186,057
1500	Bus Replacement	$ 124,129
1700	Special Reserve Fund	$ 106,716
2000	Post-employee Benefits	$ 492,542
2500	Capital Facilities	$ 11,287
3500	County School Facilities Fund	$ 14,281
4000	Special Reserve (CAP)	$ 36,984

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	4,122,261.00	4,122,261.00	1,073,927.48	4,122,896.00	635.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	68,707.00	68,707.00	1,628.35	131,700.00	62,993.00	91.7%
4) Other Local Revenue		8600-8799	17,000.00	17,000.00	19,638.83	35,316.00	18,316.00	107.7%
5) TOTAL, REVENUES			4,207,968.00	4,207,968.00	1,095,194.66	4,289,912.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	1,578,384.00	1,578,384.00	311,062.45	1,578,384.00	0.00	0.0%
2) Classified Salaries		2000-2999	336,840.00	336,840.00	94,150.98	345,213.00	(8,373.00)	-2.5%
3) Employee Benefits		3000-3999	744,282.00	744,282.00	144,715.64	745,790.00	(1,508.00)	-0.2%
4) Books and Supplies		4000-4999	598,581.00	598,581.00	146,221.14	604,261.00	(5,680.00)	-0.9%
5) Services and Other Operating Expenditures		5000-5999	541,886.00	541,886.00	110,610.50	525,152.00	16,734.00	3.1%
6) Capital Outlay		6000-6999	0.00	0.00	9,872.00	10,000.00	(10,000.00)	New
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	32,438.00	32,438.00	0.00	17,258.00	15,180.00	46.8%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	(6,875.00)	6,875.00	New
9) TOTAL, EXPENDITURES			3,832,411.00	3,832,411.00	816,632.71	3,819,183.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			375,557.00	375,557.00	278,561.95	470,729.00		
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	231,309.00	231,309.00	0.00	231,309.00	0.00	0.0%
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	(452,052.00)	(452,052.00)	0.00	(499,812.00)	(47,760.00)	10.6%
4) TOTAL, OTHER FINANCING SOURCES/USES			(683,361.00)	(683,361.00)	0.00	(731,121.00)		

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)			(307,804.00)	(307,804.00)	278,561.95	(260,392.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,525,269.64	1,525,269.64		1,813,126.94	287,857.30	18.9%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,525,269.64	1,525,269.64		1,813,126.94		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,525,269.64	1,525,269.64		1,813,126.94		
2) Ending Balance, June 30 (E + F1e)			1,217,465.64	1,217,465.64		1,552,734.94		
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	270,543.00	270,543.00		402,041.06		
Additional 4% Reserve	0000	9780				201,424.00		
Recommended SSC 1 Year GAP Func	0000	9780				168,142.00		
Unrestricted Lottery	1100	9780				32,475.06		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	197,964.00	197,964.00		201,424.00		
Unassigned/Unappropriated Amount		9790	748,958.64	748,958.64		949,269.88		

Resource	Description	2017-18 Projected Year Totals
3315	Special Ed: IDEA Preschool Grants, Part B,	2,146.00
6230	California Clean Energy Jobs Act	4,417.00
6264	Educator Effectiveness (15-16)	37,397.00
6300	Lottery: Instructional Materials	41,885.91
6512	Special Ed: Mental Health Services	54,581.20
9010	Other Restricted Local	135,888.39
Total, Restricted Balance		276,315.50

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 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	4,122,896.00	4.08%	4,291,037.00	2.84%	4,412,797.00
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	131,700.00	-53.46%	61,292.00	0.00%	61,292.00
4. Other Local Revenues	8600-8799	35,316.00	0.01%	35,320.00	0.00%	35,320.00
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	(499,812.00)	4.04%	(520,000.00)	1.92%	(530,000.00)
6. Total (Sum lines A1 thru A5c)		3,790,100.00	2.05%	3,867,649.00	2.89%	3,979,409.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				1,578,384.00		1,609,950.00
b. Step & Column Adjustment				31,566.00		32,990.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,578,384.00	2.00%	1,609,950.00	2.05%	1,642,940.00
2. Classified Salaries						
a. Base Salaries				345,213.00		352,117.00
b. Step & Column Adjustment				6,904.00		7,042.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	345,213.00	2.00%	352,117.00	2.00%	359,159.00
3. Employee Benefits	3000-3999	745,790.00	8.02%	805,600.00	6.07%	854,466.00
4. Books and Supplies	4000-4999	604,261.00	0.12%	605,000.00	0.17%	606,000.00
5. Services and Other Operating Expenditures	5000-5999	525,152.00	-0.03%	525,000.00	0.95%	530,000.00
6. Capital Outlay	6000-6999	10,000.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	17,258.00	0.24%	17,300.00	0.00%	17,300.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(6,875.00)	-100.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	231,309.00	0.00%	231,309.00	0.00%	231,309.00
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)		4,050,492.00	2.36%	4,146,276.00	2.29%	4,241,174.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		(260,392.00)		(278,627.00)		(261,765.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01I, line F1c)		1,813,126.94		1,552,734.94		1,274,107.94
2. Ending Fund Balance (Sum lines C and D1)		1,552,734.94		1,274,107.94		1,012,342.94
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	402,041.06		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	201,424.00		379,425.00		389,565.00
2. Unassigned/Unappropriated	9790	949,269.88		894,682.94		622,777.94
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		1,552,734.94		1,274,107.94		1,012,342.94

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	201,424.00		379,425.00		389,565.00
c. Unassigned/Unappropriated	9790	949,269.88		894,682.94		622,777.94
(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				
b. Reserve for Economic Uncertainties	9789	0.00				
c. Unassigned/Unappropriated	9790	0.00				
3. Total Available Reserves (Sum lines E1a thru E2c)		1,150,693.88		1,274,107.94		1,012,342.94

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 projections based on 410 ADA from 2017 P2 and the latest LCFF calculator posted on FCMAT website. State revenues for 2019 and 2020 excludes the One Time Mandated Costs Reimbursement in 2018 budget and any prior year adjustments. Local income projected at 2018 level. Contributions to Restricted increases for Salary and Benefit increases. Salaries include a 2% increase for Step/column and Benefits include the projected increases for STRS/PERS for next 2 years. Supplies and operations projected at 2017 levels for next 2 years. Capital outlay not included until board approves expenditure. Transfer out to other funds projected at 2017 levels

WCESD BOARD OF TRUSTEES ITEM NO. VII.A.2

DATE: DECEMBER 12, 2017

SUBJECT TITLE: APPOINTMENT OF THE 2 DIRECTORS TO THE EASTON COMMUNITY WATER SYSTEM AUTHORITY

Action ___√___ Discussion _____ Information _____

BACKGROUND

Washington Colony and Washington Unified each own and operate a public water system serving their respective campuses. The community of Easton has no community water system west of State Route 41 and each parcel of property must provide its own potable water. Washington Colony and Washington Unified have determined that it is in the public interest for them to establish a Joint Powers Authority as a legal entity that can work with State Agencies, members of the Easton community, with the Easton Community Services District is that District is amenable, and others to develop, own, and operate a joint public community water system capable of serving both of their respective school campuses, as well as residential and non-residential parcels in the Easton community in need of potable water for drinking, irrigation, and fire protection purposes. The Joint Exercise of Powers Act (California Government Code sections 6500, *et seq.)* authorizes public agencies to enter into agreements to jointly exercise powers common to the contracting parties. The intent and purpose of the Agreement is for Washington Colony and Washington Unified to exercise their common powers under the law to secure funding for, construct, own and operate the Easton Community Water System.

CONSIDERATION

Paragraph 3.5.2 of the Joint Exercise of Powers Agreement for the Creation of the Easton Community Water System Authority states:

"3.5.2 Directors; Terms; Vacancies; No compensation. The initial Directors shall consist of the following Washington Colony and Washington Unified representatives: 2 Directors appointed by the Washington Colony Board of Trustees, who shall be members of the Washington Colony Board of Trustees, the Washington Colony Superintendent/Principal, or another officer or employee of Washington Colony, and 2 Directors appointed by the Board of Trustees of the Washington Unified, who shall be members of the Board of Trustees, the Washington Unified Superintendent, or another officer or employee of Washington Unified. These 4 Directors shall select another person residing in the Easton Community to be the fifth Director, who may, but need not be, an office or employee of a Party." Washington Colony Board of Trustees will consider appointing the 2 Directors for 1year term starting December 13, 2017 until the next Annual Board Organizational meeting on December 11, 2018.

Moved by _____ Second _____

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

WCESD BOARD OF TRUSTEES

ITEM NO. VII.A.3
DATE: DECEMBER 12, 2017

SUBJECT TITLE: WARRANTS

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Review and ratify warrants paid for the period November 1 – November 30, 2017.

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:_____

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
1563-A&J TRUCK & AUTO REPAIR INC	512064629	PV-180085	VAN REPAIR	0100-07230-0-0000-3600-560005-000-00	941.37
				Warrant Total:	**941.37**
				Vendor Total:	**941.37**
655-ALL VALLEY ENVIRONMENTAL IN	512064630	PV-180074	SERVICE GREASE TRAP	1300-53100-0-0000-8100-550008-000-00	255.00
				Warrant Total:	**255.00**
				Vendor Total:	**255.00**
387-AMERIPRIDE UNIFORM SERVICE IN	512064631	PO-180065	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	72.34
		PO-180065	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	96.08
		PO-180065	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	72.34
		PO-180065	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	87.44
		PO-180065	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	72.34
		PO-180065	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	87.44
		PO-180065	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	72.34
		PO-180065	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550005-000-00	87.44
				Warrant Total:	**647.76**
				Vendor Total:	**647.76**
1391-APPLE INC.	512064632	PO-180216	ZORL MACBOOK AIR 11 INCH]	0100-00000-0-0000-2700-440002-000-76	884.84
		PO-180216	ZORL MACBOOK AIR 11 INCH]	0100-00000-0-0000-2700-440002-000-76	146.96
		PO-180216	ZORL MACBOOK AIR 11 INCH]	0100-00000-0-0000-7150-440002-000-76	387.79
		PO-180216	ZORL MACBOOK AIR 11 INCH]	0100-00000-0-0000-7150-440002-000-76	62.98
				Warrant Total:	**1,482.57**
				Vendor Total:	**1,482.57**
1265-ATKINSON ANDELSON LOYA RUU	512064633	PO-180227	LEGAL FEES FOR SEPTEMBER	0100-00000-0-0000-7200-580018-000-00	374.06
				Warrant Total:	**374.06**
				Vendor Total:	**374.06**
1547-BAKER DISTRIBUTING	512064634	PV-180075	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	2,907.65
				Warrant Total:	**2,907.65**
				Vendor Total:	**2,907.65**
412-CALIFORNIA KINDERGARTEN ASSO	512064635	PO-180219	REGISTRATION FEE FOR ASHL	0100-31500-0-1110-1000-520000-000-00	420.00
				Warrant Total:	**420.00**
				Vendor Total:	**420.00**
375-CALIFORNIA'S VALUED TRUST	512064636	PV-180090	CERTIFICATED	0100-00010-0-0000-0000-951400-000-00	35,544.06
		PV-180090	CLASSIFIED	0100-00010-0-0000-0000-951400-000-00	7,023.12

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
	512064636	PV-180090	MGMNT	0100-00010-0-0000-0000-951400-000-00	1,603.62
		PV-180090	TRUSTEES	0100-00010-0-0000-0000-951400-000-00	6,315.24
				Warrant Total:	**50,486.04**
	512064637	PV-180090	PRESCHOOL TCHR	1200-00010-0-0000-0000-951400-000-00	1,584.81
		PV-180090	PRESCHOOL AIDES	1200-00010-0-0000-0000-951400-000-00	6.84
				Warrant Total:	**1,591.65**
	512064638	PV-180090	CAFETERIA	1300-00010-0-0000-0000-951400-000-00	892.94
				Warrant Total:	**892.94**
				Vendor Total:	**52,970.63**
614-CDW GOVERNMENT LLC	512064639	PO-180224	4075128 HP OFFICEJET PRO 87	0100-11000-0-1110-1000-430000-000-00	134.40
				Warrant Total:	**134.40**
	512064640	PO-180209	4114918 CANNON POWERSHO	1200-61050-0-0001-1000-430000-000-00	50.06
		PO-180209	4114918 CANNON POWERSHO	1200-61050-0-0001-1000-430000-000-00	347.42
				Warrant Total:	**397.48**
				Vendor Total:	**531.88**
544-CIT	512064641	PO-180125	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-7200-560008-000-86	616.54
				Warrant Total:	**616.54**
				Vendor Total:	**616.54**
1167-CLASSIC CHARTER INC	512064642	PO-180228	CHARTER BUS FEE TO TRANS	0100-09000-0-1110-1000-580014-000-00	2,300.50
		PO-180229	CHARTER BUS FEE TO TRANS	0100-09000-0-1110-1000-580014-000-00	858.75
		PO-180229	CHARTER BUS FEE TO TRANS	0100-09000-0-1110-1000-580014-000-00	858.75
				Warrant Total:	**4,018.00**
				Vendor Total:	**4,018.00**
1208-CULLIGAN INC.	512064643	PO-180070	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-8100-560000-000-00	74.00
		PO-180070	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-8100-560000-000-00	74.00
				Warrant Total:	**148.00**
				Vendor Total:	**148.00**
1363-DOCUMENT TRACKING SERVICES	512064644	PO-180235	SINGLE SCHOOL DISTRICT LI	0100-31500-0-0000-2700-580000-000-00	395.00
				Warrant Total:	**395.00**
				Vendor Total:	**395.00**
404-EASTON AUTO PARTS	512064645	PV-180076	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	24.25
				Warrant Total:	**24.25**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**24.25**
1065-EDUCATIONAL DATA SYSTEMS IN	512064646	PO-180230	CELDT 2016-17 EXCESSIVE MA	0100-42030-0-1110-3160-580039-000-00	23.73
				Warrant Total:	**23.73**
				Vendor Total:	**23.73**
419-FCSIG	512064647	PO-180072	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-0000-951600-000-00	23,200.00
				Warrant Total:	**23,200.00**
				Vendor Total:	**23,200.00**
557-FERGUSON ENTERPRISES INC	512064648	PV-180077	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	38.18
				Warrant Total:	**38.18**
				Vendor Total:	**38.18**
127-FRESNO COUNTY OFFICE OF EDUC.	512064649	PO-180232	REGISTRATION #MIT-A9ZB2P I	0100-11000-0-0000-2700-520000-000-76	52.50
		PO-180232	REGISTRATION #MIT-A9ZB2P I	0100-11000-0-0000-7150-520000-000-76	22.50
		PO-180232	REGISTRATION #MIT-A9ZB2P I	0100-31500-0-1110-1000-520000-000-00	75.00
		PO-180185	2017-2018 OPEN PURCHASE OR	0100-09000-0-0000-2420-580010-000-92	3,410.00
		PO-180236	LEGAL FEES FOR JULY, AUGU	0100-00000-0-0000-7200-580018-000-00	585.00
				Warrant Total:	**4,145.00**
				Vendor Total:	**4,145.00**
429-FRESNO EQUIPMENT	512064650	PV-180078	custodial supplies	0100-81500-0-0000-8100-430010-000-00	570.33
		PV-180086	tractor repair	0100-81500-0-0000-8100-560000-000-00	718.31
				Warrant Total:	**1,288.64**
				Vendor Total:	**1,288.64**
1600-FRESNO FINGERPRINTING	512064651	PO-180231	PRESCHOOL FINGERPRINTIN	1200-61050-0-0001-1000-580015-000-00	188.00
				Warrant Total:	**188.00**
				Vendor Total:	**188.00**
131-FRESNO OXYGEN INC.	512064652	PO-180073	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-560000-000-00	48.36
				Warrant Total:	**48.36**
				Vendor Total:	**48.36**
587-FRESNO PRODUCE INC	512062562	PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	59.80
		PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	247.49
		PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	62.78
		PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	327.50
				Warrant Total:	**697.57**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
	512064653	PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	275.81
		PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	37.50
				Warrant Total:	**313.31**
				Vendor Total:	**1,010.88**
141-GLACIER REFRIGERATION & AIR	512064654	PV-180079	MAINT REPAIR	0100-81500-0-0000-8100-560003-000-00	430.00
				Warrant Total:	**430.00**
	512064655	PV-180080	KITCHEN REPAIR	1300-53100-0-0000-8100-560000-000-00	1,697.72
				Warrant Total:	**1,697.72**
				Vendor Total:	**2,127.72**
1537-HATLER, SUSAN	512064656	PV-180081	PBIS SUPPLIES	0100-90140-0-1110-1000-430000-000-00	279.40
				Warrant Total:	**279.40**
				Vendor Total:	**279.40**
1509-HEARTLAND SCHOOL SOLUTIONS	512064657	PO-180233	CAFETERIA PROGRAM RENEW	1300-53100-0-0000-3700-580000-000-00	242.50
				Warrant Total:	**242.50**
				Vendor Total:	**242.50**
1034-HYATT REGENCY SANTA CLARA	512064658	PO-180220	ROOM RESERVATION 32KBZ	0100-31500-0-1110-1000-520000-000-00	538.17
				Warrant Total:	**538.17**
				Vendor Total:	**538.17**
1361-ILLUMINATE EDUCATION INC	512064659	PO-180217	ILLUMINATE ED FULL DAY W(	0100-40350-0-1110-1000-520000-000-00	1,500.00
				Warrant Total:	**1,500.00**
				Vendor Total:	**1,500.00**
608-INFINITY COMMUNICATIONS	512064660	PO-180234	YEAR 21 CATEGORY ONE ERA	0100-00000-0-0000-7200-580000-000-97	1,750.00
				Warrant Total:	**1,750.00**
				Vendor Total:	**1,750.00**
1595-IPEVO INC	512064661	PO-180218	5-868-3-08-00 ZIGGI HD PLUS H	0100-11000-0-1110-1000-430000-000-00	90.86
				Warrant Total:	**90.86**
				Vendor Total:	**90.86**
1381-JW PEPPER AND SON INC	512064662	PO-180221	2389286 NOTTINGHAM CASTL	0100-09000-0-1155-1000-430000-000-75	214.83
				Warrant Total:	**214.83**
				Vendor Total:	**214.83**
1447-KAMRAN AND COMPANY INC	512064663	PO-180211	MY1627-34BL TRANSPORT UT	1300-53100-0-0000-3700-430008-000-00	167.47

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
	512064663	PO-180211	MY1627-34BL TRANSPORT UT	1300-53100-0-0000-3700-440000-000-00	508.94
				Warrant Total:	**676.41**
				Vendor Total:	**676.41**
190-LAKESHORE LEARNING MATERIAL	512064664	PO-180225	AA758X BOOK BINS FOR MRS.	0100-09000-0-1110-1000-430000-000-77	65.09
				Warrant Total:	**65.09**
	512064665	PO-180201	LC1430 30 PLAYER RHYTHM S	1200-61270-0-0001-1000-430000-000-00	918.14
		PO-180200	JJ374 KEEP IT SAFE TRAFFIC S	1200-61270-0-0001-1000-440000-000-00	5,719.13
				Warrant Total:	**6,637.27**
				Vendor Total:	**6,702.36**
195-LINGER PETERSON & SHRUM	512064666	PO-180075	2017-2018 AUDIT FEE	0100-00000-0-0000-7191-580005-000-00	2,540.00
				Warrant Total:	**2,540.00**
				Vendor Total:	**2,540.00**
205-MANGINI ASSOCIATES	512064667	PO-180184	2017-2018 ARCHITECT FEE TO	0100-90400-0-0000-8500-620002-000-18	14,200.00
				Warrant Total:	**14,200.00**
				Vendor Total:	**14,200.00**
1415-MCGRAW HILL SCHOOL EDUCATI(	512064668	PO-180103	0-7-868876-0 MEDIEVAL AND E	0100-00000-0-1110-1000-410001-000-00	672.36
				Warrant Total:	**672.36**
				Vendor Total:	**672.36**
220-MISSION LINEN SUPPLY INC.	512062563	PO-180122	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	73.83
				Warrant Total:	**73.83**
	512064669	PO-180122	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	73.83
				Warrant Total:	**73.83**
				Vendor Total:	**147.66**
663-ORIENTAL TRADING CO INC	512064670	PO-180202	VQ-5/784 MEGA BOUNCING B	0100-11000-0-1110-1000-430000-000-00	178.41
		PO-180226	IN-13765180 MINI INFLATABL	0100-90140-0-1110-1000-430000-000-00	57.93
				Warrant Total:	**236.34**
				Vendor Total:	**236.34**
1200-ORTIZ, REBECCA	512064671	PV-180082	supply reimb	1300-53100-0-0000-3700-430008-000-00	167.33
				Warrant Total:	**167.33**
				Vendor Total:	**167.33**
1280-P & R PAPER SUPPLY COMPANY I	512062564	PO-180118	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-430008-000-00	437.41
		PO-180118	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-430008-000-00	469.83

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Warrant Total:	**907.24**
				Vendor Total:	**907.24**
385-PACIFIC GAS & ELECTRIC INC	512064672	PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	141.63
		PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	1,112.50
		PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	2,032.50
		PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	274.73
		PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	2,227.97
				Warrant Total:	**5,789.33**
				Vendor Total:	**5,789.33**
1486-PEARSON EDUCATION INC	512064673	PO-180023	0328741345 GRADE K 32 PACK	0100-00000-0-1110-1000-410001-000-00	2,970.15
				Warrant Total:	**2,970.15**
				Vendor Total:	**2,970.15**
258-PRODUCERS DAIRY FOOD INC.	512062565	PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	392.66
				Warrant Total:	**392.66**
	512064674	PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	606.81
		PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	680.85
		PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	421.97
				Warrant Total:	**1,709.63**
				Vendor Total:	**2,102.29**
1442-RENAISSANCE LEARNING INC	512064675	PO-180033	READING HOURLY IMPLEMEN	0100-40350-0-1110-1000-520000-000-00	300.00
				Warrant Total:	**300.00**
				Vendor Total:	**300.00**
1312-ROBERT V. JENSEN INC.	512064676	PO-180187	2017-2018 OPEN PURCHASE OR	0100-07230-0-0000-3600-430009-000-00	646.06
		PO-180187	2017-2018 OPEN PURCHASE OR	0100-07230-0-0000-3600-430009-000-00	1,185.98
				Warrant Total:	**1,832.04**
				Vendor Total:	**1,832.04**
690-SAN JOAQUIN CHEMICALS INC	512064677	PV-180083	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	483.73
				Warrant Total:	**483.73**
				Vendor Total:	**483.73**
279-SAN JOAQUIN PEST CONTROL INC	512064678	PO-180082	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550006-000-00	95.00
				Warrant Total:	**95.00**
				Vendor Total:	**95.00**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
1596-SMITH, BARBARA	512064679	PV-180091	CLASSROOM	0100-00000-0-1110-1000-430000-100-65	7.66
		PV-180091	CLASSROOM	0100-00000-0-1110-1000-430000-100-65	6.48
		PV-180091	CLASSROOM	0100-00000-0-1110-1000-430000-100-65	7.91
		PV-180091	CLASSROOM	0100-00000-0-1110-1000-430000-100-65	8.74
		PV-180091	CLASSROOM	0100-00000-0-1110-1000-430000-100-65	7.84
				Warrant Total:	**38.63**
				Vendor Total:	**38.63**
304-SONITROL	512064680	PO-180189	2017-2018 QUARTERLY MONIT	0100-11000-0-0000-2700-580029-000-00	138.00
				Warrant Total:	**138.00**
				Vendor Total:	**138.00**
1263-SPARKLETTS	512064681	PO-180084	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550009-000-00	78.10
				Warrant Total:	**78.10**
				Vendor Total:	**78.10**
203-SYSCO FOOD SERVICE OF CENTRA	512062566	PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	211.95
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	2,660.31
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	51.60
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,818.04
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	233.82
				Warrant Total:	**4,975.72**
	512064682	PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	275.98
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	116.20
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	20.96
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,748.12
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	67.89
				Warrant Total:	**2,229.15**
				Vendor Total:	**7,204.87**
324-TARGET SPECIALTY PRODUCTS IN	512064683	PV-180084	GROUNDS SUPPLIES	0100-81500-0-0000-8100-430010-000-00	435.09
				Warrant Total:	**435.09**
				Vendor Total:	**435.09**
1170-THE HORN SHOP	512064684	PO-180222	TROMBONE SLIDE REPAIR	0100-09000-0-1155-1000-560000-000-75	145.00
				Warrant Total:	**145.00**
				Vendor Total:	**145.00**
1283-THOMPSON, BETTY W	512064685	PO-180089	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-7300-580000-000-00	756.00

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Warrant Total:	**756.00**
				Vendor Total:	**756.00**
136-TOSHIBA AMERICA BUSINESS SOLU	512064686	PO-180127	2017-2018 OPEN PURCHASE OR	0100-11000-0-1110-1000-560008-200-84	736.39
		PO-180127	2017-2018 OPEN PURCHASE OR	0100-11000-0-1110-1000-560008-200-84	142.03
				Warrant Total:	**878.42**
				Vendor Total:	**878.42**
1129-U.S. BANK NATIONAL ASSOCIATIO	512064687	PV-180088	SUPPLY FOR TEACHR LAPTOP	0100-11000-0-1110-1000-430000-000-00	62.06
		PV-180089	CAMERAS GRAY FCOE GRAN	0100-90160-0-1110-1000-430000-000-00	1,000.00
		PV-180087	LAPTOP BATTERY	0100-11000-0-1110-1000-430000-000-00	39.40
		PV-180087	KEYBOARD REPLACEMENT O	0100-11000-0-1110-1000-430000-000-00	20.50
		PV-180087	BOARD CONSULT CRUZ/DAC	0100-11000-0-0000-2700-520000-000-76	17.85
		PV-180087	BOARD CONSULT CRUZ/DAC	0100-11000-0-0000-7150-520000-000-76	7.65
		PV-180088	DACK CSBA CONF TRAVEL	0100-11000-0-0000-7110-520000-000-00	411.40
		PV-180087	DIAZ CONFERENCE HTL ROO	0100-11000-0-0000-2700-520000-000-41	99.90
		PV-180088	CHAVEZ CSBA CONF TRAVEL	0100-11000-0-0000-7110-520000-000-00	411.40
		PV-180088	CRUZ CSBA CONF TRAVEL	0100-11000-0-0000-2700-520000-000-76	287.98
		PV-180088	CRUZ CSBA CONF TRAVEL	0100-11000-0-0000-7150-520000-000-76	123.42
		PV-180088	HOTEL CRUZ UNITY	0100-11000-0-0000-2700-520000-000-76	599.63
		PV-180088	HOTEL UNITY CRUZ	0100-11000-0-0000-7150-520000-000-76	256.99
				Warrant Total:	**3,338.18**
	512064688	PV-180088	MEMORY CARD PRESCHOOL	1200-61050-0-0001-1000-430000-000-00	27.98
				Warrant Total:	**27.98**
				Vendor Total:	**3,366.16**
1377-VERIZON WIRELESS	512064689	PO-180113	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-8100-590006-000-00	4.26
				Warrant Total:	**4.26**
				Vendor Total:	**4.26**
967-WASTE MANAGEMENT/USA WAST	512064690	PO-180091	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550008-000-00	531.58
				Warrant Total:	**531.58**
				Vendor Total:	**531.58**
373-ZOOM IMAGING SOLUTIONS INC	512064691	PO-180095	2017-2018 OPEN PURCHASE OR	0100-11000-0-1110-1000-430000-100-82	946.16
		PO-180096	2017-2018 OPEN PURCHASE OR	0100-11000-0-1110-1000-430000-100-82	401.36
		PO-180094	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-7200-430014-000-86	231.28
				Warrant Total:	**1,578.80**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**1,578.80**

Total # of Warrants: **68** **Grand Total:** **157,396.13**

WCESD BOARD OF TRUSTEES

ITEM NO. VII.A.4
DATE: DECEMBER 12, 2017

SUBJECT TITLE: NOMINATIONS FOR CSBA DELEGATE ASSEMBLY

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Consider nominating for CSBA Delegate Assembly one or more board members within geographical subregion 10-B

BACKGROUND

CSBA's Delegate Assembly is a vital link in the Association's governance structure. The Delegate Assembly sets the general policy direction for the Association. Working with local districts, county offices, the Board of directors and Executive Committee, Delegates ensure that the Association reflects the interests of school districts and county office of education throughout the state.

The Delegate Assembly is made up of approximately 270+ Delegates who are elected by local board members in 21 geographic regions throughout the state. Some geographic regions have been further divided into subregions.

Delegates serve one-year term beginning April 1, 2018 through March 31, 2019. They meet twice a year to conduct business, and may also meet with the other Delegates and the Director within their region. Furthermore, they participate in CSBA events and they maintain contact with local boards in their region.

CSBA's Region 10 includes the counties of Fresno, Kings, and Madera.

CONSIDERATION

Any CSBA member board is eligible to nominate board members within their geographical region or subregion. Each board may nominate as many individuals as it chooses by using the nomination form or submitting a letter of nomination. All nominees must submit a biographical sketch along with their nomination form; an optional one-page, one-sided resume may also be submitted, but cannot be substituted for the sketch. All nomination materials must be postmarked no later than Sunday, January 7, 2018.

Moved by _____ Second _____

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

California School Boards Association

October 27, 2017

DEADLINE: Sunday, January 7, 2018
BOARD ACTION REQUIRED
Please deliver to all governing board members.

MEMORANDUM

To: All Board Presidents, Superintendents of CSBA Member Boards of Education

From: Susan Henry, President

Copy: All Executive Assistants

Re: Call for Nominations for CSBA Delegate Assembly – **Due Sunday, January 7, 2018**

Each year, member boards elect representatives from 21 geographic regions to CSBA's Delegate Assembly. The Delegate Assembly is a vital link in the association's governance and sets the general policy direction for the association. Working with member boards, the Board of Directors, and Executive Committee, Delegates ensure that the association promotes the interests of school districts and county offices of education throughout the state. There are two required Delegate Assembly meetings each year. In 2018, the first meeting will be May 19-20 in Sacramento and the second one will be November 28-29 in San Francisco preceding CSBA's Annual Education Conference and Trade show.

Nomination and candidate biographical sketch forms for CSBA's Delegate Assembly are now being accepted until **Sunday, January 7, 2018**. Nomination instructions are listed below:

- Any CSBA member board is eligible to nominate board members within their geographical region or subregion and may nominate as many individuals as it chooses by submitting a nomination form for each nominee.
- All nominees must serve on CSBA member boards and give their approval prior to being nominated.
- All nominees must submit a **one-page, single-sided,** candidate biographical sketch form. An optional one-page, one-sided résumé may also be submitted but cannot be substituted for the biographical sketch form.
- All nomination materials must be postmarked by the U.S.P.S., faxed or emailed no later than 11:59 p.m. on **Sunday, January 7**. It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office by this due date. Late submissions will not be accepted.
- Ballots will be mailed by Thursday, February 1, 2018 and are due Thursday, March 15, 2018.
- Elected Delegates serve a two-year term beginning April 1, 2018 through March 31, 2020.

The nomination materials related to the nomination process are available to download at https://www.csba.org/About/Leadership/ElectionToCsbaOffice/ElectiontotheDelegateAssembly.aspx. For more information about the Delegate Assembly, please contact the Executive Office or Leanne Gosselin, lgosselin@csba.org or (800) 266-3382, ext. 3302. Thank you.

(See other side for important dates)

csba
California School Boards Association

IMPORTANT DELEGATE NOMINATION AND ELECTION DEADLINES

Note: Nominations Due on a Sunday

Important 2018 Dates:

- **Sunday, January 7**: U.S.P.S. postmarked, fax, or email deadline for *required* Nomination and Candidate Biographical Sketch Forms
- By Thursday, February 1: Ballots mailed to Member Boards
- February 1 – March 15: Boards vote for Delegates
- Thursday, March 15: Deadline for the ballots to be returned to CSBA (U.S.P.S. POSTMARK ONLY)
- By Friday, March 30: Ballots to be tallied
- By Sunday, April 1: Election results, except for run-offs, posted on CSBA's Web site
- Monday, April 30: Deadline for run-off ballots to be returned to CSBA (U.S.P.S. POSTMARK ONLY)

CSBA Delegate Assembly Meeting Dates in 2018

- Saturday, May 19 – Sunday, May 20, Sacramento
- Wednesday, November 28 – Thursday, November 29, San Francisco

WCESD BOARD OF TRUSTEES

ITEM NO. VII.A.5
DATE: DECEMBER 12, 2017

SUBJECT TITLE: Contract/Service Agreements

Action ___√___ Discussion _____ Information _____

RECOMMENDATION:

Ratify the Statement of Work Service Agreement between CDW Government LLC and Washington Colony Elementary School District for the Interactive White Board Installation.

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:

CDW Government LLC performs tasks chargeable to the District Capital Facilities. Provider will provide the following services:

• Work with Seller to install Interactive Smart panel, Remove existing ceiling projector, cabling and amplifier, Relocate speaker wires to new display location, Install 35' HDMI, USB, and 3.5 cables from faceplate to display, Install pass through faceplate within 35' range Mount flat panel wall mount on white board, Hang display on mount, Install Touchlink controller, Install C2G amplifier, Provide and Install HDMI, USB faceplate, Provide and Install 10' surge protector, Program Touchlink controller, Provide and Install Revolabs 2ch teacher and student mic kit and Receive above equipment and deliver to site on day of installation. It is assume that this project will take a day to complete the Smart Boards installation.

FINANCIAL IMPACT:

Project Installation Fee $2,400.00

FUNDING SOURCE:

Supplemental & Concentration

Moved by _____ Second _____

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

STATEMENT OF WORK

Project Name:	Interactive Smart Board Installation	**Seller Representative:**	
Customer Name:	Washington Colony Elementary School District (CA)	Chris Atraje 877-325-2820 chriatr@cdwg.com	
CDW Affiliate:	CDW Government LLC		
SOW Created Date:	December 4, 2017	**Solution Architect:**	
Version:	1	Stephen Smith	

This statement of work ("**Statement of Work**" or "**SOW**") is made and entered into on the date signed by both parties (the "**SOW Effective Date**") by and between the undersigned, CDW Government LLC ("**Provider**", "**Seller**" and "**we**") and Washington Colony Elementary School District (CA) ("**Customer**" and "**you**").

PROJECT DESCRIPTION

PROJECT SCOPE

Provider will provide the following services:

- Work with Seller to install Interactive Smart panel
- Remove existing ceiling projector, cabling and amplifier
- Relocate speaker wires to new display location
- Install 35' HDMI, USB, and 3.5 cables from faceplate to display
- Install pass through faceplate within 35' range
- Mount flat panel wall mount on white board
- Hang display on mount
- Install Touchlink controller
- Install C2G amplifier
- Provide and Install HDMI, USB faceplate
- Provide and Install 10' surge protector
- Program Touchlink controller
- Provide and Install Revolabs 2ch teacher and student mic kit
- Receive above equipment and deliver to site on day of installation

OUT OF SCOPE

1. Any electrical work
2. Providing Interactive Smart Panel
3. Providing wall mount
4. Providing amplifier
5. Providing 35' HDMI, USB, 3.5 cabling

PROJECT ASSUMPTIONS

1. This is a fixed fee project; time and materials will not be billed
2. We assume this project will take 1 day to complete

Services not specified in this SOW are considered out of scope and will be addressed with a separate SOW or Change Order.

PROJECT SCHEDULING

Customer and Seller, who will jointly manage this project, will together develop timelines for an anticipated schedule ("**Anticipated Schedule**") based on Seller's project management methodology. Any dates, deadlines, timelines or schedules contained in the Anticipated Schedule, in this SOW or otherwise, are estimates only, and the Parties will not rely on them for purposes other than initial planning.

TOTAL FEES

The total fees due and payable under this SOW ("**Total Fees**") include both fees for Seller's performance of work ("**Services Fees**") and any other related costs and fees specified in the Expenses section ("**Expenses**"). Unless otherwise specified, taxes will be invoiced but are not included in any numbers or calculations provided herein.

Seller will invoice for the Total Fees.

SERVICES FEES

Services Fees hereunder are FIXED FEES, meaning that the amount invoiced for the Services will be $2,400.00.

The invoiced amount of Services Fees will equal the amount of fees applicable to each completed project milestone, as specified in Table 1.

Table 1 – Services Fees

Project Milestones	**Percentage**	**Fees**
Completion of Work	100%	$2,400.00
Totals	**100%**	**$2,400.00**

EXPENSES

Neither travel time nor direct expenses will be billed for this project.

Two (2) weeks' advance notice from Customer is required for any necessary travel by Seller personnel.

CUSTOMER-DESIGNATED LOCATIONS

Seller will provide Services benefiting the locations specified on the attached Exhibit ("**Customer-Designated Locations**").

PROJECT-SPECIFIC TERMS

1. Customer is responsible for providing all physical and communications access, privileges, environmental conditions, properly functioning hardware and software, qualified personnel, project details, material information, decisions/directions, and personnel and stakeholder interviews that are reasonably necessary to assist and accommodate Seller's performance of the Services ("Customer Components").
2. Seller is not responsible for delays in performance directly caused by the unavailability of the Customer Components and will have the right, with prior written notice and after a reasonable opportunity for Customer to correct the failure, to reassign Seller personnel to work unrelated to this SOW and the services hereunder or to invoice Customer for time Seller personnel are thereby idled if reassignment is not feasible.
3. Both parties will treat all employee personally identifiable information as confidential per the Agreement.
4. Customer will provide in advance and in writing, and Seller will follow, all applicable Customer safety and security rules and procedures.
5. Customer is responsible for security at all Customer-Designated Locations; Seller is not responsible for lost or stolen equipment.
6. This SOW can be terminated by either party without cause upon at least fourteen (14) days' advance written notice.

SOW TERMS AND CONDITIONS

CONTACT PERSON(S)

Each Party will appoint a person to act as that Party's point of contact ("**Contact Person**") as the time for performance nears and will communicate that person's name and information to the other Party's Contact Person.

The Customer Contact Person is authorized to approve materials and Services provided by Seller, and Seller may rely on the decisions and approvals made by the Customer Contact Person (except that Seller understands that Customer may require a different person to sign any Change Orders amending this SOW). The Customer Contact Person will manage all communications with Seller, and when Services are performed at a Customer-Designated Location, the Customer Contact Person will be present or available. The Parties' Contact Persons shall be authorized to approve changes in personnel and associated rates for Services under this SOW.

PAYMENT TERMS

Customer will pay invoices containing amounts authorized by this SOW within thirty (30) days of Customer's receipt of the invoice. Any objections to an invoice must be communicated to the Seller Contact Person within fifteen (15) days after receipt of the invoice.

EXPIRATION AND TERMINATION

This SOW expires and will be of no force or effect unless it is signed by Customer and Seller within thirty (30) days from the SOW Created Date, except as otherwise agreed by Seller.

CHANGE ORDERS

This SOW may be modified or amended only in a writing signed by both Customer and Seller, generally in the form provided by Seller ("**Change Order**").

In the event of a conflict between the terms and conditions set forth in a fully executed Change Order and those set forth in this SOW or a prior fully executed Change Order, the terms and conditions of the most recent fully executed Change Order shall prevail.

MISCELLANEOUS

This SOW shall be governed by Seller's "Terms and Conditions of Product Sales and Service Projects", accessed via the "Terms & Conditions" link at www.cdwg.com (the "**Agreement**"). If there is a conflict between this SOW and the Agreement, then the Agreement will control, except as expressly amended in this SOW by specific reference to the Agreement. References in the Agreement to a SOW or a Work Order apply to this SOW. This SOW and any Change Order may be signed in separate counterparts, each of which shall be deemed an original and all of which together will be deemed to be one original. Electronic signatures on this SOW or on any Change Order (or copies of signatures sent via electronic means) are the equivalent of handwritten signatures. This SOW is the proprietary and confidential information of Seller.

SIGNATURES

In acknowledgement that the parties below have read and understood this Statement of Work and agree to be bound by it, each party has caused this Statement of Work to be signed and transferred by its respective authorized representative.

CDW Government LLC

By: _____

Name: _____

Title: _____

Date: _____

Mailing Address:

230 N. Milwaukee Ave.

Vernon Hills, IL 60061

Beth Wilcox

Washington Colony Elementary School District (CA)

By: Jesus B. Cruz

Name: JESUS CRUZ

Title: Superintendent

Date: 12/08/17

Mailing Address:

Street: 130 E. Lincoln Avenue

City/ST/ZIP: Fresno, CA 93706

Billing Contact (If different than above):

Street: _____

City/ST/ZIP: _____

EXHIBIT A.

CUSTOMER-DESIGNATED LOCATIONS

Seller will provide Services benefiting the following locations ("**Customer-Designated Locations**").

Table 1 – Customer-Designated Locations

Location(s)	**Service(s)**		
Washington Colony ESD 130 E. Lincoln Ave Fresno, Ca. 93706	☐ Assessment ☐ Configuration ☐ Design ☑ Implementation	☐ Knowledge Transfer ☐ Project Management ☐ Staff Augmentation ☐ Support	☐ Training ☐ Custom Work

WCESD BOARD OF TRUSTEES

ITEM NO. VII.B.1
DATE: DECEMBER 12, 2017

SUBJECT TITLE: INTERDISTRICT ATTENDANCE PERMIT REQUESTS

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Ratify action on Interdistrict Attendance Permit request for the 2017-18 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

Moved by _____ Second _____

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

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
DATE: DECEMBER 12, 2017

SUBJECT TITLE: CURRICULUM/INSTRUCTION/ASSESSMENT

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Ratify the Interactive SMART Boards fee Proposal and Purchase between the CDW Government LLC and the Washington Colony Elementary School District for the purchase of five interactive flat SMART Boards panels.

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

After collecting a Technology inventory of operational SMART Boards in the classrooms, it was found that Interactive white SMART Boards need to be upgraded as stated in the LCAP GOAL 1 Action 5a. The new SMART Boards interactive flat panels will improve the daily ELA/ELD MATH instruction for students. The quote provided includes, price, installation, hardware, software for best practices, and onsite teacher training as well

It is recommended to Ratify the Interactive SMART Boards fee Proposal and Purchase between the CDW Government LLC and the Washington Colony Elementary School District for the purchase of five interactive flat SMART Boards panels as indicated to improve instruction and services for students indicated on the LCAP Goal 1; Action 5a.

FINANCIAL IMPACT:

SMART Boards Total Amount: $42,758.02

FUNDING SOURCE:

Supplemental & Concentration

Moved by _____ Second _____

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

From: Chris Atraje
To: Chris Atraje
Subject: CDW-G Quote Confirmation: Quote #JKGG214/P.O. Ref. JKGG214
Date: Thursday, November 16, 2017 1:37:42 PM

View in a browser

CDW-G

DEAR GREGG APPLETON,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. Click here to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
JKGG214	11/14/2017	JKGG214	3479018	$42,758.02

IMPORTANT — PLEASE READ

Fees applied to item(s): 4477254

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
SMART Board 6075 75" LED display Mfg. Part#: SPNL-6275 UNSPSC: 43211902 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	4477254	$4,925.00	$24,625.00
SMART 4YR EXTD MNT SMART LEARNING Mfg. Part#: ED-SW-EXT-4 Electronic distribution - NO MEDIA Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	4739439	$79.00	$395.00
SMART Extended Warranty - extended service agreement - 2 years Mfg. Part#: EWY2-SPNL-6275 UNSPSC: 81111812 Electronic distribution - NO MEDIA Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	4603794	$195.00	$975.00
SMART LEARNING STE SUB 1Y Mfg. Part#: ED-SW-STK-1 Electronic distribution - NO MEDIA Contract: MARKET	5	4693700	$0.00	$0.00
Peerless SmartMount Universal Flat Wall Mount SF660 - Trade Compliant Mfg. Part#: SF660 UNSPSC: 31162313 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	799313	$59.00	$295.00

	C2G 2 Port A/V Controller Mfg. Part#: 40348 UNSPSC: 52161525 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	3044780	$170.00	$850.00
	C2G 25/70V 50W Audio Amplifier (Plenum Rated) - amplifier Mfg. Part#: 40881 UNSPSC: 52161547 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	3616418	$200.00	$1,000.00
	Tripp Lite 35' High Speed HDMI Cable Digital Audio Video Gold M/M 35ft Mfg. Part#: P568-035 UNSPSC: 26121604 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	3070673	$35.00	$175.00
	Tripp Lite 10M USB 2.0 Hi-Speed Active Extension Repeater Cable A M/F 33' Mfg. Part#: U026-10M UNSPSC: 26121604 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	2798961	$25.00	$125.00
	C2G 35ft 3.5mm Stereo Audio Cable with Low Profile Connectors M/M - Plenum Mfg. Part#: 40517 UNSPSC: 26121628 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	1781957	$19.00	$95.00
	C2G Slim 3ft Slim Aux 3.5mm Audio Cable - M/M - audio cable - 3 ft Mfg. Part#: 22600 UNSPSC: 26121604 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	5	4545113	$4.00	$20.00
	CDW INSTALL / CONFIGURATION Mfg. Part#: INSTALL Contract: MARKET	5	INSTALL	$2,400.00	$12,000.00

SHIPPING DETAILS	**SUBTOTAL**	$40,555.00
Shipping Address: WASHINGTON COLONY ELEM DIST GREGG APPLETON 130 E LINCOLN AVE FRESNO, CA 93706-6043 **Phone:** (559) 233-0706 **Shipping Method:** UPS Ground (2-3 days) **Payment Terms:** NET 30 Days-Govt/Ed	**SHIPPING**	$0.00
	RECYCLE FEE	$35.00
	SALES TAX	$2,168.02
	GRAND TOTAL	**$42,758.02**

Need Assistance? CDW•G SALES CONTACT INFORMATION

Chris Atraje | (877) 325-2820 | chriatr@cdwg.com



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