ROUTINE ITEMS

WCESD BOARD OF TRUSTEES

ITEM NO. IV.A
DATE: March 13, 2018

SUBJECT TITLE: APPROVE AGENDA

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Approve agenda for the March 13, 2018 Regular Board Meeting.

BACKGROUND

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

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

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

Moved by _____ Second _____

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

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT

Board of Trustees
Gary Chavez, President
Bob Dack, Clerk

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

Secretary
Jesus Cruz, Superintendent/Principal

Regular Meeting AGENDA

Tuesday, March 13, 2018, 6:30 p.m.

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

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

REASONABLE ACCOMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

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

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Routine Items

A. Approve Agenda

Approve agenda for the March 13, 2018 Regular Board Meeting

B. Adopt Minutes

1. February 13, 2018 Regular Board Meeting

C. Public Comment/Board Comment

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

D. Correspondence

V. Reports/Discussion/Information

A. Administration/Business/Governance

1. Board History – J. Cruz

2. Financial Report(s)*

3. Budget Report

a) LCFF and 2nd Interim Report*

4. Superintendent's Report**

a) CSBA Agenda Online Update**

b) LCAP Input Meetings Schedule**

B. Personnel/Students

1. ADA/Enrollment Report*

2. Suspension Report*

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

VI. Action Items

A. Administration/Business/Governance

1. 2nd Interim Budget Report

Approve 2nd Interim Budget Report for the period ending January 31, 2018.

2. San Joaquin Valley Purchasing COOP

Ratify Washington Colony's participation as a member of the San Joaquin Valley Purchasing COOP & Code of Conduct and Procurement Procedures for 2018 – 2019.

3. Warrants

Review and Ratify Warrants paid for the period February 1 – February 28, 2018.

4. District Calendar 2018 - 2019

Approve the District Calendar for the 2018-2019 school year.

5. Contract/Service Agreements

a) FCSS Credentialed School Nurse Professional Services 2018-19 – 2020-21

Approve agreement with FCSS for Credentialed School Nurse Professional Services 2018-19 – 2020-21.

b) Fluence NGSS Item Bank Software Services Agreement 2017-18 & 2019-20

Ratify the Fluence NGSS Item Bank Software Services Agreement 2017-18 & 2019-20.

B. Personnel/Students

1. Interdistrict Attendance Permits

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

C. Curriculum/Instruction/Assessment

1. Consolidated Application and Reporting System 2017-18

Ratify Submission of the 2017-18 CARS Application for Title IV Part A.

VII. Closed Session

The Board will meet in closed session pursuant to:

Government Code section 54957
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Superintendent

Government Code section 54957.6
CONFERENCE WITH LABOR NEGOTIATORS,
Agency Representative: Gary Chavez, Board President
Unrepresented Employee: Superintendent

CONFERENCE WITH LABOR NEGOTIATOR, *Government Code* section 54957.6
Agency Representative: Superintendent
Unrepresented Employee(s): District Certificated Management Employees

VIII. Reconvene

IX. Adjournment

WCESD BOARD OF TRUSTEES

ITEM NO. IV.B.1
DATE: March 13, 2018

SUBJECT TITLE: ADOPT MINUTES

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Adopt minutes of the February 13, 2018 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
Gary Chavez, President
Bob Dack, Clerk

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

Secretary
Jesus Cruz, Superintendent/Principal

Regular Meeting MINUTES

Tuesday, February 13, 2018, 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 February 13, 2018 Regular Board Meeting was called to order at 6:34 p.m. by Gary Chavez, Board President.

II. Roll Call

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

III. Pledge of Allegiance

The Pledge of Allegiance was led by Pete Mathew.

IV. Routine Items

A. Approve Agenda

The agenda for the February 13, 2018 Regular Board Meeting was approved on a motion by Bob Dack, seconded by Liz Faccinto. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

B. Adopt Minutes

1. January 9, 2018 Regular Board Meeting

The minutes of the January 9, 2018 Regular Board Meeting were adopted on a motion by Rene Mendoza, seconded by Pete Mathew. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

C. *Public Comment/Board Comment*

Public Comment: Mr. Showalter, WCTA representative took the opportunity to thank the Board and the WC administration for the recent concluded cycle of negotiations related to teacher's salary and health & welfare benefits increases. Mr. Showalter indicated that this is a big step for continued good working relationships with the Board and Mr. Cruz, Superintendent and for future teacher retention. He also added that the absolute majority of the WC teachers voted and ratified unanimously the 2-year Tentative Agreement.

Board Comment:
Pete Mathew: On behalf of the school board, Thanked Mr. Showalter for having the time to come and speak to the Board.
Mr. Cruz: Thanked Mr. Showalter for taking the time for coming and talking to the Board.

D. *Correspondence*

Mr. Cruz: Provided correspondence from Fresno County Superintendent of Schools regarding the 2017-18 First Interim Report Certification reported as Positive Certification. Also a reminder flyer was provided for the Fresno County School Trustees Association Meeting Dinner for Tuesday April 17, 2018 at The CPDES Hall (Portuguese Hall) in Easton Area at 7:00pm.

V. Reports/Discussion/Information

A. *Administration/Business/Governance*

1. 6th Grade Camp trip presentation**

Mr. Cruz: presented a PowerPoint slides with pictures of the 6th Grade Sierra Camp overnight field trip including different camp activities including forest conservation, mountain hiking, wilderness exploration, zip lining and indoor leadership activities.

2. Board History – J. Cruz

The Board reviewed excerpts from the minutes of meetings held February 13, 1968.

3. Financial Report(s)*

Cash and County Treasury Report for January 2018 – Written Report

4. Superintendent's Report**

a) CSBA Policy Development Workshop onsite dates**

Mr. Cruz: informed the Board regarding the CSBA Policy Development Workshop taking place on site in room M-5 All day. The CSBA PD workshop will be from Tuesday March 20 – Thursday March 22, 2018. All District departments must participate on this workshop and two Board members can come in during any of these 3 CSBA PD workshop days to review the Board Bylaws and other Board Policies.

b) LCFF Gap Closure Overview**

Mr. Cruz: Provided to the Board information regarding the LCFF Gap Closure that was provided at the Governor's Budget Perspective workshop in Fresno County Office of Education. It is indicated that LCFF full implementation is expected by the end of 2018 – 19, $60.3 billion. This means that the state will end the transitional funding system that bridge Revenue Limits and LCFF. In addition, Based Grants get COLA; Supplemental/Concentration Grants and GSAs change accordingly (no more GAP funding – General funded at target, Potential for deficiting – new gap- in a downturn; 24-1 class size in K-3 enforced, unless exempted; COLAs projected from 2.41% to 3.17% through 2022 – 23)

c) Resubmittal of Plans to DSA for WC Building Project update**

Mr. Cruz: Informed the Board that Mangini's Architect, Michael Scott sent a notification to the district regarding the new building project resubmittal of application to DSA which includes a code update resubmittal: 1) Application of for Assessment of Geologic Hazard reports, 2) two signed copies of the Work Order; 3) Warrant amount of $3,600.

Bob Dack: added that district is expecting that the State Allocation Board adjusts the initial hardship allocation proposals funding due to building construction cost increases. Due to the code update sometimes the cost of electricity increases over time since this is a 5-year hardship project and new resubmittal to DSA.

Pete Mathew: There are positives with this new resubmittal which means the district would be getting a better quality building and the cost of maintenance will be less than building 2 years ago.

5. Completion of Electronic 700 Forms update**

Mr. Cruz: Provided a reminder to the Board regarding the deadline for the electronic 700 Form completion deadline on April 1st, 2018.

B. Personnel/Students

1. ADA/Enrollment Report*

The Enrollment for the period of February 13, 2018 was 440.

2. Suspension Report*

None to Report

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. Audit Report

Bret Harrison: Summarized the Audit Report indicating; healthy reserves, No Findings, and No compliance issues or internal control problems. District is doing a very good job. Bret pointed out that the General Budget reserve overall of 25% with no red flags.
Pete Mathew: questioned a significant change from 36.3% to 25%.
Bret Harrison: indicated that it could be due to transfers in/out, cafeteria Fund shortfall, Fund Designated, available; or Unrestricted portion of funding set a side.
The Audit report for the period of July 2016 - June 30, 2017 was approved on a motion by Bob Dack, seconded by Liz Faccinto. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

2. Warrants

Review and Ratify Warrants paid for the period January 1 – January 31, 2018.
The Board reviewed and ratified Warrants paid for the period of January 1 – January 31, 2018 on a motion by Liz Faccinto, seconded by Bob Dack. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

3. Contract/Service Agreements

a) Strategic Mechanical Inc. Proposal Agreement

The Board approved the proposal agreement with Strategic Mechanical Inc. for the emergency repair of the broken underground boiler hot water line on a motion by Bob Dack, seconded by Pete Mathew. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

b) Dellavalle Laboratory, Inc. – Distribution Operator Service

The Board ratified the agreement with Dellavalle Laboratory, Inc. to perform the duties of Distribution Operator for the period beginning January 1, 2018 and ending December 31, 2018 on a motion by Liz Faccinto, seconded by Bob Dack. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

4. School Safety Plan

The Board adopted the 2017-18 Washington Colony Comprehensive School Safety Plan on a motion by Pete Mathew, seconded by Rene Mendoza. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

5. Adopt the Volunteer Board Resolution

The Board adopted Resolution No. 17/18 – 08 in the Matter of Volunteer Work on a motion by Bob Dack, seconded by Liz Faccinto. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

6. CSBA Delegate Assembly Elections for Subregion 10-B

The Board completed the delegate assembly ballot and voted for four vacancies within geographical subregion 10-B on a motion by Pete Mathew, seconded by Bob Dack. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

B. Personnel/Students

1. Adoption of Budget Disclosure

The Board adopted the Budget Disclosure due to the Salary Increase Agreements between WCESD and the Washington Colony Teachers Association, Classified Management, Classified Employees and Preschool Classified Employees on a motion by Pete Mathew, seconded by Liz Faccinto. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

2. Adoption of Tentative Agreement

The Board adopted the Certificated Tentative Agreement between WCESD and the Washington Colony Teachers Association on a motion by Liz Faccinto, seconded by Pete Mathew. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

3. Adoption of Salary Increase Agreement (Classified Management)

The Board adopted the Classified Management Salary Increase Agreement between WCESD and the Washington Colony Classified Management Employees on a motion by Rene Mendoza, seconded by Liz Faccinto. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

4. Adoption of Salary Increase Agreement (Classified Employees)

The Board adopted the Classified Salary Increase Agreement between WCESD and the Washington Colony Classified Employees on a motion by Bob Dack, seconded by Rene Mendoza. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

5. Adoption of Salary Increase Agreement (Preschool Management/Classified Employees)

The Board adopted the Preschool Management/Classified Employees Increase Agreement between WCESD and the Washington Colony Classified Employees on a motion by Liz Faccinto, seconded by Bob Dack. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

6. Offer of Employment for Classified Employee

The Board ratified offer of employment for Rajdeep Kaur for the (Part-time 6 hours Instructional RSP Aide) on a motion by Liz Faccinto, seconded by Pete Mathew. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

7. Interdistrict Attendance Permits

The Board ratified action on Interdistrict Attendance Permit for the 2017-18 school year on a motion by Liz Faccinto, seconded by Rene Mendoza. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

C. Curriculum/Instruction/Assessment

1. Interactive SMART Boards

The Board ratified the Interactive SMART Boards fee proposal and purchase on a motion by Bob Dack, seconded by Liz Faccinto. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

VII. Closed Session

The Board met in closed session beginning at 7:43p.m. on a motion by Pete Mathew, seconded by Bob Dack. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None) pursuant to:

Government Code section 54957
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Superintendent

Government Code section 54957.6
CONFERENCE WITH LABOR NEGOTIATORS,
Agency Representative: Gary Chavez, Board President
Unrepresented Employee: Superintendent

CONFERENCE WITH LABOR NEGOTIATOR, *Government Code* section 54957.6
Agency Representative: Superintendent
Unrepresented Employee(s): District Certificated Management Employees

VIII. Reconvene

The Board reconvened at 9:04 p.m. on a motion by Rene Mendoza, seconded by Pete Mathew. (Ayes: Chavez, Dack, Mathew, Faccinto, Mendoza; Noes: None; Abstentions: None; Absent: None)

IX. Adjournment

The meeting was adjourned at 9:05 p.m. on a motion by Bob Dack seconded by Liz Faccinto. (Ayes: Dack, Chavez, Faccinto, Mathew, Mendoza; Noes: None; Abstentions: None; Absent: None)

Gary Chavez, President

Robert E. Dack, Clerk

WCESD BOARD OF TRUSTEES

ITEM NO. IV.C
DATE: March 13, 2018

SUBJECT TITLE: PUBLIC COMMENT/BOARD COMMENT

Action _____ Discussion ___√___ Information _____

BACKGROUND

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

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

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

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

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

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

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

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

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

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

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

REPORTS
DISCUSSION
INFORMATION

WCESD BOARD OF TRUSTEES

ITEM NO. V.A.1
DATE: March 13, 2018

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

"There are singular moments in history, dates that divide all that goes before from all that comes after."

~GEORGE H. W. BUSH

Excerpts from the minutes of meetings held March 12, 1968; follow for your review.

WASHINGTON COLONY SCHOOL
BOARD OF TRUSTEES
MINUTES
REGULAR BOARD MEETING
March 12, 1968

Meeting was called to order at 7:30 p.m. in the Library of Washington Colony School with all members present except Mr. Bud Barberich, Clerk. Also present was James Massie, Secretary to the Board.

Mr. Henry Salwasser was unanimously appointed temporary Clerk of the Board to act in Mr. Barberich's absence.

MINUTES OR REGULAR MEETING OF FEBRUARY 13 were read and approved by motion of John Moran, seconded by Henry Salwasser.

MAINTENANCE REGISTER NO 15 and WARRANTS nos. 199-219 were approved for payment by motion of Henry Salwasser, seconded by Art Jensen.

AUDIT AGREEMENT 67/68: By motion of Art Jensen, seconded by Henry Salwasser, the Board agreed to permit the Fresno County Schools Office to arrange for the audit of our books for this year and authorized Mr. Massie to sign the agreement form.

SUPPLEMENTARY AGREEMENT FOR EXTENSION OF LIBRARY AND AUDIO-VISUAL SERVICES TO COVER ESEA, Title I ADDITIONAL TEACHER: Mr. John Moran made a motion to agree to this extension for our newly hired teacher, Miss Ellen Andreen. Motion was seconded by Henry Salwasser and agreement was signed by him as acting Clerk of the Board.

LIBRARY SERVICES AGREEMENT AND AUDIO-VISUAL SERVICES AGREEMENT FOR 1968/69 were approved by motion of John Moran, seconded by Henry Salwasser. They were signed by Henry Salwasser as acting Clerk.

HIRING OF DEANNA TRIPLITT: Mr. Massie announced to the Board that he has hired Mrs. Triplitt as Teacher-Aide for the primary area under the ESEA, Title I program at a salary of $10.00 per day for 3 hours per day.

PORTABLE CLASSROOM: Mr. Blacksill and Mr. Massie gave a report to the Board concerning their findings in regards to the possibility of leasing or purchasing a portable classroom from Laton School District and also from Modesto.

TAX RATE INCREASE - RESOLUTION: "It is hereby resolved, and we do now request an increase in our school district tax rate of approximately twenty cents (20¢) per one hundred dollars ($100.00), with the exact amount to be sent in August by the County Superintendent of Schools and the District Administrator. This increase is for the 1968-1969 year only. This request for a tax increase is authorized by Education Code Section 17925.5 and will make our district eligible for an increase in state apprortionment of approximately * $10,000.00 .

*This amount is in addition to what our increased tax rate will raise. "

Motion was made by John G. Moran, seconded by Arthur J. Jensen and carried by unanimous vote.

Note: The Board reserves the right to rescind this resolution if it is felt that it is not needed after next year's assessed valuations are known.

MINUTES OF REGULAR MEETING MARCH 12 (Continued)

SALARY SCHEDULES (CERTIFICATED AND CLASSIFIED): The Board adopted the attached salary schedules for Certificated employees (with a minimum salary of $6000.00) and Classified personnel (with an increase of $20.00 per month). Thsese salaries are effective provided that finances are available around budget adoption time. If adequate funds are not available, the Board will come as near to this schedule as possible with whatever funds are available. This motion was made by John Moran and seconded by Arthur Jensen.

SPECIAL BULLETIN FROM FRESNO COUNTY SCHOOL TRUSTEES ASSOCIATION REGARDING OPENING DAY OF SCHOOL SEPTEMBER, 1968: Mr. Massie read the attached bulletin to the Board in regards to the delay of opening school due to the harvest of perishable crops.

SCHOOL CALENDAR 1968-69: The attached school calendar for 1968-69 was adopted on motion of John Moran, seconded by Henry Salwasser, with a starting date of September 16 and an ending date of June 12, The Custodial and Office staff will be given November 29th off and the Caffeteria Staff will be given June 16 off in lieu of having school in session on February 12, 1969.

SURPLUS JET AIRCRAFT: The Board appointed Mr. Blacksill to act as chairman of a committee in proceeding with the necessary actions of obtaining the surplus jet aircraft FJ1-Fury as offered to our community by the Alameda Air Station. Mr. Massie had been recently informed by the Surplus Property Officer at the Alameda Air Station that a surplus aircraft had been requested in behalf of the community of Easton in 1958 by Charles Morgan who was District Superintendent of the School at that time.

WASHINGTON UNION SCHOOL DISTRICT UNIFICATION STUDY COMMITTEE: Mr. Art Jensen reported on the results of this meeting which was held at Pacific Union School on February 29.

WINIFRED LARSON RETIREMENT: Mr. Massie reported to the Board that Mrs. Larson has indicated to him that she will teach one more year rather than retiring at the end of this school term as she was contemplating.

SALE OF BUS #13: Mr. Massie reported to the Board that Mr. L.E.Frisch (Truck Repairing) is interested in purchasing a used school bus as a stand-by for school districts to use and that he may be interested in our stand-by bus #13 The matter was discussed but no decision was reached.

ADJOURNMENT was by motion of John Moran, seconded by Henry Salwasser.

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

Approved by:

Bruce Blacksill, President
(Bruce Blacksill)

Henry L. Salwasser, Clerk
(Henry L. Salwasser -
acting for Lester E. ('Bud'' Barberich)

JGM/ma

WCESD BOARD OF TRUSTEES

ITEM NO. V.A.2
DATE: March 13, 2018

SUBJECT TITLE: FINANCIAL REPORTS

Action _____ Discussion _____ Information ___√___

BACKGROUND

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

CONSIDERATION

The *Cash in County Treasury Report* for February 2018 follows for your review.

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 0100 (6150 60001) General Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$2,374,020.70
2/7/2018	APY -20182	Accounts Payable 2/7/2018	$0.00	$28,407.37	$5,783,756.79	$3,438,143.46	$2,345,613.33
2/7/2018	CA -39295	401727 chavez ins	$369.18	$0.00	$5,784,125.97	$3,438,143.46	$2,345,982.51
2/7/2018	CA -39295	401727 jan cvt emp i	$12,658.59	$0.00	$5,796,784.56	$3,438,143.46	$2,358,641.10
2/7/2018	CA -39295	401727 knud camp pm	$215.00	$0.00	$5,796,999.56	$3,438,143.46	$2,358,856.10
2/7/2018	CA -39295	401727 lib fines	$31.46	$0.00	$5,797,031.02	$3,438,143.46	$2,358,887.56
2/8/2018	TF -181313	16/17 PRIOR UNSECURED 1ST	$286.95	$0.00	$5,797,317.97	$3,438,143.46	$2,359,174.51
2/13/2018	TF -181211	JV#0822 JAN`18 GRAPH&PRINT	$0.00	$30.23	$5,797,317.97	$3,438,173.69	$2,359,144.28
2/13/2018	TF -181213	JV#0823 17/18 2ND QTR LIVE SCAN	$0.00	$20.00	$5,797,317.97	$3,438,193.69	$2,359,124.28
2/20/2018	TF -181289	JV#0001810404 2017-18 7th CURRENT SECURE	$560.75	$0.00	$5,797,878.72	$3,438,193.69	$2,359,685.03
2/22/2018	TF -181240	#0839 MEDICARE CHARGES 2/28/18 PAYROLL	$0.00	$3,202.62	$5,797,878.72	$3,441,396.31	$2,356,482.41
2/22/2018	TF -181241	#0838 FICA CHARGES 2/28/18 PAYROLL	$0.00	$3,950.60	$5,797,878.72	$3,445,346.91	$2,352,531.81
2/22/2018	TF -181242	#0848 STRS DIST CONT FEB 28 PAYROLL	$0.00	$23,635.51	$5,797,878.72	$3,468,982.42	$2,328,896.30
2/22/2018	TF -181243	#0846 PERS DIST CHARGES FEB REG PAYROL	$0.00	$7,186.66	$5,797,878.72	$3,476,169.08	$2,321,709.64
2/23/2018	APY -20182	Accounts Payable 2/23/2018	$0.00	$17,926.08	$5,797,878.72	$3,494,095.16	$2,303,783.56
2/28/2018	TF -181263	JV#861 17-18 1ST PRINCIPAL APPT-FEBRUAR	$314,263.00	$2,531.00	$6,112,141.72	$3,496,626.16	$2,615,515.56
2/28/2018	TF -181265	JV#863 17-18 SPEC. ED STATE APPT-FEB 2018	$10,528.00	$0.00	$6,122,669.72	$3,496,626.16	$2,626,043.56
2/28/2018	TF -181311	JV#0001811537 17-18 1ST CURRENT SECURED	$143.83	$0.00	$6,122,813.55	$3,496,626.16	$2,626,187.39
2/28/2018	PAY -22818	PAYROLL 2/28/2018	$105,418.64	$299,512.02	$6,228,232.19	$3,796,138.18	$2,432,094.01
	Total Activity		$444,475.40	$386,402.09			
	Ending Balance				$6,228,232.19	$3,796,138.18	$2,432,094.01

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 1200 (6150 60012) Child Development Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$115,296.92
2/7/2018	APY -20182	Accounts Payable 2/7/2018	$0.00	$99.00	$216,129.27	$100,931.35	$115,197.92
2/7/2018	CA -39295	401727 jan pres aptm	$9,996.00	$0.00	$226,125.27	$100,931.35	$125,193.92
2/7/2018	CA -39295	401727 jan pres ins	$601.77	$0.00	$226,727.04	$100,931.35	$125,795.69
2/22/2018	TF -181242	#0848 STRS DIST CONT FEB 28 PAYROLL	$0.00	$637.44	$226,727.04	$101,568.79	$125,158.25
2/22/2018	TF -181243	#0846 PERS DIST CHARGES FEB REG PAYROL	$0.00	$60.87	$226,727.04	$101,629.66	$125,097.38
2/23/2018	APY -20182	Accounts Payable 2/23/2018	$0.00	$1,693.24	$226,727.04	$103,322.90	$123,404.14
2/28/2018	PAY -22818	PAYROLL 2/28/2018	$2,336.58	$12,887.70	$229,063.62	$116,210.60	$112,853.02
	Total Activity		$12,934.35	$15,378.25			
	Ending Balance				$229,063.62	$116,210.60	$112,853.02

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 1300 (6150 60008) Cafeteria Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$165,964.21
2/7/2018	APY -20182	Accounts Payable 2/7/2018	$0.00	$8,966.29	$367,028.02	$210,030.10	$156,997.92
2/7/2018	CA -39295	401727 jan adlt meal	$163.75	$0.00	$367,191.77	$210,030.10	$157,161.67
2/7/2018	CA -39296	401729 ald mls 2/07	$160.00	$0.00	$367,351.77	$210,030.10	$157,321.67
2/21/2018	CA -39373	402400 ad.mls 2/21	$20.00	$0.00	$367,371.77	$210,030.10	$157,341.67
2/21/2018	CA -39374	402399 ad.mls 2/21	$87.75	$0.00	$367,459.52	$210,030.10	$157,429.42
2/22/2018	TF -181243	#0846 PERS DIST CHARGES FEB REG PAYROL	$0.00	$1,285.15	$367,459.52	$211,315.25	$156,144.27
2/23/2018	APY -20182	Accounts Payable 2/23/2018	$0.00	$9,145.40	$367,459.52	$220,460.65	$146,998.87
2/28/2018	PAY -22818	PAYROLL 2/28/2018	$2,844.45	$13,080.07	$370,303.97	$233,540.72	$136,763.25
	Total Activity		$3,275.95	$32,476.91			
	Ending Balance				$370,303.97	$233,540.72	$136,763.25

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 1400 (6150 60005) Deferred Maintenance Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$101,724.29
		Total Activity	$0.00	$0.00			
		Ending Balance			$101,724.29	$0.00	$101,724.29

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 1500 (6150 60010) Pupil Transportation Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$46,633.55
		Total Activity	$0.00	$0.00			
		Ending Balance			$46,633.55	$0.00	$46,633.55

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 1700 (6150 60020) Special Reserve Fund for Other Than Capital Outlay Projects

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$106,203.89
		Total Activity	$0.00	$0.00			
		Ending Balance			$106,203.89	$0.00	$106,203.89

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 2000 (6150 60078) Special Reserve Fund for Postemployment Benefits

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$286,409.52
		Total Activity	$0.00	$0.00			
		Ending Balance			$286,409.52	$0.00	$286,409.52

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 2100 (6150 65069) Building Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$318.89
		Total Activity	$0.00	$0.00			
		Ending Balance			$318.89	$0.00	$318.89

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 2500 (6150 60006) Capital Facilities Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$14,233.94
		Total Activity	$0.00	$0.00			
		Ending Balance			$14,233.94	$0.00	$14,233.94

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 3500 (6150 60066) County School Facilities Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$14,246.43
		Total Activity	$0.00	$0.00			
		Ending Balance			$14,246.43	$0.00	$14,246.43

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 4000 (6150 60015) Special Reserve Fund for Capital Outlay Projects

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$13,485.72
		Total Activity	$0.00	$0.00			
		Ending Balance			$13,485.72	$0.00	$13,485.72

Cash In County Treasury
Aggregate

From 2/1/2018 thru 2/28/2018
Fund: 5100 (6150 65070) Bond Interest and Redemption Fund

Date	Reference	Description	Debit	Credit	Total Debits	Total Credits	Balance
Balance Forward as of 2/1/2018							$9,634.20
2/8/2018	TF -181313	16/17 PRIOR UNSECURED 1ST	$1.95	$0.00	$38,812.43	$29,176.28	$9,636.15
2/20/2018	TF -181289	JV#0001810404 2017-18 7th CURRENT SECURE	$3.40	$0.00	$38,815.83	$29,176.28	$9,639.55
2/28/2018	TF -181311	JV#0001811537 17-18 1ST CURRENT SECURED	$13.80	$0.00	$38,829.63	$29,176.28	$9,653.35
	Total Activity		$19.15	$0.00			
	Ending Balance				$38,829.63	$29,176.28	$9,653.35

WCESD BOARD OF TRUSTEES

ITEM NO. V.A.3
DATE: March 13, 2018

SUBJECT TITLE: Budget Report

Action _____ Discussion ___√___ Information _____

BACKGROUND

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

CONSIDERATION

The Superintendent and the School Board will review and discuss Local Control Funding Formula (LCFF) and the 2nd Interim report for the current 2017-18 school year. The 2nd Interim Report is included in the Action Item VI.A.1. follows for your review.

WCESD BOARD OF TRUSTEES

ITEM NO. V.A.4
DATE: March 13, 2018

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) CSBA Agenda Online Update**

b) LCAP Input Meetings Schedule**

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RETURN ON INVESTMENT STUDY

Background

Agenda Online is CSBA's web-based agenda and meeting development service that saves time and money by reducing the amount of time spent on preparing and delivering board agendas and meeting materials. Staff develop and post the agenda and background materials directly online, where board members can access them before, during and after the meetings. Hosting your meetings on Agenda Online is an efficient, environmentally friendly way to significantly reduce the direct costs of agendas.

In a return-on-investment (ROI) survey taken by nearly 40% of Agenda Online clients, the overwhelming majority of users reported that Agenda Online saves both time and money.

The ROI was calculated by comparing total savings to total costs. Total savings were calculated by monetizing the hours saved in agenda preparation and delivery using participants' estimates about the yearly salaries of staff who work on the agenda and adding these savings to participants' estimates about the savings in direct costs. Total costs were calculated by adding the first-year subscription fee and the responses to questions regarding initial investments.

Key findings of the ROI evaluation

- 97% of respondents are "very satisfied" or "satisfied" with Agenda Online.
- 94% said they would recommend Agenda Online to others.
- 97% said Agenda Online was a good investment for their district.
- Agenda Online has had a significantly positive impact on the districts' other goals, including improving communication with the community and with the board, and improving the efficiency of meetings.
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  - 15 hours per regular meeting in agenda preparation
  - 2 hours per regular meeting in agenda delivery
  - $45 per regular meeting in direct delivery costs
  - $145 per regular meeting in printing and bindery fees

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FEATURES & PRICING COMPARISON

FEATURE, FUNCTION OR ACTIVITY	AGENDA ONLINE annual subscription			COMPETITORS annual subscription		
	LITE	PRO	PREMIUM	1A	1B	2
	$1,000	$3,500	$6,000	$3,000	$12,000	$4,000
Drag and Drop Agenda Items to Re-order	☑	☑	☑	☑	☑	
Agenda Item Track Changes	☑	☑	☑	☑	☑	
Print Full Agenda Packet — Including Attachments	☑	☑	☑			
Print Full Agenda Packet — Print Attachments Separately				☑	☑	
Agenda Item Submitters		☑	☑		☑	
Approval Routes for Agendas, Agenda Items, Minutes		☑	☑		☑	
Agenda Templates (Regular, Special, Study Session)	☑	☑	☑		☑	
Agenda Item Template (User Generated)	☑	☑	☑			
Multiple Governing Bodies — Board & Committees			☑			
Cross-subscriber Global Search		☑	☑		☑	Agenda Only
Track Goals — LCAP Priorities Included	☑	☑	☑			
Private Notes		☑	☑		☑	☑
Stream/Record a Board Meeting (Video, Audio)			☑		☑	
Live Voting (Board Member)			☑		☑	
Record the Vote	☑	☑	☑	☑	☑	☑

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FEATURE, FUNCTION OR ACTIVITY	AGENDA ONLINE			COMPETITORS		
	LITE	PRO	PREMIUM	1A	1B	2
Minutes Template	☑	☑	☑		☑	
Manage Resources		☑	☑		☑	
User Dashboard	☑	☑	☑			
Visitor Dashboard (Public Access)	☑	☑	☑	☑	☑	
Create or Manage a Meeting / Agenda	☑	☑	☑	☑	☑	☑
Closed Session Item Security	☑	☑	☑		☑	
Closed Session Item Security WITH Brown Act Safe Harbor Language Included	☑	☑	☑			
Agenda Item Comments / Collaboration (Edit, Close)	☑	☑	☑		☑	
Speaker Timer to Facilitate Public Comment		☑	☑		☑	
Auto-Pilot — Never Get Lost		☑	☑		☑	
Attachments — No Limit On Quantity or Size	☑	☑	☑	☑	☑	☑
Meeting Minutes — Create and Edit	☑	☑	☑	☑	☑	☑
Archiving Service (Document Retention, Storage Space)	10 years	20 years	20 years	20 years	20 years	?
Search and View Archived Meetings	☑	☑	☑	☑	☑	☑
Access to Policies for GAMUT Users	☑	☑	☑			
24/7 User Support		☑	☑	☑	☑	?

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Washington Colony School

LCAP Input Meetings 2017-18

Washington Colony Elementary School will be holding meetings regarding the Local Control Accountability Plan (LCAP). Parents, community members, staff, and students will be able to provide ideas, information, and suggestions to the district to best meet the needs of students.

Group	Date	Time	Location
DELAC/Computer Parent Group	March 14, 2018	6:00 PM	Cafeteria
Classified Employees	April 3, 2018	9:00am	Room M-5
All Stakeholders – Parents/Community	April 4, 2018	6:00 PM	Cafeteria
School Site Council	April 9, 2018	4:00 PM	Room M–5
Leadership Student Class	April 5, 2018	2:35pm	Room M-5
Staff Meeting-Teachers	April 4, 2018	3:30pm	Room M-5
Regular Board Meeting	April 10, 2018	6:30 PM	Room M–5

For those unable to attend a meeting, the LCAP PowerPoint and survey will be available online on the school's website or hard copies will be made available in the office.

We look forward to having you join us at these meetings.

Sincerely

Jesus Cruz, Superintendent/Principal
Evelyn Diaz, Assistant Principal

Escuela Washington Colony

Reunión de Participación (LCAP)2017-18

El Distrito Escolar Primario Washington Colony estará ofreciendo reuniones de acuerdo al Plan de Rendición de Cuentas y Control Local (LCAP). Padres de familia, miembros de la comunidad, empleados, maestros y estudiantes estarán disponibles a proveer ideas, información, y sugerencias para el distrito para asi cumplir con las necesidades academicas de nuestros estudiantes.

Grupo	Fecha	Hora	Lugar
Grupo de Padres de DELAC/Computadoras	Marzo 14, 2018	6:00 PM	Cafeteria
Empleados Clasificados	Abril 3, 2018	9:00am	Salón M–5
Todos los miembros de la comunidad y padres de famila	Abril 4, 2018	6:00 PM	Cafeteria
Consejo del Sitio Escolar	Abril 9, 2018	4:00 PM	Salón M–5
Clase De Liderazgo	Abril 5, 2018	2:35pm	Salón M-5
Reunion Para Maestros	Abril 4, 2018	3:30pm	Salón M-5
Junta de la Mesa Directiva	Abril 10, 2018	6:30 PM	Salón M–5

Si usted no puede asistir a alguna de estas reuniones, la presentación LCAP PowerPoint y encuesta estarán disponible en la página de internet del distrito escolar ó usted puede obtener una copia en la oficina.

Nos agradaría que usted asista a alguna de estas importantes reuniones.

Atentamente,

Jesus Cruz, Superintendente/Director
Evelyn Diaz, Sub-Directora

WCESD BOARD OF TRUSTEES

ITEM NO. V.B.1
DATE: March 13, 2018

SUBJECT TITLE: ADA/ENROLLMENT REPORT (report generated 3/9/18)

Action _____ Discussion _____ Information ___√___

BACKGROUND

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

CONSIDERATION

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

Enrollment by Teacher
Period Ending 03/13/2018
Month 8

Teacher	Grade Level(s)	# of Students	YTD ADA
Davis	K	23	22.01
Smith	TK	16	14.96
Morales	K	23	22.63
Partlow	1	23	23.77
Schaffer	1	24	23.91
Pallas	2	23	22.16
Sweet	2	22	20.92
Espinosa	3	21	19.62
Hefley	3	22	20.58
Owens	4	30	29.48
Obeid	4	29	27.98
Smith, B.	5	26	24.65
Hawkins	5	25	23.73
Martinez	6	23	21.49
Gray	6	24	22.57
Green	7	23	22.33
Showalter	7	23	22.10
Marquez	8	19	18.05
Silva	8	15	13.36
Taylor	K-8 SDC	6	6.02
TOTALS:		440	422.32

WCESD BOARD OF TRUSTEES

ITEM NO. V.B.2
DATE: March 13, 2018

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. VI.A.1

DATE: March 13, 2018

SUBJECT TITLE: 2nd Interim Budget Report

Action ___√___ Discussion _____ Information _____

RECOMMENDATION:

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

BACKGROUND

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

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

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

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

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

Moved by _____ Second _____

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

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

Signed: _____ Date: _____
District Superintendent or Designee

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

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

Meeting Date: March 13, 2018 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 first interim.		X

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT
2018 2nd Interim Report
As of January 31, 2018

UNRESTRICTED REVENUES:

1. LCFF Calculation (see attachment)

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

2017-18 Budgeted P1 ADA = 421.74 + FCOE 2.03 = 423.77

2017-18 TARGET(100% Funding)	=	$ 4,395,572
FLOOR	=	$ 4,099,425
Remaining GAP	=	$ 296,147
2017-18 Funding GAP 43.97%	=	$ 133,177

2017-18 Total Phase-in Entitlement = $ 4,232,602 = 96.29%

2017-18 Est. Funding per ADA = $9,989.86

2017-18 Remaining GAP = $162,970

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

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

4. One Time $147/ADA funding = $60,493

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

6. Other Local income $2,540 MAA reimbursement

7. Supplemental/Concentration Grant: 87.72%

MPP(Minimum Proportionality Percentage) = 29.05% or $938,824

TOTAL UNRESTRICTED REVENUES:	17-18 Proposed Budget	$ 4,207,968
	17-18 1st Interim	$ 4,289,912
	17-18 2nd Interim	$ 4,405,482
		$ 115,570

LCFF revised with P1 ADA $112,615;
MAA $2,540

UNRESTRICTED EXPENSES:

1. CERTIFICATED SALARIES:

17-18 Proposed Budget	$ 1,578,384
17-18 1st Interim	$ 1,578,384
17-18 2nd Interim	$ 1,580,509
	$ 2,125

Increase in substitutes

2. CLASSIFIED SALARIES:

17-18 Proposed Budget	$ 336,840
17-18 1st Interim	$ 345,213
17-18 2nd Interim	$ 346,438
	$ 1,225

Increase in substitutes

3. STATUTORY BENEFITS:

17-18 Proposed Budget	$ 744,282
17-18 1st Interim	$ 745,790
17-18 2nd Interim	$ 747,686
	$ 1,896

Revisions to salary changes

4. SUPPLIES:

17-18 Proposed Budget	$ 598,581
17-18 1st Interim	$ 604,261
17-18 2nd Interim	$ 604,558
	$ 297

5. OPERATIONS:

17-18 Proposed Budget	$ 541,886
17-18 1st Interim	$ 525,152
17-18 2nd Interim	$ 535,592
	$ 10,440

Increase for Speech contract $6,000; FCOE system/leadership $3,200

6. CAPITAL OUTLAY:

17-18 Proposed Budget	$ 0
17-18 1st Interim	$ 10,000
17-18 2nd Interim	$ 10,000
	$ 0

7. OTHER OUTGO:

17-18 Proposed Budget	$ 32,438
17-18 1st Interim	$-10,383
17-18 2nd Interim	$-10,383
	$ 0

8. TOTAL UNRESTRICTED EXPENSES:

17-18 Proposed Budget	$ 3,832,411
17-18 1st Interim	$ 3,819,183
17-18 2nd Interim	$ 3,835,166
	$ 15,983

EXCESS OF UNRESTRICTED REVENUES OVER EXPENSES: $570,316

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	$- 66,100
F.	Contrib to Special Education	$- 131,240
G.	Contrib to RRM (Mtc/Op)	$- 334,000
		$- 762,649

NET DECREASE TO FUND BALANCE: $-192,333
(Transfer Outs = $231,309)

COMPONENTS OF ENDING FUND BALANCE:

7-01-17	Audited Beginning Bal	$ 1,813,127	36%
	Estimated Decrease	$- 192,333	
6-30-18	Estimated Ending Balance	$ 1,620,794	32%
	8% Reserve	$- 407,177	8%
	Unrestricted Lottery	$- 31,240	1%
	SSC recommended 1 YR GAP	$- 267,245	5%
	UNDESIGNATED AMOUNT	$ 915,132	18%

Statutory Benefit Costs:

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

Estimated Ending Balance June 30, 2018:

1200 Preschool	$ 7,975
1300 Cafeteria	$ 121,589
1400 Deferred Maintenance	$ 169,515
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

Resource	Description	2017-18 Projected Year Totals
3315	Special Ed: IDEA Preschool Grants, Part B,	1,414.00
6230	California Clean Energy Jobs Act	4,417.00
6264	Educator Effectiveness (15-16)	35,312.00
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		273,498.50

LCFF Calculator Universal Assumptions
Washington Colony Elementary (62513) - 2018 2nd

Summary of Funding

	2016-17	2017-18	2018-19	2019-20
Target Components:				
Base Grant	2,957,347	3,089,587	3,167,209	3,243,561
Grade Span Adjustment	146,737	146,436	150,156	153,679
Supplemental Grant	543,276	567,728	580,671	593,566
Concentration Grant	504,569	529,413	539,404	549,673
Add-ons	62,408	62,408	62,408	62,408
Total Target	4,214,337	4,395,572	4,499,848	4,602,887
Transition Components:				
Target	$ 4,214,337	$ 4,395,572	$ 4,499,848	$ 4,602,887
Funded Based on Target Formula *(based on prior year*	FALSE	FALSE	FALSE	TRUE
Floor	3,721,845	4,099,425	4,232,603	4,499,850
Remaining Need after Gap (informational only)	*216,318*	*162,970*	-	-
Current Year Gap Funding	276,174	133,177	267,245	-
Miscellaneous Adjustments	-	-	-	-
Economic Recovery Target	-	-	-	-
Additional State Aid	-	-	-	-
Total Phase-In Entitlement	**$ 3,998,019**	**$ 4,232,602**	**$ 4,499,848**	**$ 4,602,887**

Components of LCFF By Object Code

	2016-17	2017-18	2018-19	2019-20
8011 - State Aid	$ 3,196,890	$ 3,428,685	$ 3,717,720	$ 3,820,759
8011 - Fair Share	-	-	-	-
8311 & 8590 - Categoricals	-	-	-	-
EPA (for LCFF Calculation purposes)	524,389	512,045	490,256	490,256
Local Revenue Sources:				
8021 to 8089 - Property Taxes	276,740	291,872	291,872	291,872
8096 - In-Lieu of Property Taxes	-	-	-	-
Property Taxes net of in-lieu	*276,740*	*291,872*	*291,872*	*291,872*
TOTAL FUNDING	$ 3,998,019	$ 4,232,602	$ 4,499,848	$ 4,602,887
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***	***$ 4,232,602***	***$ 4,499,848***	***$ 4,602,887***
8012 - EPA Receipts (for budget & cashflow)	*$ 528,687*	*$ 512,045*	*$ 490,256*	*$ 490,256*

opulation

Unduplicated Pupil Population	2016-17	2017-18	2018-19	2019-20
Agency Unduplicated Pupil Count	375.00	384.00	384.00	384.00
COE Unduplicated Pupil Count	1.00	3.00	3.00	3.00
Total Unduplicated pupil Count	376.00	387.00	387.00	387.00
Rolling %, Supplemental Grant	87.5100%	87.7200%	87.5200%	87.3600%
Rolling %, Concentration Grant	87.5100%	87.7200%	87.5200%	87.3600%

FUNDED ADA

Adjusted Base Grant ADA	*Current Year*	*Current Year*	*Current Year*	*Current Year*
Grades TK-3	199.10	195.77	195.77	195.77
Grades 4-6	133.68	150.65	150.65	150.65
Grades 7-8	79.17	77.35	77.35	77.35
Grades 9-12	-	-	-	-
Total Adjusted Base Grant ADA	***411.95***	***423.77***	***423.77***	***423.77***
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**	**423.77**	**423.77**	**423.77**
ACTUAL ADA *(Current Year Only)*				
Grades TK-3	199.10	195.77	195.77	195.77
Grades 4-6	133.68	150.65	150.65	150.65
Grades 7-8	79.17	77.35	77.35	77.35
Grades 9-12	-	-	-	-
Total Actual ADA	**411.95**	**423.77**	**423.77**	**423.77**
Funded Difference (Funded ADA less Actual ADA)	-	-	-	-

Improve Services

	2016-17	2017-18	2018-19	2019-20
Current year estimated supplemental and concentration gr	$ 1,047,845	$ 938,824	$ 1,120,075	$ 1,143,239
Current year Percentage to Increase or Improve Services	36.29%	29.05%	33.76%	33.65%

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	4,122,896.00	2,239,710.37	4,235,511.00	112,615.00	2.7%
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	131,700.00	58,353.48	131,700.00	0.00	0.0%
4) Other Local Revenue		8600-8799	17,000.00	35,316.00	31,603.58	38,271.00	2,955.00	8.4%
5) TOTAL, REVENUES			4,207,968.00	4,289,912.00	2,329,667.43	4,405,482.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	1,578,384.00	1,578,384.00	748,708.06	1,580,509.00	(2,125.00)	-0.1%
2) Classified Salaries		2000-2999	336,840.00	345,213.00	186,766.86	346,438.00	(1,225.00)	-0.4%
3) Employee Benefits		3000-3999	744,282.00	745,790.00	341,688.02	747,686.00	(1,896.00)	-0.3%
4) Books and Supplies		4000-4999	598,581.00	604,261.00	239,756.23	604,558.00	(297.00)	0.0%
5) Services and Other Operating Expenditures		5000-5999	541,886.00	525,152.00	196,615.54	535,592.00	(10,440.00)	-2.0%
6) Capital Outlay		6000-6999	0.00	10,000.00	8,953.79	10,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	32,438.00	17,258.00	5,252.99	17,258.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	(6,875.00)	0.00	(6,875.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			3,832,411.00	3,819,183.00	1,727,741.49	3,835,166.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			375,557.00	470,729.00	601,925.94	570,316.00		
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)	(499,812.00)	0.00	(531,340.00)	(31,528.00)	6.3%
4) TOTAL, OTHER FINANCING SOURCES/USES			(683,361.00)	(731,121.00)	0.00	(762,649.00)		

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)	(260,392.00)	601,925.94	(192,333.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,525,269.64	1,813,126.94		1,813,126.94	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,525,269.64	1,813,126.94		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	1,813,126.94		1,813,126.94		
2) Ending Balance, June 30 (E + F1e)			1,217,465.64	1,552,734.94		1,620,793.94		
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	369,566.00		502,073.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	197,964.00	201,424.00		203,588.00		
Unassigned/Unappropriated Amount		9790	748,958.64	981,744.94		915,132.94		

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)
(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	4,235,511.00	6.24%	4,499,848.00	2.29%	4,602,887.00
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	131,700.00	41.45%	186,292.00	-67.10%	61,292.00
4. Other Local Revenues	8600-8799	38,271.00	-7.71%	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	(531,340.00)	-7.40%	(492,000.00)	3.25%	(508,000.00)
6. Total (Sum lines A1 thru A5c)		3,874,142.00	9.17%	4,229,460.00	-0.90%	4,191,499.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				1,580,509.00		1,612,120.00
b. Step & Column Adjustment				31,611.00		32,242.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,580,509.00	2.00%	1,612,120.00	2.00%	1,644,362.00
2. Classified Salaries						
a. Base Salaries				346,438.00		353,376.00
b. Step & Column Adjustment				6,938.00		7,067.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	346,438.00	2.00%	353,376.00	2.00%	360,443.00
3. Employee Benefits	3000-3999	747,686.00	8.01%	807,600.00	5.75%	854,000.00
4. Books and Supplies	4000-4999	604,558.00	0.07%	605,000.00	0.17%	606,000.00
5. Services and Other Operating Expenditures	5000-5999	535,592.00	-1.98%	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)	0.00%	(6,875.00)	-100.00%	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)		4,066,475.00	1.93%	4,144,830.00	2.38%	4,243,414.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		(192,333.00)		84,630.00		(51,915.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01I, line F1e)		1,813,126.94		1,620,793.94		1,705,423.94
2. Ending Fund Balance (Sum lines C and D1)		1,620,793.94		1,705,423.94		1,653,508.94
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	502,073.00		203,737.00		208,383.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	203,588.00		203,737.00		208,383.00
2. Unassigned/Unappropriated	9790	915,132.94		1,297,949.94		1,236,742.94
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		1,620,793.94		1,705,423.94		1,653,508.94

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	203,588.00		203,737.00		208,383.00
c. Unassigned/Unappropriated	9790	915,132.94		1,297,949.94		1,236,742.94
(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		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves (Sum lines E1a thru E2c)		1,118,720.94		1,501,686.94		1,445,125.94

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 421 ADA from 2018 P1 ADA report using the latest LCFF calculator posted on FCMAT website. State revenues for 2019 includes proposed $295/ADA One Time Mandated Cost Reimb. Excluded in subsequent years. Local income projected at same level as 2018. Contributions to Restricted increases for Salary/Benefit increases. Salaries include an average 2% for Step/Column and increases for STRS/PERS employer rates for next 2 years. Supplies and operations projected at same levels for next 2 years with exception of no Capital outlay budgets until board approval. Transfers out to other funds projected at 2018 levels.

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	0.00	0.00%	0.00	0.00%	0.00
2. Federal Revenues	8100-8299	359,761.00	-10.86%	320,699.00	0.00%	320,699.00
3. Other State Revenues	8300-8599	23,050.00	0.00%	23,050.00	0.00%	23,050.00
4. Other Local Revenues	8600-8799	117,262.00	-6.06%	110,160.00	0.00%	110,160.00
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	531,340.00	-7.40%	492,000.00	3.25%	508,000.00
6. Total (Sum lines A1 thru A5c)		1,031,413.00	-8.29%	945,909.00	1.69%	961,909.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				284,107.00		289,789.00
b. Step & Column Adjustment				5,682.00		5,795.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	284,107.00	2.00%	289,789.00	2.00%	295,584.00
2. Classified Salaries						
a. Base Salaries				136,173.00		138,896.00
b. Step & Column Adjustment				2,723.00		2,777.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	136,173.00	2.00%	138,896.00	2.00%	141,673.00
3. Employee Benefits	3000-3999	164,351.00	7.09%	176,000.00	4.55%	184,000.00
4. Books and Supplies	4000-4999	55,184.00	-18.45%	45,000.00	0.00%	45,000.00
5. Services and Other Operating Expenditures	5000-5999	284,510.00	-1.59%	280,000.00	0.36%	281,000.00
6. Capital Outlay	6000-6999	80,007.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	18,912.00	0.00%	18,912.00	0.00%	18,912.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		1,023,244.00	-7.30%	948,597.00	1.85%	966,169.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		8,169.00		(2,688.00)		(4,260.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01I, line F1e)		265,329.50		273,498.50		270,810.50
2. Ending Fund Balance (Sum lines C and D1)		273,498.50		270,810.50		266,550.50
3. Components of Ending Fund Balance (Form 01I)						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	273,498.50		270,810.50		266,550.50
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		273,498.50		270,810.50		266,550.50

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)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated Amount	9790					
(Enter current year reserve projections in Column A, and other reserve projections in Columns C and E for subsequent years 1 and 2)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						

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.

Federal/State/Local revenues projected at 2018 levels excluding any prior year adjustments. Contributions from Unrestricted increases for salaries/benefits step/column and STRS/PERS employer rates increase. Salaries include average 2% for Step/column and projected STRS/PERS rates. Health insurance capped. Supplies projection decreased for textbooks. Capital outlay excluded until board approval

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	4,235,511.00	6.24%	4,499,848.00	2.29%	4,602,887.00
2. Federal Revenues	8100-8299	359,761.00	-10.86%	320,699.00	0.00%	320,699.00
3. Other State Revenues	8300-8599	154,750.00	35.28%	209,342.00	-59.71%	84,342.00
4. Other Local Revenues	8600-8799	155,533.00	-6.46%	145,480.00	0.00%	145,480.00
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	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		4,905,555.00	5.50%	5,175,369.00	-0.42%	5,153,408.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				1,864,616.00		1,901,909.00
b. Step & Column Adjustment				37,293.00		38,037.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,864,616.00	2.00%	1,901,909.00	2.00%	1,939,946.00
2. Classified Salaries						
a. Base Salaries				482,611.00		492,272.00
b. Step & Column Adjustment				9,661.00		9,844.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	482,611.00	2.00%	492,272.00	2.00%	502,116.00
3. Employee Benefits	3000-3999	912,037.00	7.85%	983,600.00	5.53%	1,038,000.00
4. Books and Supplies	4000-4999	659,742.00	-1.48%	650,000.00	0.15%	651,000.00
5. Services and Other Operating Expenditures	5000-5999	820,102.00	-1.84%	805,000.00	0.75%	811,000.00
6. Capital Outlay	6000-6999	90,007.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	36,170.00	0.12%	36,212.00	0.00%	36,212.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(6,875.00)	0.00%	(6,875.00)	-100.00%	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				0.00		0.00
11. Total (Sum lines B1 thru B10)		5,089,719.00	0.07%	5,093,427.00	2.28%	5,209,583.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		(184,164.00)		81,942.00		(56,175.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01I, line F1e)		2,078,456.44		1,894,292.44		1,976,234.44
2. Ending Fund Balance (Sum lines C and D1)		1,894,292.44		1,976,234.44		1,920,059.44
3. Components of Ending Fund Balance (Form 01I)						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	273,498.50		270,810.50		266,550.50
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	502,073.00		203,737.00		208,383.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	203,588.00		203,737.00		208,383.00
2. Unassigned/Unappropriated	9790	915,132.94		1,297,949.94		1,236,742.94
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		1,894,292.44		1,976,234.44		1,920,059.44

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 (Unrestricted except as noted)						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	203,588.00		203,737.00		208,383.00
c. Unassigned/Unappropriated	9790	915,132.94		1,297,949.94		1,236,742.94
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)		1,118,720.94		1,501,686.94		1,445,125.94
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		21.98%		29.48%		27.74%
F. RECOMMENDED RESERVES						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	No					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)		0.00		0.00		0.00
2. District ADA						
Used to determine the reserve standard percentage level on line F3d (Col. A: Form AI, Estimated P-2 ADA column, Lines A4 and C4; enter projections)		421.74		421.74		421.74
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		5,089,719.00		5,093,427.00		5,209,583.00
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		5,089,719.00		5,093,427.00		5,209,583.00
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		4%		4%		4%
e. Reserve Standard - By Percent (Line F3c times F3d)		203,588.76		203,737.08		208,383.32
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		66,000.00		66,000.00		66,000.00
g. Reserve Standard (Greater of Line F3e or F3f)		203,588.76		203,737.08		208,383.32
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

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

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

CONSIDERATION:

The Second Interim Report for Fiscal Year 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 increase by $115,570 over the projection in the 1st Interim Report, while expenditures are projected to increase by $15,983. This results in an excess of unrestricted revenues over expenses of $570,316. After deducting for Other Sources/Uses there is a projected net decrease to the fund balance of $192,333.

Moved by _____ Second _____

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

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.2

DATE: March 13, 2018

SUBJECT TITLE: San Joaquin Valley Purchasing COOP

Action ___√___ Discussion _____ Information _____

RECOMMENDATION:

Ratify Washington Colony's participation as a member of the San Joaquin Valley Purchasing COOP & Code of Conduct and Procurement Procedures for 2018 – 2019.

BACKGROUND

Washington Colony Elementary School District is a member of the San Joaquin Valley Purchasing COOP out of the 27 Fresno County area school districts. Our school cafeteria must follow the Code of Conduct and Procurement Procedures for 2018-2019 annual renewal of services. For All purchasing activities, members must be in compliance with the specific ethical standards stated in the Bylaws including gratuities, favors, gifts, organizational conflict of interest, the statement of economic interest, bid procedures, bid evaluation process and timelines.

CONSIDERATION:

Consider ratification of Washington Colony's annual renewal participation as a member of the San Joaquin Valley Purchasing COOP & Code of Conduct and Procurement Procedures for 2018 – 2019. COOP information follows for your review.

Moved by _____ Second _____

Vote:

Ayes:_____ Noes_____ Abstentions:_____ Absent:_____

SAN JOAQUIN VALLEY PURCHASING COOP

CODE OF CONDUCT AND PROCUREMENT PROCEDURES

SY 2018-2019

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MEMBER LIST SY 2018-2019

1	**Alview Dairyland** School District
	Debbie McDaniel
	12861 Avenue 18- 1/2
	Chowchilla, CA 93610
	559-665-2394
	559-665-7347 Fax
	dmcdaniel@adusd.us
2	**Armona Union Elementary School District**
	Loretta Frasquillo Cell: 505-264-4925
	P.O. Box 368
	Armona, CA 93202
	559-583-5000 Ext 1060
	559-583-5004 Fax
	lfrasquillo@armona.k12.ca.us
3	**Ballico-Cressey School District**
	Raul Torres
	11818 Gregg Street
	Ballico, CA 95303
	209-394-9426
	209-632-8929 Fax
	rtorres@ballicocressey.com
4	**Burrel Union Elementary School**
	Kamaljith Cobian
	559-866-5634
	kcobian@burrel.k12.ca.us

5	**Central Union School District**
	Gillian Wlson
	15783 18th Ave
	Lemoore, CA 93245
	559-925-2611
	559-924-1153 Fax
	gwilson@central.k12.ca.us
6	**Chowchilla Elementary School District**
	Bill Dunlavy New Lead District SY 17-18
	355 N. 5th Street
	Chowchilla, CA 93610
	559-665-8027 office
	209-347-7102 cell
	dunlavyw@chowkids.com dunlavyw@chowchillaelem.k12.ca.us
7	**Chowchilla Union High School/Alview Dairyland**
	Mary Derryberry
	805 Humboldt
	Chowchilla, CA 93610
	559-665-1331 Ext: 228
	559-665-4659 Fax
	derryberrym@chowchillahigh.org
8	**Dos Palas-Oro Loma Joint Unified SD**
	Rhonda Sullivan
	2041 Almond ST
	Dos Palos, CA 93620
	209-392-0291
	209-392-8213 Fax
	rsullivan@dpol.net

9	**Golden Plains Unified School District**
	Anita Rodriguez
	8535 S. 9th St.
	San Joaquin. CA 93600
	559-790-8202
	arodriguez2@gpusd.org
10	**Golden Valley Unified School District**
	James Howard-New Co Chair SY 17-18
	1220 Road 36
	Madera, CA 93636
	559-645-3500 ext. 3001
	559-645-3531 Fax
	jhoward@gvusd.org
11	**Hanford Elementary School District**
	Anneliese Roa
	924 Katie Hammond Lane
	Hanford, CA 93232
	559-585-3632
	559-585-2261 Fax
	aroa@hanfordesd.org
12	**Hanford Joint Union High School District**
	Brooke Stockton
	823 West Lacey Boulevard
	Hanford, CA 93230
	559-583-5901
	559-589-9769 fax
	bstockton@hjuhsd.k12.ca.us

13	**Island Union School District**
	Sherrie Paul 2016/2017 Secretary
	7799 - 21st Ave.
	Lemoore, CA 93245
	559-924-6424 or 559-514-4223 (cell)
	559-924-0247 Fax
	sherriepaul@island.k12.ca.us
	dianeaugusto@island.k12.ca.us
14	**KCAO**
	Janice Augusto-16/17 Secretary
	1130 N. 11th Ave
	Hanford CA 93230
	816-5462 cell 415-7265 office
	559-582-4128 Fax
	jaugusto@kcao.org
15	**Lakeside Union Elementary School District**
	Shirley Avila
	9100 Jersey Ave.
	Hanford, CA 93230
	559-582-2868 x 113
	559-582-7638 fax
	ssavila@lakeside.k12.ca.us
16	**Lemoore Union High School District**
	Debra Wenzel
	101 E. Bush Street
	Lemoore, CA 93245
	559-924-6646
	559-924-6619 Fax
	dwenzel@luhsd.k12.ca.us

17	**Mariposa Unified School District**
	Tammi Richards
	5082 Old Highway North
	Mariposa, CA 95338
	209-742-0364
	209-966-8441 Fax
	tarichards@mcusd.org
18	**Ezequiel Tafoya Alvarado Academy (New 18-19)**
	TBA
	26247 Ellis St.
	Madera, CA 93638
	559-675-2070
19	**Mendota Unified School District**
	Millie Rossette
	Michael Porras
	115 McCabe Avenue
	Mendota, CA 93640
	559-655-7427
	559-655-4944 Fax
	erossette@mendotaschools.org
	mporras@mendotaschools.org
20	**Lemoore Elementary School District (New 18/19)**
	Renee Dykstra, Child Nutrition Director
	1200 W. Cinnamon Drive
	Lemoore, Ca 93245
	TBA
	rdykstra@luesd.k12.ca.us

21	**Pacific Union School District**
	Annette S. Machado
	Vanda Galvan
	2065 E. Bowles Avenue
	Fresno, CA 93725
	559-834-2533 amachado@hesd.k12.ca.us
22	**Raisin City Elementary**
	Anthony Choza Cell: 559-614-2535
	6425 W. Bowels Ave
	Raisin City, CA 93652
	559-233-0128
	achoza@raisincity.k12.ca.us
23	**Reef-Sunset Unified School District**
	Dee Clements
	205 Park Avenue
	Avenal, CA 93204
	559-386-9083 Ext 1095
	559-386-1744 Fax
	dclements@rsusd.org
24	**Riverdale School District**
	Tina Fulford
	P.O. Box 1058
	Riverdale, CA 93656
	559-867-8612
	559-867-4578 Fax
	tinafulford@rjusd.org

25	**Sanger Unified School District**
	Jannette Garcia
	1905 7th Street
	Sanger CA 93657
	559-524-7620 Ext 7621
	No Fax
	jannette_garcia@sanger.k12.ca.us
26	**Tulare County Early Childhood Educational Program**
	Frank Ramos and Erica Delgado
	7000 Doe Avenue, Suite C
	Visalia, CA 93291
	559-651-3022
	559-651-3802 Fax
	framos@cc.tcoe.org
	edelado@cc.tcoe.org
27	**Washington Colony Elementary**
	Becky Ortiz
	130 E. Lincoln Ave
	Fresno, CA 93706
	559-233-0706
	559-233-9583 Fax
	rebeccaortiz@washingtoncolony.org

28	**Le Grand Union Elementary School District**
	Debbie Stickles
	13071 E. Le Grand Rd
	PO Box 27
	Le Grand, CA 95333
	209-389-1039
	209-389-4515
	dstickles@lgeim.legrand.k12.ca.us
29	**Le Grand Union High School District**
	Nancy Marchini
	12961 E. Le Grand Rd
	Le Grand, CA 95333
	209-389-9403
	209-389-9414 fax
	nmarchini@lghs.k12.ca.us

SAN JOAQUIN VALLEY PURCHASING COOP

PROCEDURE TITLE	BY-LAWS
EFFECTIVE DATE	08/31/2016
APPROVED BY	SJVP COOP Members

REVISION HISTORY

REVISION NUMBER	DATE	COMMENTS
	6/96;	**Initial**
	6/98;	**Revised**
	11/99;	**Revised**
	5/04;	**Revised**
	11/04;	**Revised**
	03/05;	**Revised**
	9/06;	**Revised**
	9/07;	**Revised**
	10/12;	**Revised**
	11/15,	**Revised**
	9/16	**Revised**
	2/18	**Revised**

A number of Child Nutrition/Food Service Officials, herein after will be referred to as member, have agreed to purchase food and supplies in cooperative bidding for mutual benefit, and refer to the group as the SAN JOAQUIN VALLEY PURCHASING CO-OP, herein after referred to as the Co-op.

RULES AND GUIDELINES

1. The Co-op meets as needed to mutually determine items to bid and to assign specific tasks to each member.

2. The Co-op Executive Committee will consist of the Chairperson, Co-Chairperson, Secretary, Liaison, RFP Document Chair, and RFP Document Co-Chair.

The Chairperson is designated each school year. The Chairperson conducts meetings, keeps order, coordinates functions, and plans the agenda.

The Co-Chairperson is elected for a two-year term of service. The 2nd year, the Co-

Chairperson will be designated as the Chairperson requiring a new Co-Chairperson to be elected annually. The Co- Chairperson serves in the absence of the Chairperson, assists the Chairperson as needed and co-chairs the

The Secretary is elected for two school years. The Secretary takes minutes and e-mails to minutes prior to the next scheduled meeting. The Secretary will also keep attendance records of the participating members and be responsible for preparing and distributing bills for costs incurred by the Executive Committee members on behalf of the Co-op.

Liaison is elected for two school years. The Liaison will contact a distributor/vendor when an issue(s) arises between a vendor/distributor and member(s) after said member(s) has attempted to resolve the problem(s) first without a resolution. Such problems should be communicated with e-mail and should provide a detail description of unresolved vendor problem(s) along with a description of the unsuccessful attempts to a resolution. The Liaison is also responsible for communication between distributors/vendors and Co-op, to set up vendor meetings, relaying vendor concerns etc…

The IFP Documents Chair & Co-Chair are elected for two school years. They shall; E-mail next year's (July to June) usage volume sheets to all members and set the timeline for return, Communicate with Co-op members for clarifications and follow-up, Tabulate usage volumes and ensure that accurate specifications are included. Send usage documents to Executive Committee for final review, combining usage sheets to send to distributors, advertising RFP opening, notifying distributors of awards consolidating awards, and other tasks involved with RFP documents. The IFP **C**o-Chair is responsible for assisting the RFP Chair as needed.

3. Once the IFB specifications have been prepared and approved by the majority of the Co-op, changes during the school year will be reviewed and approved by the Executive Committee Members on behalf of the Co-op. Exceptions to this rule may occur during vacation breaks when the RFP Document Chair and Co-chair may make decisions on behalf of the Executive Committee and the Co-op.
   Members must be able to communicate via e-mail. It is the responsibility of the member to ensure that their e-mail does not block communications from the San Joaquin Purchasing Co-op. Members must send and receive all documents electronically, as needed, to the correct Executive Committee Member.

4. Members are to be punctual for meetings and to notify the secretary if unable to attend a meeting.

5. The members agree to share ideas, suggestions and compromise for the benefit of the group.

6. Approval from the SJVP Co-op Members for perspective agencies is required for membership in the Co-op. Perspective new members must submit, in writing, a request to join the co-op. It must be submitted to the chairperson prior to **February 1st** for the upcoming fiscal year. The prospective new member must demonstrate a willingness to

accept the Co-op goals, by-laws, and guidelines and will be approved to join by three quarters vote of membership.

7. In the event a member determines its membership in the Co-op is no longer desirable, the member shall submit to the Chairperson, in writing a letter or via email, its intent to withdraw from the Co-op. The Co-op will expect the member to honor all distributor/vendor obligations for that current RFP year. Once the member has met their obligation(s) they will then be considered dropped from the Co-op.

8. The Co-op meetings shall operate under Robert's Rule of Order. Meeting shall operate under a Quorum of 1/3 of the enrolled members for the current year.

9. Each Board of Trustees shall designate annually, through its representative in writing, prior to advertising, the items to be purchased, the quantities and terms of shipment for their agency. It is understood that each of the representatives shall have the privilege of either joining in or not joining in the purchase of any items upon which RFPs are composed.

10. Vendors are not allowed to attend the Co-op meetings. With majority vote, meetings may be arranged to include vendors and/ or guests. The liaison will be responsible for arranging the vendor meeting.

11. Procurement: The Co-op must follow public procurement practices:

    a. Governance is from 2CFR Part 200, California Ed Code 45103.1, 45103.5, 49554, California Government Code 1090, 1097.5

    b. Co-op shall follow the developed Co-op Code of Ethics and Procurement Policy Manual.

12. Per the Co-op Code of Ethics and Procurement Policy Manual, the Co-op shall award the RFP(s) to responding vendors only at a scheduled Co-op meeting and following these steps:
1. Each attending member is shown the Executive Committee Review Team (RT) documentation of vendor responses, to include:
    a. the IFB documents sent to vendors,
    b. the IFB advertisements,
    c. the bid opening agenda,
    d. the bid opening minutes and sign-in sheet,
    e. all IFB communications,
    f. the vendor response packets and
    g. the RT sign-off sheet.

13. Each attending member receives the evaluation matrix tool and receives verbal directions on how to complete it,

3. Each attending member reviews each vendor IFB response, paying particular attention to each required evaluation component using the evaluation tool.

4. Executive Committee members shall provide all documents and directions mentioned herein.

5. Each attending member completes an evaluation tool for each vendor and each particular purchasing category:

a. Frozen Foods
b. Refrigerated Foods
c. Dry/Canned Foods
d. Processed Commodity (*NEW*)
e. Fresh Produce
f. Fresh Bread
g. Milks/Dairy Items
h. other category(s) as determined by the majority of members present

6. The vendor awards shall be made only after all attending members' evaluation tool sheets have been physically tallied and verified. The meeting minutes will concisely state all results.

13. No member is allowed to withdraw from their obligation to honor the IFB once the Co-op has awarded the IFB. Members are responsible for meeting their usage obligation to the awarded distributor.

14. The cost of advertising IFBs and any other cost incidental to the advertising (which may include postage, printing, telephone and secretarial time) shall be equally divided between all participating members.

15. All communications concerning vendor IFB items, shall be made by the designee(s) on the Executive Committee. This will assist with uniform communications.

16. Minimum drops will be $500. Members unable to meet the $500 minimum drop, and are within 10 miles of an agency that can meet that requirement, may meet a minimum of $250. That member will make the necessary arrangement to assure that deliveries are on the same day as the agency meeting the requirement.

17. Each participating agency shall issue its respective agency requisitions and purchase orders, be billed and make payment to vendor/distributor, individually, for their respective portion of purchases made hereunder and under no circumstances shall any agency be responsible for payment on account of another agency's purchase hereunder.

18. Meetings are mandatory. In the event that a member does not contribute to the Co-op in attendance or division of workload, that agency may be terminated by three quarter majority vote of membership. One absence within one year with no notification may be grounds for termination of the membership. On the occasion of the one absence without notification, the secretary shall send a letter to the agency announcing the possibility of termination:

a. Any Membership may be terminated voluntarily by a member at any time upon notice to the Co-op.

b. Membership may be terminated involuntarily by three quarters majority vote of the membership board for knowingly, intentionally, repeatedly violating these bylaws after the owner is provided fair notice of the charges and an opportunity to respond in person or in writing.

Upon termination of ownership, all rights and interests in the Co-op shall cease immediately.

19. For the purposes of voting, each participating agency will be allowed one vote.

20. These rules and guidelines can be amended by three quarters vote of membership.

21. There will be a minimum of 250 cases of Frozen, 250 cases of canned and 100 cases of Paper for an item to be placed on the IFB list.

22. With majority vote, when applicable SJVP Co-op members may choose to re-new an existing agreement for the current year plus a 2 year roll over (to total 3 years).

23. Buy American Provision:

Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336) added a provision, Section 12(n) to the National School Lunch Act (NSLA) (42 USC 1760(n)), requiring school food authorities (SFAs) to purchase, to the maximum extent practicable, domestic commodities or products. This Buy American provision supports the mission of the Child Nutrition Programs, which is to serve children nutritious meals and support American agriculture. The Buy American provision applies to SFAs located in the 48 contiguous United States and is one of the procurement standards these SFAs must comply with when purchasing commercial food products served in the school meals programs

SJVP Co-op members participate in school nutrition programs and is required to use the nonprofit food service funds, to the maximum extent practicable to buy domestic commodities or products for Program meals. A domestic commodity or product is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S as proved in 7 CFR 210.21(d).

SAN JOAQUIN VALLEY PURCHASING COOP

PROCEDURE TITLE	CODE OF ETHICS
EFFECTIVE DATE	08/31/2016
APPROVED BY	

REVISION HISTORY

REVISION NUMBER	DATE	COMMENTS
	12/16/2016 **2/9/2018**	**Initial** **Revised**

All purchasing activities members must be in compliance with the following ethical standards:

Supplier Relations-

- Avoid the intent and appearance of unethical or compromising practice in relationships, actions, and communications.
- Refrain from any private business or professional activity that would create a conflict between personal interests and the interests of SJVP Co-op.
- Refrain from reciprocal agreements, which restrain competition.

Example: A Vendor tells you there is a special on whole grain-rich dinner rolls. He states the rolls meet the USDA whole grain-rich criteria. The rolls will only be offered at a special price on Thursday. To receive the special price, you will need to attend a luncheon hosted by the vendor and purchase the rolls during this time.

Gifts, Gratuities, and Gifts-

- SJVP Co-op members shall refrain from soliciting or accepting money, loans, credits, or prejudicial discounts, and the acceptance of gifts, entertainment, favors or services from present or potential suppliers, which might influence, or appear to influence procurement decisions.

Legitimate Discounts, Rebates, or Credits-

- When SJVP Co-op members receive legitimate discounts, rebates, or credits from a distributor, they shall be taken directly off the invoice which can service as documentation.

Those regulations require vendors under cost reimbursable contracts to provide sufficient information to permit the SFA to identify allowable and unallowable costs, as well as the amount of all such discounts, rebates, and other applicable credits on invoices and bills presented for payment to the SFA (7 CFR 210.21(f), 215.14a (d) and 220.16 (e)) Refer to: USDA FNS Memo Code: SP 01-2011, Revised April 5, 2011: Reaffirming the Requirement that School Food Authorities Comply with Federal Regulations Affecting Rebates, Discounts, and Other Applicable Credits in All Cost Reimbursable Contracts which is available at: http://www.fns.usda.gov/schoolmeals/policy.

Confidentiality-

Providing confidential information of any kind to any person or entity that was not designated to be privy to that information is considered unethical. SJVP Co-op members shall follow the following confidentiality guidelines:

- Before contracts are awarded, distributors will submit sealed bids. The cost and pricing information in these bids may not be made public until after a decision has been made to award the contract.

- During the bidding process, SJVP Co-op members may not disclose information about the school district to a company unless the same information is given to all respondents. This information could give that company an unfair advantage in drafting its proposal.

Conflict of Interest-

- If circumstances arise that create a personal or professional conflict of interest, SJVP Co-op members or any individual involved in the conflict of interest should excuse themselves from the selection process.

The following are examples of what may be perceived as a conflict of interest for SJVP Co-op members in the decision making process:

  - The company bidding on a contract is owned by an SJVP Co-op member's personal friend, relative, or school board member.
  - SJVP Co-op member owns stock in the company.
  - SJVP Co-op member's friend or relative is an employee at the company in a position where they would profit from gaining the contract.

ETHICS COMPLIANCE

If a determination is made that the SJVP Co-op Code of Ethics has been violated by a member or participating agency during the competitive process or administration of a Cooperative contract, SJVP Co-op may take the following action(s) subject to approval by **a three-quarter majority vote of the members present:**

If the situation involves the actions of a member:

1. Request a new Contract Administrator from the participating entity and/or:

2. Request that the offending individual be declared to have no standing regards SJVP Co-op contracts and representing his or her entity in same.

If the situation involves the actions or policies of an entity:

1. Request that the offending entity be restricted from use of the contract in question, or:

2. Request that the offending entity be suspended from participation in all SJVP Co-op contracts.

All actions described in this article must be presented to the Co-op member or entity in writing no less than ten (10) days prior to the meeting at which such actions would be considered.

Statement of Economic Interest: The Political Reform Act (Act) (Gov. Code sections 81000-91015) requires most state and local government officials and employees to publicly disclose their personal assets and income. They also must disqualify themselves from participating in decisions that may affect their personal financial interests. The Annual Statement of Economic Interests, Form 700, is provided to meet the requirement of this Act.

o SJVP Co-op members shall follow their individual agencies' submission procedures of Form 700, Statement of Economic interest.

SAN JOAQUIN VALLEY PURCHASING COOP

PROCEDURE TITLE	BIDDING AND PROPOSAL PROCEDURES
EFFECTIVE DATE	08/31/2016
APPROVED BY	

REVISION HISTORY

REVISION NUMBER	DATE	COMMENTS
	8/31/2016	**Initial**

A competitive sealed bidding process shall be used for all San Joaquin Valley Purchasing Co-op (SJVP Coop) bids. Invitation for Bid (IFB) will be advertised in appropriate media, and bid packets are mailed, and e-mailed to Vendor's. IFB packets are available for public viewing, and may be requested by telephone, email, or in writing by prospective bidders at any time prior to the bid opening.

The acquisition process will permit sufficient time to prepare the solicitation, advertise, hold pre-bid conference, determine the qualification of bidders, receive & open sealed bids, review bids, and award or withdrawal bids.

Communicating Requirements to the Vendor: The SJVP Coop will prepare the IFB to meet Federal, State, and Ed Code requirements (2 CFR, Section 200.318[c][1]). This will consist of the type of solicitation, terms of contract, product specifications, participating district members, delivery requirements.

Pre Bid Conference: Review necessary docs and allow vendor clarification on IFB documents, contract, delivery, solicitation documents.

Proposal Opening: Any interested party may attend bid openings. Each bid submitted will be reviewed for completeness of all required documents. Any submitted BIDS with missing documents shall have 48 business hours to submit the missing docs. The information provided at the bid opening where pricing information is contained in the solicitation response. All information is read aloud at bid openings, and does not determine the award.

Inappropriate Specifications: It is the responsibility of the bidder to inform the buyer

when the specifications or other bidding requirements are faulty, unnecessary, or inhibit competition for an award. Inquiries concerning inappropriate specifications should be brought to the buyer's attention as soon as possible so that any valid issues can be addressed in an addendum An addendum serves to modify the original solicitation, and may affect specifications, quantities, selection criteria, and pricing. An addendum would be issued to all of the businesses currently reflected on the bid list. A vendor questioning the specifications or award criteria contained in a solicitation must raise such an objection, in writing, not less than 4 business days before the bid due date. The SJVP Co-op shall consider these concerns, and shall issue an addendum, if necessary, to clarify, modify, or cancel the solicitation. The SJVP Co-op may consider questions, but shall not be required to consider new information that is forthcoming prior to the execution of an award. Telephone conversations with any District Member of the coop are considered an undocumented communication, which do not waive or modify the requirements of a solicitation.

Bid Withdrawal: A bidder may request withdraw of an inadvertently erroneous bid in writing prior to the bid opening. Repeated withdrawal of bids before the bid deadline is an abuse of the purchasing process and may be grounds for debarment. Subsequent to bid opening, if a bidder has been determined the lowest responsive and responsible bidder and would be recommended for award, the Bid Document Coordinator may take whatever action is in the Coop's best interest regarding bid withdrawal. Requests for return of a bid after the opening will not be honored since the material is a recorded property of the Coops, and is therefore not returnable.

SAN JOAQUIN VALLEY PURCHASING COOP

PROCEDURE TITLE	IFB AWARDS EVALUATION POLICY
EFFECTIVE DATE	08/31/2016
APPROVED BY	

REVISION HISTORY

REVISION NUMBER	DATE	COMMENTS
	8/31/16	INITIAL

The San Joaquin Valley Purchasing Co-op (Co-op) shall evaluate and award vendors and distributors using a structured evaluation process. This will provide a competitive, objective and defensible process each time an IFB is awarded.

A. CO-OP OPENING PANEL

1. There shall be no less than (2) SJVP Co-op members present at the bid docs opening
2. Coop members must sign in on the *Coop Sign-in Sheet* with name, date, time and signature.

B. SUBMITTING VENDORS

1. For bids to be accepted, vendor must submit their packet on, or before the specified deadline.
2. If vendors wish to attend bid opening, they must sign in on the *Co-op Sign-in Sheet* with name, date, time and signature.

C. BID OPENING

1. Bids are opened
2. Each packet is reviewed for completeness
3. Information is documented on the *Bid Opening Summary Form*

San Joaquin Valley Purchasing Co-op 2018-19 Annual Renewal of Services

Member District: *Insert District Member Name*

Please check (**P**) your response:

	We plan to CONTINUE membership with The San Joaquin Valley Purchasing Co-op for SY2018-19.
	We do NOT plan to continue membership with The San Joaquin Valley Purchasing Co-op for SY2018-19.

Chowchilla Elementary School District is the Lead Agency of The San Joaquin Valley Purchasing Co-op (SJVP Co-op) with authority to contract for purchased foods and related services on behalf of Member Districts.

The parties agree as follows:

1. Both parties are responsible for compliance with USDA and the California Department of Education, Nutrition Services Division policies and regulations.
2. Member District agrees to abide by the current SJVP Co-Op By-Laws as approved by the Member Districts.
3. Member District shall read all correspondence from the SJVP Co-Op and respond promptly as indicated.
4. Member District shall maintain accurate contact information with the SJVP Co-Op to assure proper correspondence is maintained.
5. Member District agrees to complete the annual usage documents with accurate information, typically requested in February.
6. Member District agrees to verify contract pricing for purchased items they receive on bid, and monitor contract pricing throughout the school year. Reported discrepancies shall be addressed promptly with distributor and/or vendor.
7. Termination from the SJVP Coo-op shall be made in writing to the Lead Agency no later than February 1, to take effect June 30.
8. Fees are paid by Member District directly to the Lead Agency, and include shared cost of advertising of bids, printing, and postage. Member District agrees to remit promptly upon receipt of invoice.

9. Provide current contact information for two (2) individuals at your district/agency:

Nutrition Services Director	
Name	
Title	
Telephone	
Email	

Additional Contact	
Name	
Title	
Telephone	
Email	

By signing this, I certify that I am an authorized representative of the Member District and agree to adhere to the terms specified herein.

Member District	
Signature	
Print Name	
Title	
Date	

Lead Agency - Chowchilla Elementary School District	
Signature	
Print Name	Bill Dunlavy
Title	Food Service Director
Date	

Return signed copy by January 18, 2018 to Bill Dunlavy at dunlavyw@chowkids.com; Phone (209-347-7102).

Annual Bid Process Timeline

Month	Task(s)	Date Completed
Aug – Nov	Prep menu for next year, do taste testing, check pricing, and NSLP compliancy. Attend food shows. Monitor for new membership requests.	
Mid December	Request coop usage from Distributors/Utilize those items to make usage document list. Update phone list. Monitor for new membership requests.	
Mid January	SJVP COOP memberships to request usage numbers individually. Send out usage doc list to all members for next year, combine the numbers from all district usage, remove items that fall below the case limit allowed on bid. Monitor for new membership requests.	
February	**(Follow up SJVP COOP meeting to review usage documents early February)** Update the solicitation document and contract, (dates, times, district members, drop sites and ADP documents, phone list or contact info) Set pre-bid meeting date, public opening date, and location. SJVP COOP team leaders to submit by email RFP contract packet solicitation document 22-23 pages-Feb 25 going out to bid, contact phone list, drop list document include delivery sites and addresses, excel spreadsheet with the usage spreadsheet), to lead district by Feb 22. Advertise (issue) the bid in local paper to be requested by lead district. Advertisement must be done by Feb 25 and March 4 (2 weeks in a row).	
March - April	Hold the non-mandatory pre-bid meeting which includes SJVP COOP team leaders and any interested vendors/bidders to be	

	held March 14, 2017 at Central Union School District at 2pm-3pm. BID closes at 1pm on April 25 and the public opening of those BIDS will be at 2pm at Central Union School District.	
April	Combine all bids received into an excel spreadsheet, and determine who has the lowest bid.	
May - June	SJVP award meeting in May. Once the decision is accepted and voted by the group, then the lead district will write the award letters to all parties that bid, and mail and email those to all involved. All other bids must be taken to your board and all documents need to be scanned and email to be put on our web page for posting. Take to the board for approval. Prepare your document for the coop award meeting	

Team Distribution

We are composed of multiple districts. Bids are evenly divided into bid category teams. Each team follows the annual bid process, and are fairly assign to evenly distribute the work of all bids preparation.

Team 1 (Frozen):

Central Union
Armona
Lakeside SD
Golden Plains
Riverdale

Team 2 (Paper and Chemical 2 categories)

Sanger Unified
Washington Colony
Burriel
Raisin City

Team 3: (Refrigerated, Dairy, and Bread-3 categories)
Milk and Bread - Rollover from current year 16/17.

Chowchilla Elementary
Dos Palos
Mc Swain
Mendota

	Pacific Mariposa
Team 4: (Canned and Dry- 1 category)	Hanford Elementary Island KCAO Tulare County Early Childhood Hanford Joint Union
Team 5: (Produce)	Chowchilla High School Alview Dairyland Golden Valley Reef Sunset Lemoore High Ballico Cressey
Team 6: (Commodity Processing)	Sanger Unified Lemoore Elementary Hanford Elementary

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.3
DATE: March 13, 2018

SUBJECT TITLE: WARRANTS

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Review and ratify warrants paid for the period February 1 – February 28, 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	512086448	PV-180146	bus 2 repair	0100-07230-0-0000-3600-560005-000-00	700.57
				Warrant Total:	**700.57**
	512091308	PV-180153	BUS 3 REPAIR	0100-07230-0-0000-3600-560005-000-00	913.58
				Warrant Total:	**913.58**
				Vendor Total:	**1,614.15**
655-ALL VALLEY ENVIRONMENTAL IN	512091309	PV-180158	SERVICE GREASE TRAP	1300-53100-0-0000-8100-550008-000-00	285.00
				Warrant Total:	**285.00**
				Vendor Total:	**285.00**
387-AMERIPRIDE UNIFORM SERVICE IN	512086449	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
				Warrant Total:	**328.20**
	512091310	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	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	72.34
				Warrant Total:	**319.56**
				Vendor Total:	**647.76**
523-AT&T	512086450	PO-180270	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-590004-000-00	138.88
		PO-180270	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-590004-000-00	51.20
				Warrant Total:	**190.08**
	512091311	PO-180270	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-590004-000-00	26.29
		PO-180270	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-590004-000-00	19.88
				Warrant Total:	**46.17**
				Vendor Total:	**236.25**
1265-ATKINSON ANDELSON LOYA RUU	512086451	PO-180298	DECEMBER LEGAL FEES	0100-00000-0-0000-7200-580018-000-00	3,442.44
				Warrant Total:	**3,442.44**
				Vendor Total:	**3,442.44**
1366-CABE INC	512086452	PO-180301	REGISTRATION FEE FOR EVEL	0100-42030-0-1110-1000-520000-000-00	640.00
		PO-180301	REGISTRATION FEE FOR EVEL	0100-42030-0-1110-1000-520000-000-00	640.00
		PO-180301	REGISTRATION FEE FOR EVEL	0100-42030-0-1110-1000-520000-000-00	640.00
				Warrant Total:	**1,920.00**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**1,920.00**
314-CALIFORNIA DEPARTMENT OF	512086453	PO-180119	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	189.80
				Warrant Total:	**189.80**
				Vendor Total:	**189.80**
614-CDW GOVERNMENT LLC	512086454	PO-180284	4323041 WD BLUE PC SSD WDS	0100-81500-0-0000-8100-430014-000-00	99.25
		PO-180238	4477254 SMART BOARD 6075 7	0100-09000-0-1110-1000-440000-000-00	12,000.00
				Warrant Total:	**12,099.25**
	512091312	PO-180285	4477254 SMART BOARD 6075-7	0100-09000-0-1110-1000-440000-000-00	1,578.82
		PO-180238	4477254 SMART BOARD 6075 7	0100-09000-0-1110-1000-440000-000-00	975.00
		PO-180285	4477254 SMART BOARD 6075-7	0100-09000-0-1110-1000-440000-000-00	1,835.58
		PO-180285	4477254 SMART BOARD 6075-7	0100-09000-0-1110-1000-440000-000-00	69.31
		PO-180285	4477254 SMART BOARD 6075-7	0100-09000-0-1110-1000-440000-000-00	2,364.65
				Warrant Total:	**6,823.36**
	512091313	PO-180306	441613 GENOVATION MICROP/	1300-53100-0-0000-3700-430008-000-00	63.09
				Warrant Total:	**63.09**
				Vendor Total:	**18,985.70**
544-CIT	512091314	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	512086455	PO-180299	BALANCE DUE ON CHARTER E	0100-09000-0-1110-1000-580014-000-00	98.75
		PO-180299	BALANCE DUE ON CHARTER E	0100-09000-0-1110-1000-580014-000-00	39.50
				Warrant Total:	**138.25**
				Vendor Total:	**138.25**
1610-COMFORT SUITES ONTARIO	512086456	PO-180302	CONFIRMATION NUMBER 57	0100-11000-0-0000-2700-520000-000-43	205.79
		PO-180302	CONFIRMATION NUMBER 57	0100-11000-0-0000-7150-520000-000-43	88.19
				Warrant Total:	**293.98**
				Vendor Total:	**293.98**
1208-CULLIGAN INC.	512091315	PO-180070	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-8100-560000-000-00	78.00
				Warrant Total:	**78.00**
				Vendor Total:	**78.00**
1608-DIAZ, EVELYN	512091316	PV-180161	CABE ADV 3/28-30	0100-42030-0-1110-1000-520000-000-00	271.84
				Warrant Total:	**271.84**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**271.84**
404-EASTON AUTO PARTS	512086457	PV-180143	BUS SUPPLIES	0100-07230-0-0000-3600-430024-000-00	5.32
				Warrant Total:	**5.32**
	512091317	PV-180159	MAINT SUPPLIES	0100-81500-0-0000-8100-430018-000-00	32.74
				Warrant Total:	**32.74**
				Vendor Total:	**38.06**
1329-FOLLETT EDUCATIONAL SERVICE	512091318	PO-180318	67501P RPS ONLINE FOR AR/R	0100-09000-0-1110-2420-580000-000-00	1,084.00
				Warrant Total:	**1,084.00**
				Vendor Total:	**1,084.00**
127-FRESNO COUNTY OFFICE OF EDUC.	512091319	PO-180312	REGISTRATION FEE FOR STUD	0100-09000-0-1110-1000-580014-000-00	200.00
				Warrant Total:	**200.00**
				Vendor Total:	**200.00**
424-FRESNO GLASS CO.	512086458	PV-180144	BUS REPAIRS	0100-07230-0-0000-3600-560005-000-00	251.09
				Warrant Total:	**251.09**
				Vendor Total:	**251.09**
131-FRESNO OXYGEN INC.	512091320	PO-180073	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-560000-000-00	52.22
				Warrant Total:	**52.22**
				Vendor Total:	**52.22**
587-FRESNO PRODUCE INC	512086459	PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	341.70
		PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	18.75
		PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	324.75
		PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	18.75
		PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	77.75
				Warrant Total:	**781.70**
	512091321	PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	226.50
		PO-180121	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	463.95
				Warrant Total:	**690.45**
				Vendor Total:	**1,472.15**
1356-GOODFELLOW OCCUPATIONAL TH	512091322	PO-180250	2017-2018 OPEN PURCHASE OR	0100-33100-0-5770-1190-580000-000-79	725.00
				Warrant Total:	**725.00**
				Vendor Total:	**725.00**
1497-HERNANDEZ, JESUS C	512086460	PV-180142	SUPT SYMPOSIUM 1/24-26	0100-11000-0-0000-7150-520000-000-76	2.10

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
	512086460	PV-180142	SUPT SYMPOSIUM 1/24-26	0100-11000-0-0000-2700-520000-000-76	4.90
		PV-180142	SUPT SYMPOSIUM 1/24-26	0100-11000-0-0000-7150-520000-000-76	2.10
		PV-180142	SUPT SYMPOSIUM 1/24-26	0100-11000-0-0000-2700-520000-000-76	4.90
		PV-180142	SUPT SYMPOSIUM 1/24-26	0100-11000-0-0000-7150-520000-000-76	2.10
		PV-180142	SUPT SYMPOSIUM 1/24-26	0100-11000-0-0000-2700-520000-000-76	4.90
				Warrant Total:	**21.00**
				Vendor Total:	**21.00**
613-INDEPENDENT SALES	512091323	PV-180152	custodial supplies	0100-81500-0-0000-8100-430006-000-00	107.54
				Warrant Total:	**107.54**
				Vendor Total:	**107.54**
1609-JOSTENS KINDERKRAFT	512091324	PO-180293	PRESCHOOL GRADUATION GO	1200-61270-0-0001-1000-430000-000-00	1,013.35
				Warrant Total:	**1,013.35**
				Vendor Total:	**1,013.35**
1381-JW PEPPER AND SON INC	512091325	PO-180296	2299261 NORTHRIDGE OVERTU	0100-09000-0-1155-1000-430000-000-75	127.37
				Warrant Total:	**127.37**
				Vendor Total:	**127.37**
190-LAKESHORE LEARNING MATERIAL	512091326	PO-180292	LL526 SPACE SAVER COLOR-C	1200-61270-0-0001-1000-430000-000-00	679.89
				Warrant Total:	**679.89**
				Vendor Total:	**679.89**
1570-LEARNING ZONEXPRESS	512091327	PO-180304	460605 MENU POSTER STAND I	1300-53100-0-0000-3700-430008-000-00	300.08
				Warrant Total:	**300.08**
				Vendor Total:	**300.08**
1613-METLIFE SMALL MARKET	512091328	PV-180154	NOV DRONYK	0100-00000-0-0000-0000-869900-000-00	2.92
		PV-180154	DEC DRONYK	0100-00000-0-0000-0000-869900-000-00	2.92
		PV-180154	JAN DRONYK	0100-00000-0-0000-0000-869900-000-00	2.92
				Warrant Total:	**8.76**
				Vendor Total:	**8.76**
220-MISSION LINEN SUPPLY INC.	512086461	PO-180122	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	81.05
				Warrant Total:	**81.05**
	512091329	PO-180122	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	81.05
		PO-180122	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	81.05
		PO-180122	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-8100-550005-000-00	81.05
				Warrant Total:	**243.15**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**324.20**
221-MITCHELL, BECKY	512091330	PV-180162	CABE CONF 3/2-30 SACRAMEN	0100-42030-0-1110-1000-520000-000-00	271.84
				Warrant Total:	**271.84**
				Vendor Total:	**271.84**
1607-MORALES, ASHLEY	512091331	PV-180155	MEALS ADVANCE CABE 3/2	0100-42030-0-1110-1000-520000-000-00	60.00
				Warrant Total:	**60.00**
				Vendor Total:	**60.00**
1558-NATIONAL ASSOCIATION FOR MU	512091332	PO-180308	MEMBERSHIP RENEWAL FOR (	0100-31500-0-1110-1000-530000-000-00	146.00
				Warrant Total:	**146.00**
				Vendor Total:	**146.00**
377-OFFICE DEPOT	512086462	PO-180303	488018 COPY PAPER	0100-11000-0-1110-1000-430000-000-00	384.66
		PO-180303	488018 COPY PAPER	0100-00000-0-0000-2700-430013-000-00	269.26
		PO-180303	488018 COPY PAPER	0100-00000-0-0000-7150-430013-000-00	115.40
				Warrant Total:	**769.32**
	512091333	PO-180297	TONER FOR SPEECH	0100-11000-0-1110-1000-430000-000-00	78.80
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-09000-0-1110-1000-430000-000-77	128.82
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-09000-0-1110-1000-430000-000-77	8.16
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-1110-1000-430000-100-63	40.06
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-1110-1000-430000-100-63	24.28
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-1110-1000-430000-100-63	11.87
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-1110-1000-430000-100-63	14.46
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-1110-1000-430000-100-65	245.91
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-65000-0-5770-1120-430000-000-72	20.96
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-1110-1000-430000-100-65	41.25
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-11000-0-1110-1000-430000-000-00	41.02
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-0000-7300-430014-000-45	9.80
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-0000-7300-430014-000-45	11.70
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-0000-2700-430014-000-41	19.75
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-0000-2700-430014-000-43	15.06
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-0000-7200-430014-000-44	5.49
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-0000-2700-430014-000-41	2.79
		PO-180295	SUPPLIES FOR MRS. HATLER	0100-00000-0-0000-7150-430014-000-43	6.45
				Warrant Total:	**726.63**
	512091334	PO-180305	720304 DRY ERASE MARKER F	1300-53100-0-0000-3700-430008-000-00	89.63
				Warrant Total:	**89.63**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**1,585.58**
663-ORIENTAL TRADING CO INC	512091335	PO-180291	IN-13698050 REALISTIC PUPPY	0100-90140-0-1110-1000-430000-000-00	305.79
				Warrant Total:	**305.79**
				Vendor Total:	**305.79**
1280-P & R PAPER SUPPLY COMPANY I	512086463	PO-180118	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-430008-000-00	367.76
				Warrant Total:	**367.76**
	512091336	PO-180118	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-430008-000-00	254.55
				Warrant Total:	**254.55**
				Vendor Total:	**622.31**
385-PACIFIC GAS & ELECTRIC INC	512086464	PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	134.03
		PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	696.98
		PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	1,214.14
		PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	130.44
		PO-180058	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550001-000-00	1,091.13
				Warrant Total:	**3,266.72**
				Vendor Total:	**3,266.72**
1522-PALM MEDICAL GROUP INC	512086465	PV-180145	DRONYK DOT RECERT	0100-07230-0-0000-3600-580025-000-00	89.00
				Warrant Total:	**89.00**
	512091337	PV-180156	VIVENZI TEST	0100-07230-0-0000-3600-580025-000-00	80.00
				Warrant Total:	**80.00**
				Vendor Total:	**169.00**
248-PITNEY BOWES	512086466	PO-180251	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-7200-590002-000-00	277.89
				Warrant Total:	**277.89**
	512091338	PO-180251	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-7200-590002-000-00	277.89
				Warrant Total:	**277.89**
				Vendor Total:	**555.78**
1403-PRESCENCE LEARNING INC	512091339	PO-180319	EVALUATION FEE	0100-33100-0-5770-3150-580000-000-78	375.00
				Warrant Total:	**375.00**
				Vendor Total:	**375.00**
258-PRODUCERS DAIRY FOOD INC.	512086467	PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,495.48
		PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	897.21
		PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	518.16

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Warrant Total:	**2,910.85**
	512091340	PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	355.44
		PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	406.58
		PO-180120	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	181.03
				Warrant Total:	**943.05**
				Vendor Total:	**3,853.90**
1312-ROBERT V. JENSEN INC.	512091341	PO-180187	2017-2018 OPEN PURCHASE OR	0100-07230-0-0000-3600-430009-000-00	730.11
				Warrant Total:	**730.11**
				Vendor Total:	**730.11**
1362-SCHOOL FOOD CONSULTANTS GR(	512086468	PO-180057	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-580000-000-85	1,716.00
				Warrant Total:	**1,716.00**
				Vendor Total:	**1,716.00**
376-SCHOOL SPECIALTY INC	512086469	PO-180287	085335 PAPER CHART 24X32	0100-00000-0-1110-1000-430000-100-60	49.41
		PO-180287	085335 PAPER CHART 24X32	0100-11000-0-1110-1000-430000-000-00	6.89
				Warrant Total:	**56.30**
				Vendor Total:	**56.30**
902-SHERATON GRAND SACRAMENTO I	512086470	PO-180300	CONFIRMATION NUMBER 44	0100-42030-0-1110-1000-520000-000-00	435.84
		PO-180300	CONFIRMATION NUMBER 44	0100-42030-0-1110-1000-520000-000-00	435.84
		PO-180300	CONFIRMATION NUMBER 44	0100-42030-0-1110-1000-520000-000-00	217.92
				Warrant Total:	**1,089.60**
				Vendor Total:	**1,089.60**
304-SONITROL	512091342	PV-180160	BATTERY REPAIR	0100-81500-0-0000-8100-560000-000-00	98.00
				Warrant Total:	**98.00**
				Vendor Total:	**98.00**
1263-SPARKLETTS	512091343	PO-180084	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550009-000-00	101.60
				Warrant Total:	**101.60**
				Vendor Total:	**101.60**
308-SPURR	512091344	PO-180111	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550003-000-00	1,230.39
				Warrant Total:	**1,230.39**
				Vendor Total:	**1,230.39**
316-STATE OF CALIFORNIA	512091345	PV-180150	SUB PEREZ	1300-53100-0-0000-3700-580015-000-00	32.00
				Warrant Total:	**32.00**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**32.00**
203-SYSCO FOOD SERVICE OF CENTRA	512086471	PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	312.24
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	66.96
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	2,539.93
				Warrant Total:	**2,919.13**
	512091346	PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,745.44
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	277.89
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	203.75
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	60.78
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,829.13
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-07	266.68
		PO-180088	2017-2018 OPEN PURCHASE OR	1300-53100-0-0000-3700-470001-000-00	1,685.39
				Warrant Total:	**6,069.06**
				Vendor Total:	**8,988.19**
332-THE HOME DEPOT CREDIT SERVICE	512091347	PV-180157	faucet repair	1300-53100-0-0000-8100-560000-000-00	97.34
				Warrant Total:	**97.34**
				Vendor Total:	**97.34**
681-THE LATINO FAMILY LITERACY	512091348	PO-180314	REGISTRATION FEE FOR EVEL	0100-11000-0-0000-2700-520000-000-41	200.00
				Warrant Total:	**200.00**
				Vendor Total:	**200.00**
1283-THOMPSON, BETTY W	512086472	PO-180089	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-7300-580000-000-00	756.00
				Warrant Total:	**756.00**
				Vendor Total:	**756.00**
136-TOSHIBA AMERICA BUSINESS SOLU	512091349	PO-180127	2017-2018 OPEN PURCHASE OR	0100-11000-0-1110-1000-560008-200-84	736.39
				Warrant Total:	**736.39**
				Vendor Total:	**736.39**
1129-U.S. BANK NATIONAL ASSOCIATIO	512086473	PV-180147	TAYLOR PRESCHOOL SUPPL	0100-33150-0-5730-1110-430000-000-00	175.34
		PV-180147	CABLES	0100-11000-0-1110-1000-430000-000-00	121.91
		PV-180147	CHAVEZ CSBA CONF	0100-11000-0-0000-7110-520000-000-00	250.00
				Warrant Total:	**547.25**
				Vendor Total:	**547.25**
1377-VERIZON WIRELESS	512091350	PO-180113	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-8100-590006-000-00	3.72
				Warrant Total:	**3.72**

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Id	Amount
				Vendor Total:	**3.72**
1612-VILLEGAS, SARA	512086474	PV-180149	AERIES CONF ONTARIO 3/4-6	0100-11000-0-0000-2700-520000-000-43	247.51
		PV-180149	AERIES CONF ONTARIO 3/4-6	0100-11000-0-0000-7150-520000-000-43	106.08
				Warrant Total:	**353.59**
				Vendor Total:	**353.59**
362-WASHINGTON COLONY	512086475	PV-180148	REFRIGERATOR REPAIR	1200-61050-0-0001-1000-560000-000-00	99.00
				Warrant Total:	**99.00**
				Vendor Total:	**99.00**
967-WASTE MANAGEMENT/USA WAST	512086476	PO-180091	2017-2018 OPEN PURCHASE OR	0100-81500-0-0000-8100-550008-000-00	506.26
				Warrant Total:	**506.26**
				Vendor Total:	**506.26**
785-WELLS FARGO FINANCIAL LEASIN	512091351	PO-180092	2017-2018 OPEN PURCHASE OR	0100-11000-0-1110-1000-560008-100-82	553.15
				Warrant Total:	**553.15**
				Vendor Total:	**553.15**
373-ZOOM IMAGING SOLUTIONS INC	512086477	PO-180096	2017-2018 OPEN PURCHASE OR	0100-11000-0-1110-1000-430000-100-82	359.10
		PO-180095	2017-2018 OPEN PURCHASE OR	0100-11000-0-1110-1000-430000-100-82	946.16
				Warrant Total:	**1,305.26**
	512091352	PO-180128	2017-2018 OPEN PURCHASE OR	0100-11000-0-1110-1000-430000-200-84	336.71
		PO-180094	2017-2018 OPEN PURCHASE OR	0100-00000-0-0000-7200-430014-000-86	364.18
				Warrant Total:	**700.89**
				Vendor Total:	**2,006.15**

Total # of Warrants: **75** **Grand Total:** **66,237.38**

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.4
DATE: March 13, 2018

SUBJECT TITLE: District Calendar for the 2018 – 2019 school year

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Adopt the proposed 2018-2019 District Calendar.

BACKGROUND

Board Policy requires the Governing Board to adopt a school calendar that meets the requirements of law as well as the needs of the community, students, and the work year as negotiated with the district's employee organization(s).

CONSIDERATION

School calendar issues related to the work of employees such as beginning and ending dates, summer vacations, and school holidays are negotiable. Additionally, in accordance with Board policy, the calendar must show legal and local holidays, staff development days, orientation days, minimum days, and other pertinent dates. Following for your consideration is the proposed 2018-2019 District Calendar that has the appropriate instructional minutes required and which has been developed in consultation with the Washington Colony Teachers Association.

Moved by _____ Second _____

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

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT
DISTRICT CALENDAR
2018 – 2019

JULY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

0

AUGUST

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

14

SEPTEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

19

OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

22

NOVEMBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

16

DECEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

10

JANUARY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

18

FEBRUARY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

18

MARCH

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

21

APRIL

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

16

MAY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

22

JUNE

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

4

VACATIONS AND HOLIDAYS

Independence Day	July 4, 2018
Labor Day	September 3, 2018
Veteran's Day	November 12, 2018
Thanksgiving Break	November 19 – 23, 2018
Winter Break	December 17, 2018 – January 4, 2019
Martin Luther King's Day	January 21, 2019
Lincoln's Birthday	February 11, 2019
President's Day	February 18, 2019
Spring Break	April 15 – April 22, 2019
Memorial Day	May 27, 2019

MINIMUM DAYS (Dismissal time – 1:30 PM)

Tuesday 11/13 – Friday 11/16	Conference Week
Friday, November 16, 2018	
Friday, December 14, 2018	
Monday 3/11 – Thursday 3/14	Conference Week
Friday, April 12, 2019	
Thursday, June 6, 2019	Last day of school

EVERY MONDAY is "early-out" for Staff Professional Development. Dismissal times are as follows:

Kindergarten	1:30 PM
Grades 1 – 3	1:30 PM
Grades 4 – 8	2:15 PM

GRADING PERIODS

1st Trimester
Progress Report: Friday, September 21, 2018
End of Trimester: Friday, November 2, 2018
Parent/Teacher Conferences: November 13 – 16, 2018

2nd Trimester
Progress Report: Friday, January 11, 2019
End of Trimester: Friday, March 1, 2019
Parent/Teacher Conferences: March 11 – 14, 2019

3rd Trimester
Progress Report: Friday, April 26, 2019
End of Trimester (Report Card): Thursday, June 6, 2019

	First & Last Day of School
	Vacations & Holidays
	Teacher Pre/Post-service Days

Board Adopted: March 13, 2018
Revised:

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.5(a)
DATE: March 13, 2018

SUBJECT TITLE: CONTRACTS/SERVICE AGREEMENTS

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Approve the Credentialed School Nurse Professional Services Agreement between the Fresno County Superintendent of Schools ("FCSS") and the Washington Colony Elementary School District ("District") for the 3-year period of 2018-19 through 2020 - 2021 school years.

BACKGROUND

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

CONSIDERATION

The Governing Board recognizes the importance of having a credentialed school nurse services and FCSS provides such services. The Fresno County Superintendent of Schools will continue providing to Washington Colony School district the credentialed school nursing services for the next 3 years starting with 2018-19 school year. The nursing services include; Near & Far Vision Screening, Hearing screening, writing specialized Physical Health Care plans and/or Individualized Plans 504's and IEPs, Medication training, Medication Administration, Mandated Reports, Staff Training such as (Universal Precautions, Glucagon administration, Diabetes care/insulin administration, Seizures precautions and emergency medications, Epinephrine Auto-injector Training).

Approve the Credentialed School Nurse Professional Services for the 3-year period of July 2018- June 2021.

FINANCIAL IMPACT:

Rate: $600.00 per 6.75hour day

Annual Rate: $12,000 per each fiscal year

FUNDING SOURCE:

General Fund (0100)

Moved by _____ Second _____

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

CREDENTIALED SCHOOL NURSE PROFESSIONAL SERVICES AGREEMENT
("Agreement")
Between Fresno County Superintendent of Schools (Health Services) and
Washington Colony Elementary School District

COVER

AGENCY

Washington Colony Elementary School District **("Agency")**
Attn: Jesus Cruz, Superintendent
130 E. Lincoln Ave.
Fresno, CA 93706
Phone No.: (559) 233-0706 FAX No.: (559) 233-9583 Email: jesuscruz@washingtoncolony.org

FCSS

Fresno County Superintendent of Schools **("FCSS")**
Attn: Alma McKenry, Director, Health Services
Fresno County Office of Education
2840 E. Floradora Ave.
Fresno, CA 93703
Phone No.: (559) 265-3025 FAX No.: (559) 443-4892 Email: amckenry@fcoe.org

CONTRACT TERM (see § 3.1)

"Effective Date": July 1, 2018
"Termination Date": June 30, 2021

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

1. CONTRACT AMOUNT. The Contract Amount shall be calculated as follows:

Amount Agency shall pay FCSS the following amounts for each Service Day of Paid Services: $600.00; Agency shall be billed based upon the actual time nursing services are rendered, expressed initially in hours, and then converted to percentages of a 6.75 hour day.
"Contract Amount":
NTE $12,000.00 per each fiscal year

2. PAYMENT METHOD AND SCHEDULE: The Contract Amount shall be paid to FCSS as designated below ***(mark one)***:
X *Automatic Transfer*: FCSS will send out Invoice Memoranda twice per year, and will transfer the amount of each Invoice Memorandum from Agency's account to FCSS' account in or around January and in or around July during each year of the Contract Term.

_ *Tender of Payment*: For charter schools only, FCSS will send invoices to them twice per year, in and around January and in and around July; Agency shall pay the invoiced amounts to FCSS, which payment must be received by FCSS by no later than 30 days after Agency's receipt and approval of same.

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

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

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

AGENCY

By: _____
Print Name: Jesus Cruz
Title: Superintendent

FCSS

By: _____
Jim A. Yovino, Superintendent
or Authorized Designee

GENERAL TERMS AND CONDITIONS

These General Terms and Conditions contain the following Articles:

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

ARTICLE 1 SCOPE OF SERVICES AND OBLIGATIONS.

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

SECTION 1.2 PAID SERVICES. Unless specifically stated otherwise in this Agreement, FCSS shall provide all labor, materials, supplies, equipment and transportation necessary to complete the services required of FCSS by this Agreement (collectively "**Paid** Services"). Paid Services shall be rendered in accordance with the following and as stated on the Cover of this Agreement:

1.2.1 SERVICE SCHEDULE. The Parties shall communicate and coordinate throughout the Contract Term regarding: (A) the Paid Services that FCSS is to provide to Agency; (B) the location(s), day(s), and time(s) at which the Paid Services are to be provided; and (C) other necessary and proper arrangements to allow FCSS to provide the Paid Services to Agency (collectively **"Service Schedule"**). The Parties may mutually agree to change the Service Schedule for Paid Services. A **"Service Day"** is defined as the provision of one or more of the services listed herein by a Credentialed School Nurse on a normal business day lasting at least 6.75 hours, and shall include all required travel time, to and from the location(s) where services are to be provided, using FCSS' address listed on the Cover as the starting and ending point of the trip.

1.2.2 CREDENTIALED SCHOOL NURSE. FCSS will provide the Paid Services to Agency through one or more FCSS' credentialed school nurses in accordance with the Service Schedule. FCSS-provided credentialed school nurses will provide health services customarily provided by a Credentialed School Nurse. Such services include, but are not limited to: consultations regarding Individualized Education Plan ("IEP") meetings for health-related issues as needed; complete health assessments for IEPs; mandated health screenings; assistance and consultation on chronic disease management and education; assistance with identification, assessment, planning, intervention and evaluation of student health concerns as time allows. To promote continuity in services, FCSS will make reasonable efforts to assign one or more credentialed school nurses to provide the Paid Services to Agency. If an assigned FCSS credentialed school nurse is not available due to illness, professional staff development or other circumstances, FCSS will notify Agency.

ARTICLE 1A ADDITIONAL REQUIREMENTS.

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

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

SECTION 1A.3 COMPLIANCE WITH APPLICABLE LAWS AND GRANT. Each Party shall comply with all federal and California laws applicable to its performance of this Agreement. Each provision of law required to be inserted in or that applies to this Agreement shall be deemed inserted herein, and this Agreement shall be read and enforced as though such provision of law is inserted herein. If funds from any grant are used to pay for this Agreement, each Party shall comply with all terms and conditions of the grant that are applicable it.

ARTICLE 2 PAYMENT.

SECTION 2.1 AMOUNT OF COMPENSATION. As full consideration and compensation for FCSS' performance of the Paid Services under this Agreement, Agency shall pay FCSS the Contract Amount stated on the Cover in accordance with the Payment Schedule stated on the Cover. Agency shall pay FCSS Six Hundred Dollars and No/100 ($600.00) for each Service Day.

SECTION 2.2 INVOICE AND PAYMENT SCHEDULE. FCSS will send out Invoice Memoranda twice per year, and will transfer the amount of each Invoice Memorandum from Agency's account to FCSS' account in or around January and in or around July during each year of the Contract Term. For charter schools only, FCSS will send invoices to them twice per year, in and around January and in and around July; Agency shall pay the invoiced amounts to FCSS, which payment must be received by FCSS by no later than 30 days after Agency's receipt and approval of same.

SECTION 2.3 RIGHTS AND OBLIGATIONS UPON TERMINATION OF AGREEMENT. Upon termination of this Agreement, Agency shall pay FCSS within 30 days of Agency's receipt of an invoice from FCSS, for all Services that FCSS performed before the effective date of termination.

ARTICLE 3 TERM AND TERMINATION OF AGREEMENT.

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

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

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

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

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

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

ARTICLE 4 INSURANCE.

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

ARTICLE 5 INDEMNITY.

Except as specifically stated otherwise on the Cover, each Party's indemnity, defense, and hold harmless obligations to the other Party under this Agreement are as follows: (A) a Party **("Indemnitor")** shall indemnify and hold harmless the other Party **("Indemnitee")** to the full extent permitted by California laws for any Loss (excluding attorney's fees and litigation costs that the Indemnitee or a Third Party incurred or paid related to the Loss) sustained by the Indemnitee or a Third Party only in proportion to the Indemnitor's liability based on the determination of a governmental entity with jurisdiction to make such a determination or a court of competent jurisdiction, whichever determination is final; and (B) each Party shall defend and pay for all of its attorney's fees and litigation costs related to any Claim or Loss without any right to indemnity and/or hold harmless of such fees and costs, or any right to defense, from the other Party. A Party who intends to seek or seeks indemnity and/or hold harmless of any Loss from the other Party: (1) shall notify the other Party in writing and within a reasonable time after the Party knows or becomes aware of any Claim that may or will result in a Loss, describing, if known or determinable, the pertinent circumstances, all entities and persons involved, and the amount being claimed; and (2) shall not settle or otherwise resolve the Claim until it has notified the other Party of the Claim in accordance with the preceding provision (1) and given the other Party written notice and an opportunity to participate in and to consent to the settlement or resolution of the Claim, which consent the other Party shall not unreasonably withhold. A Party's obligations under this Article are not limited to or by any insurance that it maintains or the lack of insurance but apply to the full extent permitted by California laws. **"Claim"** means any claims, demands, lawsuits, causes of action, actions, cross-complaints, cross-actions, and/or proceedings arising out of, resulting from, or related to this Agreement where there has been no final determination of liability by a governmental entity with jurisdiction to make such a determination or a court of competent jurisdiction. **"Loss"** means any bodily injury, property damage, personal injury, advertising injury, liability, loss, judgment, expense, and/or cost arising out of, resulting from, or relating to this Agreement and for which there has been a final determination by a governmental entity with jurisdiction to make such a determination or a court of competent jurisdiction that a Party is or both Parties are liable. **"Third Party"** means a person who or an entity that is not a Party to this Agreement and is not employed by, contracted with, whether directly or through a subcontract of any level, or otherwise retained by a Party to act for or on the Party's behalf. The provisions of this Article shall survive the termination of this Agreement.

ARTICLE 6 DISPUTE RESOLUTION.

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

ARTICLE 7 GENERAL PROVISIONS.

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

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

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

SECTION 7.4 TRANSFER AND ASSIGNMENT OF MEDI-CAL BILLING RIGHTS. As to all Paid Services provided to Agency by FCSS under this Agreement, FCSS hereby transfers and assigns to Agency all legal and beneficial rights to submit claims to and receive all monetary payments/reimbursement from Medi-Cal for qualified credentialed school nurse services provided to Agency students pursuant to this Agreement subject to the LEA Medi-Cal Billing Option Program regulations.

SECTION 7.5 NOTICES. Except as may be specifically stated otherwise in this Agreement, each Party shall give any notices, demands, invoices, and all other communications required or permitted under this Agreement in writing and by one of the following methods to the other Party at the address, FAX number, and/or email stated on the Cover, delivery to be effective upon receipt thereof by the other Party: (A) hand delivery; (B) sent by a reputable overnight courier services that tracks the delivery; (C) sent by certified mail, return receipt requested, first class postage prepaid; or (D) sent by regular mail *and* transmitted by facsimile or e-mail; and, ***if to FCSS, a copy thereof, not to include invoices and communications regarding normal implementation of this Agreement, by facsimile to***: Legal Services at (559) 265-3054. A Party may change its contact person and/or contact information stated on the Cover by notifying the other Party of the particular change and the effective date thereof in accordance with this Section. The provisions of this Section shall survive the termination of this Agreement.

/ /

Mandated Nursing Services – Fresno County Superintendent of Schools

Mandate	Requirements	Who may perform	Legal Citations	Components	Time Estimate
Near* & Far Vision Screening - General Education Color Vision	All K, 2, 5, 8 grade students. (10th grade recommended/optional) All students' first entering CA schools. Teacher referrals. All Special Education students every 3 years. (may be done on the same grades Hearing is completed on) All 1st grade boys	Physician, Credentialed School Nurse, Certificated staff who have completed an approved course in vision assessment supervised by Supervisor of Health	CEC 49452, 49455, CCR title 5 § 591-596, §3027 Near Vision Guidelines & Mandate AB1840 & SB1172	1) Prep. 2) Set up. 3) Assessment. 4) Take down. 5) Referrals to parents. 6) Notification to teachers. 7) Reassessment of fails and absent students. 8) Teacher referrals	2.5 hr per class Team Screening recommended for maximum efficiency 1-2 hr depending on # of boys
**Near Vision is a mandate, as of 2015-16 school year*					
Scoliosis Screening* General Education	**Scoliosis Screening has been suspended since 2011. It is not mandated and is up to individual districts to decide whether they would like to continue with this practice. Please consult School Nurse if your district requests this screening.*				
Hearing	All K, 2nd, 5th, 8th and 10th grade students. All teacher referrals. 11th grade is optional if unable to screen 10th.	Licensed or Credentialed Audiologist/Audiometrist	CEC 49450, 49452, 44879. CCR Title 17§2951, Title 5 §3027, 3028.	1) Prep. 2) Set up. 3) Assessment. 4) Take down. 5) Referrals to parents. 6) Notification to teachers. 7) Reassessment of fails and absent students. 8) Teacher referrals	1.5 hr per class
Writing Specialized Physical Health Care plans and/or Individualized Health Service Plans 504's IEP's	All students who require services to attend school.	Credentialed School Nurse	CEC 49423.5, Section 504 of the Vocational Rehabilitation Act, PL 94-142, CCR Title 5 § 3051.	1) Assessment of student health problem. 2) Speak to parent. 3) Communicate with physician. 4) Write plan. 5) Parent review and signature. 6) Physician review and signature. 7) Train and supervise staff.	4 hr per student minimum
Performing Specialized Physical Health Care Procedures, direct care	All students who require services to attend school.	Physician, Credentialed School Nurse, PHN, RN, LVN, Trained Health Aide, under the supervision of a Credentialed School Nurse.	CEC 49423.5, Section 504 of the Vocational Rehabilitation Act, PL 94-142, CCR Title 5 § 3051.	Example for Diabetes assistance: 1) Prep. 2) Travel. 3) Assist with blood glucose test. 4) Assess carbohydrate intake. 5) Dose from parent. 6) Administer insulin. 7) Clean up, disposal of sharps, blood. 8) As needed additional assistance.	Varies (For diabetes care may be up to 3 hrs per day per student)
Medication Training		Credentialed School Nurse	CEC 49423, 48980, CCR Title 5 § 18170, B&PC 4230.	1) Annual In-service training. 2) Review of Physician's order. 3) Question Physician orders as needed. 4) Resource for clerks. 5) Follow up on medication errors. 6) Review all medication logs for accuracy.	1 hr / school Requires periodic updates with all new personnel responsible for medication administration.

Mandated Nursing Services – Fresno County Superintendent of Schools

Medication Administration		Credentialed School Nurse, PHN, RN, Designated staff, if trained and under the supervision of a credentialed school nurse or PHN	CEC 49423, 48980, CCR Title 5 § 18170, B&PC 4230		Varies
Mandated Reports: 1. Preschool IZ rep. 2.K immunizations 3.CHDP 1st grade physicals 4. 7th grade TDap 5. Hearing report 6. Oral Health requirement	1. 2 days 2. 2days 3. 2days 4. 1 days 5. 2 hrs. 6. 2 days				
Staff trainings (examples): 1. Universal Precautions 2. Glucagon administration 3. Diabetes care/insulin administration 4. Seizure precautions and emergency medications	2 hours each school initially with periodic updates 4 x/yr.				
5. Epinephrine Auto-Injector Training*(if needed)	Per SB1266	Credentialed School Nurse or other qualified medical personnel	SB1266	Training volunteers identified by district, using guidelines set forth by SB1266	Initial Training 1.5-2 hr Refresher Training 1 hr

**Stock Epinephrine Auto-Injector Training, as of 2015-16 school year*

Credentialed Nursing Services not included in time estimates:

Emergency First Aid to students and staff
SST and IEP meetings
Support to administrators and staff
Response to emergent health issues
Health clerk supervision
Health counseling to students
Prevention/control of communicable diseases
Staff TB testing
Disaster planning
Liaison with community agencies
SARB
CPS referrals
Assisting district with health policies/laws/Standard of Care
LVN supervision
Assisting families to access vision, dental and health care
Assess students with attendance problems due to health issues

02/2018 AM

WCESD BOARD OF TRUSTEES

ITEM NO. VI.A.5(b)
DATE: March 13, 2018

SUBJECT TITLE: CONTRACTS/SERVICE AGREEMENTS

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Ratify the Fluence NGSS Item Bank Software Services Agreement between Fluence Learning, LLC and Washington Colony Elementary School District for the 2017-18 and 2018-19 school years.

BACKGROUND

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

CONSIDERATION

The district and Illuminate ED have currently an agreement for certain Software Services. With this new amended agreement Fluence Learning, LCC provides the right to Illuminate to make available in conjunction to the system a database of test questions for the CCSS and NGSS item bank. The NGSS Interims include 33 assessments in grades 3rd – 12 with between 12 to 20 items. The assessments are organized as sets of NGSS Performance Expectations that match both the California Science Frameworks as well as NGSS Bundles. The Performance Tasks include 14 assessments in grades 3 – 12 and synthesize content across science disciplines. Ratify the Fluence NGSS Item Bank Software Services Agreement for 2 years 2017-18 and 2018-19.

FINANCIAL IMPACT:

Year 1 = $214.00

Year 2= $642.00

FUNDING SOURCE:

General Fund (0100) – Schoolwide Program

Moved by _____ Second _____

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

FLUENCE CCSS ITEM BANK AMENDMENT
TO
SOFTWARE SERVICES AGREEMENT

This Fluence CCSS Item Bank Amendment to Software Services Agreement ("**Amendment**") is entered into effective as of **February 27, 2018** ("**Effective Date**"), by and between Illuminate Education, Inc., a California corporation ("**Illuminate**") and **Washington Colony Elementary School District** ("**District**").

RECITALS

WHEREAS, District and Illuminate have entered into that certain Software Services Agreement dated **July 1, 2016** ("**Agreement**");

WHEREAS, Illuminate has licensed from Fluence Learning, LLC ("**Fluence**") the right to make available in conjunction with the System (as defined in the Agreement) a database of test questions as set forth on Exhibit A (the "**Item Bank**"); and

WHEREAS, District and Illuminate wish to amend the Agreement to provide that Illuminate will make the Item Bank available to District for use in conjunction with District's use of the System on the terms set forth below.

NOW, THEREFORE, Illuminate and District mutually agree as follows:

AGREEMENT

1. Use of Item Bank. Illuminate has entered into an agreement with Fluence that permits it to authorize District to use the Item Bank through the System. Beginning on the Effective Date and so long as Illuminate continues to have the right to authorize District to use the Item Bank in connection with the System, it will enable the System to allow District to do so for the annual fee set forth in Section 2. In the event that Illuminate ceases to have such right, or Fluence dissolves or otherwise ceases to make the Item Bank available to Illuminate, Illuminate will work with District to identify an alternative product providing substantially similar functionality and on substantially similar terms, and make such product available to District. If Illuminate is unable to find or obtain the right to provide an alternative product on such terms, District's sole remedy will be the termination of the annual fee for the Item Bank set forth in Section 2. Illuminate makes no representations or warranties regarding the functionality, quality or continuing availability of the Item Bank (or any alternative product) and will have no liability with respect thereto.

2. Fee for Use of Item Bank. In addition to the Annual Fee set forth in the Agreement, District agrees to pay to Illuminate an additional annual fee for use of the Item Bank each school year during the Term equal to **$1.50** per student (calculated yearly based upon the Student Count as defined in the Agreement) and otherwise on the same terms set forth for the payment of the Annual Fee set forth in the Agreement. This additional fee shall hereafter be considered part of the Annual Fee for purposes of the Agreement. In the event that the Item Bank is not made available to District for the entire school year, the annual fee for use of the Item Bank will be prorated based on the portion of the school year that it is made available to District.

Product/School Year	Fee Structure	Estimate of License Fee
Fluence NGSS March 1, 2018- June 30, 2018	$0.50 per student 428 students (prorated)	$214.00
Fluence NGSS July 1, 2018- June 30, 2019	$1.50 per student 428 students	$642.00

3. Derivative Works. With the consent of Fluence, District may modify the Item Bank, however, any such modifications, improvements or changes to the Item Bank (the "**Derivative Works**") made by District shall immediately become the property of Fluence.

4. Ownership Rights. District acknowledges that it will have no ownership rights with respect to the Item Bank or any Derivative Works and that District employees will only be entitled to use the Item Bank and Derivative Works in conjunction with their use of the System.

5. Right to Remove Content. Fluence reserves the right to remove or revise the Item Bank and any Derivative Works if, in its sole discretion, such modifications are required for appropriateness, correctness, or to respect third party rights.

6. Fluence Third Party Beneficiary. District acknowledges that Fluence is intended to be a third party beneficiary of the Amendment with respect to Sections 3, 4 and 5.

7. Provisions of Agreement. This Amendment is hereby incorporated into and made part of the Agreement. All provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the District and Illuminate have entered into this Amendment effective as of the date set forth above.

Dated: 03/01/18

ILLUMINATE EDUCATION, INC.

By: _____
Scott Hickson, CFO

Dated: 3/01/18

WASHINGTON COLONY
ELEMENTARY SCHOOL DISTRICT

By: Jesus D. Cruz
Print: JESUS CRUZ
Title: Superintendent

EXHIBIT A

DESCRIPTION OF ITEM BANK

The Content Bank comprises the following Products:

1. CCSS Item Bank: a growing set of assessment items that are written to assess student achievement of the Common Core State Standards for math and English Language arts (ELA). This Item Bank includes roughly 37,000 assessment questions but is growing regularly. This Item Bank also includes texts to which many of the ELA questions refer. This Item Bank also includes assessments that have been specifically developed by Fluence for Customers out of the questions in this Item Bank (the "***Fixed Form Item Bank Assessments***"). The following two products are included with the CCSS Item Bank for districts for which they are relevant:

(i) California Science Item Bank: a set of assessment items that are written to the Science Content Standards for California Public Schools adopted in the year 1998.

(ii) California Social Studies Item Bank: a set of assessment items that are written to the History—Social Science Content Standards for California Public Schools adopted in the year 1998.

2. CCSS Quick Checks and CCSS Performance Tasks: CCSS Quick Checks is a set of short assessments, generally including 6 questions each, and written to assess student achievement of the Common Core State Standards for math and English Language arts (ELA). These assessments include items that are not found in the CCSS Item Bank or within any other Products. CCSS Performance Tasks is a set of instructional activities and performance tasks designed to help prepare to perform complex tasks and then to assess their ability to complete such tasks.

3. NGSS Interim Assessments and Performance Tasks: The NGSS Interims include 33 assessments in grades 5-12 with between 12 and 20 items each. The assessments are organized as sets of NGSS Performance Expectations that match both the California Science Frameworks as well as the NGSS Bundles. The Performance Tasks include 14 assessments in grades 5-12 and synthesize content across science disciplines.

4. K-1 Observational Assessments: is a set of assessments designed to allow kindergarten and first grade students to perform tasks and for teachers to collect and organize their observations of student performance on those tasks.

WCESD BOARD OF TRUSTEES

ITEM NO. VI.B.2
DATE: March 14, 2017

SUBJECT TITLE: INTERDISTRICT ATTENDANCE PERMITS

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Ratify action on Interdistrict Attendance Permit request for the 2016-17 school year.

BACKGROUND

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

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

CONSIDERATION

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

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

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

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

Moved by _____ Second _____

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

WCESD BOARD OF TRUSTEES

ITEM NO. VI.C.1
DATE: March 13, 2018

SUBJECT TITLE: Consolidated Application and Reporting System 2017-18

Action ___√___ Discussion _____ Information _____

RECOMMENDATION

Ratify the submission of the 2017-2018 Consolidated Application and Reporting System application for the Title IV Part A Funding.

BACKGROUND:

The Consolidated Application and Reporting System for funding Categorical Aid Programs, Fiscal Year 2017 - 18, collects information related to local educational agencies' (LEAs') intention to participate in 2017 – 18 consolidated programs, legal assurances of compliance as required by state and federal statute, and other required program participation information. Currently the district has submitted the Consolidated Application ans Reporting System for the Title IV Part A Funding. The minimum funding for any LEA will not be less that $10,000.

The Description of the Title IV Part A Funding follows for your review.

-Provide all students with access to a well-rounded education;

-Improve school conditions for student learning; and

-Improve the use of technology in order to improve the academic achievement and digital literacy of all students.

Moved by _____ Second _____

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

WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT

2017-2018 TITLE IV PART A (STUDENT SUPPORT FUNDING) PLAN

Amount of funding:

- The minimum funding for any LEA will not be less than $10,000

Description of funds:

This program provides funding to improve students' academic achievement by increasing school district capacity to:

- Provide all students with access to a well-rounded education;
- Improve school conditions for student learning; and
- Improve the use of technology in order to improve the academic achievement and digital literacy of all students.

Plan use of funds:

- School-based mental health services and counseling;
- Programs to promote safe and supportive school climates to reduce the use of exclusionary discipline;
- Programs that promote supportive school discipline;
- Programs supporting dropout prevention;
- A healthy, active lifestyle (nutritional and physical education);
- Alcohol, tobacco, and other drug education;
- Systems and practices to prevent bullying/cyberbullying and harassment;
- Trauma-informed practices;
- Relationship-building skills to reduce violence and abuse; and
- Establishing community partnerships

2017-18 Application for Funding

CDE Program Contact:
Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Local Governing Board Approval

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	06/27/2017

District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Lucia Gomez
DELAC review date	06/23/2017
Meeting minutes web address Please enter the Web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	http://www.washingtoncolony.k12.ca.us
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)	

Title IV, Part A Addendum

To apply for Title IV, Part A categorical funds for the fiscal year select "Yes." Only eligible LEAs will receive Title IV, Part A funds.

Title IV, Part A (Student Support) ESSA Sec. 1112(b) SACS 4127	Yes
Date of material change approval by local governing board Participation is considered a material change per Section 64000, as such, local board approval is required.	03/13/2018

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010	Yes

Warning
The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2017-18 Application for Funding

CDE Program Contact:
Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III, Part A Immigrant ESEA Sec. 3102 SACS 4201	No
Title III, Part A English Learner ESEA Sec. 3102 SACS 4203	Yes

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California DEPARTMENT OF EDUCATION

Guidance: 2017-18 Title IV Student Support

Consolidated Application, Winter Release guidance for the 2017-18 Title IV, Part A, Student Support and Academic Enrichment.

This program provides funding to improve students' academic achievement by increasing school district capacity to:

- Provide all students with access to a well-rounded education;
- Improve school conditions for student learning; and
- Improve the use of technology in order to improve the academic achievement and digital literacy of all students.

Program Overview

The California Department of Education (CDE) believes that the following school improvement programs are key components of both Title IV, Part A and student academic success in California:

- School-based mental health services and counseling;
- Programs to promote safe and supportive school climates to reduce the use of exclusionary discipline;
- Programs that promote supportive school discipline;
- Programs supporting dropout prevention;
- A healthy, active lifestyle (nutritional and physical education);
- Alcohol, tobacco, and other drug education;
- Systems and practices to prevent bullying/cyberbullying and harassment;
- Trauma-informed practices;
- Relationship-building skills to reduce violence and abuse; and
- Establishing community partnerships.

Strategies

The Student Support and Academic Enrichment (SSAE) Program authorizes significant funds to address the expectations listed above by means of a formulaic allocation of Title IV, Part A funds to California's Title I schools; a transfer of the Title IV, Part A funding allocated for state activities to Title II; and a percentage of the available funding allocated to the CDE for the purposes of the associated state operations to monitor activities and effective implementation of the SSAE Programs as permitted by the Every Student Succeeds Act (ESSA).

Funding

California anticipates receiving $44 million in Title IV, Part A funds. The state's allotment is based on its portion of the Title I appropriation. Similarly, local educational agencies (LEA) receive funding under Title I based on their portion of the state's Title I appropriation. Of the state's Title IV, Part A allotment, no less than 95 percent must be allocated to LEAs, not more than 1 percent may be used to administer the program, and the remaining 4 percent may be used by the state for activities described in ESSA Section 4104(b).

Fact Sheet: ESSA Title IV Part A

Understanding the Flexible Block Grant

Description of Grants

The newly enacted bipartisan Every Student Succeeds Act (ESSA) includes a flexible block grant program known as Student Support and Academic Enrichment Grants (SSAEG) under Title IV Part A, which is authorized at $1.65 billion in fiscal year 2017. Title IV, Part A authorizes activities in three broad areas:

1. **Providing students with a well-rounded education** including programs such as college and career counseling, STEM, arts, civics and International Baccalaureate/Advanced Placement.
2. **Supporting safe and healthy students** with comprehensive school mental health, drug and violence prevention, training on trauma-informed practices, and health and physical education.
3. **Supporting the effective use of technology** that is backed by professional development, blended learning and ed tech devices.

Distribution of Funds

Each state will receive an allocation from the flexible block grant based on the Title I funding formula. Using the same Title I formula, states will then allocate funds to school districts.

Any school district that receives a formula allocation above $30,000 must conduct a needs assessment and must then spend 20 percent of its grant on safe and healthy school activities and 20 percent on activities to provide a well-rounded education programs. The remaining 60 percent of the money can be spent on all three priorities, including technology. However, there is a 15 percent cap on spending for devices, equipment, software and digital content.

If a district receives an allocation below $30,000, the law does not require a needs assessment or setting aside percentages for well-rounded and safe and healthy students programs. However, the district must spend money on activities in at least one of the three categories. The 15 percent technology purchase cap would continue to apply.

House and Senate Fiscal year 2017 Allocations

The Senate's fiscal year 2017 Labor, Health and Human Services, Education and Related Agencies appropriations bill would provide $300 million for the Title IV, A block grant, while the House's allocation would provide $1 billion, both falling far short of the authorized level. If Congress decides to fund SSAEG below the authorized level, our nation's school districts will face tough choices in deciding which important SSAEG program areas merit investment- safe and healthy school programs, well-rounded curriculum development or the effective use of technology. No matter how schools make this decision, critical program areas will face limited investments - or none at all - significantly shortchanging students, educators and communities.

Program Funding Need

Evidence shows students need access to health and safety programs, a diversity of academic programs and modern technology.

- Evidence supports a direct correlation between physical and mental health and learning that is essential to academic success, school completion, and the development of healthy, resilient and productive citizens. Schools are uniquely positioned to help students acquire lifelong knowledge and skills through comprehensive health education, physical education, nutrition, comprehensive school mental and behavioral health services, counseling, and integration among all education and health programs.
- In order to succeed, students need access to a well-rounded curriculum. Block grant funds will help schools expand music, art, STEM, computer science, accelerated learning, history and civics courses, as well as expand access to college and career guidance and counseling.
- Federal investments in education technology ensure schools have technology-proficient educators, well-equipped classrooms, sufficiently supported administrative structures and a curriculum optimized to take advantage of the benefits technology offers to all students. These benefits include closing the opportunity and learning gaps and providing students with essential modern workforce skills.

Given the elimination of numerous programs under ESSA that support the overall health and safety of students, the investments in education technology, as well as helping districts ensure access to a well-rounded education, a robust federal investment in support of these programs is absolutely essential through Title IV Part A. Without a significant investment in Title IV Part A, districts will be forced to choose which of the priorities to invest in- even though an ample investment in all three is necessary to provide students with a comprehensive education.