

San Pasqual Union School District

The Little School in the Valley

15305 Rockwood Road, Escondido, CA 92027-6700

Phone 760-745-4931 Fax 760-745-2473 E-Mail spusd@sanpasqualunion.net

Website: www.sanpasqualunion.com

BOARD OF EDUCATION REGULAR MEETING

Tuesday, May 9, 2017 at 5:30

CALL TO ORDER

Blaise Jackson, President _____

Scott Heidemann, Clerk _____

Angie Baker, Vice President _____

David Hersey, Member _____

Tim Spivey, Member _____

Shannon Hargrave, Supt /Secretary _____

Cece Bostrom, Recording Secretary _____

I. CLOSED SESSION (conference room)

- A. Evaluation of Superintendent /Principal Performance (GC§54957, 54954)

ADJOURN INTO REGULAR SESSION

II. REGULAR BOARD MEETING (Trussell Hall)

- A. WELCOME TO GUESTS AND PLEDGE OF ALLEGIANCE HEARING OF THE PUBLIC: Persons wishing to speak to an item on the agenda or another topic that lies within the Board's jurisdiction.

B. REPORT OF ACTION TAKEN IN CLOSED SESSION

Action _____

Motion By _____ Seconded by _____

Vote: Jackson _____ Hersey _____ Baker _____ Heidemann _____ Spivey _____

- C. APPROVAL OF AGENDA AND MINUTES: Current agenda and minutes of the 04/04/17 Regular meeting Any changes for either the full agenda or the consent calendar must be made at this time.

Action _____

Motion By _____ Seconded by _____

Vote: Jackson _____ Hersey _____ Baker _____ Heidemann _____ Spivey _____

REPORTS

- D. CURRICULUM REPORT
- E. SUPERINTENDENTS REPORT
- F. FINANCIAL REPORT

ACTION/DISCUSSION ITEMS

- G. POLICY MANUAL CHANGES: First Reading of recommended changes to the District Policy Manual as recommended by the California School Boards Association. This document is available by request in the District office during regular business hours.
- H. DECLARATION OF NEED: Annual form submitted to the California Commission on Teacher Credentialing (CCTC) by county offices of education, public school districts, state-wide agencies or non-public schools or agencies. This form contains the employing agency's estimated number of Emergency Permits that may be requested during the school year.

Action _____

Motion By _____ Seconded by _____
Vote: Jackson _____ Hersey _____ Baker _____ Heidemann _____ Spivey _____

CONSENT AGENDA

- I. FINANCIAL REPORTS: Collection advice, revolving cash, purchase orders, donations, credit card expenditures, and commercial warrants, Uniform Complaint (Williams), and the quarterly report.
- J. DISPOSAL OF EQUIPMENT: Permission to dispose of District property that is deemed outdated or beyond repair.
- K. APPROVAL OF RESOLUTION #16-17-05: Staff recommends the Board adopt the resolution authorizing the replacement of warrants. (Government Code Section 29802)
- L. APPROVAL OF RESOLUTION #16-17-06: Staff recommends the Board adopt the resolution allowing the following authorization for fiscal year 2017-2018 to temporarily transfer funds between the following funds provided that all transfers are approved by the Superintendent or designee. General, Cafeteria, Deferred Maintenance, Special Reserve, Capital Facilities, Special Reserve – Capital Projects and Other Enterprises (Preschool and Kids Club) (Education Code Section 42603)
- M. APPROVAL OF RESOLUTION #16-17-07: Staff recommends the Board adopt the resolution stating that the monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determination on how the money will be spent be made in open session of a public meeting of the governing board.
- N. APPROVAL OF RESOLUTION #16-17-08: Staff recommends the Board adopt the resolution designating Shannon Hargrave, Mark Burroughs, and Rhonda Brown as the authorized agents to sign the school orders (commercial warrants).
- O. APPROVAL OF RESOLUTION #16-17-09: Staff recommends the Board adopt the resolution designating Shannon Hargrave, Rhonda Brown, Mark Burroughs and Ginny Robinson as the authorized agents to receive mail and pick up warrants at SDCOE.
- P. APPROVAL OF RESOLUTION #16-17-10: Staff recommends the Board adopt the resolution designating Rhonda Brown to ascertain and certify that each employee of said district has taken the oath of allegiance.

- Q. APPROVAL OF RESOLUTION #16-17-11: Staff recommends the Board adopt resolution authorizing the SDCOE to release credentials held warrants to employees who have provided required credential paper work.
- R. APPROVAL OF RESOLUTION #16-17-12: Staff recommends the Board adopt resolution authorizing the transfer of district budgetary funds between expenditures classification after June 30th.

Action _____

Motion By _____ Seconded by _____

Vote: Jackson ___ Hersey ___ Baker ___ Heidemann ___ Spivey ___

BOARD ITEMS

1. Trustee Comments
2. Graduation and signing of Promotion Certificates
3. Next Regular Board Meeting Tuesday, June 14th and Thursday, June 16th.

ADJOURNMENT

5/18	STEAM Fair
5/25	Open House, Spring Concert
5/30	Memorial Day
6/1	Dinner Theater
6/6	8th Grade to Knott's Berry Farm
6/7	Last Day of School, 8th Grade Promotion @ 6:00pm
6/8	Teacher Check-Out Day
6/13	Board Meeting – Budget and LCAP discussion
6/120	Board Meeting – Budget and LCAP approval

Separate attachments available by request at the District office. San Pasqual Union provides appropriate disability accommodations. Any person who requires disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing.

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BOARD OF EDUCATION MINUTES

Tuesday, April 4, 2017 at San Pasqual Union School

Regular Session

- Regular meeting called to order at 5:30 p.m. Members present Jackson, Heidemann, Hersey and Spivey. Members absent, Baker. Superintendent Hargrave and recording secretary, Cece Bostrom also present.
- Public was welcomed and the flag salute was recited.
- Public Hearing: No one requested to address the Board
- San Pasqual Education Teacher Association requested to open Article 18, 20 and 21 for the 2017-18 School year.
- Member Spivey moved to approve the agenda with amendment of Item H and I to be included in the Superintendent report and minutes of the Regular meeting of March 14, 2017. Member Heidemann seconded the motion. Motion passed 4/0.

Aye: Jackson, Heidemann, Hersey, Spivey, Absent: Baker No: 0

Reports

- Curriculum Report: 5th grade students shared their experience at Biztown.

Superintendent/Principal Report

- LCAP /Putting It All Together - March 3 (hosted for smalls) and March 21 at the county.
- Executive Leadership Series (Superintendent PLC)
- SDCOE Technology Meetings to develop SPU Tech Plan. Goals (draft):
 - Goal 1: Accessibility:** *Reliable system on-campus system (infrastructure) that does not slow down when running 1:1 devices and home access for every student*
 - Goal 2: Instructional:** *Paradigm shift for all learners (staff, students, and community), instruction shifts to a facilitator of learning, all learners demonstrate learning through portfolios and additional multiple measures, create models for learning, provide tools for blended learning and instruction*
 - Goal 3: Learning Environment:** *Effective use of physical space and technology to support a flexible and collaborative learning paradigm and culture.*
- Cue Conference attended by Tracy LaVine tech coach, Jen Michalski, Lisa Gangel, and Carol Schieffer.
- Attended the San Diego Early Adopter Professional Learning Network Meetings to collaborate regarding LCAP and new accountability model.
- Program Evaluations moving forward and focusing on 2nd and 3rd grade comprehension and 4th/5th grade high level number talks. Specialists on campus today observing FIT groups.
- Hosted county PLC for Math on March 21
- Losing Out of home funding. Currently funds are received per bed amount which is based on the level of the facility. Since the levels are going away, a new rate structure has to be created. It appears to sunset with the bill but not sure. This will be a question for the state. Provision AB403 reads:

SEC. 122 The State Department of Social Services, State Department of Education, and special education local plan area (SELPA) directors shall work together to address the funding formula currently based in part on the State Department of Social Services rate classification level system. The rate classification level for group homes set by the State Department of Social Services shall sunset pursuant to this act. Section 56836.165 of the Education Code takes into account the rate classification level in Section 11462 of the Welfare and Institutions Code in setting its severity rating for purposes of its bed allowances. Prior to the sunset of the rate classification level, the departments and SELPA directors shall work together to develop an alternative basis for its bed allowance formula.

- County offered us an opportunity to join a consortium to consider whether solar power was a viable option for us. The county did a pre-evaluation at no cost to the district to see if solar made sense to our district. During the evaluation stage it was determined that a school a size does not produce enough energy to be on PPA. The option for us is to purchase the equipment at \$1m, pay low interest loan over the course of 25 years. Long term commitment for a technology that will be changing, committed to pay off the obligation over 25 years and don't want to be paying for outdated technology.
- Preparing for SBAC Testing April 24th - May 12th
- District/School closed for Spring Break - 4/10-4/17

Assistant Principal Report

- Completed ACSA Business Academy
- Conducting teacher observations and evaluation
- In the process of implementing a new assessment system (MAPs - Measure of Academic Progress) – which will replace Illuminate. Track progress over time, provides data on where a student is academically and suggestions for what they are ready for next. 1st Round of testing at the end of this school year, training to start next year, focus on accessing/reading data and actionable steps to improve student learning
- 3/17 K-2 to CCAE - Fitzgerald Family
- 3/21 Biztown
- 3/24 Variety Show
- 3/24 1st Grade to Flower Fields
- 3/28 4th Grade My Story performance
- 3/30 Volunteer Breakfast
- 3/31 Art Day
- Events Coming Soon . . .
- 4/5 Revolutionary Play (5th grade)
- 4/7 Track Meet
- After Spring Break . . .
- 4/20 Kinder Roundup
- 4/21 5th grade to Riley's Farm / Choir to compete at Disneyland
- 4/28 Last Middle School Dance
- 5/5 Cinco de Mayo
- 5/9 Next Board Meeting

- **Finance Report:** Financial director, Rhonda Brown reported on Title funding going down, Title II completely going away (money used for professional learning). Special Education funding losing out of home care funding. Money distribution currently being discussed as we find out and will receive money in 2018.

Consent Agenda

- Member Heidemann moved to approve the consent agenda. Member Hersey seconded the motion. Motion passed 4/0.

Aye: Jackson, Heidemann, Hersey, Spivey, Absent: Baker No: 0

Comments by Trustees:

- Member Baker: Absent
- Member Jackson: No comment
- Member Hersey: Complemented Biztown and student presentation. Very impressed and gave his congratulations to staff for making it happen. Exceptionally disappointed in Solar issue. Please with finances.
- Member Spivey: Echoed Hersey. Not pleased with solar change. Appreciated including business into the learning of the students and getting them excited to want to work. It was great to see students and parents involved. Enjoyed the Variety Show.
- Member Heidemann: Commented on Biztown presentation and getting kids involved.

Regular meeting adjourned into Closed Session at 6:33 pm**Closed Session**

- No Action was taken in Closed Session.

Meeting adjourned at 6:55.

POLICY GUIDE SHEET

March 2017

Page 1 of 4

Note: Descriptions below identify revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

BP 0460 - Local Control and Accountability Plan

(BP revised)

OR
Policy updated to reflect **NEW LAW** (Proposition 58, 2016) which requires the local control and accountability plan (LCAP) development process to include solicitation of parent/guardian and community input on effective and appropriate instructional methods, including language acquisition programs. Policy also reflects the State Board of Education's (SBE) adoption of evaluation rubrics (the "California School Dashboard") that will assist districts in evaluating progress toward their LCAP goals.

BP/AR 3260 - Fees and Charges

(BP/AR revised)

OR
Policy reorganized and updated to reflect a California Department of Education (CDE) management advisory regarding the prohibition against requiring parent/guardian volunteer hours or payment as a condition of the student's enrollment or participation in educational activities. Regulation updated to reflect **NEW LAW** (AB 2615, 2016) which permits districts to charge a fee for participation in After School Education and Safety (ASES) programs, 21st Century Community Learning Center (21st CCLC) programs, and 21st Century High School After School Safety and Enrichment for Teens (ASSETs) program, as long as the fee is waived or reduced for low-income families and, effective July 1, 2017, the fee is not charged for a homeless or foster youth. Regulation also clarifies the permissibility of charging a fee for in-state field trips in accordance with CDE's interpretation of law, provided that no student is prevented from participating based on a lack of funds.

AR 4112.22 - Staff Teaching English Learners

(AR revised)

OR
Regulation updated to revise definition of "English learner" pursuant to Proposition 58 (2016). Regulation also deletes material regarding the Certificate of Staff Development issued by the Commission on Teacher Credentialing and provides a general paragraph applicable to multiple types of authorizations to teach English learners. Title of regulation updated to reflect current terminology.

E 4112.9/4212.9/4312.9 - Employee Notifications

(E revised)

OR
Exhibit updated to add notice seeking volunteers to administer opioid antagonist pursuant to **NEW LAW** (AB 1748, 2016), delete notice seeking volunteers to administer anti-seizure medication as the requirement self-repealed on January 1, 2017, add notice informing new employees of their right to purchase Public Employment Retirement Service credit for certain active military service, and update legal citations.

AR 4161.1/4361.1 - Personal Illness/Injury Leave

(AR revised)

OR
Regulation updated to add new section on "Additional Leave for Disabled Military Veterans" reflecting **NEW LAW** (SB 1180, 2016) which entitles eligible certificated employees to receive an additional 10 days of sick leave with pay during the first year of employment for the purpose of undergoing medical treatment for a military service-connected disability. Regulation reflects **NEW LAW** (AB 2393, 2016) which clarifies differential pay for parental leave ("baby bonding" leave), including clarifying that such leave will run concurrently with parental leave taken under the California Family Rights Act, but, unlike the CFRA, does not require an employee to have at least 1,250 hours of service with the district in the

previous 12-month period. Regulation also clarifies applicability of law requiring a reemployment list for employees who are not medically able to resume duties after a specified period of time.

POLICY GUIDE SHEET

March 2017

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AR 4261.1 - Personal Illness/Injury Leave

(AR revised)

OR Regulation updated to add new section on "Additional Leave for Disabled Military Veterans" reflecting **NEW LAW** (SB 1180, 2016) which entitles eligible classified employees to receive an additional 12 days of sick leave with pay during the first year of employment for the purpose of undergoing medical treatment for a military service-connected disability. Regulation also updated to reflect **NEW LAW** (AB 2393, 2016) which extends to classified employees the same provisions related to differential pay for parental leave that were previously granted only to certificated employees.

BP 5111 - Admission

(BP revised)

OR Policy updated and released on GAMUT in February, in conjunction with new CSBA Legal Guidance, to clarify that, under state compulsory education laws and the U.S. Supreme Court decision in Plyler v. Doe, students cannot be denied a free public education on the basis of their citizenship or immigration status, including their status as undocumented children. Policy includes direction not to inquire into a student's citizenship or immigration status nor deny enrollment on the basis of citizenship or immigration status. Policy also reflects **NEW LAW** (AB 2308, 2016) which extends the requirement that the district's enrollment forms include an informational item about affordable health care options and available enrollment assistance through the 2020-21 school year.

BP 5111.1 - District Residency

(BP revised)

Policy updated and released on GAMUT in February, in conjunction with new CSBA Legal Guidance, to clarify that, under state compulsory education laws and the U.S. Supreme Court decision in Plyler v. Doe, districts cannot deny enrollment on the basis of citizenship or immigration status and therefore should not request visas, passports, or other documentation that would discourage undocumented children from enrolling in school.

BP/AR 5113 - Absences and Excuses

(BP/AR revised)

OR Policy updated to reflect the requirement for a board resolution approving reasonable methods by which students can verify absences due to illness or quarantine. Policy also deletes section on "Effect of Absence on Grades/Credits," as that material is covered in BP/AR 5121 - Grades/Evaluation of Student Achievement and BP 6154 - Homework/Makeup Work. Regulation updated to reflect **NEW LAW** (AB 1593, 2016) which provides that a student's attendance at his/her own naturalization ceremony constitutes an excused absence. Regulation also includes parent notification requirement formerly in BP, and adds notifications that a student may be excused for religious exercises or instruction and that a student's grade will not be lowered following an excused absence provided that missed schoolwork is completed within a reasonable period of time.

BP/AR 5141.52 - Suicide Prevention

(BP/AR revised)

OR Policy and regulation substantially revised to reflect **NEW LAW** (AB 2246, 2016) which mandates districts serving grades 7-12 to adopt policy on suicide prevention, intervention, and postvention by the beginning of the 2017-18 school year. Policy and regulation reflect the mandate to address any related staff development to be provided to teachers in grades 7-12 and to address the needs of specified high-risk student populations. In addition, policy and regulation add best practices in prevention, intervention, and postvention, including, but not limited to, student instruction, crisis intervention procedures, follow-up care

for a student who threatens or attempts suicide, and the provision of counseling and other postvention strategies to reduce suicide contagion.

POLICY GUIDE SHEET

March 2017

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E 5145.6 - Parental Notifications

(E revised)

OR
Exhibit updated to reflect NEW LAWS adding parental notifications related to language acquisition programs (Proposition 58, 2016), involuntary transfer of a student convicted of violent felony or firearms-related misdemeanor (SB 1343, 2016), enrollment priorities for homeless and foster youth in before/after school programs (AB 2615, 2016), and exemption from local graduation requirements for former juvenile court school students (AB 2306, 2016). Exhibit also deletes notification related to structured English immersion programs pursuant to Proposition 58, and updates legal citations and referenced CSBA sample policies/regulations.

BP/AR 5148.2 - Before/After School Programs

(BP/AR revised)

OR
Policy and regulation updated to reflect NEW LAW (AB 2615, 2016) which permits districts to charge a family fee for participation in an ASES, 21st CCLC, or ASSETs program, as long as the fee is waived or reduced for low-income families and, effective July 1, 2017, the fee is not charged for a homeless or foster youth. Policy also links program content with goals in the district's LCAP, and includes material formerly in AR related to priorities for establishing district programs consistent with state and federal priorities for funding programs. Regulation also reflects provisions of AB 2615 which require first priority for enrollment, beginning July 1, 2017, to be given to students identified as homeless or foster youth and require ASSETs programs to provide for access to computers and technology.

BP 6111 - School Calendar

(BP revised)

OR
Policy updated to clarify that a district must offer a minimum of 175 instructional days per school year until it meets or exceeds its funding target under the local control funding formula, at which time the minimum required number of instructional days is 180. Policy also adds reference to the requirement for a minimum of 163 instructional days per year for multitrack year-round schools. *we have 180*

BP 6117 - Year-Round Schedules

(BP revised)

NA
Policy updated to clarify that a year-round school is generally required to offer a minimum of 175 instructional days per school year until the district meets or exceeds its funding target under the local control funding formula, at which time the minimum required number of instructional days is 180. Policy adds conditions under which a multitrack year-round school may instead offer a minimum of 163 instructional days.

BP/AR 6142.2 - World/Foreign Language Instruction

(BP/AR revised)

N/A
Policy and regulation updated to reflect NEW LAW (Proposition 58, 2016) which authorizes the establishment of dual-language immersion programs that provide integrated language learning and academic instruction for English learners and native speakers of English. Policy also reflects NEW LAW (AB 2290, 2016) which requires the SBE to consider revisions to the state content standards for world languages by March 31, 2019. Regulation reflects provisions of Proposition 58 which (1) delete the requirement that a parent/guardian request a waiver of structured English immersion instruction so that an English learner may participate in a dual-language immersion program, (2) require dual-language immersion programs in grades K-3 to meet class size requirements, and (3) require a parental notice with information on the district's dual-language and other language acquisition programs.

POLICY GUIDE SHEET

March 2017

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BP 6144 - Controversial Issues

(BP revised)

OR
Policy updated to provide that parents/guardians may be given an opportunity to opt out of instruction on controversial issues only when required by law, not at the discretion of a teacher or administrator. Policy also clarifies the district's right to limit teacher expressions of personal opinion when teachers are in the classroom and therefore acting on behalf of the district.

BP/AR/E 6174 - Education for English Learners

(BP/AR revised; E deleted)

we don't have MA
Policy and regulation substantially revised to reflect **NEW LAW** (Proposition 58) which authorizes parents/guardians to select a language acquisition program that best suits their child and eliminates the requirement for parents/guardians to request a waiver from the district if they want to enroll their child in a program other than a structured English immersion program. Policy reflects provisions of Proposition 58 that require districts to (1) offer, at a minimum, a structured English immersion program; (2) seek parent/guardian and community input on language acquisition programs during development of the district's LCAP; and (3) to the extent possible, offer a language acquisition program requested by parents/guardians of 30 or more students at a school or 20 or more students in any grade level at the school. Policy and regulation also reflect revisions in Title III English learner programs, including renumbering of accountability requirements and changes in the required parental notification, pursuant to the Every Student Succeeds Act. Title of policy and regulation updated to reflect current terminology. Exhibit deleted as districts no longer need a sample form for the parental exception waiver.

BP 6176 - Weekend/Saturday Classes

(BP revised)

optimal we don't do
Policy updated to reflect **NEW LAW** (AB 2659, 2016) which authorizes makeup classes for any type of absence, including excused absences, to be offered during the weekend. Policy also adds material regarding the circumstances under which teachers cannot be assigned to work on a weekend.



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2017-2018
 Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: San Pasqual Union District CDS Code: 68353
 Name of County: San Diego County CDS Code: 37

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 09 / 17 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2018.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Shannon Hargrave</u>		<u>Superintendent</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>760-745-2473</u>	<u>760-745-4931</u>	<u>05/09/2017</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>15305 Rockwood Rd, Escondido, CA 92027</u>		
<small>Mailing Address</small>		
<u>spusd@sanpasqualunion.net</u>		
<small>EMail Address</small>		

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____
 Name of State Agency _____
 Name of NPS/NPA _____ County of Location _____

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	2
Single Subject	2
Special Education	2
TOTAL	6

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.

TO: BOARD OF EDUCATION

MEETING DATE: May 9, 2017

FROM: Ray Sifuentes, Director of Operations

AGENDA ITEM:

SUBJECT: Authorize District to dispose of equipment

- Action
- Consent Calendar
- First Reading
- Information
- Presentation
- Public Hearing
- Roll Call Vote Required

RECOMMENDATION: Authorize District to dispose of equipment

DISCUSSION: In accordance with Board Policy 3270 dealing with the sale and disposal of District property including books, equipment and supplies, the District asks that the Board authorize either the sale, donation or disposal of items deemed outdated or beyond repair.

FISCAL IMPACT: None to the unrestricted General Fund

MOVED BY _____ SECONDED BY _____ VOTE _____

**SAN PASQUAL UNION SCHOOL DISTRICT
COLLECTION ADVICE
FOR THE MONTH OF APRIL 2017**

INCOME:

Red Barn Art-Silent Auction	\$125.00
Red Barn Art-Egan	\$75.00
Sage Garden	\$400.00
E-rate	\$3.27
CleaResult - Prop 39 Rebate	\$1,275.00
Apple Tours	<u>\$30.00</u>
Total	\$1,908.27

REIMBURSEMENT:

Lunch	\$11,670.95
Snacks	\$614.50
Return Lunch Check - Muse	\$69.00
School Nutrition-Federal/Feb '17	\$5,868.63
School Nutrition-State/Feb '17	\$410.82
School Nutrition-Federal/March '17	\$8,200.76
School Nutrition-State/March '17	\$573.43
Preschool Lunches	\$70.25
Field Trip-1st Grade	\$230.00
Field Trip-4th Grade	\$513.00
Field Trip-5th Grade	\$2,112.50
Disneyland-Choir	\$1,590.00
Choir - Bow Ties	\$10.00
San Diego Symphony Hall - Bus Service	\$364.00
Health Premiums-Bostrom	\$594.42
Canon - Refund	\$1,690.11
Substitute Cost - Delgado	\$100.00
Professional Development/Math - Lunch	\$50.00
Vending Machine	\$91.00
San Diego County Register of Voters	\$141.00
Postage	\$24.50
Preschool	\$14,240.00
Preschool Registration	\$1,185.00
Preschool Supplies	\$315.00
Kids Club Tuition	<u>\$14,376.00</u>
Total	\$65,104.87

GRAND TOTAL \$67,013.14

**SAN PASQUAL UNION SCHOOL DISTRICT
MONTHLY LIST OF REVOLVING CASH FUND PAYMENT
FOR APRIL 2017**

NO ACTIVITY FOR THE MONTH OF APRIL 2017

CERTIFICATION OF APPROVAL OF REVOLVING CASH FUND PAYMENTS

I hereby certify that the governing Board in its meeting May 9, 2017 approved the list of
Revolving Cash Fund Payments for the month of April 2017

Date

Shannon Hargrave, District Superintendent

PURCHASE ORDER REPORT
APRIL 2017

PO No.	PO Date	Supplier	Description	Fund	Amount
000000628	4/3/2017	PRO-ED, INC.	PSYCHOLOGIST MATERIALS	0100	97.28
000000629	4/19/2017	APOLLO ELEVATOR MAINTENANCE	MAINTENANCE SERVICE CONTRACT	0100	99.00
000000630	4/21/2017	SAN DIEGO COUNTY OFFICE OF ED	REGISTRATION FEES	0100	50.00
000000631	4/24/2017	PCM-G	CLOUD RENEWAL	0100	419.88
000000632	4/25/2017	SAN DIEGO FREIGHTLINER	BUS REPAIR	0100	2,239.65
000000633	4/27/2017	DEMCO, INC	LIBRARY SUPPLIES	0100	63.10

COMMERCIAL WARRANT REPORT
APRIL 2017

Supplier ID	Supplier	Date	Amount	Description
0000000095	ERRIN ARNOLD	4/5/2017	216.06	ART DAY REIMB
A00001	A&R FOODS DISTRIBUTORS	4/5/2017	561.52	CAFETERIA FOOD
P00025	P&R PAPER SUPPLY COMPANY	4/5/2017	290.54	CAFETERIA SUPPLIES
S01161	SUNRISE PRODUCE	4/5/2017	710.34	CAFETERIA PRODUCE
U00401	US FOODS	4/5/2017	4,176.23	CAFETERIA FOOD
W00270	WELLS FARGO	4/5/2017	509.12	HARGRAVE CREDIT CARD PAYMENT
W00271	WELLS FARGO	4/5/2017	495.24	SIFUENTES CREDIT CARD PAYMENT
W00272	WELLS FARGO	4/5/2017	475.81	BOSTROM CREDIT CARD PAYMENT
W00275	WELLS FARGO	4/5/2017	1,059.18	BROWN CREDIT CARD PAYMENT
0000000064	WESS TRANSPORTATION SERVICES INC	4/6/2017	521.04	CHARTER BUS FOR FIELD TRIP
0000000064	WESS TRANSPORTATION SERVICES INC	4/7/2017	482.56	CHARTER BUS FOR FIELD TRIP
0000000067	REPUBLIC SERVICES	4/7/2017	628.31	TRASH & RECYCLING SERVICE
0000000094	READY LINE FLEET SERVICE INC	4/7/2017	115.00	BUS INSPECTION
0000000103	RILEY'S FARM	4/7/2017	728.43	FIELD TRIP
0000000144	ESCONDIDO HISTORY CENTER	4/7/2017	159.00	FIELD TRIP
0000000162	ANA L HUI	4/7/2017	87.50	TRANSLATION SERVICES
0000000213	NORTHWEST EVALUATION ASSOCIATION	4/7/2017	14,366.50	WEB-BASED ASSESSMENT SOFTWARE
0000000216	VORTEX INDUSTRIES, INC	4/7/2017	1,356.19	MAINTENANCE REPAIR
A00600	AT&T	4/7/2017	482.43	TELEPHONE/LONG DISTANCE SERVICE
C00091	CA DEPARTMENT OF EDUCATION	4/7/2017	57.20	COMMODITY DELIVERY FEE
C00370	CHEVRON USA INC.	4/7/2017	194.18	TRUCK FUEL
D00098	DELL MARKETING L.P.	4/7/2017	280.15	DELL BATTERY
H00500	HOLLANDIA DAIRY	4/7/2017	2,002.75	MILK, JUICE, DAIRY PRODUCTS
H00530	HOME DEPOT	4/7/2017	845.55	CUSTODIAL SUPPLIES
J00500	JW PEPPER & SON, INC.	4/7/2017	122.95	VAPA MUSIC
L00150	LAWNMOWERS PLUS INC.	4/7/2017	47.65	CUSTODIAL SUPPLIES
O00101	OFFICE DEPOT, INC.	4/7/2017	1,267.21	SUPPLIES
P00995	PZA GUY, INC.	4/7/2017	1,203.00	CAFETERIA FOOD - PIZZA
S00130	SAN DIEGO COUNTY SUPERINTENDENT	4/7/2017	175.00	REGISTRATION FEES
S00798	SMART & FINAL	4/7/2017	420.57	PRESCHOOL/KIDS CLUB SNACKS
S01169	SUPREME OIL COMPANY	4/7/2017	765.16	BUS FUEL
W00200	WAXIE SANITARY SUPPLY	4/7/2017	76.72	CUSTODIAL SUPPLIES
0000000099	ERIN O'CARROLL	4/11/2017	1,388.16	REIMB ART DAY SUPPLIES
0000000102	SOLIANT HEALTH, INC.	4/11/2017	660.00	SCHOOL OCCUPATIONAL THERAPIST
R00300	REVOLVING CASH FUND	4/11/2017	170.00	REIMB REVOLVING CASH
S00950	SPEECH SERVICES, INC	4/11/2017	4,950.00	SPEECH SERVICES
S00153	SAN DIEGO NATURAL HISTORY	4/20/2017	207.50	1ST GRADE FIELD TRIP
W00200	WAXIE SANITARY SUPPLY	4/20/2017	1,304.48	CUSTODIAL SUPPLIES
S00153	SAN DIEGO NATURAL HISTORY	4/21/2017	132.50	1ST GRADE FIELD TRIP
0000000064	WESS TRANSPORTATION SERVICES INC	4/24/2017	501.80	CHARTER BUS FOR FIELD TRIP
0000000070	MILLS COMMUNICATIONS	4/24/2017	275.00	PHONE SERVICE AGREEMENT
0000000185	OVERDRIVE, INC	4/24/2017	1,000.00	DIGITAL LIBRARY
0000000214	SAN DIEGO FREIGHTLINER	4/24/2017	3,241.08	BUS REPAIR
B00229	CECILIA BOSTROM	4/24/2017	47.92	REIMB K ROUND-UP SUPPLIES
C00260	CANON FINANCIAL SERVICES	4/24/2017	1,928.85	COPIER LEASE/SERVICE CONTRACT
C00438	CITY OF ESCONDIDO	4/24/2017	1,118.42	WATER PAYMENT
G00200	GLASER & BAILEY AWARDS, INC	4/24/2017	45.00	STUDENT AWARDS
J00500	JW PEPPER & SON, INC.	4/24/2017	712.51	VAPA MUSIC

COMMERCIAL WARRANT REPORT
APRIL 2017

O00101	OFFICE DEPOT, INC.	4/24/2017	664.67	SUPPLIES
P00213	PARKHOUSE TIRE, INC	4/24/2017	548.03	BUS TIRES
P00491	PITNEY BOWES/PURCHASE POWER	4/24/2017	34.46	POSTAGE FEES
R00100	RADY CHILDREN'S HOSPITAL-	4/24/2017	695.00	SCHOOL NURSE CONSULTING SERVICE
S00130	SAN DIEGO COUNTY SUPERINTENDENT	4/24/2017	1,762.50	FIT SERVICES
S00140	SAN DIEGO GAS & ELECTRIC	4/24/2017	9,256.91	GAS & ELECTRIC SERVICE
S00195	SAN JOAQUIN COUNTY OFFICE	4/24/2017	8.25	SEIS MAINTENANCE
S00672	SEHI COMPUTER PRODUCTS, INC.	4/24/2017	135.45	PRINTER SUPPLIES
S01080	STATE BOARD OF EQUALIZATION	4/24/2017	5.98	FUEL TAX
0000000102	SOLIAN HEALTH, INC.	4/26/2017	1,320.00	SCHOOL OCCUPATIONAL THERAPIST
0000000178	SCHMIDT FIRE PROTECTION, INC	4/26/2017	1,146.00	MAINTENANCE REPAIR
0000000199	FAST KEYS AND LOCKS	4/26/2017	138.50	MAINTENANCE REPAIR
C00399	CHRISTY WHITE ACCOUNTANCY CORP	4/26/2017	895.00	AUDIT SERVICES
G00070	GALASSO'S BAKERY	4/26/2017	96.00	BAKERY SERVICE
P00025	P&R PAPER SUPPLY COMPANY	4/26/2017	334.82	CAFETERIA SUPPLIES
V00218	VISTA HILL-COMMUNITY SERVICE	4/26/2017	5,013.00	COUNSELING SERVICE
C00399	CHRISTY WHITE ACCOUNTANCY CORP	4/28/2017	4,106.25	AUDIT SERVICES

**SAN PASQUAL UNION SCHOOL DISTRICT
DONATIONS
FOR THE MONTH OF APRIL 2017**

<u>Organization/General Public</u>	<u>Donation</u>	<u>Purpose</u>
Egan	\$75.00	Red Barn Art
Broussard	\$400.00	Sage Garden



Prepared For	SAN PASQUAL UNION SCHOOL SHANNON L HARGRAVE
Account Number	
Statement Closing Date	03/23/17
Days in Billing Cycle	28
Next Statement Date	04/25/17

For 24-Hour Customer Service Call:
800-225-5935

Inquiries or Questions:
WF Business Direct PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Payment Remittance Center PO Box 6426
Carol Stream, IL 60197-6426

Credit Line	\$15,750
Available Credit	\$15,240

Payment Information

New Balance	\$509.12
Current Payment Due (Minimum Payment)	\$25.00
Current Payment Due Date	04/13/17

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-225-5935 for payoff information.

Account Summary

Previous Balance		\$313.88
Credits	-	\$0.00
Payments	-	\$313.88
Purchases & Other Charges	+	\$509.12
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$509.12

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	10.500%	.02876%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.740%	.06778%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

TOTAL *FINANCE CHARGE* BILLED IN 2016 \$0.00
TOTAL *FINANCE CHARGE* PAID IN 2016 \$0.00

See reverse side for important information.



Transaction Details

<i>Trans</i>	<i>Post</i>	<i>Reference Number</i>	<i>Description</i>	<i>Credits</i>	<i>Charges</i>
02/28	02/28	24692161W003X18WD	TIO LEOS SAN DIEGO CA		74.10
03/02	03/02	24164071Y8NFD6TPQ	VONS Store00023432 CARLSBAD CA		53.92
03/06	03/06	2416407212L9GZ1F4	SITOA SACRAMENTO CA		56.75
03/08	03/08	246921624002TE24L	SMF CAFETERIA 15L SACRAMENTO CA		23.65
03/08	03/08	247893024E7ABGABR	SP PLUS-ALADDIN AIRPORT P SAN DIEGO CA		66.00
03/09	03/09	247170524JLMSZQBN	LIONS GATE HOTEL MCCLELLAN PAR CA		234.70
03/15	03/15	74856202B0A87YTZE	Branch Payment - Check	313.88	

Wells Fargo News

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- Save time when making online purchases
- Control the security of your PIN and account number at point of purchase

Explore Mobile Wallet features and how to use them by going to
<https://www.wellsfargo.com/mobile-payments/mobile-wallet-basics>



Prepared For	SAN PASQUAL UNION SCHOOL RAYMUNDO SIFUENTES
Account Number	
Statement Closing Date	03/23/17
Days in Billing Cycle	28
Next Statement Date	04/25/17

For 24-Hour Customer Service Call:
800-225-5935

Inquiries or Questions:
WF Business Direct PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Payment Remittance Center PO Box 6426
Carol Stream, IL 60197-6426

Credit Line	\$3,000
Available Credit	\$2,504

Payment Information

New Balance	\$495.24
Current Payment Due (Minimum Payment)	\$25.00
Current Payment Due Date	04/13/17

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-225-5935 for payoff information.

Account Summary

Previous Balance		\$603.39
Credits	-	\$70.11
Payments	-	\$603.39
Purchases & Other Charges	+	\$565.35
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$495.24

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	10.990%	.03010%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.740%	.06778%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

TOTAL *FINANCE CHARGE* BILLED IN 2016 \$0.00

TOTAL *FINANCE CHARGE* PAID IN 2016 \$0.00

See reverse side for important information.



Transaction Details

<i>Trans</i>	<i>Post</i>	<i>Reference Number</i>	<i>Description</i>	<i>Credits</i>	<i>Charges</i>
02/23	02/24	24071051PJ82M3W0S	DOUGS FILTER SERVICE ESCONDIDO CA		17.94
02/23	02/24	24388941PQJSQR24A	ESCONDIDO CYCLE CENTER ESCONDIDO CA		88.04
02/23	02/24	24493981P60QT026X	TOOLMART STORE ESCONDIDO CA		32.31
02/23	02/24	24610431P09FFAG5V	THE HOME DEPOT #1053 ESCONDIDO CA		277.83
02/27	02/27	74493981V60QT65GV	TOOLMART STORE ESCONDIDO CA	32.31	
03/03	03/03	24431051Z5SL12HKH	NAPA AUTO PARTS 163 ESCONDIDO CA		6.13
03/07	03/07	2475542227W2HG7PD	GRACE AUTO GLASS INC ESCONDIDO CA		60.00
03/13	03/13	24445002A2X994KF9	LITTLE CAESARS 1658 0002 ESCONDIDO CA		75.60
03/13	03/13	74445002A2X994KQV	LITTLE CAESARS 1658 0002 ESCONDIDO CA	37.80	
03/15	03/15	74856202B0A87YVHG	Branch Payment - Check	603.39	
03/20	03/20	24492152FMHB08HJX	SQ *H2GO FRESH DRIN ESCONDIDO CA		7.50

Wells Fargo News

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- Control the security of your PIN and account number at point of purchase

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Prepared For	SAN PASQUAL UNION SCHOOL CECILIA Q BOSTROM
Account Number	
Statement Closing Date	03/23/17
Days in Billing Cycle	28
Next Statement Date	04/25/17

For 24-Hour Customer Service Call:
800-225-5935

Inquiries or Questions:
WF Business Direct PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Payment Remittance Center PO Box 6426
Carol Stream, IL 60197-6426

Credit Line	\$1,000
Available Credit	\$524

Payment Information

New Balance	\$475.81
Current Payment Due (Minimum Payment)	\$25.00
Current Payment Due Date	04/13/17

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-225-5935 for payoff information.

Account Summary

Previous Balance		\$336.34
Credits	-	\$0.00
Payments	-	\$336.34
Purchases & Other Charges	+	\$475.81
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$475.81

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	10.990%	.03010%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.740%	.06778%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

TOTAL *FINANCE CHARGE* BILLED IN 2016 \$0.00
TOTAL *FINANCE CHARGE* PAID IN 2016 \$0.00

See reverse side for important information.



Transaction Details

<i>Trans</i>	<i>Post</i>	<i>Reference Number</i>	<i>Description</i>	<i>Credits</i>	<i>Charges</i>
02/27	02/27	24427331SLYJQ7V07	ALBERTSONS #6713 ESCONDIDO CA		51.07
02/28	02/28	24431061WS4AFLE7X	COSTCO WHSE #0462 CARLSBAD CA		82.02
03/03	03/03	24692161Z004Y9SGX	STARBUCKS STORE 06567 ESCONDIDO CA		31.90
03/09	03/09	244273324LYJDVELZ	ALBERTSONS #6713 ESCONDIDO CA		51.46
03/09	03/09	244273324LYJDVGLW	ALBERTSONS #6713 ESCONDIDO CA		10.00
03/09	03/09	244273324LYJDVGM4	ALBERTSONS #6713 ESCONDIDO CA		10.00
03/15	03/15	74856202B0A87YNWN	Branch Payment - Check	336.34	
03/16	03/16	24136002QLD4Q12JB	AMERICAN MEADOWS 877-309-7333 VT		108.00
03/17	03/17	24427332QLYJFQFQP	ALBERTSONS #6713 ESCONDIDO CA		55.20
03/21	03/21	24231682G2E05VAA5	PANERA BREAD #204285 760-480-2400 CA		48.22
03/21	03/21	24427332GLYJQQ6DP	ALBERTSONS #6713 ESCONDIDO CA		27.94

Wells Fargo News

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Happy Anniversary



This month marks the anniversary of your Wells Fargo Business Card. We thank you for your business and look forward to serving you for years to come.

How can Wells Fargo help your business? Learn more at wellsfargo.com/biz

Prepared For	SAN PASQUAL UNION SCHOOL RHONDA M BROWN
Account Number	
Statement Closing Date	03/23/17
Days in Billing Cycle	28
Next Statement Date	04/25/17

For 24-Hour Customer Service Call:
800-225-5935

Inquiries or Questions:
WF Business Direct PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Payment Remittance Center PO Box 6426
Carol Stream, IL 60197-6426

Credit Line	\$15,750
Available Credit	\$13,166

Payment Information

New Balance	\$1,059.18
Current Payment Due (Minimum Payment)	\$25.00
Current Payment Due Date	04/13/17

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-225-5935 for payoff information.

Account Summary

Previous Balance		\$1,276.16
Credits	-	\$0.00
Payments	-	\$1,276.16
Purchases & Other Charges	+	\$1,059.18
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$1,059.18

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	10.990%	.03010%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.740%	.06778%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

TOTAL *FINANCE CHARGE* BILLED IN 2016 \$0.00
 TOTAL *FINANCE CHARGE* PAID IN 2016 \$0.00

See reverse side for important information.



Transaction Details

<i>Trans</i>	<i>Post</i>	<i>Reference Number</i>	<i>Description</i>	<i>Credits</i>	<i>Charges</i>
02/25	02/25	24431061TKJ5ASXDK	FASTRAK CSC 415-486-8655 CA		25.00
03/03	03/03	24224431Z30VPRBMG	AGRUSAS SUPER SAND ESCONDIDO CA		136.69
03/03	03/03	24323001Z5V5NDBXK	RODEWAY INN SAN BERNARDIN CA		126.82
03/08	03/08	24717052385QKV47J	SCHOOL SERVICES OF CALIFO916-4467517 CA		495.00
03/10	03/10	24692162500QZBAPR	APL*APPLE ONLINE STORE 800-676-2775 CA		19.99
03/15	03/15	24493982B61HAVZHD	FORMAL FASHIONS 800-528-7909 AZ		65.00
03/15	03/15	74856202B0A87YVHR	Branch Payment - Check	1,276.16	
03/16	03/16	24431062B2DL90VEO	AMAZON.COM AMZN.COM/BILL AMZN.COM/BILL WA		58.86
03/17	03/17	24323002D5V5NTJGP	RODEWAY INN SAN BERNARDIN CA		71.11
03/17	03/17	24323002D5V5NTJH7	RODEWAY INN SAN BERNARDIN CA		60.71

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- Save time when making online purchases
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<https://www.wellsfargo.com/mobile-payments/mobile-wallet-basics>

SAN PASQUAL UNION SCHOOL DISTRICT
Williams Settlement Legislation
Quarterly Report Summary

Quarterly Uniform Complaint Report Summary

District Name: San Pasqual Union School District

Quarter covered by this report: Jan. - March 2017

	Number of complaints received in quarter	Number of complaints resolved	Number of complaints unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
Totals	0	0	0

Shannon Hargrave, Superintendent

Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments ENDING MARCH 2017

Pursuant to Government Code Section 53646, you are hereby notified that as of the quarter ending, the funds of the San Pasqual Union School District were invested as provided below and shown in detail on the attached exhibits. This portfolio complies with the current statement of investment policy.

Exhibit A

Local Agency Investment Fund (LAIF)	\$0.00
FDIC-Insured Accounts in Banks and Savings and Loan Assoc.	\$0.00
San Diego County Treasury Investment Pool	
General Fund	\$1,188,889.99
Revolving Cash.....	\$1,000.00
Cafeteria Fund	\$30,652.16
Deferred Maintenance	\$345,714.50
Special Reserve Other than Cap Outlay	\$220,759.50
Capital Facilities	\$273,238.44
Special Reserve Capital Outlay Project.....	\$282,888.16
Other Enterprise Fund (Preschool/Kids Club)....	\$290,091.52
 Total.....	 \$2,633,234.27

Exhibit B

Securities, Investments and Funds \$25,000 or greater (Other than those shown in Exhibit A).....	\$0.00
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TOTAL **\$2,633,234.27**

I, Shannon Hargrave, Superintendent of the San Pasqual Union School District, hereby certify that the information contained in this report is accurate and correct to the best of my knowledge.

Shannon Hargrave, Superintendent

Date

SAN PASQUAL UNION SCHOOL DISTRICT
GOVERNING BOARD RESOLUTION

Resolution #R16-17-05

AUTHORIZING THE REPLACEMENT OF WARRANTS

On a motion by Member _____, seconded by Member _____
the following Resolution is adopted:

WHEREAS, during the course of business, this School District issues payroll and commercial warrants for the payments of goods and services received by the District; and

WHEREAS, payroll and commercial warrants are lost, stolen, mutilated, or expired upon occasion; and

WHEREAS, a petition for issuance of a new warrant may be presented by the payee pursuant to Government Code section 29802

NOW THEREFORE, BE IT RESOLVED, by the Governing Board of the San Pasqual Union School District of San Diego County of California, that the following persons shall be authorized to reissue new payroll and commercial warrants upon presentation of a properly completed petition for issuance of a new warrant if such new warrant does not exceed the amount of the original warrant.

Manual Signature

Facsimile Signature

Superintendent

Director of Finance

PASSED AND ADOPTED this 9th day of May 2017, the Board of Trustees of the San Pasqual Union School District of San Diego County, California, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

I hereby certify that the foregoing is a full, true and correct copy of the resolution adopted by said Board of Trustees at a regularly called and conducted meeting held on said date.

Blaise Jackson
President of the Board

Scott Heidemann
Clerk to the Board

**SAN PASQUAL UNION SCHOOL DISTRICT
GOVERNING BOARD RESOLUTION**

Resolution #R16-17-06

TEMPORARY TRANSFER OF SPECIAL OR RESTRICTED FUND MONEYS

ON MOTION of Member _____, seconded by Member _____,
the following resolution is hereby adopted:

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

WHEREAS, the transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account, and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year,

THEREFORE, BE IT RESOLVED that the Governing Board of the San Pasqual Union School District, in accordance with the provisions of Education Code section 42603 adopts the following authorization for fiscal year 2017-2018 to temporarily transfer funds between the following funds provided that all transfers are approved by the Superintendent or his designee:

General, Cafeteria, Deferred Maintenance, Special Reserve, Capital Facilities,
Special Reserve-Capital Projects and Other Enterprise (Preschool and Kids Club)

PASSED AND ADOPTED this 9th day of May 2017, the Board of Trustees of the San Pasqual Union School District of San Diego County, California, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

I hereby certify that the foregoing is a full, true and correct copy of the resolution adopted by said Board of Trustees at a regularly called and conducted meeting held on said date.

Blaise Jackson
President of the Board

Scott Heidemann
Clerk to the Board

**SAN PASQUAL UNION SCHOOL DISTRICT
GOVERNING BOARD RESOLUTION**

Resolution #R16-17-07

AUTHORIZING EDUCATION PROTECTION ACCOUNT

On a motion by Member _____, seconded by Member _____
the following Resolution is adopted:

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

THEREFORE BE IT RESOLVED, by the Governing Board of the San Pasqual Union School District of San Diego County of California, that the monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board.

In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the San Pasqual Union School District has determined to spend the monies received from the Education Protection Act as attached.

PASSED AND ADOPTED this 9th day of May 2017, the Board of Trustees of the San Pasqual Union School District of San Diego County, California, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

I hereby certify that the foregoing is a full, true and correct copy of the resolution adopted by said Board of Trustees at a regularly called and conducted meeting held on said date.

Blaise Jackson
President of the Board

Scott Heidemann
Clerk to the Board

Estimated Expenditures through: June 30, 2017
For Fund 01, Resource 1400 Education Protection Account

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	702,550
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		702,550
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	702,550
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		702,550
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

**SAN PASQUAL UNION SCHOOL DISTRICT
GOVERNING BOARD RESOLUTION**

Resolution #R16-17-08

**RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS
(COMMERCIAL WARRANTS)**

San Pasqual Union School District, San Diego County ON MOTION OF member _____, seconded by member _____ effective July 1, 2017 through June 30, 2018.

IT IS RESOLVED AND ORDERED that, pursuant to the provisions of Education Code Section 42632 or 85232, Shanonn Hargarve, Rhonda Brown, Mark Burroughs be and is hereby authorized to sign any and all orders in the name of said District, drawn on the funds of said District.

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the County Office.

PASSED AND ADOPTED by said Governing Board on May 9, 2017 by the following vote: (date)

AYES: _____ MEMBERS
NOES: _____ MEMBERS
ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Scott Heidemann, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

San Diego County Office of Education

RESOLUTION # R16-17-09
**RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL
AND PICK UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION**

San Pasqual Union School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1, 2017 through June 30, 2018.

IT IS RESOLVED AND ORDERED that:

1. The authorized agent (**one person only**) to receive mail from the Accounting/Payroll Sections is Rhonda Brown.
2. The authorized person(s) or district(s) to pick up warrants from the County Office (other than the mail addressee) are:

Shannon Hargrave, Mark Burroughs, Ginny Robinson

3.

Check one	mail <input checked="" type="checkbox"/>	hold <input type="checkbox"/>	consortium <input type="checkbox"/>	Monthly payroll warrants each and every month.
Check one	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Daily/Hourly payroll warrants each and every month.

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 9, 2017 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Scott Heidemann, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

RESOLUTION # R16-17-10
PAYMENT ORDER RESOLUTION

San Pasqual Union School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2017 through June 30, 2018.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title I of the Government Code (all districts), the following person(s) be and is hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

Rhonda Brown or _____.

IT IS FURTHER RESOLVED AND ORDERED that, in accordance with the payroll procedure provided in Education Code Section 45310 (merit system districts only), no warrant shall be drawn by or on behalf of the governing board of this district for the payment of any salary or wage to any employee in the classified service unless the assignment bears the certification of the following person:

_____, Personnel Director

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 9, 2017 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Scott Heidemann, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp) Gov Code Sec. 5501

Rhonda Brown

RESOLUTION # R16-17-11
**RESOLUTION AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS
DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES**

San Pasqual Union School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2017 through June 30, 2018.

IT IS RESOLVED AND ORDERED that, The County Office of Education Credentials Department is authorized to release credentials held warrants to employees who have provided the required credential paper work.

PASSED AND ADOPTED by said Governing Board on May 9, 2017 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Scott Heidemann, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

**SAN PASQUAL UNION SCHOOL DISTRICT
GOVERNING BOARD RESOLUTION**

Resolution #R16-17-12

**RESOLUTION AUTHORIZING THE TRAFNER OF DISTRICT BUDGETARY
FUNDS BETWEEN EXPENDITURE CLASSIFICATIONS AFTER JUNE 30TH**

WHEREAS, Education Code §42600(a) provides that the total amount budgeted as the proposed expenditure of the school district for each major classification listed in the approved district budget forms prescribed by the Superintendent of Public Instruction shall be the maximum amount that may be expended for that classification for the school year; and

WHEREAS, transfers may be made from the designated fund balance or the unappropriated fund balance to any expenditure classification or between expenditure classifications at any time by written resolution of the Board of Education, when approved by the County Superintendent of Schools and filed with the County Auditor; and

WHEREAS, Education Code §42601(a) allows for such governing board approved transfers after June 30 as a routine element of the year-end close process as necessary to permit the payment of obligations of the district incurred during that school year.

NOW, THEREFORE, BE IT RESOLVED that the San Pasqual Union School District Board of Education authorizes the Superintendent or his designee to make necessary changes to the 2016-17 budget after June 30, 2017.

PASSED AND ADOPTED this 9th day of May 2017, the Board of Trustees of the San Pasqual Union School District of San Diego County, California, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

I, Scott Heidemann, Clerk of the Board of Education of the San Pasqual Union School District, County of San Diego, State of California, do hereby certify that the foregoing is a true copy of a resolution adopted by said board at a meeting thereof, by the vote therein stated, which original resolution is on file in the office of said board.

Secretary/Clerk of the Governing Board