

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.net

BOARD OF EDUCATION REGULAR MEETING

Tuesday, Nov 13, 2018 at San Pasqual Union School

5:30 p.m. Regular Session

I. CALL TO ORDER

Blaise Jackson, President _____

Angie Baker, VP _____

Tim Spivey, Clerk _____

David Hersey, Member _____

Scott Heidemann, Member _____

Mark Burroughs, Supt /Secretary _____

Pamela Hansen, Recording Secretary _____

II. CLOSED SESSION (5:00 Conference room)

A. Conference with the district negotiator Superintendent Mark Burroughs regarding negotiations (GC 54957.6)

B. PERSONNEL – appointments, transfers, resignations and/ or reassignments. (GC§54957, 54954, 54957.6). (re:509607)

C. Conference re: Potential Litigation (2 cases) (GC – 54956.9)

III. OPEN SESSION (5:30 Trussell Hall)

D. WELCOME TO GUESTS AND PLEDGE OF ALLEGIANCE

E. REPORT OF ACTION TAKEN IN CLOSED SESSION

F. HEARING OF THE PUBLIC: Persons wishing to speak to an item on the agenda or another topic that lies within the Board's jurisdiction.

G. APPROVAL OF AGENDA AND MINUTES: Current agenda and minutes of the 10/9/18 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* _____

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

- H. CURRICULUM REPORT: Stephanie Jones – SPED program and updates
- I. CALIFORNIA SCHOOL DASHBOARD: Self-Reflection to measure progress on the local performance indicators – Mark Burroughs
- J. SUPERINTENDENT REPORT

IV. ACTION/DISCUSSION

- K. POLICY MANUAL CHANGES: First Reading of recommended changes to the District Policy Manual as recommended by the California School Board Association. These changes (including technical revisions) and corrections. This document is available by request in the district office during regular business hours.
- L. 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* _____

Vote: Jackson ____ *Hersey* ____ *Baker* ____ *Heidemann* ____ *Spivey* ____

- M. MOU AGREEMENT will outline conditions to be met by San Pasqual Union School (the “District”) and WestEd as they relate to access to and the administration of the California Healthy Kids Survey, the California School Staff Survey, and the California School Parent Survey, which are part of the comprehensive CalSCHLS data system, developed by WestEd under contract with the California Department of Education
- N. YEARLY AUDIT: Information of yearly audit for the Fiscal Year ending June 2018. This audit performed by Christy White Associates with no findings.

V. CONSENT AGENDA

- O. FINANCIAL REPORTS: Collection advice, revolving cash, purchase orders, donations, credit card expenditures, commercial warrants, Uniform Complaint Quarterly (Williams), and quarterly financial disclosure.
- P. ANNUAL ORGANIZATIONAL MEETING: Organizational meeting of the Governing Board will take place December 11, 2018 per EC §§ 35143, 72000.

Action _____

Motion By _____ *Seconded by* _____ *Vote* _____

Vote: Jackson ____ *Hersey* ____ *Baker* ____ *Heidemann* ____ *Spivey* ____

VI. BOARD COMMENTS

Q. Comments by Trustees

ADJOURNMENT – LOOKING AHEAD

11/19-11/23 – Thanksgiving Break

12/3-12/7 – Book Fair

12/6 – Loved Ones Lunch

12/7 –End of Trimester Awards

SSDA's Board of Trustees Training – Saturday January 12, 2018 at SDCOE

NEXT MEETING: December 11, 2018 5:00 pm Closed session

Organizational meeting 5:30 pm. Regular Meeting to follow

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, October 9, 2018 at San Pasqual Union School

Closed Session (5:00)

Regular Session

- Regular meeting called to order at 5:36 p.m. All members were present except Member Hersey and Member Spivey. Superintendent Burroughs and recording secretary, Pamela Hansen were also present
- Public was welcomed and the flag salute was recited.
- Report from Closed Session: No formal action taken.
- Public Hearing: No one requested to address the Board
- Member Heidmann made a motion to approve the agenda and minutes from the 9/11/18 meeting. Member Baker seconded the motion. Motion passed 3/0
- Assistant Principal Tammy Lee, ASB Coordinator Allyson Thompson, and the student ASB chairs gave a presentation on Start With Hello Week and the Sandy Hook Promise. (Available on the SPU website)
- Superintendents / Assistant Principals Report :
 - Completed 3 of 6 meetings for the DELAC's Latino Family Literacy Project. Goal: Build school connectedness and promote literacy in and out of school.
 - School Safety
 - Met with SDG&E on ways to improve the system of notifications to schools regarding both wildfire risk and potential shut off of electricity.
 - SPU hosted Escondido Regional Safety meeting
 - Awards & Recognition
 - SAGE Garden - \$500 Berrygood Food Grant (Also, Grangettos - Donated irrigation supplies to SAGE- 8th graders helped to install)
 - Mrs. Michalski recognized as San Pasqual Union School District's Teacher of the Year at Balboa theater
 - Mrs. Read-Smith - Won Peripole General Music Educator Award for the State of California. Will be honored in January.
 - Inspirational Employee of the Month
 - Barb Satkoski
 - New Staff Hires :
 - Kristen Higgins - Tech rotations
 - Jessica Hurtado - Yard Duty
 - Christy Firth - Preschool Aide
 - Kristina Powell - Social Worker Intern

- Superintendent Burroughs and Assistant Principal Tammy Lee gave the Board an Accountability Update (Available on the SPU website)

Action / Discussion

- Approval of Resolution #R18-19-06 to adopt an updated Conflict of Interest Code. Member Baker moved to approve the resolution. Member Heidemann seconded the motion. Motion passed 3/0
- Approval for agreement between San Diego County School Districts and San Pasqual Union. Member Baker moved to approve the resolution. Member Heidemann seconded the motion. Motion passed 3/0
- Approval of resolution R18-19-07 to designate Rhonda Brown as the authorized representative of the Board of Trustees and Mark Burroughs as alternate representative, and is hereby authorized and directed to perform all items pertaining to the interest of the Board of Trustees as legislative body pursuant to the terms of the San Diego County Schools Fringe Benefits consortium agreement. Member Heidemann clarifies that this is an annual resolution. Member Jackson moved to approve the resolution. Member Baker seconded the motion. Motion passed 3/0
- Approval of resolution R18-19-08 to designate Rhonda Brown, Director of Finance as the authorized representative of the Board of Trustees and Mark Burroughs as alternate representative, and is hereby authorized and directed to perform all items pertaining to the interest of the Board of Trustees as legislative body pursuant to the terms of the San Diego Country Schools Risk Management Joint Powers Authority agreement. Member Heidemann moved to approve the resolution. Member Baker seconded the motion. Motion passed 3/0

Consent Agenda

Member Heidemann moved to approve the consent agenda. Member Jackson seconded the motion. Motion passed 3/0

Comments by Trustees:

Member Baker: Mrs. Baker is thrilled that the ASB students are looking beyond themselves and is very happy with the direction that they are going. She is very happy how SAGE is growing and pleased about the grant they received. She is sad that she is unable to attend Harvest Night but wish everyone success on an always enjoyable event.

Member Heidemann: Mr. Heidemann was very happy with the ASB presentation and excited about their plan to partner with the Ronald McDonald House. He also reminds everyone to VOTE next month.

Member Jackson: Mr. Jackson was impressed with the ASB students and their presentation and is happy to see something positive come out of Sandy Hook. He learned a lot from the accountability report and noted the report was very thorough and is pleased that the staff and administrative team are on the same page. He will miss serving as a Board Member but feels it is time for someone else to take over and reminds everyone to go VOTE.

Regular meeting adjourned at 6:38

Next meeting 11/13/2018 Closed session 5:00pm



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

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: San Pasqual Union School 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 11 /13 /18 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, 2019.

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

<u>Mark Burroughs</u>		<u>Superintendent</u>
<i>Name</i>	<i>Signature</i>	<i>Title</i>
<u>760-745-2473</u>	<u>760-745-4931</u>	<u>11/13/18</u>
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
<u>15305 Rockwood Road, Escondido CA 92027</u>		
<i>Mailing Address</i>		
<u>spusd@sanpasqualunion.net</u>		
<i>EMail Address</i>		

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

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

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	1 _____
Bilingual Authorization (applicant already holds teaching credential)	_____ _____
List target language(s) for bilingual authorization: _____	
Resource Specialist	1 _____
Teacher Librarian Services	_____ _____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	1
Special Education	
TOTAL	

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.

MEMORANDUM OF UNDERSTANDING • 2018/19 SCHOOL YEAR

DISTRICT NAME: San Pasqual Union

This agreement outlines conditions to be met by the above named district (the “District”) and WestEd as they relate to access to and the administration of the California Healthy Kids Survey, the California School Staff Survey, and the California School Parent Survey, which are part of the comprehensive CalSCHLS data system, developed by WestEd under contract with the California Department of Education. Survey access will not be granted until a signed copy of this Memorandum of Understanding (MOU) is received.

I. DISTRICT AGREES TO:

- **Read the Guidebook.** Pay special attention to the section on active and passive consent procedures.
- **Coordination.** Provide one district-level contact person for each participating district.
- **Surveys.** Administer each CalSCHLS survey selected by District (CHKS, CSSS, and/or CSPS) according to the procedures in the Guidebook. Ensure that each survey administered is the most recent version.
- **Data Submission and Report Preparation.** Notify CalSCHLS Regional Center staff upon completion of each survey administration per the guidelines provided at registration.

CALIFORNIA HEALTHY KIDS SURVEY (CHKS) ADMINISTRATION

- **Grades and Schools.** Survey grades 3 through 12 as appropriate within the district. Provide current student enrollment figures for all schools by grade level.
- **Parent Consent.** Follow the active parental consent process with grades below seven, and passive parental consent with grade seven and above.
 - Follow written school board policy for active and/or passive consent, and provide notification to parents of the approximate date(s) of survey administration and the availability of survey instruments for review at school and/or district offices. This is required regardless of consent type.
- **Privacy of Students.** Preserve respondent privacy and the confidentiality of the responses by ensuring that the room set-up prevents anyone from observing how the respondent is answering the survey questions and ensure that reasonable measures are taken to protect the responses after they are collected.
- **Surveys.** Administer the elementary Core survey to elementary students, and the secondary Core survey to secondary students.
- **Proctors.** Assign survey proctors (teachers or assigned proctors) for each classroom.
- **Assurance of Confidentiality Agreement.** Ensure that all teachers and proctors assigned to administer the survey sign the Assurance of Confidentiality Agreement and read the Introductory Script to students.
- **Response Rates.** Make best efforts to obtain a response rate of at least 70% of students in surveyed grades.
- **Printed Survey Administration.** Provide complete information on the transmittal envelopes if administering the survey via scantron form.
- **Produce surveys.** If administering paper-and-pencil survey, reproduce from the master copy no more than the number of questionnaires needed to administer the survey.
 - Submit completed answer sheets and materials to your Regional Center.
 - CalSCHLS is not responsible for transferring data from incorrect to correct answer sheets.

CALIFORNIA SCHOOL STAFF SURVEY (CSSS) ADMINISTRATION

- Ensure that applicable staff complete the online (CSSS) at each school and for each grade level.
- The survey should be offered to all teachers, administrators, and other certificated staff, including paraprofessionals and aides, and to all personnel working in the areas of counseling, health, prevention, and safety.

CALIFORNIA SCHOOL PARENT SURVEY (CSPS) ADMINISTRATION

- Coordinate with CalSCHLS staff regarding the administration of online and paper parent survey materials.
- Administer the CSPS to all parents, guardians, or other caregivers of students in all grades and schools in the district.
- Each family (parent/guardian/caregiver) should complete only one survey per school regardless of number of children enrolled in that school.

PAYMENT

Make payment of all CalSCHLS fees, at the current rates for the applicable school year within thirty (30) days of completion of services and receipt of deliverables. San Diego County Office of Education will pay for the student survey fee and the county custom module. All other fees are the responsibility of the district. See attached fee schedule for the 2018-2019 school year.

II. WESTED AGREES TO PROVIDE:

- Comprehensive technical assistance via email and phone.
- Access to the CHKS online system or master copies of the survey instrument with scantrons and materials.
- Access to the CSSS online system.
- Access to the CSPS online system and master copy of the survey instrument.
- Access to the CalSCHLS System website (calschls.org).
- Scanning and online services.
- **District-level reports within six to ten weeks after receipt of accurate and complete survey information and materials.**

III. ACCESS

Under the Public Records Act, any third party (for example, the media) can request existing district reports from CDE. Raw data may be provided to public agencies and research agencies by request for analyses only after the requesting agency has executed an agreement with WestEd and/or CDE and has agreed to conditions of strict confidentiality in compliance with state and federal regulations, including, but not limited to, the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR part 99), the California Information Practices Act (California Civil Code § 1798 et. seq.), and the Privacy Act of 1974, as amended (5 U.S.C. § 552).

CalSCHLS Regional Center staff post CalSCHLS reports (CHKS and CSSS) to the CalSCHLS System websites in November of the year following survey administration.

IV. CONFIDENTIALITY AGREEMENT

Districts agreeing to administer any of the CalSCHLS surveys (CHKS, CSSS, and CSPA), understand that data will be subject to the conditions stated above. Once produced, district level reports will be available to outside agencies via the website or upon request, and raw data may be provided to public and research agencies for analysis under strict conditions of confidentiality.

District further agrees to use the CalSCHLS surveys only for use in its own district, and only for so long as this MOU is in effect. Upon expiration or termination of this MOU, District agrees to return all CalSCHLS materials to WestEd or CDE.

V. GENERAL TERMS AND CONDITIONS

Terms. This MOU is effective on September 1, 2018 and expires on August 31, 2019.

Amendments. This MOU may be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall take effect, it shall be in writing and signed by both parties.

Indemnification. District shall defend, indemnify, and hold WestEd, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or resulting from the negligent or intentional acts or omissions of District, its officers, agents, or employees.

WestEd shall defend, indemnify, and hold District, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or resulting from the negligent or intentional acts or omissions of WestEd, its officers, agents, or employees.

Dispute resolution. District and WestEd shall exercise their respective best efforts to settle any claim, controversy, or dispute (collectively, "Dispute") arising out of or relating to this MOU. The Parties shall discuss any Dispute no later than fifteen (15) days after either Party gives written notice to the other Party of a Dispute, including the legal and factual basis for such Dispute. No arbitration or other proceeding may be commenced before the Parties have met pursuant to this provision. In the event that a Dispute cannot be resolved through good faith negotiations, the Parties agree that such Dispute shall be finally settled through binding arbitration. The arbitration shall be administered by JAMS, in San Francisco, California, pursuant to its Comprehensive Arbitration Rules and Procedures. The decision of the arbitrator shall be final and conclusive upon the Parties. Judgment on the award rendered by the arbitrators may be entered in any court having jurisdiction. Notwithstanding the foregoing, either party may seek injunctive or provisional relief to protect confidential information at any time.

Assignment. District shall not voluntarily or by operation of law, assign or otherwise transfer its rights or obligations under this MOU without prior written consent from WestEd. Any purported assignment in violation of this paragraph shall be void.

Execution. Each of the persons signing this MOU represents that he or she has the authority to sign on behalf of and bind their respective party.

District

Survey Administration Fees 2018-2019

All Fees Based on CDE Subsidized Rate

Questions? Call our toll-free CalSCHLS Helpline at 888.841.7536

CHKS - Student

Survey fee	\$0.40 per student enrolled; \$150 survey set-up fee
Supplementary modules	\$100 per supplemental module
District report	No additional cost
School reports	\$75 each
Ethnicity report	\$200 for district middle, \$200 for district high
School ethnicity report	\$100 each
District climate report card	\$250, free if all eligible schools ordered
School climate report card	\$75 each
District raw data	\$75 per data set
Custom questions	One-time development fee of \$200 for every three questions or fraction thereof. Subsequent use of same module (with no changes) is \$100 each.
Workshops	\$125/hour (preparation, travel, and presentation time), plus travel expenses
Other custom work	\$100/hour

CSSS - Staff

Survey fee*	\$150 survey set-up fee
Supplementary modules	\$100 per supplemental module
District report	No additional cost
School reports	\$75 each
District raw data	\$75 per data set
Custom questions	One-time development fee of \$200 for every three questions or fraction thereof. Subsequent use of same module (with no changes) is \$100 each.
Workshops	\$125/hour (preparation, travel, and presentation time), plus travel expenses
Other custom work	\$100/hour

CSPS - Parent

Survey fee (Includes online English/Spanish surveys)	\$150 survey set-up fee
Supplementary modules	\$100 per supplemental module
Paper processing fee	\$0.40 per paper copy returned for processing
District report	No additional cost
School reports	\$75 each
District raw data	\$75 per data set
Custom questions	One-time development fee of \$200 for every three questions or fraction thereof. Subsequent use of same module (with no changes) is \$100 each.
Workshops	\$125/hour (preparation, travel, and presentation time), plus travel expenses
Other custom work	\$100/hour

* If you are a district surveying less than 100 students, please contact your regional center for specific survey costs.

By signing this document, the named District and WestEd signify that each party, has reviewed, understands, agrees to, and will comply with the terms and conditions stated above.

District Representative:

WestEd Staff:

Signature

Mark Burroughs

Printed name

11/13/18

Date

**SAN PASQUAL UNION SCHOOL DISTRICT
COLLECTION ADVICE
FOR THE MONTH OF OCTOBER 2018**

INCOME:

United Way	\$1,603.87
Sage Garden	\$5,666.25
Red Barn Art	\$5,666.25
Red Barn Art-Art Sales	<u>\$539.00</u>
Total	\$13,475.37

REIMBURSEMENT:

Lunch	\$9,789.87
Snacks	\$434.00
School Nutrition-Federal Aug '18	\$2,639.84
School Nutrition-Federal Sept '18	\$7,486.76
School Nutrition-State '18	\$192.28
School Nutrition-State Sept '18	\$552.21
Field Trip-Kind	\$989.00
Field Trip-2nd Grade	\$300.50
Field Trip-6th Grade	\$87.10
Field Trip-6th Grade Camp	\$325.00
Retiree Benefits	\$1,392.75
Postage-Foundation	\$261.80
Library Book Replacement	\$20.00
Vending Sales	\$200.00
Preschool Tuition Oct '18	\$16,342.00
Preschool Field Trip	\$533.00
Preschool Lunches	\$120.50
Kids Club Tuition Oct '18	\$17,011.47
Kids Club Registration	<u>\$60.00</u>
Total	\$58,738.08

GRAND TOTAL \$72,213.45

**SAN PASQUAL UNION SCHOOL DISTRICT
MONTHLY LIST OF REVOLVING CASH FUND PAYMENT
FOR OCTOBER 2018**

<u>CHECK #</u>	<u>DATE</u>	<u>PAYEE/ACCOUNT#</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
1005	10/24/18	Energetic Music Production 0100 9010000 1110 1000 4300053 000 0100 9010000 1110 1000 4300055 000	DJ - Harvest Night	150.00
1006	10/24/18	Calvin Christian 0100 0000000 1110 1000 5800059 000	Cross County Meet	75.00

General Fund

0100 0000000 1110 1000 5800059 000	75.00
0100 9010000 1110 1000 4300053 000	75.00
0100 9010000 1110 1000 4300055 000	75.00

TOTAL REVOLVING CASH PAYMENT \$225.00

CERTIFICATION OF APPROVAL OF REVOLVING CASH FUND PAYMENTS

I hereby certify that the Governing Board in its meeting November 13, 2018 approved the list of Revolving Cash Fund Payments for the month of October 2018.

Date

Mark Burroughs, District Superintendent

PURCHASE ORDER REPORT
OCTOBER 2018

PO Number	Date	Supplier	Description	Fund	Amount
000000950	10/1/2018	ASSOCIATION OF CALIFORNIA	MEMBERSHIP DUES	0100	660.80
000000951	10/1/2018	AUDIOMETRICS	CALIBRATION SERVICE	0100	145.00
000000952	10/11/2018	CSTA	REGISTRATION FEE	0100	490.00
000000953	10/18/2018	PEARSON	TEST/SCORING MATERIALS	0100	136.00
000000954	10/23/2018	"VOID"			
000000955	10/24/2018	COX COMMUNICATIONS	CABLE SERVICE (FISCAL PO)	0100	83.55
000000956	10/25/2018	SAN DIEGO COUNTY SUPERINTENDENT	INDUSTRIAL STORMWATER PERMIT	0100	6,356.55
000000957	10/25/2018	SAN DIEGO COUNTY SUPERINTENDENT	MUNICIPAL STORMWATER PROGRAM	0100	6,804.00
000000958	10/26/2018	PELLETS, INC.	SCIENCE SUPPLIES/OWL PELLETS	0100	181.63
000000959	10/30/2018	CITY OF POWAY	3RD GRADE FIELD TRIP	0100	276.00

COMMERCIAL WARRANT REPORT
OCTOBER 2018

Supplier ID	Supplier	Payment Date	Amount	Description
000000170	MUFG UNION BANK N.A.	10/5/2018	25,819.42	PROP 39-ROOFING
B00119	BATES NUT FARM	10/5/2018	760.00	KINDER FILED TRIP
W00271	WELLS FARGO	10/9/2018	167.90	SIFUENTES CREDIT CARD PAYMENT
W00272	WELLS FARGO	10/9/2018	138.32	HANSEN CREDIT CARD PAYMENT
W00275	WELLS FARGO	10/9/2018	751.83	BROWN CREDIT CARD PAYMENT
000000094	READY LINE FLEET SERVICE INC	10/10/2018	345.00	BUS INSPECTION
000000099	ERIN O'CARROLL	10/10/2018	275.75	REIMB SAGE & RED BARN ART SUPPLIES
000000102	SOLIAANT HEALTH, INC.	10/10/2018	1,283.75	OT AND PT THERAPISTS
000000110	JULIE ROMERO	10/10/2018	37.36	REIMB DELAC SUPPLIES
000000162	ANA L HUI	10/10/2018	237.50	TRANSLATION SERVICES
000000231	GOLD STAR FOODS, INC	10/10/2018	460.44	CAFETERIA SNACKS
000000273	SYSCO SAN DIEGO INC.	10/10/2018	4,184.55	CAFETERIA FOOD
000000277	A-1 RAIN GUTTERS, INC	10/10/2018	1,520.00	MAINTENANCE/INSTALL
000000283	NICOLE VITALE	10/10/2018	21.89	REIMB SUPPLIES
B00050	B&B LOCK & SAFE	10/10/2018	32.04	MAINTENANCE SUPPLIES
B00229	CECILIA BOSTROM	10/10/2018	181.27	REIMB 100 YEAR SUPPLIES
C00370	CHEVRON USA INC.	10/10/2018	413.30	VAN/TRUCK FUEL
D00122	DICK BLICK ART MATERIALS	10/10/2018	336.63	RED BARN ART SUPPLIES
G00295	GRANGETTO'S FARM & GARDEN	10/10/2018	80.20	CUSTODIAL SUPPLIES
H00145	HANDWRITING WITHOUT TEARS	10/10/2018	23.18	CURRICULUM
H00500	HOLLANDIA DAIRY	10/10/2018	1,317.92	MILK, JUICE, DAIRY PRODUCTS
J00500	JW PEPPER & SON, INC.	10/10/2018	92.67	VAPA SUPPLIES
N00050	NASCO MODESTO	10/10/2018	77.32	RED BARN ART SUPPLIES
O00101	OFFICE DEPOT, INC.	10/10/2018	1,280.02	SUPPLIES
P00025	P&R PAPER SUPPLY COMPANY	10/10/2018	310.90	CAFETERIA SUPPLIES
P00995	PZA GUY, INC.	10/10/2018	1,079.25	CAFETERIA FOOD - PIZZA
R00250	RENAISSANCE LEARNING, INC.	10/10/2018	4,582.50	ACCELERATED READER SUBSCRIPTION
R00300	REVOLVING CASH FUND	10/10/2018	204.00	REIMB REVOLVING CASH
S00510	SCHOLASTIC INC.	10/10/2018	1,910.48	CURRICULUM
S00798	SMART & FINAL	10/10/2018	348.75	KIDS CLUB/PRE-SCHOOL SNACKS
T00700	TROXELL COMMUNICATIONS, INC.	10/10/2018	2,397.73	PROJECTOR & DOCU CAMS
D00122	DICK BLICK ART MATERIALS	10/11/2018	119.02	ELECTIVE SUPPLIES
000000024	UC REGENTS	10/12/2018	605.00	2ND GRADE FIELD TRIP
000000070	MILLS COMMUNICATIONS	10/12/2018	275.00	PHONE SERVICE AGREEMENT
000000141	NICOLE DEVINE	10/12/2018	182.46	REIM SPECIAL ED MILEAGE
D00122	DICK BLICK ART MATERIALS	10/12/2018	12.18	RED BARN ART SUPPLIES
P00491	PITNEY BOWES/PURCHASE POWER	10/12/2018	400.00	POSTAGE
P00580	PLANK ROAD PUBLISHING	10/12/2018	43.35	VAPA SUPPLIES
R00100	RADY CHILDREN'S HOSPITAL-	10/12/2018	572.00	SCHOOL NURSE CONSULTING SERVICE
S01080	STATE BOARD OF EQUALIZATION	10/12/2018	3.22	BUS FUEL TAX
S01082	STATE OF CALIFORNIA	10/12/2018	49.00	FINGER PRINTING SERVICE
000000285	FRANK KONYN DAIRY, INC	10/15/2018	492.00	PRE SCHOOL FIELD TRIP
P00491	PITNEY BOWES/PURCHASE POWER	10/16/2018	49.94	POSTAGE FEES
S00140	SAN DIEGO GAS & ELECTRIC	10/16/2018	15,702.30	GAS & ELECTRIC SERVICE
000000167	SITEONE LANDSCAPE SUPPLY	10/18/2018	13.99	CUSTODIAL SUPPLIES
O00101	OFFICE DEPOT, INC.	10/18/2018	716.36	SUPPLIES
W00200	WAXIE SANITARY SUPPLY	10/18/2018	1,776.88	CUSTODIAL SUPPLIES
S00130	SAN DIEGO COUNTY SUPERINTENDENT	10/22/2018	45.00	REGISTRATION FEES
000000273	SYSCO SAN DIEGO INC.	10/23/2018	1,564.07	CAFETERIA FOOD
000000273	SYSCO SAN DIEGO INC.	10/24/2018	3,418.19	CAFETERIA FOOD
C00260	CANON FINANCIAL SERVICES	10/24/2018	2,024.05	COPIER LEASE AND SERVICES
000000102	SOLIAANT HEALTH, INC.	10/25/2018	1,623.75	OT AND PT THERAPISTS

COMMERCIAL WARRANT REPORT
OCTOBER 2018

0000000127	AURELIO AGUILAR	10/25/2018	240.00 CUSTODIAL SERVICES
0000000167	SITONE LANDSCAPE SUPPLY	10/25/2018	100.11 CUSTODIAL SUPPLIES
0000000177	GOPHER PATROL	10/25/2018	300.00 GOPHER CONTROL
0000000262	FAGEN & FRIEDMAN & FULFROST LLP	10/25/2018	14.50 ATTORNEY SERVICES
0000000286	COX COMMUNICATIONS	10/25/2018	16.61 MONTHLY CABLE SERVICE
A00300	AMERICAN BATTERY SUPPLY	10/25/2018	316.54 BUS REPAIR
A00540	ASSOCIATION OF CALIFORNIA	10/25/2018	660.80 ACSA MEMBERSHIP DUES " LEE"
A00600	AT&T	10/25/2018	1,631.19 TELEPHONE/LONG DISTANCE SERVICE
A00620	ATKINSON, ANDELSON, LOYA, RUUD	10/25/2018	650.00 ATTORNEY SERVICES
C00091	CA DEPARTMENT OF EDUCATION	10/25/2018	22.80 COMMODITY DELIVERY FEES
C00438	CITY OF ESCONDIDO	10/25/2018	1,450.19 WATER SERVICE
D00098	DELL MARKETING L.P.	10/25/2018	119.59 TECH SUPPLIES
E00142	EDUCATIONAL DATA SYSTEMS	10/25/2018	6.00 CELDT OVERAGE FEE
G00295	GRANGETTO'S FARM & GARDEN	10/25/2018	46.98 CUSTODIAL SUPPLIES
H00530	HOME DEPOT	10/25/2018	908.50 CUSTODIAL SUPPLIES
O00101	OFFICE DEPOT, INC.	10/25/2018	577.22 SUPPLIES
P00300	PAULEY EQUIPMENT CO, INC.	10/25/2018	155.57 CUSTODIAL SUPPLIES
S00130	SAN DIEGO COUNTY SUPERINTENDENT	10/25/2018	101.64 REGISTRATION FEES
W00200	WAXIE SANITARY SUPPLY	10/25/2018	197.05 CUSTODIAL SUPPLIES
D00129	DIGITAL NETWORK GROUP, INC.	10/26/2018	3,651.48 SECURITY CAMERAS
V00218	VISTA HILL-COMMUNITY SERVICE	10/26/2018	1,620.00 SPECIAL ED GPS ASSESSMENT
0000000231	GOLD STAR FOODS, INC	10/31/2018	834.86 CAFETERIA FOOD/SNACKS
G00070	GALASSO'S BAKERY	10/31/2018	82.05 BAKERY SERVICE
P00025	P&R PAPER SUPPLY COMPANY	10/31/2018	351.05 CAFETERIA SUPPLIES
S01161	SUNRISE PRODUCE	10/31/2018	1,265.01 CAFETERIA PRODUCE

Prepared For	SAN PASQUAL UNION SCHOOL RAYMUNDO SIFUENTES
Account Number	
Statement Closing Date	09/25/18
Days in Billing Cycle	30
Next Statement Date	10/26/18
Credit Line	\$3,000
Available Credit	\$2,619

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

Inquiries or Questions:
Wells Fargo SBL PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Payment Remittance Center PO Box 77033
Minneapolis, MN 55480-7733

Payment Information

New Balance	\$167.90
Current Payment Due (Minimum Payment)	\$25.00
Current Payment Due Date	10/20/18

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		\$1,303.74
Credits	-	\$0.00
Payments	-	\$1,303.74
Purchases & Other Charges	+	\$167.90
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$167.90

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	11.990%	.03284%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	25.740%	.07052%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
09/19	09/19	7485620LP0A86GZFL	Branch Payment - Check	1,303.74	
09/23	09/23	2469216LS2XMH1SH2	Amazon.com*MT2CA6AL0 Amzn.com/bill WA		106.95
09/24	09/24	2449215LVS166A5H5	PGH WATER COOLER 412-487-7105 PA		60.95

See reverse side for important information.

Prepared For	SAN PASQUAL UNION SCHOOL PAMELA HANSEN
Account Number	
Statement Closing Date	09/25/18
Days in Billing Cycle	30
Next Statement Date	10/26/18

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

Inquiries or Questions:
Wells Fargo SBL PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Payment Remittance Center PO Box 77033
Minneapolis, MN 55480-7733

Credit Line	\$1,000
Available Credit	\$861

Payment Information

New Balance	\$138.32
Current Payment Due (Minimum Payment)	\$25.00
Current Payment Due Date	10/20/18

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		\$732.91
Credits	-	\$0.00
Payments	-	\$732.91
Purchases & Other Charges	+	\$138.32
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$138.32

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	11.500%	.03150%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	25.740%	.07052%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
09/04	09/04	2443106L8WQ1KE11Y	VONS #2344 ESCONDIDO CA		40.44
09/13	09/13	2443106LHWQ1K91K0	ALBERTSONS 4713 ESCONDIDO CA		97.88
09/19	09/19	7485620LP0A86GZG4	Branch Payment - Check	732.91	

See reverse side for important information.



Prepared For	SAN PASQUAL UNION SCHOOL RHONDA M BROWN
Account Number	
Statement Closing Date	09/25/18
Days in Billing Cycle	30
Next Statement Date	10/26/18

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

Inquiries or Questions:
Wells Fargo SBL PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Payment Remittance Center PO Box 77033
Minneapolis, MN 55480-7733

Credit Line	\$15,750
Available Credit	\$14,998

Payment Information

New Balance	\$751.83
Current Payment Due (Minimum Payment)	\$25.00
Current Payment Due Date	10/20/18

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		\$3,073.44
Credits	-	\$336.18
Payments	-	\$3,073.44
Purchases & Other Charges	+	\$1,088.01
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$751.83

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	11.990%	.03284%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	25.740%	.07052%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
08/30	08/30	2469216L22X9HB8RA	TM *TICKETMASTER TICKT 619-220-8497 CA		172.50
08/31	08/31	2469216L32XJVOMHO	AMZN MktP US Amzn.com/bill WA		146.83
09/05	09/05	2469216L82XLGLLPL	Amazon.com Amzn.com/bill WA		78.83
09/07	09/07	2405523LA2DL5BDQR	WALMART.COM 8009666546 800-966-6546 AR		42.80
09/09	09/09	2443106LDKJAABP5T	FASTRAK CSC 415-486-8655 CA		25.00
09/10	09/10	7449398LD0D17KLHS	CAROLINA BIOLOGIC SUPPLY BURLINGTON NC	336.18	
09/10	09/10	2476197LE610NL5KK	SCRIPPS SPELLING BEE 513-977-3822 OH		160.00
09/12	09/12	2469216LG2X8R5FG6	SOUTHWES 5261487717317800-435-9792 TX		197.96

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>
		11/07/18	WANG/JOANNE		
		1 WN Z	SAN DIEGO PHOENIX		
		2 WN G	PHOENIX SAN DIEGO		
09/13	09/13	2404068LGS66F4G9F	HILTON PALM SPRINGS PALM SPRINGS CA		178.90
09/17	09/17	2469216LL2X55JMYM	AMZN Mktp US Amzn.com/bill WA		51.85
09/19	09/19	7485620LP0A86GZGN	Branch Payment - Check	3,073.44	
09/22	09/22	2444500LS00WGQ2X3	USPS PO 0525270026 ESCONDIDO CA		6.70
09/25	09/25	2469216LW2XHBSKTJ	AMZN Mktp US*MT21T1A81 Amzn.com/bill WA		26.84

6-0

Wells Fargo News

Thank you for being a valued Wells Fargo Business Card customer. We want to ensure you receive important information from Wells Fargo about products and services that may affect your banking activity. So please verify that the contact information in your account profile is accurate. To do this, please follow these simple steps:

Go to [wellsfargo.com/biz](https://www.wellsfargo.com/biz) and enter your username and password. Select the **Security & Support** menu option and under **Protect Your Accounts** go to **Update Contact Information**.

Not enrolled in Online Banking? <https://www.wellsfargo.com/biz/online-banking>

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: July – September '18

	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

Mark Burroughs, Superintendent

Quarterly Report of Chief Financial Officer Regarding Disclosure of District Investments ENDING September 2018

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	\$823,690.26
Revolving Cash.....	\$1,000.00
Cafeteria Fund	\$24,329.41
Deferred Maintenance	\$225,667.73
Capital Facilities	\$349,167.01
Special Reserve Capital Outlay Project.....	\$371,952.12
Other Enterprise Fund (Preschool/Kids Club)....	\$386,984.12
 Total.....	 \$2,590,491.52

Exhibit B

Securities, Investments and Funds \$25,000 or greater (Other than those shown in Exhibit A).....	\$0.00
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TOTAL **\$2,590,491.52**

I, Mark Burroughs, 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.

Mark Burroughs, Superintendent

Date

**NOTICE OF DECEMBER 2018
ORGANIZATIONAL MEETING OF THE GOVERNING BOARD**

Complete and submit no later than **Nov. 21, 2018**, to:

Aaron McCalmont
Legal Services, Room 609
San Diego County Office of Education
Email: aaron.mccalmont@sdcoe.net
Fax: 858-541-0697

School/Community College District: San Pasqual Union

Date of Organizational Meeting: December 11, 2018
(Date between Dec. 7 and Dec. 21 inclusive)

Time of Meeting: 5:30 pm

Clerk/Secretary to the Governing Board

11/13/18
Date