

**HAMILTON UNIFIED SCHOOL DISTRICT**  
**BOARD MEETING**  
**AGENDA**  
**Hamilton High School Library**  
**Wednesday, October 25, 2017**

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6:00 p.m. Public session for purposes of opening the meeting only.  
6:00 p.m. Closed session to discuss closed session items listed below.  
6:30 p.m. Reconvene to open session no earlier than 6:30 p.m.

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**1.0 OPENING BUSINESS:**

Call to order and roll call

\_\_\_\_\_ Gabriel Leal, President                      \_\_\_\_\_ Rosalinda Sanchez                      \_\_\_\_\_ Tomas Loera  
\_\_\_\_\_ Hubert "Wendall" Lower, Clerk                      \_\_\_\_\_ Rod Boone

**2.0 IDENTIFY CLOSED SESSION ITEMS:**

**3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS:** Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item.

**4.0 ADJOURN TO CLOSED SESSION:** To consider qualified matters.

1. *Education Code Section 48918, Student Discipline.* To consider disciplinary action including expulsion relative to student No. 3923/400776.
2. *Government Code Section 54957.6, Labor Negotiations.* To confer with the District's Labor Negotiator, Superintendent Charles Tracy regarding HTA and CSEA negotiations.
3. *Government Code Section 54957 (b), Personnel Issue.* To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
4. *Government Code Section 54956.9, Subdivision (a), Existing litigation.* Name of case: Crews v. Hamilton Unified School District, Glenn County Superior Court, Case No. 15CV01394.

*Report out actions taken in closed session.*

**5.0 PUBLIC SESSION/FLAG SALUTE:**

**6.0 ADOPT THE AGENDA: (M)**

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
2. ASB President and Student Council President Reports.
  - a. Hamilton High, Tate Gruenwald.
  - b. Hamilton Elementary, Alexis Villegas.
3. Principal and Dean of Student Reports
  - a. Cris Oseguera, Hamilton High School Principal.
  - b. Maria Reyes, District Dean of Students.
4. District Reports (written)
  - a. Food Service Report by LeAnn Radtke. (page 1)
  - b. Operations Report by Marc Eddy.
  - c. Technology Report by Derek Hawley. (page 2)
5. Chief Business Official/Facilities Report by Diane Lyon.
6. Superintendent/Interim Hamilton Elementary School Principal Report by Charles Tracy.
  - a. Board Workshop, November 8, 2017: prioritizing HUSD needs with board members, staff, parents and community members.
  - b. Small School Districts Association (SSDA) Annual Conference – February 19-21, 2018 at the Hilton Sacramento.
  - c. Holidays:
    - i. Friday, November 10<sup>th</sup> in observance of Veterans Day.
  - d. School Board Meetings:
    - i. *No November meeting*



8.0 **CORRESPONDENCE:** None.

**DISCUSSION ITEMS:**

1. Board meeting dates for 2018. (page 3)
2. HUSD Coaching Evaluation Process. (page 4-7)
3. Joint Notice to Bargain 2017-18, CSEA #623 and Hamilton Unified School District. (page 8)
4. California School Dashboard review the 4 Local Indicators and HUSD performance rating for each: Basic Conditions, Implementation of Academic Standards, Parent Engagement, School Climate by L. Anderson.
5. Healthy Communities Presentation; involvement at Hamilton Elementary School by J. Firth.
6. Hamilton Elementary School Spelling Bee Team by J. Firth. (page 9-10)
7. Hamilton Elementary School Standards-Based Report Card Pilot Updates by J. Firth.
8. Reading Partners Program Pilot Request with HES-HHS by J. Firth.
9. Update on Dual Immersion, stakeholder engagement and outreach for Hamilton Elementary School by M. Sawyer
10. Second reading of Board Policy 5148.2 Before/After School Programs (for regular manual maintenance). (page 1)
11. Second reading of Administrative Regulation 5148.2 Before/After School Programs (for regular manual maintenance). (page 1)
12. Second reading of Board Policy 6111 School Calendar (for regular manual maintenance). (page 11-18)
13. Second reading of Board Policy 6117 Year-Round Schedules (for regular manual maintenance). (page 11-18)
14. Second reading of Board Policy 6142.2 World/Foreign Language Instruction (for regular manual maintenance). (page 11-18)
15. Second reading of Administrative Regulation 6142.2 World/Foreign Language Instruction (for regular manual maintenance). (page 11-18)
16. Second reading of Board Policy 6144 Controversial Issues (for regular manual maintenance). (page 11-18)
17. Second reading of Board Policy 6174 Education for English Learners (for regular manual maintenance). (page 11-18)
18. Second reading of Administrative Regulation 6174 Education for English Learners (for regular manual maintenance). (page 11-18)
19. Second reading of Board Policy 6176 Weekend/Saturday Classes (for regular manual maintenance). (page 11-18)
20. Second reading of Board Policy 2121 Superintendent's Contract (for regular manual maintenance). (page 11-18)
21. Second reading of Board Policy 1312.3 Uniform Complaint Procedures (for regular manual maintenance). (page 11-18)
22. Second reading of Administrative Regulation 1312.3 Uniform Complaint Procedures (for regular manual maintenance). (page 11-18)
23. Second reading of Board Policy 1340 Access to District Records (for regular manual maintenance). (page 11-18)
24. First reading of Board Policy 3551 Food Service Operations/Cafeteria Plan (for regular manual maintenance). (page 11-18)
25. First reading of Administrative Regulation 3551 Food Service Operations/Cafeteria Plan (for regular manual maintenance). (page 11-18)
26. First reading of Administrative Regulation 3580 District Records (for regular manual maintenance). (page 11-18)
27. First reading of Board Policy 4127/4227/4327 Temporary Athletic Team Coaches (for regular manual maintenance). (page 11-18)
28. First reading of Administrative Regulation 4127/4227/4327 Temporary Athletic Team Coaches (for regular manual maintenance). (page 11-18)
29. First reading of Board Policy 4312.1 Contracts (for regular manual maintenance). (page 11-18)
30. First reading of Administrative Regulation 5145.3 Nondiscrimination/Harassment (for regular manual maintenance). (page 11-18)
31. First reading of Board Policy 6142.93 Science Instruction (for regular manual maintenance). (page 11-18)
32. First reading of Board Policy 6145 Extracurricular and Co-curricular Activities (for regular manual maintenance). (page 11-18)
33. First reading of Board Policy 6178.1 Work-Based Learning (for regular manual maintenance). (page 11-18)
34. First reading of Administrative Regulation 6178.1 Work-Based Learning (for regular manual maintenance). (page 11-18)
35. First reading of Board Policy 7214 General Obligation Bonds (for regular manual maintenance). (page 11-18)
36. First reading of Board Bylaw 9012 Board Member Electronic Communications (for regular manual maintenance). (page 11-18)

10.0 **PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.



11.0 **ACTION ITEMS:**

1. Add 5 days to the Hamilton High School Principal contract for 2017-18 to assist with District needs.
2. Second reading of: (page 11-18)
  - i. Board Policy 5148.2 Before/After School Programs
  - ii. Administrative Regulation 5148.2 Before/After School Programs
  - iii. Board Policy 6111 School Calendar
  - iv. Board Policy 6117 Year-Round Schedules
  - v. Board Policy 6142.2 World/Foreign Language Instruction
  - vi. Administrative Regulation 6142.2 World/Foreign Language Instruction
  - vii. Board Policy 6144 Controversial Issues
  - viii. Board Policy 6174 Education for English Learners
  - ix. Administrative Regulation 6174 Education for English Learners
  - x. Board Policy 6176 Weekend/Saturday Classes
  - xi. Board Policy 2121 Superintendent's Contract
  - xii. Board Policy 1312.3 Uniform Complaint Procedures
  - xiii. Administrative Regulation 1312.3 Uniform Complaint Procedures
  - xiv. Board Policy 1340 Access to District Records

12.0 **CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

1. Warrants and Expenditures. (page 19-46)
2. Minutes for the Regular Board Meeting on September 27, 2017. (page 47-54)
3. Hamilton Elementary School Site Council Meeting Minutes for September 14, 2017. (page 55-56)
4. Hamilton Elementary School Site Council Meeting Agenda for October 12, 2017. (page 57)
5. Hamilton High School Site Council Meeting Minutes for: September 12, 2017. (page 58)
6. Hamilton High School Site Council Meeting Agenda for: October 10, 2017. (page 59)
7. CDE Annual Financial Expenditure Report Fiscal Year 2016-17, CA Career Technical Education Incentive Grant (CTEIG). (page 60-65)
8. Butte-Glenn Community College District, Allocation Agreement for Adult Education Block Grant Program. (page 66-108)
9. Interdistrict Transfers (new only; elementary students reapply annually).
  - a. Out
    - i. Hamilton Elementary School
      1. 6<sup>th</sup> Grade X 1
      2. Kindergarten X 1
    - ii. Hamilton High School
      1. 10<sup>th</sup> Grade X 1
      2. 12<sup>th</sup> Grade X 2
  - b. In
    - i. Hamilton Elementary School
      1. None
    - ii. Hamilton High School
      1. None

10. Personnel Actions as Presented:

- a. New hires:

|                       |                             |          |
|-----------------------|-----------------------------|----------|
| i. Chuck Johnson      | Varsity Volleyball Co-Coach | HHS      |
| ii. Juan Lopez        | Girls Soccer Coach          | HHS      |
| iii. Luis Saavedra    | Boys Soccer Coach           | HHS      |
| iv. Elliott Delmatier | JV Girls Basketball Coach   | HHS      |
| v. Jaime Ortiz        | Classified Substitute       | District |
| vi. Maria Marquez     | Classified Substitute       | District |
- b. Resignations/Retirement:
  - i. None

0 **ADJOURNMENT:**



September 2017 Food Services Report  
Hamilton Unified School District  
Director of Nutrition and Student Welfare  
LeAnn Radtke



Combined District totals **19** days of school

Lunches **8586**

Breakfasts **5683**

Boys and Girls Club snacks **745**

Boys and Girls Suppers **1957**

**Total \$46585.53**

## **Technology Report**

**Frank James, Director of Technology**

**Derek Hawley, Information Systems Technician**

### **Completed Tasks – October**

1. **Google/Aeries Integration Project:** We are currently working with Aeries in order to properly pair Google Classrooms and Aeries. This will allow teachers to “push” assignments and grades from Google Classrooms to Aeries.
2. **Tickets:** Once again we are on track for a busy month in regards to tickets. I would guess we will again end up in the 60+ range for October.
3. **Chromebook Project:** Chromebooks are ready to be deployed to Room 9 at the high school. The cabinets have come in and we are working on getting them wired and ready.



Hamilton Unified School District

**Regular and Special Board Meetings  
2018 Schedule and Agenda Item Deadlines**

Time: 6:30 p.m. (Public Session begin)  
Location: Hamilton High School Library  
When: Fourth Wednesday of the Month

| <b>Board Meeting Date</b>                                       | <b>Regular or Special Meeting</b> | <b>Agenda Items Deadline to District Office by 3:00pm</b> |
|---|-----------------------------------|---|
| January 24, 2017  | Regular                           | January 10, 2018  |
| February 28, 2017   | Regular                           | February 14, 2018   |
| March 28, 2017  | Regular                           | March 14, 2018  |
| April 25, 2017  | Regular                           | April 11, 2018  |
| May 23, 2017  | Regular                           | May 9, 2018   |
| June 6, 2017<br>LCAP/Budget Hearing                             | Special                           | May 23, 2018  |
| June 27, 2017<br>Approval of LCAP and Budget                    | Regular                           | June 13, 2018   |
| July 25, 2017<br>(If needed)                                    | Regular                           | July 11, 201  |
| August 22, 2017   | Regular                           | August 8, 2018  |
| September 26, 2017  | Regular                           | September 12, 2018  |
| October 24, 2017  | Regular                           | October 10, 2018  |
| November/December<br>December 12, 2017<br>Annual Reorganization | Regular                           | November 21, 2018   |

| <b>Additional Important Dates</b>                          |
|--|
| February 24, 2017 (Board Workshop, Board Manual)           |
| February 27, 2017 (Board Site Visit- 8:15 a.m.-10:30 a.m.) |
| March 10, 2017, (Board Workshop, Budget planning)          |

\*Dates and times of meetings and workshops are subject to change.

# Hamilton Unified School District

**DATE:** October 16, 2017  
**TO:** Governing Board, Hamilton Unified School District  
**FROM:** Charles Tracy  
**SUBJECT:** HUSD Coaching Evaluation Process

I would like to begin by thanking Cris Oseguera and Erin Johnson for the research they have done and the work they have put in to create the attached coaching evaluation forms.

The Process we have discussed has been that through the evaluation process, administrators will use these tools to strengthen our athletic program by the use of a pre-evaluation form that coaches will fill out and turn into the site administrator along with their annual employment contract. The self-evaluation form will serve much like the professional growth plan our district uses for the certificated teachers during their respective evaluation period.

At the end of the season of play, the site administrator, in concert with the District Athletic Director, will complete the evaluation process and meet with the coach(s). The evaluation will be shared and a signed copy will be placed into the coach(s) personnel file.

We are placing this item on the agenda as information for the Board and the public. No action needs to be taken by the board at this time. We will begin the evaluation process with the Winter sports coaches 2017-2018. We will preview the process with the fall 2017-2018 coaches and will implement the evaluation process for them in the fall of 2018.

Please note that the forms are draft and may be revised a bit for content, but are mostly the format we will utilize during this process. We will send copies to each of the bargaining units for their information.

HAMILTON UNIFIED SCHOOL DISTRICT  
COACH SELF EVALUATION FORM

Name of Coach \_\_\_\_\_ School Year \_\_\_\_\_  
Sport/Season \_\_\_\_\_ Level \_\_\_\_\_

S = Satisfactory

NI = Needs Improvement

**A. Teaching Personality**

- S NI Self-control and poise
- S NI Appropriate sense of humor
- S NI Enthusiasm
- S NI Appearance
- S NI Appropriate language
- S NI Good judgment
- S NI Appropriate behavior
- S NI Keeps things in perspective

Comments:

**B. Team Management**

- S NI Punctuality
- S NI Proper supervision
- S NI Makes maximum use of time
- S NI Demonstrates care of equipment
- S NI Shows proper team discipline
- S NI Utilizes staff
- S NI Locks up facilities/gates

Comments:

**C. Professional Qualities**

- S NI Rapport with staff
- S NI Upholds departments policies
- S NI Rapport with parents
- S NI Submits paper work on time
- S NI Rapport with personnel from other school
- S NI Keeps athletic director informed

Comments:

**D. Coaching Performance**

- S NI Has knowledge/expertise in sport
- S NI Ability to teach and motivate
- S NI Exhibits leadership
- S NI Has organizational skills

Comments:

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Coach

Date

Athletic Director

Date

**HAMILTON UNIFIED SCHOOL DISTRICT  
COACHING EVALUATION  
BY ATHLETIC DIRECTOR AND SITE ADMINISTRATOR**  
School: \_\_\_\_\_ Hamilton High School \_\_\_\_\_ Hamilton Elementary School

Name of Coach: \_\_\_\_\_  
Sport/Season \_\_\_\_\_ School Year \_\_\_\_\_

**S = SATISFACTORY      NI = NEEDS IMPROVEMENT      U = UNSATISFACTORY**

**A. COACHING PERFORMANCE/CONDUCT**

- S NI U      1. Is well-versed and knowledgeable in matters pertaining to the sport.
- S NI U      2. Is prompt and makes maximum use of time available for practice.
- S NI U      3. Practices safety procedures.
- S NI U      4. Are innovative, uses new coaching methods, techniques, ideas?
- S NI U      5. Has good knowledge of sports rules.
- S NI U      6. Prepares team physically (conditioning).
- S NI U      7. Prepares team mentally utilizing ethical means of motivation.
- S NI U      8. Prepares team emotionally (players play to potential).
- S NI U      9. Maintains discipline and self-control in the competitive arena, providing an Example of sporting behavior.
- S NI U      10. Shows self-control and poise in all areas related to coaching responsibilities.
- S NI U      11. Supports, models, and expects high behavioral standards for self, coaches, parents and student-athletes.

**Additional Comments:**

**B. TEAM MANAGEMENT/SAFETY**

- S NI U      1. Is fair, patient, tolerant, and compassionate with all student-athletes.
- S NI U      2. Organizes team and team activities/events effectively and efficiently.
- S NI U      3. Organizes, supervises, coordinates, and evaluates practice sessions and related team activities with attention to individual and group safety.
- S NI U      4. Displays compassion and respect for the student-athletes.
- S NI U      5. Uses professional and age-appropriate language at all times.
- S NI U      6. Recognizes individual differences, abilities and personalities.
- S NI U      7. Game conduct: sideline/bench discipline.
- S NI U      8. Game conduct: with game officials.
- S NI U      9. Game conduct: toward opposing players and coaches.
- S NI U      10. Cares for equipment: inventory, issue, collection, repair, storage.
- S NI U      11. Keeps accurate records: rosters, participation forms, eligibility, etc.
- S NI U      12. Has knowledge of and respect for district/school, league/section/CIF rules and regulations.
- S NI U      13. Cooperates with the athletic director in submitting schedules, rosters, evaluation forms and requested reports on schedule as due.
- S NI U      14. Has returned all keys and equipment issued at the beginning of the season.
- S NI U      15. Attends all required school, team, and league meetings for coaches.
- S NI U      16. Makes appropriate transportation arrangements for team members.
- S NI U      17. Appropriately and safely supervises the student-athletes in locker rooms, training rooms, educational areas, and while being transported to and from events.

**Additional Comments:**

**C. COMMUNICATIONS/SCHOOL COMMUNITY CONNECTIONS**

- S NI U 1. Develops rapport with other members of the coaching staff.
- S NI U 2. Develops rapport with other members of the school staff.
- S NI U 3. Maintains open and positive communication with teachers, administrators, and support staff.
- S NI U 4. Demonstrates general support for other coaches and other teams in the school athletic program.
- S NI U 5. Dresses appropriately at practice and games.
- S NI U 6. Sets a positive example for student-athletes by manners, behavior and language.
- S NI U 7. Communicates effectively with parents.
- S NI U 8. Fosters accurate and balanced communication with the media.
- S NI U 9. Provides an atmosphere for open dialogue with student-athletes, academic staff, athletic director, and the site administration.
- S NI U 10. Articulates clear and specific expectations and process of the program and school policies to student-athletes, parents, other coaches, and athletic director.
- S NI U 11. Displays cooperation and support for the school's athletic and academic programs.
- S NI U 12. Works with other school coaches/advisors to develop and maintain a coordinated program.

**Additional Comments:**

**ADDITIONAL COMMENDATIONS (use separate sheet if necessary):**

**E. ADDITIONAL RECOMMENDATIONS (use separate sheet if necessary):**

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**Signature of Coach**

**Title**

**Date**

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**Signature of Evaluator**

**Title**

**Date**

# Hamilton Unified School District


**DATE:** October 25, 2017  
**TO:** Governing Board of Hamilton Unified School District  
**FROM:** Charles Tracy  
**SUBJECT:** Joint Notice to Bargain 2017-2018

CSEA 623 and Hamilton Unified School District jointly agrees to begin bargaining regarding all articles in the HUSD/CSEA 623 three year agreement except for Articles 10, Pay and Allowances and Article 11, Health and Welfare Benefits. CSEA and HUSD have mutually agreed that some portions of the contract that may have been closed under Article 10, may be discussed as it relates to reclassification of certain classified employee groups.

Bargaining may begin after the public notice has been placed on the agenda in October of 2017 and the board acceptance of bargaining at the December 2017 board meeting.

Jointly submitted by:

  
Mrs. Chris DeVries, CSEA President

  
Charles Tracy, District Superintendent

Glenn County Spelling Bee Competition  
Rules and Regulations

1. The Spelling Bee Competition is open to two students per grade level from each school in Glenn County in grades 5-8 who have been certified as grade-level champions at their school.
2. Each student will be given a number to wear, which will match their chair number. They must sit in the coordinating chair while on stage. Students will be called to the podium by their number.
3. This will be an oral competition scored according to the procedures described below. Paper and pencil will be available to each student at the podium only. No personal materials will be allowed in the immediate competition area.
4. The Reader will read a word, use it in a sentence, and say it again. If a student has a question, they must raise their hand immediately. The Reader will respond to the hand signal.
5. Homonyms must be spelled according to the usage described in the sample sentence and the definition given (if requested).
6. All capitals, spaces, apostrophes or other accent marks included in the normal English spelling of the word must be included.
7. The student will have 30 seconds to spell the word aloud. During this time, they may choose to write the word before they spell it into the microphone.
8. Once a student begins to spell a word, they will not be able to change the sequence of letters by respelling the word.
9. The Reader will verify if the word is spelled correctly.
10. At the end of each round, students who have misspelled their word will be eliminated from the next round's competition until a winner is declared.
11. Words will be chosen from grade level curriculum. Students will be asked to spell words from the grade they just completed (i.e. fifth graders will be asked to spell fourth grade words).
12. The Proctors, Reader, and Judge will be in complete charge of the competition. Their decision will be final on all questions. No protest will be entertained at any time. Video and audio recording may not be used to dispute results.
13. The audience may not aid the student in the spelling of any word during the competition.



## **Glenn County Spelling Bee 2017**

**When:** Tuesday, October 17, 2017

**Where:** Willows Memorial Hall

**Time:** 10:00 a.m.-12:30 p.m.

**Who:** 5<sup>th</sup> - 8<sup>th</sup> graders

(Each school may enter two students per grade level.)

Doors open at 9:00 a.m. for check-in.

**Registration Link:**

**<http://bit.ly/spellbee2017>**

**Registration Deadline: Tuesday, October 10, 2017**

You will not be able to register students for this event after this date.

*Please contact Cinnamin Morton at [cmorton@glenncoe.org](mailto:cmorton@glenncoe.org), if you have any questions or need to make corrections.*



# CSBA Update Guidesheets

## Before/After School Programs

(BP/AR revised) 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.

See BP 5148.2

See AR 5148.2

## School Calendar

(BP revised) 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.

See BP 6111

## Year-Round Schedules

(BP revised) 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.

See BP 6117

## World/Foreign Language Instruction

(BP/AR revised) 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.

See BP 6142.2

See AR 6142.2

### Controversial Issues

(BP revised) 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.

See BP 6144

### Education for English Learners

(BP/AR revised; E 6174 deleted) 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.

See BP 6174

See AR 6174

### Weekend/Saturday Classes

(BP revised) 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.

See BP 6176

## Uniform Complaint Procedures

(BP/AR revised) Policy and regulation updated to reflect NEW LAW (AB 2306, 2016) which authorizes the use of uniform complaint procedures for complaints alleging noncompliance with requirements related to course credit transfer and exemption from local graduation requirements for former juvenile court school students. Regulation also references NEW LAW (SB 1375, 2016) which requires districts, on or before July 1, 2017, to post information relating to Title IX, including specified information about complaint procedures, on their web sites.

See BP 1312.3

See AR 1312.3

## Access to District Records

(BP revised) Policy updated to reflect NEW COURT DECISION (City of San Jose v. Superior Court) which held that using a personal account or device to send or receive communications regarding public business does not categorically exclude those records from disclosure in response to a request under the California Public Records Act and that public agencies are obliged to disclose applicable records that they can locate with reasonable effort.

See BP 1340

## Superintendent's Contract

(BP revised) Policy updated to reflect NEW LAW (SB 1436, 2016) which requires the board, prior to taking final action on the superintendent's salary or benefits, to orally report a summary of the recommended action during open session of a board meeting. Updated policy also clarifies that deliberations regarding the superintendent's salary or other compensation cannot be held during a special meeting of the board.

See BP 2121

## Before/After School Programs

(BP/AR revised) 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.

See BP 5148.2

See AR 5148.2

## School Calendar

(BP revised) 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.

See BP 6111

## Year-Round Schedules

(BP revised) 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.

See BP 6117

## World/Foreign Language Instruction

(BP/AR revised) 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.

See BP 6142.2

See AR 6142.2

## Controversial Issues

(BP revised) 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.

See BP 6144

## Education for English Learners

(BP/AR revised; E 6174 deleted) 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.

See BP 6174

See AR 6174

## Weekend/Saturday Classes

(BP revised) 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.

See BP 6176

## Food Service Operations/Cafeteria Plan

(BP/AR revised) Policy and regulation updated to reflect NEW FEDERAL GUIDANCE (U.S. Department of Agriculture Memorandum SP 46-2016 and SP 23-2017) which mandates any district participating in the National School Lunch and/or Breakfast Program to adopt a written policy on meal charges, including the collection of delinquent meal charge debt, no later than July 1, 2017, and to annually communicate that policy to parents/guardians. Policy and regulation also reflect NEW STATE GUIDANCE (California Department of Education Management Bulletin SNP-03-2017) which requires district policy to ensure that students with unrecovered or delinquent meal charge debt are not overtly identified, requires that debt collection efforts are consistent with specified cost principles, and establishes conditions for reclassifying unpaid debt as bad debt. Policy also revised to reflect the Buy American provision of federal regulations which requires districts, to the maximum extent practicable, to purchase domestically grown and processed foods.

See BP 3551

See AR 3551

## District Records

(AR revised) Regulation updated to revise material related to the retention of electronic records, including records pertaining to district business that are created, saved, sent, or received on an employee's or board member's personal device, to reflect NEW COURT DECISION (City of San Jose v. Superior Court) which held that such records may be accessible to the public in accordance with the California Public Records Act.

See AR 3580

## Temporary Athletic Team Coaches

(BP/AR revised) Policy and regulation updated to reflect NEW LAW (AB 1639, 2016) which requires coaches, beginning July 1, 2017, to complete a training course related to the nature and warning signs of sudden cardiac arrest and to retake such a course every two years thereafter. Policy also allows a coach to submit either the Activity Supervisor Clearance Certificate or the Department of Justice and Federal Bureau of Investigation criminal background check. Material regarding certification of coaches' qualifications to the board and the State Board of Education moved from AR to BP.

See BP 4127/4227/4327

See AR 4127/4227/4327

## Contracts

(BP revised) Policy updated to reflect NEW LAW (SB 1436, 2016) which requires the board, prior to taking final action on the salary or benefits of employees whose position within the district is established through an employment contract, to orally report a summary of the recommended action during open session of a board meeting. Updated policy also clarifies the limited circumstances under which salary and benefits may be discussed in closed session and the prohibition against discussing salary or other compensation during a special meeting of the board.

See BP 4312.1

## Nondiscrimination/Harassment

(AR revised) Regulation updated to reflect NEW LAW (SB 1375, 2016) which requires districts and schools to post specified Title IX information on their web sites by July 1, 2017. Regulation also explains the limited impact in California of the February 22, 2017 federal action to rescind earlier guidance regarding transgender students' use of sex-segregated facilities in accordance with their gender identity.

See AR 5145.3

## Science Instruction

(BP revised) Policy updated to reflect the NEW CURRICULUM FRAMEWORK for science instruction adopted by the State Board of Education in November 2016 and the Next Generation Science Standards. Policy also adds new material related to the required course of study, science courses required for high school graduation, staff development, program evaluation, and safety in science laboratories.

See BP 6142.93

## Extracurricular and Cocurricular Activities

(BP revised) Policy updated to reflect law which provides that a homeless student must be immediately deemed to meet all residency requirements for participation in extracurricular activities. Legal cites added for the prohibition against student fees and the requirement to annually review the policy.

See BP 6145

## Athletic Competition

(BP/AR revised) Policy and regulation updated to reflect NEW LAW (AB 1639, 2016) which requires (1) distribution to student athletes and parents/guardians of information on the nature and warning signs of sudden cardiac arrest, (2) training of coaches and athletic directors on the nature and warning signs of sudden cardiac arrest, and (3) removal of a student from an athletic activity if he/she passes out or faints, until clearance is obtained from a health care provider. Policy also updated to reflect the prohibition against the use of a racially derogatory or discriminatory athletic team name, mascot, or nickname. Policy reflects law which provides that a homeless student must be immediately deemed to meet all residency requirements for participation in interscholastic athletic activities. Regulation also updated to reflect NEW LAW (SB 1375, 2016) which requires districts and schools to post specified Title IX information on their web sites by July 1, 2017.

See BP 6145.2

See AR 6145.2

## Work-Based Learning

(BP/AR revised) Policy updated to add material formerly in AR regarding board approval of any district plan for work-based learning and board approval to pay students' wages out of district funds. Regulation updated to reflect NEW LAW (AB 2063, 2016) which authorizes the district to grant credit for satisfactory completion of a work experience education program to students ages 14-15 when the principal certifies that such credit is necessary for the student's participation in a career technical education (CTE) program. Regulation also reflects provision of AB 2063 which allows students to participate in job shadowing activities for up to 40 hours per semester, intersession, or summer school session if the principal certifies that it is necessary for participation in a CTE program.

See BP 6178.1

See AR 6178.1

### General Obligation Bonds

(BP revised) Policy updated to reflect NEW LAW (SB 1029, 2016) which requires the board to adopt a debt management policy prior to issuing any debt, including a general obligation bond, and to certify to the California Debt and Investment Advisory Commission that any proposed issuance of debt is consistent with the district's policy. Policy also reflects NEW LAW (AB 2116, 2016) which requires the board to obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor, and NEW LAW (AB 2738, 2016) which prohibits districts from withdrawing proceeds from bond sales at any time for the purpose of making investments outside the county treasury. Policy also adds caution that some uses of bond proceeds that are specified in the Education Code for bond elections with a 66.67 percent threshold may be inconsistent with the California Constitution and encourages consultation with legal counsel.

See BP 7214

### Board Member Electronic Communications

(BB revised) Bylaw updated to reflect NEW COURT DECISION (City of San Jose v. Superior Court) which held that using a personal account or device to send or receive communications regarding public business does not categorically exclude those records from disclosure in response to a request under the California Public Records Act and that public agencies are obliged to disclose applicable records that they can locate with reasonable effort.

See BB 9012



Batch status: A All

From batch: 0011

To batch: 0011

Include Revolving Cash: Y

Include Address: N

Include Object Desc: N

Include Vendor TIN: Y

Include Audit Date and Time in Sort: N

012 HAMILTON UNIFIED SCHOOL DIST. J59053 ACCOUNTS PAYABLE PRELIST L.00.12 10/04/17 10:13 PAGE 1  
 BATCH 11; OCTOBER 25, 2017 BATCH: 0011 BATCH 11; SEPTEMBER 27, 2017 << Open >>  
 Fund : 01 GENERAL FUND

| Vendor/Addr<br>Req Reference | Remit name<br>Date | Description                   | Tax ID num | Deposit type | Fd Res  | Y                                      | Goal                                   | Func | Obj | ABA num | Sit | BdR | DD | Account num | T9MPS | Liq Amt | Net Amount               |
|------------------------------|--------------------|-------------------------------|------------|--------------|---------|--|--|------|-----|---------|-----|-----|----|-------------|-------|---------|--------------------------|
| 000008/00                    |                    | CALIFORNIA'S VALUED TRUST H/W |            |              |         |  |  |      |     |         |     |     |    |             |       |         |                          |
|                              | PO-000444          | 09/19/2017                    |            |              | 1       | 01-0000-0-0000-0000-9571-000-0000-0000 | NN                                     | P    |     |         |     |     |    |             |       | 0.00    | 27,812.33                |
|                              | PO-000444          | 09/19/2017                    |            |              | 2       | 01-0000-0-0000-0000-9572-000-0000-0000 | NN                                     | P    |     |         |     |     |    |             |       | 0.00    | 64,728.20                |
|                              | PO-000444          | 09/19/2017                    |            |              | 3       | 01-0000-0-0000-0000-9573-000-0000-0000 | NN                                     | P    |     |         |     |     |    |             |       | 0.00    | 8,755.66                 |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | 101,296.19               |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | TOTAL PAYMENT AMOUNT     |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | 101,296.19               |
| 000584/00                    |                    | STANDARD                      |            |              |         |  |  |      |     |         |     |     |    |             |       |         |                          |
|                              | PO-000408          | 08/21/2017                    | SEPT       | CTS03202     | DIV3000 | 1                                      | 01-0000-0-0000-0000-9573-000-0000-0000 | NN   | P   |         |     |     |    |             |       | 0.00    | 348.80                   |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | TOTAL PAYMENT AMOUNT     |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | 348.80                   |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | TOTAL Fund               |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | 101,644.99               |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | TOTAL BATCH PAYMENT      |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | 101,644.99               |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | TOTAL DISTRICT PAYMENT   |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | 101,644.99               |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | TOTAL FOR ALL DISTRICTS: |
|                              |                    |                               |            |              |         |  |  |      |     |         |     |     |    |             |       |         | 101,644.99               |

Number of checks to be printed: 2, not counting voids due to stub overflows.

|                      |      |
|----------------------|------|
| <i>Wusten Hamman</i> |      |
| Prepared by          | Date |
| Authorized by        | Date |

Batch status: A All

From batch: 0012

To batch: 0012

Include Revolving Cash: Y

Include Address: N

Include Object Desc: N

Include Vendor TIN: Y

Include Audit Date and Time in Sort: N

012 HAMILTON UNIFIED SCHOOL DIST. J58609  
 BATCH 12: OCTOBER 25 2017

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0012 BATCH 12; OCTOBER 25 2017  
 Fund : 01 GENERAL FUND  
 APY500 L.00.12 09/26/17 16:12 PAGE 1  
 << Open >>

| Vendor/Addr<br>Req Reference | Remit name<br>Date              | Description                | Tax ID num | Deposit type | Fd Res | Y | Goal | Func | Obj | ABA num | Account num | Liq Amt | Net Amount |
|------------------------------|---------------------------------|----------------------------|------------|--------------|--------|---|------|------|-----|---------|-------------|---------|------------|
| 001187/00                    | ACCULARM SECURITY SYSTEMS       |                            |            |              |        |   |      |      |     |         |             |         |            |
| 180207                       | PO-018305                       | 08/14/2017 228953          |            |              |        |   |      |      |     |         |             | 289.00  | 289.00     |
| 001075/00                    | AT&T                            |                            |            |              |        |   |      |      |     |         |             |         |            |
| PO-000403                    | 09/12/2017 000010217283         |                            |            |              |        |   |      |      |     |         |             |         |            |
| 000407/00                    | CASAS                           |                            |            |              |        |   |      |      |     |         |             |         |            |
| CL-000003                    | 09/07/2017 CLOSE BAL PER DEBBIE |                            |            |              |        |   |      |      |     |         |             |         |            |
| 000515/00                    | CHARLES TRACY                   |                            |            |              |        |   |      |      |     |         |             |         |            |
| FV-000040                    | 09/07/2017 CDE CAL PRO MEALS    |                            |            |              |        |   |      |      |     |         |             |         |            |
| 000495/00                    | CREATIVE APPLE                  |                            |            |              |        |   |      |      |     |         |             |         |            |
| 180019                       | PO-018117                       | 09/13/2017 496952-B CARTER |            |              |        |   |      |      |     |         |             | 100.00  | 96.71      |
| 000201/00                    | FOLLETT SCHOOL SOLUTIONS INC    |                            |            |              |        |   |      |      |     |         |             |         |            |
| 180110                       | PO-018208                       | 09/12/2017 KARATE KID DVD  |            |              |        |   |      |      |     |         |             | 10.71   | 10.71      |
| 000162/00                    | GRAINGER                        |                            |            |              |        |   |      |      |     |         |             |         |            |
| PO-000409                    | 09/12/2017 9553906356           |                            |            |              |        |   |      |      |     |         |             |         |            |
| PO-000409                    | 09/07/2017 9550141916           |                            |            |              |        |   |      |      |     |         |             |         |            |
| PO-000409                    | 09/07/2017 9550141916           |                            |            |              |        |   |      |      |     |         |             |         |            |
| TOTAL PAYMENT AMOUNT         |                                 |                            |            |              |        |   |      |      |     |         |             | 289.00  | 289.00     |
| TOTAL PAYMENT AMOUNT         |                                 |                            |            |              |        |   |      |      |     |         |             | 0.00    | 26.16      |
| TOTAL PAYMENT AMOUNT         |                                 |                            |            |              |        |   |      |      |     |         |             | 765.00  | 0.00       |
| TOTAL PAYMENT AMOUNT         |                                 |                            |            |              |        |   |      |      |     |         |             | 80.00   | 80.00      |
| TOTAL PAYMENT AMOUNT         |                                 |                            |            |              |        |   |      |      |     |         |             | 96.71   | 96.71      |
| TOTAL PAYMENT AMOUNT         |                                 |                            |            |              |        |   |      |      |     |         |             | 10.71   | 10.71      |
| TOTAL PAYMENT AMOUNT         |                                 |                            |            |              |        |   |      |      |     |         |             | 0.00    | 19.06      |
| TOTAL PAYMENT AMOUNT         |                                 |                            |            |              |        |   |      |      |     |         |             | 0.00    | 72.08      |
| TOTAL PAYMENT AMOUNT         |                                 |                            |            |              |        |   |      |      |     |         |             | 91.14   | 91.14      |

| Vendor/addr<br>Req Reference | Remit name<br>Date   | Description | Tax ID num | Deposit type | Fd Res | Y | Goal | Func Obj | ABA num<br>Sit Bdr DD | Account num<br>T9MFS | Liq Amt | Net Amount |
|------------------------------|----------------------|-------------|------------|--------------|--------|---|------|----------|-----------------------|----------------------|---------|------------|
| 000163/00                    | HAMILTON HIGH SCHOOL |             |            |              |        |   |      |          |                       |                      |         |            |

180205 PO-018303 09/26/2017 MONTHLY OFFICE FLOWERS  
 1 01-0801-0-1110-1000-4300-800-583-00000 NN F  
 TOTAL PAYMENT AMOUNT 225.00 \* 225.00

000114/00 HAMILTON UNIFIED REVOLVING FND  
 180055 PO-018153 09/21/2017 18-153-COSTCO CHGS  
 1 01-3010-0-1110-1000-4300-000-000-00000 NN F  
 TOTAL PAYMENT AMOUNT 117.33 \* 117.33

000072/00 HILLYARD  
 PO-000412 09/13/2017 602692999  
 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00  
 PO-000412 09/13/2017 602692998  
 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 204.79  
 PO-000412 09/14/2017 602695684  
 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 182.62  
 TOTAL PAYMENT AMOUNT 474.26 \* 474.26

001283/00 JOHN'S TIRE & MUFFLER SERVICE 943171305  
 PO-000410 09/19/2017 147925  
 1 01-8150-0-0000-8100-5630-000-000-00000 NY P 39.15  
 PO-000410 09/07/2017 147716  
 1 01-8150-0-0000-8100-5630-000-000-00000 NY P 219.44  
 TOTAL PAYMENT AMOUNT 258.59 \* 258.59

001136/00 JOLENE TOWNE  
 180187 PO-018285 09/26/2017 SEPT ACSA MEALS & MILEAGE  
 1 01-0000-0-0000-2700-5200-000-000-00000 NN P 247.13  
 TOTAL PAYMENT AMOUNT 247.13 \* 247.13

000217/00 KELLY LANGAN  
 PV-000041 09/07/2017 CAMPUS TOURS CHAP MEALS-4  
 01-7338-0-1110-1000-5200-000-000-00000 NN 316.00  
 PV-000043 09/07/2017 FERIAS DE ED MEALS  
 01-7338-0-1110-1000-5200-000-000-00000 NN 52.00  
 TOTAL PAYMENT AMOUNT 368.00 \* 368.00

001450/00 MARIA REYES  
 PV-000042 09/07/2017 FERIAS DE ED MEALS  
 01-7338-0-1110-1000-5200-000-000-00000 NN 52.00  
 TOTAL PAYMENT AMOUNT 52.00 \* 52.00



| Vendor/Addr<br>Req Reference<br>Date | Remit name<br>Description      | Tax ID num | Deposit type | Fd Res | Y | Goal | Func | Obj | Sit | ABA num                                  | Account num | Liq Amt  | Net Amount |
|--------------------------------------|--------------------------------|------------|--------------|--------|---|------|------|-----|-----|--|-------------|----------|------------|
| 000418/00                            | PITNEY BOWES GLOBAL FINCL INC  | 201344287  |              |        |   |      |      |     |     |  |             |          |            |
| PO-000443                            | 09/11/2017 JULY-OCT 3101547557 |            |              |        |   |      |      |     |     | 1 01-0000-0-1110-1000-5620-800-000-00000 | NN P        | 0.00     | 145.53     |
| TOTAL PAYMENT AMOUNT                 |                                |            |              |        |   |      |      |     |     |  |             | 145.53 * |            |

|                      |                              |  |  |  |  |  |  |  |  |  |      |            |          |
|----------------------|------------------------------|--|--|--|--|--|--|--|--|--|------|------------|----------|
| 000134/00            | QUILL CORPORATION            |  |  |  |  |  |  |  |  |  |      |            |          |
| 180012               | PO-018110 09/13/2017 9841046 |  |  |  |  |  |  |  |  | 2 01-0000-0-1110-1000-4300-000-000-00000 | NN P | 0.00       | 548.95   |
| 180012               | PO-018110 09/13/2017 9841046 |  |  |  |  |  |  |  |  | 3 01-0000-0-1110-1000-4300-100-000-00000 | NN P | 0.00       | 823.42   |
| 180182               | PO-018280 09/13/2017 9841164 |  |  |  |  |  |  |  |  | 1 01-0000-0-1110-1000-4300-800-000-00000 | NN P | 1,372.37   | 1,372.37 |
| TOTAL PAYMENT AMOUNT |                              |  |  |  |  |  |  |  |  |  |      | 2,744.74 * |          |

|                      |                               |  |  |  |  |  |  |  |  |  |      |          |        |
|----------------------|-------------------------------|--|--|--|--|--|--|--|--|--|------|----------|--------|
| 001320/00            | SCHOLASTIC INC                |  |  |  |  |  |  |  |  |  |      |          |        |
| 180163               | PO-018261 09/21/2017 15673036 |  |  |  |  |  |  |  |  | 1 01-0000-0-1110-2420-4300-000-026-00000 | NN P | 175.38   | 175.38 |
| TOTAL PAYMENT AMOUNT |                               |  |  |  |  |  |  |  |  |  |      | 175.38 * |        |

|                      |                                |  |  |  |  |  |  |  |  |  |      |          |        |
|----------------------|--------------------------------|--|--|--|--|--|--|--|--|--|------|----------|--------|
| 000137/00            | SCHOOL SERVICES OF CALIF INC   |  |  |  |  |  |  |  |  |  |      |          |        |
| PO-000426            | 08/31/2017 AUG 2017 0112428-IN |  |  |  |  |  |  |  |  | 1 01-0000-0-1110-1000-5890-000-000-00000 | NN P | 0.00     | 260.00 |
| TOTAL PAYMENT AMOUNT |                                |  |  |  |  |  |  |  |  |  |      | 260.00 * |        |

|                      |                              |  |  |  |  |  |  |  |  |  |      |            |          |
|----------------------|------------------------------|--|--|--|--|--|--|--|--|--|------|------------|----------|
| 000471/00            | U S ACADEMIC DECATHLON       |  |  |  |  |  |  |  |  |  |      |            |          |
| 180172               | PO-018270 09/06/2017 2170869 |  |  |  |  |  |  |  |  | 1 01-0000-0-1110-1000-4300-100-000-00000 | NN F | 1,177.40   | 1,177.40 |
| TOTAL PAYMENT AMOUNT |                              |  |  |  |  |  |  |  |  |  |      | 1,177.40 * |          |

|                      |   |  |  |  |  |  |  |  |  |  |      |            |          |
|----------------------|---|--|--|--|--|--|--|--|--|--|------|------------|----------|
| 000654/00            | WALMART                                       |  |  |  |  |  |  |  |  |  |      |            |          |
| 180157               | PO-018255 09/16/2017 TI 83 CALCULATORS FOR HS |  |  |  |  |  |  |  |  | 1 01-6300-0-1110-1000-4300-000-000-00000 | NN P | 2,493.79   | 2,493.79 |
| 180195               | PO-018293 08/22/2017 ATHLETIC SUPPLY          |  |  |  |  |  |  |  |  | 1 01-0000-0-1110-1000-4300-100-006-00000 | NN F | 243.33     | 243.33   |
| TOTAL PAYMENT AMOUNT |   |  |  |  |  |  |  |  |  |  |      | 2,737.12 * |          |

|            |  |  |  |  |  |  |  |  |  |  |  |         |              |
|------------|--|--|--|--|--|--|--|--|--|--|--|---------|--------------|
| TOTAL Fund |  |  |  |  |  |  |  |  |  |  |  | PAYMENT | 28,520.53 ** |
|------------|--|--|--|--|--|--|--|--|--|--|--|---------|--------------|

*See Also: Fund 11*

*See Also: Fund 12*

012 HAMILTON UNIFIED SCHOOL DIST. J58609  
 BATCH 12: OCTOBER 25 2017

ACCOUNTS PAYABLE PRELIST APY500 L.00.12 09/26/17 16:12 PAGE 5  
 BATCH: 0012 BATCH 12; OCTOBER 25 2017 << Open >>  
 Fund : 11 ADULT EDUCATION

| Vendor/Addr | Remit name                   | Req Reference | Date | Description | Tax ID num | Deposit type | Fd Res | Y | Goal | Func | Obj | Sit | BGR | DD | TSWPS | ABA num | Account num | Liq Amt | Net Amount |  |
|-------------|------------------------------|---------------|------|-------------|------------|--------------|--------|---|------|------|-----|-----|-----|----|-------|---------|-------------|---------|------------|--|
| 001419/00   | IMPACT CONSTRUCTION SERV INC |               |      |             |            |              |        |   |      |      |     |     |     |    |       |         |             |         |            |  |

|                      |            |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |          |          |  |
|----------------------|------------|------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|----------|----------|--|
| CL-000014            | 09/12/2017 | 3990 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |          |          |  |
| TOTAL PAYMENT AMOUNT |            |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 5,033.48 | 5,033.50 |  |

|                      |                   |         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |      |      |  |
|----------------------|-------------------|---------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|------|------|--|
| 000134/00            | QUILL CORPORATION |         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |      |      |  |
| PV-000039            | 09/07/2017        | 9867760 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |      |      |  |
| TOTAL PAYMENT AMOUNT |                   |         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 6.00 | 6.00 |  |

|                      |             |            |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |          |          |  |
|----------------------|-------------|------------|------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|----------|----------|--|
| 000852/00            | RANDY ROCHA |            |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |          |          |  |
| 180210               | PO-018308   | 09/15/2017 | INV#001066 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |          |          |  |
| TOTAL PAYMENT AMOUNT |             |            |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 1,800.00 | 1,800.00 |  |

|                      |                          |            |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |        |        |  |
|----------------------|--------------------------|------------|--------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--------|--------|--|
| 002036/00            | TOYOTA MATERIAL HANDLING |            |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |        |        |  |
| 180180               | PO-018278                | 09/14/2017 | L18708 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |        |        |  |
| TOTAL PAYMENT AMOUNT |                          |            |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 200.00 | 150.11 |  |

|            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |         |          |    |
|------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---------|----------|----|
| TOTAL Fund |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | PAYMENT | 6,989.61 | ** |
| TOTAL Fund |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | PAYMENT | 6,989.61 | ** |



012 HAMILTON UNIFIED SCHOOL DIST. J58609  
 BATCH 12: OCTOBER 25 2017

ACCOUNTS RECEIVABLE PRELIST  
 BATCH: 0012 BATCH 12; OCTOBER 25 2017  
 Fund : 12 CHILD DEVELOPMENT

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| Vendor/Addr<br>Req Reference | Remit name<br>Date             | Description              | Tax ID num | Deposit type<br>Fd Res                  | ABA num<br>Y Goal | Account num<br>Func Obj | Sit Bdr DD<br>T9MFS | Liq Amt | Net Amount |
|------------------------------|--------------------------------|--------------------------|------------|---|-------------------|-------------------------|---------------------|---------|------------|
| 001253/00                    | BASIC EMERGENCY SAFETY TRAININ |                          |            |   |                   |                         |                     |         |            |
| 180148                       | PO-018246 08/26/2017           | CPR/FIRST AID MV, IG, TL | 1          | 12-6105-0-1110-1000-5200-000-000-000000 | NN                | F                       |                     | 240.00  | 240.00     |
|                              |                                | TOTAL PAYMENT AMOUNT     |            |   |                   |                         |                     |         | 240.00     |
| 000109/00                    | DEPARTMENT OF SOCIAL SERVICES  |                          |            |   |                   |                         |                     |         |            |
| 180208                       | PO-018306 09/06/2017           | FAC#115400763;406557     | 1          | 12-6105-0-1110-1000-5890-000-000-000000 | NN                | F                       |                     | 242.00  | 242.00     |
|                              |                                | TOTAL PAYMENT AMOUNT     |            |   |                   |                         |                     |         | 242.00     |
| 000061/00                    | GUY RENTS INC                  |                          |            |   |                   |                         |                     |         |            |
| CL-000012                    | 09/07/2017                     | CLOSE BAL PER HANS       |            | 12-6105-0-1110-1000-4300-000-000-000000 | NN                | C                       |                     | 209.20  | 0.00       |
|                              |                                | TOTAL PAYMENT AMOUNT     |            |   |                   |                         |                     |         | 0.00       |
| 000654/00                    | WALMART                        |                          |            |   |                   |                         |                     |         |            |
| 180124                       | PO-018222 08/22/2017           | PRESCHOOL SITE SUPPLY    | 1          | 12-6105-0-1110-1000-4300-000-000-000000 | NN                | P                       |                     | 64.05   | 64.05      |
|                              |                                | TOTAL PAYMENT AMOUNT     |            |   |                   |                         |                     |         | 64.05      |
|                              |                                | TOTAL Fund               |            |   |                   |                         |                     | 546.05  | 546.05     |

| Vendor/Addr          | Remit name   | Req Reference | Date | Description | Tax ID num | Deposit type                           | Fd Res | Y | Goal | Func | Obj | Sit | BDR | DD | Account num | TRMPS | Liq Amt | Net Amount |  |
|----------------------|--------------|---------------|------|-------------|------------|--|--------|---|------|------|-----|-----|-----|----|-------------|-------|---------|------------|--|
| 000764/00            | DANIELSON CO |               |      |             |            |  |        |   |      |      |     |     |     |    |             |       |         |            |  |
| PO-000425            | 09/18/2017   | 143497        |      |             | 1          | 13-5310-0-0000-3700-4300-000-000-00000 | NN     | P |      |      |     |     |     |    |             |       | 0.00    | 99.16      |  |
| PO-000425            | 09/18/2017   | 143492        |      |             | 1          | 13-5310-0-0000-3700-4300-000-000-00000 | NN     | P |      |      |     |     |     |    |             |       | 0.00    | 161.68     |  |
| PO-000425            | 09/18/2017   | 143492        |      |             | 2          | 13-5310-0-0000-3700-4700-000-000-00000 | NN     | P |      |      |     |     |     |    |             |       | 0.00    | 1,385.02   |  |
| PO-000425            | 09/18/2017   | 143497        |      |             | 2          | 13-5310-0-0000-3700-4700-000-000-00000 | NN     | P |      |      |     |     |     |    |             |       | 0.00    | 953.37     |  |
| PO-000425            | 08/30/2017   | 141378        |      |             | 2          | 13-5310-0-0000-3700-4700-000-000-00000 | NN     | P |      |      |     |     |     |    |             |       | 0.00    | 25.80      |  |
| PO-000425            | 09/18/2017   | 143499        |      |             | 4          | 13-5310-0-0000-3700-4300-000-049-00000 | NN     | P |      |      |     |     |     |    |             |       | 0.00    | 49.58      |  |
| PO-000425            | 09/18/2017   | 143499        |      |             | 5          | 13-5310-0-0000-3700-4700-000-049-00000 | NN     | P |      |      |     |     |     |    |             |       | 0.00    | 139.25     |  |
| TOTAL PAYMENT AMOUNT |              |               |      |             |            |  |        |   |      |      |     |     |     |    |             |       |         |            |  |
| 2,813.86 *           |              |               |      |             |            |  |        |   |      |      |     |     |     |    |             |       |         |            |  |

|                      |                         |           |  |  |   |  |    |   |  |  |  |  |  |  |  |  |      |       |
|----------------------|-------------------------|-----------|--|--|---|--|----|---|--|--|--|--|--|--|--|--|------|-------|
| 000592/00            | MISSION UNIFORM & LINEN |           |  |  |   |  |    |   |  |  |  |  |  |  |  |  |      |       |
| PO-000405            | 09/21/2017              | 505788940 |  |  | 1 | 13-5310-0-0000-3700-4300-000-000-00000 | NN | P |  |  |  |  |  |  |  |  | 0.00 | 37.29 |
| PO-000405            | 09/21/2017              | 505788939 |  |  | 1 | 13-5310-0-0000-3700-4300-000-000-00000 | NN | P |  |  |  |  |  |  |  |  | 0.00 | 30.90 |
| TOTAL PAYMENT AMOUNT |                         |           |  |  |   |  |    |   |  |  |  |  |  |  |  |  |      |       |
| 68.19 *              |                         |           |  |  |   |  |    |   |  |  |  |  |  |  |  |  |      |       |

|                      |                  |         |  |  |   |  |    |   |  |  |  |  |  |  |  |  |      |        |
|----------------------|------------------|---------|--|--|---|--|----|---|--|--|--|--|--|--|--|--|------|--------|
| 000763/00            | PROPACIFIC FRESH |         |  |  |   |  |    |   |  |  |  |  |  |  |  |  |      |        |
| PO-000407            | 09/18/2017       | 6493866 |  |  | 3 | 13-5310-0-0000-3700-4700-000-049-00000 | NN | P |  |  |  |  |  |  |  |  | 0.00 | 322.17 |
| PO-000407            | 09/18/2017       | 6493772 |  |  | 2 | 13-5310-0-0000-3700-4300-000-000-00000 | NN | P |  |  |  |  |  |  |  |  | 0.00 | 24.98  |
| PO-000407            | 09/18/2017       | 6493832 |  |  | 1 | 13-5310-0-0000-3700-4700-000-000-00000 | NN | P |  |  |  |  |  |  |  |  | 0.00 | 664.01 |
| PO-000407            | 09/18/2017       | 6493772 |  |  | 1 | 13-5310-0-0000-3700-4700-000-000-00000 | NN | P |  |  |  |  |  |  |  |  | 0.00 | 736.06 |
| TOTAL PAYMENT AMOUNT |                  |         |  |  |   |  |    |   |  |  |  |  |  |  |  |  |      |        |
| 1,747.22 *           |                  |         |  |  |   |  |    |   |  |  |  |  |  |  |  |  |      |        |

|                |            |           |      |  |  |  |  |  |  |  |  |  |  |  |  |  |      |           |
|----------------|------------|-----------|------|--|--|--|--|--|--|--|--|--|--|--|--|--|------|-----------|
| TOTAL Fund     | PAYMENT    | 4,629.27  | **   |  |  |  |  |  |  |  |  |  |  |  |  |  |      | 4,629.27  |
| TOTAL BATCH    | PAYMENT    | 40,685.46 | ***  |  |  |  |  |  |  |  |  |  |  |  |  |  | 0.00 | 40,685.46 |
| TOTAL DISTRICT | PAYMENT    | 40,685.46 | **** |  |  |  |  |  |  |  |  |  |  |  |  |  | 0.00 | 40,685.46 |
| TOTAL FOR ALL  | DISTRICTS: | 40,685.46 | **** |  |  |  |  |  |  |  |  |  |  |  |  |  | 0.00 | 40,685.46 |

Number of checks to be printed: 35, not counting voids due to stub overflows.  
 Number of zero dollar checks: 2, will be skipped.

Printed: 09/26/2017 16:12:38

Prepared by: *Chris Davis* 9/26/17  
 Date: \_\_\_\_\_  
 Authenticated by: \_\_\_\_\_  
 Date: \_\_\_\_\_

Batch status: A All

From batch: 0013

To batch: 0013

Include Revolving Cash: Y

Include Address: N

Include Object Desc: N

Include Vendor TIN: Y

Include Audit Date and Time in Sort: N

012 HAMILTON UNIFIED SCHOOL DIST. J59254  
 BATCH 13:OCTOBER 25 2017

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0013 BATCH 13:OCTOBER 25 2017  
 Fund : 01 GENERAL FUND

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| Vendor/Addr<br>Req Reference                  | Remit name<br>Date          | Description                    | Tax ID num | Deposit type<br>Fd Res Y | Goal Func Obj                           | ABA num<br>Sit BGR DD | Account num<br>T9MPS | Liq Amt   | Net Amount |
|---|-----------------------------|--------------------------------|------------|--------------------------|---|-----------------------|----------------------|-----------|------------|
| 000332/00                                     | BOARD OF EQUALIZATION       |                                |            |                          |   |                       |                      |           |            |
| PV-000048 09/29/2017 SALES & USE TAX INT/PENT |                             |                                |            |                          |   |                       |                      |           |            |
| TOTAL PAYMENT AMOUNT 107.42 *                 |                             |                                |            |                          |   |                       |                      |           |            |
| 001296/00                                     | BOYS & GIRLS CLUB OF        |                                | 680294846  |                          |   |                       |                      |           |            |
| 180186  | PO-018284                   | 10/01/2017 1194-QTR 2; OCT-DEC |            | 1                        | 01-0000-0-1110-1000-5890-000-049-000000 | NY P                  |                      | 12,000.00 | 12,000.00  |
| TOTAL PAYMENT AMOUNT 12,000.00 *              |                             |                                |            |                          |   |                       |                      |           |            |
| 000053/00                                     | CALIFORNIA WATER SERVICE CO |                                |            |                          |   |                       |                      |           |            |
| PO-000422 09/27/2017 7314177777               |                             |                                |            |                          |   |                       |                      |           |            |
| TOTAL PAYMENT AMOUNT 1,242.63 *               |                             |                                |            |                          |   |                       |                      |           |            |
| 001161/00                                     | CHICO SPRINKLER INC         |                                |            |                          |   |                       |                      | 0.00      | 1,242.63   |
| 180216  | PO-018314                   | 09/13/2017 464522              |            | 1                        | 01-8150-0-0000-8100-4300-000-000-000000 | NN P                  |                      | 128.70    | 128.70     |
| TOTAL PAYMENT AMOUNT 128.70 *                 |                             |                                |            |                          |   |                       |                      |           |            |
| 000602/00                                     | DEER CREEK BROADCASTING     |                                | 841647962  |                          |   |                       |                      |           |            |
| 180041  | PO-018139                   | 07/30/2017 2982-00024-0000     |            | 1                        | 01-0000-0-1110-1000-5890-000-000-000000 | NY P                  |                      | 1,440.00  | 1,440.00   |
| 180041  | PO-018139                   | 07/30/2017 2982-00025-0000     |            | 1                        | 01-0000-0-1110-1000-5890-000-000-000000 | NY F                  |                      | 1,020.00  | 1,020.00   |
| TOTAL PAYMENT AMOUNT 2,460.00 *               |                             |                                |            |                          |   |                       |                      |           |            |
| 000563/00                                     | DIANE LYON                  |                                | 561259712  |                          |   |                       |                      |           |            |
| PV-000045 09/29/2017 SEPT MILEAGE             |                             |                                |            |                          |   |                       |                      |           |            |
| TOTAL PAYMENT AMOUNT 52.65 *                  |                             |                                |            |                          |   |                       |                      |           |            |
| 000320/00                                     | GERLINGER STEEL & SUPPLY CO |                                |            |                          |   |                       |                      |           |            |
| 180127  | PO-018225                   | 09/27/2017 0243891             |            | 1                        | 01-6582-0-3800-1000-4300-000-000-000000 | NN P                  |                      | 293.85    | 293.85     |
| TOTAL PAYMENT AMOUNT 293.85 *                 |                             |                                |            |                          |   |                       |                      |           |            |

| Vendor/Addr<br>Req Reference<br>Date | Remit name<br>Description                 | Tax ID num | Deposit type | Fd Res | Y                                       | Goal | Func | Obj | ABA num    | Sit | Bdr | DD | Account num | T9MPS | Liq Amt  | Net Amount           |
|--------------------------------------|---|------------|--------------|--------|---|------|------|-----|------------|-----|-----|----|-------------|-------|----------|----------------------|
| 000072/00                            | HILLYARD                                  |            |              |        |   |      |      |     |            |     |     |    |             |       |          |                      |
|                                      | PO-000412 09/27/2017 602711423            |            |              | 1      | 01-8150-0-0000-8100-4300-000-000-000000 | NN   | P    |     | 1,511.76 * |     |     |    |             |       | 0.00     | 1,511.76<br>1,511.76 |
| 000801/00                            | HUNT & SONS INC                           |            |              |        |   |      |      |     |            |     |     |    |             |       |          |                      |
|                                      | PO-000400 09/18/2017 708986               |            |              | 1      | 01-0000-0-0000-3600-4392-000-000-000000 | NN   | P    |     |            |     |     |    |             |       | 0.00     | 1,775.39             |
|                                      | PO-000400 09/13/2017 707057               |            |              | 2      | 01-0000-0-0000-8100-4392-000-000-000000 | NN   | P    |     |            |     |     |    |             |       | 0.00     | 394.48<br>2,169.87   |
| 000723/00                            | JIMMY'S CUSTOM TROPHIES                   |            |              |        |   |      |      |     |            |     |     |    |             |       |          |                      |
|                                      | 180037 PO-018135 09/27/2017 27916         |            |              | 3      | 01-0000-0-1110-1000-4300-800-000-000000 | NN   | P    |     | 102.96 *   |     |     |    |             |       | 102.96   | 102.96               |
| 001259/00                            | JOHANNA M CLAY                            |            |              |        |   |      |      |     |            |     |     |    |             |       |          |                      |
|                                      | 180132 PO-018230 09/30/2017 56-SEPT 2017  |            |              | 1      | 01-0000-0-1110-1000-5890-000-000-000000 | NY   | P    |     | 1,800.00 * |     |     |    |             |       | 1,800.00 | 1,800.00             |
| 001405/00                            | KARISSA MITCHELL                          |            |              |        |   |      |      |     |            |     |     |    |             |       |          |                      |
|                                      | PV-000044 09/29/2017 SEPT MILEAGE         |            |              |        |   |      |      |     |            |     |     |    |             |       |          | 52.48<br>52.48       |
| 000217/00                            | KELLY LANGAN                              |            |              |        |   |      |      |     |            |     |     |    |             |       |          |                      |
|                                      | PV-000047 09/29/2017 FUEL FOR SCHOOL CAR  |            |              |        |   |      |      |     |            |     |     |    |             |       |          | 12.35<br>12.35       |
| 001388/00                            | LARRY'S PEST & WEED CONTROL               |            |              |        |   |      |      |     |            |     |     |    |             |       |          |                      |
|                                      | PO-000440 09/22/2017 W9507 SEPT DIST WIDE |            |              | 1      | 01-0000-0-0000-8100-5590-000-000-000000 | NY   | P    |     | 540.00 *   |     |     |    |             |       | 0.00     | 540.00<br>540.00     |

012 HAMILTON UNIFIED SCHOOL DIST. J59254  
BATCH 13:OCTOBER 25 2017

ACCOUNTS PAYABLE PRELIST  
BATCH: 0013 BATCH 13:OCTOBER 25 2017  
Fund : 01 GENERAL FUND

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| Vendor/Addr<br>Req Reference<br>Date | Remit name<br>Description                 | Tax ID num | Deposit type | Fd Res | Y | Goal                                   | Func | Obj | ABA num  | Sit | Bdr | DD | T9MPS | Account num | Lig Amt | Net Amount |
|--------------------------------------|---|------------|--------------|--------|---|--|------|-----|----------|-----|-----|----|-------|-------------|---------|------------|
| 000524/00                            | MJB WELDING SUPPLY                        |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| 180117                               | PO-018215 09/30/2017 01181826             |            |              | 1      |   | 01-6382-0-3800-1000-4300-000-000-00000 | NN   | P   | 19.00 *  |     |     |    |       |             | 19.00   | 19.00      |
| TOTAL PAYMENT AMOUNT                 |   |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| 000012/00                            | NAPA AUTO PARTS                           |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| 180087                               | PO-018185 09/28/2017 600661               |            |              | 1      |   | 01-6382-0-3800-1000-4300-000-000-00000 | NN   | P   | 36.42 *  |     |     |    |       |             | 36.42   | 36.42      |
| TOTAL PAYMENT AMOUNT                 |   |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| 001445/00                            | NEW VENTURE FUND                          |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| CL-000018                            | 09/26/2017 NVF 09262017                   |            |              |        |   | 01-4126-0-1110-1000-5200-000-000-00000 | NN   | F   | 200.00 * |     |     |    |       |             | 200.00  | 200.00     |
| TOTAL PAYMENT AMOUNT                 |   |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| 000812/00                            | NSADA                                     |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| 180218                               | PO-018316 10/04/2017 EJOHNSON REG & LUNCH |            |              | 1      |   | 01-0000-0-1110-1000-5200-000-006-00000 | NN   | F   |          |     |     |    |       |             | 57.92   | 40.00      |
| 180218                               | PO-018316 10/04/2017 HAMILTON CSADA DUES  |            |              | 2      |   | 01-0000-0-0000-2700-5300-000-006-00000 | NN   | F   | 90.00 *  |     |     |    |       |             | 38.61   | 50.00      |
| TOTAL PAYMENT AMOUNT                 |   |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| 000309/00                            | OFFICE DEPOT INC                          |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| 180185                               | PO-018283 09/15/2017 963173459001         |            |              | 1      |   | 01-4203-0-1110-1000-4300-000-000-00000 | NN   | F   |          |     |     |    |       |             | 209.52  | 209.52     |
| 180193                               | PO-018291 09/25/2017 965294756001         |            |              | 1      |   | 01-0801-0-1110-1000-4300-000-513-00000 | NN   | P   |          |     |     |    |       |             | 46.05   | 46.05      |
| 180193                               | PO-018291 09/25/2017 965294613001         |            |              | 1      |   | 01-0801-0-1110-1000-4300-000-513-00000 | NN   | P   |          |     |     |    |       |             | 95.62   | 95.62      |
| 180197                               | PO-018295 09/23/2017 965401144001         |            |              | 1      |   | 01-0001-0-1110-1000-4300-000-000-00000 | NN   | P   |          |     |     |    |       |             | 11.66   | 11.66      |
| 180197                               | PO-018295 09/23/2017 965401142001         |            |              | 1      |   | 01-0001-0-1110-1000-4300-000-000-00000 | NN   | P   |          |     |     |    |       |             | 8.90    | 8.90       |
| 180197                               | PO-018295 09/25/2017 965401143001         |            |              | 1      |   | 01-0001-0-1110-1000-4300-000-000-00000 | NN   | P   |          |     |     |    |       |             | 13.53   | 13.53      |
| 180197                               | PO-018295 09/25/2017 965398694001         |            |              | 1      |   | 01-0001-0-1110-1000-4300-000-000-00000 | NN   | F   | 785.67 * |     |     |    |       |             | 62.54   | 400.39     |
| TOTAL PAYMENT AMOUNT                 |   |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| 000027/00                            | ORLAND HARDWARE                           |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |
| FO-000417                            | 09/27/2017 337932                         |            |              | 1      |   | 01-8150-0-0000-8100-4300-000-000-00000 | NN   | P   |          |     |     |    |       |             | 0.00    | 26.78      |
| FO-000417                            | 09/27/2017 338830                         |            |              | 1      |   | 01-8150-0-0000-8100-4300-000-000-00000 | NN   | P   | 58.34 *  |     |     |    |       |             | 0.00    | 31.56      |
| TOTAL PAYMENT AMOUNT                 |   |            |              |        |   |  |      |     |          |     |     |    |       |             |         |            |

| Vendor/Addr<br>Req Reference<br>Date | Remit name<br>Description                       | Tax ID num | Deposit type | Fd Res | Y  | Goal | Func | Obj | Sit | BGR | DD | Account num | Liq Amt | Net Amount |
|--------------------------------------|---|------------|--------------|--------|--|------|------|-----|-----|-----|----|-------------|---------|------------|
| 000372/00                            | OSCAR'S SIGNS & SPORTSWEAR                      | 545828913  |              |        |  |      |      |     |     |     |    |             |         |            |
| 180171                               | PO-018269 09/29/2017 819826-AD ED SIGN          |            |              | 1      | 01-8150-0-0000-8100-5630-000-0000-000000 | NY   | P    |     |     |     |    |             | 431.00  | 431.00     |
|                                      | TOTAL PAYMENT AMOUNT                            |            |              |        | 431.00 *                                 |      |      |     |     |     |    |             |         | 431.00     |
| 000084/00                            | PG&E  |            |              |        |  |      |      |     |     |     |    |             |         |            |
| PO-000416                            | 09/28/2017 SEPT ELEM 3699672995-4               |            |              | 1      | 01-0000-0-0000-8100-5590-000-0000-000000 | NN   | P    |     |     |     |    |             | 0.00    | 11,182.28  |
|                                      | TOTAL PAYMENT AMOUNT                            |            |              |        | 11,182.28 *                              |      |      |     |     |     |    |             |         | 11,182.28  |
| 000134/00                            | QUILL CORPORATION                               |            |              |        |  |      |      |     |     |     |    |             |         |            |
| 180200                               | PO-018298 09/22/2017 1092396                    |            |              | 1      | 01-0000-0-1110-1000-4300-100-000-000000  | NN   | F    |     |     |     |    |             | 144.09  | 144.09     |
| 180202                               | PO-018300 09/23/2017 1092679                    |            |              | 1      | 01-0000-0-1110-1000-4300-100-000-000000  | NN   | F    |     |     |     |    |             | 105.90  | 105.90     |
| 180203                               | PO-018301 09/23/2017 1092581                    |            |              | 1      | 01-0001-0-1110-1000-4300-000-000-000000  | NN   | F    |     |     |     |    |             | 51.78   | 51.78      |
|                                      | TOTAL PAYMENT AMOUNT                            |            |              |        | 301.78 *                                 |      |      |     |     |     |    |             |         | 301.78     |
| 001320/00                            | SCHOLASTIC INC                                  |            |              |        |  |      |      |     |     |     |    |             |         |            |
| CL-000035                            | 09/29/2017 M6176408                             |            |              |        | 01-0000-0-1110-1000-4300-800-000-000000  | NN   | F    |     |     |     |    |             | 151.25  | 151.25     |
|                                      | TOTAL PAYMENT AMOUNT                            |            |              |        | 151.25 *                                 |      |      |     |     |     |    |             |         | 151.25     |
| 000191/00                            | SMALL SCHOOL DISTRICTS ASSN                     |            |              |        |  |      |      |     |     |     |    |             |         |            |
| 180217                               | PO-018315 07/01/2017 17-00068 ANNUAL MEMBERSHIP |            |              | 1      | 01-0000-0-0000-2700-5300-000-000-000000  | NN   | F    |     |     |     |    |             | 500.00  | 500.00     |
|                                      | TOTAL PAYMENT AMOUNT                            |            |              |        | 500.00 *                                 |      |      |     |     |     |    |             |         | 500.00     |
| 000171/00                            | SUBSCRIPTION SERVICES OF AM                     |            |              |        |  |      |      |     |     |     |    |             |         |            |
| 180125                               | PO-018223 10/03/2017 7195067-ELEM LIB MAGS      |            |              | 1      | 01-0000-0-1110-2420-4300-000-026-000000  | NN   | F    |     |     |     |    |             | 200.00  | 164.34     |
|                                      | TOTAL PAYMENT AMOUNT                            |            |              |        | 164.34 *                                 |      |      |     |     |     |    |             |         | 164.34     |
| 000930/00                            | SUPERIOR REGION CATA                            |            |              |        |  |      |      |     |     |     |    |             |         |            |
| 180086                               | PO-018184 07/28/2017 EVENT#10281-HAMILTON       |            |              | 1      | 01-7010-0-3800-1000-5200-000-000-000000  | NN   | F    |     |     |     |    |             | 450.00  | 450.00     |
|                                      | TOTAL PAYMENT AMOUNT                            |            |              |        | 450.00 *                                 |      |      |     |     |     |    |             |         | 450.00     |

012 HAMILTON UNIFIED SCHOOL DIST. J59254 ACCOUNTS PAYABLE PRELIST APY500 L.00.12 10/05/17 15:48 PAGE 5  
 BATCH 13:OCTOBER 25 2017 BATCH: 0013 BATCH 13:OCTOBER 25 2017 << Open >>  
 Fund : 01 GENERAL FUND

Vendor/addr Remit name Tax ID num Deposit type ABA num Account num  
 Req Reference Date Description Fd Res Y Goal Func Obj Sit Bdr DD TRMPS Liq Amt Net Amount  
 000291/00 SUPERIOR REGION PFA

180073 PO-018171 07/01/2017 EVENT#10277 HAMILTON 1 01-7010-0-3800-1000-5200-000-000-00000 NN F 320.00 320.00  
 TOTAL PAYMENT AMOUNT 320.00 \*

001382/00 U S BANK CORPORATE  
 180044 PO-018142 09/29/2017 ALL STAFF/LUNCH 1 01-0000-0-1110-1000-4300-000-00000 NN F 423.64  
 180047 PO-018145 09/29/2017 ELEM CT MTG SUPPLIES 2 01-0000-0-0000-2700-4300-000-00000 NN P 164.78  
 180079 PO-018177 09/29/2017 CLASS ADS 1 01-0000-0-0000-2700-5990-000-00000 NN P 10.00  
 180156 PO-018254 09/29/2017 YOGA MATS-LZAMERANO 1 01-0801-0-1110-1000-4300-000-521-00000 NN F 128.44  
 180164 PO-018262 09/29/2017 LA PARENT OUTREACH SUPPLIES 1 01-4203-0-1110-1000-4300-000-00000 NN F 72.97  
 180165 PO-018263 09/29/2017 MAINT SUPPLIES 1 01-8150-0-0000-8100-4300-000-00000 NN F 659.56  
 180170 PO-018268 09/29/2017 DIST TRUCK TAIL LAMP COVER 1 01-8150-0-0000-8100-4300-000-00000 YN F 227.37  
 180178 PO-018276 09/29/2017 NEXT GEN SCIENCE REGIST 1 01-4035-0-1110-1000-5200-000-00000 NN F 1,500.00  
 180179 PO-018277 09/29/2017 MTG SUPPLIES 1 01-0000-0-1110-1000-4300-800-00000 NN P 72.35  
 180192 PO-018290 09/29/2017 ELEM CT OFFICE SUPPLIES 1 01-0000-0-0000-2700-4300-800-00000 NN F 99.73  
 180194 PO-018292 09/29/2017 ICE CHEST,TENT, BIGS 1 01-0000-0-1110-1000-4300-100-006-00000 NN F 450.41  
 180213 PO-018311 09/29/2017 DHAWLEY LASERFISCH FLIGHT 1 01-9150-0-0000-2420-5200-000-00000 NN F 350.00  
 180213 PO-018311 09/29/2017 JTWONE LASERFISCH FLIGHT 2 01-0000-0-0000-2700-5200-000-00000 NN F 147.95  
 FV-000049 09/29/2017 OCT 4246-0445-5562-8555 01-0000-0-0000-8100-4392-000-00000 NN F 147.95  
 FV-000049 09/29/2017 OCT 4246-0445-5562-8555 01-9150-0-0000-2420-4300-000-00000 NN 615.19  
 FV-000049 09/29/2017 OCT 4246-0445-5562-8555 01-9150-0-0000-2420-4300-000-00000 YN 43.22  
 FV-000049 09/29/2017 OCT 4246-0445-5562-8555 01-8150-0-0000-8100-5200-000-00000 NN 99.61  
 FV-000049 09/29/2017 OCT 4246-0445-5562-8555 01-8150-0-0000-8100-5200-000-00000 NN 28.04  
 FV-000049 09/29/2017 OCT 4246-0445-5562-8555 01-8150-0-0000-8100-5890-000-00000 NN 18.00  
 FV-000049 09/29/2017 OCT 4246-0445-5562-8555 01-7010-0-3800-1000-4392-000-00000 NN 51.78  
 FV-000049 09/29/2017 OCT 4246-0445-5562-8555 01-0001-0-1110-1000-4300-000-00000 NN 116.49  
 TOTAL PAYMENT AMOUNT 5,290.48 \*  
 TOTAL USE TAX AMOUNT 22.59

See add: Fund 11

000715/00 US BANK EQUIPMENT FINANCE 310841368  
 PO-000437 10/28/2017 OCT 340699354 1 01-0C00-0-1110-1000-5620-100-000-00000 NN P 664.64  
 PO-000437 10/28/2017 OCT 340699354-OVERAGE 2 01-0C00-0-1110-1000-4300-100-000-00000 NN P 0.87  
 TOTAL PAYMENT AMOUNT 665.51 \*  
 TOTAL USE TAX AMOUNT 0.00

000485/00 VOLTAGE SPECIALISTS 204425558  
 180215 PO-018313 08/01/2017 12084 1 01-8150-0-0000-8100-5630-000-000-00000 NY P 3,320.00  
 180215 PO-018313 09/18/2017 12074 1 01-8150-0-0000-8100-5630-000-000-00000 NY F 328.00  
 TOTAL PAYMENT AMOUNT 3,648.00 \*



012 HAMILTON UNIFIED SCHOOL DIST. J59254  
 BATCH 13:OCTOBER 25 2017

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0013 BATCH 13:OCTOBER 25 2017  
 Fund : 01 GENERAL FUND

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 << Open >>

| Vendor/Addr | Remit name       | Date | Description | Tax ID num | Deposit type | Fd Res | Y | Goal | Func | Obj | ABA num | Account num | Sit | Bdr | DD | T9MPS | Liq Amt | Net Amount |  |
|-------------|------------------|------|-------------|------------|--------------|--------|---|------|------|-----|---------|-------------|-----|-----|----|-------|---------|------------|--|
| 000377/00   | WASTE MANAGEMENT |      |             |            |              |        |   |      |      |     |         |             |     |     |    |       |         |            |  |

PO-000402 10/01/2017 OCT HS MAINT  
 PO-000402 10/01/2017 OCT ELEM MAINT  
 PO-000402 10/01/2017 OCT ELEM CAFE  
 PO-000402 10/01/2017 OCT HS CAFE

|                      |   |    |   |            |          |
|----------------------|---|----|---|------------|----------|
| 1                    | 01-0000-0-0000-8100-5590-000-000-000000 | NN | P | 0.00       | 789.80   |
| 1                    | 01-0000-0-0000-8100-5590-000-000-000000 | NN | P | 0.00       | 255.71   |
| 1                    | 01-0000-0-0000-8100-5590-000-000-000000 | NN | P | 0.00       | 197.45   |
| 1                    | 01-0000-0-0000-8100-5590-000-000-000000 | NN | P | 0.00       | 197.45   |
| TOTAL PAYMENT AMOUNT |   |    |   | 1,440.41 * | 1,440.41 |

000743/00 WEST COAST PAPER

PO-000429 09/27/2017 10317034

|                      |   |    |   |          |        |
|----------------------|---|----|---|----------|--------|
| 1                    | 01-8150-0-0000-8100-4300-000-000-000000 | NN | P | 0.00     | 324.84 |
| TOTAL PAYMENT AMOUNT |   |    |   | 324.84 * | 324.84 |

|                      |         |              |
|----------------------|---------|--------------|
| TOTAL Fund           | PAYMENT | 48,533.99 ** |
| TOTAL USE TAX AMOUNT |         | 22.59        |
|                      |         | 48,533.99    |



| Vendor/Addr<br>Req Reference | Remit name<br>Date | Description | Tax ID num | Deposit type | Fd Res | Y  | Goal | Func | Obj  | ABA num | Sit  | Bdr | DD     | T9MPS | Account num | Liq Amt | Net Amount |
|------------------------------|--------------------|-------------|------------|--------------|--------|----|------|------|------|---------|------|-----|--------|-------|-------------|---------|------------|
| 000762/00                    | CRYSTAL CREAMERY   |             |            |              |        |    |      |      |      |         |      |     |        |       |             |         |            |
| PO-000445                    | 09/30/2017         | 16028077    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 57.88      |
| PO-000445                    | 09/30/2017         | 16028076    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 301.30     |
| PO-000445                    | 09/30/2017         | 16028439    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 264.19     |
| PO-000445                    | 09/30/2017         | 16068189    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 304.10     |
| PO-000445                    | 09/30/2017         | 16068202    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 83.91      |
| PO-000445                    | 09/30/2017         | 16061365    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 95.73      |
| PO-000445                    | 09/30/2017         | 16061353    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 341.03     |
| PO-000445                    | 09/30/2017         | 16061537    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 145.62     |
| PO-000445                    | 09/18/2017         | 16083729    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 291.15     |
| PO-000445                    | 09/30/2017         | 16083758    |            |              | 1      | 13 | 5310 | 0    | 0000 | 3700    | 4700 | 000 | 000000 | NN    | P           | 0.00    | 232.10     |
| TOTAL PAYMENT AMOUNT         |                    |             |            |              |        |    |      |      |      |         |      |     |        |       |             |         |            |
|                              |                    |             |            |              |        |    |      |      |      |         |      |     |        |       | 2,117.01    | *       | 2,117.01   |

000764/00 DANIELSON CO

|                      |            |        |  |  |   |    |      |   |      |      |      |     |        |        |          |      |          |        |
|----------------------|------------|--------|--|--|---|----|------|---|------|------|------|-----|--------|--------|----------|------|----------|--------|
| PO-000425            | 10/02/2017 | 145087 |  |  | 2 | 13 | 5310 | 0 | 0000 | 3700 | 4700 | 000 | 000000 | NN     | P        | 0.00 | 437.06   |        |
| PO-000425            | 10/02/2017 | 145052 |  |  | 2 | 13 | 5310 | 0 | 0000 | 3700 | 4700 | 000 | 000000 | NN     | P        | 0.00 | 846.31   |        |
| PO-000425            | 10/02/2017 | 145052 |  |  | 1 | 13 | 5310 | 0 | 0000 | 3700 | 4300 | 000 | 000000 | NN     | P        | 0.00 | 34.82    |        |
| PO-000425            | 10/02/2017 | 145087 |  |  | 1 | 13 | 5310 | 0 | 0000 | 3700 | 4300 | 000 | 000000 | NN     | P        | 0.00 | 252.08   |        |
| PO-000425            | 10/02/2017 | 145088 |  |  | 4 | 13 | 5310 | 0 | 0000 | 3700 | 4300 | 000 | 049    | 000000 | NN       | P    | 0.00     | 35.22  |
| PO-000425            | 09/25/2017 | 144379 |  |  | 5 | 13 | 5310 | 0 | 0000 | 3700 | 4700 | 000 | 049    | 000000 | NN       | P    | 0.00     | 957.01 |
| PO-000425            | 09/25/2017 | 144332 |  |  | 1 | 13 | 5310 | 0 | 0000 | 3700 | 4300 | 000 | 000000 | NN     | P        | 0.00 | 126.12   |        |
| PO-000425            | 09/25/2017 | 144332 |  |  | 1 | 13 | 5310 | 0 | 0000 | 3700 | 4300 | 000 | 000000 | NN     | P        | 0.00 | 78.93    |        |
| PO-000425            | 09/25/2017 | 144379 |  |  | 2 | 13 | 5310 | 0 | 0000 | 3700 | 4700 | 000 | 000000 | NN     | P        | 0.00 | 1,148.44 |        |
| TOTAL PAYMENT AMOUNT |            |        |  |  |   |    |      |   |      |      |      |     |        |        |          |      |          |        |
|                      |            |        |  |  |   |    |      |   |      |      |      |     |        |        | 4,279.15 | *    | 4,279.15 |        |

000209/00 GOLD STAR FOODS

|                      |            |         |  |  |   |    |      |   |      |      |      |     |        |    |          |      |          |
|----------------------|------------|---------|--|--|---|----|------|---|------|------|------|-----|--------|----|----------|------|----------|
| PO-000415            | 09/25/2017 | 2149772 |  |  | 1 | 13 | 5310 | 0 | 0000 | 3700 | 4300 | 000 | 000000 | NN | P        | 0.00 | 21.33    |
| PO-000415            | 09/25/2017 | 2149772 |  |  | 2 | 13 | 5310 | 0 | 0000 | 3700 | 4700 | 000 | 000000 | NN | P        | 0.00 | 1,259.48 |
| PO-000415            | 09/25/2017 | 2149763 |  |  | 2 | 13 | 5310 | 0 | 0000 | 3700 | 4700 | 000 | 000000 | NN | P        | 0.00 | 1,317.67 |
| TOTAL PAYMENT AMOUNT |            |         |  |  |   |    |      |   |      |      |      |     |        |    |          |      |          |
|                      |            |         |  |  |   |    |      |   |      |      |      |     |        |    | 2,598.48 | *    | 2,598.48 |

000258/00 LEANN RADTKE

|                      |            |                              |  |  |    |      |   |      |      |      |     |     |        |    |       |   |       |
|----------------------|------------|------------------------------|--|--|----|------|---|------|------|------|-----|-----|--------|----|-------|---|-------|
| PV-000046            | 09/29/2017 | REIMB FOOD/SUPPLIES FOR CAFE |  |  | 13 | 5310 | 0 | 0000 | 3700 | 4300 | 000 | 000 | 000000 | NN |       |   | 57.43 |
| PV-000046            | 09/29/2017 | REIMB FOOD/SUPPLIES FOR CAFE |  |  | 13 | 5310 | 0 | 0000 | 3700 | 4700 | 000 | 000 | 000000 | NN |       |   | 21.45 |
| TOTAL PAYMENT AMOUNT |            |                              |  |  |    |      |   |      |      |      |     |     |        |    |       |   |       |
|                      |            |                              |  |  |    |      |   |      |      |      |     |     |        |    | 78.88 | * | 78.88 |

012 HAMILTON UNIFIED SCHCOL DIST. J59254  
BATCH 13:OCTOBER 25 2017

ACCOUNTS PAYABLE PRELIST  
BATCH: 0013 BATCH 13:OCTOBER 25 2017  
Fund : 13 CAFETERIA

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| Vendor/Addr   | Remit name              | Description | Tax ID num | Deposit tyze | Fd Res | Y | Goal | Func | Obj | ABA num | Account num | Liq Amt | Net Amount |
|---------------|-------------------------|-------------|------------|--------------|--------|---|------|------|-----|---------|-------------|---------|------------|
| Req Reference | Date                    |             |            |              |        |   |      |      |     | Sit     | Bdr         | DD      | TRMPS      |
| 000592/00     | MISSION UNIFORM & LINEN |             |            |              |        |   |      |      |     |         |             |         |            |

|                      |            |           |   |   |    |   |  |  |  |  |  |  |          |
|----------------------|------------|-----------|---|---|----|---|--|--|--|--|--|--|----------|
| PO-000405            | 10/05/2017 | 505881058 | 1 | 13-5310-0-0000-3700-4300-000-0000-00000 | NN | P |  |  |  |  |  |  | 34.35    |
| PO-000405            | 10/05/2017 | 505881059 | 1 | 13-5310-0-0000-3700-4300-000-000-00000  | NN | P |  |  |  |  |  |  | 36.14    |
| PO-000405            | 09/28/2017 | 505834266 | 1 | 13-5310-0-0000-3700-4300-000-000-00000  | NN | P |  |  |  |  |  |  | 37.29    |
| TOTAL PAYMENT AMOUNT |            |           |   |   |    |   |  |  |  |  |  |  | 107.78 * |

|                      |                  |         |   |  |    |   |  |  |  |  |  |  |            |
|----------------------|------------------|---------|---|--|----|---|--|--|--|--|--|--|------------|
| 000763/00            | PROPACIFIC FRESH |         |   |  |    |   |  |  |  |  |  |  |            |
| PO-000407            | 10/02/2017       | 6499220 | 1 | 13-5310-0-0000-3700-4700-000-000-00000 | NN | P |  |  |  |  |  |  | 778.06     |
| PO-000407            | 10/02/2017       | 6499175 | 1 | 13-5310-0-0000-3700-4700-000-000-00000 | NN | P |  |  |  |  |  |  | 455.94     |
| PO-000407            | 10/02/2017       | 6499618 | 1 | 13-5310-0-0000-3700-4700-000-000-00000 | NN | P |  |  |  |  |  |  | 288.54     |
| PO-000407            | 09/25/2017       | 6496582 | 1 | 13-5310-0-0000-3700-4700-000-000-00000 | NN | P |  |  |  |  |  |  | 523.89     |
| PO-000407            | 09/25/2017       | 6496521 | 1 | 13-5310-0-0000-3700-4700-000-000-00000 | NN | P |  |  |  |  |  |  | 818.99     |
| TOTAL PAYMENT AMOUNT |                  |         |   |  |    |   |  |  |  |  |  |  | 2,865.42 * |

|                      |                |       |   |  |    |   |  |  |  |  |  |  |          |
|----------------------|----------------|-------|---|--|----|---|--|--|--|--|--|--|----------|
| 002012/00            | UNITED GROCERS |       |   |  |    |   |  |  |  |  |  |  |          |
| PO-000438            | 09/20/2017     | 43549 | 2 | 13-5310-0-0000-3700-4300-000-000-00000 | NN | P |  |  |  |  |  |  | 130.71   |
| PO-000438            | 09/20/2017     | 43549 | 2 | 13-5310-0-0000-3700-4700-000-000-00000 | NN | P |  |  |  |  |  |  | 36.03    |
| TOTAL PAYMENT AMOUNT |                |       |   |  |    |   |  |  |  |  |  |  | 166.74 * |

|                      |         |           |     |
|----------------------|---------|-----------|-----|
| TOTAL Fund           | PAYMENT | 12,213.46 | **  |
| TOTAL BATCH PAYMENT  |         | 65,625.39 | *** |
| TOTAL USE TAX AMOUNT |         | 22.59     |     |

|                          |  |           |      |
|--------------------------|--|-----------|------|
| TOTAL DISTRICT PAYMENT   |  | 65,625.39 | **** |
| TOTAL USE TAX AMOUNT     |  | 22.59     |      |
| TOTAL FOR ALL DISTRICTS: |  | 65,625.39 | **** |
| TOTAL USE TAX AMOUNT     |  | 22.59     |      |

Number of checks to be printed: 42, not counting voids due to stub overflows.

Printed: 10/05/2017 15:49:06

|                    |         |
|--------------------|---------|
| Prepared by        | Date    |
| <i>Chris DeFoa</i> | 10/5/17 |
| Authorized by      | Date    |
|                    |         |

Batch status: A All

From batch: 0014

To batch: 0014

Include Revolving Cash: Y

Include Address: N

Include Object Desc: N

Include Vendor TIN: Y

Include Audit Date and Time in Sort: N



| Vendor/Addr | Remit name                   | Req Reference | Date       | Description                  | Tax ID num | Deposit type | Fd Res | Y | Goal | Func | Obj | ABA num | Account num | Liq Amt  | Net Amount |
|-------------|------------------------------|---------------|------------|------------------------------|------------|--------------|--------|---|------|------|-----|---------|-------------|----------|------------|
| 000201/00   | FOLLETT SCHOOL SOLUTIONS INC |               |            |                              |            |              |        |   |      |      |     |         |             |          |            |
|             |                              | CM-000012     | 09/21/2017 | 2136841A-MISSING BOOK CREDIT |            |              |        |   |      |      |     |         |             |          | -84.78     |
|             |                              | CM-000013     | 09/21/2017 | CV#13021-SELL BACK BOOKS     |            |              |        |   |      |      |     |         |             |          | -18.08     |
|             |                              | 180063        | PO-018161  | 07/28/2017                   | 2136841A   |              |        |   |      |      |     |         |             |          | 1,610.84   |
|             |                              | 180063        | PO-018161  | 08/08/2017                   | 2136841B   |              |        |   |      |      |     |         |             | 1,610.84 | 1,610.84   |
|             |                              | 180063        | PO-018161  | 08/28/2017                   | 2136841C   |              |        |   |      |      |     |         |             | 84.78    | 84.78      |
|             |                              | 180110        | PO-018208  | 09/22/2017                   | 2142041E   |              |        |   |      |      |     |         |             | 84.78    | 84.78      |
|             |                              | 180175        | PO-018273  | 09/25/2017                   | 2158459A   |              |        |   |      |      |     |         |             | 32.17    | 16.08      |
|             |                              |               |            |                              |            |              |        |   |      |      |     |         |             | 780.57   | 780.57     |
|             |                              |               |            |                              |            |              |        |   |      |      |     |         |             | 2,474.19 | 2,474.19   |

| 001023/00 | FP MAILING SOLUTIONS |           |            |                     |  |  |  |  |  |  |  |  |  |        |        |
|-----------|----------------------|-----------|------------|---------------------|--|--|--|--|--|--|--|--|--|--------|--------|
|           |                      | PO-000424 | 10/03/2017 | OCT-DEC RI103396616 |  |  |  |  |  |  |  |  |  |        | 66.93  |
|           |                      | PO-000424 | 10/03/2017 | OCT-DEC RI103396616 |  |  |  |  |  |  |  |  |  |        | 100.38 |
|           |                      |           |            |                     |  |  |  |  |  |  |  |  |  | 167.31 | 167.31 |
|           |                      |           |            |                     |  |  |  |  |  |  |  |  |  | 0.00   | 0.00   |
|           |                      |           |            |                     |  |  |  |  |  |  |  |  |  | 0.00   | 0.00   |

| 000162/00 | GRAINGER |           |            |            |  |  |  |  |  |  |  |  |  |       |       |
|-----------|----------|-----------|------------|------------|--|--|--|--|--|--|--|--|--|-------|-------|
|           |          | PO-000409 | 09/28/2017 | 9569619084 |  |  |  |  |  |  |  |  |  |       | 15.79 |
|           |          | PO-000409 | 10/05/2017 | 9575935003 |  |  |  |  |  |  |  |  |  |       | 66.82 |
|           |          |           |            |            |  |  |  |  |  |  |  |  |  | 82.61 | 82.61 |
|           |          |           |            |            |  |  |  |  |  |  |  |  |  | 0.00  | 0.00  |
|           |          |           |            |            |  |  |  |  |  |  |  |  |  | 0.00  | 0.00  |

| 000072/00 | HILLYARD |           |            |           |  |  |  |  |  |  |  |  |  |        |        |
|-----------|----------|-----------|------------|-----------|--|--|--|--|--|--|--|--|--|--------|--------|
|           |          | PO-000412 | 10/04/2017 | 602721566 |  |  |  |  |  |  |  |  |  |        | 248.84 |
|           |          |           |            |           |  |  |  |  |  |  |  |  |  | 248.84 | 248.84 |
|           |          |           |            |           |  |  |  |  |  |  |  |  |  | 0.00   | 0.00   |

| 000640/00 | KRISTEN HAMMAN |           |            |                         |  |  |  |  |  |  |  |  |  |       |       |
|-----------|----------------|-----------|------------|-------------------------|--|--|--|--|--|--|--|--|--|-------|-------|
|           |                | PV-000054 | 07/28/2017 | CBO TRAIN MILES 9/29-30 |  |  |  |  |  |  |  |  |  |       | 67.41 |
|           |                |           |            |                         |  |  |  |  |  |  |  |  |  | 67.41 | 67.41 |
|           |                |           |            |                         |  |  |  |  |  |  |  |  |  | 0.00  | 0.00  |

| 000860/00 | M T HALL & ASSOCIATES INC |        |           |            |                  |  |  |  |  |  |  |  |  |          |          |
|-----------|---------------------------|--------|-----------|------------|------------------|--|--|--|--|--|--|--|--|----------|----------|
|           |                           | 180038 | PO-018136 | 09/22/2017 | CLOSE BAL/PER DL |  |  |  |  |  |  |  |  |          | 0.00     |
|           |                           |        |           |            |                  |  |  |  |  |  |  |  |  | 8,100.00 | 8,100.00 |
|           |                           |        |           |            |                  |  |  |  |  |  |  |  |  | 0.00     | 0.00     |

012 HAMILTON UNIFIED SCHOOL DIST. J59702  
BATCH 14;OCTOBER 25 2017

ACCOUNTS PAYABLE PRELIST  
BATCH: 0014 BATCH 14;OCTOBER 25 2017  
Fund : 01 GENERAL FUND

APY500 L.00.12 10/11/17 13.13 PAGE 3  
<< Open >>

| Vendor/Addr   | Remit name | Description | Tax ID num | Deposit type | Fd Res | Y Goal | Func Obj | ABA num | Account num | Liq Amt | Net Amount |
|---------------|------------|-------------|------------|--------------|--------|--------|----------|---------|-------------|---------|------------|
| Req Reference | Date       |             |            |              |        |        |          | Sit     | BGR DD      |         |            |

|           |                              |            |             |   |  |    |   |        |   |        |                  |
|-----------|------------------------------|------------|-------------|---|--|----|---|--------|---|--------|------------------|
| 000125/00 | MCGRAW-HILL SCHOOL EDUCATION |            |             |   |  |    |   |        |   |        |                  |
| 180021    | PO-018119                    | 09/28/2017 | 99953208001 | 1 | 01-0001-0-1110-1000-4200-000-000-00000 | NN | F | 153.01 | * | 150.00 | 153.01<br>153.01 |

|           |                    |            |          |   |  |    |   |        |   |        |                  |
|-----------|--------------------|------------|----------|---|--|----|---|--------|---|--------|------------------|
| 000524/00 | MJB WELDING SUPPLY |            |          |   |  |    |   |        |   |        |                  |
| 180117    | PO-018215          | 10/03/2017 | 01182432 | 1 | 01-6382-0-3800-1000-4300-000-000-00000 | NN | F | 215.34 | * | 215.34 | 215.34<br>215.34 |

|           |                      |            |                       |   |  |    |   |       |   |       |                |
|-----------|----------------------|------------|-----------------------|---|--|----|---|-------|---|-------|----------------|
| 000538/00 | NORTHERN SECTION CIF |            |                       |   |  |    |   |       |   |       |                |
| 180050    | PO-018148            | 08/04/2017 | 15166-AD WORKSHOP 8/3 | 1 | 01-0000-0-1110-1000-5200-100-006-00000 | NN | F | 20.00 | * | 20.00 | 20.00<br>20.00 |

|           |                  |            |              |   |  |    |   |        |  |        |        |
|-----------|------------------|------------|--------------|---|--|----|---|--------|--|--------|--------|
| 000309/00 | OFFICE DEPOT INC |            |              |   |  |    |   |        |  |        |        |
| 180193    | PO-018291        | 09/27/2017 | 965294757001 | 1 | 01-0801-0-1110-1000-4300-000-513-00000 | NN | F | 25.63  |  | 25.63  | 25.62  |
| 180212    | PO-018310        | 09/29/2017 | 967279404001 | 1 | 01-0000-0-1110-1000-4300-800-000-00000 | NN | F | 30.09  |  | 30.09  | 30.09  |
| 180212    | PO-018310        | 09/29/2017 | 967279254001 | 1 | 01-0000-0-1110-1000-4300-800-000-00000 | NN | F | 548.94 |  | 548.94 | 548.94 |

|           |                           |                         |  |  |    |  |  |        |   |        |        |
|-----------|---------------------------|-------------------------|--|--|----|--|--|--------|---|--------|--------|
| 001407/00 | PARAMEX SCREENING SERVICE |                         |  |  |    |  |  |        |   |        |        |
| 001510/00 | RAY MORGAN COMPANY        |                         |  |  |    |  |  |        |   |        |        |
| 000053    | 09/29/2017                | DOT TESTING; INV#003272 |  | 01-0300-0-0000-3600-5890-000-000-00000 | NY |  |  | 207.00 | * | 207.00 | 207.00 |

|        |            |                            |  |    |  |    |   |      |  |      |          |
|--------|------------|----------------------------|--|----|--|----|---|------|--|------|----------|
| 000413 | 09/21/2017 | 1763887 OCT DIST           |  | 1  | 01-0000-0-0000-2700-5620-000-000-00000 | NN | F | 0.00 |  | 0.00 | 529.83   |
| 000413 | 09/21/2017 | 1763887 OCT HS             |  | 2  | 01-0000-0-1110-1000-5620-100-000-00000 | NN | F | 0.00 |  | 0.00 | 794.75   |
| 000413 | 09/21/2017 | 1763887 OCT ELEM           |  | 3  | 01-0000-0-1110-1000-5620-800-000-00000 | NN | F | 0.00 |  | 0.00 | 1,838.23 |
| 000413 | 09/21/2017 | 1763887 OCT ELLAB          |  | 4  | 01-0000-0-3200-1000-5620-000-000-00000 | NN | F | 0.00 |  | 0.00 | 193.31   |
| 000413 | 09/21/2017 | 1763887 OCT COMMDAY        |  | 5  | 01-0000-0-3550-1000-5620-000-000-00000 | NN | F | 0.00 |  | 0.00 | 37.30    |
| 000413 | 09/21/2017 | 1763887 OCT AC COLOR       |  | 10 | 01-0000-0-1110-1000-4300-100-000-00000 | NN | F | 0.00 |  | 0.00 | 13.67    |
| 000413 | 09/21/2017 | 1763887 OCT JM-DO-BG COLOR |  | 11 | 01-0000-0-1110-1000-4300-800-000-00000 | NN | F | 0.00 |  | 0.00 | 173.02   |
| 000413 | 09/21/2017 | 1763887 OCT JT COLOR       |  | 16 | 01-0000-0-0000-2700-4300-000-000-00000 | NN | F | 0.00 |  | 0.00 | 99.11    |

TOTAL PAYMENT AMOUNT: 3,679.22 \* 3,679.22



| Vendor/Addr<br>Req Reference | Remit name<br>Date         | Description | Tax ID num             | Deposit type<br>Fd Res | Y                    | Goal | Func                                    | Obj | ABA num<br>Sit Bdr DD | Account num<br>T9MFS | Liq Amt       | Net Amount |
|------------------------------|----------------------------|-------------|------------------------|------------------------|----------------------|------|---|-----|-----------------------|----------------------|---------------|------------|
| 000311/00                    | RECLAMATION DISTRICT #2140 |             |                        |                        |                      |      |   |     |                       |                      |               |            |
| 180232                       | PO-018330                  | 10/03/2017  | 032-191-001-000        | 300                    | CANAL                | 1    | 01-0000-0-0000-7300-5890-000-000-000000 | NN  | P                     |                      | 25.00         | 25.00      |
| 180232                       | PO-018330                  | 10/03/2017  | 032-191-011-000        | 305                    | CAPAY AVE            | 1    | 01-0000-0-0000-7300-5890-000-000-000000 | NN  | P                     |                      | 25.00         | 25.00      |
| 180232                       | PO-018330                  | 10/03/2017  | 032-201-001-000        | 277                    | CAPAY AVE            | 1    | 01-0000-0-0000-7300-5890-000-000-000000 | NN  | P                     |                      | 107.38        | 107.38     |
| 180232                       | PO-018330                  | 10/03/2017  | 032-230-002-000        | 620                    | CANAL ST             | 1    | 01-0000-0-0000-7300-5890-000-000-000000 | NN  | P                     |                      | 200.90        | 200.90     |
| 180232                       | PO-018330                  | 10/03/2017  | 032-230-008-000        |                        | CANAL ST             | 1    | 01-0000-0-0000-7300-5890-000-000-000000 | NN  | P                     |                      | 25.00         | 25.00      |
| 180232                       | PO-018330                  | 10/03/2017  | 032-230-012-000        | 300                    | SIXTH ST             | 1    | 01-0000-0-0000-7300-5890-000-000-000000 | NN  | P                     |                      | 43.38         | 43.38      |
| 180232                       | PO-018330                  | 10/03/2017  | 032-230-013-000        | 280                    | SIXTH ST             | 1    | 01-0000-0-0000-7300-5890-000-000-000000 | NN  | P                     |                      | 25.00         | 25.00      |
| 180232                       | PO-018330                  | 10/03/2017  | 032-240-017-000        | 999                    | SACRAMENTO           | 1    | 01-0000-0-0000-7300-5890-000-000-000000 | NN  | P                     |                      | 25.00         | 25.00      |
| 180232                       | PO-018330                  | 10/03/2017  | 032-022-012-000        | 535                    | SACRAMENTO           | 1    | 01-0000-0-0000-7300-5890-000-000-000000 | NN  | F                     |                      | 46.18         | 46.18      |
|                              |                            |             |                        |                        | TOTAL PAYMENT AMOUNT |      |   |     | 522.84 *              |                      |               | 522.84     |
| 000102/00                    | ROTO-ROOTER                |             |                        |                        | 680124471            |      |   |     |                       |                      |               |            |
| 180220                       | PO-018318                  | 07/01/2017  | 45146;PLUMBING REPAIRS |                        |                      | 1    | 01-8150-0-0000-8100-5630-000-000-000000 | NY  | F                     |                      | 146.25        | 146.25     |
|                              |                            |             | TOTAL PAYMENT AMOUNT   |                        |                      |      |   |     | 146.25 *              |                      |               | 146.25     |
| 002014/00                    | SPECIALIZED FIBERS         |             |                        |                        |                      |      |   |     |                       |                      |               |            |
|                              | PO-000433                  | 10/01/2017  | OCT HS SF4148          |                        |                      | 1    | 01-0000-0-0000-8100-5590-000-000-000000 | NN  | P                     |                      | 0.00          | 55.00      |
|                              | PO-000433                  | 10/01/2017  | OCT ELEM SF4147        |                        |                      | 1    | 01-0000-0-0000-8100-5590-000-000-000000 | NN  | P                     |                      | 0.00          | 55.00      |
|                              |                            |             | TOTAL PAYMENT AMOUNT   |                        |                      |      |   |     | 110.00 *              |                      |               | 110.00     |
| 000693/00                    | VERIZON WIRELESS           |             |                        |                        |                      |      |   |     |                       |                      |               |            |
|                              | PO-000411                  | 07/28/2017  | OCT 9793557818         |                        |                      | 1    | 01-0000-0-0000-2700-5990-000-000-000000 | NN  | P                     |                      | 0.00          | 81.52      |
|                              |                            |             | TOTAL PAYMENT AMOUNT   |                        |                      |      |   |     | 81.52 *               |                      |               | 81.52      |
|                              |                            |             | TOTAL Fund             |                        |                      |      |   |     | PAYMENT               |                      | 126,980.65 ** | 126,980.65 |

012 HAMILTON UNIFIED SCHOOL DIST. J59702  
BATCH 14;OCTOBER 25 2017

ACCOUNTS PAYABLE PRELIST  
BATCH: 0014 BATCH 14;OCTOBER 25 2017  
Fund : 11 ADULT EDUCATION

APY500 L.00.12 10/11/17 13:13 PAGE 5  
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| Vendor/Addr | Remit name                | Req Reference | Date | Description | Tex ID num | Deposit type | Fd Res | Y | Goal | Func | Obj | ABA num | Account num | Lig Amt | Net Amount |
|-------------|---------------------------|---------------|------|-------------|------------|--------------|--------|---|------|------|-----|---------|-------------|---------|------------|
| 000860/00   | M T HALL & ASSOCIATES INC |               |      |             |            |              |        |   |      |      |     |         |             |         |            |

180181 PO-018279 09/11/2017 820-JOB#177

|                      |  |    |   |  |  |  |  |  |  |  |  |  |  |          |          |
|----------------------|--|----|---|--|--|--|--|--|--|--|--|--|--|----------|----------|
| 1                    | 11-6391-0-4110-8500-5890-000-024-00000 | NN | F |  |  |  |  |  |  |  |  |  |  | 5,337.50 | 5,337.50 |
| TOTAL PAYMENT AMOUNT |  |    |   |  |  |  |  |  |  |  |  |  |  |          |          |

001510/00 RAY MORGAN COMPANY

PO-000413 09/21/2017 1763887 OCT AD ED  
 PO-000413 09/21/2017 1763887 OCT AE/CC

|                      |  |    |   |  |  |  |  |  |  |  |  |  |  |      |       |
|----------------------|--|----|---|--|--|--|--|--|--|--|--|--|--|------|-------|
| 6                    | 11-6391-0-4110-1000-5620-000-000-00000 | NN | P |  |  |  |  |  |  |  |  |  |  | 0.00 | 74.60 |
| 7                    | 11-6391-0-4110-1000-5620-000-022-00000 | NN | P |  |  |  |  |  |  |  |  |  |  | 0.00 | 37.30 |
| TOTAL PAYMENT AMOUNT |  |    |   |  |  |  |  |  |  |  |  |  |  |      |       |

|            |         |          |    |
|------------|---------|----------|----|
| TOTAL Fund | PAYMENT | 5,449.40 | ** |
|------------|---------|----------|----|

012 HAMILTON UNIFIED SCHOOL DIST. J59702  
BATCH 14:OCTOBER 25 2017

APY500 L.00.12 10/11/17 13:13 PAGE 6  
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ACCOUNTS PAYABLE PRELIST  
BATCH: 0014 BATCH 14:OCTOBER 25 2017  
Fund : 12 CHILD DEVELOPMENT

| Vendor/Addr   | Remit name | Description | Tax ID num | Deposit type    | ABA num | Account num | Liq Amt | Net Amount |
|---------------|------------|-------------|------------|-----------------|---------|-------------|---------|------------|
| Req Reference | Date       |             | Fd Res     | Y Goal Func Obj | Sit     | BdR DD      | T9MPS   |            |

|           |                  |            |      |      |  |      |       |       |
|-----------|------------------|------------|------|------|--|------|-------|-------|
| 000506/00 | CVS PHARMACY INC |            |      |      |  |      |       |       |
| 180067    | PO-018165        | 09/28/2017 | 6005 | 4320 | 5900                                   | 0825 |       |       |
|           |                  |            |      | 1    | 12-6105-0-1110-1000-4300-000-000-00000 | NN P | 37.90 | 37.90 |
|           |                  |            |      |      |  |      |       | 37.90 |

001510/00 RAY MORGAN COMPANY

|           |            |         |     |        |  |      |      |        |
|-----------|------------|---------|-----|--------|--|------|------|--------|
| PO-000413 | 09/21/2017 | 1763887 | OCT | PRESCH |  |      |      |        |
|           |            |         |     | 8      | 12-6105-0-1110-1000-5620-000-000-00000 | NN P | 0.00 | 193.31 |
|           |            |         |     |        |  |      |      | 193.31 |

TOTAL PAYMENT AMOUNT 37.90 \*  
TOTAL PAYMENT AMOUNT 193.31 \*  
TOTAL Fund PAYMENT 231.21 \*\*

012 HAMILTON UNIFIED SCHOOL DIST. J59702 ACCOUNTS PAYABLE PRELIST APY500 L.00.12 10/11/17 13:13 PAGE 7  
BATCH 14; OCTOBER 25 2017 BATCH: 0014 BATCH 14; OCTOBER 25 2017 Fund : 13 CAFEETERIA << Open >>

Vendor/Addr Remit name Tax ID num Deposit type ABA num Account num Fd Res Y Goal Func Obj Sit BDR DD TSMPS Liq Amt Net Amount  
001452/00 CUMMINGS COMPANY INC 13-5310-0-0000-3700-5630-000-0000-000000 NN F 6,554.00 6,554.00

180137 PO-018235 09/25/2017 3397-INSTALL PUMP @ ELEM TOTAL PAYMENT AMOUNT 6,554.00 \* 6,554.00

000479/00 ERINDIDA MORENO PV-000050 09/29/2017 SERVE SAFE TRAIN MEALS 10/29 TOTAL PAYMENT AMOUNT 40.00 \* 40.00

001318/00 MONA MOON PV-000052 09/29/2017 SERVE SAFE TRAIN MEALS 10/29 TOTAL PAYMENT AMOUNT 40.00 \* 40.00

000589/00 SEAN MONTGOMERY PV-000051 09/29/2017 SERVE SAFE TRAIN MEALS 10/29 TOTAL PAYMENT AMOUNT 40.00 \* 40.00

000988/00 U R FOOD SAFETY 566828085 PV-000051 09/29/2017 SERVE SAFE TRAIN MEALS 10/29 TOTAL PAYMENT AMOUNT 40.00 \* 40.00

180223 PO-018321 09/25/2017 12; REGIST 3; SERVSAFE TOTAL PAYMENT AMOUNT 395.00 \* 395.00

TOTAL Fund PAYMENT 7,069.00 \*\* 7,069.00  
TOTAL BATCH PAYMENT 139,730.26 \*\*\* 139,730.26  
TOTAL DISTRICT PAYMENT 139,730.26 \*\*\*\* 139,730.26  
TOTAL FOR ALL DISTRICTS: 139,730.26 \*\*\*\*\* 139,730.26

Number of checks to be printed: 30, not counting voids due to stub overflows.  
Number of zero dollar checks: 1, will be skipped.

Printed: 10/11/2017 13:14:01

Prepared by Chris Sebes 10/11/17 Date  
Authorized by \_\_\_\_\_ Date

**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
MINUTES  
Hamilton High School Library  
Wednesday, September 27, 2017**

6:00 p.m. Public session for purposes of opening the meeting only.  
 6:00 p.m. Closed session to discuss closed session items listed below.  
 6:30 p.m. Reconvene to open session no earlier than 6:30 p.m.

**1.0 OPENING BUSINESS:**

Call to order and roll call

Gabriel Leal, President                       Rosalinda Sanchez (absent beginning at 7:53 p.m.)  
 Hubert "Wendall" Lower, Clerk               Tomas Loera  
 Rod Boone

**2.0 IDENTIFY CLOSED SESSION ITEMS:**

**3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS:** Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item.

**4.0 ADJOURN TO CLOSED SESSION:** To consider qualified matters.

1. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Charles Tracy regarding HTA and CSEA negotiations.
2. Government Code Section 54957 (b), Personnel Issue. To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
3. Government Code Section 54956.9, Subdivision (a), Existing litigation. Name of case: Crews v. Hamilton Unified School District, Glenn County Superior Court, Case No. 15CV01394.

*Report out actions taken in closed session.*

**5.0 PUBLIC SESSION/FLAG SALUTE:**

*Board President, Gabriel Leal:* there was no action taken take in closed session and there was no direction given in closed session.

**6.0 ADOPT THE AGENDA: (M)**

Motion for approval by Wendall Lower, seconded by Rosalinda Sanchez. Motion Carried: 5-0

|              |            |
|--------------|------------|
| Loera: Aye   | Boone: Aye |
| Leal: Aye    | Lower: Aye |
| Sanchez: Aye |            |

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
  - a. Board Member, Rosalinda Sanchez: I attended two recent football games at the elementary school, both of which they won and I also attended the Hamilton High School Homecoming game. The students put together wonderful floats and our football team performed well.
  - b. Board Member, Rod Boone: I attended the Cross Country meeting at Black Butte Lake; all of our runners did very well. Our Cross Country team is supportive of not only each other but other teams as well. One of our runners locked arms with another runner from a different team to encourage them through to the end of the race.
2. ASB President and Student Council President Reports.
  - a. Hamilton High, Tate Gruenwald.

- i. The Hamilton High School Homecoming Game was a success; we won 76 to 31 against Western Sierra Collegiate Academy from Rocklin, CA.
    - ii. The Homecoming King is John Zuppan and the Homecoming Queen is Carolina Sandoval.
    - iii. The homecoming dance was all successful; there were over 100 students in attendance which was a significant improvement over last year.
    - iv. Homecoming Spirit Week also had a lot more participation than in recent years. Those planning are doing a great job and students have more school spirit.
    - v. All sports are doing really well overall, football, cross country and volleyball.
    - vi. The first quarter ends next Friday, October 6<sup>th</sup>.
  - b. Hamilton Elementary, Alexis Villegas.
    - i. Not present.
- 3. Principal and Dean of Student Reports
  - a. Cris Oseguera, Hamilton High School Principal.
    - i. Attendance rate is at 98 percent.
    - ii. Current enrollment is 281.
    - iii. The homecoming game took place on Friday, September 22, 2017; varsity won.
    - iv. Each class put together "mini floats" that were judged by those attending the homecoming game. The junior class won for best mini float.
    - v. Our athletic teams are all doing well and students are enjoying the season.
    - vi. Teachers are continuing their PLCs. Glenn County Office of Education – Teacher Resources for Enhancing Education (TREE) presented to our teachers.
    - vii. Child Abuse Treatment Program (CHAT) presented to our teachers as well. CHAT is a child abuse prevention program through county developmental health. They assess the referrals and work well with us and the families; this is a resource for our teachers. "The Glenn County CHAT Program funds direct client services including therapeutic treatment to all child victims of abuse and neglect, abduction, domestic, family, school and community violence regardless of race, ethnicity, or religion. Approved family members may also receive services as an integral part of the child's treatment plan. CHAT staff members provide immediate and on-going emotional support to clients as they work through loss, anger, sadness, and as they begin to reorganize their lives."
    - viii. Kylee Paulos, Registered Nurse from Glenn County trained the high school staff on Glucagon. Blood sugar levels are an important part of overall health. When blood sugar levels drop, an individual may feel lethargic. If they drop too low, the individual may become disoriented, dizzy or even pass out. Blood sugar control involves a complex system of hormones, and one of those hormones is glucagon.
    - ix. Cash for college upcoming on Saturday, October 14, 2017 in the Hamilton High School Library.
    - x. Scholarship Information Night was on Wednesday, September 13, 2017 in the Hamilton High School Library at 7:00 p.m. Students and parents learned about critical senior year tasks: college entrance exams, application process, scholarships and financial aid.
    - xi. Campus tours to California colleges took place on September, 17<sup>th</sup> and 18<sup>th</sup>.
    - xii. The PSAT will be on October 11<sup>th</sup>. The College Readiness Block Grant (CRBG) will be covering the cost to students.
    - xiii. Friday, October 6, 2017 is the end of quarter.
    - xiv. Maintenance and transportation has done well in making things go smoothly.
  - b. Maria Reyes, District Dean of Students.
    - i. We are progressing well with credit recovery at Ella Barkley High School.
    - ii. Students listened to a presentation for life after high school which was beneficial and informative.
    - iii. This Friday, September 29, 2017 we are visiting the ROP program and the Chico Employment Center to give students the tools on how to acquire jobs. We will also be visiting the same one in Orland.
    - iv. Students are currently growing plants from seedlings and they are doing very well.
    - v. On Thursday, September 21, 2017 we had parent teacher conferences.
- 4. District Reports
  - a. Food Service Report by LeAnn Radtke.
    - i. Handout
  - b. Operations Report by Marc Eddy.
    - i. Handout
  - c. Technology Report by Derek Hawley.
    - i. Handout

5. Chief Business Official/Facilities Report by Diane Lyon.
  - a. Ms. Lyon's report contained a recap of recent projects at HUSD: installed 3 portables at HES, 1 portable for adult education, roofs restored at Hamilton Elementary School and Hamilton High School, drainage at Hamilton Elementary School was fixed, cafeteria repairs over the summer including new flooring in the Hamilton High School Cafeteria, slurry seal and striped the student parking lot at Hamilton High School. In the process of getting a floral refrigerator for an adult education course, the face of the gym repainted.
6. Superintendent/Interim Hamilton Elementary School Principal Report by Charles Tracy.
  - a. Update on Board Workshop from September 11, 2017: facilities walk with board members, staff, parents and community members.
    - i. The workshop had a good turnout. From this workshop we have a list of items brought forth by parents, staff and community members.
    - ii. Would Wednesday, November 8, 2017 from 5:30 p.m. to 7:30 p.m. work for the Board?
      - i. Board President, Gabriel Leal: Yes that works in my schedule.
      - ii. Board Member Wendall Lower: Yes
      - iii. Board Member, Rosalinda Sanchez: Yes I am available
      - iv. Board Member, Rod Boone: Yes
      - v. Board Member, Tomas Loera: Yes
      - vi. Superintendent, Charles Tracy: Ok, wonderful. We will offer a light dinner; we will post a flyer, post online, and send out auto dialers to parents as we get close to the workshop.
    - iii. Hamilton Elementary will be holding parent conferences on Wednesday, October 11<sup>th</sup> & 12<sup>th</sup>, 2017.
    - iv. The next PTO meeting will be on Tuesday, October 17<sup>th</sup>, 2017.
    - v. The Boys & Girls Club of the North Valley – Hamilton City will be hosting their open house on October 26, 2017 at 5:30 p.m.
  - b. Hamilton Elementary School Mural.
    - i. Entryway to the elementary cafeteria: Center for Healthy Communities is a program committed to providing regular nutrition and physical education lessons to support Hamilton Elementary students. The mural celebrates our community's health and well-being. Artist and Butte College teacher Rebecca Shelly worked with middle school students to plan and paint this mural. Student artists included Alexia A., Cesar M., Kent T., Edgar P., and Marimar O. The mural was paid for by a grant from USDA SNAP-ed.
  - c. Our 4<sup>th</sup> graders participated in the 4<sup>th</sup> Grade Farm Day; on Wednesday, September 20, 2017 all Glenn County 4<sup>th</sup> Graders were invited to participate in a morning of fun Ag education at the Glenn County Fair Grounds.
  - d. Lions fundraiser on September 9, 2017.
    - i. This fundraiser was successful; raising money to build a gazebo/covered area in the park where people can hold events, including inclement weather. Approximately \$4,000 raised. This is a positive thing as our schools use that park.
  - e. The Dual Immersion Information Nights have gone well. Staff, parents and community members have had positive discussion thus far. There is a good amount of involvement and Positive discussion.
  - f. Holidays:
    - i. Friday, November 10<sup>th</sup> in observance of Veterans Day.
  - g. School Board Meetings:
    - i. Wednesday, October 25, 2017
    - ii. *No November meeting*
    - iii. Wednesday, December 13, 2017

8.0 **CORRESPONDENCE:** Hamilton City SR 32 Crosswalk Follow Up – CALTRANS (page 1)

*Superintendent, Charles Tracy:* I attended a meeting at the Caltrans Office (District 3) in Marysville. I took photographs to the meeting of the road way and crosswalk from all angles to help describe our need and concerns. They do have some ideas for resolution of this issue but funding is the main hurdle. They would like to install lighted signs but these are expensive and Caltrans will need to apply for a grant in order to get them. Currently they are working on the traffic funds and it is be a minimum of 12 to 18 months before Caltrans gets the money and work can begin. The resolution of this will be an ongoing dialogue between HUSD and Caltrans. There is no sidewalk on high school side of highway 32 so this is a priority for both HUSD and Caltrans to address.

*Board Member, Rod Boone:* California Highway Patrol said they would try and get their staff here during before school, lunch time, and after school; and potentially put up speed trailers.

*Superintendent, Charles Tracy:* Yes, California Highway Patrol has made it clear that this needs to be a priority for the safety of our students.

*Hamilton High School English Teacher, Rina Gonzalez:* I have seen students returning or going to the taco trucks and not paying close enough attention to the large semi-trucks driving through Hamilton City. These trucks are large and cannot stop easily. Sometimes it's the drivers being distracted, sometimes it's the kids.

Hamilton High School Counselor, Kelly Langan: On Wednesday, October 4, 2017 students will be participating in a distracted driving seminar in Hamilton High School Library.

*Hamilton High School Principal, Cris Oseguera:* We also periodically put announcement in the Daily Brave about safely crossing the highway.

## 9.0 DISCUSSION ITEMS:

1. Boys & Girls Club Hamilton City update. (page 2-11)
  - a. Jessica Starkey, the Area Director presented on how the Boys & Girls Club – Hamilton City is doing.
    - i. The statistics presented are a reflection of last year, current year data is not yet available.
  - b. Findings of the community survey and outreach process –identified the need to develop recreational facilities and programming for youth and seniors.
  - c. Facilities and programs targeted at youth and teens, which operate both after school and in the summer:
    - i. art/music/dance
    - ii. computer literacy/language skills,
    - iii. tutoring/mentorship
    - iv. visual/performing arts
    - v. cooking, health, wellness, & nutrition
  - d. Board of Directors:
    - i. Richard Carriere, President – Carriere Family Farms
    - ii. Glenn County Sherriff's Department
    - iii. Sherry Gruber – Land O' Lakes
    - iv. Merrilee Johnson – Johnson Family Farms
    - v. Gee Singh – Century 21 Jeffries Lydon & Double EE Gas & Market
    - vi. Vicki Staples – Capay Farms
    - vii. Chuck Tracy – Hamilton Unified School District
  - e. Community Involvement:
    - i. Hamilton City Community Services District
    - ii. Lions Club
    - iii. The Women's Club
  - f. Our members (note: this is last year's data, current data not yet available):
    - i. 200 youth registered
    - ii. 109 youth a day (131 per day current)
    - iii. 53% girls
    - iv. 47% boys
    - v. 64% of families make less than \$30,000 annually
    - vi. 42% live in single parent or non-two parent homes
    - vii. 40% Rely on Social Services
  - g. Mrs. Starkey also presented on what a typical week would look like at the Boys & Girls Club – Hamilton City.
  - h. What we accomplished in 1 year
    - i. Academic Success Sessions: 1389
    - ii. Character & Leadership Sessions: 60
    - iii. Healthy Lifestyles Sessions: 639
    - iv. One to One Mentors: 13
    - v. Special Events Activities: 16
    - vi. Field Trips: 31
    - vii. Afterschool and Summer Days: 213
    - viii. Added a supper program daily
    - ix. Weekly Farmers Market: 42 weeks
  - i. Quote from Mom: "You make our kids feel special; I admire how giving you are to our community. In all not only are you giving, but you sincerely do care for our kids. I know that when my children are with you they are learning, they are loved, and they are safe. You are a blessing to this school." - Riviera Family



- j. Quote from District Reading Specialist and Literacy Coach: "You are heroes in the eyes of our students, and you are successfully teaching them that they, too, have superhero powers. On behalf of all the staff at HES, we thank you!"  
Jenny Firth
  - k. *Board Member, Rosalinda Sanchez*: What is an academic session?
  - l. *Mrs. Starkey*: it relates to grade specific homework completion and accuracy. Integrate STEM for example; our staff will speak to teachers and find out what is going on in the classroom.
  - m. For field trips we have a club van and have worked with Marc Eddy, Maintenance and Transportation Director and HUSD.
  - n. *Superintendent, Charles Tracy*: There are two events coming up – lights on afterschool – programs to highlight what kids have been doing at the program and the Champion for Kids Luncheon – November 15<sup>th</sup>.
  - o. *Mrs. Starkey*: we also serve dinner at Thanksgiving; turkey time. Last year we had enough for 300 and served over 200. The remainder was then delivered to the community.
2. Public Hearing. Adjourn to public hearing to solicit public input regarding the GANN Limit. Reconvene to public session. (Diane Lyon) (page 12)
- a. Start: 7:31 p.m.
    - i. "The Gann Limit (named for Paul Gann, the author of Proposition 4 which amended the State Constitution to establish this limit) is intended to constrain the growth in state and local government spending by linking year-to-year changes in expenditures to changes in inflation (represented by per capita personal income) and population (represented by average daily attendance [ADA] for schools). Established in 1979 following the enactment of Proposition 13 and subsequently amended by Proposition 111, the Gann Limit has become a largely pro forma calculation that no longer constrains governmental expenditures. This is because the limit has grown significantly faster than appropriations subject to the limit." – School Services of California
  - b. End: 7:32 p.m.
3. Unaudited Actuals, presentation by Diane Lyon. (page 13-45)
- a. 13,000 approximately different. We are on the same page with the same goals.
  - b. 8.4 million revenues, 8 million in expenditures.
  - c. Ending balance is 2.6 million from 2016-17.
  - d. Fund 11 is Adult Education; ending balance is 93,000.
  - e. Fund 12 is Preschool; required to spend money every year.
  - f. Cafeteria fund; 266,000 beginning balance.
  - g. Deferred Maintenance fund – using for facilities – ending balance of 7,900. Projects; continue to budget.
  - h. Fund 17 special reserve fund 1,900 in revenue, beginning balance of 313,000.
  - i. Fund 20 special reserve fund – 1,200 all interest, no expenditures, beginning 204,000, ending balance of 205,000.
  - j. Fund 25 capital facilities – developer fees; 10,000 collected; ending balance of 97,000.
  - k. Bond interest redemption fund; ending 176,000 fund is maintained by county office and dept. of treasury.
  - l. Long-term liabilities – bond payments:
    - i. *Board President, Gabriel Leal*: was there an adjustment on the Bond?
    - ii. *Chief Business Official, Diane Lyon*: the accounts and adjustments are made at the county level.
    - iii. *Board Member, Rosalinda Sanchez*: how many bonds do we still owe on?
    - iv. *Superintendent, Charles Tracy*: one.
  - m. SELPA – our bill back from the county went up 80,000.
  - n. *Superintendent, Charles Tracy*: We budget at the beginning of the year, and then we find out the real bill back in April from the county.
  - o. *Board Member, Rod Boone*: What was the final number?
  - p. *Chief Business Official, Diane Lyon*: approximately 8.5 million.
4. Glenn County Office of Education Recommended Revisions to HUSD 2017-18 LCAP, L. Anderson. (page 46)
- a. Revisions are grammatical in nature and are expanded for clarification.
5. Local Control Accountability Plan Update and Information, L. Anderson (handout).
- a. 7:59 p.m. Mrs. Anderson updated the public and the board on our LCAP and our goals aligned to the 8 state priorities. This year we will write the plan for next school year.
  - b. Mrs. Anderson also reviewed the California School Dashboard; 10 indicators to measure performance, 6 state and 4 local.
    - i. State:
      - 1. College and career: percent of students prepared for college and career.
      - 2. Graduation rate: percent of students who earn a regular high school diploma.

3. Academics – ELA and math: distance from the lowest score needed for “Standard Met.”
4. English Learner Progress: percent of English Learners making one year’s progress.
5. Chronic absenteeism.
6. Suspension rate: percent of students who were suspended.

ii. Local:

1. Basic conditions
2. Implementation of academic standards
3. Parent engagement
4. School climate

c. *Board Member, Wendall Lower*: How is the Academic Parent Teacher Teams (APTT) working out?

d. *TOSA, Leslie Anderson*: They are going quite well; almost all teachers at K-5 level are participating.

6. Resolution 17-18-104 adopting a Conflict of Interest Code. (page 47-56)
7. Second reading of Board Policy 0460 Local Control and Accountability Plan (*for regular manual maintenance*). (page 57-59)
8. Second reading of Board Policy and Administrative Regulation 3260 Fees and Charges (*for regular manual maintenance*). (page 57-59)
9. Second reading of Administrative Regulation 4112.22 Staff Teaching English Learners (*for regular manual maintenance*). (page 57-59)
10. Second reading of Exhibit 4112.9/4212.9/4312.9 Employee Notifications (*for regular manual maintenance*). (page 57-59)
11. Second reading of Administrative Regulation 4161.1/4261.1/4361.1 Personal Illness/Injury Leave (*for regular manual maintenance*). (page 57-59)
12. Second reading of Board Policy 5111 Admission (*for regular manual maintenance*). (page 57-59)
13. Second reading of Board Policy 5111.1 District Residency (*for regular manual maintenance*). (page 57-59)
14. Second reading of Board Policy and Administrative Regulation 5113 Absences and Excuses (*for regular manual maintenance*). (page 57-59)
15. Second reading of Exhibit 5145.6 Parental Notifications (*for regular manual maintenance*). (page 57-59)
16. First reading of Board Policy 5148.2 Before/After School Programs (*for regular manual maintenance*). (page 60-62)
17. First reading of Administrative Regulation 5148.2 Before/After School Programs (*for regular manual maintenance*). (page 60-62)
18. First reading of Board Policy 6111 School Calendar (*for regular manual maintenance*). (page 60-62)
19. First reading of Board Policy 6117 Year-Round Schedules (*for regular manual maintenance*). (page 60-62)
20. First reading of Board Policy 6142.2 World/Foreign Language Instruction (*for regular manual maintenance*). (page 60-62)
21. First reading of Administrative Regulation 6142.2 World/Foreign Language Instruction (*for regular manual maintenance*). (page 60-62)
22. First reading of Board Policy 6144 Controversial Issues (*for regular manual maintenance*). (page 60-62)
23. First reading of Board Policy 6174 Education for English Learners (*for regular manual maintenance*). (page 60-62)
24. First reading of Administrative Regulation 6174 Education for English Learners (*for regular manual maintenance*). (page 60-62)
25. First reading of Board Policy 6176 Weekend/Saturday Classes (*for regular manual maintenance*). (page 60-62)
26. First reading of Board Policy 2121 Superintendent’s Contract (*for regular manual maintenance*). (page 60-62)
27. First reading of Board Policy 1312.3 Uniform Complaint Procedures (*for regular manual maintenance*). (page 60-62)
28. First reading of Administrative Regulation 1312.3 Uniform Complaint Procedures (*for regular manual maintenance*). (page 60-62)
29. First reading of Board Policy 1340 Access to District Records (*for regular manual maintenance*). (page 60-62)

10.0 **PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board’s jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

No public comment.

11.0 **ACTION ITEMS:**

1. Board Resolution 17-18-103 GANN Limit. (page 12)

Motion for approval by Wendall Lower, seconded by Tomas Loera.

Motion Carried: 4-0

|                 |            |
|-----------------|------------|
| Loera: Aye      | Boone: Aye |
| Leal: Aye       | Lower: Aye |
| Sanchez: Absent |            |

2. Unaudited Actuals Report, 2016. (page 13-45)

Motion for approval by Tomas Loera, seconded by Wendall Lower.

Motion Carried: 4-0

|                 |            |
|-----------------|------------|
| Loera: Aye      | Boone: Aye |
| Leal: Aye       | Lower: Aye |
| Sanchez: Absent |            |

3. Resolution 17-18-104 adopting a Conflict of Interest Code. (page 47-56)

Motion for approval by Rod Boone, seconded by Wendall Lower.

Motion Carried: 4-0

|                 |            |
|-----------------|------------|
| Loera: Aye      | Boone: Aye |
| Leal: Aye       | Lower: Aye |
| Sanchez: Absent |            |

4. Second reading of (page 57-59):

- i. Board Policy 0460 Local Control and Accountability Plan.
- ii. Board Policy and Administrative Regulation 3260 Fees and Charges.
- iii. Administrative Regulation 4112.22 Staff Teaching English Learners.
- iv. Exhibit 4112.9/4212.9/4312.9 Employee Notifications.
- v. Administrative Regulation 4161.1/4261.1/4361.1 Personal Illness/Injury Leave.
- vi. Board Policy 5111 Admission.
- vii. Board Policy 5111.1 District Residency.
- viii. Board Policy and Administrative Regulation 5113 Absences and Excuses.
- ix. Exhibit 5145.6 Parental Notifications.

Motion for approval by Rod Boone, seconded by Tomas Loera.

Motion Carried: 4-0

|                 |            |
|-----------------|------------|
| Loera: Aye      | Boone: Aye |
| Leal: Aye       | Lower: Aye |
| Sanchez: Absent |            |

12.0 **CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

- 1. Warrants and Expenditures. (page 63-93)
- 2. Williams Quarterly Report. (page 94)
- 3. Glenn County Office of Education – Teacher Resources for Enhancing Education (TREE), Agreement for Library Media Services from the TREE 2017-18. (page 95-99)
- 4. Minutes for the Regular Board Meeting on August 23, 2017. (page 100-106)
- 5. Hamilton Elementary School Site Council Meeting Minutes for May 11, 2017. (page 107-108)
- 6. Hamilton Elementary School Site Council Meeting Agenda for August 10, 2017. (page 109)
- 7. Dual Immersion Leadership Team Minutes for: September 7, 2017. (page 110-111)
- 8. Hamilton High School Site Council Meeting Agenda for: September 12, 2017. (page 112)
- 9. Hamilton High School pilot course offerings for the 2017-18 school year. (page 113-114)
  - a. Dance (Mr. Jarvis)
- 10. Hamilton High School 2017-18 Field Trips. (page 115)
- 11. Hamilton High School 2017-18 Scheduled Fundraisers. (page 116)
- 12. Interdistrict Transfers (new only) (elementary students reapply annually).
  - a. Out
    - i. Hamilton Elementary School
      - 1. None

- ii. Hamilton High School
  - 1. None
- b. In
  - i. Hamilton Elementary School
    - 1. 8<sup>th</sup> Grade X 1
  - ii. Hamilton High School
    - 1. 9<sup>th</sup> Grade X 3
    - 2. 10<sup>th</sup> Grade X 1

13. Personnel Actions as Presented:

- a. New hires:
  - i. Asha Mundo                                      Yard Duty Supervisor/Crossing Guard                      HES
- b. Resignations/Retirement:
  - i. Leroy Zambrano                                      Girls Soccer Coach                                      HHS
  - ii. Anthony "Tony" Longueria                      Boys Soccer Coach                                      HHS

Motion for approval by Tomas Loera, seconded by Wendall Lower.

Motion Carried: 4-0

|                 |            |
|-----------------|------------|
| Loera: Aye      | Boone: Aye |
| Leal: Aye       | Lower: Aye |
| Sanchez: Absent |            |

13.0 **ADJOURNMENT:** 8:22 p.m.

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Wendall Lower, Clerk

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Charles Tracy, Superintendent

# HES School Site Council Minutes for September 14, 2017

10/12/17

Item 1: Call to Order 7:40

Item 2:

Staff Present: Leslie Anderson, Charles Tracy, Chuy Llamas, Maria Elena Alvarez, Maggie Sawyer, Dianna Ortiz, Jennifer Firth, Kathy Thomas

Parents Present: Genaro Reyes, Lenia Garcia, Maria Guadalupe Barranco, Ray Villar (Via Phone)

Item 3: Verification of Posting of Agenda. Agenda posted 9/8/17

Item 4: Public Comment: CSU Healthy Communities coming next Saturday to refresh campus paintings. PTO meeting cancelled, rescheduled to following Tuesday.

Item 5: Approval of Minutes: Genaro Reyes made motion to approve September minutes. Lenia Garcia seconded, minutes approves. Minutes passed.

Item 6: New Members Welcomed

Item 7: Voting of new officers

Leslie made nomination for Genaro as SSC President. Chuy seconded, motion passed. Genaro Reyes President

Chuy made nomination for Leslie as SSC Vice Chair. Maria Elena seconded, motion passed. Leslie Anderson Vice Chair

Leslie nominated Dianna for SSC Secretary. Genaro seconded, motion passed. Dianna Ortiz Secretary.

Ray nominated for Parliamentarian. Lenia seconded, motion passed. Ray Villar, Parliamentarian.

Item 8: Lenia made motion for meeting dates as second Thursday of the month at 7:40 AM. Ray seconded, motion passed. New time will be 7:40 AM every second Thursday of the month.

Item 9: L. Anderson reviewed budget.

Item 10: C. Tracy reviewed safety plan and goals.

Item 11: M. Sawyer gave update on Language Options night. Maggie spoke about the process of selection for our Leadership Dual Immersion Team. All HES was contacted via email whether they had interest in being a part of the team. Next meeting dates are as follows and are subject to change:

2<sup>nd</sup> Language Options Night 9/26/17 at 6 PM

3<sup>rd</sup> Language Options Night 10/23/17 at 6 PM

Item 12: Genaro Reyes made motion to approve funding for classroom headphones for daily use. Not to exceed ₱1,000. Chuy Llamas seconded. Motion passed.

Item 13: Maria Elena Alvarez made motion to approve increase in daily Paraeducator position hours from 2.75 hrs. to 3.75 hrs. Lenia seconded, motion passed.

Item 14: Ray Villar made motion to postpone site budget for discussion during next meeting, Genaro Reyes seconded. Action item postponed for October meeting.

Chuy made motion to adjourn meeting at 8:30 AM. Genaro seconded, meeting adjourned.



**Hamilton Elementary School**  
277 Capay Avenue • P.O. Box 277  
Hamilton City, CA 95951-0277  
School Office (530) 826-3474 • Fax (530) 826-0419  
District Office (530) 826-3261

**Hamilton Elementary School  
School Site Council Meeting**

**Thursday October 12, 2017 7:30 AM  
Hamilton Elementary School—Conference Room 204**

***Agenda***

**ORDER OF BUSINESS**

- Item 1**                      **Call to Order**
- Item 2**                      **Establish Quorum (3 HES Staff, 2 Parents/Community Members)**  
*Staff Present:*  
*Parents Present:*
- Item 3**                      **Verification of Posting of the Agenda—72 Hours in Advance**  
Anticipated posting by October 6, 2017
- Item 4**                      **Public Comment**  
*This is the time for members of the audience to present items not on the Agenda. Comments should be limited to a maximum of three minutes duration. The SSC is prohibited by State Law from taking action on any item presented if it is not listed on the Agenda.*
- Item 5**                      **Approval of Minutes—(5 minutes.)**  
September 14, 2017 (Attachment #1)

**DISCUSSION ITEMS**

- Item 6**                      Summary of Categorical Funding Sources (Anderson)
- |            |   |
|------------|---|
| Title I:   | SWP, 90% of HES students qualify for Free&Reduced Lunch. Purposes of the funds are to enhance instruction. (Anticipate 15% cut to funding)  |
| Title II:  | Used for professional development, can be used district wide.   |
| Title III: | Used for migrant students and EL students, can be used district wide.   |
| Title VI:  | Used to assist rural districts in meeting progress goals established by California State Board of Education (LCAP) as it replaces API (state) and AYP (federal). Can be used district wide. Not always funded for our district. |
- Item 7**                      Budget Expenditures to date (Reyes)
- Item 8**                      Dual Language Implementation Update (Sawyer/Anderson)
- Item 9**                      Standards Based Report Card (K-5) Update (Firth)

**ACTION ITEMS**

- Item 10**                     Approve Safety Plan: Review Goals (Tracy) See Attachment
- Item 11**                     Approve HES Site Budget provided at the August SSC meeting. (Tracy)
- Item 12**                     Approve ESGI Software (\$875) TK-1 (Carter, Heffley, Ortiz, Alvarez, Cox)

**ADJOURNMENT**                     By 8:30 AM

Hamilton High School  
ELAC/School Site Council Minutes  
September 12, 2017

Present: Tate Gruenwald; John Hironimus; Erin Johnson; Kelly Langan; Ofelia Flores; Jose Mendez; Briando Contreras; Cristina Rios; Giovanni Martinez; Vicky Casillas; Patricia Hernandez; Mary Hansen; Raquel Bocast; Kristy Eden; Maria Reyes; Cris Oseguera

Meeting called to order at 3:40pm in HHS Library by Chair Mary Hansen.  
Motion to approve agenda by EJ; Second by JH. Passed  
No Public Comment or additions to agenda.

**Item 1-** 2017-18 meeting times and dates- discussion to have the second Tuesday of each month be the meeting date- request for change if needed at a later meeting. Motion to have second Tuesday of each month, except if not a meeting month, as meeting time by EJ; Second by JH. Passed. Next Meeting- October 10; November 14.

**Item 2-** Discussion of site council structure, responsibilities, and officers. Mary Hansen is Chair; John Hironimus is Vice-Chair; Secretary is Mr. Oseguera; Sgt. At Arms- Kristy Eden; Interim ELAC Rep- Maria Reyes

**Item 3-** HHS testing results were shared by Mr. Oseguera and indicated that HHS CAASPP scores remain the highest in Glenn County at the "Exceeded" level in English and Math! Congratulations to our students and our staff on their continued achievements! Also, scores were higher than all high schools in Glenn, Colusa, and Tehama Counties as well as some Butte County schools. Report out also on HHS AP test results- increase in AP Calculus; all passed in AP Spanish; AP English slight increase; and a decline in AP US History.

**Item 4-** School Safety Plan Report. Goals will be reviewed next meeting. Plan must be reviewed and updated as needed each school year. SSC is the recommending body.

**Item 5-** CELDT/ELD Report by Maria Reyes. Six students reclassified last school year. 19 EL's at HHS this school year. CELDT is going away after 2107-2018. Only will be testing initial identified EL students with CELDT this year. A new test, ELPAC, will be utilized in Spring 2018- it is supposed to be much more difficult.

**Item 6-** New HHS 8 period Schedule. Kelly Langan reported on the true block schedule that we have at HHS this year. Additionally, the 6-8 grade students have an identical schedule to HHS. This new schedule will mean more credits needed for graduation beginning with 2018-19 seniors (prorated). This schedule will also mean more opportunities for electives and several were added to schedule as well as more college class opportunities for students as BC or CSUC. Thus far going well.

Announcements- Parent Teacher conferences on Sept. 21; College and Scholarship Parent Info Night on Sept. 13; Homecoming Week.

Adjourn- 4:21pm.

Next Meeting – October 10, 2017 at 3:40pm in HHS Library.



Hamilton High School  
Site Council Meeting  
Tuesday October 10, 2017  
Library- 3:40pm

- I. Call to Order: (time)\_\_\_\_\_
- II. Approve agenda:\_\_\_\_\_
- III. Approve Minutes of Previous Meeting

Public Comment: Public invite of items not listed/Public Comment:

This is the time for members of the audience to present items not on the Agenda. Comments should be limited to a maximum of three (3) minutes duration. The SSC is prohibited by California state law from taking any action on any item presented if it is not listed on the Agenda.

IV. Non-Agenda Items:

- 1.
- 2.
- 3.

V. **Items:**

1. School Safety Plan Report and Info
  - a. School Data-graduation; discipline
  - b. School Goals-2016-2017 safety plan goals (review)
2. Technology- M.Reyes
3. Dress Code-M. Reyes Recommendation
4. Recommendations for CRBG

V. Other/Announcements


- a. PSAT Test- October 11
- b. Cash 4 College- October 14
- c. Campus Tours- October 17-18
- d. 100<sup>th</sup> Anniversary Celebrations

VII. Adjourn

California Department of Education  
**ANNUAL FINANCIAL EXPENDITURE REPORT**  
 Fiscal Year 2016-17

|  |   |                        |                 |
|--|---|------------------------|-----------------|
| <b>Project Title:</b>                  | California Career Technical Education Incentive Grant (CTEIG) | <b>Funding Source:</b> | CTEIG           |
| <b>LEA Name (no acronyms, please):</b> | Hamilton Unified - Glenn                                      |                        |                 |
| <b>CDS No:</b>                         | 11765620000000  |                        |                 |
| <b>CTEIG Coordinator Name:</b>         | Janice Lohse  |                        |                 |
| <b>Funding Terms:</b>                  | 7/1/15-6/30/19<br>7/1/16-6/30/19                              | <b>Due Date:</b>       | October 1, 2017 |

**CERTIFICATION**

|  |   |              |         |
|--|---|--------------|---------|
| I certify that the expenditures reported on pages two and three of this form have been made, that all obligations have been liquidated, and that this project has been conducted in accordance with applicable laws and regulations. The approved application for this project, including any approved amendments, and full records of receipts and expenditures have been maintained and are available for audit. |   |              |         |
| <b>Printed Name and Title of Superintendent or Designee:</b>   | Charles Tracy, Superintendent   |              |         |
| <b>Signature of Superintendent/Designee:</b>   |  | <b>Date:</b> | 9/27/17 |

Email the completed form to [CTEIncentive@cde.ca.gov](mailto:CTEIncentive@cde.ca.gov). Please put CTEIG Fiscal Report in the subject line. Failure to submit this report by the due date will put the grantee at-risk of losing current and future CTEIG funding.

|  |              |
|--|--------------|
| For California Department of Education USE ONLY<br>All grant requirements have been met. |              |
| <b>Reviewed By:</b>  | <b>Date:</b> |

California Department of Education  
**ANNUAL FINANCIAL EXPENDITURE REPORT**  
**Fiscal Year 2016-17**

**A. EXPENDITURE SUMMARIES BY GRANT PHASE – Round 1**

Summarize expenditures from each round of CTEIG funding for the fiscal year 7/1/2016-6/30/2017.

If all grant expenditures are zero, the district **MUST** still report matching funds. Matching funds can be from any of the following: Perkins, CA Partnership Academies, Ag Incentive Grant, Local Control Funding Formula, or any other CTE dedicated funding. CA Career Pathways Trust Funding **cannot** be used as matching funds.

**If the LEA was a new grantee in 2016-17, only report grant expenditures for Round 2.**

**STEP 1:** Complete the table below for Round 1 funding (Start date July 1, 2015, End date June 30, 2019). The table will automatically total numbers entered into the table. Fiscal year 2015-16 expenditures should match the fiscal report completed in October 2016.

| Object Code | Object Code Title                         | Round 1      | Round 1 Matching Funds                             | Round 1      | Round 1 Matching Funds                             |
|-------------|---|--------------|--|--------------|--|
|             |   | Year 1       | Year 1   | Year 2       | Year 2   |
|             |   | 2015-16      | 2015-16  | 2016-17      | 2016-17  |
|             |   | Expenditures | All matching funds must be goal coded 3800 or 6000 | Expenditures | All matching funds must be goal coded 3800 or 6000 |
| 1000        | Certified Personnel Salaries              | 1,037        | 159,590  | 12,100       | 159,590  |
| 2000        | Classified Personnel Salaries             | 91.99        | 2,860  |              | 2,860  |
| 3000        | Employee Benefits                         |              | 5,000  | 1,880.01     | 5,000  |
| 4000        | Books and Supplies                        |              | 8,000  |              | 8,000  |
| 5000        | Services and Other Operating Expenditures |              | 12,000   |              | 12,000   |
| 6000        | Capital Outlay                            |              | 0  |              | 0  |
| 7000        | Indirect Costs*                           |              | 0  |              | 0  |
|             | <b>TOTAL SPENT:</b>                       | \$1,128.99   | \$187,450.00                                       | \$13,980.01  | \$187,450.00                                       |

**STEP 2:** Complete the Expenditure Narrative describing how Round 1 funding was spent.

A sample narrative can be found on the last page. **DO NOT** submit this page with your report.

California Department of Education  
**ANNUAL FINANCIAL EXPENDITURE REPORT**  
**Fiscal Year 2016-17**

**Round 1 EXPENDITURE NARRATIVE:** Write a brief description for each of the line item **grant expenditures** describing specifically how these funds were spent. **REQUIRED:** Indicate the source of the matching funds; no further details are needed for matching funds.

| Object Code                  | Narrative Examples of CTEIG Expenditures for Round 1 |  |
|------------------------------|--|--|
| 1000                         | Certified Salaries:                                  | 16-17 Stipend paid for CTE events, workshops, grant management, and barn plans.<br>1 substitute teacher day. |
| Source(s) of Matching Funds: |  | CTE teacher salaries.  |
| 2000                         | Classified Salaries:                                 | 15-16 stipend paid for business manager. Examples of duties include A/P, A/R, P/R, and budgeting.            |
| Source(s) of Matching Funds: |  |  |
| 3000                         | Employee Benefits:                                   | Corresponding benefits for above salaries.   |
| Source(s) of Matching Funds: |  | Benefits for CTE teachers.   |
| 4000                         | Books and Supplies:                                  | None expended to date.   |
| Source(s) of Matching Funds: |  |  |
| 5000                         | Services and Other Operating Expenses:               | None expended to date.   |
| Source(s) of Matching Funds: |  |  |
| 6000                         | Capital Outlay:                                      | None expended to date.   |
| Source(s) of Matching Funds: |  |  |
| 7000                         | Indirect Cost (not to exceed CDE approved rate):     | None expended to date.   |
| Source(s) of Matching Funds: |  |  |

Email the completed form to [CTEIncentive@cde.ca.gov](mailto:CTEIncentive@cde.ca.gov). Please put CTEIG Fiscal Report in the subject line. Failure to submit this report by the due date will put the grantee at-risk of losing current and future CTEIG funding.

California Department of Education  
**ANNUAL FINANCIAL EXPENDITURE REPORT**  
**Fiscal Year 2016-17**

**B. EXPENDITURE SUMMARIES BY GRANT PHASE – Round 2**

Summarize expenditures from each round of CTEIG funding for the fiscal year 7/1/2016-6/30/2017.

If all grant expenditures are zero, the district **MUST** still report matching funds. Matching funds can be from any of the following: Perkins, CA Partnership Academies, Ag Incentive Grant, Local Control Funding Formula, or any other CTE dedicated funding. CA Career Pathways Trust Funding **cannot** be used as matching funds.

**If the LEA was a new grantee in 2016-17, only report grant expenditures for Round 2.**

**STEP 1:** Complete the table below for Round 2 funding (Start date July 1, 2016, End date June 30, 2019).

| Object Code | Object Code Title                         | Round 2      | Round 2  |
|-------------|---|--------------|--|
|             |   | Year 1       | Matching Funds                                     |
|             |   | 2016-17      | Year 1   |
|             |   | Expenditures | 2016-17  |
|             |   |              | All matching funds must be goal coded 3800 or 6000 |
| 1000        | Certified Personnel Salaries              |              |  |
| 2000        | Classified Personnel Salaries             |              |  |
| 3000        | Employee Benefits                         |              |  |
| 4000        | Books and Supplies                        |              |  |
| 5000        | Services and Other Operating Expenditures |              |  |
| 6000        | Capital Outlay                            |              |  |
| 7000        | Indirect Costs*                           |              |  |
|             | <b>TOTAL SPENT:</b>                       |              |  |

**STEP 2:** Complete the Expenditure Narrative describing how Round 2 funding was spent. **Matching funds must be reported even if TOTAL SPENT = \$0.**

A sample narrative can be found on the last page. **DO NOT** submit this page with your report.

California Department of Education  
**ANNUAL FINANCIAL EXPENDITURE REPORT**  
**Fiscal Year 2016-17**

**Round 2 EXPENDITURE NARRATIVE:** Write a brief description for each of the line item **grant expenditures** describing specifically how these funds were spent. **REQUIRED:** Indicate the source of the matching funds; no further details are needed for matching funds.

| Object Code | Narrative Examples of CTEIG Expenditures for Round 2 |  |
|-------------|--|--|
| 1000        | Certified Salaries:                                  |  |
|             | Source(s) of Matching Funds:                         |  |
| 2000        | Classified Salaries:                                 |  |
|             | Source(s) of Matching Funds:                         |  |
| 3000        | Employee Benefits:                                   |  |
|             | Source(s) of Matching Funds:                         |  |
| 4000        | Books and Supplies:                                  |  |
|             | Source(s) of Matching Funds:                         |  |
| 5000        | Services and Other Operating Expenses:               |  |
|             | Source(s) of Matching Funds:                         |  |
| 6000        | Capital Outlay:                                      |  |
|             | Source(s) of Matching Funds:                         |  |
| 7000        | Indirect Cost (not to exceed CDE approved rate):     |  |
|             | Source(s) of Matching Funds:                         |  |

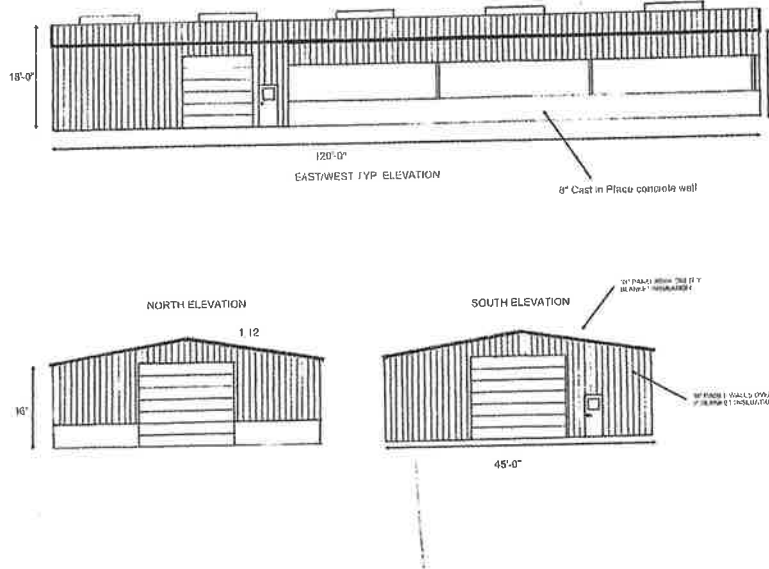
Email the completed form to [CTEIncentive@cde.ca.gov](mailto:CTEIncentive@cde.ca.gov). Please put CTEIG Fiscal Report in the subject line. Failure to submit this report by the due date will put the grantee at-risk of losing current and future CTEIG funding.

California Department of Education  
**ANNUAL FINANCIAL EXPENDITURE REPORT**  
**Fiscal Year 2016-17**

**G. Carryover Funding Plan**

Please describe plans to spend carryover funds prior to the June 30, 2019 funding deadline. Provide enough detail as needed to demonstrate a clear plan for spending down grant dollars such as timelines, proposed purchases and professional development activities.

The CTEIG funds from this grant are being carried over to be allocated for the purchase of a Hog Barn and Equipment Storage Barn for the Agriculture and Natural Resources Industry Sector at Hamilton High School. Money from all three terms will go toward this project. The project should be constructed during the summer of 2018. Below is a sketch of the proposed project. The first two terms of funding have acceptance and approval of the expenditure from the California Department of Education.





**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT**  
3536 Butte Campus Drive, Oroville, CA 95965

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**ALLOCATION AGREEMENT  
FOR  
ADULT EDUCATION BLOCK GRANT PROGRAM**

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This Allocation Agreement ("Agreement") is entered into by and between the Butte-Glenn Community College District ("District"), a political subdivision of the State of California, on behalf of its Career and Technical Education Department ("Department") and **Hamilton Unified School District** ("Consortium Member"), for the Consortium Member to perform the work which is more particularly set forth in this Agreement and in the Exhibits attached hereto and incorporated into this Agreement by this reference.

**RECITALS**

WHEREAS, the District has been apportioned funds under an Adult Education Block Grant Regional Consortium Funding Appropriation Agreement from the California Community Colleges Chancellor's Office ("Sponsor"), Allocation Number 17-328-004, ("Prime Agreement"), for the purpose of implementing the program entitled Adult Education Block Grant Program established by Education Code Sections 84900 ("Program").

WHEREAS, the Butte-Glenn Adult Education Consortium ("BGAE Consortium") has been approved by the California Community Colleges Chancellor's Office for the REGION adult education region.

WHEREAS, Consortium Member is a community college district, school district, or county office of education, located within the boundaries of the adult education region, and agrees to participate in the BGAE Consortium in accordance with the rules and procedures as approved by Sponsor and set forth in the BGAE Consortium's Consortia Report on Governance Compliance of Rules and Procedures;

WHEREAS, the District has been designated to serve as the BGAE Consortium Fund Administrator to receive and distribute funds from the Program; and

WHEREAS, the BGAE Consortium has approved a Funding Distribution Schedule that includes the amount of funds to be distributed to each member of the consortium by fiscal year, and a narrative justifying how the planned allocations are consistent with the adult education plan.

NOW, THEREFORE, the parties mutually agree as follows:

1. **STATEMENT OF WORK.** The Consortium Member shall perform the work set forth in Exhibit A, Statement of Work, (hereinafter referred to as "Work"), which shall be in accordance with the BGAE Consortium Adult Education Plan, Exhibit A Attachment 1.
2. **PERIOD OF PERFORMANCE.** The period of performance for this Agreement shall commence on **July 1, 2017** and shall expire on **June 30, 2018**, unless extended by written amendment to this Agreement or terminated sooner in accordance with the termination provisions of this Agreement.
3. **KEY PERSONNEL.** The Consortium Member's performance under this Agreement shall be under the direction of Consortium Member's Designated Official, Charles Tracy, who is considered essential to the Work. Substitutions or substantial reductions in Charles Tracy level of effort will be only for compelling reasons and with the prior written approval of the District's Authorized Representative for Technical Matters.

The District's Project Director for its Prime Agreement is: Tessa Miley.

4. **ALLOCATION OF FUNDS.** The total amount of funds made available for payment to Consortium Member for work performed under this Agreement are allocated at **\$194,225**. The allocated amount is fixed and based upon the amounts detailed in Exhibit B, Funding Distribution Schedule. In no event shall the District be liable for payment to Consortium Member which would result in cumulative payment under this Agreement exceeding the total allocated funds unless this Agreement is modified in writing in accordance with this Agreement.



5. **ALLOWABLE COSTS.** The allowability of costs under this Agreement shall be determined in accordance with (1) the terms of this Agreement, (2) the terms of the Prime Agreement, and (3) California Education Code Section 84913, in that order of precedence.
6. **BUDGET.** The Budget, as detailed in Exhibit A Attachment 1, lists costs and categories of costs approved to fund the Consortium Member's performance of the Work. The administrative requirements for approval of rebudgeting will be governed by the policies indicated in the Prime Agreement, Exhibit C. Approval request related to the aforementioned will be reviewed and, if appropriate, approved by the District's Project Director.
7. **INVOICING.** The Consortium Member shall submit an invoice for advance payment of allocated funds to, and for approval by, the District's Authorized Representative for Business Matters upon execution of this Agreement. Consortium Member's invoice should include: Prime Agreement number, Program title, and the period for which funding is being requested.
8. **PAYMENT.** Payment of the total amount of funds allocated under this Agreement shall be made upon receipt of invoice by the District. Payment shall be contingent upon the receipt of funding from the Sponsor under the Prime Agreement and upon the Consortium Member's compliance with the terms and conditions of this Agreement. All payments shall be subject to correction and adjustment upon audit or any disallowance. The Consortium Member is solely responsible for reimbursing the District for amounts paid the Consortium Member but (i) disallowed under the terms of this Agreement, or (ii) upon termination of this Agreement, unexpended or unobligated balance of funds advanced.
9. **SEPARATE ACCOUNTING.** The Consortium Member will establish a separate account for all funds specified in this Agreement and will use the funds as allowed under the Program pursuant to Education Code Section 84913 to perform the Work specified in this Agreement. As applicable, the Consortium Member shall also establish and maintain such accounting and documentation of matching expenditures of the Consortium Member to satisfy the requirements of the Sponsor.
10. **USE OF FACILITIES AND EQUIPMENT.** The Consortium Member will furnish the facilities and equipment necessary to perform and complete the Work under this Agreement, and District has rights to inspect facilities furnished.
11. **AUDIT.** The District, the Sponsor, the California State Auditor, any other appropriate government agency authorized by law, or their duly authorized representatives shall, until three (3) years after the expiration date of this Agreement, have access to any of the Consortium Member's records related to this Agreement, at the Consortium Member's regular place of business, for the purpose of conducting audits. The period of access for records relating to (1) appeals under a dispute, (2) litigation or settlement of claims arising from the performance of this Agreement, or (3) costs and expenses of this Agreement to which exception has been taken shall continue until such appeals, litigation, claims, or exceptions are disposed of.
12. **PROGRESS REPORTS.** The Consortium Member shall furnish the District with regular reports of findings and progress made under this Agreement. The reports should provide an assessment of what has been accomplished during the reporting period, and sufficient budget details and information to show that costs are reasonable and necessary (line-item budget and narrative). A form satisfactory to the District shall be used to submit the progress reports, and the report must be signed by Consortium Member's Designated Official. The reports shall be submitted quarterly to the District's Project Director.
13. **AUTHORIZED REPRESENTATIVES.** For the purpose of this Agreement, the individuals identified below are hereby designated representatives of the respective parties.

For the District.

Technical Matters:

Tessa Miley  
 NFNRC Chair  
 Butte-Glenn Community College District  
 3536 Butte Campus Dr.  
 Oroville, CA 95965

|                               |                             |  |
|-------------------------------|-----------------------------|--|
|                               | <b>Business Matters:</b>    | Tessa Miley<br>NFNRC Chair<br>Butte-Glenn Community College District<br>3536 Butte Campus Dr.<br>Oroville, CA 95965  |
|                               | <b>Authorized Official:</b> | Andrew B. Suleski<br>Vice President for Administration<br>SAS-320<br>Butte-Glenn Community College District<br>3536 Butte Campus Drive<br>Oroville, CA 95965 |
| For the Consortium<br>Member. | <b>Technical Matters:</b>   | Charles Tracy<br>Superintendent<br>Hamilton Unified School District<br>620 Canal St., PO Box 488<br>Hamilton City CA 95951                                   |
|                               | <b>Business Matters:</b>    | Diane Lyon<br>Hamilton Unified School District<br>620 Canal St., PO Box 488<br>Hamilton City CA 95951  |
|                               | <b>Authorized Official:</b> | Charles Tracy<br>Superintendent<br>Hamilton Unified School District<br>620 Canal St. PO Box 488<br>Hamilton City CA 95951                                    |

14. **PRIME AGREEMENT.** The Work is subject to the applicable "flow-down" provisions of Exhibit C, the Prime Agreement terms and conditions.
15. **PRECEDENCE.** The order of precedence for interpretation shall be this Agreement then the Prime Agreement.
16. **INTELLECTUAL PROPERTY.** The Consortium Member by signing this Agreement agrees to be bound by the Prime Agreement's terms and conditions that govern intellectual Property Rights to the same extent as District is bound. Consortium Member agrees to provide a copy of any intellectual property disclosures and/or reports required of the Prime Award to District's Project Director.
17. **PUBLICATIONS.** The Consortium Member shall be free to publish results of the Work provided that the terms of the Prime Agreement are met and the review copies of materials intended for publication are submitted to the District's Project Director at least 45 days prior to publication.
18. **INDEPENDENT CONTRACTOR.** For the purpose of this Agreement and all work and services specified herein, the parties shall be, and shall be deemed to be, independent contractors and not agents or employees of the other party.
19. **ASSIGNMENT.** The Consortium Member may not assign, transfer or Agreement any part of this Agreement, any interest herein or claims hereunder, without the prior, written approval of the District and Sponsor.
20. **CANCELLATION.** Either party may at any time cancel this Agreement, with or without cause, by giving thirty (30) days advance written notice to the other party which shall commence on the date of mailing of the written notice by certified mail or personal delivery. Thereafter, this Agreement shall become null and void except

for the portion or portions of payment herein agreed upon for which expenses have been necessarily incurred in the performance of this Agreement.

21. **APPROPRIATED FUNDS.** The continuation of this Agreement shall be subject to sufficient appropriated funds being received by District to administer and support the Program. In the event sufficient funds are not available or are discontinued at any time, the District may immediately cancel this Agreement by delivering written notice to the Consortium Member.

22. **GENERAL RELEASE.** The Consortium Member's acceptance of payment of the final invoice under this Agreement shall release the District from all claims of the Consortium Member, and from all liability to the Consortium Member concerning the Work, except where such claims or liabilities arise from any negligent act, error or omission of the District.

23. **USE OF NAME.** Neither the Consortium Member nor the District shall make use of this Agreement, or use the other's name or that of any member of the other's staff for publicity or advertising purposes without prior written approval of the other party. This restriction shall not include internal documents available to the public that identify the existence of the Agreement.

24. **CHANGES.** By mutual written consent, the Consortium Member and the District may make changes to the Work and to the terms of this Agreement. Any such changes shall be in the form of a written amendment signed by authorized representatives of the Consortium Member and the District.

25. **INDEMNIFICATION.**

25.1. Consortium Member shall defend, indemnify and hold District, its officers, employees, and agents 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 Agreement 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 result from the negligent or intentional acts or omissions or willful misconduct of Consortium Member, its officers, employees, or agents.

25.2. District shall defend, indemnify and hold Consortium Member, 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 Agreement 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 result from the negligent or intentional acts or omissions or willful misconduct of District, its officers, employees or agents.

25.3. This indemnification provision shall survive termination of the Agreement and remain in effect.

26. **INSURANCE.** Consortium Member at its sole cost and expense, shall insure its activities in connection with this Agreement and maintain in force for the duration of this Agreement insurance policies and requirements as follows:

26.1. Commercial General Liability insurance with a limit of not less than \$1,000,000 per occurrence for bodily injury, property damage, personal injury, products and completed operations, and blanket contractual coverage.

26.2. Automobile Liability insurance with a combined single limit of not less than \$1,000,000 per accident for bodily injury and property damage with respect to the Consortium Member's owned, hired, and non-owned vehicles.

26.3. Workers' Compensation insurance as required under California State law.

26.4. Employer's Liability insurance with limits of not less \$1,000,000 each accident, \$1,000,000 each employee, \$1,000,000 policy limit for bodily injury or disease.

26.5. Professional Liability insurance covering acts, errors, mistakes, and omissions arising out of the work or services performed by Consortium Member, or any person employed by the Agreement, with a limit of not less than \$1,000,000 each claim.

26.6. Such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of the District and the Consortium Member against other insurable risks relating to performance of this Agreement.

26.7. Insurance shall be issued by an insurance company(ies) licensed in California with a current A.M. Best rating of A:VII or better. The coverage referred to under 26.1 and 26.2 of this Section shall be endorsed to name "Butte-Glenn Community College District, its trustees, officers, agents, employees, and volunteers" as additional insureds as their interest may appear. All insurance policies shall be endorsed to provide for thirty (30) days' advance written notice to the District of cancellation, suspension, or any material change of the required insurance coverage. If any insurance policy(ies) required by this Agreement is(are) written on a "claims made" basis: (i) the retroactive date must be shown, and must be before the date of the Agreement or the beginning of Work; and (ii) insurance shall be maintained and evidence of insurance must be provided for at least three (3) years following termination of this Agreement. The Consortium Member's insurance must be primary, and any insurance or self-insurance maintained by the District shall not contribute to it. The coverages required under this Section shall not limit the Consortium Member's liability. If any part of this Agreement is assigned or subcontracted, these insurance requirements also apply to all assignees and subcontractors. The Consortium Member may fulfill its insurance obligations under this paragraph by self-insurance pursuant to an established plan operated in accordance with accepted insurance practices. Prior to commencing Work under this Agreement, Consortium Member shall furnish District with certificates of insurance and original endorsements evidencing the coverage, limits, and conditions required by this Agreement.

27. EQUIPMENT. Upon termination of this Agreement, equipment furnished or purchased by the District for the Program shall be retained by the District, and equipment furnished or purchased by the Consortium Member shall be retained by the Consortium Member, unless otherwise restricted by the Prime Agreement.

28. CONFLICT OF INTEREST. Consortium Member shall not hire or contract with any officer or employee of District or any member of their immediate family to perform any service covered by this Agreement. Consortium Member warrants that no officer or employee of District has any financial interest, direct or indirect, in Consortium Member. Any question which may arise during the performance of this Agreement regarding a possible conflict of interest shall be referred to District for adjudication.

29. APPLICABLE LAW. This Agreement shall be interpreted and governed by applicable federal laws and State of California laws.

30. ENTIRE AGREEMENT. This Agreement is the complete agreement of the Consortium Member and the District and supersedes all prior understandings regarding the Work.

IN WITNESS WHEREOF, the respective parties have executed this Agreement on the dates indicated below.

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT**

**HAMILTON UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_  
(Signature of Authorized Official of District.)

By: CTM  
(Signature of authorized official of Consortium Member.)

Name: Andrew B. Suleski

Name: CHARLES TRACY

Title: Vice President for Administration

Title: SUPERINTENDENT

Date: \_\_\_\_\_

Date: 9/2/17

**Exhibits**

- A Statement of Work
- B Consortium Funds Distribution Schedule
- C Prime Agreement

| <b>TO BE COMPLETED BY DISTRICT ONLY</b>  |   |                                |            |         |       |
|--|---|--------------------------------|------------|---------|-------|
| <i>The person preparing this contract must complete this section and obtain appropriate initials before contract will be approved.</i> |   |                                |            |         |       |
| Initiating Department:   | CTE                                     | Preparer's Name & ID:          | Delia Go   | Phone:  | X2900 |
| Vendor Name:   | Hamilton Unified School District        |                                | Vendor ID: | 3000227 |       |
| PO Description ( <i>Max. 25 characters</i> ):  | 2017-18 Adult Ed Block Grant Allocation |                                |            |         |       |
| Budget Code:   | 12.402.500.1.601000.55100               | PO Amount:                     | \$194,225  |         |       |
| Contract Monitor Name ( <i>Person Who Approves Invoices</i> ):   | Tessa Miley                             |                                |            | Phone:  | X2894 |
| Dept. Dean/Director Initials:  |   | Dept. Vice President Initials: |            |         |       |
| <b>Business Contracts Approval:</b>  |   | <b>Purchase Order Number:</b>  |            |         |       |

**ALLOCATION AGREEMENT  
ADULT EDUCATION BLOCK GRANT PROGRAM  
EXHIBIT A**

**STATEMENT OF WORK**

**1. Scope of Work and Deliverables.**

Consortium Member shall furnish all the necessary services, qualified personnel, material, equipment, and facilities not otherwise provided by District as needed to perform the work as set forth below:

The Work specifically set forth in the the Adult Education Plan, Exhibit A Attachment 1.

**2. Period of Performance.**

The period of performance for this SOW will start on July 1, 2017 and end on June 30, 2018.

**ALLOCATION AGREEMENT  
ADULT EDUCATION BLOCK GRANT PROGRAM  
EXHIBIT A  
ATTACHMENT 1**

**ADULT EDUCATION PLAN  
DATED: 8-14-17**

## 04 Butte-Glenn | Consortium 2017-18 Annual Plan

**INSTRUCTIONS:** The form below has been partially completed based on information provided from your prior year's Consortium Annual Plan. Please carefully review and update each section. You may save your progress by clicking the **Save** button at the bottom of the page. As you coordinate with your member agencies to complete your annual plan, you are encouraged refer to the planning materials provided by the AEBG office located on the AEBG website here: <http://aebg.cccco.edu/For-AEBG-Grantees/Reporting-Tool-Kit> (<http://aebg.cccco.edu/For-AEBG-Grantees/Reporting-Tool-Kit>).

Click on the **Section 1: Plans & Goals** header to begin.

### Section 1: Plans & Goals

#### Executive Summary

*Please provide an Executive Summary of your consortium's implementation plan for the 2017– 18 Program Year. In your summary, please include a narrative justifying how the planned allocations are consistent with your three-year adult education plan, a clear and concise description of your consortium's vision, accomplishments made during the prior Program Year, and primary goals for the upcoming Program Year. (Limit: 500 words)*

The Butte Glenn Adult Education Consortium helps adults learn the basic academic and work readiness skills needed to become employed and increase their career opportunities. Through our network of participating school districts, educational providers, workforce development, and human services organizations, we connect adults in Butte and Glenn Counties to educational programs that meet employer needs, enabling our students and our region to grow and thrive. During the 16-17 fiscal year the consortium grew its ABE, ASE, Basic Skills and ESL offerings to underserved locations by opening a new location in Chico, CA and expanding its HSD/GED program in Paradise, CA. The consortium grew its short term CTE offerings to include construction pre-apprenticeships, forklift trainings, and expanded health occupations, all leading to jobs for students. In 17-18 the consortium will continue to maintain the growth markets that it implemented in 16-17 and increase marketing efforts to draw students to those new locations. In Glenn County the consortium will invest in the growth of ESL and Citizenship courses, as well as new short term CTE offerings in floriculture, graphic and print arts, and retail.



## Meeting Regional Needs

What are the primary gaps / needs in your region? How are you meeting the adult education need and identifying the gaps or deficit in your region? Please provide the reasons for the gap between the need in the region and the types and levels of adult education services currently being offered.

| Gaps in service / regional needs      | How do you know? What resources did you use to identify these gaps? | How will you measure effectiveness / progress toward meeting this need? Please be sure to identify any local indicators planned for measuring student progress. |
|---------------------------------------|---|---|
| HSD/HSE                               | Regional demographic fact sheet                                     | Increased numbers of students enrolling in the Paradise USD and Oroville Adult School courses.  |
| ESL                                   | Regional demographic fact sheet                                     | Increased attendance at the new evening VESL courses being offered at the GAP program.  |
| Programs for adults with disabilities | Regional demographic fact sheet                                     | Implementation of a National Retail Foundation Certificate for persons with disabilities at the Rusty Wagon program in Glenn County.                            |
| CTE program offerings in Glenn County | Regional demographic fact sheet                                     | Student attendance in the newly formed floriculture program at HUSD and Graphic/Print art program at GCOE.  |

## GAPS IN SERVICE

**For 2017-18, what strategies are planned to incrementally increase capacity in identified gap areas and / or help maintain established levels of service (Must list at least one)?**

Identify strategies planned to incrementally increase capacity in identified gap areas as well as those that help maintain established levels of service. Plans will have identified programming and service gaps including lack of providers, services, access, attainment, and/or performance. These might include, but are not limited to, working with other partners in the service area, developing or expanding programs and plans to assess the effectiveness of these expanded efforts.

Regional Marketing of consortium offerings at Movie Theatres, print media, and partner meetings.

Provide evening VESL courses in Willows, CA

Expand program offerings at new adult education building in Orland, Ca

Expand short term CTE programs in Hamilton City

Expand Office Technology Academy at the OAS Chico Center

## Seamless Transitions

Explain how consortium members and partners are integrating existing programs and services and creating seamless transitions into post-secondary education or the workforce. Please also identify key challenges faced and / or overcome during the 2016–17 Program Year in your efforts to transition students.

| 2016-17 Strategy                          | To what extent have these strategies been implemented? | What challenges prevented full implementation?   | What intervention strategies, if any, are planned for the future? If you are not planning to implement or expand on this strategy in the coming year, type "None" | What state support would be most helpful to fully implement this strategy? |
|---|--|--|---|--|
| Chico Center - HSD/HSE & ESL Program      | 5 - Fully implemented                                  | none   | Continued articulation with community college courses   | none   |
| Construction Pre Apprenticeship           | 4 - Mostly implemented                                 | The community college does not have a construction program to transition students into.    | Development of a HVAC program at the Community College for graduates to transition into.  | none   |
| Glenn Clinical Medical Assisting/Med Term | 5 - Fully implemented                                  | Finding qualified faculty to teach courses in rural locations continues to be a challenge. | none  | none   |
| Glenn Literacy Project                    | 5 - Fully implemented                                  | none   | Program growth  | none   |
| Paradise Ridge HSD/HSE Program            | 5 - Fully implemented                                  | none   | Increased marketing efforts   | none   |

**For 2017-18, what NEW strategies are planned to Integrate existing programs and create seamless transitions into postsecondary education or the workforce (Must list at least one)?**

How will the Consortium align and connect existing and future adult education programs to postsecondary academic pathways and/or career pathways leading to employment? Activities should address how the Consortium will align placement tools, curriculum, assessment tools and rubrics, and student performance outcomes across delivery systems to ensure that student transition paths, both between providers and into postsecondary credit programs, are understood and supported across all systems.

Increase articulation agreements where applicable

## Student Acceleration

Explain how your consortium members and partners have employed approaches proven to accelerate a student's progress toward his or her academic or career goals, such as contextualized basic skills and career technical education, and other joint programming strategies between adult education, post-secondary institutions, and career technical education.

| 2016-17 Strategy                | To what extent have these strategies been implemented? | What challenges prevented full implementation? | What intervention strategies, if any, are planned for the future? If you are not planning to implement or expand on this strategy in the coming year, type "None" | What state support would be most helpful to fully implement this strategy? |
|---------------------------------|--|--|---|--|
| Construction Pre Apprenticeship | 5 - Fully implemented                                  | none   | none  | none   |

### For 2017-18, what strategies are planned to accelerate student progress (Must list at least one)?

Identify activities that you will implement and/or improve through using specific evidence-based strategies across the region, within and between systems where they currently don't exist, to accelerate student's progress. Common strategies include compressing courses into shorter, more intensive terms (accelerated), individualized instruction based on a student's competencies (competency-based), and putting basic skills content into the context of a student's goals and career path (contextualized).

Vocational ESL evening courses in willows

Summer construction bootcamp

## Shared Professional Development

Explain how your consortium has collaborated in the provision of ongoing professional development opportunities for faculty and other staff to help them achieve greater program integration, consortium alignment, and improve student outcomes.

| 2016-17 Strategy                | To what extent have these strategies been implemented? | What challenges prevented full implementation? | What intervention strategies, if any, are planned for the future? If you are not planning to implement or expand on this strategy in the coming year, type "None" | What state support would be most helpful to fully implement this strategy? |
|---------------------------------|--|--|---|--|
| Professional Development portal | 3 - Somewhat implemented                               | Lack of staffing to support the portal         | Immediate sharing of information via email regarding professional development opportunities appears more effective for our community in sharing opportunities.    | None   |

**For 2017-18, what NEW strategies are planned to provide shared professional development (Must list at least one)?**

A critical element to ensuring the effective implementation of the Consortium's plans to improve adult education programs are faculty and staff equipped with the skills, knowledge, and support needed to deliver high-quality instruction and use classroom support strategies that foster learner persistence and goal achievement. Significant and effective professional development will be required to build capacity within the existing systems to deliver this new vision for adult learning throughout the state.

[Empty text box]

[Empty text box]

Email distribution lists

Face to face dissemination during regional meetings

Leverage the North Far North Regional Consortium meetings to convene the super region of AEBG Directors.

**Leveraging Resources**

See the attached adult education fiscal resources table on your consortium fact sheet. Explain how your consortium is leveraging and braiding these funds sources including those provided by consortium members and partners, incorporating existing regional structures, and reaching out to stakeholders and partners for participation and input.

| 2016-17 Strategy   | To what extent have these strategies been implemented? | What challenges prevented full implementation? | What intervention strategies, if any, are planned for the future? If you are not planning to implement or expand on this strategy in the coming year, type "None" | What state support would be most helpful to fully implement this strategy?                             |
|--------------------|--|--|---|--|
| Quarterly Meetings | 5 - Fully implemented                                  | Finding common availability                    | None  | Set aside funds for meeting expenses, rather than drawing out of the regional programing pot of funds. |

**For 2017-18, what NEW strategies are planned to leverage existing regional structures, including, but not limited to, with local workforce investment areas (Must list at least one)?**

Identify strategies planned to leverage existing regional structures and utilization of resources, including leverage existing assets or structures to benefit the adult learners in the region. These assets or structures might include, for example, contributions from or collaborations with local Workforce Investment Boards (WIBs), industry employer groups, chambers of commerce, and county libraries.

Common regional marketing via paper mailers and commercials.

Sharing out information on all regional programs at attended meetings.

[Empty text box]

[Empty text box]

[Empty text box]

## Section 2: Fiscal Management

Please provide an update on your AEBG fiscal spending. In the table below, identify the total MOE & Non-MOE funding spent or encumbered for the 2015-16 and 2016-17 program years.

| Program Year | Total AEBG Funding | Total Spent        | Total Funds Remaining |
|--------------|--------------------|--------------------|-----------------------|
| 2015-16      | \$2,050,119        | \$2,050,119        | \$0                   |
| 2016-17      | \$2,077,938        | \$1,785,393        | \$292,545             |
| <b>Total</b> | <b>\$4,128,057</b> | <b>\$3,835,512</b> | <b>\$292,545</b>      |

Please identify challenges faced related to spending or encumbering AEBG funding.

No challenges at this time

Please describe your approach to incorporating remaining funds from 2015-16 and 2016-17 into activities planned for 2017-18. (Limit: 250 words)

No 15-16 funds are remaining  
 The majority of remaining 16-17 funds are encumbered and awaiting invoices  
 Remaining funds will be used to market the regional programs  
 Remaining funds at Butte County Office of Ed will be used to modernize and expand their Dental Assisting program to meet the recommendations of the Nor Cal Dental Society.

## Section 3: Certification and Submission

As a condition of receiving AEBG funds, each Consortium must confirm they have read, understand, and agree to adhere to the measures put forth in the **2017-18 AEBG General Assurances Document**.

**Failure to meet the requirements listed in the 2017-18 AEBG General Assurances Document may result in a determination of non-compliance and lead to partial or complete loss of Consortium and / or Member funding.**

### Certification (Required)

I hereby certify that the Consortium operates in a manner consistent with all legislative mandates, Consortium, and Member requirements as set forth in the by the AEBG Office and the AEBG 2017-18 Program Assurances Document.

I hereby certify a) the information contained in this report is true and accurate to the best of my knowledge, b) that this Annual Plan has been approved following established Consortium governance policies, and c) that I am an official representative of the Consortium authorized to submit this Annual Plan on its behalf.

Signature (Required)

A rectangular box with a dotted border containing a handwritten signature in black ink. The signature appears to be "Thier".

Click to indicate you are ready to Submit your 2017-18 Consortium Annual Plan

**ALLOCATION AGREEMENT  
ADULT EDUCATION BLOCK GRANT PROGRAM  
EXHIBIT B**

**BGAE CONSORTIUM  
FUNDS DISTRIBUTION SCHEDULE**

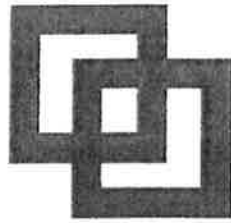
| Applicant | Amount      |   |
|-----------|-------------|---|
| BCOE      | \$173,251   | Provide adults with short term CTE Training                                   |
| GCOE      | \$457,775   | Glenn Literacy Projects<br>GAP<br>Rusty Wagon                                 |
| HUSD      | \$194,225   | Adult Education Program   |
| OAE       | \$1,078,423 | Adult Education Chico Center  |
| PUSD      | \$103,530   | High school diploma or high school equivalency certificate for adult students |

**ALLOCATION AGREEMENT  
ADULT EDUCATION BLOCK GRANT PROGRAM  
EXHIBIT C**

**PRIME AGREEMENT**

The Consortium Member assures that it will comply with the applicable "flow-down" provisions of Exhibit C, the Prime Agreement, attached hereto.





# AEBG

PARTNERING FOR A STRONG  
CALIFORNIA WORKFORCE

March 17, 2017

Dear Adult Education Block Grant Fiscal Agent or Fiscal Coordinator:

Please accept this formal notification of the intent to award the AB104 Adult Education Block Grant Regional Consortia Allocation for fiscal years 2017-18 and 2018-19. The AB104 legislative language (Section 84909 (b)) requires the release of the attached preliminary schedule spreadsheet no later than February 28th. Additional AB104 legislative language (Sections 84909, 84910, 84914) supports the following elements:

- (1) Two years (17-18 and 18-19);
- (2) Based on member amounts from prior year;
- (3) Based on the State approved regional need share/formula; and
- (4) Based on any agreed upon member adjustments to prior year allocations.

Recent Governor's Budget language clarifies that the Adult Education Block Grant funding is ongoing Proposition 98 General Fund (see language below) and can be used to cover expenses beyond the current year.

*This program coordinates representatives from local educational agencies, community colleges, and other regional education, workforce, and industry partners to promote the educational opportunities offered to students and adult learners. Through this program, students and adult learners can access courses to complete their high school diplomas or general education equivalent, English as a Second Language courses, and pathways courses that lead to additional career opportunities. The Budget includes \$500 million **ongoing** Proposition 98 General Fund to support the Adult Education Block Grant Program.*

The AEBG preliminary schedule will assist AEBG consortia in completing the Consortium Fiscal Administration Declaration (CFAD) Reporting Template by the deadline of May 2, 2017. The CFAD is intended for each consortium to provide the State their fiscal structure for 2017-18 and an allocation schedule of funding to members for 2017-18. Failure to meet the May 2, 2017 deadline will result in the State using the consortium fiscal structure from the prior year (16-17) and the same apportionment schedule from 16-17.

Per the AB104 budget bill language Section 84912, funding shall be apportioned to each regional consortium on a monthly allocation basis. The State anticipates apportionment schedules to be posted by August 2017. Periodic expenditure and progress reporting will begin later in the year (with a budget and planned activities to be entered into the online expenditure reporting system prior to the reporting month).

For additional details, please reference our AEBG Program Guidance and AEBG Allowable Uses on the AEBG website <http://aebg.cccco.edu/Home>.

If you have any questions regarding this letter, please contact the Adult Education Block Grant Office at [aebg@cccco.edu](mailto:aebg@cccco.edu).

Thank you.

Chris Nelson  
California Department of Education  
Adult Education Block Grant Office



Javier Romero  
California Community Colleges Chancellor's Office  
Adult Education Block Grant Office



Enclosure: 2017-18 and 2018-19 AEBG Preliminary Allocation Schedule



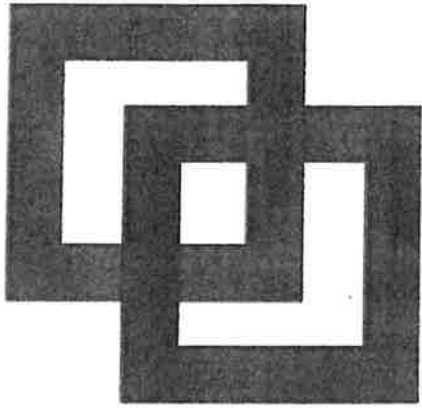
## 2017-18 and 2018-19 AEBG Preliminary Allocation Schedule

| AEBG Consortium                     | FY17-18 TOTAL<br>AEBG | FY18-19 TOTAL<br>AEBG |
|-------------------------------------|-----------------------|-----------------------|
| Allan Hancock                       | \$1,572,186           | \$1,572,186           |
| Antelope Valley                     | \$3,803,733           | \$3,803,733           |
| Barstow                             | \$860,324             | \$860,324             |
| Butte-Glenn                         | \$2,077,938           | \$2,077,938           |
| Santa Cruz                          | \$3,249,166           | \$3,249,166           |
| Southeast Los Angeles               | \$13,904,368          | \$13,904,368          |
| Mid Alameda County                  | \$8,537,383           | \$8,537,383           |
| West End Corridor (Chaffey)         | \$6,833,501           | \$6,833,501           |
| Citrus                              | \$4,097,268           | \$4,097,268           |
| Coast                               | \$7,073,559           | \$7,073,559           |
| Tri-Cities                          | \$5,828,777           | \$5,828,777           |
| Contra Costa                        | \$14,065,636          | \$14,065,636          |
| Morongo Basin                       | \$773,016             | \$773,016             |
| Desert                              | \$3,063,316           | \$3,063,316           |
| South Bay (El Camino)               | \$9,720,958           | \$9,720,958           |
| Feather River                       | \$773,016             | \$773,016             |
| Foothill De Anza                    | \$8,098,529           | \$8,098,529           |
| Gavilan                             | \$1,368,513           | \$1,368,513           |
| Glendale                            | \$1,015,717           | \$1,015,717           |
| San Diego East (Grossmont-Cuyamaca) | \$7,866,672           | \$7,866,672           |
| Salinas Valley                      | \$3,490,139           | \$3,490,139           |
| Imperial                            | \$1,846,657           | \$1,846,657           |
| Kern                                | \$16,126,066          | \$16,126,066          |
| Lake Tahoe                          | \$850,318             | \$850,318             |
| Lassen                              | \$892,858             | \$892,858             |
| Long Beach                          | \$2,270,560           | \$2,270,560           |
| Los Angeles                         | \$121,872,945         | \$121,872,945         |
| Capital                             | \$11,128,458          | \$11,128,458          |
| Marin                               | \$1,397,321           | \$1,397,321           |
| Mendocino-Lake                      | \$1,457,718           | \$1,457,718           |
| Gateway (Merced)                    | \$3,137,143           | \$3,137,143           |
| Coastal North (MiraCosta)           | \$1,132,500           | \$1,132,500           |
| Monterey                            | \$2,410,582           | \$2,410,582           |
| Mt. San Antonio                     | \$33,159,800          | \$33,159,800          |
| Southwest Riverside                 | \$4,595,366           | \$4,595,366           |
| Napa Valley                         | \$2,700,253           | \$2,700,253           |
| North Orange                        | \$3,653,902           | \$3,653,902           |
| Southern Alameda County             | \$4,159,800           | \$4,159,800           |
| Palo Verde                          | \$773,016             | \$773,016             |
| San Diego North (Vista)             | \$7,455,872           | \$7,455,872           |



## 2017-18 and 2018-19 AEBG Preliminary Allocation Schedule

| AEBG Consortium                   | FY17-18 TOTAL<br>AEBG | FY18-19 TOTAL<br>AEBG |
|-----------------------------------|-----------------------|-----------------------|
| Pasadena                          | \$1,772,131           | \$1,772,131           |
| Northern Alameda County           | \$7,614,531           | \$7,614,531           |
| Rancho Santiago                   | \$4,403,130           | \$4,403,130           |
| North Coast (Redwoods)            | \$1,060,306           | \$1,060,306           |
| Rio Hondo                         | \$13,664,430          | \$13,664,430          |
| Riverside About Students          | \$7,851,639           | \$7,851,639           |
| San Bernardino                    | \$9,961,494           | \$9,961,494           |
| San Diego                         | \$4,445,071           | \$4,445,071           |
| San Francisco                     | \$3,665,059           | \$3,665,059           |
| Delta Sierra Alliance             | \$7,940,243           | \$7,940,243           |
| South Bay (San Jose)              | \$16,558,269          | \$16,558,269          |
| San Luis Obispo                   | \$1,329,958           | \$1,329,958           |
| ACCEL (San Mateo)                 | \$9,113,286           | \$9,113,286           |
| Santa Barbara                     | \$773,016             | \$773,016             |
| Santa Clarita Valley              | \$1,227,186           | \$1,227,186           |
| Santa Monica                      | \$1,077,163           | \$1,077,163           |
| Sequoias                          | \$9,129,557           | \$9,129,557           |
| Shasta-Tehema-Trinity             | \$1,060,696           | \$1,060,696           |
| Sierra Joint                      | \$3,186,735           | \$3,186,735           |
| Solano                            | \$3,734,212           | \$3,734,212           |
| Sonoma                            | \$2,409,227           | \$2,409,227           |
| South Orange                      | \$4,579,171           | \$4,579,171           |
| South Bay (Southwestern)          | \$13,728,935          | \$13,728,935          |
| State Center                      | \$14,282,751          | \$14,282,751          |
| Ventura County                    | \$14,391,068          | \$14,391,068          |
| Victor Valley                     | \$2,069,315           | \$2,069,315           |
| West Hills                        | \$1,058,280           | \$1,058,280           |
| West Kern                         | \$773,016             | \$773,016             |
| Stanislaus Mother Lode (Yosemite) | \$4,146,610           | \$4,146,610           |
| North Central (Yuba)              | \$2,997,748           | \$2,997,748           |
| Siskiyou                          | \$900,917             | \$900,917             |
| <b>Total</b>                      | <b>\$500,000,000</b>  | <b>\$500,000,000</b>  |



**AEBG**

PARTNERING FOR A STRONG  
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## **Program Guidance**

# **Adult Education Block Grant**

**Performance Year: 2017-2018**

Funding source: AB104, Section 39, Article 9

Released: August 28, 2017



## **A. Introduction**

California has the opportunity to re-envision and redesign the adult educational system. The California Department of Education and the California Community College Chancellor's Office are working together to establish linkages for students across their systems that provide adults with the academic and career skills needed to enhance student success. To this end, the legislature and Governor have put in place unprecedented indicators of California's commitment to improve adult education in the state.

The legislature has committed funds to regional consortia composed of K-12 districts, community college districts, County Offices of Education (COE), and joint power authorities (JPAs) to collaborate regionally for the purpose of expanding and improving adult education services by creating linkages between the educational systems. Regional collaboration provides capacity for consortia members to find common ground and cross-geographical and cultural boundaries in order to provide seamless transitions for students. In some areas of the state, there is a rich history of collaboration and a range of partnerships in place that have a regional perspective on policies and programs. Regional collaboration will manifest itself differently in each consortium. In some cases, it may involve a few partners and in others, many partners.

## **B. Assembly Bill 104 (AB104) Overview**

On June 24, 2015, Governor Jerry Brown signed AB104 into law; the major education trailer bill that accompanied the state's 2015-16 state budget. This measure includes a section that defines the state's expectations for the new Adult Education Block Grant program.

This document provides a roadmap for understanding both, the provisions of AB104 and the initial expectations for the three-year implementation plan. AB104 includes a segment on the enactment of the Adult Education Block Grant that represents the actualization of the planning that began with the passage of Assembly Bill 86 in 2013. AB86 provided \$25 million to 70 consortia statewide to support the development of regional adult education consortium plans that focus on expanding and improving opportunities for education and workforce services for adults.

From July 1, 2013 - July 1, 2015, AB86 consortia, consisting of k-12 school districts, community college districts, and other partners developed regional education and workforce service plans for adults. AB86 also included the commitment from the state legislature to dedicate funding to adult education at the conclusion of the planning period, June 30, 2015.

The 2015-16 year represents the transition period from the planning that took place with AB86 to the actualization of the Adult Education Block Grant program, addressed in AB104. The state of California has dedicated \$500 million in ongoing support for this program, more than any other state in the nation.

Moving forward into the implementation phase of the AEBG funding, the Governor allocated \$500M (for each fiscal year) for 16-17, and 17-18. The language from the Governor's 17-18 budget states, "the Adult Education Block Grant Program coordinates representatives from local educational agencies, community colleges, and other regional education, workforce, and industry partners to promote the educational opportunities offered to students and adult learners. Through this program, students and adult learners can access courses to complete their high school diplomas or general education equivalent, English as a Second Language courses, and pathways courses that lead to additional career opportunities. The Budget includes \$500 million ongoing Proposition 98 General Fund to support the Adult Education Block Grant Program".

### C. Adult Education Block Grant Funding

This document contains general instructions, procedures, formats, timelines, and reporting requirements for the Adult Education Block Grant (AEBG) Program. AEBG-related language is rather prescriptive. Hence, these guidelines offer mostly context, interpretation and clarification of the legislation's directives, rather than new information. The regional consortia are made up of K-12 school districts, county offices of education (COE), community college districts, and joint power authorities (JPAs) encompassing all 58 California Counties to implement plans to better serve the educational needs of adults.

|                               |  |
|-------------------------------|--|
| <b>Title:</b>                 | AB104, Section 39, Article 9, Adult Education Block Grant  |
| <b>Funding Source:</b>        | AB104, Section 39, Article 9   |
| <b>17/18 Funding Period:</b>  | July 1, 2017 through June 30, 2018 (11 installments)   |
| <b>Total Funds Available:</b> | \$500,000,000 in regional consortia allocations  |
| <b>Spending Period:</b>       | AEBG 17/18 funds must be spent between July 1, 2017, and December 31, 2019. Final expenditure and progress reports are due by January 31, 2020, with a close out due by February 17, 2020. |
| <b>Required Match:</b>        | No match required  |



|                          |  |
|--------------------------|--|
| <b>Number of Awards:</b> | 71 (regional consortia funding allocations based upon formula – with two regions combining). |
|--------------------------|--|

The Adult Education Block Grant Program is established under the administration of the Chancellor of the California Community Colleges and the Superintendent of Public Instruction. The Chancellor and the Superintendent are the state officials responsible for identifying and understanding the educational needs of adults in the state.

## **D. Adult Education Block Grant Program Guidance**

### **1. Adult Education Enrollment Age Requirements**

The AB104 legislation specifically states that Adult Education Block Grant Program is to serve adults, and an adult is defined as “a person 18 years of age or older”. See section 84901 (a) of the AB104 legislation.

84901. For purposes of this article, the following definitions shall apply, unless otherwise specified: (a) “Adult” means a person 18 years of age or older.

AEBG funding can only be used to serve adults as described in the AB104 legislation. If a district / member would like to serve students under 18 years of age, they are permitted to do so if the district/member uses another fund source that allows minors under the age of 18 years to be served, and the district/member follows existing education code pertaining to serving minors.

### **2. State Level Governance**

AB104 legislation Section 84900. 84902 (a), establishes that the chancellor and the Superintendent are the state officials responsible for identifying and understanding the educational needs of adults in the state. (b) The chancellor and the Superintendent shall use the powers provided by this article to support the effective provision of services that address the educational needs of adults in all regions of the state. (c) In performing duties under this article, the chancellor and the Superintendent shall seek advice from, and coordinate with, other state officials responsible for programs for adults.

### **3. State Level Requirements for Regional Consortia**

Existing law establishes the Adult Education Block Grant Program, under the administration of the Chancellor of the California Community Colleges and the Superintendent of Public Instruction. Under this program, the chancellor and the

Superintendent, with the advice of the Executive Director of the State Board of Education, are required to divide the state into adult education regions and approve one adult education consortium in each adult education region, as specified. Existing law requires the chancellor and the Superintendent, with the advice of the executive director, to approve, for each consortium, rules and procedures that adhere to prescribed conditions. Existing law also requires, as a condition for the receipt of an apportionment of funds from this program for a fiscal year, that members of a consortium approve an adult education plan, as specified.

**Determining factors for regional consortia:**

- (1) Economic and demographic factors, including the locations of regional labor markets.
- (2) The boundaries of regions used to distribute funds for other state programs.
- (3) The presence of adult education providers that have demonstrated **effectiveness** in meeting the educational needs of adults.

**4. State Level Requirements for Consortium Membership**

The AB104 legislation states that any community college district, school district, or county office of education, or any joint powers authority consisting of community college districts, school districts, county offices of education, or a combination of these, located within the boundaries of the adult education region shall be a member of a consortium pursuant to this article if it receives funds from any of the following programs or allocations:

- (a) The Adults in Correctional Facilities program.
- (b) The federal Adult Education and Family Literacy Act (Title II of the federal Workforce Innovation and Opportunity Act).
- (c) The federal Carl D. Perkins Career and Technical Education Act (Public Law 109-270).
- (d) Local Control Funding Formula apportionments received for students who are 19 years of age or older.
- (e) Community college apportionments received for providing instruction in courses in the areas listed in subdivision (a) of Section 84913.
- (f) State funds for remedial education and job training services for participants in the CalWORKs program

**Members in Multiple Consortia**

If a school district, county offices of education, or any joint powers authority consisting of community college districts, school districts, county offices of education, or a combination of these, is located within the boundaries of *more than one* adult education regional consortium and it receives funds from any of the following programs or allocations (see above or 84916 (a-f)) than it can be a member of each consortium

where the local district, county offices education, or joint powers authority is located. The member would have to follow each consortium's governance plan, by-laws, and abide by AB104 legislative member requirements (84905, 84906, 84914, 84916, 84917, and 84920). Consortium membership alone does not guarantee funding.

### **Members offering classes in another district within the Regional Consortium**

Whenever the governing board of a school district, county offices of education, joint powers authority, or community college district that maintains an adult education program (for adults) is unable to maintain the program, school or classes within the district because of the lack of facilities, or its inability to secure a teacher or teachers, the board may with the approval of its respective governing bodies (County Superintendent, College District President, and State Agencies) maintain the school or classes of the district elsewhere than within the district or contract with the governing board of another district for the instruction of students in such a school or classes. (For K-12 districts, the governing bodies would be the county superintendent of schools and the State Superintendent of Public Instruction. For community college districts, it would be governing boards from the affected districts.)

## **5. Regional Consortia and Member Requirements**

A regional consortia member must follow their consortium's governance plan, by-laws, and abide by AB104 legislative member requirements (84905, 84906, 84917, and 84920). Consortium membership alone does not guarantee funding.

List of Consortia and Member Requirements (from AB104 Legislation):

1. A member shall commit to reporting any funds available to that member for the purposes of education and workforce services for adults and the uses of those funds. (84905 (b)).
2. A member of the consortium shall be represented only by an official designated by the governing board of the member (84905 (c)).
3. As a condition for the receipt of an apportionment of funds from this program for a fiscal year, that members of a consortium approve an adult education plan (*the AEBG 3 year plan*) (84906 (a)).
4. The members of a consortium shall approve an adult education plan (*the AEBG 3 year plan*) at least once every three years. The plan shall be updated at least once each year based on available data.
5. All members of the consortium shall participate in any decision made by the consortium (84905 (d) (1) (a)).
6. A proposed decision is considered at an open, properly noticed public meeting of the consortium at which members of the public may comment (84905 (d) (1) (b)).
7. The consortium has provided the public with adequate notice of a proposed decision and considered any comments submitted by members of the public, and

any comments submitted by members of the public have been distributed publicly (84905 (d) (1) (c)).

8. The consortium has requested comments regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults (84905 (d) (1) (d) (i)).
9. The consortium has considered and responded to any comments submitted by entities pursuant to clause (i) (84905 (d) (1) (d) (ii)) which includes entities that provide education and workforce services to adults include, but are not necessarily limited to, local public agencies, departments, and offices, particularly those with responsibility for local public safety and social services; workforce investment boards; libraries; and community-based organizations (84905 (d) (1) (d) (iii)).
10. The consortium has considered input provided by pupils, teachers employed by local educational agencies, community college faculty, principals, administrators, classified staff, and the local bargaining units of the school districts and community college districts before it makes a decision (84905 (d) (1) (e)).
11. A decision is final (84905 (d) (1) (f)) – meaning a consortium decision cannot be held up because an official member failed to attend the meeting.
12. The members of the consortium may decide to designate a member to serve as the fund administrator to receive and distribute funds from the program. (84905 (d) (2) (e)). The members of the consortium also have the option of selecting direct funding which would result in the consortium not having a fund administrator. In that case, the consortium would decide how funds are certified internally.
13. As a condition of receipt of an apportionment from the program, a consortium shall approve a distribution schedule (*CFAD*) that includes both of the following: (1) The amount of funds to be distributed to each member of the consortium for that fiscal year. (2) A narrative (*the AEBG annual plan*) justifying how the planned allocations are consistent with the adult education plan. (84914 (a) (1) and (2)).
14. The chancellor and the Superintendent may require a consortium, as a condition of receipt of an apportionment, to submit any reports or data necessary to produce the report described in subdivision (84917 (b) (1) (a)).
15. The chancellor and the Superintendent shall identify common measures for determining the effectiveness of members of each consortium in meeting the educational needs of adults. See list of required data elements and effectiveness measures required to be collected, tracked, and reported by each consortium and their members (Section 40, 84920, (c)).
16. Consortia and their members must agree to adhere to the general assurances listed as part of the annual planning process. For the purposes of evaluating Consortia and Consortium Member effectiveness, the California Department of Education and California Community College Chancellor's Office establish annual indicators of compliance. Failure to meet the requirements listed in the 2017-18 AEBG General Assurances Document may result in a determination of non-compliance and lead to partial or complete loss of Consortium and/or Member funding. (See annual plan general assurances).

## **6. Requirements for Reducing a Member's Funding (84914 (b))**

For any fiscal year for which the chancellor and the Superintendent allocate an amount of funds to the consortium **greater than** the amount allocated in the prior fiscal year, the amount of funds to be distributed to a member of that consortium shall be equal to or greater than the amount distributed in the prior fiscal year, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced:

- (A) The member no longer wishes to provide services consistent with the adult education plan.
- (B) The member cannot provide services that address the needs identified in the adult education plan.
- (C) The member has been consistently ineffective in providing services that address the needs identified in the adult education plan and reasonable interventions have not resulted in improvements.

For any year for which the chancellor and the Superintendent allocate an amount of funds to the consortium **less than** the amount allocated in the prior year, the amount of funds to be distributed to a member of that consortium shall not be reduced by a percentage greater than the percentage by which the total amount of funds allocated to the consortium decreased, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced further:

- (A) The member no longer wishes to provide services consistent with the adult education plan.
- (B) The member cannot provide services that address the needs identified in the adult education plan.
- (C) The member has been ineffective in providing services that address the needs identified in the adult education plan and reasonable interventions have not resulted in improvements.

For any fiscal year for which the chancellor and the Superintendent allocate an amount of funds to the consortium **that is the same** amount allocated in the prior fiscal year, the amount of funds to be distributed to a member of that consortium shall be equal to the amount distributed in the prior fiscal year, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced:

- (A) The member no longer wishes to provide services consistent with the adult education plan.
- (B) The member cannot provide services that address the needs identified in the adult education plan.
- (C) The member has been consistently ineffective in providing services that address the needs identified in the adult education plan and reasonable interventions have not resulted in improvements.

Consortia can increase or decrease member allocations regardless of funding levels as long as there is unanimous agreement on the allocation change. If the consortium members cannot unanimously agree, then the consortium must follow AB104 legislation referenced in 84914 (b).

### **Members Leaving a Consortium**

Consortia will follow their governance plan (#14 - How will members join, leave, or be dismissed from the consortium) and any additional language in their agreed upon by-laws regarding terminating membership. For new members, in addition to the governance plan, and by-laws, consortia will follow existing requirements in AB104 legislation (84905, 84906, 84914, 84916, 84917, and 84920).

## **7. Regional Consortia and Member Required Plans**

### **Three-Year Plan (84906 (a) (b) (c) (d))**

As a condition of receipt of an apportionment of funds from this program for a fiscal year, the members of a consortium shall have approved an adult education plan that addresses that fiscal year. The members of a consortium shall approve an adult education plan at least once every three years. The plan shall be updated at least once each year based on available data. For the 2015–16, 2016–17, and 2017–18 fiscal years, a regional plan (*AEBG 3-year plan*) developed shall satisfy the requirements of the legislation in 84906.

An adult education plan shall include all of the following:

- (1) An evaluation of the educational needs of adults in the region.
- (2) A list of the following:
  - (A) Entities that provide education and workforce services to adults in the region.
  - (B) Entities that are impacted by, or that have a fundamental interest in, the provision of those services.
- (3) A description of the services provided by entities listed pursuant to (#2).
- (4) An evaluation of current levels and types of education and workforce services for adults in the region.
- (5) An evaluation of the funds available to the members of the consortium and the entities listed pursuant to (#2), including funds other than those apportioned (see list of fund sources for members under Section 4 of this document).
- (6) Actions that the members of the consortium will take to address the educational needs identified pursuant to (#1).
- (7) Actions that the members of the consortium will take to improve the effectiveness of their services.
- (8) Actions that the members of the consortium, the entities listed pursuant to (#2), and other interested parties will take to improve integration of services and to improve

transitions into postsecondary education and the workforce, including actions related to all of the following:

- (A) Placement of adults seeking education and workforce services into adult education programs.
- (B) Alignment of academic standards and curricula for programs across entities that provide education and workforce services to adults.
- (C) Qualifications of instructors, including common standards across entities that provide education and workforce services to adults.
- (D) Collection and availability of data.

(9) A description of the alignment of adult education services supported by this program with those described in other education and workforce plans guiding services in the region, including plans pertaining to the building of career pathways and the employment of workforce sector strategies and those required pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128).

(10) A description of the ways in which each of the entities identified in (#2) contributed to the development of the plan.

#### **Consortium Fiscal Administrative Declaration (CFAD) (84914 (a) (1))**

As a condition of receipt of an apportionment from the program, a consortium shall approve a distribution schedule known as the Consortium Fiscal Administrative Declaration (*CFAD*) that includes the amount of funds to be distributed to each member of the consortium for that fiscal year.

#### **Annual Plan Report (84914 (a) (2))**

As a condition of receipt of an apportionment from the program, a consortium shall approve a narrative (the AEBG Annual Plan) justifying how the planned allocations are consistent with the adult education plan. The AEBG Annual Plan asks Consortia to consider key accomplishments and challenges from the prior year, as well as outline goals and activities for following funding year. This requires a review of the 3-year plan and if necessary, an update of the 3-year planning data to reflect the most current information.

#### **Governance Plan Template (84905 (a to d))**

The State requires that all consortia download, complete, and submit the Governance Plan template in order to comply with the following rules and procedures for their governance compliance. The chancellor and the Superintendent, with the advice of the executive director, shall approve, for each consortium, rules and procedures (Governance Plan Template). Consortia may add additional requirements via by-laws, and may update their governance plan template (and by-laws) throughout the year. The following is a list of items from AB104 legislation that are covered in the governance plan and should be referenced in consortium by-laws.

- Consortium membership
- Reporting any funds available to that member for the purposes of education and workforce services for adults and the uses of those funds.

- A member of the consortium shall be represented only by an official designated by the governing board of the member.
- Decision-making procedures are specified that ensure that all of the following conditions are satisfied (see 84905 (d) (1) (a-f).
- Any consortia and member requirements from section 5 of this document (Regional Consortia and Member Requirements).
- Any items listed in the Annual Plan General Assurances document for consortia and/or members.
- Reduction or loss of consortium funding by a member (84914 (b) (1) (a-c) and (b) (2) (a-c).
- Process for a consortium member to leave or terminate their membership.

### **Planning Amendment Submission Process**

If a consortium wishes to amend any of the submitted documentation, you must take the following steps:

- Discuss at a properly noticed public meeting
- Obtain member input and public comment
- Involve all members in the final decision on the amendment
- Publish the minutes of the decision for public viewing
- Use the State system for updating/uploading amended documents

The window period for submitting amendments to the State is July 1 through May 15 of each program year.

### **Calendar of Required Plans Submittal**

Year 1      **3-year plan** is submitted

Annual Processing (during the program year)

|          |  |
|----------|--|
| January  | Governor's Budget is submitted                       |
| February | AEBG preliminary allocations are released            |
| March    | <b>CFAD</b> is open for input of member allocations  |
| May      | <b>CFAD</b> is due                                   |
| May      | <b>Amendments</b> are due                            |
| July     | Budget is enacted                                    |
| July     | AEBG final allocations are released                  |
| August   | <b>Annual Plan</b> is due                            |
| August   | AEBG funds are disbursed per the allocation schedule |



## 8. AEBG Program Areas (84913)

For program reporting purposes, **starting in 2017-18**, adult education includes all people receiving support services from AEBG consortium members or enrolled in K12 adult education or **noncredit community college coursework** in the program areas listed in AB104 (see below): elementary and secondary basic skills, English as a second language, short-term career and technical education, entry/re-entry into the workforce, pre-apprenticeship, adults with disabilities, and adults training to support child school success. For information on how to report adult education students, please refer to the program guidance for reporting in Section # of this document.

Funds apportioned for the AEBG program shall be used only for support of the following:

- (1) Programs in elementary and secondary basic skills, including programs leading to a high school diploma or high school equivalency certificate.
- (2) Programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation.
- (3) Programs for adults, including, but not limited to, older adults, that are primarily related to entry or reentry into the workforce.
- (4) Programs for adults, including, but not limited to, older adults, that are primarily designed to develop knowledge and skills to assist elementary and secondary school children to succeed academically in school.
- (5) Programs for adults with disabilities.
- (6) Programs in career technical education that are short term in nature and have high employment potential.
- (7) Programs offering pre-apprenticeship training activities conducted in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards for the occupation and geographic area.

***The program definitions have been further described by the State to be restricted to the following areas:***

### **Program Definitions (as of 8/1/17)**

AB104 defines program areas that are a mix of instructional programs and services to populations. For AEBG, the four primary programs include:

1. English as a Second Language (ESL): provides instruction in the English language to adult, non-native English speakers with varied academic, vocational, citizenship, and personal goals.
2. Adult Basic Education (ABE): provides instruction in foundational academic skills, such as reading, writing, and basic mathematics, as well as learning skills and

study skills. These programs include courses that are below Low Adult Secondary Education/9th grade level.

Adult Secondary Education (ASE): provides instruction in foundational academic skills, such as reading, writing, and basic mathematics, as well as learning skills and study skills. These programs include courses that are at the Low Adult Secondary Education/9th grade level and above, and/or leading to a high school diploma, GED, or high school equivalency certificate.

3. Short Term Career and Technical Education (CTE): prepares adult learners to enter the workforce in approximately a year or less.

In addition to the four primary programs, AEBG will provide information on enrollments and/or outcomes for several additional program areas:

4. Adults with Disabilities (AWD): Because AWD can be flagged as either a population or a program, separate disaggregation will be provided for programs specifically designed to meet the needs of adults with disabilities, and for people with disabilities who are enrolled in other adult education program areas. To ensure that data is reported accurately, adults with disabilities should be identified as follows:

- TE: Use the AWD program flag only if the participant is enrolled in a specialized program designed specifically and exclusively for adults with disabilities. For AWD participants who are enrolling in other adult education programs, use the “disabled” barriers to employment flag in combination with the appropriate program flag.
- MIS: Flag courses in specialized AWD programs using CB22 code E for “courses for persons with substantial disabilities.” Use DSPS enrollment flags to identify AWD participants enrolled in other noncredit community college programs.

5. Workforce Entry/Re-Entry: AEBG defines this program area as populations with systemic barriers to economic success who enroll in CTE programs. AEBG will extract data using population flags that are aligned with the WIOA “barriers to employment” categories including:

- ✓ Displaced homemaker
- ✓ Ex-offender
- ✓ Foster care youth
- ✓ Homeless
- ✓ Low income-economically disadvantaged
- ✓ Long term unemployed
- ✓ Migrant farmworker

- ✓ Seasonal farmworker
- ✓ Single parent
- ✓ No TANF within 2 years

In addition, this program area will include participants who are 55 years or older, based on their date of birth.

To ensure that this program area can be populated, all adult education providers should pay special attention to capturing barriers to employment status and date of birth at intake or at the time of the participants' first course enrollment. MIS will be adding population flags for missing characteristics in the 2018-2019 program year, which will also be used to pull data on for-credit adult education students for the supplemental report.

6. Pre-Apprenticeship: AEBG has aligned this program with definitions used by the Department of Labor and the California Apprenticeship Initiative, which specify that pre-apprenticeship is a "program or set of strategies designed to prepare individuals to enter and succeed in a registered apprenticeship program and has a documented partnership with at least one, if not more, registered apprenticeship programs," and includes:

- Approved training and curriculum based on industry standards and approved by a documented registered apprenticeship partner.
- Recruitment, educational, and pre-vocational strategies that prepare under-represented, disadvantaged, or low-income individuals to meet the entry requirements of one or more registered apprenticeship programs.
- Access to appropriate support services.
- Meaningful hands-on training that does not displace existing paid employees.
- Formal direct entry or articulation agreements with its registered apprenticeship partners.

Adult education providers should only use the pre-apprenticeship program flag in TE if participants are enrolled in programs that meet these criteria, including ensuring that that courses are offered in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards through an MOU or formal agreement. MIS will include a course flag for pre-apprenticeship courses that meet these criteria in 2018-2019.

7. Adults Training to Support Child School Success: AEBG defines this program as providing education and training to adults, typically parents and-or community members, to help school-aged children succeed in school. Use the "adults supporting K12 student success" program flag in TE or the CB22 "parenting" course flag in MIS to track this program area.

## **Other Adult Education Related Programs**

Integrated Education and Training (IET): Under WIOA, integrated education and training (IET) means a service approach that provides adult education and literacy activities concurrently and contextually with workforce preparation activities and workforce training for a specific occupation or occupational cluster for educational and career advancement. IET programs are considered integrated if they:

- Balance instruction across the three components (foundational skills, workforce preparation, and workforce training).
- IET training activities occur simultaneously.
- They use occupationally relevant materials for basic skills as well as workforce training activities.

Participants in IET programs will be grouped under the CTE category for reporting to the state. Adult education providers should only use the IET program flag in TE if participants are enrolled in programs that meet these criteria. Starting in 2018-19, colleges should use the Career Advancement Academy (CAA) flag to indicate students who are participating in an IET program.

## **Use of Funds in non-AEBG Program Areas**

Funds apportioned for the AEBG program shall be used only for support of AEBG program areas as described in this section. If a consortia or member would like to offer programs outside of the AEBG defined program areas, it may do so with another fund source (if it is allowed by that fund source). Existing education code list (see below) has many adult education program areas; however, using AEBG funds is restricted to the seven areas listed in this section.

## **9. Course Approval Process**

**All courses in the seven AEBG program areas must be approved using the existing state agency and local governing board course approval process. There are no exceptions, as all AEBG members must use their respective course approval process.**

Please see the appropriate education code and regulations that govern your system's course approval process.

### **K-12/COE**

A course of study in each adult school is subject to the approval of the CDE (EC 51056). The State Superintendent of Public Instruction shall establish course approval criteria

and procedures for securing course and program approvals (EC 52506). For course approval all adult schools are required annually to submit to the CDE a list of titles of classes to be offered in the authorized program areas. The CDE's approval of the list is required; authorized apportionment course titles are listed in the Adult Education Course Approval System (A-22).

The governing board of every school district shall prepare and keep on file for public inspection the courses of study prescribed for the schools under its jurisdiction (EC 51040). Any revised educational program shall conform to the legal requirements (EC 51041). The governing board of every school district shall evaluate its educational program and shall make revisions, as it deems necessary (EC 51041). Classes for adults shall conform to any course of study and graduation requirements otherwise imposed by law or under the authority of law (EC 52504). A course of study for each adult school shall be prepared under the direction of the governing board of the district maintaining the adult school and shall be subject to approval of the CDE (EC 51056).

### **Community Colleges**

The local curriculum committee approves all noncredit courses and programs. The local curriculum committee conducting the review has been established by the mutual agreement of the college and/or district administration and the academic senate. The committee is either a committee of the academic senate or a committee that includes faculty and is otherwise comprised in a way that is mutually agreeable to the college and/or district administration and academic senate. All courses shall be submitted to the Chancellor's Office on forms provided by the Chancellor's Office. A clear description of the course must be published in the general catalog and/or addenda to the catalog and in the college's schedule.

Education code referenced: Title 5 55002(c)(1)&(2), 55002(a)(1), 55100, 58102, and 58104.

### **10. State Reporting Requirements**

84917. (a) To inform actions taken by the Governor and the Legislature related to adult education, the chancellor and the Superintendent shall submit to the Director of Finance, to the State Board of Education, and, in conformity with Section 9795 of the Government Code, to the Legislature, by ~~September 30~~ **October 30** following any fiscal year for which funds are appropriated for the program, a report about the use of these funds and outcomes for adults statewide and in each adult education region. The report shall include at least all of the following:

- (1) A summary of the adult education plan operative for each consortium.
- (2) The distribution schedule for each consortium.
- (3) The types and levels of services provided by each consortium.
- (4) The effectiveness of each consortium in meeting the educational needs of adults in its respective region.
- (5) Any recommendations related to delivery of education and workforce services for

adults, including recommendations related to improved alignment of state programs.

(b) (2) The chancellor and the Superintendent shall align the data used to produce the report described in subdivision (a) with data reported by local educational agencies for other purposes, such as data used for purposes of the federal Workforce Opportunity and Innovation Act (Public Law 113-128). (3) The Employment Development Department and the California Workforce Investment Board shall provide any assistance needed to align delivery of services across state and regional workforce, education, and job service programs.

The chancellor and the Superintendent shall provide preliminary reports on or before **October 30** following each fiscal year for which funds are appropriated for the program and final reports on or before **February 1** of the following year. Each report shall be based on all data available at the time of its submission.

## **11. Consortia and Member Data and Accountability Reporting Requirements**

SEC. 40. Section 84920 (c) The chancellor and the Superintendent shall identify, no later than January 1, 2016, the measures for assessing the effectiveness of consortia that will be used in the report that, pursuant to Section 84917, is to be submitted by September 30, 2016. These measures shall include, but not necessarily be limited to, all of the following:

- (1) How many adults are served by members of the consortium.
- (2) How many adults served by members of the consortium have demonstrated the following:
  - (A) Improved literacy skills.
  - (B) Completion of high school diplomas or their recognized equivalents.
  - (C) Completion of postsecondary certificates, degrees, or training programs.
  - (D) Placement into jobs.
  - (E) Improved wages.
  - (F) Transition to Post-Secondary (added by the State)**

The chancellor and the Superintendent shall provide any guidance to the consortia necessary to support the sharing of data included in systems established by consortia pursuant to this section across consortia.

EC 78402 (b) The department and the chancellor's office, as a part of the report and recommendations required pursuant to paragraph (1) of subdivision (f) of Section 84830, shall jointly develop and issue policy recommendations to the Legislature regarding a comprehensive accountability system for adult education courses offered pursuant to Section 84830 and paragraphs (2) to (6), inclusive, of subdivision (a) of Section 84757. The department and the chancellor's office shall develop recommendations for all adult education-funded providers for assessment, evaluation, and data collection to document

participant outcomes and placement, and other performance measures they deem appropriate. Accountability measures may include receipt of a secondary school diploma or its recognized equivalent, placement in a postsecondary educational institution, training, and employment. All funded programs shall be required to annually submit demographic and other student-level outcome information to the department or the chancellor's office, as appropriate.

**Note: For recent reporting changes for program year 17/18, please see the Adult Education Data and Accountability Report: Guidance to Reporting Systems, Populations, Programs, and Core Metrics.**

**AEBG Fiscal Guidance and Allowable Activities – see separate guidance document.**



# Adult Education Block Grant General Assurances

2017-18

For the purposes of evaluating Consortia and Consortium Member effectiveness for the 2017–18 funding year, the California Department of Education and California Community College Chancellor’s Office have established the following indicators of compliance. **Failure to meet the requirements listed may result in a determination of non-compliance and lead to partial or complete loss of Consortium and / or Member funding.**

## Consortium Effectiveness

### Evaluation

- Consortia have evaluated members to identify that the services provided meet the needs identified in the adult education plan.
- Consortia submitted program targets for the 2017–18 year based upon regional need, funding, and capacity.

### Funding

- AEBG funds are expended in the seven AEBG program areas, and are consistent with each consortium’s adult education regional plan.
- Consortium expenditures are aligned with the objectives and activities listed in the required annual plan.
- If applicable, the fund administrator, committed to developing a process to apportion funds to each member of the consortium pursuant to the consortium’s adult education plan within 45 days of receiving funds appropriated for the program.

### Governance and Collaboration

- Consortia have identified a governance structure for decision making.
- Consortium governance plans are followed for decision making and public meetings.
- The consortium has considered input provided by pupils, teachers employed by local educational agencies, community college faculty, principals, administrators, classified staff, and the local bargaining units of the school districts and community college districts before it makes a decision.



### **Membership**

- Consortia invited all eligible members in the region to participate in the AEBG initiative.
- All members are located within the regional boundaries of designated consortium.

### **Planning**

- Consortia have submitted the required Annual Plan Template.
- Consortia have approved and submitted the 3-year plan that may include amendments.
- Consortium members have shared information on related programs that are offered and the resources being used to support these programs.
- Consortia participated in statewide leadership activities (Summit, AEBG Conferences).

### **Reporting**

- Consortia will report student level enrollment data and outcomes per the AEBG Data Submission and Critical Reports letter on the dates prescribed (including final reporting on August 1st).
- Consortia will submit financial expenditure and progress reports.

### **Member Effectiveness**

- Each member must participate in completing and updating the Annual Plan Template.
- AEBG member funds must be expended in the seven program areas, and services provided must be consistent with the plan.
- Each member must participate in completing and updating the 3-year Consortia Plan, including any amendments.
- Member expenditures of AEBG funds must match the objectives included in the Annual Plan.
- Members participate in consortium/public meetings.
- Members participate in consortium final decisions.
- Members report student level enrollment data and outcomes as prescribed by the State AEBG Office.



## AEBG GENERAL ASSURANCES 2017-18

- Members share information on programs offered, and the resources being used to support the programs.
- Members provide services that address the needs identified in the adult education plan.
- Members share financial expenditure and progress reports with the regional consortium.