

LONE PINE UNIFIED SCHOOL DISTRICT

SCHOOL BOARD RESPONSIBILITIES

1. Set Direction
2. Establish the Structure
3. Demonstrate Support
4. Ensure Accountability
5. Demonstrate Community Leadership

MISSION STATEMENT

Lone Pine Unified School District is committed to providing every student the tools they need for academic, personal and social achievement so that each student may become a productive member of society.

Governance Team Goals

1. Maintain an exceptional academic environment that provides quality instruction to all students
2. Recognize parents as key partners in the success of our students
3. Maintain fiscal solvency
4. Provide clean, safe, and secure sites for the well-being of our students and staff
5. Recruit, retain and support the growth of all employees
6. Support 21st century skills competence to assist in academic progress, communication and learning
7. Clearly communicate with local community members and share the district achievements.

Addressing the Board

There are many different ways individuals may choose to address the Board. Those who wish to request an agenda item may do so by submitting the request in writing, along with supporting documents and information, to the Superintendent at least one week prior to a scheduled meeting. Those wishing to address an item on the agenda may do so by submitting a card at the beginning of the meeting. Individuals will be recognized by the Board President when the item is considered. For matters not on the agenda, individuals may also submit a card prior to the start of the meeting. There will be an opportunity to address the Board when called upon by the Board President. The Board shall not take action on such items at that meeting. If you have a question or comment during discussions, please raise your hand and wait to be called upon before speaking.

**LONE PINE UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING
AGENDA**

September 21, 2022

4:30 p.m.

District Conference Room
301 S. Hay Street, Lone Pine, CA

NOTICE TO PUBLIC: The meeting may be viewed at <https://inyocoe.zoom.us/j/97038962819>. Public comments will be taken in person at the address indicated above. The Zoom interface will not be used for accepting public comment.

This meeting is being conducted by teleconference at the following location: Krista Sullivan from, 2942 Garden Hwy, Nicholaus, CA. The teleconference location is open to the public and any member of the public has an opportunity to address the School Board from a teleconference location in the same manner as if that person attended the regular meeting location. The School Board will control the conduct of the meeting and determine the appropriate order and time limitations on public comments from teleconference locations.

Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to the Superintendent at the Lone Pine Unified School District Office located at 301 S. Hay Street in Lone Pine or phone (760) 876-5579 between the hours of 7:30 a.m. and 4:30 p.m. at least 48 hours before the meeting. Government Code Section 54954.2

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 301 S. Hay Street, Lone Pine during normal business hours.

1. CALL TO ORDER & ROLL CALL

Mrs. Susan Patton, President

Mrs. Krista Sullivan, Clerk

Mr. Jason Olin, Member

Mr. Scott Kemp, Member

Mrs. Susan Lutze, Member

Patrick Traynor, Superintendent and
Secretary to the Board

PUBLIC PARTICIPATION (HEARING SESSION)

Members of the public who wish to speak to the Board about any item on the Closed Session agenda are invited to do so at this time. Comments shall be limited to four minutes per person for a total of 20 minutes. Person wishing to speak must complete a request card and hand it to the Board Secretary.

2. CLOSED SESSION (4:30 P.M.)

2.1 Moved by _____ and seconded by _____ that the Board recess to closed session to discuss the following items:

- 1) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT (G.C. Sec. 54957)
- 2) STUDENT DISCIPLINE OR OTHER CONFIDENTIAL STUDENT MATTERS (Ed Code 35146, 48900 et seq., 48912(b) and 49060 et seq., and 20 U.S.C. Section 1232g)
- 3) PUBLIC EMPLOYMENT APPOINTMENT/EMPLOYMENT (Gov. Code sec. 54957)
 - a. One-to-One Specialized Instructional Aide
 - b. Temporary High School Clerk Typist
 - b. Coaches and Extra Duty Stipend Positions
 - c. Support Teacher/Reflective Coach
 - d. Head Teacher – Lo-Inyo Elementary School
- 4) CONFERENCE WITH LABOR NEGOTIATOR (G.C. Sec. 54957.6)
District Employees: SITA and CSEA
District Negotiator: Patrick Traynor

3. OPEN SESSION (5:15 P.M.)

3.1 Moved by _____ and seconded by _____ that the Board reconvene into open session at 5:15 p.m.

3.2 Pledge of Allegiance

3.3 Moved by _____ and seconded by _____ that the Board approve the agenda order as presented.

3.4 Report of any action taken in Closed Session.

4. PRESENTATION SESSION

4.1 Lo-Inyo Student Report – Max Sullivan

4.2 Lo-Inyo Principal Report – Dr. Traynor

4.3 LPHS Student Report – Bilal Berguem

4.4 LPHS Principal Report – Ms. O’Sullivan

4.5 SITA and/or CSEA Representative Reports

PUBLIC PARTICIPATION (HEARING SESSION)

Interested parties who wish to speak to the Board about matters pertaining to the schools that do not appear on the agenda are invited to do so at this time. Comments on agenda items will be heard at the time the Board considers that agenda item. All public comments on an agenda item will be heard prior to the Board’s discussion of the item. Individuals will be allowed four minutes to address the Board and the Board shall limit the total time for public input on any one item to 20 minutes (BB 9323). Persons wishing to speak must complete a request card and hand it to the Board Secretary.

5. GENERAL FUNCTIONS OF THE BOARD

NON-CONSENT AGENDA

5.1 Moved by _____ and seconded by _____ that the Board adopt the following revised and/or updated Board Policy and/or Administrative Regulation as presented to the Board for second read.

- 1) E 1113 – District and School Web Sites
- 2) AR/E 1312.4 – Williams Uniform Complaint Procedures
- 3) BP 3110 – Transfer of Funds
- 4) AR/E 3517 – Facilities Inspection
- 5) BP/AR 3523 – Electronic Signatures (NEW)
- 6) BP/AR 3550 – Food Service/Child Nutrition Program
- 7) BP/AR 3551 – Food Service Operations/Cafeteria Fund
- 8) BP/AR 3553 – Free and Reduced Price Meals
- 9) AR 4112.2 - Certification
- 10) AR 4161.8/4261.8/4361.8 – Family Care and Medical Leave
- 11) AR 6173.1 – Education for Foster Youth

CONSENT AGENDA

The following items may be approved by a single vote of the Board. Any item that warrants further discussion may be separated for discussion and action.

Moved by _____ and seconded by _____ that the Board approve consent agenda items 5.2 and 5.3.

5.2 Approve the regular minutes of August 17, 2022 and special meeting minutes of August 5, 2022, as presented to the Board.

5.3 Accept generous donation from Alta One Federal Credit Union of \$500.00 towards Student Rewards for Lo-Inyo Elementary School.

6. PERSONNEL

NON-CONSENT AGENDA

PUBLIC HEARING REGARDING AB 1200 PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING SETTLEMENT BETWEEN THE DISTRICT AND THE

ADMINISTRATION/MANAGEMENT EMPLOYEES, *Copies of the Public Disclosure of Proposed Collective*

REGULAR MEETING LONE PINE UNIFIED SCHOOL DISTRICT SEPTEMBER 21, 2022

Bargaining Agreement are available in the Lone Pine Unified School District Office, 301 S. Hay Street, Lone Pine upon request.

- 6.1 Moved by _____ and seconded by _____ that the Board approve the tentative settlement between the District and the Administration/Management Employees for the 2021-22 school year related to salary, as presented to the Board. The agreement includes salary increase to the salary schedule that includes 4% increase retroactive to July 1, 2021.
- 6.2 Moved by _____ and seconded by _____ that the Board approve amendments to the Superintendent Contract, as presented to the Board.

CONSENT AGENDA

The following items may be approved by a single vote of the Board. Any item that warrants further discussion may be separated for discussion and action.

Moved by _____ and seconded by _____ that the Board approve consent agenda items 6.3 to 6.19.

- 6.3 Approve probationary employment of Veronica Caro to serve as One-to-One Specialized Instructional Aide for 5.75 hours per day at Lo-Inyo Elementary School. Compensation will be Range 2, Step 1 of the 2021-22 Classified Salary Schedule, upon completion of verification of employment requirements.
- 6.4 Approve temporary employment of Danielle Shoshone to serve as Temporary Clerk Typist for 3.50 hours per day, at Lone Pine High School for the 2022-23 school year. Compensation will be Range 4, Step 1 of the 2021-22 Classified Salary Schedule, upon completion of verification of employment requirements.
- 6.5 Approve temporary employment of coaches and extra duty positions for the 2022-23 school year. Compensation shall be as specified on the Extra Duty Pay Schedule.
Rachel Boyer, LPHS Yearbook Advisor (without class)
Shelia Suleski, LPHS Co-Varsity Girls Basketball Coach
Nicole Howe, LPHS Co-Varsity Girls Basketball Coach
Melissa Nelms, LPHS Service Club Advisor
Sarah Fogarty, Lo-Inyo Athletic Director
Brenda Lacey, Agriculture Advisor
- 6.6 Approve resignation of Shyann Harvey as the One-to-One Specialized Instructional Aide, effective August 26, 2022.
- 6.7 Approve addition of Melissa Place to the list of substitute teachers.
- 6.8 Approve Megan Maybury to serve as Reflective Coach/Support Teacher for the 2022-23 school year.
- 6.9 Approve Memorandum of Understanding between the District and CSEA to create a position and placement on the classified salary schedule for Native American Liaison, as presented to the Board.
- 6.10 Approve the new classified job description for Native American Liaison, as presented to the Board.
- 6.11 Approve Memorandum of Understanding between the District and SITA to increase the stipend for Head Teacher for Lo-Inyo Elementary, as presented to the Board.
- 6.12 Approve Megan Maybury to serve as Support Teacher/Reflective Coach for first-year teachers for the 2022-23 school year. Compensation shall be a stipend in accordance with the bargaining unit contract.
- 6.13 Approve the new certificated job description for Head Teacher – Lo-Inyo Elementary, as presented to the Board.
- 6.14 Approve the District's request for California School Employees Association, Chapter 440, request to open negotiations for the 2022-23 school year in the areas of Article XV-Salary; Article XVI-Benefits; Article VII-Hours; Article XII-Vacation; and Article XIII-Holidays.
- 6.15 Approve stipend payment for Megan Maybury as WASC Coordinator, as specified on the 2021-22 Extra Duty Salary Schedule.
- 6.16 Approve the District's request for negotiations with Southern Inyo Teachers Association in the areas of: Article 7-Salary; Article 8-Benefits; Article 10-Hours; Article 11-Leaves; Article 13-Class Size; and Article 15 - Calendar, as presented to the Board.
- 6.17 Approve Piper McGuire to serve as Head Teacher – Lo-Inyo Elementary for the 2022-23 school year. Compensation shall be a stipend of \$14,500 for the school year.
- 6.18 Approve probationary employment of Michelle Barcolcol to serve as One-to-One Specialized Instructional

Aide for 5.75 hours per day at Lo-Inyo Elementary School. Compensation will be Range 2, Step 1 of the 2021-22 Classified Salary Schedule, upon completion of verification of employment requirements.

- 6.19** Approve Memorandum of Understanding between the District and CSEA to suspend the language to Article XVI to provide continued health benefits to Jackie Whitney upon retirement, as presented to the Board.

7. CURRICULUM & INSTRUCTION

CONDUCT A SPECIAL HEARING RELATED TO THE SUFFICIENCY OF TEXTBOOKS ALIGNED TO THE STANDARDS-BASED INSTRUCTIONAL MATERIALS PROGRAM

The Board President will open a public hearing for interested staff and community members to comment on the sufficiency of textbooks and instructional materials, in accordance with Education Code Section 60119. The Governing Board is required to determine whether sufficient textbooks and instructional materials will be provided to each student, including English Learners, in mathematics, science, history-social science, and English Language Arts, including the English language development component of an adopted program, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks for the 2022-23 school year.

NON-CONSENT AGENDA

- 7.1** Moved by _____ and seconded by _____ that the Board adopt Resolution No. 2022-23-01, certifying compliance with Education Code 60119 that all students, including English learners, have, or will have, sufficient textbooks and instructional materials in each subject for the 2022-23 school year, and that these materials are aligned with content standards adopted by the State Board of Education, as outlined in the Resolution presented in Appendix A.

CONSENT AGENDA

The following items may be approved by a single vote of the Board. Any item that warrants further discussion may be separated for discussion and action.

Moved by _____ and seconded by _____ that the Board approve consent agenda items 7.2 to 7.7.

- 7.2** Approve the Lone Pine Unified School District list of textbooks for the 2022-23 school year, as presented to the Board.
- 7.3** Approve field trip for Brenda Lacey and 18 high school students to attend the FFA Greenhand Conference in Bakersfield on October 12, 2022. Chaperones are Brenda Lacey, Chuck Carson, and an approved chaperone. Transportation will be by bus or by two vans.
- 7.4** Approve the list of school-wide fundraiser activities for the 2022-23 school year, as presented to the Board.
- 7.5** Approve attendance of Brenda Lacey, two chaperones and 36 high school students to attend Opening & Closing Public Speaking Contest in Bakersfield on November 15, 2022. Cost includes transportation by bus and will be paid for by Lone Pine FFA Chapter or AG Booster Club account.
- 7.6** Approve overnight trip for Brenda Lacey, Jill Patton, and 9 high school students to attend FFA National Convention in Indianapolis, Indiana from October 25-29, 2022. Cost includes transportation by Expedition and truck and will be paid for by Lone Pine FFA Chapter and FFA Booster Club accounts.
- 7.7** Approve attendance of Mr. Lozier, teacher, and 19 high school students to attend Kendall's Brasserie in Los Angeles on November 13, 2022. Transportation, substitute, and expenses will be paid from the Branson Foundation Fund.

8. BUSINESS AND FINANCE

BUDGET REPORT – Marjianne Yonge

CONSENT AGENDA

The following items may be approved by a single vote of the Board. Any item that warrants further discussion may be separated for discussion and action.

Moved by _____ and seconded by _____ that the Board approve consent agenda items 8.1 to 8.6.

- 8.1 Approve the 2021-22 Unaudited Financial Report, as presented to the Board.
- 8.2 Approve Resolution No. 2022-23-02, adopting the GANN Limit, which establishes the District's Gann Limit for the 2022-23 school year, as presented in Appendix B.
- 8.3 Approve contract agreement between District and Presence Learning for student speech services for the 2022-23 school year, as presented to the Board.
- 8.4 Approve agreement between the District and Community Service Solutions for Gardening and Nutrition Education Services from October 1, 2022 through September 30, 2023, as presented to the Board.
- 8.5 Approve Surplus List, as presented to the Board.
- 8.6 Approve Purchase Orders and Warrants.

ITEMS FROM THE SUPERINTENDENT**A. Other****ITEMS FROM THE BOARD**

For the purpose of sharing school-related activities, school visits, or sharing any district related issues or comments with other members of the Board and staff.

UPCOMING DATES AND REMINDERS (See District Calendar at www.lpusd.k12.ca.us)

- Fri. Sept 23 - California Native American Day - No School
- Wed. Oct 19 - Regular Board Meeting 4:30 p.m. (Closed) 5:15 p.m. (Open) DCR

8 ADJOURNMENT

SOUTHERN INYO TEACHERS ASSOCIATION

To: Lone Pine Unified Board of Trustees

Bob Heist
President

From: Southern Inyo Teachers Association

Megan Maybury
Piper McGuire
Jeff Putman
Negotiators

Regarding: SITA Initial Proposals

Date: August 18, 2022

In addition to salary, benefits and calendar, which are opened each year per contract provision, SITA intends to continue to negotiate with the District:

- Article 10, Hours
- Article 11, Leaves
- Article 13, Class Size
- Article 15, Calendar

SITA reserves the right to re-open additional articles with proper notice. SITA may offer new proposals, counter-proposals, withdrawal of proposals and/or other changes to proposals that are responsive to discussions that occur during negotiations, or that SITA deems necessary in response to changes in education funding or other education requirements.

SITA may propose non-substantive changes language in various articles in order to eliminate typographical errors or to clarify the intent of information contained therein. The Southern Inyo Teachers Association looks forward to an early and amicable settlement of negotiations.

**SUCCESSOR INITIAL PROPOSAL
FROM
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS LONE PINE CHAPTER NO 440
TO
LONE PINE UNIFIED SCHOOL DISTRICT
2022 - 2025**

Pursuant to the Public Notice requirements set forth in Government Code 3547, the California School Employees Association and its Lone Pine Chapter 440 (“CSEA”) respectfully submit our Successor Initial Proposal for the 2022 – 2025 school years. CSEA looks forward to reaching a fair and equitable agreement in a timely manner.

CSEA reserves the right to withdraw, amend or add to this proposal as necessary, in accordance with applicable laws.

Article I – Agreement

CSEA proposes a three-year contract beginning July 1, 2022, through June 30, 2025.

Article VIII – Evaluation Process

CSEA proposes to update language to the current Education Code Policy.

Article X – Leaves

CSEA proposes to clarify language.

Article XV – Salary

CSEA proposes a fair and equitable increase to the Classified Salary Schedule.

CSEA proposes to adjust the Classified Salary Schedule in order to retain qualified employees.

Article XVI – Benefits

CSEA proposes to increase the districts maximum contribution for Health and Welfare Benefits for eligible employees.

In the spirit of collaboration, additional articles may be re-opened when mutually agreed upon by both parties.

Respectfully,
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Barbara Bowling
President Chapter 440

Community Relations

E 1113(a)

DISTRICT AND SCHOOL WEB SITES**MATERIALS REQUIRED TO BE POSTED ON DISTRICT WEB SITE****Materials to Prominently Display**

The following must be posted in a prominent location on the district's web site, such as on the home page when required by law:

1. The district's local control and accountability plan (LCAP), any updates or revisions to the LCAP, and the local control funding formula budget overview (Education Code 52064.1, 52065). See AR 0460 - Local Control and Accountability Plan.
2. A direct link to the current board agenda containing the time and location of the meeting and a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session, or a link to the district's agenda management platform where the current agenda shall be the first available (Government Code 54954.2, 54956). Post at least 72 hours before a regular board meeting or 24 hours before a special meeting. See BB 9320 - Meetings and Notices and BB 9322 - Agenda/Meeting Materials.
3. The district's policy on student suicide prevention including, for grades K-6, the age appropriateness of the policy (Education Code 234.6). See BP 5141.52 - Suicide Prevention.
4. The district's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in Education Code 234.6 as possible forums for social media (Education Code 234.6). See AR 5131.2 - Bullying and AR 5145.3 - Nondiscrimination/Harassment.
5. The district's policy on preventing and responding to hate violence, if the district has adopted such a policy (Education Code 234.6). See BP 5145.9 - Hate-Motivated Behavior.
6. The definition of discrimination and harassment based on sex as described in Education Code 230, including the rights set forth in Education Code 221.8 (Education Code 234.6). See AR 5145.3 - Nondiscrimination/Harassment.
7. Information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the name and contact information of the Title IX Coordinator, the rights of students and the public as specified in Education Code 221.8, the responsibilities of the district under Title IX, web links to information about those rights and responsibilities on the web sites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights, a description

DISTRICT AND SCHOOL WEB SITES (continued)

- of how to file a complaint of noncompliance under Title IX with specified components, and a link to Title IX information posted on the California Department of Education's (CDE) web site (Education Code 221.6, 221.61, 234.6; 34 CFR 106.8). See AR 5145.3 - Nondiscrimination/Harassment and AR 5145.7 - Sexual Harassment.
8. A link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families (Education Code 234.5, 234.6). See AR 5145.3 - Nondiscrimination/Harassment.
 9. Posters published by the California Department of Fair Employment and Housing (DFEH), "California Law Prohibits Workplace Discrimination and Harassment," and for districts with five or more employees, "Transgender Rights in the Workplace," "Your Rights and Obligations as a Pregnant Employee," and "Family Care and Medical Leave and Pregnancy Disability Leave" (Government Code 12950). See AR 4030 - Nondiscrimination in Employment and AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave.
 910. If the district has formed a community facilities district (Mello-Roos district) for the acquisition or improvement of school facilities, a copy of the annual report for the fiscal year if requested pursuant to Government Code 53343.1, the report provided to the California Debt and Investment Advisory Commission pursuant to Government Code 53359.5, and the report provided to the State Controller's office pursuant to Government Code 12463.2 (Government Code 53343.2). Post within seven months after the last day of the fiscal year. See BP 7212 - Mello-Roos Districts.

Other Postings

The following materials are also required to be posted on the district web site. However, there are no specific requirements related to where they are posted on the web site.

1. The Special Education Local Plan Area's approved comprehensive local plan for special education, annual budget plan, annual service plan, and annual assurances support plan and any updates or revisions to the plans (Education Code 56205.5). See AR 0430 - Comprehensive Local Plan for Special Education.
2. The district's nondiscrimination policy and regulation, including the complaint procedure and the compliance coordinator's contact information (34 CFR 100.6, 106.8). See BP 0410 - Nondiscrimination in District Programs and Activities and AR 4030 - Nondiscrimination in Employment.
3. Training materials used to train the Title IX Coordinator, investigator(s), ~~decision-maker~~ **decisionmaker**(s), and any person(s) who facilitate an informal resolution process in response to a Title IX sexual harassment complaint (34 CFR 106.45). See AR

DISTRICT AND SCHOOL WEB SITES (continued)

4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

4. **Contact information for the district's liaison(s) for homeless students and other persons as required by Education Code 48852.6, and information regarding the educational rights and resources available to persons experiencing homelessness (Education Code 48852.6). See AR 6173 - Education for Homeless Children.**
45. For all schools offering competitive athletics, the total enrollment of the school classified by gender, the number of students enrolled at the school who participate in competitive athletics classified by gender, and the number of boys' and girls' teams classified by sport and by competition level (Education Code 221.9). The information shall be posted at the end of the school year on the school's web site or, if the school does not have a web site, on the district's web site. See AR 6145.2 - Athletic Competition.
56. If the district has interdistrict attendance agreement(s), the procedures and timelines for requesting an interdistrict transfer permit, including, but not limited to, a link to the board's policy on interdistrict attendance, the date that the district will begin accepting applications, reasons that the district may approve/deny the request, the process for appeal, that failure to meet timelines will be deemed an abandonment of the request, and the condition under which an exiting interdistrict transfer permit may be revoked or rescinded (Education Code 46600.2). See AR 5117 - Interdistrict Transfer.
67. If the district has elected to be a school district of choice, application information including, at a minimum, any applicable form, the timeline for a transfer, and an explanation of the selection process (Education Code 48301). See AR 5117 - Interdistrict Transfer.
78. For districts that offer grade 9, the district's policy and protocols related to student placement in mathematics courses (Education Code 51224.7). See AR 6152.1 - Placement in Mathematics Courses.
89. The section(s) of the district's employee code of conduct addressing interactions with students (Education Code 44050). Post these section(s) or a link to them on each school's web site or, if a school does not have its own web site, on the district's web site in a manner that is accessible to the public without a password. See BP 4119.21/4219.21/4319.21 - Professional Standards and BP 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions.
910. The district's meal payment collection policy and procedures (~~CDE Nutrition Services Division Management Bulletin SNP 03-2017~~). **U.S. Department of Agriculture (USDA) Memorandum SP 46-2016.** See BP/AR 3551 - Food Services Operations/Cafeteria Fund.

DISTRICT AND SCHOOL WEB SITES (continued)

- 1011. If the district includes information about the free and reduced-priced meal program on its web site, a nondiscrimination statement about the district's status as an equal opportunity provider and the address of the agency with responsibility to handle complaints made against the district (~~U.S. Department of Agriculture's~~ **USDA** FNS Instruction 113-1). For the required wording of the statement, see E 3555 - Nutrition Program Compliance.
- 1112. The school's or district's integrated pest management plan, whenever a school chooses to use a pesticide not exempted pursuant to Education Code 17610.5 (Education Code 17611.5). Post on the school's web site or, if the school does not have a web site, then on the district's web site. See AR 3514.2 Integrated Pest Management.
- 13. When the California Environmental Quality Act requires an environmental impact report, negative declaration, or mitigated negative declaration, those environmental review documents, public notice of the preparation and availability of such documents within a reasonable period of time prior to certification of the environmental impact report, adoption of a negative declaration, or determination that a proposed subsequent project will have no additional significant effect on the environment, and specified notices when written requests for notices have been filed (Public Resources Code 21082.1, 21092, 21092.2).
- 1214. When a citizens' oversight committee is formed after the approval of a bond under the 55 percent majority threshold, the committee's minutes, documents received, and reports issued (Education Code 15280). See AR 7214 - General Obligation Bonds.
- 1315. Copy of each school's school accountability report card, on or before February 1 of each year (Education Code 35258). See BP 0510 - School Accountability Report Card.
- 1416. Results of the Western Association of Schools and Colleges (WASC) or other accrediting agency's inspection of a school, within 60 days of receiving the results. (This notification could be made in writing to parents/guardians instead of or in addition to posting the results on the district's web site.) In addition, if a school loses its WASC or other agency's accreditation, the district and school shall post on their web sites a notice of the loss of accreditation and potential consequences (Education Code 35178.4). See BP 6190 - Evaluation of the Instructional Program.

Adopted:
 November 18, 2020
 Reviewed: September 21, 2022

LONE PINE UNIFIED SCHOOL DISTRICT
 Lone Pine, California

Lone Pine Unified School District

Community Relations

AR 1312.4(a)

WILLIAMS UNIFORM COMPLAINT PROCEDURES

Types of Complaints

The district shall use the procedures described in this administrative regulation only to investigate and resolve the following:

1. Complaints regarding the insufficiency of textbooks and instructional materials, including any complaint alleging that: (Education Code 35186; 5 CCR 4681)
 - a. A student, including an English learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - b. A student does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials for each student.
 - c. Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
 - d. A student was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.
2. Complaints regarding teacher vacancy or misassignment, including any complaint alleging that: (Education Code 35186; 5 CCR 4682)
 - a. A semester begins and a teacher vacancy exists.
 - b. A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner pupils in the class.
 - c. A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of the semester for an entire semester. (Education Code 35186; 5 CCR 4600)

WILLIAMS UNIFORM COMPLAINT PROCEDURES (continued)

Beginning of the year or semester means the ~~first day classes necessary to serve all the students enrolled are established with a single designated certificated employee assigned for the duration of the class, but not later than 20 working days after~~ **time period from the first day students attend classes for that semester. (5 CCR 4600) a year-long course or semester-long course though not later than 20 business days afterwards.**

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold. (Education Code 35186; 5 CCR 4600)

3. Complaints regarding the condition of school facilities, including any complaint alleging that: (Education Code 35186; 5 CCR 4683)

- a. A condition poses an emergency or urgent threat to the health or safety of students or staff.

Emergency or urgent threat means structures or systems that are in a condition that poses a threat to the health and safety of students or staff while at school, including, but not limited to, gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer line stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to students or staff; or structural damage creating a hazardous or uninhabitable condition; or any other condition deemed appropriate. (Education Code 17592.72)

- b. A school restroom has not been cleaned, maintained, or kept open in accordance with Education Code 35292.5.

Clean or maintained school restroom means a school restroom has been cleaned or maintained regularly, is fully operational, or has been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers. (Education Code 35292.5)

Open restroom means the school has kept all restrooms open during school hours when students are not in classes and has kept a sufficient number of restrooms open during school hours when students are in classes. This does not apply when the temporary closing of the restroom is necessary for student safety or to make repairs. (Education Code 35292.5)

WILLIAMS UNIFORM COMPLAINT PROCEDURES (continued)

In any district school serving any of grades 6-12 ~~in which 40 percent or more of the students in the school or school attendance area are from low income families, as defined in 20 USC 6314, a~~ complaint may be filed alleging noncompliance with the requirement of Education Code 35292.6 to stock, at all times, ~~at least half~~ **stock and make available and accessible free of cost, an adequate supply of the restrooms in the school with feminine hygiene menstrual products and to not charge students for the use of such products. in every women's and all-gender restroom, and in at least one men's restroom. (Education Code 35292.6)**

Forms and Notices

The Superintendent or designee shall ensure a Williams complaint form is available at each school. However, complainants need not use the district's complaint form in order to file a complaint. (Education Code 35186; 5 CCR 4680)

The Superintendent or designee shall ensure that the district's complaint form specifies the location for filing a complaint and contains a space to indicate whether the complainant desires a response to the complaint. A complainant may add as much text to explain the complaint as desired. (Education Code 8235.5, 35186; 5 CCR 4680)

The Superintendent or designee shall post in each K-12 classroom in each school a notice containing the components specified in Education Code 35186. In each license-exempt CSPP classroom, a notice containing the components specified in Education Code 8235.5 shall be posted. (Education Code 8235.5, 35186)

Filing of Complaint

A complaint alleging any condition(s) specified in the section "Types of Complaints" above shall be filed with the principal or designee, or the preschool administrator or designee as appropriate, at the school in which the complaint arises. A complaint about problems beyond ~~his/her~~ the authority of the principal or preschool administrator shall be forwarded to the Superintendent or designee in a timely manner, but not to exceed 10 working days. Complaints may be filed anonymously. (Education Code 8235.5, 35186; 5 CCR 4680)

Investigation and Response

The principal administrator or a designee of the Superintendent shall make all reasonable efforts to investigate any problem within their authority. (Education Code 8235.5, 35186; 5 CCR 4685)

Investigation of a complaint regarding preschool health or safety issues shall begin within 10 calendar days of receipt of the complaint. (Education Code 8235.5)

The principal/preschool administrator or Superintendent's designee shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. (Education Code 8235.5, 35186; 5 CCR 4685)

If the complainant has indicated on the complaint form a desire to receive a response to the complaint, the principal administrator or Superintendent's designee shall ~~report the~~ **send written** resolution of the complaint to the **mailing address of the** complainant **as indicated on the complaint** within 45 working days of the initial filing of the complaint. If the principal/preschool administrator makes this report, the information shall be reported at the same time to the Superintendent or designee. (Education Code 8235.5, 35186; 5 CCR 4680, 4685)

When Education Code 48985 is applicable and the complainant has requested a response, the response shall be written in English and in the primary language in which the complaint was filed. (Education Code 8235.5, 35186)

If a complainant is not satisfied with the resolution of a complaint, the complainant has the right to describe the complaint to the Governing Board at a regularly scheduled meeting. (Education Code 8235.5, 35186; 5 CCR 4686)

For any complaint concerning a facilities condition that poses an emergency or urgent threat to the health or safety of students or staff as described in ~~item~~ **Item** #3a or #4 in the section "Types of Complaints" above, a complainant who is not satisfied with the resolution proffered by the principal/preschool administrator or Superintendent or designee may file an appeal to the Superintendent of Public Instruction within 15 days of receiving the district's response. The complainant shall comply with the appeal requirements specified in 5 CCR 4632. (Education Code 8235.5, 35186; 5 CCR 4687)

All complaints and written responses shall be public records. (Education Code 8235.5, 35186; 5 CCR 4686)

Reports

On a quarterly basis, the Superintendent or designee shall report, to the Board at a regularly scheduled ~~public~~ Board meeting and to the County Superintendent of Schools, summarized data on the nature and resolution of all complaints. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. (Education Code 35186; 5 CCR 4686)

Regulation
approved: September 15, 2010
Reviewed: August 17, 2022

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

WILLIAMS UNIFORM COMPLAINT PROCEDURES

**NOTICE TO PARENTS/GUARDIANS, PUPILS, AND TEACHERS:
K-12 COMPLAINT RIGHTS**

Parents/Guardians, Pupils, and Teachers:

Pursuant to Education Code 35186, you are hereby notified that:

1. There should be sufficient textbooks and instructional materials. For there to be sufficient textbooks and instructional materials, each student, including English learners, must have a textbook or instructional materials, or both, to use in class and to take home.
2. School facilities must be clean, safe, and maintained in good repair.
3. There should be no teacher vacancies or misassignments. There should be a teacher assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credential to teach the class, including the certification required to teach English learners, if present.

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold.

Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

4. A complaint form can be obtained at the school office or district office, or downloaded from the school or district web site. You may also download a copy of the California Department of Education complaint form from the following web site: <http://www.cde.ca.gov/re/cp/uc>. However, a complaint need not be filed using either the district's complaint form or the complaint form from the California Department of Education.

WILLIAMS UNIFORM COMPLAINT PROCEDURES**COMPLAINT FORM: WILLIAMS UNIFORM COMPLAINT PROCEDURES**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? ☐ Yes ☐ No

Contact Information:

Name: _____

Address: _____

Phone Number: Day: _____ Evening: _____

E-mail address, if any: _____

Date problem was observed: _____

Location of the problem that is the subject of this complaint:

School name/address: _____

Course title/grade level and teacher name: _____

Room number/name of room/location of facility: _____

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or district for the appropriate district complaint procedure.

Specific issue(s) of the complaint: (Please check all that apply. A complaint may contain more than one allegation.)

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- ☐ A student, including an English learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.

WILLIAMS UNIFORM COMPLAINT PROCEDURES (continued)

- ☐ A student does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials for each student.
 - ☐ Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
 - ☐ A student was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.
2. Teacher vacancy or misassignment: (Education Code 35186; 5 CCR 4681)
- ☐ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.
 - ☐ A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learners in the class.
 - ☐ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.
3. Facility conditions: (Education Code 35186, 35292.5, 35292.6; 5 CCR 4683)
- ☐ A condition exists that poses an emergency or urgent threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer line stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to students or staff; or structural damage creating a hazardous or uninhabitable condition; and any other condition deemed appropriate by the district.
 - ☐ A school restroom has not been cleaned or maintained regularly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.
 - ☐ For a school ~~that serves students in~~ **serving** any of grades 6-12 ~~with 40 percent of more of its students from low income families, as defined,~~ the school has not stocked at least half of its restrooms with feminine products at all times, **stocked** and made those products

WILLIAMS UNIFORM COMPLAINT PROCEDURES (continued)

~~available to students at no~~ and accessible free of cost, an adequate supply of menstrual products in every women's and all-gender restroom, and in at least one men's restroom.

- ☐ The school has not kept all restrooms open during school hours when students are not in classes and has not kept a sufficient number of restrooms open during school hours when students are in classes. This does not apply when temporary closing of the restroom is necessary for student safety or to make repairs.

Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Please file this complaint at the following location:

Lone Pine Unified School District
P.O. Box 159
Lone Pine, CA 93545

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

(signature)

(date)

Exhibit
version: September 15, 2010
Reviewed: September 21, 2022

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

TRANSFER OF FUNDS

The Governing Board recognizes its responsibility to monitor the district's fiscal practices to ensure accountability regarding the expenditure of public funds and compliance with legal requirements.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 3100 - Budget)

(cf. 3400 - Management of District Assets/Accounts)

(cf. 3460 - Financial Reports and Accountability)

The total amount budgeted by the district for each major classification of expenditures, as listed in the California Department of Education's budget forms, shall be the maximum amount which the district may expend for that classification for the school year. (Education Code 42600)

However, when it is in the best interest of the district, the Board may:

1. At any time, adopt a written resolution providing for transfers from the designated fund balance or the unappropriated fund balance to any expenditure classification or between classifications. The resolution shall be filed with the County Superintendent of Schools and the County Auditor. (Education Code 42600)

(cf. 9323.2 - Actions by the Board)

2. Direct the temporary transfer of monies held in any district fund or account to another fund or account as necessary for the payment of obligations. Such borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. No more than 75 percent of the maximum amount held in any fund or account during the current fiscal year may be transferred. Amounts transferred shall be repaid in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. (Education Code 42603)

~~3. For the 2020-21 and 2021-22 fiscal years only, if the state defers any payments owed to districts, the Board may direct the temporary transfer of up to 85 percent of the maximum amount held in any fund or account during the current fiscal year for the payment of obligations. Such borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. Prior to exercising this authority, the Board shall hold a public hearing and adopt a resolution authorizing such transfer. (Education Code 42603.1)~~

3. At the close of a school year, request that the County Superintendent make transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification(s), or balance any expenditure classifications of the district budget as necessary for the payment of obligations incurred during that school year. (Education Code 42601)

TRANSFER OF FUNDS (continued)

4. If any special reserve funds that are maintained for capital outlay or other purposes pursuant to Education Code 42842 are not actually encumbered for ongoing expenses, transfer those monies into the general fund for the general operating purposes of the district. If any monies remain in the special reserve fund at the conclusion of a project, the Board may submit a written request to the County Superintendent, Auditor, and Treasurer to discontinue the special reserve fund and transfer those monies to the district's general fund. (Education Code 42841-42843)
5. Transfer monies between other funds or accounts when authorized by law.

Legal Reference:

EDUCATION CODE

78 Definition, governing board

5200 Districts governed by boards of education

16095 Transfer of district funds to district state school building fund

41010 California School Accounting Manual

41301 Section A state school fund allocation schedule

42125 Designated and unappropriated fund balances

42238-42251 Apportionments to districts, especially:

42238.01-42238.07 Local control funding formula

42600 District budget limitation on expenditure

42601 Transfers between funds to permit payment of obligations at close of year

42603 Temporary Transfer of monies held in any fund or account to another fund; repayment

42603.1 Temporary transfer of monies held in any fund or account to another fund; state deferrals; fiscal years 2020-21 and 2021-22

42840-42843 Special reserve fund

52616.4 Expenditures from adult education fund

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Policy

adopted: September 15, 2010

Revised: April 21, 2021

Reviewed: September 21, 2022

LONE PINE UNIFIED SCHOOL DISTRICT

Lone Pine, California

FACILITIES INSPECTION

The Superintendent or designee shall inspect school facilities to ensure that they are maintained in good repair. At a minimum, ~~he/she~~ **the Superintendent or designee** shall assess those facility conditions specified on the facilities inspection tool developed by the Office of Public School Construction, including, but not limited to, the following: (Education Code 17002, 35292.5)

1. Gas Leaks: Gas systems and pipes appear and smell safe, functional, and free of leaks.
2. Mechanical Systems: Heating, ventilation, and air conditioning systems, as applicable, are functional and unobstructed; appear to supply an adequate amount of air to all classrooms, work spaces, and facilities; and maintain interior temperatures within normally acceptable ranges.
3. Windows and Doors: Windows and doors are intact, functional, and open, close, and lock as designed, unless there is a valid reason they should not function as designed.
4. Fences and Gates: Fences and gates are intact, functional, and free of holes and other conditions that could present a safety hazard to students, staff, or others. Locks and other security hardware function as designed.
5. Interior Surfaces (walls, floors, ceilings): Interior surfaces are free of safety hazards from tears, holes, missing floor and ceiling tiles, torn carpet, water damage, or other cause. Ceiling tiles are intact. Surfaces display no evidence of mold or mildew.
6. Hazardous Materials: Hazardous and flammable materials are stored properly. No evidence of peeling, chipping, or cracking paint is apparent. No indicators of mold, mildew, or asbestos exposure are evident. There does not appear to be evidence of hazardous materials that may pose a threat to the health and safety of students or staff.
7. Structures: Posts, beams, supports for portable classrooms and ramps, and other structures appear intact, secure, and functional as designed. Ceilings and floors are not sloping or sagging beyond their intended design. There is no visible evidence of severe cracks, dry rot, mold, or damage that undermines structural components.
8. Fire Safety and Emergency Equipment: Fire sprinklers, fire extinguishers, emergency alarm systems, and all emergency equipment and systems appear to be functioning properly. Fire alarm pull stations are clearly visible. Fire extinguishers are current and placed in all required areas, including every classroom and assembly area. Emergency exits are clearly marked and unobstructed.
9. Electrical Systems: Electrical systems, components, and equipment, including switches, junction boxes, panels, wiring, outlets, and light fixtures, are securely enclosed, properly covered and guarded from student access, and appear to be working properly.

FACILITIES INSPECTION (continued)

10. Lighting: Interior and exterior lighting appears to be adequate and working properly. Lights do not flicker, dim, or malfunction, and there is no unusual hum or noise from light fixtures.
11. Pest/Vermin Infestation: No visible or odorous indicators of pest or vermin infestation are evident.
12. Drinking Fountains: Interior and exterior drinking fountains are functional, accessible, and free of leaks. Drinking water pressure is adequate. Fountain water is clear and without unusual taste or odor, and moss, mold, or excessive staining is not evident.
13. Restrooms: Restrooms are fully operational, maintained and cleaned regularly, and stocked at all times with supplies (including toilet paper, soap, and paper towels or functional hand dryers) in accordance with Education Code 35292.5. The school keeps all restrooms open during school hours when students are not in classes and keeps a sufficient number of restrooms open during school hours when students are in classes, except when necessary to temporarily close a restroom for student safety or to repair the facility.

In addition, ~~in a any school serving any of grades 6-12 in which 40 percent or more of the students in the school or school attendance area are from low income families,~~ **shall at least 50 percent all times, stock and make available and accessible free of cost, an adequate supply of the school's restrooms are stocked with feminine hygiene menstrual products, in every women's and all-gender restroom, and in at least one men's restroom. The district shall post in a prominent and conspicuous location a notice regarding this requirement that includes an email address and telephone number for which students are not charged a designated individual responsible for maintaining the requisite supply of menstrual products.** (Education Code 35292.6; ~~20 USC 6314~~)

14. Sewers: The sanitary sewer system controls odors as designed, displays no signs of stoppage, backup, or flooding in school facilities or on school grounds, and appears to be functioning properly.
15. Roofs: Roofs, gutters, roof drains, and downspouts appear to be functioning properly and are free of visible damage and evidence of disrepair when observed from the ground from inside and outside the building.
16. Drainage: School grounds do not exhibit signs of drainage problems, such as visible evidence of flooded areas, eroded soil, water damage to asphalt playgrounds or parking areas, or clogged storm drain inlets.
17. Playground/School Grounds: Playground equipment (exterior fixtures, seating, tables, and equipment), school grounds, fields, walkways, and parking lot surfaces are functional and free of significant cracks, trip hazards, holes, deterioration that affects functionality or safety, and other health and safety hazards.

FACILITIES INSPECTION (continued)

18. Overall Cleanliness: School grounds, buildings, common areas, and individual rooms appear to have been cleaned regularly and are free of accumulated refuse and unabated graffiti. Restrooms, drinking fountains, and food preparation or serving areas appear to have been cleaned each day that school is in session.

In addition, to ensure the health and safety of students, the Superintendent or designee shall provide for the testing of drinking water on campus and of the soil and painted surfaces of school facilities for the presence of lead and/or other harmful substances, in accordance with state and federal standards.

The Superintendent or designee shall ensure that any necessary repairs or removal of hazards identified during the inspection are made in a timely and expeditious manner.

An assessment of the safety, cleanliness, and adequacy of school facilities, including any needed maintenance to ensure good repair as defined in Education Code 17002, shall be reported on the school accountability report card. (Education Code 33126)

Any complaint alleging a school facility condition that poses an emergency or urgent threat to the health or safety of students or staff, or alleging that a school restroom is not clean, maintained, or kept open, shall be addressed in accordance with AR 1312.4 - Williams Uniform Complaint Procedures.

The Superintendent or designee shall provide the **Governing** Board with regular reports regarding the district's facility ~~inspection program~~ **inspections** and updates of any visits to district schools by the County Superintendent of Schools **to review school facilities**.

FACILITIES INSPECTION

Notice Regarding Menstrual Products

Education Code 35292.6 requires that:

- a. On or before the start of the 2022–23 school year, a public school, including a school operated by a school district, county office of education, or charter school, maintaining any combination of classes from grades 6 to 12, inclusive, shall stock the school's restrooms at all times with an adequate supply of menstrual products, available and accessible, free of cost, in all women's restrooms and all-gender restrooms, and in at least one men's restroom.
- b. A public school described in subdivision (a) shall not charge for any menstrual products provided to pupils.
- c. A public school described in subdivision (a) shall post a notice regarding the requirements of this section in a prominent and conspicuous location in every restroom required to stock menstrual products, available and accessible, free of cost, pursuant to this section. This notice shall include the text of this section and contact information, including an email address and telephone number, for a designated individual responsible for maintaining the requisite supply of menstrual products.
- d. For purposes of this section, "menstrual products" means menstrual pads and tampons for use in connection with the menstrual cycle.
- e. This section shall become operative on July 1, 2022.

The name and contact information for the individual responsible for maintaining the requisite supply of menstrual products is:

Kasey Wuester, Executive Secretary
(name and/or title/position)

(760)876-5579
(telephone number)

kwuester@lpusd.k12.ca.us
(email address)

Exhibit Adopted:
September 21, 2022

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

ELECTRONIC SIGNATURES

The Governing Board believes that the use of electronic records and signatures is a convenient paperless option that can increase efficiency in commercial and administrative transactions, reduce costs, and contribute to environmental sustainability in district operations. The Board authorizes the use of electronic signatures in district operations when authorized by law.

The Superintendent or designee shall ensure that any electronic signature utilized by the district conforms with criteria described in law and that the level of security is sufficient for the transaction being conducted. (Government Code 16.5; 2 CCR 22003, 22005)

The Superintendent or designee shall retain electronic records in accordance with law and regulations, and as specified in BP/AR 3580 - District Records.

ELECTRONIC SIGNATURES

When authorized by law, electronic signatures may be used in the operation of district business and/or administration.

In any business transaction, an electronic signature shall only be used when each party has agreed to conduct the transaction by electronic means. In other district operations, the Superintendent or designee may require the use of an electronic signature. (Civil Code 1633.5; 15 USC 7001)

A *digital signature* is defined as an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature. (Government Code 16.5)

An *electronic signature* consists of an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record. (Civil Code 1633.2)

In order for an electronic signature to be used, the electronic signature shall be: (Government Code 16.5; 2 CCR 22002)

1. Unique to the person using it
2. Capable of verification
3. Under the sole control of the person using it
4. Linked to data in such a manner that if the data are changed the electronic signature is invalidated
5. Conform to 2 CCR 22000-22005

Prior to accepting an electronic signature, the Superintendent or designee shall ensure the following: (2 CCR 22005)

1. That the signature is created by acceptable technology pursuant to 2 CCR 22003
2. That the level of security used to identify the signer of the document and to transmit the signature is sufficient for the transaction being conducted
3. That, if a certificate is a required component of the electronic signature, the certificate format used by the signer is sufficient for the security and interoperability needs of the district.

ELECTRONIC SIGNATURES

If a notarized signature is required with respect to an electronic signature, the electronic signature of the notary public together with all of the other information required by law to be included in a notarization shall accompany the electronic signature. (Civil Code 1633.11)

If a statement is required to be signed under penalty of perjury, the electronic signature shall include all of the information to which the declaration pertains together with a declaration under penalty of perjury by the person who submits the electronic signature that the information is true and correct. (Civil Code 1633.11)

FOOD SERVICE/CHILD NUTRITION PROGRAM

The Governing Board recognizes that adequate, nourishing food is essential to student health **and well-being**, development, and ability to learn. The Superintendent or designee shall develop strategies to increase students' access to **and participation in** the district's food service programs and to maximize their participation in available **maintain fiscal integrity of the programs in accordance with law.**

Foods and beverages available through the district's food service program shall:

1. Be carefully selected so as to contribute to students' nutritional well-being and the prevention of disease
2. Meet or exceed nutrition standards specified in law ~~and administrative regulation~~
3. Be prepared in ways that will appeal to students, retain nutritive quality, and foster lifelong healthful eating habits
4. Be served in age-appropriate portions
5. ~~Be available to students who meet federal eligibility criteria at no cost or at reduced prices, and to other students at reasonable prices~~ **Be provided at no cost to students who request a meal**

At the beginning of each school year, the Superintendent or designee shall communicate information related to the district's food service programs to the public through available means, including, but not limited to, the district's web site, social media, flyers, and school publications.

The district's food service program shall give priority to serving unprocessed foods and fresh fruits and vegetables.

District schools are encouraged to establish school gardens and/or farm-to-school projects to increase the availability of safe, fresh, seasonal fruits and vegetables for school meals and to support the district's nutrition education program.

To the extent possible, the school meal program shall be coordinated with the nutrition education program, instructional program for teachers, parents/guardians and food service employees, available community resources, and other related district programs.

To encourage student participation in school meal programs, schools may offer multiple choices of food items within a meal service, provided all food items meet nutrition standards and all students are given an opportunity to select any food item.

FOOD SERVICE/CHILD NUTRITION PROGRAM

To encourage student participation in school meal programs, schools may offer multiple choices of food items within a meal service, provided all food items meet nutrition standards and all students are given an opportunity to select any food item.

The Superintendent or designee may invite students and parents/guardians to participate in the selection of foods of good nutritional quality for school menus.

The Board desires to provide students with **Students shall be allowed** adequate time and space to eat meals. To the extent possible, school, recess, and transportation schedules shall be designed to encourage **promote** participation in school meal programs.

The Superintendent or designee shall periodically review the adequacy of school **cafeterias and** facilities for cafeteria eating and food preparation. **and consumption.**

In accordance with law, the Superintendent or designee shall develop and maintain a food safety program in order to reduce the risk of foodborne hazards at each step of the food preparation ~~process, from receiving to~~ **and service process.**

The Superintendent or designee shall annually report to the Board on student participation in the district's nutrition programs and the extent to which the district's food ~~services~~ **service** program meets state and federal nutrition standards for foods and beverages. **In addition, the Superintendent or designee shall provide all necessary and available documentation required for the Administrative Review conducted by the California Department of Education (CDE) to ensure the food service program's compliance with federal requirements related to nutrition standards, meal patterns, provision of drinking water, school meal environment, food safety, and other areas as required by the CDE.**

FOOD SERVICE/CHILD NUTRITION PROGRAM

Nutrition Standards for School Meals

Meals or food items provided through the district's food services program shall: (Education Code ~~49501.5~~ ~~49430~~, ~~49430.5~~, ~~49430.7~~, ~~49550~~, ~~49553~~; 42 USC 1758, 1773; ~~7 CFR 210.10~~, ~~220.8~~)

1. Comply with the National School Lunch and/or Breakfast standards for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served, as specified in 7 CFR 210.10 or 220.8, **as applicable** ~~or the state's menu planning options of Shaping Health as Partners in Education~~
2. Not be deep fried, par fried, or flash fried ~~by the district or school or as part of the manufacturing process~~ **as defined in Education Code 49430 and 49430.7**
3. ~~Not contain artificial trans fat as defined in Education Code 49430.7~~

~~Nutrition Standards for Foods and Beverages Sold Outside the Reimbursable Meal Programs~~

~~Any foods or beverages that are not sold as part of the National School Lunch or Breakfast Program shall be sold to students only if they meet the nutrition standards specified in Education Code 49430-49431.7 and 5 CCR 15575-15578.~~

Drinking Water

The district shall provide access to free, fresh drinking water during meal times in food service areas at all district schools, including, but not limited to, areas where reimbursable meals under the National School Lunch or Breakfast Program are served or consumed. (Education Code 38086; 42 USC 1758)

Special Milk Program

Any school that does not participate in the National School Lunch or Breakfast Program may participate in the Special Milk Program to provide all enrolled students with reasonably priced milk. (7 CFR 215.1)

Food Safety

The Superintendent or designee shall ensure that the district's food service program meets the applicable sanitation and safety requirements of the California Retail Food Code as set forth in Health and Safety Code 113700-114437.

FOOD SERVICE/CHILD NUTRITION PROGRAM

For all district schools participating in the National School Lunch and/or School Breakfast Program, the Superintendent or designee shall implement a written food safety program for the storage, preparation, and service of school meals which complies with the national Hazard Analysis and Critical Control Point (HACCP) system. The district's HACCP plan shall include, but not be limited to, a determination of critical control points and critical limits at each stage of food production, monitoring procedures, corrective actions, and recordkeeping procedures. (42 USC 1758; 7 CFR 210.13, 220.7)

The Superintendent or designee shall provide ongoing staff development on food safety to **ensure that food service directors, managers, and employees staff complete an annual continuing education or training as required by law.** Each new employee, including a substitute, or volunteer shall complete initial food safety training prior to handling food. **The For each employee, the** Superintendent or designee shall document the date, trainer, and subject of each training.

The Superintendent or designee shall assign staff to maintain records and logs documenting food safety activities, including, but not limited to, records of food deliveries, time and temperature monitoring during food production, equipment temperature (freezer, cooler, thermometer calibration), corrective actions, verification or review of safety efforts, and staff training.

Inspection of Food Facilities

All food preparation and service areas shall be inspected in accordance with Health and Safety Code 113725-113725.1 and applicable county regulations.

Each school participating in the National School Lunch and/or Breakfast Program shall, during each school year, obtain a minimum of two food safety inspections conducted by the county environmental health agency. (42 USC 1758; 7 CFR 210.13, 220.7)

The Superintendent or designee shall retain records from the most recent food safety inspection. All schools shall post a notice indicating that the most recent inspection report is available to any interested person upon request. (Health and Safety Code 113725.1; 42 USC 1758; 7 CFR 210.13, 210.15, 220.7)

FOOD SERVICE OPERATIONS/CAFETERIA FUND

The Governing Board intends that school food services shall be a self-supporting, nonprofit program. To ensure program quality and ~~increase~~ cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of foods and supplies, the planning of menus, and the auditing of all food service accounts for the district.

The Superintendent or designee shall ensure that all food service ~~personnel~~ **director(s)** possess the ~~required~~ qualifications **required by 7 CFR 210.30 and California Department of Education (CDE) standards** and ~~receive ongoing professional development related to the effective management and implementation of the district's food service program in accordance with law.~~

At least once each year, food service administrators, other appropriate personnel who conduct or oversee administrative procedures, and other food service personnel shall receive training provided by the ~~California Department of Education~~ CDE. (42 USC 1776)

Meal Sales

Any student who requests a meal shall be served a nutritionally adequate breakfast and lunch free of charge, each school day. (Education Code 49501.5)

As permitted by law, additional or second meals, adult meals, and other nonprogram foods, such as smart snack compliant food and beverages sold in vending machines, may be sold to students. (Education Code 38082, 49501.5)

Meals may be sold to district employees, Board members, and employees or members of the fund or association maintaining the cafeteria. (Education Code 38082)

In addition, meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or other individuals, who are **authorized by the Superintendent or designee to be on campus** ~~for a legitimate purpose~~. Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U.S. Department of Agriculture (USDA) foods.

Meal prices, as recommended by the Superintendent or designee and approved by the Board, shall be based on the costs of providing food services and consistent with Education Code 38084 and 42 USC 1760.

The Superintendent or designee shall establish strategies and procedures for the collection of meal payments, ~~including delinquent meal payments~~. Such procedures shall conform with 2 CFR 200.426 and any applicable CDE guidance. The Superintendent or designee shall clearly communicate these procedures to students and parents/guardians, and shall make this policy and the accompanying administrative regulation available to the public **pursuant to Education Code 49557.5.**

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

~~The Superintendent or designee shall ensure that a student whose parent/guardian has unpaid school meal fees is not overtly identified, shamed, treated differently, or served a meal that differs from the meal served to other students. (Education Code 49557.5)~~

~~Students who are enrolled in the free or reduced price meal program shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation. Such students shall not be overtly identified or treated differently from other students.~~

Cafeteria Fund and Account

The Superintendent or designee shall establish a cafeteria fund independent of the district's general fund.

The Superintendent or designee shall ensure that state and federal funds provided through school meal programs are allocated only for purposes related to the operation or improvement of food services and for reasonable and necessary indirect program costs as allowed by law.

The wages, salaries, and benefits of food service employees shall be paid from the district's general fund. At any time, the Board may order reimbursement from the district's cafeteria fund for these payments in amounts prescribed by the Board and not exceeding the costs actually incurred. (Education Code 38103)

The Superintendent or designee shall ensure that state and federal funds provided through school meal programs are allocated only for purposes related to the operation or improvement of food services and reasonable and necessary indirect program costs as allowed by law.

Contracts with Outside Services

With Board approval, the district may enter into a contract for food service consulting services or management services in one or more district schools. (Education Code 45103.5; 42 USC 1758; 7 CFR 210.16)

Procurement of Foods, Equipment and Supplies

To the maximum extent practicable, foods purchased for use in school meals by the district or by any entity purchasing food on its behalf shall be domestic commodities or products. *Domestic commodity or product* means an agricultural commodity that is produced in the United States and a food product that is processed in the United States substantially using agricultural commodities that are produced in the United States. (42 USC 1760; 7 CFR 210.21)

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

A nondomestic food product may be purchased for use in the district's food service program only as a last resort when the product is not produced or manufactured in the United States in sufficient and reasonable quantities of a satisfactory quality, or when competitive bids reveal the costs of a United States product are significantly higher than the nondomestic product. In such cases, the Superintendent or designee shall retain documentation justifying the use of the exception.

Furthermore, the district shall accept a bid or price for an agricultural product grown in California before accepting a bid or price for an agricultural product grown outside the state, if the quality of the California-grown product is comparable and the bid or price does not exceed the lowest bid or price of a product produced outside the state. (Food and Agriculture Code 58595)

Bid solicitations and awards for purchases of equipment, materials, or supplies in support of the district's child nutrition program, or for contracts awarded pursuant to Public Contract Code 2000, shall be consistent with the federal procurement standards in 2 CFR 200.318-200.326. Awards shall be let to the most responsive and responsible party. Price shall be the primary consideration, but not the only determining factor, in making such an award. (Public Contract Code 20111)

Program Monitoring and Evaluation

The Superintendent or designee shall present to the Board, at least annually, financial reports regarding revenues and expenditures related to the food service program.

The Superintendent or designee shall provide all necessary documentation required for the Administrative Review conducted by the CDE to ensure compliance of the district's food service program with federal requirements related to maintenance of the nonprofit school food service account, meal charges, paid lunch equity, revenue from nonprogram goods, indirect costs, and USDA foods.

FOOD SERVICE OPERATIONS/CAFETERIA FUND

Payments for Meals

~~With the exception of students who are eligible to receive meals at no cost, students may pay on a per-meal basis or may submit payments in advance.~~ The Superintendent or designee shall maintain a system for accurately recording payments received and tracking meals provided to each student.

~~At the beginning of the school year, and whenever a student enrolls during the school year, parents/guardians shall be notified of the district's meal payment policies and be encouraged to prepay for meals whenever possible.~~ **The** Superintendent or designee shall communicate the district's meal payment policies through multiple methods, including, but not limited to:

1. Explaining the meal charge policy within registration materials provided to parents/guardians at the start of the school year
2. Including the policy in print versions of student handbooks, if provided to parents/guardians annually
3. Providing the policy whenever parents/guardians are notified regarding the application process for free and reduced-price meals, such as in the distribution of **applications eligibility forms** at the start of the school year
4. Posting the policy on the district's web site
5. ~~Establishing a system to notify parents/guardians when a student's meal payment account has a low or negative balance~~

~~In any school that uses a system of meal tickets or other similar medium of exchange rather than an electronic point-of-sale system, the Superintendent or designee shall develop a process for providing replacement tickets to any student who reports his/her tickets as lost or stolen.~~

~~However, whenever any student reports an excessive number of lost or stolen tickets, the Superintendent or designee shall notify the parent/guardian and may provide an alternative method of tracking meal usage for that student.~~

~~In order to avoid potential misuse of a student's food service account by someone other than the student in whose name the account has been established, the Superintendent or designee shall verify a student's identity when setting up the account and when charging any meal to the account. The Superintendent or designee shall investigate any claim that a bill does not belong to a student or is inaccurate, shall not require a student to pay a bill that appears to be the result of identity theft, and shall open a new account with a new account number for a student who appears to be the subject of identity theft.~~

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

~~Any payments made to a student's food service account shall, if not used within the school year, be carried over into the next school year or be refunded to the student's parents/guardians.~~

~~Unpaid and Delinquent Meal Charges~~

~~No later than 10 days after a student's school meal account has reached a negative balance, the Superintendent or designee shall so notify the student's parent/guardian. Before sending this notification, the district shall exhaust all options and methods to directly certify the student for free or reduced price meals. If the district is not able to directly certify the student, the notice to the parent/guardian shall include a paper copy of, or an electronic link to, an application for free or reduced price meals and the Superintendent or designee shall contact the parent/guardian to encourage submission of the application. (Education Code 49557.5)~~

~~The district may attempt to collect unpaid school meal fees from a parent/guardian, but shall not use a debt collector. (Education Code 49557.5)~~

~~The Superintendent or designee may enter into an agreement with a student's parents/guardians for payment of the student's unpaid meal charge balance over a period of time. As necessary, the repayment plan may allow the unrecovered or delinquent debt to carry over into the next fiscal year.~~

~~The district shall not direct any action toward a student to collect unpaid school meal fees. (Education Code 49557.5)~~

~~The district's efforts to collect debt shall be consistent with district policies and procedures, California Department of Education (CDE) guidance, and 2 CFR 200.426. The district shall not spend more than the actual debt owed in efforts to recover unpaid meal charges.~~

~~The Superintendent or designee shall maintain records of the efforts made to collect unpaid meal charges and, if applicable, financial documentation showing when the unpaid meal balance has become an operating loss.~~

Reimbursement Claims

The Superintendent or designee shall maintain records of the number of meals served each day by school site and by category of free, reduced-price, and full-price meals. The Superintendent or designee shall submit reimbursement claims for school meals to CDE using the online Child Nutrition Information and Payment System.

Donation of Leftover Food

To minimize waste and reduce food insecurity, the district may provide sharing tables where

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

students and staff may return appropriate unused cafeteria food items to be made available to students during the course of a regular school meal time. If food on the sharing tables is not taken by a student, the school cafeteria may donate the food to a food bank or any other nonprofit charitable organization. (Health and Safety Code 114079)

Food that may be donated includes prepackaged, nonpotentially hazardous food with the packaging still intact and in good condition, whole uncut produce, unopened bags of sliced fruit, unopened containers of milk that are immediately stored in a cooling bin maintained at 41 degrees Fahrenheit or below, and perishable prepackaged food if it is placed in a proper temperature-controlled environment. The preparation, safety, and donation of food shall be consistent with Health and Safety Code 113980. (Health and Safety Code 114079)

Cafeteria Fund and Account

All proceeds from food sales and other services offered by the cafeteria shall be deposited in the cafeteria fund as provided by law. ~~The income and expenditures of any cafeteria revolving account established by the Governing Board shall be recorded as income and expenditures of the cafeteria fund. (Education Code 38090, 38091)~~

The cafeteria fund shall be used only for those expenditures authorized by the **Governing** Board as necessary for the operation of school cafeterias in accordance with Education Code 38100-38103, 2 CFR Part 200 Appendix VII, and the California School Accounting Manual.

~~The district may use cafeteria funds to supplement the provision of a nutritionally adequate breakfast and/or lunch to district when permitted by law.~~

Any charges to, or transfers from, a food service program shall be dated and accompanied by a written explanation of the expenditure's purpose and basis. (Education Code 38101)

Indirect costs charged to the food service program shall be based on either the district's prior year indirect cost rate or the statewide average approved indirect cost rate for the second prior fiscal year, whichever is less. (Education Code 38101)

Net cash resources in the nonprofit school food service shall not exceed three months average expenditures. (2 CFR 220.14)

U.S. Department of Agriculture Foods

~~The Superintendent or designee shall ensure that foods received through the U.S. Department of Agriculture (USDA) are handled, stored, and distributed in facilities which: (7 CFR 250.14)~~

- ~~1. —Are sanitary and free from rodent, bird, insect, and other animal infestation~~

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

2. ~~—Safeguard foods against theft, spoilage, and other loss~~
3. ~~—Maintain foods at proper storage temperatures~~
4. ~~—Store foods off the floor in a manner to allow for adequate ventilation~~
5. ~~—Take other protective measures as may be necessary~~

The district shall provide facilities for the storage and control of foods received through the U.S. Department of Agriculture (USDA) that protect against theft, spoilage, damage, or other loss. Such storage facilities shall maintain donated foods in sanitary conditions, at the proper temperature and humidity, and with adequate air circulation. The district shall comply with all federal, state, or local requirements related to food safety and health and procedures for responding to a food recall, as applicable, and shall obtain all required health inspections. (7 CFR 250.14)

The Superintendent or designee shall maintain inventories of USDA foods in accordance with 7 CFR 250.59 and CDE procedures, and shall ensure that foods are used before their expiration dates.

USDA donated foods shall be used in school lunches as far as practicable. USDA foods also may be used in other nonprofit food service activities, including, but not limited to, school breakfasts or other meals, a la carte foods sold to students, meals served to adults directly involved in the operation and administration of the food service and to other school staff, and training in nutrition, health, food service, or general home economics instruction for students, provided that any revenues from such activities accrue to the district's nonprofit food service account. (7 CFR 250.59)

Contracts with Outside Services

The term of any contract for food service management or consulting services shall not exceed one year. Any renewal of the contract or further requests for proposals to provide such services shall be considered on a year-to-year basis. (Education Code 45103.5; 7 CFR 210.16)

Any contract for management of the food service operation shall be approved by CDE and comply with the conditions in Education Code 49554 and 7 CFR 210.16 as applicable. The district shall retain control of the quality, extent, and general nature of its food services, ~~including prices to be charged to students for meals, and shall monitor the food service operation through periodic on-site visits. The district shall not enter into a contract with a food service company to provide a la carte food services only, unless the company agrees to offer free, reduced price, and full price reimbursable meals to all eligible students.~~ (Education Code 49554; 42 USC 1758; 7 CFR 210.16)

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Any contract for consulting services shall not result in the supervision of food service classified staff by the management consultant, nor shall it result in the elimination of any food service classified staff or position or have any adverse effect on the wages, benefits, or other terms and conditions of employment of classified food service staff or positions. All persons providing consulting services shall be subject to applicable employment conditions related to health and safety as listed in Education Code 45103.5. (Education Code 45103.5)

Regulation
Adopted: September 15, 2010
Reviewed: September 21, 2022

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

FREE AND REDUCED PRICE MEALS

The Governing Board recognizes that adequate nutrition is essential to the development, health ~~well-being~~, and learning of all students. The Superintendent or designee shall facilitate and encourage the participation of ~~all~~ students ~~from low-income families~~ in the district's food service program.

~~The~~ ~~Each school day, the~~ district shall provide ~~at least one, free of charge, a~~ nutritionally adequate meal each school day, free of charge or at a reduced price, ~~breakfast and lunch~~ for students whose families meet federal eligibility criteria ~~any student who requests a meal~~. (Education Code 49550, 49552 49501.5)

To provide optimal nutrition and ~~reduce the administrative burden of food service operations~~ ~~ensure that schools receive maximum federal meal reimbursement~~, the Superintendent or designee shall assess the eligibility of district schools to ~~provide breakfast and/or lunch free of charge to all students at the school under a federally funded~~ ~~operate a federal~~ universal meal service provision, such as Provision 2 or the Community Eligibility Provision, pursuant to 42 USC 1759a.

~~If any district school meets the criteria for a "very high poverty school" through its eligibility for the federal Community Eligibility Provision reimbursement rate pursuant to 42 USC 1759a, the district~~ ~~The Superintendent or designee shall apply~~ ~~submit an application to operate a federal universal meal provision~~ to the California Department of Education (CDE) ~~to operate a universal meal service, unless the Board adopts a resolution stating that the district is unable to comply with this requirement due to fiscal hardship. The resolution shall be part of the public agenda for at least two consecutive Board meetings, first as an information item and then as an action item. The Board shall reconsider the resolution at least once every four years~~ ~~on behalf of any district school that meets the definition of a "high poverty school."~~ (Education Code 49564; 42 USC 1759a .3)

The Superintendent or designee shall ensure that meals ~~provided through the free and reduced-price meals~~ ~~served under the school nutrition~~ program meet applicable state and/or federal nutritional standards in accordance with law, Board policy, and administrative regulation.

~~Schools participating in the Special Milk Program pursuant to 42 USC 1772 shall provide milk at no charge to students who meet federal eligibility criteria for free or reduced-price meals.~~

The Board shall approve, and shall submit to ~~the~~ CDE for approval, a plan that ensures that students eligible to receive free or reduced-price meals ~~and milk~~ are not treated differently from other students ~~and that meets other requirements specified~~. (Education Code 49557)

All applications and records related to eligibility for the free and reduced-price meal program shall be confidential and may not be ~~released~~ ~~disclosed~~ except as provided by law and authorized by the Board or pursuant to a court order. (Education Code 49558)

FREE AND REDUCED PRICE MEALS (continued)

Confidentiality/Release of Records

The Board authorizes designated employees to use ~~individual~~ records pertaining to ~~student an individual student's~~ eligibility for the free and reduced-price meal program for the following purposes: (Education Code 49558)

1. Disaggregation of academic achievement data
2. Identification of students eligible for services under the federal Elementary and Secondary Education Act pursuant to 20 USC 6301-6576
3. ~~Facilitation of targeted educational services and supports to individual students based on the local control accountability plan~~

If a student transfers from the district to another district, charter school, county office of education program, or private school, the Superintendent or designee may share the student's meal eligibility information to the other educational agency to assist ~~in the continuation of the student's meal benefits~~ ~~that other educational agency in ensuring that the student continues to receive school meals.~~

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to another school district, charter school, or county office of education that is serving a student living in the same household for purposes related to program eligibility and data used in local control funding formula (LCFF) calculations. (Education Code 49558)

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to the Superintendent of Public Instruction for purposes of determining allocations under the ~~local control funding formula~~ (LCFF) and for assessing accountability of that funding. (Education Code 49558)

The Superintendent or designee may release information on the school lunch program application to the local agency that determines eligibility for participation in the Medi-Cal program if the student has been approved for free meals or, if included in the agreement with the local agency, for reduced-price meals. ~~He/she~~ **The Superintendent or designee** also may release information on the school lunch application to the local agency that determines eligibility for CalFresh or another nutrition assistance program authorized under 7 CFR 210.1 if the student has been approved for free or reduced-price meals. Information may be released for these purposes only if the student's parent/guardian consents to the sharing of information and the district has entered into a memorandum of understanding with the local agency which, at a minimum, includes the roles and responsibilities of the district and local agency and the process for sharing the information. After sharing information with the local agency for purposes of determining eligibility for that program,

FREE AND REDUCED PRICE MEALS (continued)

no further information shall be shared unless otherwise authorized by law. (Education Code 49557.2, 49557.3, 49558)

Policy
Adopted: September 15, 2010
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LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

FREE AND REDUCED PRICE MEALS**Applications**

The Superintendent or designee shall ensure that the district's application form for free and reduced-price meals and related materials include the statements specified in Education Code 49557 and 7 CFR 245.5. The district's application packet shall include the notifications and information listed in Education Code 49557.2.

The application form and related information shall be distributed in paper form to all parents/guardians at the beginning of each school year and shall be available to students at all times during the school day. (Education Code 48980, 49520; 42 USC 1758; 7 CFR 245.5)

In addition, the district application form for free and reduced price meals shall be available online. The online application form shall require completion of only those questions necessary for determining eligibility, contain clear instructions for families that are homeless or migrant, and comply with other requirements specified in Education Code 49557.

An application form and related information shall also be provided whenever a new student is enrolled.

At the beginning of each school year, the Superintendent or designee shall send a public release, containing the same information supplied to parents/guardians and including eligibility criteria, to local media, the local unemployment office, and any major employers in the district attendance area contemplating large layoffs. Copies of the public release shall be made available upon request to any interested person. (7 CFR 245.5)

Eligibility

The Superintendent or designee shall determine students' eligibility for the free and reduced-price meal program based on the criteria specified in 42 USC 1758 and 1773 and 7 CFR 245.1-245.13 and made available by the California Department of Education.

Participants in the CalFresh, California Work Opportunity and Responsibility to Kids (CalWORKS), and Medi-Cal programs shall be directly certified for enrollment in the free and reduced-price meals program without further application. Participants in other state or federal programs may be directly certified when authorized by law. (Education Code 49561, 49562; 42 USC 1758; 7 CFR 245.6)

Not later than November 15 of each year, the Superintendent or designee shall verify the eligibility of a sample of household applications approved for the school year in accordance with the sample sizes and procedures specified in 42 USC 1758 and 7 CFR 245.6a. (42 USC 1758; 7 CFR 245.6a)

Verification of Eligibility

FREE AND REDUCED PRICE MEALS (continued)

If the review indicates that the initial eligibility determination is correct, the Superintendent or designee shall verify the approved household application. If the review indicates that the initial eligibility determination is incorrect, the Superintendent or designee shall: (42 USC 1758; 7 CFR 245.6a)

1. If the eligibility status changes from reduced price to free, make the increased benefits immediately available and notify the household of the change in benefits
2. If the eligibility status changes from free to reduced price, first verify the application, then notify the household of the correct eligibility status, and, when required by law, send a notice of adverse action as described below
3. If the eligibility status changes from free or reduced price to paid, send the household a notice of adverse action as described below

~~If any household is to receive a reduction or termination of benefits~~ If as a result of verification activities, **the eligibility of a household that is receiving free or reduced-price benefits cannot be confirmed** or if the household fails to cooperate with verification efforts, the Superintendent or designee shall reduce or terminate benefits, as applicable, and shall properly document and retain on file in the district the reasons for **the household's** ineligibility. ~~He/she also shall send a notice of adverse action to any household that is to receive a reduction or termination of benefits. Such notice shall be provided~~ **At least** 10 days prior to the actual reduction or termination of benefits, **the Superintendent or designee shall send a notice of adverse action to the household.** The notice shall advise the household of: (7 CFR 245.6a)

1. The change and the reasons for the change
2. The right to appeal, when the appeal must be filed to ensure continued benefits while awaiting a hearing and decision, and instructions on how to appeal
3. The right to reapply at any time during the school year

Confidentiality/Release of Records

The Superintendent designates the following district employee(s) to ~~use~~ **disclose a student's name and eligibility status from** individual **meal** records ~~pertaining to student participation in the free and reduced-price meal program~~ **only** for the purpose of disaggregation of academic achievement data and/or the provision of services under the federal Elementary and Secondary Education Act pursuant to 20 USC 6301-6576.

Executive Secretary/Director of Finance

~~In using the~~ **permitting the disclosure of student** records for such purposes, the Superintendent or designee shall ensure that: (Education Code 49558)

FREE AND REDUCED PRICE MEALS (continued)

1. No individual indicators of participation in the free and reduced-price meal program are maintained in the permanent records of any student if not otherwise allowed by law.
2. Information regarding individual student participation in the free and reduced-price meal program is not publicly released.
3. All other confidentiality provisions required by law are met.
4. Information collected regarding individual students certified to participate in the free and reduced-price meal program is destroyed when no longer needed for its intended purpose.

Nondiscrimination Plan

~~In implementing the district's food service programs for students who are eligible to receive~~ **The district's plan for students receiving free or reduced-price meals, the district** shall ensure the following: (Education Code 49557; 42 USC 1758)

1. The names of the students shall not be published, posted, or announced in any manner, or used for any purpose other than the National School Lunch and School Breakfast Programs, unless otherwise provided by law.
2. There shall be no overt identification of any of the students by the use of special tokens or tickets or by any other means.
3. The students shall not be required to work for their meals or for milk.
4. The students shall not be required to use a separate dining area, go through a separate serving line or entrance, or consume their meals or milk at a different time.

~~When more than one lunch, breakfast, or type of milk is offered, the students shall have the same choice of meals or milk as is available to those students who pay the full price. (Education Code 49557; 7 CFR 245.8)~~

Prices

~~The maximum price that shall be charged to eligible students for reduced price meals shall be 40 cents for lunch and 30 cents for breakfast. (42 USC 1758, 1773)~~

Regulation

Adopted: September 15, 2010

Reviewed: September 21, 2022

LONE PINE UNIFIED SCHOOL DISTRICT

Lone Pine, California

CERTIFICATION

Verification of Credentials

The Superintendent or designee shall verify that each employee in a position requiring certification qualifications possesses a valid certification document issued by the Commission on Teacher Credentialing (CTC). Such verification shall occur not later than 60 days after the commencement of employment or the renewal of a credential. (Education Code 44857)

The Superintendent or designee shall verify that any person who is employed by the district while ~~his/her~~ **CTC is processing the** application for certification ~~is being processed by the CTC~~ possesses a temporary certificate based on a demonstration of basic skills and completion of a criminal background check. (Education Code 44332, 44332.5, 44332.6)

The Superintendent or designee shall maintain records of the appropriate certification of all employees serving in certificated positions.

Basic Skills Proficiency

The district shall not initially hire a person in a position requiring certification, on a permanent, temporary, or substitute basis, unless that person has demonstrated basic skills proficiency in reading, writing, and mathematics or is specifically exempted from the requirement by law. (Education Code 44252, 44252.6, 44830)

A person may demonstrate basic skills proficiency in reading, writing, and mathematics by:

- 1. Passage of the California Basic Educational Skills Test (CBEST) (Education Code 44252.5)**
- 2. Passage of the California Subject Examinations for Teachers plus Writing Skills Examination**
- 3. Passage of the California State University (CSU) Early Assessment Program or the CSU Placement Examinations (Education Code 44252)**
- 4. Achieving a qualifying score on the Scholastic Aptitude Test or the American College Test (Education Code 44252)**
- 5. Achieving a qualifying score on College Board Advanced Placement Examinations**
- 6. Passage of a basic skills examination from another state**
- 7. Qualifying coursework (Education Code 44252)**
- 8. Qualifying coursework and exams (Education Code 44252)**

CERTIFICATION (continued)

The district may hire a certificated employee who has not taken a test of basic skills proficiency if ~~he/she~~ **the employee** has not yet been afforded the opportunity to take the test, provided that ~~he/she~~ **the employee** takes the test at the earliest opportunity. The employee may remain employed by the district pending the receipt of ~~his/her~~ **the** test results. (Education Code 44830)

An out-of-state prepared teacher shall meet the basic skills requirement within one year of being issued a California preliminary credential by the CTC unless ~~he/she~~ **the teacher** has completed a basic skills proficiency test in another **state, passed a basic skills proficiency test developed and administered by the district, by cooperating districts or by the county office of education (COE)** or is otherwise exempted by law. The district shall develop a basic skills proficiency test, which shall be at least equivalent to the district test required for high school graduation, for purposes of assessing out-of-state prepared teachers pending completion of the basic skills requirement. (Education Code 44252, 44274.2; 5 CCR 80071.4, 80413.3)

Any person holding or applying for a "designated subjects special subjects" credential which does not require possession of a bachelor's degree shall pass a district proficiency test in lieu of meeting the state basic skills proficiency requirement. (Education Code 44252, 44830)

The district may charge a fee to cover the costs of developing, administering, and grading the district proficiency test. (Education Code 44252, 44830)

Short-Term Staff Permit

The district may request that ~~the~~ CTC issue a short-term staff permit (STSP) to a qualified applicant whenever there is a need to immediately fill a classroom based on unforeseen circumstances, including, but not limited to: (5 CCR 80021)

1. Enrollment adjustments requiring the addition of another teacher
2. Inability of the teacher of record to finish the school year due to approved leave or illness
3. The applicant's need for additional time to complete preservice requirements for enrollment into an approved intern**ship** program
4. Inability of the applicant to enroll in an approved intern**ship** program due to timelines or lack of space in the program
5. Unavailability of a third-year extension of an intern**ship** program or the applicant's withdrawal from an intern program

The Superintendent or designee shall ensure that the applicant possesses a bachelor's or higher degree from a regionally accredited college or university, has met the basic skills proficiency requirement unless exempted by state law or regulations, and has satisfied the

CERTIFICATION (continued)

coursework/experience requirements specified in 5 CCR 80021 for the multiple subject, single subject, or education specialist STSP as appropriate. (5 CCR 80021)

When requesting issuance of an STSP, the Superintendent or designee shall submit to the CTC: (5 CCR 80021)

1. Verification that the district has conducted a local recruitment for the permit being requested
2. Verification that the district has provided the permit holder with orientation to the curriculum and to instruction and classroom management techniques and has assigned a mentor teacher for the term of the permit
3. Written justification for the permit signed by the Superintendent or designee

The holder of an STSP may be assigned to provide the same service as a holder of a multiple subject, single subject, or education specialist credential in accordance with the authorizations specified on the permit. (5 CCR 80021)

Provisional Internship Permit

Before requesting that the CTC issue a provisional internship permit (PIP), the district shall conduct a diligent search for a suitable credentialed teacher or intern, including, but not limited to, distributing job announcements, contacting college and university placement centers, and advertising in print or electronic media. (5 CCR 80021.1)

Whenever a suitable credentialed teacher cannot be found after a diligent search, the Superintendent or designee may request that the CTC issue a PIP to an applicant who possesses a bachelor's or higher degree from a regionally accredited college or university, has met the basic skills proficiency requirement unless exempted by state law or regulations, and has satisfied the coursework/experience requirements specified in 5 CCR 80021.1 for the multiple subject, single subject, or education specialist PIP as appropriate. (5 CCR 80021.1)

When submitting the request for a PIP, the district shall provide verification of all of the following: (5 CCR 80021.1, 80026.5)

1. A diligent search has been conducted for a suitable credentialed teacher or suitable qualified intern as evidenced by documentation of the search.
2. Orientation, guidance, and assistance shall be provided to the permit holder as specified in 5 CCR 80026.5.

CERTIFICATION (continued)

The orientation shall include, but not be limited to, an overview of the curriculum the permit holder is expected to teach and effective instruction and classroom management techniques at the permit holder's assigned level. The permit holder also shall receive guidance and assistance from an experienced educator who is a certificated district employee or a certificated retiree from a California district or ~~county office of education~~ **COE** and who has completed at least three years of full-time classroom teaching experience.

3. The district shall assist the permit holder in developing a personalized plan through a district-selected assessment that would lead to subject-matter competence related to the permit.
4. The district shall assist the permit holder to seek and enroll in subject-matter training, such as workshops or seminars and site-based courses, along with training in test-taking strategies, and shall assist the permit holder in meeting the credential subject-matter competence requirement related to the permit.
5. A notice of intent to employ the applicant in the identified position has been made public.

The district shall submit a copy of the agenda item presented at a ~~public~~ **an open** Governing Board meeting which shall state the name of the applicant, the assignment in which the applicant will be employed including the name of the school, subject(s), and grade(s) that ~~he/she~~ **the applicant** will be teaching, and that the applicant will be employed on the basis of a PIP. The district also shall submit a signed statement from the Superintendent or designee that the agenda item was acted upon favorably.

6. The candidate has been apprised of steps to earn a credential and enroll in an intern program.

The holder of a PIP may be assigned to provide the same service as a holder of a multiple subject, single subject, or education specialist credential in accordance with the authorizations specified on the permit. (5 CCR 80021.1)

Teaching Permit for Statutory Leave

Whenever there is an anticipated need for the district to temporarily fill the teaching assignment of a teacher of record who will be on sick leave, differential sick leave, industrial accident or illness leave, pregnancy disability leave, or family care and medical leave under the federal Family and Medical Leave Act or California Family Rights Act, the Superintendent or designee may request that ~~the~~ CTC issue a Teaching Permit for Statutory Leave (TPSL) to a qualified individual who will be serving as the interim teacher of record. Prior to submitting an application to ~~the~~ CTC, the district shall provide the applicant with 45 hours of preparation in the content areas listed in 5 CCR 80022. (5 CCR 80022)

CERTIFICATION (continued)

A request for the TPSL shall only be submitted if the district has made reasonable efforts to hire a substitute with a full teaching credential that matches the setting and/or subject for the statutory leave position and no such candidate is available. (5 CCR 80022)

The district shall verify to ~~the~~ CTC that it will provide the interim teacher: (5 CCR 80022)

1. An orientation to the assignment before or during the first month of service in the statutory leave assignment
2. An average of two hours of mentoring, support, and/or coaching per week through a system of support coordinated and/or provided by a mentor who possesses a valid life or clear credential that would also authorize service in the statutory leave assignment
3. Lesson plans for the first four weeks of the assignment as well as continued assistance in the development of curriculum, lesson planning, and individualized education programs

The holder of the TPSL may serve as the interim teacher of record for up to the full length of the leave(s) during the school year. (5 CCR 80022)

The Superintendent or designee shall maintain documentation on the assignment in accordance with 5 CCR 80022. ~~He/she shall~~ and annually report data on the use of the TPSL to the County Superintendent of Schools for assignment monitoring pursuant to Education Code 44258.9. (5 CCR 80022)

The Superintendent or designee may annually request renewal of the TPSL, provided that no substitute with a full teaching credential is available for the assignment. The application for each reissuance shall include verification that the interim teacher has completed an additional 45 hours of preparation and the district is continuing to provide mentoring in accordance with items #2-3 above. (5 CCR 80022)

Long-Term Emergency Permits

As necessary, the Superintendent or designee may request that ~~the~~ CTC issue an emergency resource specialist permit, emergency teacher librarian services permit, emergency crosscultural language and academic development permit, (CLAD) or emergency bilingual authorization permit. (5 CCR 80024.3.1, 80024.6, 80024.7, 80024.8)

The Superintendent or designee shall provide any first-time recipient of an emergency teaching permit with an orientation which, to the extent reasonably feasible, shall occur before ~~he/she~~ ~~begins~~ **beginning** a teaching assignment. The Superintendent or designee may vary the nature, content, and duration of the orientation to match the amount of training and experience previously completed by the emergency permit teacher. The orientation shall include, but not be limited to, the curriculum the teacher is expected to teach and effective techniques of classroom instruction

CERTIFICATION (continued)

and classroom management at the assigned grade-level span. The emergency permit holder also shall receive guidance and assistance from an experienced educator who is a certificated district employee or a certificated retiree from a California district or ~~county office of education~~ **COE** and who has completed at least three years of full-time classroom teaching experience. (5 CCR 80026.5)

Substitute Teaching Permits

The district may employ who credential or permit authorizes substitute teaching services, provided that:

1. A person holding an emergency 30-day substitute teaching permit, STSP, PIP, TPSL, or any valid teaching or services credential that requires at least a bachelor's degree and completion of the ~~California Basic Educational Skills Test~~ **CBEST**, shall not serve as a substitute for more than 30 days for any one teacher during the school year. ~~He/she shall not serve or~~ as a substitute in a special education classroom for more than 20 days for any one teacher during the school year. (5 CCR 80025, 80025.3, 80025.4)
2. A person with an emergency career substitute teaching permit shall not serve as a substitute for more than 60 days for any one teacher during the school year. (5 CCR 80025.1)
3. A person with an emergency substitute teaching permit for prospective teachers shall not serve as a substitute for more than 30 days for any one teacher during the school year and not more than 90 days total during the school year. (5 CCR 80025.2)
4. A person with an emergency designated subjects 30-day substitute teaching permit for career technical education shall teach only in a program of technical, trade, or vocational education and shall not serve as a substitute for more than 30 days for any one teacher during the school year. (5 CCR 80025.5)

Before employing a person with an emergency substitute permit pursuant to item #1 or #4 above, the Superintendent or designee shall prepare and keep on file a signed Statement of Need for the school year. The Statement of Need shall describe the situation or circumstances that necessitate the use of a 30-day substitute permit holder and state either that a credentialed person is not available or that the available credentialed person does not meet the district's specified employment criteria. (5 CCR 80025, 80025.5)

FAMILY CARE AND MEDICAL LEAVE

The district shall not deny any eligible employee the right to family care or medical leave-pursuant to the Family and Medical Leave Act (FMLA) or the California Family Rights Act(CFRA), or ~~leave for pregnancy disability pursuant to California to~~ Pregnancy Disability Leave (PDL-), **when an employee is disabled by a pregnancy, childbirth, or related medical condition.** The district shall not interfere with, restrain, or deny the exercise of an employee's right to any such leave, nor shall the district discharge, discriminate against, or retaliate against an employee for taking such leave, opposing or challenging an unlawful employment practice in relation to any of these laws, or being involved in any related inquiry or proceeding. (Government Code 12945, 12945.2; 2 CCR 11094; 29 USC 2615)

Definitions

The words and phrases defined below shall have the same meaning throughout this administrative regulation except where a different meaning is otherwise specified.

Child means a biological, adopted, or foster child; a stepchild; a legal ward; or a person to whom the employee stands in *loco parentis*. For purposes of CFRA leave, *child* also includes a child of a registered domestic partner. (Government Code 12945.2; 2 CCR 11087; 29 USC 2611)

Eligible employee, for FMLA and CFRA purposes, means an employee who has been employed with the district for at least 12 months and who has at least 1,250 hours of service with the district during the 12 months immediately preceding the leave. However, these requirements shall not apply when an employee applies for PDL. (Government Code 12945.2; 2 CCR 11087; 29 USC 2611; 29 CFR 825.110)

Eligible family member means an employee's child, parent, or spouse. For purposes of leave to care for a family member with a serious health condition pursuant to CFRA, *eligible family member* includes an employee's child, parent, **parent-in-law**, spouse, registered domestic partner, grandparent, grandchild, or sibling. (Government Code 12945.2; 2 CCR 11087; 29 USC 2612)

Employee disabled by pregnancy means an employee whose health care provider states that the employee is: (2 CCR 11035)

1. Unable because of pregnancy to perform any one or more of the essential functions of the job or to perform any of them without undue risk to the employee or other persons or to the pregnancy's successful completion
2. Suffering from severe "morning sickness" or needs to take time off for prenatal or postnatal care, bed rest, gestational diabetes, pregnancy-induced hypertension, preeclampsia, postpartum depression, childbirth, loss or end of pregnancy, recovery from childbirth or loss or end of pregnancy, or any other pregnancy-related condition

FAMILY CARE AND MEDICAL LEAVE (continued)

Parent means a biological, foster, or adoptive parent; a **parent-in-law**; a stepparent; a legal guardian; or another person who stood in *loco parentis* to the employee when the employee was a child. ~~*Parent*~~ **However, for FMLA purposes, parent** does not include a spouse's parents. (Government Code 12945.2; 2 CCR 11087; 29 USC 2611; 29 CFR 825.122)

Serious health condition means an illness, injury (including, but not limited to, on-the-job injuries), impairment, or physical or mental condition of the employee or an eligible family member of the employee that involves either inpatient care or continuing treatment, including treatment for substance abuse, as follows: (Government Code 12945.2; 2 CCR 11087, 11097; 29 USC 2611, 2612; 29 CFR 825.113-825.115)

1. Inpatient care in a hospital, hospice, or residential health care facility, any subsequent treatment in connection with such inpatient care, or any period of incapacity

A person is considered an inpatient when formally admitted to a health care facility with the expectation of remaining overnight and occupying a bed, even if it later develops that the person can be discharged or transferred to another facility and does not actually remain overnight.

Incapacity means the inability to work, attend school, or perform other regular daily activities due to a serious health condition, its treatment, or the recovery that it requires.

2. Continuing treatment or continuing supervision by a health care provider, including one or more of the following:
 - a. A period of incapacity of more than three consecutive full days
 - b. Any period of incapacity or treatment for such incapacity due to a chronic serious health condition
 - c. Any period of incapacity due to pregnancy or for prenatal care under FMLA
 - d. Any period of incapacity which is permanent or long term due to a condition for which treatment may not be effective
 - e. Any period of absence to receive multiple treatments, including recovery, by a health care provider

Spouse means a partner in marriage as defined in Family Code 300, including same sex partners in marriage ~~or~~. For purposes of CFRA leave, *spouse* also includes a registered domestic partner

FAMILY CARE AND MEDICAL LEAVE (continued)

within the meaning of Family Code 297-297.5. (Family Code 297, 297.5, 300; 2 CCR 11087; 29 CFR 825.122)

Eligibility/Purposes of Leave

The district shall grant FMLA or CFRA leave to eligible employees for any of the following reasons: (Government Code 12945.2; 29 USC 2612; 29 CFR 825.112, 825.126, 825.127)

1. The birth of a child of the employee or placement of a child with the employee in connection with the employee's adoption or foster care of the child (parental leave)
2. ~~To~~ **The** care for the employee's **of an** eligible family member with a serious health condition
3. The employee's own serious health condition that makes the employee unable to perform ~~one or more essential~~ **the** job functions of the position
4. ~~Any~~ qualifying exigency arising out of the fact that the employee's spouse, child, parent, or, for CFRA leave only, a registered domestic partner, is a military member on covered active duty or call to covered active duty (or has been notified of an impending call or order to covered active duty)
5. ~~To~~ **The** care for **of** a covered servicemember with a serious injury or illness ~~if~~ **when** the ~~covered servicemember~~ **employee** is the employee's **a** spouse, child, parent, or next of kin, ~~as defined of the covered servicemember~~

In addition, the district shall grant PDL to any employee who is disabled by pregnancy, childbirth, or other related medical condition. (Government Code 12945; 2 CCR 11037)

Terms of Leave

An eligible employee shall be entitled to a total of 12 work weeks of FMLA or CFRA leave during any 12-month period, except in the case of leave to care for a covered servicemember as provided under "Military Caregiver Leave" below. To the extent allowed by law, CFRA and FMLA leaves shall run concurrently. ~~In circumstances where the leaves do not run concurrently under the law, the employee may take up to 12 work weeks for both CFRA and FMLA, for a total of 24 work weeks.~~ (Government Code 12945.2; 29 USC 2612)

~~This~~ **The** 12-month period shall coincide with the fiscal year. (29 CFR 825.200)

In addition, any employee who is disabled by pregnancy, childbirth, or other related condition shall be entitled to PDL for the period of the disability not to exceed four months. For a part-time

FAMILY CARE AND MEDICAL LEAVE (continued)

employee, the four months shall be calculated on a proportional basis. (Government Code 12945; 2 CCR 11042)

PDL shall run concurrently with FMLA leave for disability caused by an employee's pregnancy. At the end of the employee's FMLA leave for disability caused by pregnancy, or at the end of four months of PDL, whichever occurs first, a CFRA-eligible employee may request to take CFRA leave of up to 12 work weeks, for the reason of the birth of a child or to bond with or care for the child. (Government Code 12945, 12945.2; 2 CCR 11046, 11093)

Leave taken for the birth or placement of a child must be concluded within the 12-month period beginning on the date of the birth or placement of the child. Such leave does not need to be taken in one continuous period of time. (2 CCR 11090; 29 USC 2612)

Each eligible employee shall be granted up to 12 work weeks for family care and medical leave related to the birth or placement of a child, regardless of whether both parents of the child work for the district.

Use/Substitution of Paid Leave

During any otherwise unpaid period of FMLA or CFRA leave, except leave for an employee's own serious health condition, an employee shall use accrued paid leave, including, but not limited to, vacation leave, personal leave, or family leave. If the leave is for the employee's own serious health condition, the employee shall use accrued paid leave, including but not limited to, vacation leave, personal leave, or sick leave. During an unpaid period of PDL, the employee shall use any accrued sick leave and may elect to use any vacation time or other accrued personal time off. (Government Code 12945, 12945.2, 2 CCR 11044, 11092; 29 USC 2612)

The district and employee may also come to agreement regarding the use of any additional paid or unpaid time off instead of using the employee's CFRA leave. (2 CCR 11092)

Intermittent Leave/Reduced Work or Leave Schedule

PDL and family care and medical leave for the serious health condition of an employee or eligible family member may be taken intermittently or on a reduced work or leave schedule when medically necessary, as determined by the health care provider of the person with the serious health condition. However, the district shall limit leave increments to the shortest period of time that the district's payroll system uses to account for absences or use of leave provided it is not to be greater than one hour. (Government Code 12945.2; 2 CCR 11042, 11090; 29 USC 2612)

The basic minimum duration of leave for the birth, adoption, or foster care placement of a child shall be two weeks. However, the district shall grant a request for such leave of less than two weeks on any two occasions. (2 CCR 11090; 29 USC 2612)

FAMILY CARE AND MEDICAL LEAVE (continued)

The district may require an employee to transfer temporarily to an available alternative position under any of the following circumstances: (2 CCR 11041, 11090; 29 USC 2612)

1. The employee needs intermittent leave or leave on a reduced work schedule that is foreseeable based on a planned medical treatment for the employee or family member.
2. A medical certification is provided by the employee's health care provider that, because of pregnancy, the employee has a medical need to take intermittent leave or leave on a reduced work schedule.
3. The district agrees to permit intermittent leave or leave on a reduced work schedule due to the birth, adoption, or foster care placement of the employee's child.

The alternative position must have equivalent pay and benefits and must better accommodate recurring periods of leave than the employee's regular job, and the employee must be qualified for the position. Transfer to an alternative position may include altering an existing job to better accommodate the employee's need for intermittent leave or a reduced work or leave schedule. (2 CCR 11041, 11090; 29 USC 2612)

Request for Leave

The district shall consider an employee's request for PDL or family care and medical leave only if the employee provides at least verbal notice sufficient to make the district aware of the need to take the leave and the anticipated timing and duration of the leave. (2 CCR 11050, 11091)

For family care and medical leave, the employee need not expressly assert or mention FMLA/CFRA to satisfy this requirement. However, the employee must state the reason the leave is needed (e.g., birth of child, medical treatment). If more information is necessary to determine whether the employee is eligible for family care and medical leave, the Superintendent or designee shall inquire further and obtain the necessary details of the leave to be taken. (2 CCR 11091)

The district shall respond to requests for leave as soon as practicable, but no later than five business days after receiving the employee's request. (2 CCR 11091)

Based on the information provided by the employee, the Superintendent or designee shall designate the leave, paid or unpaid, as FMLA/CFRA qualifying leave and shall give notice of such designation to the employee. Failure of an employee to respond to permissible inquiries regarding the leave request may result in denial of CFRA protection if the district is unable to determine whether the leave is CFRA qualifying. (2 CCR 11091; 29 CFR 825.300)

When an employee is able to foresee the need for PDL or family care and medical leave at least

FAMILY CARE AND MEDICAL LEAVE (continued)

30 days in advance of the leave, the employee shall provide the district with at least 30 days advance notice before the leave. When the 30 days' notice is not practicable because of a lack of knowledge of when leave will be required to begin, a change in circumstances, a medical emergency, or other good cause, the employee shall provide the district with notice as soon as practicable. Failure of an employee to provide required notice may result in a denial of leave. (2 CCR 11050, 11091)

In all instances, the employee shall consult with the Superintendent or designee and make a reasonable effort to schedule, subject to the health care provider's approval, any planned appointment or medical treatment or supervision so as to minimize disruption to district operations. (Government Code 12945.2; 2 CCR 11050, 11091)

Certification of Health Condition

Within five business days of an employee's request for family care and medical leave for the serious health condition of the employee or an eligible family member, the Superintendent or designee shall request that the employee provide certification by a health care provider of the need for leave. Upon receiving the district's request, the employee shall provide the certification within 15 calendar days, unless either the Superintendent or designee provides additional time or it is not practicable under the particular circumstances, despite the employee's diligent, good faith efforts. (2 CCR 11087, 11091; 29 CFR 825.305)

The certification shall include the following: (Government Code 12945.2; 2 CCR 11087; 29 USC 2613)

1. The date on which the serious health condition began
2. The probable duration of the condition
3. If the employee is requesting leave to care for an eligible family member with a serious health condition, both of the following:
 - a. Statement that the serious health condition warrants the participation of the employee to provide care, such as by providing psychological comfort, arranging for third party care, or directly providing or participating in the medical care of the eligible family member during a period of the treatment or supervision
 - b. Estimated amount of time the health care provider believes the employee needs to care for the eligible family member
4. If the employee is requesting leave because of the employee's own serious health condition,

FAMILY CARE AND MEDICAL LEAVE (continued)

a statement that due to the serious health condition, the employee is unable to work at all or is unable to perform one or more essential job functions of the position

5. If the employee is requesting leave for intermittent treatment or on a reduced work or leave schedule for planned medical treatment, a statement of the medical necessity for the leave, the dates on which treatment is expected to be given, the duration of such treatment, and the expected duration of the leave

The Superintendent or designee shall not request any genetic information related to an employee except as authorized by law in accordance with the California Genetic Information Nondiscrimination Act of 2011. (Government Code 12940)

When an employee has provided sufficient medical certification to enable the district to determine whether the employee's leave request is FMLA/CFRA-eligible, the Superintendent or designee shall notify the employee within five business days whether the leave is FMLA/CFRA-eligible. The Superintendent or designee may also retroactively designate leave as FMLA/CFRA leave as long as appropriate notice is given to the employee and there is no harm or injury to the employee. (2 CCR 11091; 29 CFR 825.301)

If the Superintendent or designee has a good faith objective reason to doubt the validity of a certification that accompanies a request for leave for the employee's own serious health condition, the Superintendent or designee may require the employee to obtain a second opinion from a district-approved health care provider, at district expense. If the second opinion is contrary to the first, the Superintendent or designee may require the employee to obtain a third medical opinion from a third health care provider approved by both the employee and the district, again at district expense. The opinion of the third health care provider shall be final and binding. (Government Code 12945.2; 2 CCR 11091; 29 USC 2613)

Certification for PDL

The Superintendent or designee shall request that an employee who is requesting PDL provide certification by a health care provider of the need for leave at the time the employee gives notice of the need for PDL, or within two business days of giving the notice. If the need for PDL is unforeseen, the Superintendent or designee shall request the medical certification within two business days after the leave commences. The Superintendent or designee may request certification at some later date if the Superintendent or designee has reason to question the appropriateness of the leave or its duration. (2 CCR 11050)

For PDL that is foreseeable and for which at least 30 days' notice has been given, the employee shall provide the medical certification before the leave begins. When this is not practicable, the employee shall provide the certification within the time frame specified by the Superintendent or

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FAMILY CARE AND MEDICAL LEAVE (continued)

designee which must be at least 15 calendar days after the request, unless it is not practicable under the particular circumstances despite the employee's diligent, good faith efforts. (2 CCR 11050)

Medical certification for PDL purposes shall include a statement that the employee needs to take the leave because the employee is disabled by pregnancy, childbirth, or a related medical condition, the date on which the employee became disabled because of pregnancy, and the estimated duration of the leave. (2 CCR 11050)

If additional PDL or family care and medical leave is needed when the time estimated by the health care provider expires, the district may require the employee to provide recertification in the manner specified for the leave. (Government Code 12945.2; 2 CCR 11050; 29 USC 2613)

Release to Return to Work

Upon expiration of an employee's PDL or family care and medical leave taken for the employee's own serious health condition, the employee shall present certification from the health care provider of the employee's ability to resume work. The certification shall address the employee's ability to perform the essential job functions of the position.

Rights to Reinstatement

Upon granting an employee's request for PDL or FMLA/CFRA leave, the Superintendent or designee shall guarantee to reinstate the employee in the same or a comparable position when the leave ends. (Government Code 12945.2; 2 CCR 11043, 11089; 29 USC 2614)

The district may refuse to reinstate an employee to the same or a comparable position if the FMLA/CFRA leave was fraudulently obtained by the employee. (2 CCR 11089; 29 CFR 825.216)

The district may refuse to reinstate an employee to the same position after taking PDL if, at the time the reinstatement is requested, the employee would not otherwise have been employed in that position for legitimate business reasons unrelated to the employee's PDL. (2 CCR 11043)

Maintenance of Benefits/Failure to Return from Leave

During the period when an employee is on PDL or family care and medical leave, the employee shall maintain employee status with the district and the leave shall not constitute a break in service for purposes of longevity, seniority under any collective bargaining agreement, or any employee benefit plan. (Government Code 12945.2; 2 CCR 11092; 29 USC 2614)

For up to a maximum of four months for PDL and 12 work weeks for other family care and medical leave, the district shall continue to provide an eligible employee the group health plan coverage

FAMILY CARE AND MEDICAL LEAVE (continued)

that was in place before the employee took the leave. The employee shall reimburse the district for premiums paid during the leave if the employee fails to return to district employment after the expiration of all available leaves and the failure is for a reason other than the continuation, recurrence, or onset of a serious health condition or other circumstances beyond the employee's control. (Government Code 12945.2; 2 CCR 11044, 11092; 29 USC 2614; 29 CFR 825.213)

In addition, during the period when an employee is on PDL or family care and medical leave, the employee shall be entitled to continue to participate in other employee benefit plans including life insurance, short-term or long-term disability insurance, accident insurance, pension and retirement plans, and supplemental unemployment benefit plans to the same extent and under the same conditions as would apply to an unpaid leave taken for any other purpose. However, for purposes of pension and retirement plans, the district shall not make plan payments for an employee during any unpaid portion of the leave period and the leave period shall not be counted for purposes of time accrued under the plan. (Government Code 12945.2; 2 CCR 11044, 11092)

Military Family Leave Resulting from Qualifying Exigencies

An eligible employee may take up to 12 work weeks of unpaid FMLA/CFRA leave, during each 12-month period established by the district in the section entitled "Terms of Leave" above, for one or more qualifying exigencies while the employee's child, parent, spouse, or, for purposes of CFRA leave, registered domestic partner, who is a military member is on covered active duty or on call to covered active duty status. (Government Code 12945.2; 29 USC 2612; 29 CFR 825.126)

Covered active duty means, for members of the Regular Armed forces, duty during the deployment of a member of the regular Armed Forces to a foreign country and, for members of the Reserve components of the Armed forces, duty during the deployment of a member of the National Guard or Reserves to a foreign country under a call or an order to active duty in support of a contingency operation pursuant to law. Deployment to a foreign county includes deployment to international waters. (29 USC 2611; 29 CFR 825.126)

Qualifying exigencies include time needed to: (29 CFR 825.126)

1. Address issues arising from short notice deployment of up to seven calendar days from the date of receipt of call or order of short notice deployment
2. Attend military events and related activities, such as any official ceremony or family assistance program related to the covered active duty or call to covered active duty status
3. Arrange child care or attend school activities arising from the covered active duty or call to covered active duty, such as arranging for alternative child care, enrolling or transferring a child to a new school, or attending meetings

FAMILY CARE AND MEDICAL LEAVE (continued)

4. Make or update financial and legal arrangements to address a military member's absence
5. Attend counseling provided by someone other than a health care provider
6. Spend time (up to 15 calendar days of leave per instance) with a military member who is on short-term, temporary, rest and recuperation leave during deployment
7. Attend to certain post-deployment activities, such as arrival ceremonies or reintegration briefings
8. Care for a military member's parent who is incapable of self-care when the care is necessitated by the military member's covered active duty
9. Address any other event that the employee and district agree is a qualifying exigency

The employee shall provide the Superintendent or designee with notice of the need for the qualifying exigency leave as soon as practicable, regardless of how far in advance such leave is foreseeable. (29 CFR 825.302)

An employee who is requesting leave for qualifying exigencies shall provide the Superintendent or designee with a copy of the military member's active duty orders, or other documentation issued by the military, and the dates of the service. In addition, the employee shall provide the Superintendent or designee with certification of the qualifying exigency necessitating the leave. The certification shall contain the information specified in 29 CFR 825.309.

The employee's qualifying exigency leave may be taken on an intermittent or reduced work or leave schedule basis. (29 CFR 825.302)

During the period of qualified exigency leave, the district's rule regarding an employee's use of accrued vacation leave and any other accrued paid or unpaid time off, as specified in the section "Use/Substitution of Paid Leave" above, shall apply.

Military Caregiver Leave

The district shall grant an eligible employee up to a total of 26 work weeks of leave during a single 12-month period, measured forward from the first date the leave is taken, to care for a covered servicemember with a serious illness or injury. In order to be eligible for such military caregiver leave, the employee must be the spouse, child, parent, or next of kin of the covered servicemember. This 26-week period is ~~not in addition to, but rather is~~ inclusive of, the 12 work weeks of leave that may be taken for other FMLA qualifying reasons. (29 USC 2611, 2612; 29 CFR 825.127)

FAMILY CARE AND MEDICAL LEAVE (continued)

Covered servicemember may be: (29 CFR 825.127)

1. A current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy; is otherwise in outpatient status; or is otherwise on the temporary disability retired list for a serious injury or illness
2. A veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran

Child of a covered servicemember means the covered servicemember's biological, adopted, or foster child, stepchild, legal ward, or child for whom the covered servicemember stood in *loco parentis*, and who is of any age. (29 CFR 825.127)

Parent of a covered servicemember means the covered servicemember's biological, adopted, step, or foster parent, or any other individual who stood in *loco parentis* to the covered servicemember (except "parents in law"). (29 CFR 825.127)

Next of kin means the nearest blood relative to the covered servicemember, other than the spouse, parent, or child, unless designated in writing by the covered servicemember. (29 USC 2611, 2612; 29 CFR 825.127)

Outpatient status means the status of a member of the Armed Forces assigned to a military medical treatment facility as an outpatient or a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients. (29 USC 2611; 29 CFR 825.127)

Serious injury or illness means: (29 USC 2611; 29 CFR 825.127)

1. For a current member of the Armed Forces, an injury or illness incurred by the member in the line of duty on active duty, or that existed before the beginning of the member's active duty and was aggravated by the member's service in the line of duty while on active duty in the Armed Forces, and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating.
2. For a veteran, an injury or illness incurred or aggravated by the member's service in the line of duty on active duty in the Armed Forces, including the National Guard or Reserves, that manifested itself before or after the member became a veteran and that is at least one of the following:

FAMILY CARE AND MEDICAL LEAVE (continued)

- a. A continuation of a serious injury or illness incurred or aggravated while the veteran was a member of the Armed Forces and rendered the servicemember unable to perform the duties of the servicemember's office, grade, rank, or rating
- b. A physical or mental condition for which the veteran has received a U.S. Department of Veterans Affairs (VA) Service-Related Disability Rating of 50 percent or greater, based wholly or partly on that physical or mental condition
- c. A physical or mental condition that substantially impairs the veteran's ability to secure or follow a substantially gainful occupation by reason of one or more disabilities related to the servicemember's military service or that would do so but for treatment received by the veteran
- d. An injury, including a psychological injury, on the basis of which the veteran has been enrolled in the VA's Program of Comprehensive Assistance for Family Caregivers

The employee shall provide reasonable and practicable notice of the need for the leave in accordance with the procedures in the section entitled "Request for Leave" above.

An employee requesting leave to care for a covered servicemember with a serious injury or illness shall provide the Superintendent or designee with certification from an authorized health care provider of the servicemember that contains the information specified in 29 CFR 825.310.

The leave may be taken intermittently or on a reduced work or leave schedule when medically necessary. An employee taking military caregiver leave in combination with other family care and medical leaves pursuant to this administrative regulation shall be entitled to a combined total of 26 work weeks of leave during a single 12-month period. When both spouses work for the district and both wish to take such leave, the spouses are limited to a maximum combined total of 26 work weeks during a single 12-month period. (29 USC 2612)

During the period of military caregiver leave, the district's rule regarding an employee's use of accrued vacation leave and other accrued paid or unpaid time off, as specified in the section "Use/Substitution of Paid Leave" above, shall apply.

Notifications

The Superintendent or designee shall provide the following notifications regarding state and federal law related to PDL or FMLA/CFRA leave:

1. General Notice: Information explaining the provisions of the ~~FEHA~~ Fair Employment and

FAMILY CARE AND MEDICAL LEAVE (continued)

Housing Act/PDL and FMLA/CFRA and employees' rights and obligations shall be posted in a conspicuous place on district premises, or electronically, and shall be included in employee handbooks. (2 CCR 11049, 11095; 29 USC 2619)

2. The general notice shall also explain an employee's obligation to provide the Superintendent or designee with at least 30 days' notice of the need for the requested leave, when the need is reasonably foreseeable at least 30 days prior to the start of the leave. (2 CCR 11049, 11050, 11091)
23. Eligibility Notice: When an employee requests leave, including PDL, or when the Superintendent or designee acquires knowledge that an employee's leave may be for an FMLA/CFRA qualifying reason, the Superintendent or designee shall, within five business days, provide notification to the employee of eligibility to take such leave. (2 CCR 11049, 11091; 29 CFR 825.300)
34. Rights and Responsibilities Notice: Each time the eligibility notice is provided to an employee, the Superintendent or designee shall provide written notification explaining the specific expectations and obligations of the employee, including any consequences for a failure to meet those obligations. Such notice shall include, as applicable: (29 CFR 825.300)
 - a. A statement that the leave may be designated and counted against the employee's annual FMLA/CFRA leave entitlement and the appropriate 12-month entitlement period, if qualifying
 - b. Any requirements for the employee to furnish medical certification of a serious health condition, serious injury or illness, or qualifying exigency arising out of active duty or call to active duty status and the consequences of failing to provide the certification
 - c. The employee's right to use paid leave, whether the district will require use of paid leave, conditions related to any use of paid leave, and the employee's entitlement to take unpaid leave if the employee does not meet the conditions for paid leave
 - d. Any requirements for the employee to make premium payments necessary to maintain health benefits, the arrangement for making such payments, and the possible consequences of failure to make payments on a timely basis
 - e. The employee's right to maintenance of benefits during the leave and restoration to the same or an equivalent job upon return from leave

AR 4161.8(n)
4261.8
4361.8

FAMILY CARE AND MEDICAL LEAVE (continued)

- f. The employee's potential liability for health insurance premiums paid by the district during the employee's unpaid FMLA leave should the employee not return to service after the leave

Any time the information provided in the above notice changes, the Superintendent or designee shall, within five business days of receipt of an employee's first notice of need for leave, provide the employee with a written notice referencing the prior notice and describing any changes to the notice. (29 CFR 825.300)

45. Designation Notice: When the Superintendent or designee has information (e.g., sufficient medical certification) to determine whether the leave qualifies as FMLA/CFRA leave, ~~he/she~~ **the Superintendent or designee** shall, within five business days, provide written notification designating the leave as FMLA/CFRA qualifying or, if the leave will not be so designated, the reason for that determination. (2 CCR 11091; 29 CFR 825.300)

If the amount of leave needed is known, the notice shall include the number of hours, days, or weeks that will be counted against the employee's FMLA/CFRA entitlement. If it is not possible to provide that number at the time of the designation notice, notification shall be provided of the amount of leave counted against the employee's entitlement upon request by the employee and at least once in every 30-day period if leave was taken in that period. (29 CFR 825.300)

If the district requires paid leave to be used during an otherwise unpaid family care and medical leave, the notice shall so specify. If the district requires an employee to present a release to return to work certification that addresses the employee's ability to perform the essential functions of the job, the notice shall also specify that requirement. (2 CCR 11091, 11097; 29 CFR 825.300)

Any time the information provided in the designation notice changes, the Superintendent or designee shall, within five business days, provide the employee with written notice referencing the prior notice and describing any changes to the notice. (29 CFR 825.300)

Records

The Superintendent or designee shall maintain records pertaining to an individual employee's use of ~~family care and medical~~ **FMLS or CFRA** leave ~~or PDL~~ in accordance with law. (Government Code 12946; 29 USC 2616; 42 USC 2000ff-1; 29 CFR 825.500)

Regulation:
Approved: April 21, 2021
Revised: September 21, 2022

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

UNADOPTED

**LONE PINE UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING
MINUTES
August 17, 2022**

The regular meeting was held in the Lone Pine High School Auditorium, 538 S. Main Street, Lone Pine, CA.

1. CALLED TO ORDER & ROLL CALL @ 4:33 P.M.

Mrs. Susan Patton, President	Present
Mrs. Krista Sullivan, Clerk	Present
Mr. Jason Olin, Member	Present
Mr. Scott Kemp, Member	Absent
Mrs. Susan Lutze, Member	Present
Patrick Traynor, Superintendent and Secretary to the Board	Present

PUBLIC PARTICIPATION (HEARING SESSION)

No one addressed the Board.

2. CLOSED SESSION (4:30 P.M.)

2.1 Moved by Trustee Sullivan and seconded by Trustee Lutze that the Board recess to closed session to discuss the following items: Motion passed 4-0 with Trustee Kemp absent.

- 1) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT (Gov. Code Sec. 54957)
- 2) PUBLIC EMPLOYMENT APPOINTMENT/EMPLOYMENT (Gov. Code sec. 54957)
 - a. Superintendent Contract
 - b. Elementary Principal
 - c. Head Teacher
 - d. High School Science Teacher
 - e. Elective Teacher
 - f. Elementary Teacher
- 3) CONFERENCE WITH LABOR NEGOTIATOR (G.C. Sec. 54957.6)
 - a. District Employees: SITA & CSEA
 - b. District Negotiators: Patrick Traynor

3. OPEN SESSION (5:15 P.M.)

3.1 Moved by Trustee Sullivan and seconded by Trustee Lutze that the Board return to open session at 5:22 p.m.

3.2 Pledge of Allegiance was led by President Patton.

3.3 Moved by Trustee Olin and seconded by Trustee Sullivan that the Board approve the agenda order as presented, with item 6.9 pulled and item 6.4 will be discussed in closed session.

3.4 Report of no action was taken in Closed Session will be going back into closed session.

4. REPORTS TO THE BOARD

4.1 Lo-Inyo Principal Report – Dr. Traynor reported that there 215 students enrolled; announced the new teachers for this school year; will be continuing the after-school program for grades K-6 for the 8-hour requirement, activities will go until 4:00 pm; anonymous reporting for students and parents on the school's new website; first day of school is on Tuesday, August 23rd at 7:45 a.m.; class lists will be posted on the main gate beginning tomorrow.

4.2 LPHS Principal Report – Nancy O'Sullivan welcomed everyone back; went over BP 5121 Grades/Evaluation of Student Achievement, it is corrected in Aeries, in the future should look at the percentage for A and A+ in the board policy; has dual enrollment with two of the teachers, Math C121 with Mr. Kinberg and English C101 with Mr. Lozier; welcomed the new math and science teachers, Mr. Kinberg & Mr. Heinz; shared important dates for students to pick up chrome books, schedules, and locks.

4.3 Union Reports – Dr. Traynor commented that CSEA does have their sunshine and he will share it in his superintendent report.

PUBLIC PARTICIPATION (HEARING SESSION)

No one addressed the Board.

5. GENERAL FUNCTIONS OF THE BOARD**NON-CONSENT AGENDA**

5.1 Moved by Trustee Sullivan and seconded by Trustee Olin that the Board adopt the following revised and/or updated Board Policy and/or Administrative Regulation as presented to the Board. *The board may vote to waive the second reading and approve these items after the first read.* Motion to approve as first read, passed 4-0 with Trustee Kemp absent.

- 1) E 1113 – District and School Web Sites
- 2) AR/E 1312.4 – Williams Uniform Complaint Procedures
- 3) BP 3110 – Transfer of Funds
- 4) AR/E 3517 – Facilities Inspection
- 5) BP/AR 3523 – Electronic Signatures (NEW)
- 6) BP/AR 3550 – Food Service/Child Nutrition Program
- 7) BP/AR 3551 – Food Service Operations/Cafeteria Fund
- 8) BP/AR 3553 – Free and Reduced Price Meals
- 9) AR 4112.2 - Certification
- 10) AR 4161.8/4261.8/4361.8 – Family Care and Medical Leave
- 11) AR 6173.1 – Education for Foster Youth

5.2 Moved by Trustee Lutze and seconded by Trustee Sullivan to approve the special minutes of July 14, 2022, as presented to the Board. Motion passed 4-0 with Trustee Kemp absent.

6. PERSONNEL**NON-CONSENT AGENDA**

PUBLIC HEARING REGARDING AB 1200 PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING SETTLEMENT BETWEEN THE DISTRICT AND THE CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #440 *Copies of the Public Disclosure of Proposed Collective Bargaining Agreement are available in the Lone Pine Unified School District Office, 301 S. Hay Street, Lone Pine upon request.*

6.1 Moved by Trustee Olin and seconded by Trustee Sullivan that the Board approve the tentative settlement between the District and the Classified School Employees Association, Chapter #440 for the 2021-22 school year related to salary, as presented to the Board. The agreement includes salary increase to the salary schedule that includes 8% increase retroactive to July 1, 2021. Motion passed 4-0 with Trustee Kemp absent.

PUBLIC HEARING REGARDING AB 1200 PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING SETTLEMENT BETWEEN THE DISTRICT AND CONFIDENTIAL EMPLOYEES *Copies of the Public Disclosure of Proposed Collective Bargaining Agreement are available in the Lone Pine Unified School District Office, 301 S. Hay Street, Lone Pine upon request.*

6.2 Moved by Trustee Olin and seconded by Trustee Sullivan that the Board approve the proposed settlement agreement for the 2021-22 school year for Confidential employees, as presented to the Board. The agreement includes 4% increase, retroactive to July 1, 2021. Motion passed 3-1 with Trustee Kemp absent and Trustee Lutze voting no.

6.3 Moved by Trustee Sullivan and seconded by Trustee Olin that the Board approve the Declaration of Need for Fully Qualified Educators for the 2022-23 school year, as presented to the Board. This is an estimated number of Emergency and/or Limited Assignment Permits that may be needed in the event that there is an insufficient number of certificated persons who meet the District's specified employment criteria for the 2022-23 school

year. Motion passed 4-0 with Trustee Kemp absent.

- 6.4 **PULLED** Moved by _____ and seconded by _____ that the Board approve temporary amendment to the Superintendent contract to reflect that Dr. Traynor will serve concurrently as Superintendent/Elementary Principal effective August 2, 2022 as specified in the Agreement, as presented to the Board. Dr. Traynor will be placed on Column __ Step __ of the _____ Salary Schedule.

CONSENT AGENDA

Moved by Trustee Olin and seconded by Trustee Lutze that the Board approve consent agenda items 6.5 to 6.11. Motion passed 4-0 with Trustee Kemp absent.

- 6.5 Approve the list of certificated and classified substitute employees for the 2022-23 school year, as presented to the Board.
- 6.6 Approve the tentative settlement agreement between the District and Classified School Employees Association, Chapter #440 for the 2021-22 school year, dated July 21, 2022, as presented to the Board.
- 6.7 Approve Memorandum of Understanding between the District and Southern Inyo Teachers Association (SITA) to recover Learning Loss occurred during 2019-20 and 2021-22 school years, as presented to the Board.
- 6.8 Approve probationary employment of Jeffrey Heinz to serve as for High School Science teacher for the 2022-23 school year. Compensation shall be upon verification of units and employment requirements.
- 6.9 **PULLED** Approve probationary employment of _____ to serve as Elementary Teacher, effective August 23, 2022. Compensation shall be upon verification of units and employment requirements.
- 6.10 Approve temporary probationary employment of Lisa Boutillier to serve as High School Fine Arts Teacher for one period per day for the 2022-23 school year. Compensation shall be upon verification of units and employment requirements.
- 6.11 Approve Memorandum of Understanding between the District and Southern Inyo Teachers Association (SITA), for signing bonuses related to Teacher Recruitment, as presented to the Board.

7. CURRICULUM & INSTRUCTION

NON-CONSENT AGENDA

Eloina and Emma Gonzalez commented on their support for the multi-district sports for the Owens Valley students to play for Lone Pine High School and that sports are very important and it would be a positive outlet for them.

- 7.1 Moved by Trustee Olin and seconded by Trustee Lutze that the Board approve an Agreement between LPUSD and OVUSD for Multi-District Sports, as presented to the Board. Motion passed 4-0 with Trustee Kemp absent.

Trustee Patton commented that Owens Valley USD did approve and pass the Agreement for the Multi-District Sports but unfortunately the deadline was May 30th. The athletic directors are going to call CIF to see if Lone Pine can file a late application.

- 7.2 Moved by Trustee Lutze and seconded by Trustee Sullivan that the Board approve CIF Application for Multi-School Membership for sports participation with Owens Valley Unified School District for the 2022-23-school year. Motion passed 4-0 with Trustee Kemp absent.

CONSENT AGENDA

Moved by Trustee Olin and seconded by Trustee Lutze that the Board approve consent agenda items 7.3 to 7.5. Board will vote on each item separately.

- 7.3 Approve overnight trip for Coach Joseph and 20 student athletes to participate in the Cal City Volleyball Tournament from September 16-17, 2022, as presented in the itinerary to the Board. Motion passed 4-0 with Trustee Kemp absent.

- 7.4 Approve additional football game on September 23, 2022 at Cornerstone Christian School in Wildomar. Motion passed 4-0 with Trustee Kemp absent.
- 7.5 Approve temporary employment of athletic coaches and extra-duty positions for the 2022-23 school year. Compensation shall be as specified on the Extra Duty Pay Schedule. All coaching employment is pending sufficient student participation. Motion passed 3-0-1 with Trustee Kemp absent and Trustee Sullivan abstained.

Garrett Sullivan, LPHS Varsity Boys' Basketball
Kristin Connelly, MS Volleyball
James Dawson, MS Boys' Basketball
Andrea Herrmann, MS Girls' Basketball
_____, LPHS Service Club
Alicia Southey, Lo-Inyo Activities Director

8. BUSINESS AND FINANCE

CONSENT AGENDA

Moved by Trustee Sullivan and seconded by Trustee Olin that the Board approve consent agenda items 8.1 and 8.2. Motion passed 4-0 with Trustee Kemp absent.

8.1 Approve the Williams Quarterly Uniform Complaint Report for April-June, 2022.

8.2 Approve Purchase Orders and Warrants.

ITEMS FROM THE SUPERINTENDENT

A. Other – Dr. Traynor reported that the district is focusing on social emotional learning and the district is pursuing an online contract with Prescence Learning or Lighthouse Therapy. The district did receive a contract offer from Lighthouse and they can do guidance counseling as well as behavioral counseling. This would help Carrie Ray and Shelby Domlin who work with Northstar. Ms. O'Sullivan is working with Naviance a guidance counseling service. CSEA has asked Dr. Traynor to read their sunshine proposal, in addition to benefits and salaries they would like to open Article 1-overall agreement for a 3-year contract, Article X-Leaves, Article VIII-Evaluation Process. Dr. Traynor also read the district's proposal for negotiations besides salaries and benefits will also include, Article XII-Vacation and Article XIII-Holidays. Dr. Traynor said that both parties sunshine proposals would be added to the Board Packet for the public to view. The Expanded Learning Grant was expanded to \$250,00 from \$75,000 and it has been shortened from 9 hours to 8 hours, Mrs. McGuire was instrumental in developing the program last year and hopefully can help organize it again this year. This school it is a requirement but the district will not be audited. The district has shifted to a new website that was suggested by Ms. O'Sullivan this school year.

ITEMS FROM THE BOARD

Trustee Lutze is looking forward to the volleyball game and disappointed about the multi-district sport. Esther Hampton and Susan Lutze will be doing the tutoring again this year. Trustee Sullivan is looking forward to meeting all the new teachers and we have a lot of them. Trustee Patton is excited about the new teachers starting their teaching careers and hope all goes well.

UPCOMING DATES AND REMINDERS (See District Calendar at www.lpusd.k12.ca.us)

- **Fri. Aug. 19** - **Teacher Contract Day**
- **Mon. Aug. 22** - **Teacher Contract Day**
- **Tues. Aug. 23** - **First Student Attendance Day**
- **Wed. Sept. 21** - **Regular Board Meeting**

9 RETURN TO CLOSED SESSION

10.1 Moved by Trustee Sullivan and seconded by Trustee Olin that the Board reconvene into closed session at 6:10 p.m. to discuss the following items. Motion passed 4-0 with Trustee Kemp absent.

- 2) PUBLIC EMPLOYMENT APPOINTMENT/EMPLOYMENT (Gov. Code sec. 54957)
 - a. Superintendent Contract
 - c. Head Teacher
- 3) CONFERENCE WITH LABOR NEGOTIATOR (G.C. Sec. 54957.6)
 - a. District Employees: SITA & CSEA
 - b. District Negotiators: Patrick Traynor

10 OPEN SESSION

11.1 Moved by Trustee Sullivan and seconded Trustee Olin that the Board reconvene into open session at 7:45 p.m. Motion passed 4-0 with Trustee Kemp absent.

11.2 President Patton reported that no action was taken in closed session.

11 ADJOURNMENT @ 7:48 P.M.

Respectfully Submitted,

Patrick Traynor, Superintendent and
Secretary to the Board

**LONE PINE UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES SPECIAL MEETING
MINUTES**

Friday, August 5, 2022

The special meeting was held in the District Office Conference Room, 301 S. Hay Street, Lone Pine, CA.

The meeting was conducted by zoom conference at the following location: Krista Sullivan from, 2928 Promontory Loop, Genoa, NV and Jason Olin from 3511 Country Road, Likely, CA.

1. CALLED TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL @ 4:30 P.M.

Mrs. Susan Patton, President	Present
Mrs. Krista Sullivan, Clerk	Present by zoom conference
Mr. Jason Olin, Member	Absent
Mr. Scott Kemp, Member	Present
Mrs. Susan Lutze, Member	Present
Dr. Patrick Traynor, Superintendent and Secretary to the Board	Present

PUBLIC PARTICIPATION (HEARING SESSION)

No one addressed the Board

2. CLOSED SESSION 4:34 P.M.

2.1 Moved by Trustee Kemp and seconded by Trustee Lutze that the Board convene into closed session to discuss the following item:

- 1) PUBLIC EMPLOYEE DISCIPLINE/DISMISAL/RELEASE/REASSIGNMENT
- 2) PUBLIC EMPLOYMENT APPOINTMENT/EMPLOYMENT (Gov. Code sec. 54957)
 - a. HS Science
 - b. Elementary Teacher
 - c. Principal
 - d. Superintendent Contract
 - e. Temporary High School Clerk Typist
- 3) CONFERENCE WITH LABOR NEGOTIATOR (G.C. Sec. 54957.6)
 - a. District Employees: SITA & CSEA
 - b. District Negotiators: Patrick Traynor

3. OPEN SESSION 5:15 P.M.

3.1 Moved by Trustee Lutze and seconded by Trustee Kemp that the Board reconvene into open session at 5:20 p.m.

3.2 Moved by Trustee Kemp and seconded by Trustee Lutze that the Board approve the agenda order as presented.

3.3 Trustee Patton reported that no action was taken in Closed Session.

PUBLIC PARTICIPATION (HEARING SESSION)

No one addressed the Board.

4. PERSONNEL

NON-CONSENT

4.1 Moved by Trustee Lutze and seconded by Trustee Kemp that the Board approve the District's application to The Commission on Teacher Credentialing for a Multiple Subject Provisional Internship Permit (PIP) for Andrew Howe. Mr. Howe is recommended to be employed, on the basis of the PIP, as 6th-12th Alternative Education teacher for the 2022-23 school year. Compensation shall be appropriate placement on the Certificated Salary Schedule. Motion passed 4-0 with Trustee Olin absent.

4.2 Moved by Trustee Kemp and seconded by Trustee Lutze that the Board approve the District's application to the Commission on Teacher Credentialing for a Provisional Internship Permit (PIP) for Henry Truxillo. Mr.

Truxillo is recommended to be employed, on the basis of the PIP, as the Special Day teacher at Lo-Inyo School for the 2022-23. Compensation shall be appropriate placement on the Certificated Salary Schedule. Motion passed 4-0 with Trustee Olin absent.

- 4.3 Moved by Trustee Lutze and seconded by Trustee Kemp that the Board approve the District's application to the Commission on Teacher Credentialing for a Provisional Internship Permit (PIP) for Jordan Kinberg. Mr. Kinberg is recommended to be employed, on the basis of the PIP, as the Math teacher at Lone Pine High School for the 2022-23. Compensation shall be appropriate placement on the Certificated Salary Schedule. Motion passed 4-0 with Trustee Olin absent.

CONSENT AGENDA

Moved by Trustee Kemp and seconded by Trustee Lutze that the Board approve consent agenda items 4.4 and 4.5.

- 4.4 Approve resignation of Kenneth Dutton as Teaching Principal at Lo-Inyo Elementary School, effective Tuesday, August 2, 2022.
- 4.5 Approve temporary employment of Alicia Brice as Assistant Volleyball Coach for the 2022-23 school year. Compensation shall be as specified on the Extra Duty Pay Schedule,

5 RETURN TO CLOSED SESSION

5.1 Moved by Trustee Kemp and seconded by Trustee Patton that the Board reconvene into closed session at 5:25 p.m. to discuss the following items. Motion passed 4-0 with Trustee Olin absent.

- 2) PUBLIC EMPLOYMENT APPOINTMENT/EMPLOYMENT (Gov. Code sec. 54957)
 - d. Superintendent Contract
 - e. Temporary High School Clerk Typist
- 3) CONFERENCE WITH LABOR NEGOTIATOR (G.C. Sec. 54957.6)
 - a. District Employees: SITA & CSEA

6 OPEN SESSION

- 6.1 Moved by Trustee Sullivan and seconded Trustee Lutze that the Board reconvene into open session at 8:25 p.m. Motion passed 4-0 with Trustee Olin absent.
- 6.2 President Patton reported there was discussion on various solutions to the district's issues and will work on details to take official action.

7 ADJOURNMENT @ 8:30 P.M.

Respectfully Submitted,

Patrick Traynor, Superintendent and
Secretary to the Board

LONE PINE UNIFIED SCHOOL DISTRICT

AMENDMENT TO AGREEMENT FOR EMPLOYMENT OF SUPERINTENDENT

THIS AGREEMENT, made this 21st day of September 2022, between the Governing Board of the Lone Pine Unified School District ("District" or "Board") and Patrick Traynor, Ph.D. (hereinafter referred to as "Superintendent"), is by mutual consent of the Parties made part of the Agreement for Employment ("Employment Contract") made and entered by the District and Superintendent as of the 17th day of June, 2020, as follows:

WHEREAS, due to a temporary vacancy of the position of Principal at Lo-Inyo Elementary School, the District desires to assign the Superintendent to serve concurrently as Superintendent and Lo-Inyo Elementary School Principal; and

NOW, THEREFORE, the District and Superintendent hereby agree to amend the Employment Contract as set forth below, with all other provisions of the Employment Contract remaining in full force and effect:

1. Term. Effective August 2, 2022, and continuing through June 30, 2023, Superintendent shall be assigned to serve as Superintendent/Principal on a full-time basis. The Superintendent's temporary assignment under this Amendment to serve concurrently as Principal at Lo-Inyo Elementary School shall terminate automatically upon the expiration date of this Agreement, unless extended by the Board of Education prior to the expiration date of this Agreement. The temporary assignment may be terminated earlier by the Board, providing 30 days' advance written notice to the Superintendent, if, for example, the Board elects to recruit for and hire a full-time Principal. If the temporary assignment is terminated early, the Superintendent will resume his regular part-time Superintendent position.

2. Salary.

a. Initial Salary. Employee's salary shall be (\$) per year. The salary shall be payable on the last day of each month in installments of one-twelfth (1/12) of the annual salary for services rendered during the preceding month, with proration for a period of less than a full year of service.

4. Work-Related Expenses.

d. Technology Equipment. With the expectation that Superintendent carries out District duties while on site during the scheduled work day, the District will reimburse the Superintendent for one-half (1/2) the total cost of a laptop and printer, not to exceed \$1,750, on a one-time basis. The equipment is expected to last a minimum of three years. The equipment shall be the property of the Superintendent, but if the Superintendent leaves the District prior to three years, a prorated purchase option will be available. This provision applies to any District reimbursement provided to the Superintendent for a laptop and printer prior to execution of this Amendment to the Employment Contract.

[5.] Work Year. While serving as Superintendent/Principal, Superintendent shall be required to render 210 workdays of full and regular service to the District during the annual period covered by this Agreement, exclusive of District holidays. The Superintendent may work up to ten (10) additional days, at his per diem rate. The additional days shall be preapproved by the Board. It is

understood that the demands of the position of Superintendent/Principal will require more than eight (8) hours a day and/or forty (40) hours per work week. The Superintendent is not entitled to receive overtime compensation.

5[6]. Superintendent's Duties.

a. General Rules.

(6) The Superintendent is expected to perform all duties the position requires, even if these duties must be completed off site. These include, but are not limited to, responding to District and school site issues that spontaneously arise, responding to emails in a timely manner, attending county meetings and other meetings (at least remotely), completing reports, taking and initiating telephone calls, and attending state, county, and supporting organization webinars.

b. Administrative and Board-Related Duties.

(12) The Superintendent shall attend all year-end awards and graduations.

c. Personnel Matters.

(1) The Superintendent shall have primary responsibility for making timely and appropriate recommendations to Board regarding personnel matters, including the employment of personnel and any release, non-reelection, or termination of an employee. The Superintendent shall follow up after all interviews so that contracts/offers of employment are made in a timely manner. Upon request by Superintendent, Board may authorize Superintendent to employ personnel without Board approval.

f. Duties as Principal. In addition to the duties listed in this section, he will evaluate staff under his direct supervision, face to face in a timely manner which allows time to answer.

9[10]. Termination of Agreement.

Add to the end of the second paragraph: Under no circumstances will the Superintendent receive salary and health benefits resulting from a termination of the contract without cause of more than six (6) months.

IN WITNESS WHEREOF, the parties have executed this Amendment to Contract.

DATED: September____, 2022

SUPERINTENDENT

LONE PINE UNIFIED SCHOOL DISTRICT

By: _____
Patrick Traynor, Ph.D.

By: _____
Susie Patton
President, Board of Education

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS LONE PINE CHAPTER NO 440
AND
LONE PINE UNIFIED SCHOOL DISTRICT
NATIVE AMERICAN LIAISON**

This Memorandum of Understanding and Agreement ("MOU") is entered into by and between the California School Employees Association and its Lone Pine Chapter No. 440 ("CSEA") and the Lone Pine Unified School District ("District"), collectively referred to as the "Parties" to this agreement.

CSEA enters into this MOU as the Exclusive Representative for the classified bargaining unit employed by the District.

This MOU is intended to memorialize negotiations between the Parties concerning the creation of the following position(s) and their placement on the classified salary schedule:

1. Native American Liaison – The Parties agree to the placement on the Classified Salary Schedule at Range 9. This is a 10-month position. This is a grant based funded position.

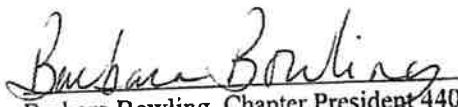
By affixing their signatures to this MOU, the Parties acknowledge that the matter set forth herein is agreed. The signatories have represented that they are the authorized representatives of the Parties to the MOU and all actions necessary for the Parties to ratify and accept this MOU as a binding and bilateral agreement will be completed in a manner required by their respective internal policies and/or as required by law. More specifically, this MOU is subject to ratification pursuant to CSEA Policy 610.

Date 9-1-2022

DISTRICT


Patrick Traynor Ph.D., Superintendent

CSEA


Barbara Bowling, Chapter President 440


Sheryl Centro, CSEA LRR

LONE PINE UNIFIED SCHOOL DISTRICT

Position Description

TITLE:	Native American Liaison	CLASSIFICATION:	Classified
DEPARTMENT:	Instructional Services	WORK YEAR:	Student School Year
REPORTS TO:	School Principal	SALARY:	Range 9

GENERAL SUMMARY

The ~~Native American~~ Native American Liaison will be directly involved in all educational matters that have a bearing on the educational programs and services available to the youth of the Native American community. The Liaison will be responsible for developing a program to improve students' and parents' attitudes toward school and the learning process, as well as selecting and implementing appropriate cultural activities, all within the scope of the Title VI Grant.

PRINCIPLE DUTIES AND RESPONSIBILITIES

Promote parental involvement

Regularly monitor the academic progress of all Native American students

Assist with student discipline matters as requested by the parent/student

Report known or suspected incidents of child abuse to the appropriate agency, when necessary

Take an active part in substance abuse prevention

Provide Native American cultural awareness activities

Serve as a resource for the schoolwide cultural curriculum development committee

Make home visits, as needed

Promote communications between Native American parents/students and staff regarding all aspects of the school program

Assist with the annual update of the Title VI Grant

Maintain Title VI records on students/objectives

Report to the Parent Advisory Committee on program activities on a monthly basis

Report to the Governing Board on program activities, as requested

Maintain responsibility for inventory control

Participate in continuing education/professional growth activities (i.e. workshops)

Perform other duties, as assigned and within the scope of the Title VI Grant Program

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Ability to see and read, with or without vision aids; ability to hear and understand speech at normal levels; ability to communicate so others will clearly understand normal conversation.

Knowledge of correct English usage, grammar, spelling, punctuation and vocabulary.

Knowledge of general concepts of child growth and development and student behavior characteristics.

Skill in maintaining a variety of records and reports, correct student's work, ability to score tests and complete and record grades.

Ability to maintain a neat, orderly and attractive learning environment.

Ability to demonstrate an understanding, patient, warm and receptive attitude toward children.

Ability to establish and maintain cooperative working relationships with those contacted in the course of work.

Maintain a high degree of confidentiality

Understand and follow oral and written directions

Organize integrated academic, social, artistic and instructional curriculum with core curriculum and Native American students

WORKING CONDITIONS

Light to moderate physical effort standing and/or walking for extended periods of time; ability to reach in all directions. Lift and move instructional materials and equipment.

Lift 40 pounds; carry 25 pounds.

Moderate stress level.

ENVIRONMENTAL CONDITIONS

Primarily indoor classroom and school environment.

Temperature – normal climate.

CONTACTS

Daily contact with students, teachers, school and District staff.

Occasional contact with parents and community members.

OCCUPATIONAL CERTIFICATES/LICENSES

High school diploma or equivalent.

Possession of a certificate showing successful passage of the District or State proficiency exam.

A Native American is preferred

EMPLOYMENT STANDARDS

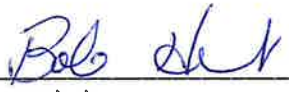
Dexterity and physical condition to maintain a rigorous work schedule and meet standards of physical and mental health. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable

accommodation may be made to enable individuals with disabilities to perform the essential functions of the position.

CSEA Review: 9/1/2022
Pending Board Approval: 9/21/22

Memorandum of Understanding (MOU)
Between the District and the Southern Inyo Teachers Association (SITA)
Head Teacher Compensation

It is agreed that the Head Teacher position listed in the extra duty salary schedule at the compensation rate of \$4,413 refers to Olancho School. It is further agreed that a new stipend position of Head Teacher for Lo-Inyo Elementary School shall be created. The compensation for this new position at Lo-Inyo Elementary shall be \$14,500 per school year.



For the Association
Bob Heist
President, SITA

8-26-2022

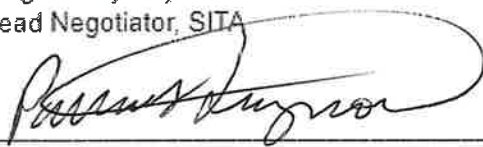
Date



For the Association
Megan Maybury
Lead Negotiator, SITA

8-26-22

Date



For the District
Dr. Patrick Traynor
Superintendent, LPUSD

8/26/22

Date

LONE PINE UNIFIED SCHOOL DISTRICT
CERTIFICATED JOB DESCRIPTION

POSITION TITLE: HEAD TEACHER – Lo-Inyo Elementary

DESCRIPTION OF POSITION: Under the direct supervision of the assigned administrator, the head teacher will provide on-site teacher leadership in designated areas. It is not intended for the head teacher to assume the authority or responsibility of the site administrator. It is expected that assigned tasks will frequently require additional hours beyond the teaching day.

- GENERAL DUTIES:
1. Facilitates communications between members of the staff.
 2. Facilitates communications between the school and the community.
 3. Assists members of the staff in handling discipline problems which require immediate attention and/or on-site follow through, under the direction supervision of the site administrator.
 4. Regularly communicates with the administrator and keeps administration apprised of all incidents or events pertaining to the school and community which require either head teacher or administrator action or attention.
 5. May assist with bus scheduling or rescheduling in emergency situations.
 6. May assist bus drivers in handling discipline problems.
 7. Serves as a school spokesperson in the absence of the principal, but under the direction of the site administrator.
 8. Will hear parent complaints and /or concerns which are of an immediate nature and will call these to the attention of the site administrator.
 9. Makes decisions regarding emergency situations such as fire drills, site evacuations, etc., if the site administrator or District office can't be reached.
 10. Attends scheduled IEP, SARB and parent meetings as directed by the site administrator. It is understood that unless extenuating circumstances exist, the Head Teacher will not serve as administrator for Individualized Educational

Program (IEP) and Schools Attendance Review Board (SARB) meetings.

REQUIRED

QUALIFICATIONS:

Holds a valid California Teaching Credential and must be a full-time certificated teacher assigned to the site.

Ability to: Be an effective disciplinarian.

Ability to: Communicate in an excellent and effective manner.

SUPERVISION:

Under the immediate direction of the site principal.

SALARY RANGE:

Refer to District's Extra-Duty Assignment Schedule.



LONE PINE UNIFIED SCHOOL DISTRICT

P. O. BOX 159 · LONE PINE, CALIFORNIA 93545
PHONE (760) 876-5579 FAX (760) 876-5438

Patrick Traynor, Ph.D.
Superintendent

Board of Trustees:
Susan Patton, President
Krista Sullivan, Clerk
Jason Olin
Scott Kemp
Susan Lutze

DATE: August 17, 2022

TO: Members of the General Public
California School Employees Association (CSEA)
and Its Lone Pine Chapter #440

FROM: Board of Trustees
Lone Pine Unified School District

RE: INITIAL REOPENER PROPOSAL OF THE PUBLIC SCHOOL
EMPLOYER FOR 2022-23 COLLECTIVE BARGAINING EGOTIATIONS

The Board of Trustees in compliance with Government Code Section 3547, makes the following Initial Reopener Proposal (Sunshine Proposal) to the California School Employees Association (CSEA) and Its Lone Pine Chapter No 440 for the 2022-2023 school year negotiations:

District's Initial Proposal:

1. **Salary Administration - Article XV:** The District proposes to negotiate a wage and benefit package offering fair compensation consistent with public education in the State of California.
2. **Benefits - Article XVI:** The District proposes to negotiate an equitable solution to rising healthcare costs.
3. **Hours – Article VII:** The District will propose changes to this Article.
4. **Vacation - Article XII:** The District will propose changes to this article.
5. **Holidays – Article XIII:** The District will propose changes to this article.
6. The District may offer proposals and/or counter-proposals on the Articles identified by CSEA and Its Lone Pine Chapter No 440 in its Sunshine proposal.
7. The District reserves the right to re-open additional articles with proper notice and will make the proposal public in accordance with Government Code requirements.

The District may offer new proposals, counter-proposals, withdrawal of proposals and/or other changes to proposals that are responsive to discussions that occur during negotiations, or that the District deems necessary in response to changes in education funding or other education requirements.

The District may propose non-substantive changes language in various articles in order to eliminate typographical errors or to clarify the intent of information contained therein. The Board and Administration look forward to an early and amicable settlement of negotiations.



LONE PINE UNIFIED SCHOOL DISTRICT

P. O. BOX 159 · LONE PINE, CALIFORNIA 93545
PHONE (760) 876-5579 FAX (760) 876-5438

Patrick Traynor, Ph.D.
Superintendent

Board of Trustees:
Susan Patton, President
Krista Sullivan, Clerk
Jason Olin
Scott Kemp
Susan Lutze

DATE: July 14, 2022

TO: Members of the General Public
Southern Inyo Teachers Association/CTA/NEA

FROM: Board of Trustees
Lone Pine Unified School District

RE: INITIAL REOPENER PROPOSAL OF THE PUBLIC SCHOOL
EMPLOYER FOR 2022-2023 COLLECTIVE BARGAINING
NEGOTIATIONS

The Board of Trustees in compliance with Government Code Section 3547, makes the following Initial Reopener Proposal (Sunshine Proposal) to the Southern Inyo Teachers Association/ CTA/NEA for the 2022-2023 school year negotiations:

District's Initial Proposal:

1. **Salary Administration - Article 7:** The District proposes to negotiate a wage and benefit package offering fair compensation consistent with public education in the State of California.
2. **Benefits - Article 8:** The District proposes to negotiate an equitable solution to rising healthcare costs.
3. **Hours – Article 10:** The District will propose changes to this Article.
4. **Leaves - Article 11:** The District will propose changes to this article.
5. **Class Size – Article 13:** The District will propose changes to this article.
6. **Calendar – Article 15:** The District will propose changes to this article.
7. The District may offer proposals and/or counter-proposals on the Articles identified by the Southern Inyo Teachers Association/CTA/NEA in its Sunshine proposal.
8. The District reserves the right to re-open additional articles with proper notice and will make the proposal public in accordance with Government Code requirements.

The District may offer new proposals, counter-proposals, withdrawal of proposals and/or other changes to proposals that are responsive to discussions that occur during negotiations, or that the District deems necessary in response to changes in education funding or other education requirements.

The District may propose non-substantive changes language in various articles in order to eliminate typographical errors or to clarify the intent of information contained therein. The Board and Administration look forward to an early and amicable settlement of negotiations.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
LONE PINE UNIFIED SCHOOL DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS LONE PINE CHAPTER NO 440
REGARDING ARTICLE XVI – BENEFITS FOR JACQUELINE WHITNEY
September 15, 2022**

The California School Employees Association and its Lone Pine Chapter No. 440 ("CSEA") and the Lone Pine Unified School District ("District") agree to the following:

Jacqueline Whitney started working for Lone Pine Unified School District in 1993. In 2005, she left. Mrs. Whitney returned as a sub in 2007 and was hired as a permanent employee in December of 2007. Jacqueline has worked for the District for 27 years as a classified employee. Due to unforeseen health issues with her husband, Mrs. Whitney would like to leave by October 14, 2022, instead of December 2022. Jacqueline Whitney's health benefits as a retiree follow the CSEA bargaining unit agreement; however, she will not have the required years (15) of continuous service to qualify for the continued health benefits.

CSEA and the District agree to suspend the language of Article XVI. F. for the purpose of providing continued health benefits to Jackie Whitney upon retirement as follows:

The District agrees to pay the negotiated premium for health, dental and vision benefits. For the 2022-23 school year, this negotiated amount is up to \$24,123.28 for unit members and retirees until the age established for Medicare eligibility, or 5 years, whichever comes first. Jackie Whitney, will be considered having met all criteria for being a retiree if this MOU is approved. So, the District contribution to the premium shall be a hard cap in the amount of \$24,123.28 for the period of eligibility based on this MOU. However, if the negotiated hard cap decreases, the District's contribution would be up to the new negotiated hard cap.

So, in the future if active classified employees' cap is increased, this hard cap will be increased by the same amount. And, if the active classified employees' cap is decreased, this hard cap will be decreased by the same amount.

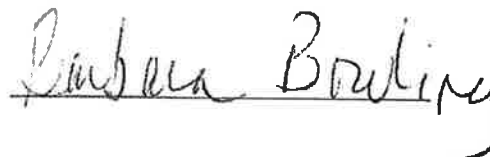
This MOU does not set an established practice for future years.

Date 9/16/22

DISTRICT

CSEA





Patrick Traynor Ph.D., Superintendent

Barbara Bowling, President Chapter 440


Sheryl Centro, CSEA LRR

**LONE PINE UNIFIED SCHOOL DISTRICT
IN THE COUNTY OF INYO, STATE OF CALIFORNIA**

RESOLUTION NO. 2022-23-01

***Education Code Section 60119*
Resolution on Sufficiency of Instructional Materials**

**RESOLUTION REGARDING SUFFICIENCY OR INSUFFICIENCY OF
INSTRUCTIONAL MATERIALS:**

Whereas, the Governing Board of the Lone Pine Unified School District, in order to comply with the requirements of *Education Code* Section 60119 held a public hearing on September 15, 2021, at 5:15 p.m., which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the Governing Board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

Whereas, the Governing Board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

FOR A FINDING OF SUFFICIENT INSTRUCTIONAL MATERIALS:

Whereas, information provided at the public hearing and to the Governing Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district/county office of education, and;

Whereas, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

The definition of sufficient textbooks or instructional materials no longer includes the phrase “to complete required homework assignments.” Students must now be able to take their instructional materials home.

Whereas, sufficient textbooks and instructional materials were provided to each student, including English learners that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics
- Science
- History-social science
- English/language arts, including the English language development component of an adopted program.

Whereas, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

Whereas, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the 2021-22 school year, the Lone Pine Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

Therefore, it is resolved that this certification was approved by the local Governing Board at a public meeting held on September 21, 2022.

Ayes:

Noes:

Absent:

Susan Patton, President of the Board

Attest:

Krista Sullivan, Clerk to the Board

**Lone Pine Unified School District
K-8 Standards Based Textbooks and
Grades 9-12 Board Approved Textbooks**

Grades K-8

Subject	Title	Publisher	Year	Grades
Language Arts	Benchmark Adv	Benchmark Edu	2015	TK-5
Language Arts	Collections	Houghton Mifflin	2015	6-8
Mathematics	Math Expressions	Houghton Mifflin	2014	TK-4
Mathematics	Eureka Math	Jossay-Bass	2014	TK-8
Social Studies	Impact California	McGraw Hill	2018	TK-8
Science	Amplify Science California	Amplify	2020	TK-8
ELD	Benchmark Adv	Benchmark Edu	2015	TK-5
ELD	Collections	Houghton Mifflin	2015	6-12

Grades 9-12

Subject	Title	Publisher	Year	Grades
English Language Arts	myPerspectives California	Pearson	2017	9-12
English	Writing and Reading Across the Curriculum	Pearson	2019	Dual Enrollment
Math	Integrated Math 1	Houghton Mifflin Harcourt	2015	9-12
Math	Integrated Math 2	Houghton Mifflin Harcourt	2015	10-12
Math	Integrated Math 3	Houghton Mifflin Harcourt	2015	9-12
Government	California Impact	McGraw Hill	2018	12
Economics	California Impact	McGraw Hill	2018	12
World History	California Impact	McGraw Hill	2018	10
U.S. History	California Impact	McGraw Hill	2018	11
Physics	CA Physics in the Universe	Houghton Mifflin	2020	10-12
Chemistry	CA Chemistry in the Earth System	Houghton Mifflin	2020	10-12
Biology	CA The Living Earth	Houghton Mifflin	2020	10-11
LANGUAGES				
Spanish	Autentico 1	Pearson	2018	9-12
Spanish	Autentico 2	Pearson	2018	9-12

OTHER (NON-CORE SUBJECT) TEXTBOOKS				
Course	Title	Publisher	Year	Grades
CTE (Formerly called ROP)				
Agriculture Mechanics	Agriculture Mechanics	Delmar Cengage	2010	9-12
Welding	Welding	Delmar Cengage	2012	9-12
Floral Design	Art Of Floral Design 3 rd Edition	Delmar Cengage	2015	9-12
Ag Construction	Carpentry & Building Construction	Glencoe	2010	9-12
Ag Construction	Carsage Learning labs/DVD/Manuals Plumbing-Electrical-Cement	Glencoe	2011	9-12
Ag Intro/Ag/Ag Leadership↓	Modern Agriculture	SWI	1989	9-12
“	The Illustrated Guide to Animal Science Terminology	Thomson/Delmar Learning	2008	9-12
“	Agriscience Fundamentals & Applications	Delmar Thomson Learning	2004	9-12
“	Official FFA Manual	National FFA Organization	2020	9-12
“	Agriscience Fundamentals & Applications	Delmar Thomson Learning	2007	9-12
“	Plant & Soil Science	Delmar Cengage	2010	9-12
“	Handbook of Livestock Management	Pearson Prentice Hall	2007	9-12
“	Agribusiness	Delmar Cengage	2009	9-12
“	The Official FFA Student Handbook	National FFA Organization	2011	9-12
“	Floriculture Designing & Merchandise	Delmar Thompson Learning	2002	9-12
“	Modern Livestock & Poultry Production	Delmar Cengage	2004	9-12

Pending Board Approval: September 21, 2022
kw: My Documents/Resolutions/Textbook Approval 2022.doc

FFA Greenhand Conference

1. 10/12/2022
2. 2 school vans
3. N/A
4. Brenda Lacey/ Chuck Carson/Remaining Chaperone to be determined
5. Names of students will be provided as the trip is planned
6. All expenses for the trip will be paid for by the FFA Chapter and Ag Grants

About Greenhand Conference

Freshman year is full of New Beginnings. Everything is new; new school, new teachers, new teams, new clubs. The list can go on. It might be too much "new" all at once or it might be the "new" you have been craving. Either way, GLC is for you!

This is no ordinary leadership conference! This action-packed day is sure to be a fun way to get to know yourself and meet new people as we explore the new world of Agricultural Education (Ag Ed). Ag Ed and FFA is a home away from home for all and will help as you start to navigate this new beginning. You will spend the day diving into what makes you, YOU! and discovering ways the FFA can help you make the most out of your high school experience.

LONE PINE UNIFIED SCHOOL DISTRICT 2022-23 FUNDRAISER ACTIVITIES

Background:

Annually, a variety of fundraising activities and events are scheduled throughout the District to support student trips, activities and events. Fundraising activities support clubs, sports, ASB and class activities and events. To date, the following fundraiser activities are submitted for ratification and approval for the 2022-23 school year.

Lo-Inyo School

7 th Grade Catalina Trip:	Catalog sales
8 th Grade Catalina Trip:	Fall Catalog Sales; Pizza Factory Card & Fundraising Dinner Nights; Wild Wild West Dinner; Soda Sales at Film Festival
8 th Grade Promotion:	Halloween Carnival Cake Walk; Basketball Marathon; Candy Grams.
ASB:	Yearbook sales
CAASPP/Principal's Award:	Read-A-Thon; Book Fair, Popcorn Sales; Little Caesar Pizza Sales; Fall Festival
RIF/Renaissance:	Uncle Jerry's T-Shirt Sale, Book Fair
M.S. Girls Basketball:	
M.S. Volleyball:	
Other:	St. Jude's Math-a-thon (benefits cancer research)

Lone Pine High School

ASB:	Sports Concession and gate; Candy Grams; dances; and spirit store.
Cheerleaders:	Film Festival Arts & Crafts space rentals
Class of 2023:	Christmas See's Candy; Prom;
Class of 2024:	Hot Chocolate Sales; Car Wash
Class of 2025:	Easter See's Candy; Golf Tournament; Car Wash; Enchilada Dinner
Class of 2026:	Valentine's See's Candy; Spring Sports Awards Dinner
FFA:	Pumpkin Sale; Haunted Farm; Flocking and wood sales; floral sales; spring plant sales; various other agriculture fundraisers
Girls Basketball:	Christmas Decoration Contest; Halloween Decorating Contest; Yard/Bake Sale; Shirt Sales
Boys Basketball:	Half Court Shooting; Pizza Factory Fundraiser
Volleyball:	Indian Taco Sales, T-Shirt/Sweatshirt Sales; Spaghetti Dinner; Pizza Factory Fundraiser
Football:	Hamburger/Food sales; Pizza Factory Fundraiser; T-Shirt/Sweatshirt Sales
Softball:	Hamburger Dinner; Hot Dog Cart and Snack Sales
Baseball:	Tri-Tip Dinner; Hat/Shirt Sales
Yearbook:	Senior Pages; Parent Messages & Community Advertisements
CSF:	Bake sale; catalog sales; drink sales; jewelry sales
Principal's Club:	Student Store Sales; Spirit Wear Sales

All activities are pending verification of insurance liability coverage as necessary.

Fundraising activities may be added as approved by administration

Pending Board Approval: September 21, 2022

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Opening and Closing FFA Contest

1. Depart on 11/15/22 at 11:30 am and return at 11:00 pm
2. School Bus
3. N/A
4. Brenda Lacey/ Jill Patton / Julie Berry
5. Names of students will be provided as the trip is planned
6. All expenses for the trip will be paid for by the FFA Chapter

FFA Opening and Closing Ceremony Event Guidelines

Purpose: This leadership development event is designed to emphasize the importance and purpose of having regular, organized and effective chapter meetings, as well as the significance of the duties of chapter officers. It is hoped this event will lead FFA members and advisors to have future interest in participation in the Conduct of Chapter Meetings and Senior Parliamentary Procedure CDEs.

September 1, 2022

1) Spend Night at Marriott LAX Tuesday October 25, 2022
Wednesday October 26, 2022 at 4 am for LAX flight leaves LAX American Airlines 6 am arrives in Indianapolis Indiana at 3:30 pm Eastern time
Return on Saturday October 29, 2022 flight leaves at 5 pm Indianapolis Indiana arrives LAX 6:40 pm Pacific time. Drive from LAX to Lone Pine return to Lone Pine at 12 midnight.

2) Expedition and FFA Truck to LAX Rental Cars in Indianapolis Drivers Brenda Lacey and Jill Patton

3) Lodging:
Hilton Garden Inn Indianapolis
8910 Hatfield Dr., Indianapolis, In 4621
T: 1317-856-9100

4) One male room /two female room/ one chaperone room

5) Brenda Lacey and Jill Patton are the District approved chaperons. Joe Buffington will serve as the male chaperone.

6) Mylee Patton, Alina Berry, Aiden Kingsford, Guillermo Nava, Dominique Enriquez, Djenna Garnotel, Ivy Sanchez, Itzel Lopez, Jenna McGuire

The Lone Pine FFA Chapter and FFA Booster Club pay for all expenses. Each student paid for his or her own airplane ticket.

Field Trip Request

Fine Arts Club

November 13, 2022

1. Departing LPHS at 7:30 AM.
Arriving Kendall's Brasserie 11:30 AM
OMAR begins at 2:00 PM
Departing Los Angeles at 4:00 PM
Arriving LPHS 8:00 PM
2. Transportation will be via bus. Driver will be determined by Transportation Department.
3. N/A
4. N/A
5. Chaperones will be Jayson Lozier, bus driver, and one other teacher TBD
6. Students in attendance: Jayden D., Christopher D., Felix C., Bilal B., Christian D., Alejandro A., J. B. Ross, Jaciel I., Edith R., Korina I., Jenna M., Ivy S., Stephanie V., Djenna G., Steven B., America V., Dominique E., Betzy A., and Itzel L. (9 males/10 females)

APPENDIX B

RESOLUTION NO. 2022-23-02**LONE PINE UNIFIED SCHOOL DISTRICT
RESOLUTION FOR ADOPTING THE “GANN” LIMIT**

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called “Gann Limits,” for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2021-22 fiscal year and a projected Gann Limit for the 2022-23 fiscal year in accordance with the provision of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2021-22 and 2022-23 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the budget for the 2021-22 and 2022-23 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

ADOPTED this 21st day of September, 2022 by the following vote:

AYES:

NOES:

ABSENT:

Susan Patton, President of the Board

ATTEST:

Krista Sullivan, Clerk of the Board



Lighthouse Therapy
14493 S Padre Island Dr,
STE A PMB 667
Corpus Christi, Texas 78418

CONSULTING SERVICE AGREEMENT

THIS GENERAL SERVICE AGREEMENT (the "Agreement") dated this 08/17/2022

BETWEEN:

CLIENT

Lone Pine Unified School District
301 South Hay Street, Lone Pine, CA 93545
(the "Client")

CONTRACTOR

Lighthouse Therapy
14493 S Padre Island Dr, STE A PMB 667, Corpus Christi, Texas 78418
(the "Contractor")

1. BACKGROUND

- a. The Client is of the opinion that the Contractor has the necessary qualifications, experience and abilities to provide services to the Client.
- b. The Contractor is agreeable to providing such services to the Client on the terms and conditions set out in this Agreement.
- c. **IN CONSIDERATION OF** the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Contractor (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

2. SERVICES PROVIDED

- a. The Client hereby agrees to engage the Contractor to provide the Client with the following services (the "Services"):
 - i. The Contractor agrees to provide qualified clinicians including speech-language pathologists, occupational therapists, and/or behavioral and mental health therapists (each, a "Clinician") or others as to provide supplemental educational services.
 - ii. Direct therapy sessions, makeup therapy sessions, direct parent/teacher consultations, and assessments.
 - iii. Coordination of services, planning, documenting and creating reports.



Lighthouse Therapy
14493 S Padre Island Dr,
STE A PMB 667
Corpus Christi, Texas 78418

2. SERVICES PROVIDED (CONTINUED)

- a. The Client hereby agrees to engage the Contractor to provide the Client with the following services (the "Services"):
 - iv. Case management of Speech Therapist "only" students.
 - v. Client will provide access to online IEP system to manage IEPs and progress reports to students assigned.
- b. The Services will also include any other tasks which the Parties may agree on. The Contractor hereby agrees to provide such Services to the Client.

3. TERM OF AGREEMENT

- a. The term of this Agreement (the "Term") will begin on the date of this Agreement and will remain in full force and effect until June 30, 2023, subject to earlier termination as provided in this Agreement. The Term of this Agreement may be extended with the written consent of the Parties.
- b. In the event that either Party wishes to terminate this Agreement prior to June 30, 2023, that Party will be required to provide 30 days' written notice to the other Party.

4. PERFORMANCE

- a. The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

5. CURRENCY

- a. Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in USD (US Dollars).

6. COMPENSATION

- a. The Contractor (Lighthouse Therapy) will charge the Client for the Services as per the supplied rate sheet.
- b. Both parties agree, in good faith, to begin scheduled services per date specified 08-23-2022.
- c. The Client will be invoiced every month.
- d. Invoices submitted by the Contractor to the Client are due within 15 days of receipt.
- e. The Contractor will be reimbursed for any additional insurance expenses required in connection with providing the Services of this Agreement. Contractor will provide paid invoice for additional required coverage.

7. PENALTIES FOR LATE PAYMENT

- a. Any late payments will trigger a fee of 1.50% per month on the amount still owing.



Lighthouse Therapy
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Corpus Christi, Texas 78418

8. CONFIDENTIALITY

- a. Confidential information (the "Confidential Information") refers to any data or information relating to the business of the Client which would reasonably be considered to be proprietary to the Client including, but not limited to, accounting records, business processes, and client records and that is not generally known in the industry of the Client and where the release of that Confidential Information could reasonably be expected to cause harm to the Client.
- b. The Contractor agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any confidential information which the Contractor has obtained, except as authorized by the Client or as required by law. The obligations of confidentiality will apply during the term of this Agreement and will survive indefinitely upon termination of this Agreement.
- c. All written and oral information and material disclosed or provided by the Client to the Contractor under this Agreement is Confidential Information regardless of whether it was provided before or after the date of this Agreement or how it was provided to the Contractor.
- d. Contractor and assigned Clinicians understand that it will receive confidential information protected by the federal acts Family Educational Rights and Privacy Act (FERPA) and Health Insurance Portability and Accountability Act (HIPAA). Contractor and Clinicians will comply with all requirements established by FERPA and HIPAA.

9. OWNERSHIP OF INTELLECTUAL PROPERTY

- a. All intellectual property and related material (the "Intellectual Property") that is developed or produced by Contractor, will be the property of the Contractor. The Client is granted a non-exclusive limited-use license of this Intellectual Property.
- b. Title, copyright, intellectual property rights and distribution rights of the Intellectual Property remain exclusively with the Contractor.

10. RETURN OF PROPERTY

- a. Upon the expiry or termination of this Agreement, the Contractor will return to the Client any property, documentation, records, or Confidential Information which is the property of the Client.



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11. CAPACITY/INDEPENDENT CONTRACTOR

- a. In providing the Services under this Agreement it is expressly agreed that the Contractor is acting as an independent contractor and not as an employee. The Contractor and the Client acknowledge that this Agreement does not create a partnership or joint venture between them and is exclusively a contract for service. The Client is not required to pay, or make any contributions to, any social security, local, state or federal tax, unemployment compensation, workers' compensation, insurance premium, profit-sharing, pension or any other employee benefit for the Contractor during the Term. The Contractor is responsible for paying, and complying with reporting requirements for, all local, state and federal taxes related to payments made to the Contractor under this Agreement.

12. NOTICE

- a. All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the Parties at the following addresses:
 - i. Lone Pine Unified School District 301 South Hay Street, Lone Pine, CA 93545
 - ii. Lighthouse Therapy 14493 S Padre Island Dr, STE A PMB 667
Corpus Christi, Texas 78418
 - iii. or to such other address as either Party may from time to time notify the other and will be deemed to be properly delivered (a) immediately upon being served personally, (b) two days after being deposited with the postal service if served by registered mail, or (c) the following day after being deposited with an overnight courier.

13. INDEMNIFICATION

- a. Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. This indemnification will survive the termination of this Agreement.



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14. MODIFICATION OF AGREEMENT

- a. Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

15. TIME OF THE ESSENCE

- a. Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

16. ASSIGNMENT

- a. The Contractor will not voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Client.

17. ENTIRE AGREEMENT

- a. It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

18. ENUREMENT

- a. This Agreement will enure to the benefit of and be binding on the Parties and their respective heirs, executors, administrators and permitted successors and assigns.

19. TITLES/HEADINGS

- a. Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

20. GENDER

- a. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.



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21. GOVERNING LAW

- a. This Agreement will be governed by and construed in accordance with the laws of the State of Texas.

22. SEVERABILITY

- a. In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

23. WAIVER

- a. The waiver by either Party of a breach, default, delay or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.



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Lone Pine Unified School District and Lighthouse Therapy® Rate Sheet

Hourly Services	Hourly Rate
Counseling	
Individual Counseling	\$100.00
Counseling and Guidance	\$100.00
Parent Counseling	\$100.00
Social Work Services	\$100.00
Psychological Services	\$100.00
Behavior Intervention Services	\$100.00
IEP Meeting: Planning, Writing, Attendance	\$100.00
No show/late cancel fee	\$100.00
Progress Report writing	\$100.00
Parent/Teacher Communication	\$100.00
Consultation per IEP	\$100.00
Documentation and Planning: 15% of Hourly Rate for services listed above	\$15.00
Service Coordination for all services	\$85.00
Administrative Fee: 1 hour per student per year for all services	\$100.00



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Bilingual Services	
Counseling - Bilingual	
Individual Counseling	\$130.00
Counseling and Guidance	\$130.00
Parent Counseling	\$130.00
Social Work Services	\$130.00
Psychological Services	\$130.00
Behavior Intervention Services	\$130.00
IEP Meeting: Planning, Writing, Attendance	\$130.00
No show/late cancel fee	\$130.00
Progress Report writing	\$130.00
Parent/Teacher Communication	\$130.00
Consultation per IEP	\$130.00
Documentation and Planning: 15% of Hourly Rate for services listed above	\$19.50



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Assistive Technology Services - Hourly	
Assistive Technology OT Services	
Assistive Technology Direct Services	\$150.00
IEP Meeting: Attendance (Planning and writing no additional fee)	\$150.00
No show/late cancel fee	\$150.00
Progress Report writing	\$150.00
Parent/Teacher Communication	\$150.00
Consultation per IEP	\$150.00
Documentation and Planning: 15% of Hourly Rate for services listed above	\$22.50
Assistive Technology Services - Flat Rate	
Assistive Technology Assessment	\$1550.00



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Flat Rate Services	
Assessments	
Assessment/Evaluation Type: Psychoeducational Assessment Includes up to three evaluation areas per student. Additional assessment areas can be purchased for \$200.00 per assessment area per student.	\$750.00
Assessment/Evaluation Type: Bi-Lingual Psychoeducational Assessment Includes up to three evaluation areas per student. Additional assessment areas can be purchased for \$290.00 per assessment area per student.	\$1,250.00
Assessment/Evaluation Type: Licensed Social Work Assessment	\$550.00
Assessment/Evaluation Type: BCBA - Functional Behavior Assessment	\$550.00
Assessment/Evaluation Type: BCBA - Verbal Behavior Milestones Assessment and Placement Program	\$550.00
Assessment/Evaluation Type: Screenings	\$85.00



You're only three steps away

from having a plan for next year no matter what education model your district chooses:

1. Sign below.
2. We do a video call on our platform with your Special Education staff to identify the team onsite and virtually that will be serving your students.
3. We make sure you have all of your equipment running, and all of your technology questions answered before your students begin services.
4. When it's the first time for your students to get online, our system makes the process easy. So your students can receive the services that they deserve hassle-free.

Sign Janet L Courtney

Date 8/17/2022

Janet L. Courtney
Lighthouse Therapy
Founder and CEO

Sign _____

Date _____

Patrick Traynor
Superintendent
Lone Pine Unified School District

Please note that this proposal is only good for 30-days. If you have any questions, please contact our office at 888-642-0994. The plan for the next school year does not have to be stressful.

We look forward to serving you and helping you move forward with ease.

**AGREEMENT BETWEEN COMMUNITY SERVICE SOLUTIONS AND LONE
PINE UNIFIED SCHOOL DISTRICT FOR THE PROVISION OF GARDENING
AND NUTRITION EDUCATION SERVICES**

INTRODUCTION

WHEREAS, **Community Service Solutions** of Coleville, CA (hereinafter referred to as “CSS”) may have the need for Gardening and Nutrition Education Services provided by **Lone Pine Unified School District** (hereinafter referred to as “Contractor”) of Inyo County, CA, and in consideration of the mutual promises, covenants, terms and conditions hereinafter contained, the parties hereby agree as follows:

TERMS AND CONDITIONS

1. SCOPE OF WORK

The Contractor shall furnish to CSS, upon its request, those services and work set forth in Exhibit A and Exhibit B, attached hereto and by reference incorporated herein. Requests by CSS to the Contractor to perform under this Agreement will be made by the Executive Director of CSS, or an authorized representative thereof. Requests to the Contractor for work or services to be performed under this Agreement will be based upon the CSS’s need for such services. CSS makes no guarantee or warranty, of any nature, that any minimum level or amount of services or work will be requested of the Contractor by CSS under this Agreement. By this Agreement, CSS incurs no obligation or requirement to request from Contractor the performance of any services or work at all, even if CSS should have some need for such services or work during the term of this Agreement.

Services and work provided by the Contractor at CSS’s request under this Agreement will be performed in a manner consistent with the requirements and standards established by applicable federal, state, and county laws, ordinances, and resolutions. Such laws, ordinances, regulations, and resolutions include, but are not limited to, those that are referred to in this Agreement.

This agreement is subject to the following Exhibits (as noted) which are attached hereto, following all referenced Attachments, and incorporated by this reference. In the event of a conflict between the terms of an attached Exhibit and this Agreement, the terms of the Exhibit shall govern:

- Exhibit A: Scope of Work
- Exhibit B: Budget Detail and Payment Provisions
- General Provisions I
- General Provisions II

2. PURPOSE

The purpose of the contract is to provide nutrition education and obesity prevention activities and interventions for low-income Californians that are allowable per Supplemental Nutrition Assistance Program-Education, hereinafter referred to as SNAP-Ed and per CalFresh Healthy Living; hereinafter referred to as CFHL. The focus of SNAP-Ed/CHFL is health promotion to help the target audience establish healthy eating habits and a physically active lifestyle and for primary prevention of diseases to help the target audience who have risk factors for nutrition-related chronic diseases, such as obesity, prevent and postpone the onset of disease by establishing healthier eating habits and being more physically active.

3. TERM

The term of this Agreement shall be from **October 1, 2022 through September 30, 2023**, unless sooner terminated as provided below.

4. GRANT AMOUNT

The maximum amount payable under this contract shall not exceed Seven Thousand Five Hundred Dollars (\$7,500).

5. CONSIDERATION

- A. Compensation. CSS shall pay Contractor in accordance with work described in Exhibit A and Exhibit B that are performed by Contractor at CSS's request.
- B. Travel and Per Diem. CSS will not reimburse Contractor for any travel or per diem under this Agreement.
- C. No Additional Consideration. Except as expressly provided in this Agreement, Contractor shall not be entitled to, nor receive, from CSS, any additional consideration, compensation, salary, wages, or other type of remuneration for services rendered under this Agreement. Specifically, Contractor shall not be entitled, by virtue of this Agreement, to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays, or other paid leaves of absence of any type or kind whatsoever.
- D. Limit upon amount payable under Agreement. The total sum of all payments made by CSS to Contractor for services and work performed under this Agreement shall not exceed \$7,500. CSS expressly reserves the right to deny any payment or reimbursement requested by Contractor for services or work performed that is in excess of the Contract Limit.
- E. Billing and Payment. Contractor shall submit to CSS, by the 5th day of each month, an itemized statement of all services and work described in Exhibit A and Exhibit B, which were done at CSS's request. The statement to be submitted will cover the period from the

first (1st) day of the preceding month through and including the last day of the preceding month. All statements submitted in request for payment shall identify the date on which the services and work were performed and describe the nature of the services and work which were performed on each day. Invoicing shall be informative but concise regarding services and work performed during that billing period.

Upon finding that the Contractor has satisfactorily completed the work and performed the services as requested, CSS shall make payment to the Contractor within 30 days of its receipt of the itemized statement. Should CSS determine the services or work have not been completed or performed as requested and/or should the Contractor produce an incorrect statement, CSS shall withhold payment until the services and work are satisfactorily completed or performed and/or the statement is corrected and resubmitted.

- F. Federal and State Taxes. CSS will not withhold any federal or state income taxes or social security from any payments made by CSS to Contractor under the terms and conditions of this Agreement. CSS will provide the Contractor with a Form 1099-MISC, to be issued no later than January 31st, 2023, and January 31st, 2024, reporting all income paid to Contractor by CSS under this Agreement. As required by law, CSS will provide this information to the Internal Revenue Service (IRS).

6. WORK SCHEDULE

Contractor's obligation is to perform, in a timely manner, those services and work identified in Exhibit A and Exhibit B that are requested by CSS. It is understood by Contractor that the performance of these services and work may require a varied schedule. Contractor, in arranging his/her schedule, will maintain communication with CSS to ensure that all services and work requested by CSS under this Agreement will be performed within the time frame set forth by CSS.

7. REQUIRED LICENSES, CERTIFICATES, AND PERMITS

Any licenses, certificates, or permits required by the federal, state, county or municipal governments, for Contractor to provide the services and work described in Exhibit A and Exhibit B must be procured by Contractor and be valid at the time Contractor enters into this Agreement. Further, during the term of this Agreement, Contractor must maintain such licenses, certificates, and permits in full force and effect. Licenses, certificates, and permits may include, but are not limited to, driver's licenses, professional licenses or certificates, and business licenses. Such licenses, certificates, and permits will be procured and maintained in force by Contractor at no expense to CSS. Contractor will provide CSS, upon execution of this Agreement, with evidence of current and valid licenses, certificates and permits that are required to perform the services identified in Exhibit A and Exhibit B. Where there is a dispute between Contractor and CSS as to what licenses, certificates, and permits are required to perform the services identified in Exhibit A and Exhibit B, CSS reserves the right to make such determinations for purposes of this Agreement.

8. SUPPLIES, EQUIPMENT, ETC.

CSS is not responsible for the acquisition of supplies necessary to provide the services identified in Exhibit A and Exhibit B to this Agreement. The Contractor is responsible for purchasing any supplies and/or equipment as is necessary to provide the services identified in Exhibit A and Exhibit B, and as is SNAP-Ed allowable per USDA guidelines. CSS is not obligated to reimburse or pay Contractor for any expense or cost incurred by Contractor in procuring non-SNAP-Ed allowable items, nor maintaining any items. Responsibility for the costs and expenses incurred by Contractor in providing non-SNAP-Ed allowable items, and maintaining any items, is the sole responsibility and obligation of Contractor.

9. CSS PROPERTY

- A. Personal Property of CSS. No personal property belonging to CSS, such as protective or safety devices, badges identification cards, keys, uniforms, vehicles, reference materials, furniture, appliances, etc., will be provided to Contractor by CSS pursuant to this Agreement.
- B. Products of Contractor's Work and Services. Any and all plans, specifications, or intellectual properties of any kind that are created, produced, assembled, compiled by, or the result, product, or manifestation of, Contractor's services or work under this Agreement are, and at termination of this Agreement remain, property of CSS. At the termination of the Agreement, Contractor will convey possession and title to copies of all such properties to CSS.

10. WORKERS' COMPENSATION

Contractor shall provide Statutory Workers' Compensation insurance coverage and Employer's Liability coverage for not less than \$1 million (\$1,000,000.00) per occurrence for all employees engaged in services or operations under this Agreement. Any insurance policy limits in excess of the specified minimum limits and coverage shall be made available to CSS as an additional insured. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of CSS for all work performed by Contractor, its employees, agents, and subcontractors. Contractor will provide CSS with a copy of Contractor's Statutory Workers' Compensation and Employer's Liability policies upon request.

11. INSURANCE

- A. Contractor shall procure and maintain, during the entire term of this Agreement or, if work or services do not begin as of the effective date of this Agreement, commencing at such other time as may be authorized in writing by CSS's Executive Director, the following insurance (as noted) against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by Contractor, its agents, representatives, employees, or subcontractors:

General Liability. A policy of Comprehensive General Liability Insurance

which covers all the work and services to be performed by Contractor under this Agreement, including operations, products and completed operations, property damage, bodily injury (including death) and personal and advertising injury. Such policy shall provide limits of not less than \$1,000,000.00 per claim or occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project or the general aggregate limit shall be twice the required occurrence limit.

Automobile/Aircraft/Watercraft Liability Insurance. A policy of Comprehensive Automobile/ Aircraft/Watercraft Liability Insurance for bodily injury (including death) and property damage which provides total limits of not less than \$500,000.00 per claim or occurrence applicable to all owned, non-owned and hired vehicles/ aircraft/ watercraft in possession by the Contractor.

- Professional Error and Omissions Liability Insurance. A policy of Professional Errors and Omissions Liability Insurance appropriate to Contractor's profession is recommended by CSS; however, it is not a requirement and will not be provided by CSS.

- B. Coverage and Provider Requirements. Insurance policies shall not exclude or except from coverage any of the services and work required to be performed by Contractor under this Agreement. The required policy(ies) of insurance shall be issued by an insurer authorized to sell such insurance by the State of California, and have at least a "Best's" policyholder's rating of "A" or "A+". Prior to commencing any work under this agreement, Contractor shall provide to CSS: (1) a certificate of insurance evidencing the coverage required; (2) an additional insured endorsement for general liability applying to CSS, its agents, officers and employees made on ISO form CG 20 10 11 85, or providing equivalent coverage; and (3) a notice of cancellation or change of coverage endorsement indicating that the policy will not be modified, terminated, or canceled without thirty (30) days written notice to CSS.
- C. Deductible, Self-Insured Retentions, and Excess Coverage. Any deductibles or self-insured retentions must be declared and approved by CSS. If possible, the Insurer shall reduce or eliminate such deductibles or self-insured retentions with respect to CSS, its officers, and employees; or the Contractor shall provide evidence satisfactory to CSS guaranteeing payment of losses and related investigations, claim administration, and defense expenses. Any insurance policy limits in excess of the specified minimum limits and coverage shall be made available to CSS as an additional insured.
- D. Waiver of Subrogation. Contractor hereby grants to CSS a waiver of any right to subrogation which any insurer of Contractor may acquire against CSS by virtue of the payment of any loss under such insurance. Contractor shall obtain any endorsement necessary to effectuate this waiver, but this provision applies regardless

of whether or not CSS has received a waiver of subrogation endorsement from the insurer.

- E. Subcontractors. Contractor shall require and verify that all subcontractors maintain insurance (including Workers' Compensation) meeting all the requirements stated herein and that CSS is an additional insured on insurance required of subcontractors.

12. STATUS OF CONTRACTOR

All acts of Contractor, its agents, officers, and employees, relating to the performance of this Agreement, shall be performed as an independent contractor, and not as an agent, officer, or employee of CSS. Contractor, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of, or exercise any right or power vested in, CSS, except as expressly provided by law or set forth in Exhibit A and Exhibit B. No agent, officer, or employee of the Contractor is to be considered an employee of CSS. It is understood by both CSS and Contractor that this Agreement shall not, under any circumstances, be construed to create an employer-employee relationship or a joint venture. As an independent contractor:

A. Contractor shall determine the method, details, and means of performing the work and services to be provided by Contractor under this Agreement.

B. Contractor shall be responsible to CSS only for the requirements and results specified in this Agreement, and except as expressly provided in this Agreement, shall not be subjected to CSS's control with respect to the physical action or activities of Contractor in fulfillment of this Agreement.

C. Contractor, its agents, officers and employees are, and at all times during the term of this Agreement shall represent and conduct themselves as, independent contractors, and not employees of CSS.

13. DEFENSE AND INDEMNIFICATIONS

Contractor shall defend with counsel acceptable to CSS, indemnify, and hold harmless CSS, its agents, officers, and employees from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from or in connection with, the performance of this Agreement by Contractor, or Contractor's agents, officers, or employees. Contractor's obligation to defend, identify, and hold CSS, its agents, officers, and employees harmless applies to any actual or alleged personal injury, death, damage or destruction to tangible or intangible property, including the loss of use. Contractor's obligation under this paragraph extends to any claim, damage, loss, liability, expense or other costs that are caused in whole or in part by any act or omission of the Contractor, its agents, employees, suppliers or anyone directly or indirectly employed by any of them, or anyone for whose acts or omissions any of them may be liable.

Contractor's obligation to defend, identify, and hold CSS, its agents, officers and employees harmless under the provisions of this paragraph is not limited to, or restricted by, any requirement in

this Agreement for Contractor to procure and maintain a policy of insurance and shall survive any termination or expiration of this Agreement.

14. RECORDS AND AUDIT

- A. Records. The Contractor shall maintain books, records, documents, and other evidence, accounting procedures and practices, sufficient to properly reflect all direct and indirect costs of whatever nature claimed to have been incurred in the performance of this Agreement, including any matching costs and expenses. The foregoing constitutes "records" for the purpose of this provision. Contractor shall maintain these records for a minimum of three (3) years from the termination or completion of this Agreement. Contractor may fulfill its obligation to maintain records as required by this paragraph by substitute photographs, micrographs, or other authentic reproduction of such records.
- B. Inspections and Audits. Any authorized representative of CSS shall have access to any books, documents, papers, records, including, but not limited to, financial records of Contractor, that CSS determines to be pertinent to this Agreement, for the purposes of making audit, evaluation, examination, excerpts, and transcripts during the period such records are to be maintained by Contractor. Further, CSS has the right, at all reasonable times, to audit, inspect, or otherwise evaluate the work performed or being performed under this Agreement. The Contractor's facility or office or such part thereof as may be engaged in the performance of this Agreement and his/her records shall be subject at all reasonable times to inspection, audit, and reproduction.

Contractor also agrees that CDPH, the Department of General Services, the Bureau of State Audits, or their designated representatives including the Comptroller General of the United States shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (GC 8546.7, CCR Title 2, Section 1896).

15. NONDISCRIMINATION

During the performance of this Agreement, Contractor, its agents, officers, and employees shall not un lawfully discriminate in violation of any federal state, or local law, against any employee, or applicant for employment or person receiving services under this Agreement, because of race, religious creed, color, ancestry, national origin, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, or any other status protected by law. Contractor and its agents, officers, and employees shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), and the applicable regulations promulgated thereunder in the California Code of Regulations. Contractor shall also

abide by the Federal Civil Rights Act of 1964 (P.L. 88-352) and all amendments thereto, and all administrative rules and regulations issued pursuant to said Act.

16. TERMINATION

This Agreement may be terminated by CSS without cause, and at will, for any reason by giving to Contractor thirty (30) calendar days written notice of such intent to terminate. Contractor may terminate this Agreement without cause, and at will, for any reason whatsoever by giving to CSS thirty (30) calendar days written notice of such intent to terminate.

17. ASSIGNMENT

This Agreement is an agreement for the services of Contractor. CSS has relied upon the skills, knowledge, experience, and training of Contractor as an inducement to enter into this Agreement. Contractor shall not assign or subcontract this Agreement, or any part of it, without the express written consent of CSS. Further, Contractor shall not assign any moneys due or to become due under this Agreement without the prior written consent of CSS.

18. DEFAULT

Notwithstanding paragraph 16 above, if the Contractor abandons the work, or fails to proceed with the work, services, and completion of quarterly progress reports and end-of-project report requested by CSS in a timely manner, or fails in any way as required to conduct the work and services as required by CSS, CSS may declare the Contractor in default and terminate this Agreement upon five (5) days written notice to Contractor. Upon such termination by default, CSS will pay to Contractor all amounts owing to Contractor for services and work satisfactorily performed to the date of termination.

19. WAIVER OF DEFAULT

Waiver of any default by either party to this Agreement shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in paragraph 26 below.

20. CONFIDENTIALITY

Contractor agrees to comply with various provisions of the federal, state, and county laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Contractor in the course of providing services and work under this Agreement, shall be privileged, restricted, or confidential. Contractor agrees to keep confidential, all such privileged, restricted or confidential information and records obtained in the course of providing the work and services under this Agreement. Disclosure of such information or records shall be made by Contractor only with the express written consent of CSS.

21. CONFLICTS

Contractor agrees that he/she has no interest, and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of the work and services under this Agreement. Contractor agrees to complete and file a conflict-of-interest statement.

22. POST-AGREEMENT COVENANT

Contractor agrees not to use any confidential, protected, or privileged information that is gained from CSS in the course of providing services and work under this Agreement, for any personal benefit, gain, or enhancement.

23. SEVERABILITY

If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction, or if it is found in contravention of any federal, state, or county statute, ordinance, or regulation, the remaining provisions of this Agreement, or the application thereof, shall not be invalidated thereby, and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.

24. FUNDING LIMITATION

The ability of CSS to enter into this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, CSS has the option to terminate, reduce, or modify this Agreement, or any of its terms within ten (10) days of notifying Contractor of the termination, reduction, or modification of available funding. Any reduction or modification of this Agreement effective pursuant to this provision must comply with the requirements of paragraph 26.

25. LOBBYING

Contractor confirms that the work and services performed will not be used for the purposes of lobbying, carrying on propaganda or otherwise attempting to influence legislation, as those purposes are defined by the United States Internal Revenue Code of 1986.

26. AMENDMENT

This Agreement may be modified, amended, changed, added to, or subtracted from, by the mutual consent of the parties hereto, if such amendment or change order is in written form, and executed with the same formalities as this Agreement or in accordance with delegated authority therefor, and attached to the original Agreement to maintain continuity.

27. NOTICE

Any notice, communication, amendments, additions or deletions to this Agreement, including change of address of any party during the term of this Agreement, which CSS or Contractor shall be required, or may desire to make, shall be in writing and may be personally served, or sent by prepaid first-class mail or email (if included below) to the respective parties as follows:

CSS:

Community Service Solutions
Amanda Philips- Executive Director
P.O. Box 346
Coleville, CA 96107
Ph: 775-392-0055
amandahoovercss@gmail.com

Contractor:

Lone Pine Unified School District
Patrick Traynor, Principal Lo-Inyo Elementary School
301 South Hay Street
Lone Pine, CA 93545
Ph: 760-876-5579
ptraynor@lpusd.k12.ca.us

28. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the parties, and no representations, inducements, promises, or agreements otherwise between the parties not embodied herein or incorporated herein by reference, shall be of any force or effect. Further, no term or provision hereof may be changed, waived, discharged, or terminated, unless executed in writing by the parties hereto.

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS ____ DAY OF _____, _____.

**Community Service Solutions, a 501(c)(3)
Non-Profit Organization**

Lone Pine Unified School District

By:

By:

Amanda Philips, Executive Director

Patrick Traynor, Principal
Lo-Inyo Elementary School

Dated: _____

Dated: _____

By:

Dated: _____

By:

Dated: _____

**AGREEMENT BETWEEN COMMUNITY SERVICE SOLUTIONS
AND LONE PINE UNIFIED SCHOOL DISTRICT
FOR THE PROVISION OF GARDENING AND NUTRITION EDUCATION SERVICES**

TERM:

FROM: October 1, 2022 TO: September 30, 2023

SCOPE OF WORK:

1. LONE PINE UNIFIED SCHOOL DISTRICT (LPUSD) will create a school garden/enhance the existing school garden at XXX, in accordance with SNAP-Ed allowable guidelines from the USDA.
 - a. LPUSD will utilize raised gardening beds for the purpose of growing fruits and/or vegetables for educational purposes and consumption by students, families, and/or community members.
 - b. LPUSD will provide routine maintenance and upkeep of the school garden at Lo-Inyo Elementary School.
 - c. LPUSD will purchase all supplies for gardening, as allowable by the SNAP-Ed guidelines from the USDA, and as necessary for the completion of this Scope of Work.
2. LPUSD will incorporate nutrition education activities for students at Lo-Inyo Elementary School in Lone Pine, CA.
 - a. LPUSD will utilize the school garden as a tool for integrating nutrition education in the school's classrooms. Community Service Solutions (CSS) will provide LPUSD with curricula options approved by the California Department of Public Health.
3. LPUSD will provide CSS with a monthly report detailing the number and scope of all activities performed during each month pertaining to this Agreement, as well as the reach of such activities (numbers of students, parents, community members reached per activity).
4. LPUSD will complete and submit to CSS a School Level Assessment Questionnaire (SLAQ), assessing the school's current healthy eating and physical activity practices, within two weeks of request by CSS.
5. LPUSD will attend an initial training(s) to be held by CSS, detailing monthly documentation requirements.

**AGREEMENT BETWEEN COMMUNITY SERVICE SOLUTIONS
AND LONE PINE UNIFIED SCHOOL DISTRICT
FOR THE PROVISION OF GARDENING AND NUTRITION EDUCATION SERVICES**

TERM:

FROM: October 1, 2022 TO: September 30, 2023

BUDGET DETAIL AND PAYMENT PROVISIONS

1. Invoicing and Payment

- a. Upon completion of project activities as provided in Exhibit A and Exhibit B, and upon receipt of approval of the invoices, CSS agrees to compensate the Contractor for activities performed.
- b. Invoices should be submitted, along with all supporting documentation including time logs and receipts, by the 5th of each month, to:

Amanda Philips, Executive Director
Community Service Solutions
P.O. Box 346
Coleville, CA 96107
amandahoovercss@gmail.com

**AGREEMENT BETWEEN COMMUNITY SERVICE SOLUTIONS
AND LONE PINE UNIFIED SCHOOL DISTRICT
FOR THE PROVISION OF GARDENING AND NUTRITION EDUCATION SERVICES**

TERM:

FROM: October 1, 2022 TO: September 30, 2023

GENERAL PROVISIONS I

1. Additional Incorporated Documents

a. The following documents and any subsequent updates are not attached, but are incorporated herein and made a part hereof by this reference. These documents may be updated periodically by California Department of Public Health.

1. USDA SNAP-Ed Plan Guidance
<https://snaped.fns.usda.gov/sites/default/files/documents/SNAP-Ed%20Plan%20Guidance%20FY%202020%20Complete.pdf>
2. CalFresh Healthy Living Integrated Curricula List
<https://www.cdph.ca.gov/Programs/CCDPHP/DCDIC/NEOPB/Pages/CASNAP-EdIntegratedCurricula.aspx>
3. CalFresh Healthy Living Integrated Curricula Resources
<https://www.cdph.ca.gov/Programs/CCDPHP/DCDIC/NEOPB/CDPH%20Document%20Library/Libraries/IntegratedCurriculaResourcesList%2019%2009%2005.xlsx>
4. Nutrition and Education and Obesity Prevention Branch Program Letters
<https://www.cdph.ca.gov/Programs/CCDPHP/DCDIC/NEOPB/Pages/LHDProgramLetters.aspx>

**AGREEMENT BETWEEN COMMUNITY SERVICE SOLUTIONS
AND LONE PINE UNIFIED SCHOOL DISTRICT
FOR THE PROVISION OF GARDENING AND NUTRITION EDUCATION SERVICES**

TERM:

FROM: October 1, 2022 TO: September 30, 2023

GENERAL PROVISIONS II

The use of headings or titles throughout this exhibit is for convenience only and shall not be used to interpret or to govern the meaning of any specific term or condition.

The terms "Grantee" and "SubGrantee" shall also mean, "agreement", "grant", "grant agreement", "Grantee" and "Subgrantee" respectively.

The terms "California Department of Public Health" and "CDPH" shall have the same meaning and refer to the California State agency that is a party to this Agreement.

This exhibit contains provisions that require strict adherence to various contracting laws and policies.

1. Federal Funds

(Applicable only to that portion of an agreement funded in part or whole with federal funds.)

- a. It is mutually understood between the parties that this Grant may have been written before ascertaining the availability of congressional appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the Grant were executed after that determination was made.
- b. This Grant is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the fiscal years covered by the term of this Grant. In addition, this Grant is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms or funding of this Grant in any manner.
- c. It is mutually agreed that if the Congress does not appropriate sufficient funds for the program, this Grant shall be amended to reflect any reduction in funds.
- d. CDPH has the option to invalidate or cancel the Grant with 30-days advance written notice or to amend the Grant to reflect any reduction in funds.

2. Federal Equal Opportunity Requirements

(Applicable to all federally funded grants entered into by the California Department of Public Health (CDPH) formerly known as California Department of Health Services (CDHS).)

- a. The Grantee will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. The Grantee will take affirmative action to ensure that qualified applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and career development opportunities and selection for training, including apprenticeship. The Grantee agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Federal Government or CDPH, setting forth the provisions of the Equal Opportunity clause, Section 503 of the Rehabilitation Act of 1973 and the affirmative action clause required by the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212). Such notices shall state the Grantee's obligation under the law to take affirmative action to employ and advance in employment qualified applicants without discrimination based on their race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era and the rights of applicants and employees.
- b. The Grantee will, in all solicitations or advancements for employees placed by or on behalf of the Grantee, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era.
- c. The Grantee will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding a notice, to be provided by the Federal Government or the State, advising the labor union or workers' representative of the Grantee's commitments under the provisions herein and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- d. The Grantee will comply with all provisions of and furnish all information and reports required by Section 503 of the Rehabilitation Act of 1973, as amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212) and of the Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance

Programs, Equal Employment Opportunity, Department of Labor,” and of the rules, regulations, and relevant orders of the Secretary of Labor.

- e. The Grantee will furnish all information and reports required by Federal Executive Order No. 11246 as amended, including by Executive Order 11375, ‘Amending Executive Order 11246 Relating to Equal Employment Opportunity,’ and as supplemented by regulation at 41 CFR part 60, “Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor,” and the Rehabilitation Act of 1973, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the State and its designated representatives and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- f. In the event of the Grantee's noncompliance with the requirements of the provisions herein or with any federal rules, regulations, or orders which are referenced herein, this Agreement may be cancelled, terminated, or suspended in whole or in part and the Grantee may be declared ineligible for further federal and state contracts in accordance with procedures authorized in Federal Executive Order No. 11246 as amended and such other sanctions may be imposed and remedies invoked as provided in Federal Executive Order No. 11246 as amended, including by Executive Order 11375, ‘Amending Executive Order 11246 Relating to Equal Employment Opportunity,’ and as supplemented by regulation at 41 CFR part 60, “Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor,” or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- g. The Grantee will include the provisions of Paragraphs a through g in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Federal Executive Order No. 11246 as amended, including by Executive Order 11375, ‘Amending Executive Order 11246 Relating to Equal Employment Opportunity,’ and as supplemented by regulation at 41 CFR part 60, “Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor,” or Section 503 of the Rehabilitation Act of 1973 or (38 U.S.C. 4212) of the Vietnam Era Veteran's Readjustment Assistance Act, so that such provisions will be binding upon each subGrantee or vendor. The Grantee will take such action with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs or CDPH may direct as a means of enforcing such provisions including sanctions for noncompliance provided, however, that in the event the Grantee becomes involved in, or is threatened with litigation by a subGrantee or vendor as a result of such direction by CDPH, the Grantee may request in writing to CDPH, who, in turn, may request the United States to enter into such litigation to protect the interests of the State and of the United States.

3. Debarment and Suspension Certification

- a. By signing this Grant, the Grantee/Grantee agrees to comply with applicable federal suspension and debarment regulations including, but not limited to 7 CFR Part 3017, 45 CFR 76, 40 CFR 32 or 34 CFR 85.
- b. By signing this Grant, the Grantee certifies to the best of its knowledge and belief, that it and its principals:
 - (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;
 - (2) Have not within a three-year period preceding this application/proposal/agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph b(2) herein; and

- (4) Have not within a three-year period preceding this application/proposal/agreement had one or more public transactions (Federal, State or local) terminated for cause or default.
 - (5) Shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under federal regulations (i.e., 48 CFR part 9, subpart 9.4), debarred, suspended, declared ineligible, or voluntarily excluded from participation in such transaction, unless authorized by the State.
 - (6) Will include a clause entitled, "Debarment and Suspension Certification" that essentially sets forth the provisions herein, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- c. If the Grantee is unable to certify to any of the statements in this certification, the Grantee shall submit an explanation to the CDPH Program Contract Manager.
 - d. The terms and definitions herein have the meanings set out in the Definitions and Coverage sections of the rules implementing Federal Executive Order 12549.
 - e. If the Grantee knowingly violates this certification, in addition to other remedies available to the Federal Government, the CDPH may terminate this Agreement for cause or default.

4. Covenant Against Contingent Fees

The Grantee warrants that no person or selling agency has been employed or retained to solicit/secure this Grant upon an agreement of understanding for a commission, percentage, brokerage, or contingent fee, except *bona fide* employees or *bona fide* established commercial or selling agencies retained by the Grantee for the purpose of securing business. For breach or violation of this warranty, CDPH shall have the right to annul this Grant without liability or in its discretion to deduct from the Grant price or consideration, or otherwise recover, the full amount of such commission, percentage, and brokerage or contingent fee.

5. Air or Water Pollution Requirements

Any federally funded grant and/or subgrants in excess of \$100,000 must comply with the following provisions unless said grant is exempt under 40 CFR 15.5.

- a. Government Grantees agree to comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act [42 U.S.C. 1857(h)], section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).
- b. Institutions of higher education, hospitals, nonprofit organizations and commercial businesses agree to comply with all applicable standards, orders, or requirements issued under the Clean Air Act (42 U.S.C. 7401 et seq.), as amended, and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended.

6. Lobbying Restrictions and Disclosure Certification

(Applicable to federally funded grants in excess of \$100,000 per Section 1352 of the 31, U.S.C.)

a. Certification and Disclosure Requirements

- (1) Each person (or recipient) who requests or receives a grant, subgrant, which is subject to Section 1352 of the 31, U.S.C., and which exceeds \$100,000 at any tier, shall file a certification (in the form set forth in Attachment 1, consisting of one page, entitled "Certification Regarding Lobbying") that the recipient has not made, and will not make, any payment prohibited by Paragraph b of this provision.
- (2) Each recipient shall file a disclosure (in the form set forth in Attachment 2, entitled "Standard Form- LLL 'disclosure of Lobbying Activities'") if such recipient has made or has agreed to make any payment using nonappropriated funds (to include profits from any covered federal action) in connection with a grant or any extension or amendment of that grant, which would be prohibited under Paragraph b of this provision if paid for with appropriated funds.

- (3) Each recipient shall file a disclosure form at the end of each calendar quarter in which there occurs any event that requires disclosure or that materially affect the accuracy of the information contained in any disclosure form previously filed by such person under Paragraph a(2) herein. An event that materially affects the accuracy of the information reported includes:
 - (a) A cumulative increase of \$25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a covered federal action;
 - (b) A change in the person(s) or individuals(s) influencing or attempting to influence a covered federal action; or
 - (c) A change in the officer(s), employee(s), or member(s) contacted for the purpose of influencing or attempting to influence a covered federal action.
- (4) Each person (or recipient) who requests or receives from a person referred to in Paragraph a(1) of this provision a grant or subgrant exceeding \$100,000 at any tier under a grant shall file a certification, and a disclosure form, if required, to the next tier above.
- (5) All disclosure forms (but not certifications) shall be forwarded from tier to tier until received by the person referred to in Paragraph a(1) of this provision. That person shall forward all disclosure forms to CDPH Program Contract Manager.

b. Prohibition

Section 1352 of Title 31, U.S.C., provides in part that no appropriated funds may be expended by the recipient of a federal contract or agreement, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract or agreement, the making of any federal grant, the making of any federal loan, entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract or agreement, grant, loan, or cooperative agreement.

7. Additional Restrictions

Grantee shall comply with the restrictions under Division F, Title V, Section 503 of the Consolidated Appropriations Act, 2012 (H.R. 2055), which provides that:

“SEC. 503.(a) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government, except in presentation to the executive branch of any State or local government itself.

(b) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.

(c) The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any

proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.”

8. Human Subjects Use Requirements

(Applicable only to federally funded agreements in which performance, directly or through a subcontract/subaward, includes any tests or examination of materials derived from the human body.)

By signing this Agreement, Contractor agrees that if any performance under this Agreement or any subcontract or subagreement includes any tests or examination of materials derived from the human body for the purpose of providing information, diagnosis, prevention, treatment or assessment of disease, impairment, or health of a human being, all locations at which such examinations are performed shall meet the requirements of 42 U.S.C. Section 263a (CLIA) and the regulations thereunder.

9. Financial and Compliance Audit Requirements

By signing this Agreement, the Contractor/Subcontractor agrees to abide by all requirements specified in 2 CFR 200 *et seq.*, 2 CFR *et seq.*, as applicable, including but not limited to obtain an annual audit, and any subsequent federal regulatory additions or revisions.

- a. The definitions used in this provision are contained in Section 38040 of the Health and Safety Code, which by this reference is made a part hereof.
- b. Direct service contract means a contract or agreement for services contained in local assistance or subvention programs or both (see Health and Safety [H&S] Code section 38020). Direct service contracts shall not include contracts, agreements, grants, or subventions to other governmental agencies or units of government nor contracts or agreements with regional centers or area agencies on aging (H&S Code section 38030).
- c. The Contractor, as indicated below, agrees to obtain one of the following audits:
 - (1) If the Contractor is a nonprofit organization (as defined in H&S Code section 38040) and receives \$25,000 or more from any State agency under a direct service contract or agreement; the Contractor agrees to obtain an annual single, organization wide, financial and compliance audit. Said audit shall be conducted according to Generally Accepted Auditing Standards. This audit does not fulfill the audit requirements of Paragraph c(3) below. The audit shall be completed by the 15th day of the fifth month following the end of the Contractor’s fiscal year, **and/or**
 - (2) If the Contractor is a nonprofit organization (as defined in H&S Code section 38040) and receives less than \$25,000 per year from any State agency under a direct service contract or agreement, the Contractor agrees to obtain a biennial single, organization wide financial and compliance audit, unless there is evidence of fraud or other violation of state law in connection with this Agreement. This audit does not fulfill the audit requirements of Paragraph c(3) below. The audit shall be completed by the 15th day of the fifth month following the end of the Contractor’s fiscal year, **and/or**
 - (3) If the Contractor is a State or Local Government entity or Nonprofit organization (as defined in 2CFR Part 200) and expends \$750,000 or more in Federal awards, the Contractor agrees to obtain an annual single, organization wide, financial and compliance audit according to the requirements specified in 2CFR Part 200. An audit conducted pursuant to this provision will fulfill the audit requirements outlined in Paragraphs c(1) and c(2) above. The audit shall be completed by the end of the ninth month following the end of the audit period. The requirements of this provision apply if:
 - (a) The Contractor is a recipient expending Federal awards received directly from Federal awarding agencies, or
 - (b) The Contractor is a sub recipient expending Federal awards received from a pass-through entity such as the State, County or community based organization.

- (4) If the Contractor submits to CDPH a report of an audit other than a single audit, the Contractor must also submit a certification indicating the Contractor has not expended \$750,000 or more in federal funds for the year covered by the audit report.
- d. Two copies of the audit report shall be delivered to the CDPH program funding this Agreement. The audit report must identify the Contractor's legal name and the number assigned to this Agreement. The audit report shall be due within 30 days after the completion of the audit. Upon receipt of said audit report, the CDPH Program Contract Manager shall forward the audit report to CDPH's Audits and Investigations Unit if the audit report was submitted under Section 16.c(3), unless the audit report is from a City, County, or Special District within the State of California whereby the report will be retained by the funding program.
 - e. The cost of the audits described herein may be included in the funding for this Agreement up to the proportionate amount this Agreement represents of the Contractor's total revenue. The CDPH program funding this Agreement must provide advance written approval of the specific amount allowed for said audit expenses.
 - f. The State or its authorized designee, including the Bureau of State Audits, is responsible for conducting agreement performance audits which are not financial and compliance audits. Performance audits are defined by Generally Accepted Government Auditing Standards.
 - g. Nothing in this Agreement limits the State's responsibility or authority to enforce State law or regulations, procedures, or reporting requirements arising thereto.
 - h. Nothing in this provision limits the authority of the State to make audits of this Agreement, provided however, that if independent audits arranged for by the Contractor meet Generally Accepted Governmental Auditing Standards, the State shall rely on those audits and any additional audit work and shall build upon the work already done.
 - i. The State may, at its option, direct its own auditors to perform either of the audits described above. The Contractor will be given advance written notification, if the State chooses to exercise its option to perform said audits.
 - j. The Contractor shall include a clause in any agreement the Contractor enters into with the audit firm doing the single organization wide audit to provide access by the State or Federal Government to the working papers of the independent auditor who prepares the single organization wide audit for the Contractor.
 - k. Federal or state auditors shall have "expanded scope auditing" authority to conduct specific program audits during the same period in which a single organization wide audit is being performed, but the audit report has not been issued. The federal or state auditors shall review and have access to the current audit work being conducted and will not apply any testing or review procedures which have not been satisfied by previous audit work that has been completed.

The term "expanded scope auditing" is applied and defined in the U.S. General Accounting Office (GAO) issued Standards for *Audit of Government Organizations, Programs, Activities and Functions*, better known as the "yellow book".

10. Audit and Record Retention

(Applicable to agreements in excess of \$10,000.)

- a. The Contractor shall maintain books, records, documents, and other evidence, accounting procedures and practices, sufficient to properly reflect all direct and indirect costs of whatever nature claimed to have been incurred in the performance of this Agreement, including any matching costs and expenses. The foregoing constitutes "records" for the purpose of this provision.
- b. The Contractor's facility or office or such part thereof as may be engaged in the performance of this Agreement and his/her records shall be subject at all reasonable times to inspection, audit, and reproduction.

- c. Contractor agrees that CDPH, the Department of General Services, the Bureau of State Audits, or their designated representatives including the Comptroller General of the United States shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (GC 8546.7, CCR Title 2, Section 1896).
- d. The Contractor shall preserve and make available his/her records (1) for a period of three years from the date of final payment under this Agreement, and (2) for such longer period, if any, as is required by applicable statute, by any other provision of this Agreement, or by subparagraphs (1) or (2) below.
 - (1) If this Agreement is completely or partially terminated, the records relating to the work terminated shall be preserved and made available for a period of three years from the date of any resulting final settlement.
 - (2) If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular three-year period, whichever is later.
- e. The Contractor shall comply with the above requirements and be aware of the penalties for violations of fraud and for obstruction of investigation as set forth in Public Contract Code § 10115.10, if applicable.
- f. The Contractor may, at its discretion, following receipt of final payment under this Agreement, reduce its accounts, books and records related to this Agreement to microfilm, computer disk, CD ROM, or other data storage medium. Upon request by an authorized representative to inspect, audit or obtain copies of said records, the Contractor and/or Subcontractor must supply or make available applicable devices, hardware, and/or software necessary to view, copy and/or print said records. Applicable devices may include, but are not limited to, microfilm readers and microfilm printers, etc.
- g. The Contractor shall, if applicable, comply with the Single Audit Act and the audit reporting requirements set forth in Title 2 of the Code of Federal Regulations, Part 200 (2CFR Part 200).

11. Federal Requirements

Grantor agrees to comply with and shall require all subgrantees, if any, to comply with all applicable Federal requirements including but not limited to the United States Code, the Code of Federal Regulations, the Funding Opportunity Announcement, the Notice of Award, the funding agreement, and any memoranda or letter regarding the applicable Federal requirements.

**STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH**

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making, awarding or entering into of this Federal contract, Federal grant, or cooperative agreement, and the extension, continuation, renewal, amendment, or modification of this Federal contract, grant, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency of the United States Government, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subGrantees, subgrants, and contracts under grants and cooperative agreements) of \$100,000 or more, and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C., any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Lone Pine Unified School District
Name of SubGrantee

Patrick Traynor
Printed Name of Person Signing for Grantee

19-10352/ Subcontract E
Contract / Grant Number

Signature of Person Signing for Grantee

Date

Principal, Lone Pine Unified School District
Title

Printed Name of Person Signing for Grantee

Signature of Person Signing for Grantee

Title

After execution by or on behalf of Grantee, please return to:

Amanda Phillips, Executive Director
Community Service Solutions
P.O. Box 346
Coleville, CA 96107

ITEM 8.5

LPUSD Surplus Inventory Sheet September 2022

LPUSD Surplus September 2022

LPUSD#	Quantity	Unit	S/N	P/N	Description	Servicable?	Surplus Reason
3028	1	EA	HVWLSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3041	1	EA	7JBFTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3037	1	EA	9XVMSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3040	1	EA	6GBFTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
NA	1	EA	5AV328797	NA	Xerox Workcentre 6515 Laser Printer	No	Broken
NA	1	EA	CNRXL35213	Q5400A	HP Laserjet 4250 Laser Printer	No	Broken/Obsolete
1488	1	EA	W1A0069729	NA	HP Laserjet 1200 Laser Printer	No	Broken/Obsolete
NA	1	EA	U61508A7J3372051	MFC-8460N	Brother MFC-8460N Multifunction	No	Broken/Obsolete
NA	1	EA	848CN108BS591300044	NA	Xerox DocuMate 510 Scanner	Unknown	Obsolete
NA	60	EA	NA	NA	AC Adapter for Acer Travelmate P633-M-6613	Unknown	Excess
NA	4	EA	NA	NA	AC Adapter for Acer Travelmate P633-M-6613	No	Missing Parts
NA	23	EA	NA	NA	Dell PA-12 AC Adapter for Chromebooks	Yes	Excess/Incompatible
NA	2	EA	NA	NA	Dell PA-12 AC Adapter for Chromebooks	No	Missing Parts
NA	15	EA	NA	NA	Dynex single on-ear headset	Unknown	Excess
NA	4	EA	NA	NA	Some kind of on ear headphones	Unknown	Excess
NA	1	EA	NA	NA	KOSS on-ear Headphones	Unknown	Excess
NA	10	EA	NA	NA	Speech on-ear headsets	No	Broken
NA	3	EA	NA	NA	Earbuds	Unknown	Excess
3074	1	EA	CHKP2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3064	1	EA	G1KM2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3071	1	EA	8YSL2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3063	1	EA	86MK2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3085	1	EA	J9MK2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3076	1	EA	HKQM2X2	P29T	Dell Chromebook 3100	No	Broken
3080	1	EA	FGWJ2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3073	1	EA	GMKP2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3075	1	EA	5TCR2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3084	1	EA	195L2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3079	1	EA	8P7K2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3083	1	EA	16TL2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3066	1	EA	C9CM2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3081	1	EA	G52K2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3068	1	EA	GN7K2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3077	1	EA	9GXM2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3070	1	EA	1DWJ2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3065	1	EA	B62K2X2	P29T	Dell Chromebook 3100	Yes	Excess/Out-of-Warranty
3035	1	EA	68ZGTN2	P26T	Dell Chromebook 3180	No	Broken

LPUSD#	Quantity	Unit	S/N	P/N	Description	Serviceable?	Surplus Reason
3009	1	EA	19PCTN2	P26T	Dell Chromebook 3180	No	Broken
3049	1	EA	CFBFTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3043	1	EA	FKYBTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3008	1	EA	805FTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3046	1	EA	1K1SN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3006	1	EA	12QPSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3042	1	EA	2JSDTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
2891	1	EA	7GWK4H2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
2878	1	EA	HRZ24H2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
2803	1	EA	BWPK4H2	P26T	Dell Chromebook 3180	No	Broken
3028	1	EA	HVWLSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3031	1	EA	7Q1NSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3024	1	EA	J67JTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3033	1	EA	1WDJTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3029	1	EA	JYDJTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3036	1	EA	11FJTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3032	1	EA	D87NSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3038	1	EA	5T6JTN2	P26T	Dell Chromebook 3180	No	Broken
3045	1	EA	9WDNSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3052	1	EA	5TWLSN2	P26T	Dell Chromebook 3180	No	Broken
3044	1	EA	577NSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
2812	1	EA	23C34H2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3051	1	EA	5G7JTN2	P26T	Dell Chromebook 3180	No	Broken
2999	1	EA	6LWPSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3053	1	EA	4YDJTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3039	1	EA	7FBFTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3025	1	EA	3Q1NSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3030	1	EA	J0QLSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3050	1	EA	9VLDTN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
3026	1	EA	447NSN2	P26T	Dell Chromebook 3180	Yes	Excess/Out-of-Warranty
2133	1	EA	BG5T3N1	VOSTRO 3500	Dell Vostro 3500 Laptop	Yes	Excess/Obsolete
2136	1	EA	DG5T3N1	VOSTRO 3500	Dell Vostro 3500 Laptop	Yes	Excess/Obsolete
2125	1	EA	JG5T3N1	VOSTRO 3500	Dell Vostro 3500 Laptop	Yes	Excess/Obsolete
2149	1	EA	FG5T3N1	VOSTRO 3500	Dell Vostro 3500 Laptop	Yes	Excess/Obsolete
2131	1	EA	7G5T3N1	VOSTRO 3500	Dell Vostro 3500 Laptop	Yes	Excess/Obsolete
2128	1	EA	CG5T3N1	VOSTRO 3500	Dell Vostro 3500 Laptop	Yes	Excess/Obsolete
2137	1	EA	HF5T3N1	VOSTRO 3500	Dell Vostro 3500 Laptop	Yes	Excess/Obsolete

LPUSD#	Quantity	Unit	S/N	P/N	Description	Serviceable?	Surplus Reason
2132	1	EA	GG6T3N1	VOSTRO 3500	Dell Vostro 3500 Laptop	Yes	Excess/Obsolete
2140	1	EA	8G5T3N1	VOSTRO 3500	Dell Vostro 3500 Laptop	Yes	Excess/Obsolete
2203	1	EA	NXM12AA03025000C951601	EI-531-2621	Acer Aspire EI-531-2621 Laptop	Yes	Excess/Obsolete
ICOE 1401	1	EA	NXV7MAA0093190880D2000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1028	1	EA	NXV7MAA009319087442000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1387	1	EA	NXV7MAA009324013AB2000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 967	1	EA	NXV7MAA009319087972000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 984	1	EA	NXV7MAA009319087FA2000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 942	1	EA	NXV7MAA0093240134C2000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1154	1	EA	NXV7MAA009319086362000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1024	1	EA	NXV7MAA009319087342000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1276	1	EA	NXV7MAA009319087E12000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1259	1	EA	NXV7MAA009319086942000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1302	1	EA	NXV7MAA009319087F92000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1002	1	EA	NXV7MAA009324012F82000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1090	1	EA	NXV7MAA009319087BD2000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1050	1	EA	NXV7MAA009319086C32000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 937	1	EA	NXV7MAA00931500C272000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 929	1	EA	NXV7MAA00931500C012000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1416	1	EA	NXV7MAA009319086932000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1155	1	EA	NXV7MAA009319087992000	MS2362	Acer TravelMate P633-M-6613	Yes	Excess/Obsolete
ICOE 1081	1	EA	NXV85AA0023120B4ED7600	Z09	Acer TravelMate X483 Series Laptop	Yes	Excess/Obsolete
ICOE 843	1	EA	NXV85AA0023120B5337600	Z09	Acer TravelMate X483 Series Laptop	Yes	Excess/Obsolete
ICOE 837	1	EA	NXV85AA0023120B4F97600	Z09	Acer TravelMate X483 Series Laptop	Yes	Excess/Obsolete
ICOE 841	1	EA	NXV85AA0023120B4F97600	Z09	Acer TravelMate X483 Series Laptop	Yes	Excess/Obsolete
ICOE 833	1	EA	NXV85AA00231306C167600	Z09	Acer TravelMate X483 Series Laptop	Yes	Excess/Obsolete
ICOE 832	1	EA	NXV85AA00231306C167600	Z09	Acer TravelMate X483 Series Laptop	Yes	Excess/Obsolete
ICOE 830	1	EA	NXV85AA00231306BC07600	Z09	Acer TravelMate X483 Series Laptop	Yes	Excess/Obsolete
ICOE 835	1	EA	NXV85AA0023120B5247600	Z09	Acer TravelMate X483 Series Laptop	Yes	Excess/Obsolete
NA	31	EA	NA	DSA-12PFA-A09	Dell sound bar AC Adapter	Yes	Excess/Obsolete
169	1	EA	682251	900 AJE	3M 905D Overhead Projector	No	Broken
NA	1	EA	1512903	9000AJB	3M 9100 Overhead Projector	No	Broken
NA	1	EA	170149054	1700BJA	3M 1711 Overhead Projector	No	Broken
NA	1	EA	400913	9000AJA	3M 9050 Overhead Projector	No	Broken
NA	2	EA	NA	NA	Replacement Overhead Projector Lamp	Unknown	Excess/Obsolete
1594	1	EA	2120660796	1912	Canon Optura Pi A Kit Camcorder	Yes	Excess/Obsolete
NA	1	EA	UZQ264284	NA	Canon Caroscan 4200F flatbed scanner	Yes	Excess/Obsolete

LPUSD#	Quantity	Unit	S/N	P/N	Description	Serviceable?	Surplus Reason
2236	1	EA	4WJ8MY1	NA	Dell Venue 8 Pro tablet	No	Broken
NA	36	EA	NA	PF19.0W	3M 19-inch widescreen privacy protector	Yes	Excess/Obsolete
NA	2	EA	NA	iWP400-USB12-R	Interwrite 400 Series Write Pad	Unknown	Excess/Obsolete
1811	1	EA	35RWW11	3200MP	Dell 3200 MP Projector w/ case - no remote	Yes	Excess/Obsolete
1664	1	EA	5T0C811	3100MP	Dell 3100 MP Projector w/case, remote	Yes	Excess/Obsolete
NA	2	EA	NA	10697B	TI 85 Calculator view screen w/ case	Unknown	Excess/Obsolete
NA	1	SET	NA	KGENZEI	Set of 32 E-Instruction CPS Clicker voting device	Yes	Excess/Obsolete
NA	1	EA	NA	NA	Dell Monitor Stand	Yes	Excess
1827	1	EA	CN-0CC299-64180-61E-2C6S	1907FPc	Dell 19 inch flat panel monitor	Yes	Excess/Obsolete
NA	1	EA	CN-0DY840-74261-83G-0EAL	1908FPb	Dell 19 inch flat panel monitor	Yes	Excess/Obsolete
2047	1	EA	MX-0DY526-74262-84F-152U	1908FPb	Dell 19 inch flat panel monitor	Yes	Excess/Obsolete
NA	1	EA	CN-0DY840-74261-83H-4MVL	1908FPb	Dell 19 inch flat panel monitor	Yes	Excess/Obsolete
1833	1	EA	CN-0CC299-64180-61E-2CES	1907FPb	Dell 19 inch flat panel monitor	Yes	Excess/Obsolete
NA	1	EA	CN-0CC299-64180-61E-2CDS	1907FPb	Dell 19 inch flat panel monitor	Yes	Excess/Obsolete
2011	1	EA	CN-0DY840-74261-7AG-3YLU	1908FPb	Dell 19 inch flat panel monitor	Yes	Excess/Obsolete
2063	1	EA	CN-0G248H-74261-891-5DAB	E178FPb	Dell 17 inch flat panel monitor	Yes	Excess/Obsolete
NA	1	EA	CN-0U072N-64180-9CA-0ePU	E170Sc	Dell 17 inch flat panel monitor	Yes	Excess/Obsolete
2045	1	EA	CN-0TP219-64180-83M-0BHC	E178FPc	Dell 17 inch flat panel monitor	Yes	Excess/Obsolete
NA	1	EA	CN-0RW195-72872-82G-485S	E198WFPf	Dell 19 inch flat panel monitor	Yes	Excess/Obsolete
NA	1	EA	CN-0C23MK-74445-07G-263U	P170Sf	Dell 17 inch flat panel monitor	Yes	Excess/Obsolete
NA	1	EA	58425	TT-02s	Elmo Document Camera	No	Broken
NA	1	EA	58445	TT-02s	Elmo Document Camera	No	Broken
NA	3	EA	NA	NA	2GB DDR 3 desktop memory stick	No	Unusable
NA	1	EA	NA	NA	2 GB DDR2 desktop memory stick	No	Unusable
NA	1	EA	NA	NA	4 GB DDR3 Laptop Memory stick	No	Unusable
NA	2	EA	NA	NA	4 GB DDR2 Laptop Memory stick	No	Unusable
ICOE 890	1	EA	JHZG690308F	EMP-1715	Epson LCD Projector w/mount, remote	Yes	Excess/Obsolete
NA	1	EA	6PK9NG1	1209S	Dell DLP Projector w/mount, remote	Yes	Excess/Obsolete
NA	1	EA	HLZ3NG1	1209S	Dell DLP Projector w/mount, remote	Yes	Excess/Obsolete
ICOE 1314	1	EA	NXV7MAA00931500C572000	MS2362	Acer TravelMate P633-M-6613	No	Broken
ICOE 947	1	EA	NXV7MAA0093190863C2000	MS2362	Acer TravelMate P633-M-6613	No	Broken
NA	1	EA	NA	NA	Electronic Teach Timer?	Unknown	Excess/Obsolete
NA	76	EA	NA	NA	Apple 1 meter 30-pin to USB Cable	No	Excess/Obsolete
NA	1	EA	NA	NA	Apple 30-pin to Lightning Adapter	Yes	Excess/Obsolete
NA	6	EA	NA	NA	Apple 1 meter Lightning to USB Cable	No	Broken
NA	34	EA	NA	NA	Apple In-ear headphones	No	Excess/Used
NA	3	EA	NA	NA	Monoprice iPod Touch case - Unopened	Yes	Excess/Obsolete

LPUSD#	Quantity	Unit	S/N	P/N	Description	Serviceable?	Surplus Reason
NA	28	EA	NA	NA	Bretford 1.5' 30-pin to USB Cable	Yes	Excess/Obsolete
NA	1	EA	SC8421G	820-000176	Logitech Cordless Desktop EX110 wireless Keyboard & Mouse	Yes	Obsolete/Missing Parts
NA	10	EA	NA	MSV-102	Monoprice VGA Video Splitter - Active	Yes	Excess/Obsolete
NA	3	EA	NA	LDE-83	Amstron Lithium Ion Battery for Dell Vostro 1500.	Unknown	Excess/Obsolete
NA	1	EA	NA	NS	Atbatt 90W AC Adapter for Dell Vostro 3500	Yes	Excess/Obsolete
NA	2	EA	MP-1PT4-SP-HT	8328	Monoprice iPod Touch Screen Protector	Yes	Excess/Obsolete
NA	2	EA	NA	V13H010L71	Epson ELPLP 71 Projector Lamp	Yes	Excess/Obsolete
NA	6	EA	NA	AHM1828	Adesso Power Mouse for Adesso Pads	Unknown	Excess/Obsolete
NA	7	EA	NA	NA	3M Privacy Screen Protector for Apple iPad	Yes	Excess/Obsolete
2466	1	EA	1227LZ095RF8	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2450	1	EA	1327LZ05GV58	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2462	1	EA	1227LX095S38	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2465	1	EA	1227LZ095SA8	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2463	1	EA	1227LZ095T68	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2460	1	EA	1322LZ0FYSA8	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2464	1	EA	1228LZ005FE8	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2458	1	EA	1327LZ05GVD8	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2461	1	EA	1322LZ0FYSS98	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2452	1	EA	1327LZ05GV78	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
2454	1	EA	1327LZ05GZJ8	820-004472	Logitech K760 Wireless Solar Keyboard for Apple devices	Yes	Excess/Obsolete
NA	5	EA	NA	Y-UK-DEL1	Dell USB Multimedia Keyboard	Yes	Excess
NA	2	EA	NA	Y-UK-DEL1	Dell USB Multimedia Keyboard	No	Broken
NA	19	EA	NA	RT7D50	Dell USB Keyboard	Yes	Excess
NA	1	EA	NA	RT7D50	Dell USB Keyboard	No	Broken
NA	1	EA	NA	KB1421	Dell USB Keyboard	Yes	Excess
NA	1	EA	NA	X814719-001	Microsoft wireless mouse with receiver	No	Broken
NA	2	EA	NA	820-005160	Logitech K750 Wireless Solar Keyboard	No	Broken
NA	1	EA	NA	SK-8125	Dell USB Multimedia Keyboard	Yes	Excess
NA	1	EA	NA	KG-1089	Dell Wireless Keyboard	No	Broken
NA	1	EA	NA	867039-0100	Logitech Cordless Desktop Pro Keyboard	Yes	Excess/Obsolete
NA	8	EA	NA	396683-001	NVIDIA QUADRO NVS 285 Video Card	Unknown	Excess/Obsolete
NA	2	EA	NA	102A2590500 00000B	DELL ATI PCI-E VIDEO CARD	Unknown	Excess/Obsolete
NA	2	EA	NA	C256U21	Fast Ethernet PCI Card	Unknown	Excess/Obsolete
NA	1	EA	NA	102B6290200 000001	ATI Radeon B629 video cards	No	Broken
NA	1	EA	49A15A5P0000B	GSM5212P	Netgear ProSafe 12-port Gigabit switch	Yes	Excess
NA	1	EA	3A924A5W001A4	GSM7248P	Netgear ProSafe 48-port Gigabit Switch	Yes	Excess
NA	1	EA	3B41515800061	GSM7224P	Netgear Prosafe 24-port Gigabit Switch	Yes	Excess

LPUSD#	Quantity	Unit	S/N	P/N	Description	Serviceable?	Surplus Reason
NA	1	EA	3B068B540000F	GSM7212F	Netgear ProSafe 12-port Gigabit switch	Yes	Excess
NA	1	EA	4KS28C54000CD	GSM7224P	Netgear ProSafe 24-port Gigabit Switch	Yes	Excess
NA	1	EA	4KS28C59000FC	GSM7224P	Netgear ProSafe 24-port Gigabit Switch	Yes	Excess
NA	1	EA	4KS28C5600104	GSM7224P	Netgear ProSafe 24-port Gigabit Switch	Yes	Excess
NA	1	EA	4KS39650F0071	GSM7224P	Netgear ProSafe 24-port Gigabit Switch	Yes	Excess

DATE: 9/6/22

LIST PREPARED BY:

LONE PINE UNIFIED SCHOOL DISTRICT

SURPLUS PROPERTY LIST TEMPLATE

[illegible]

ITEM 8.6

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
230103	BSN SPORTS	VB & FB Equipment	1	01-0000-0-1110-4200-4310-456-FOOT								283.28
			2	01-0000-0-1110-4200-4310-456-VLBL								259.44
			Total									542.72
230104	U.S. BANK CORPORATE PAYMENT	Bulletin Board	1	01-0000-0-0000-8110-4380-911-MAIN								451.85
			Total									451.85
230105	SCHOOL MATE	StudentTeacher Planners	1	01-1100-0-1110-1000-4310-456-IN H								447.90
			Total									447.90
230106	CALCHAMBER	Labor Law Poster	1	01-0000-0-0000-7200-4350-910-ADMD								105.04
			Total									105.04
230107	JULIE BERRY	BBQ	1	01-0000-0-0000-8110-4490-911-MAIN								1,400.74
			Total									1,400.74
230108	U.S. BANK CORPORATE PAYMENT	Books for Teachers	1	01-0000-0-1110-1000-4310-456-IN H								372.38
			Total									372.38
230109	LISELDA CASTRO	pencil boxes	1	01-1100-0-1110-1000-4310-111-IN L								64.00
			Total									64.00
230110	U.S. BANK CORPORATE PAYMENT	Primary Teachers supplies	1	01-1100-0-1110-1000-4310-111-IN L								367.78
			Total									367.78
230111	SHI INTERNATIONAL CORP	Hovercam Document Cameras	1	01-0000-0-0000-7700-4340-910-TECH								2,669.98
			Total									2,669.98
230112	DELL MARKETING L.P.	Laptops, monitors, and a print	1	01-0000-0-0000-7700-4340-910-TECH								2,377.66
			2	01-0000-0-0000-7700-4490-910-TECH								7,040.73
			Total									9,418.39
230113	QUILL CORPORATION	Supplies	1	01-1100-0-1110-1000-4310-111-IN L								220.44
			Total									220.44
230114	SHI INTERNATIONAL CORP	Portable screens for Dr. Trayn	1	01-3213-0-1110-1000-4340-910-ESSR								790.91
			Total									790.91
230115	QUILL CORPORATION	Supplies	1	01-6500-0-5760-1120-4310-910-SPED								95.01

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
											Total	95.01
230116	SAN JOAQUIN CATA	Fall CATA Regional Meeting	1	01	70	10	0	3800	1000	5200	456-AG	594.88
											Total	594.88
230117	FOLLETT EDUCATIONAL SERVICES	Follett Licensing and Maintena	1	01	0000	0	0000	7700	5840	910	TECH	1,989.84
											Total	1,989.84
230118	FOLLETT EDUCATIONAL SERVICES	Follett Migration to Cloud and	1	01	0000	0	0000	7700	5840	910	TECH	3,091.07
											Total	3,091.07
230119	MOHAWK USA	Additional Chromebook bags for	1	01	0000	0	0000	7700	4340	910	TECH	452.46
											Total	452.46
230120	DELL MARKETING L.P.	Additional Chromebooks for 3rd	1	01	4127	0	1110	1000	4440	910	T4	14,343.73
											Total	14,343.73
230121	U.S. BANK CORPORATE PAYMENT	Instructional Materials for Ar	1	01	1100	0	1110	1000	4310	456	JN H	939.08
											Total	939.08
230122	QUILL CORPORATION	Classroom Supplies	1	01	0000	0	1110	1000	4310	556	SALA	93.70
											Total	93.70
230123	U.S. BANK CORPORATE PAYMENT	Stress Ball	1	01	0000	0	1110	1000	4310	556	SALA	25.46
											Total	25.46
230124	HOUGHTON MIFFLIN	workbooks	1	01	1100	0	1110	1000	4310	111	JN L	445.22
											Total	445.22
230125	AMPLIFY	Curriculum	1	01	1100	0	1110	1000	4110	910	TEXT	3,424.86
											Total	3,424.86
230126	U.S. BANK CORPORATE PAYMENT	Diapers	1	01	6500	0	5760	1120	4310	910	SPED	242.99
											Total	242.99
230127	WOODBURN PRESS	planners	1	01	1100	0	1110	1000	4310	111	JN L	64.00
											Total	64.00
230128	U.S. BANK CORPORATE PAYMENT	supplies	1	01	1100	0	1110	1000	4310	111	JN L	92.42

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
											Total	
230129	U.S. BANK CORPORATE PAYMENT	supplies	1	01-1100-0-1110-1000-4310-111-IN L							Total	74.46
											Total	74.46
230130	U.S. BANK CORPORATE PAYMENT	First Aid Med Kits	1	01-0000-0-0000-3600-4350-912-TRAN							Total	134.42
											Total	134.42
230131	U.S. BANK CORPORATE PAYMENT	Cerro Coso Text Books	1	01-1100-0-1110-1000-4110-910-TEXT							Total	1,077.50
											Total	1,077.50
230132	U.S. BANK CORPORATE PAYMENT	Whistles	1	01-1100-0-1110-1000-4310-111-IN L							Total	109.86
											Total	109.86
230133	SUPPLIESONTHEFLY.COM	fly trap	1	13-5310-0-0000-3700-4702-910-CAFE							Total	694.60
											Total	694.60
230134	U.S. BANK CORPORATE PAYMENT	diapers	1	01-6500-0-5760-1120-4310-910-SS03							Total	107.92
											Total	107.92
230135	NANCY O'SULLIVAN	Shade area for student tables	1	01-0000-0-1110-1000-4310-456-IN H							Total	1,616.25
											Total	1,616.25
230136	U.S. BANK CORPORATE PAYMENT	Posters and Headphones	1	01-0000-0-1110-1000-4310-556-SALA							Total	186.10
											Total	186.10
230137	GREAT MINDS	books	1	01-3010-0-1110-1000-4110-111-T1							Total	209.89
											Total	209.89
230138	SCHOOL SERVICES OF CALIF. INC.	Attendance Accounting Webinar	1	01-0000-0-0000-7200-5810-910-ADMD							Total	275.00
											Total	275.00
230139	STONEWARE, INC	LanSchool/LanSchool Air Renewa	1	01-0000-0-0000-7700-5810-910-TECH							Total	3,000.00
											Total	3,000.00
230140	SYSOCO FOOD SERVICE OF LA INC.	Open PO for Cafeteria Food Sup	1	13-5310-0-0000-3700-4701-910-CAFE							Total	25,000.00
			2	13-5310-0-0000-3700-4702-910-CAFE							Total	1,200.00
											Total	26,200.00

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
230141	SAVVAS LEARNING COMPANY LLC	Books for students taking Cerr	1	01-00000-0-1110-1000-4310-456-IN	H							749.55
		Total										749.55
230142	GARDNERS	Garden Supplies	1	01-00000-0-1110-1000-4310-910-GRDN								1,000.00
		Total										1,000.00
230143	BISHOP VET HOSPITAL	Ag supplies	1	01-7010-0-3800-1000-4310-456-AG								1,000.00
		Total										1,000.00
230144	AMPLIFY	Spanish Sci Materials	1	01-6300-0-1110-1000-4110-910-TEXT								6.25
		Total										6.25
230145	U.S. BANK CORPORATE PAYMENT	supplies	1	01-5640-0-5760-1110-4310-910-LEA								51.50
		Total										51.50
230146	CHALFANT BIG TREE FARM AND FEE	Ag supplies	1	01-7010-0-3800-1000-4310-456-AG								3,000.00
		Total										3,000.00
230147	DAVES AUTO PARTS	Ag supplies	1	01-7010-0-3800-1000-4310-456-AG								3,000.00
		Total										3,000.00
		Purchase Order Count: 45										
		Grand Total										85,240.15

The above Purchase Order(s) have been issued in accordance with the District's policies and procedures and are hereby recommended for approval.


Authorized Agent

Board Approval _____

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 2300010-0 AUDIT
Reference Vendor
PO230093-002 CANON FINANCIAL SERVICES INC

Description	Amount
Annual Copier Leases	2,175.56
Total Payment Amount	2,175.56

PO230010-001 CONTINENTAL ATHLETIC SUPPLY

Recertify Football Helmets	1,795.59
Total Payment Amount	1,795.59

PV230041-001 DAVES AUTO PARTS
PV230042-001 DAVES AUTO PARTS
PV230043-001 DAVES AUTO PARTS
PV230044-001 DAVES AUTO PARTS

MAINTENANCE SUPPLIES	33.35
MAINTENANCE SUPPLIES	31.24
MAINTENANCE SUPPLIES	18.66
MAINTENANCE SUPPLIES	51.08
Total Payment Amount	134.33

PO230086-011 FRONTIER COMMUNICATIONS

Open PO for phone services -FY	78.10
Total Payment Amount	78.10

PO230050-001 QUILL CORPORATION

Cartridges	125.09
Total Payment Amount	125.09

PO230095-003 SIERRA DISPOSAL

Waste Services	160.78
Total Payment Amount	160.78

CL220062-001 U.S. BANK CORPORATE PAYMENT
CL220063-001 U.S. BANK CORPORATE PAYMENT
CL220064-001 U.S. BANK CORPORATE PAYMENT
PV230047-001 U.S. BANK CORPORATE PAYMENT
PV230048-001 U.S. BANK CORPORATE PAYMENT
PV230049-001 U.S. BANK CORPORATE PAYMENT
PV230050-001 U.S. BANK CORPORATE PAYMENT
PV230051-001 U.S. BANK CORPORATE PAYMENT
PV230053-001 U.S. BANK CORPORATE PAYMENT
PV230054-001 U.S. BANK CORPORATE PAYMENT
PV230055-001 U.S. BANK CORPORATE PAYMENT
PV230057-001 U.S. BANK CORPORATE PAYMENT
PV230058-001 U.S. BANK CORPORATE PAYMENT

POSTAGE	58.00
JOB ANNOUNCEMENTS	100.00
WATER FOR OFFICE	7.74
HAND SANITIZER	137.92
BOARD MTG REFRESHMENTS	23.60
EXEC SEC MONTHLY PLANNER	16.78
WATER FOR OFFICE	13.23
WATER FOR OFFICE	6.15
2022 CSBA CONF KSULLIVAN	695.00
LIFEGUARD UNIFORMS	107.23
QUICKBOOKS SUBSCRIPTION	50.00
POOL SUPPLIES	93.62
POOL SUPPLIES	89.43
Total Payment Amount	1,398.70

Transmittal Total 5,868.15

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INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000010-0 AUDIT

Fund Summary:

Fund 01

5,868.15

Transmittal Number: 23000010-0

Vendor

PV230045-001

ACCREDITING COMMISSION

Description

ANNUAL ACCREDITATION MEMBERSHI

Amount

1,130.00

Total Payment Amount

1,130.00

MV230001-001

ACTUARIAL RETIREMENT CONSULTIN

GASB 75 VALUATION REPORT

Total Payment Amount

3,000.00

3,000.00

PO230080-001
PO230082-001

COMMUNITY PRINTING & PUBL.
COMMUNITY PRINTING & PUBL.

Envelopes
Envelopes

Total Payment Amount

241.43

125.06

366.49

PO230057-001

EBSCO SUBSCRIPTION SERVICES

Lib Magazine Renewal

Total Payment Amount

174.10

174.10

PO230013-001

EDJOIN

EDJOIN

Total Payment Amount

800.00

800.00

PO230086-006
PO230086-007
PO230086-008
PO230086-009
PO230086-010

FRONTIER COMMUNICATIONS
FRONTIER COMMUNICATIONS
FRONTIER COMMUNICATIONS
FRONTIER COMMUNICATIONS
FRONTIER COMMUNICATIONS

Open PO for phone services -FY
Open PO for phone services -FY
Open PO for phone services -FY
Open PO for phone services -FY
Open PO for phone services -FY

Total Payment Amount

80.63

300.01

231.02

2.10

159.57

773.33

PV230040-001

JESUS LUQUE

OLANCHA MAINTENANCE

Total Payment Amount

427.50

427.50

PO230056-001

JOSTENS

Diplomas

Total Payment Amount

130.80

130.80

PV230046-001

KIBS-FM

JOB ANNOUNCEMENT

Total Payment Amount

50.00

50.00

PO230063-001

LAMINATION DEPOT

Lamination

Total Payment Amount

558.04

558.04

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000010-0	Vendor	Description	Amount
Reference		pencil boxes	63.00
PO230109-001	LISELDA CASTRO	Total Payment Amount	63.00
PV230059-001	MIKE BUTTON	MILEAGE REIMBURSEMENT-AD MEETI	215.00
		Total Payment Amount	215.00
PO230050-002	QUILL CORPORATION	Cartidges	279.26
PO230050-003	QUILL CORPORATION	Cartidges	362.66
		Total Payment Amount	641.92
CL220061-001	SCHOOLS LEGAL SERVICES	LEGAL FEES NEGOTIATIONS	6,578.90
		Total Payment Amount	6,578.90
PO230100-001	SHI INTERNATIONAL CORP	Label Maker and Screwdrivers f	15.09
		Total Payment Amount	15.09
PO230095-004	SIERRA DISPOSAL	Waste Services	1,316.24
		Total Payment Amount	1,316.24
MV230002-001	SPORTS UNLIMITED	FOOTBALL HELMET	538.70
		Total Payment Amount	538.70
PO230094-001	TERMINIX	Pest Control Annual Service	126.50
		Total Payment Amount	126.50
CL220060-001	WYE RD FEED & SUPPLY	AG SUPPLIES	44.95
		Total Payment Amount	44.95
		Transmittal Total	16,950.56
		Fund Summary: Fund 01	16,950.56
Transmittal Number: 23000010-2 AUDIT		CHEER CAMP-TO BE REIMBURSED BY	984.88
PV230052-001	U.S. BANK CORPORATE PAYMENT	Total Payment Amount	984.88
		Transmittal Total	984.88

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INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000010-2 AUDIT

Fund Summary: Fund 01 984.88

Transmittal Number: 23000011-0 AUDIT

Reference	Vendor	Description	Amount
PO230008-001	AIZEN FIRE PROTECTION, INC.	ANNUAL SERVICE for Kitchen	1,150.85
		Total Payment Amount	1,150.85
PO230077-001	ATKINSON, ANDELSON, LOYA, RUUD	Legal Fees	1,908.38
		Total Payment Amount	1,908.38
PO230096-002	CALIFORNIA BROADBAND COOPERATI	Annual Erate Year Contract 7/2	664.30
		Total Payment Amount	664.30
CL220066-001	CALIFORNIA'S VALUED TRUST	SEPT 22 H&W BENEFIT PREMIUM	85,339.59
		Total Payment Amount	85,339.59
PV230070-001	GRAINGER INC	MAINTENANCE SUPPLIES	294.75
PV230077-001	GRAINGER INC	MAINTENANCE SUPPLIES	60.26
		Total Payment Amount	355.01
PO230087-007	INYO COUNTY WATER SYSTEMS	Monthly water fees for school	89.66
		Total Payment Amount	89.66
PO230074-001	JOHNSON FLOORING INC	Annual LPHS Gym Floor Maintena	3,750.00
		Total Payment Amount	3,750.00
PO230000-004	QUILL CORPORATION	TEACHER SUPPLIES FOR CLASSROOM	59.01
PO230001-003	QUILL CORPORATION	OFFICE SUPPLIES	9.63
PO230060-006	QUILL CORPORATION	Beginning of Year Supplies	32.98
		Total Payment Amount	101.62
PO230062-001	SCHOOL SPECIALTY LLC	Office Supplies	506.66
		Total Payment Amount	506.66
PO230111-001	SHI INTERNATIONAL CORP	Hovercam Document Cameras	2,669.98
		Total Payment Amount	2,669.98
		Transmittal Total	96,536.05

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Board of Trustees Meeting 09/21/2022

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Fiscal Year: 2023

Transmittal Number: 23000011-0 AUDIT

Fund Summary:	Fund 01	65,463.66
	Fund 13	3,166.52
	Fund 14	3,750.00
	Fund 71	24,155.87

Transmittal Number: 23000011-0
Reference
PV230081-001 Vendor AMERICAN BUSINESS MACHINES

Description	Amount
TONER/STAPLES	15.00
Total Payment Amount	15.00

PV230065-001 AMERIGAS
PV230066-001 AMERIGAS
PV230082-001 AMERIGAS

PROPANE	137.23
PROPANE	107.74
PROPANE	178.27
Total Payment Amount	423.24

PO230099-001 BSN SPORTS

Footballs and Mouthguards	321.67
Total Payment Amount	321.67

PV230062-001 CARPET FOR YOUR HOME

FLOORING FOR SCIENCE/LMC-DEPOS	20,000.00
Total Payment Amount	20,000.00

PV230060-001 DEAN'S PLUMBING & HEATING INC

RM 18 AC SERVICE CALL	1,617.55
Total Payment Amount	1,617.55

PV230063-001 DEPT OF WATER AND POWER

OLANCHA ELECTRICITY	673.70
Total Payment Amount	673.70

PV230067-001 GRAINGER INC
PV230068-001 GRAINGER INC
PV230069-001 GRAINGER INC
PV230071-001 GRAINGER INC
PV230072-001 GRAINGER INC
PV230073-001 GRAINGER INC
PV230074-001 GRAINGER INC
PV230075-001 GRAINGER INC
PV230076-001 GRAINGER INC
PV230078-001 GRAINGER INC
PV230079-001 GRAINGER INC

MAINTENANCE SUPPLIES	58.95
MAINTENANCE SUPPLIES	58.12
MAINTENANCE SUPPLIES	14.01
MAINTENANCE SUPPLIES	294.75
MAINTENANCE SUPPLIES	119.10
MAINTENANCE SUPPLIES	33.78
MAINTENANCE SUPPLIES	75.31
MAINTENANCE SUPPLIES	249.07
MAINTENANCE SUPPLIES	14.74
MAINTENANCE SUPPLIES	66.52
MAINTENANCE SUPPLIES	114.64
Total Payment Amount	1,098.99

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INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

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Fiscal Year: 2023

Transmittal Number: 2300011-0
Reference PO230102-001 Vendor HODGE PRODUCTS, INC.

Description	Amount
Student locks for lockers	744.77
Total Payment Amount	744.77

PO230087-001 INYO COUNTY WATER SYSTEMS
PO230087-002 INYO COUNTY WATER SYSTEMS
PO230087-003 INYO COUNTY WATER SYSTEMS
PO230087-004 INYO COUNTY WATER SYSTEMS
PO230087-005 INYO COUNTY WATER SYSTEMS
PO230087-006 INYO COUNTY WATER SYSTEMS
PO230087-008 INYO COUNTY WATER SYSTEMS

Monthly water fees for school	89.66
Monthly water fees for school	286.92
Monthly water fees for school	286.92
Monthly water fees for school	286.92
Monthly water fees for school	286.92
Monthly water fees for school	286.92
Total Payment Amount	1,811.18

PV230064-001 PIPER MCGUIRE

ELOP CLASS SUPPLIES	Total Payment Amount
TEACHER SUPPLIES FOR CLASSROOM	22.30
TEACHER SUPPLIES FOR CLASSROOM	1,376.70
TEACHER SUPPLIES FOR CLASSROOM	272.65
TEACHER SUPPLIES FOR CLASSROOM	322.39
TEACHER SUPPLIES FOR CLASSROOM	38.45
TEACHER SUPPLIES FOR CLASSROOM	23.74
OFFICE SUPPLIES	163.32
OFFICE SUPPLIES	160.97
OFFICE SUPPLIES	23.47
OFFICE SUPPLIES	78.22
OFFICE SUPPLIES	37.55
OFFICE SUPPLIES	774.29
Beginning of Year Supplies	3,954.48
Beginning of Year Supplies	64.43
Beginning of Year Supplies	35.41
Beginning of Year Supplies	37.93
Beginning of Year Supplies	8.75
Beginning of Year Supplies	448.93
Beginning of Year Supplies	86.92
Beginning of Year Supplies	58.31
Beginning of Year Supplies	85.29
Beginning of Year Supplies	12.05
Beginning of Year Supplies	23.40
Beginning of Year Supplies	32.07

PO230000-001 QULL CORPORATION
PO230000-002 QULL CORPORATION
PO230000-003 QULL CORPORATION
PO230000-005 QULL CORPORATION
PO230000-006 QULL CORPORATION
PO230000-007 QULL CORPORATION
PO230001-001 QULL CORPORATION
PO230001-002 QULL CORPORATION
PO230001-004 QULL CORPORATION
PO230001-005 QULL CORPORATION
PO230001-006 QULL CORPORATION
PO230001-007 QULL CORPORATION
PO230060-001 QULL CORPORATION
PO230060-002 QULL CORPORATION
PO230060-003 QULL CORPORATION
PO230060-004 QULL CORPORATION
PO230060-005 QULL CORPORATION
PO230060-007 QULL CORPORATION
PO230060-008 QULL CORPORATION
PO230060-009 QULL CORPORATION
PO230060-010 QULL CORPORATION
PO230060-011 QULL CORPORATION
PO230060-012 QULL CORPORATION
PO230060-013 QULL CORPORATION

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000011-0

Reference	Vendor	Description	Total Payment Amount	Amount
PO230062-002	SCHOOL SPECIALTY LLC	Office Supplies		14.86
		Total Payment Amount		14.86

PV230080-001	SIERRA DISPOSAL	WASTE SERVICES FOR OLANCHA		40.91
		Total Payment Amount		40.91

MV230003-001	TOTEM CAFE	WELCOME BACK STAFF BREAKFAST		775.38
		Total Payment Amount		775.38

PV230061-001	WESTERN NEVADA SUPPLY	MAINTENANCE SUPPLIES		803.66
		Total Payment Amount		803.66

Fund Summary:	Fund 01	Transmittal Total	36,955.43
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Transmittal Number: 23000012-0 AUDIT

PV230087-001	GARDNER'S	MAINTENANCE SUPPLIES	62.99
PV230094-001	GARDNER'S	MAINTENANCE SUPPLIES	62.48
PV230102-001	GARDNER'S	MAINTENANCE SUPPLIES	44.11
PV230109-001	GARDNER'S	MAINTENANCE SUPPLIES	11.84
PV230116-001	GARDNER'S	MAINTENANCE SUPPLIES	50.60
PV230123-001	GARDNER'S	MAINTENANCE SUPPLIES	21.09
		Total Payment Amount	253.11

Fund Summary:	Fund 01	Transmittal Total	253.11
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Transmittal Number: 23000012-0

PO230112-001	DELL MARKETING L.P.	Laptops, monitors, and a print	8,853.55
		Total Payment Amount	8,853.55

PV230083-001	GARDNER'S	MAINTENANCE SUPPLIES	71.08
PV230084-001	GARDNER'S	MAINTENANCE SUPPLIES	248.90
PV230085-001	GARDNER'S	MAINTENANCE SUPPLIES	68.93

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 2300012-0

Reference	Vendor	Description	Amount
PV230086-001	GARDNER'S	MAINTENANCE SUPPLIES	18.82
PV230088-001	GARDNER'S	MAINTENANCE SUPPLIES	68.35
PV230089-001	GARDNER'S	MAINTENANCE SUPPLIES	29.38
PV230090-001	GARDNER'S	MAINTENANCE SUPPLIES	36.14
PV230091-001	GARDNER'S	MAINTENANCE SUPPLIES	89.53
PV230092-001	GARDNER'S	MAINTENANCE SUPPLIES	86.18
PV230093-001	GARDNER'S	MAINTENANCE SUPPLIES	23.69
PV230095-001	GARDNER'S	MAINTENANCE SUPPLIES	65.56
PV230096-001	GARDNER'S	MAINTENANCE SUPPLIES	100.00
PV230097-001	GARDNER'S	MAINTENANCE SUPPLIES	147.90
PV230098-001	GARDNER'S	MAINTENANCE SUPPLIES	75.37
PV230099-001	GARDNER'S	MAINTENANCE SUPPLIES	4.30
PV230100-001	GARDNER'S	POOL SUPPLIES	11.84
PV230101-001	GARDNER'S	MAINTENANCE SUPPLIES	43.06
PV230103-001	GARDNER'S	MAINTENANCE SUPPLIES	37.44
PV230104-001	GARDNER'S	MAINTENANCE SUPPLIES	20.99
PV230105-001	GARDNER'S	MAINTENANCE SUPPLIES	89.40
PV230106-001	GARDNER'S	MAINTENANCE SUPPLIES	80.22
PV230107-001	GARDNER'S	MAINTENANCE SUPPLIES	76.81
PV230108-001	GARDNER'S	MAINTENANCE SUPPLIES	10.63
PV230110-001	GARDNER'S	MAINTENANCE SUPPLIES	131.47
PV230111-001	GARDNER'S	MAINTENANCE SUPPLIES	49.52
PV230112-001	GARDNER'S	MAINTENANCE SUPPLIES	48.48
PV230113-001	GARDNER'S	MAINTENANCE SUPPLIES	24.75
PV230114-001	GARDNER'S	MAINTENANCE SUPPLIES	13.93
PV230115-001	GARDNER'S	MAINTENANCE SUPPLIES	15.02
PV230117-001	GARDNER'S	MAINTENANCE SUPPLIES	13.99
PV230118-001	GARDNER'S	MAINTENANCE SUPPLIES	29.91
PV230119-001	GARDNER'S	MAINTENANCE SUPPLIES	101.26
PV230120-001	GARDNER'S	MAINTENANCE SUPPLIES	195.01
PV230121-001	GARDNER'S	MAINTENANCE SUPPLIES	29.75
PV230122-001	GARDNER'S	MAINTENANCE SUPPLIES	53.86
PV230124-001	GARDNER'S	AG SUPPLIES	146.45
Total Payment Amount			2,357.92
PV230125-001	KASEY WUESTER	MILEAGE REIMBURSEMENT	18.75
Total Payment Amount			18.75
PV230126-001	MARIJANNE YONGE	MILEAGE REIMBURSEMENT	150.00

SEPTEMBER 21, 2022 BOARD MEETING

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000012-0

Total Payment Amount	150.00
Transmittal Total	11,380.22
Fund Summary: Fund 01	11,380.22

Transmittal Number: 23000013-0 AUDIT
Reference Vendor
MV230008-001 ANDREW HOWE

Description	Amount
NEW TEACH SIGN BONUS	4,902.50
Total Payment Amount	4,902.50

MV230007-001 GINNENE BRANCH

NEW TEACH SIGN BONUS	4,502.50
Total Payment Amount	4,502.50

MV230004-001 HENRY TRUXILLO

NEW TEACH SIGN BONUS	4,902.50
Total Payment Amount	4,902.50

MV230005-001 JEFFREY HEINZ

NEW TEACH SIGN BONUS	4,902.50
Total Payment Amount	4,902.50

MV230009-001 JORDAN KINBERG

NEW TEACH SIGN BONUS	4,902.50
Total Payment Amount	4,902.50

MV230006-001 LISA BOUTILLIER

NEW TEACH SIGN BONUS	4,502.50
Total Payment Amount	4,502.50

PO230114-002 SHI INTERNATIONAL CORP

Portable screens for Dr. Trayn	43.10
Total Payment Amount	43.10

Transmittal Total	28,658.10
Fund Summary: Fund 01	28,658.10

Transmittal Number: 23000013-0
PO230114-001 SHI INTERNATIONAL CORP

Portable screens for Dr. Trayn	747.81
Total Payment Amount	747.81
Transmittal Total	747.81

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INYO COUNTY SCHOOLS
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Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000013-0

Fund Summary: Fund 01 747.81

Transmittal Number: 23000014-0 AUDIT

Reference	Vendor	Description	Amount
PV230128-001	MOUNTAIN INVESTMENTS INC	CERRO GORDO SITE RENT	300.27
		Total Payment Amount	300.27
PO230075-002	PRODUCERS DAIRY	Open PO for Milk Purchases	230.96
		Total Payment Amount	230.96
MV230012-001	SAN JOAQUIN REGION FFA	KERN INYO COLC	120.00
		Total Payment Amount	120.00
PV230131-001	SYSCO VENTURA	CAFETERIA SUPPLIES	1,403.07
		Total Payment Amount	1,403.07
		Transmittal Total	2,054.30
Fund Summary:			Fund 01 420.27
			Fund 13 1,634.03
Transmittal Number: 23000014-0			
PO230103-001	BSN SPORTS	VB & FB Equipment	251.06
		Total Payment Amount	251.06
PV230127-001	KASEY WUESTER	MILEAGE REIMBURSEMENT	105.00
		Total Payment Amount	105.00
PV230132-001	LONE PINE COMMUNICATIONS	STUDENT INTERNET	714.00
		Total Payment Amount	714.00
MV230010-001	MANDY KEMP	SCHOOL SUPPLIES	251.16
		Total Payment Amount	251.16
PV230129-001	MCI	LONG DISTANCE PHONE	93.14
		Total Payment Amount	93.14
PO230075-001	PRODUCERS DAIRY	Open PO for Milk Purchases	284.93
		Total Payment Amount	284.93

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INYO COUNTY SCHOOLS
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Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 2300014-0
Reference Vendor
MV230013-001 SAN JOAQUIN CATA

Description Amount
SAN JOAQUIN FALL REGIONAL 220.00
Total Payment Amount 220.00

MV230011-001 SAN JOAQUIN FFA

KERN INYO SECTIONAL FFA AFFLIA 200.00
Total Payment Amount 200.00

PO230069-001 STATE OF CALIFORNIA

Annual fingerprints and back gr 96.00
Total Payment Amount 96.00

PV230130-001 SYSCO VENTURA

CAFETERIA SUPPLIES 1,334.13
Total Payment Amount 1,334.13

PO230065-003 VERIZON WIRELESS

ANNUAL CELL PHONE SERVICE FOR 126.13
Total Payment Amount 126.13

PO230064-002 WEX BANK

Open Purchase Order for Fuel C 696.47
Total Payment Amount 696.47

Transmittal Total 4,372.02

Fund Summary: Fund 01 2,752.96
Fund 13 1,619.06

Transmittal Number: 2300015-0 AUDIT
PO230093-003 CANON FINANCIAL SERVICES INC

Annual Copier Leases 2,755.75
Total Payment Amount 2,755.75

PO230124-001 HOUGHTON MIFFLIN

workbooks 445.22
Total Payment Amount 445.22

PO230087-014 INYO COUNTY WATER SYSTEMS

Monthly water fees for school 286.92
Total Payment Amount 286.92

PO230095-005 SIERRA DISPOSAL
PO230095-006 SIERRA DISPOSAL

Waste Services 158.40
Waste Services 1,335.98
Total Payment Amount 1,494.38

PO230140-001 SYSCO VENTURA

Open PO for Cafeteria Food Sup 1,454.73

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INYO COUNTY SCHOOLS
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Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000015-0 AUDIT

Reference	Vendor	Description	Total Payment Amount	Amount
PO230052-002	U.S. BANK CORPORATE PAYMENT	ice packs	1,454.73	43.09
		Total Payment Amount		43.09
PO230110-002	U.S. BANK CORPORATE PAYMENT	Primary Teachers supplies		99.84
PV230145-001	U.S. BANK CORPORATE PAYMENT	POSTAGE		154.96
		Total Payment Amount		254.80
		Transmittal Total	6,734.89	

Fund Summary:	Fund 01
	Fund 13
	5,280.16
	1,454.73

Transmittal Number: 23000015-0
PO230067-003 AMERICAN FIDELITY ASSURANCE CO

	SDI Insurance for Classified E	Total Payment Amount
PV230133-001	DEAN'S PLUMBING & HEATING INC	945.84
PV230134-001	DEAN'S PLUMBING & HEATING INC	945.84
	Room #19 AC/HEATER ROOM #14 AC/HEATER	
	Total Payment Amount	3,502.58
		433.61
		3,936.19

PO230087-009	INYO COUNTY WATER SYSTEMS	Monthly water fees for school	89.66
PO230087-010	INYO COUNTY WATER SYSTEMS	Monthly water fees for school	286.92
PO230087-011	INYO COUNTY WATER SYSTEMS	Monthly water fees for school	286.92
PO230087-012	INYO COUNTY WATER SYSTEMS	Monthly water fees for school	89.66
PO230087-013	INYO COUNTY WATER SYSTEMS	Monthly water fees for school	286.92
PO230087-015	INYO COUNTY WATER SYSTEMS	Monthly water fees for school	286.92
	Total Payment Amount		1,327.00

PV230146-001	JESUS LUQUE	OLANCHA MAINTENANCE CONTRACTOR	285.00
	Total Payment Amount		285.00

PO230107-001	JULIE BERRY	BBQ	1,423.49
	Total Payment Amount		1,423.49

PO230070-002	PITNEY BOWES	Postage Annual Rental & Fee	369.42
	Total Payment Amount		369.42

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INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Board of Trustees Meeting 09/21/2022

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 2300015-0
Reference Vendor
PO230075-003 PRODUCERS DAIRY

Description	Amount
Open PO for Milk Purchases	278.50
Total Payment Amount	278.50

PO230094-002 TERMINIX

Pest Control Annual Service	126.50
Total Payment Amount	126.50

PO230049-001 U.S. BANK CORPORATE PAYMENT
PO230051-001 U.S. BANK CORPORATE PAYMENT
PO230051-002 U.S. BANK CORPORATE PAYMENT
PO230052-001 U.S. BANK CORPORATE PAYMENT
PV230136-001 U.S. BANK CORPORATE PAYMENT

Cartridges	140.03
Puberty Class supplies	36.66
Puberty Class supplies	20.38
ice packs	22.36
ADD'L FOOTBALL HELMETS	538.70
Total Payment Amount	758.13

PO230049-002 U.S. BANK CORPORATE PAYMENT
PO230104-001 U.S. BANK CORPORATE PAYMENT
PO230108-001 U.S. BANK CORPORATE PAYMENT
PO230110-001 U.S. BANK CORPORATE PAYMENT
PO230110-003 U.S. BANK CORPORATE PAYMENT
PV230137-001 U.S. BANK CORPORATE PAYMENT
PV230138-001 U.S. BANK CORPORATE PAYMENT
PV230139-001 U.S. BANK CORPORATE PAYMENT
PV230140-001 U.S. BANK CORPORATE PAYMENT
PV230141-001 U.S. BANK CORPORATE PAYMENT
PV230142-001 U.S. BANK CORPORATE PAYMENT
PV230143-001 U.S. BANK CORPORATE PAYMENT
PV230144-001 U.S. BANK CORPORATE PAYMENT

Cartridges	110.96
Bulletin Board	418.86
Books for Teachers	367.00
Primary Teachers supplies	124.88
Primary Teachers supplies	129.19
POSTAGE	120.00
PLANER KNIFE BLADES	22.19
BOARD MTG REFRESHMENTS	47.54
STAFF MTG	52.88
SALA SUPPLIES	228.99
BACK TO SCHOOL BREAKFAST	100.30
QUICKBOOKS SUBSCRIPTION	55.00
BACK TO SCHOOL BREAKFAST	154.99
Total Payment Amount	1,932.78

PO230127-001 WOODBURN PRESS

planners	72.00
Total Payment Amount	72.00

Fund Summary:	
Transmittal Total	11,454.85
Fund 01	11,176.35
Fund 13	278.50

Transmittal Number: 2300015-1 AUDIT
PV230135-001 LIZ JONES

CONSULTANT MILEAGE/HOTEL	562.55
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SEPTEMBER 21, 2022 BOARD MEETING

05 Lone Pine Unified

Transmittal Number: 23000015-1 AUDIT

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Board of Trustees Meeting 09/21/2022

Fiscal Year: 2023

Total Payment Amount	562.55
Transmittal Total	562.55
Fund Summary:	Fund 01
Payment Count:	90
Transmittal Count:	14
Grand Total:	223,512.92

The above Payable transactions have been issued in accordance with the District's policies and procedures.
It is recommended that the Board of Trustees approve them.

Authorized Agent

Board Approval