

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA AND ORDER OF BUSINESS – REGULAR MEETING
Thursday, September 23, 2021**

CORONAVIRUS DISEASE (COVID-19) NOTICE

This meeting will be conducted pursuant to the provisions of the Governor’s Executive Order N-35-20 issued on March 21, 2020 allowing for deviation of teleconference rules required by the Brown Act and pursuant to the order of the Health Officer of San Mateo County dated March 31, 2020 as this meeting is necessary so that the South San Francisco Unified School District can conduct necessary business and is permitted under the order as an essential governmental function.

The Board of Trustees invites the community to participate in the meeting virtually.

The Board meeting will be streamed live and you can view it by visiting this web page for the Board meeting streaming link: <http://www.ssfusd.org/onlineboardmeeting>
(The link will be active shortly before 7:00 p.m. on September 23)

OPEN SESSION - 6:30 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:30 p.m.

1. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: SSFCTA
2. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: CSEA Chapter 197
3. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: SSFAFT

RECONVENE INTO OPEN SESSION - 7:00 p.m.

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE will be led by Martin ES student Zoey Lindell.

D. LAND ACKNOWLEDGEMENT STATEMENT

We acknowledge that the South San Francisco Unified School District is located on the unceded ancestral homeland of the Ramaytush Ohlone peoples who are the original inhabitants of the San Francisco Peninsula.

We wish to pay our respects by acknowledging the Ancestors, Elders, and relatives of the Ramaytush Community and by affirming their sovereign rights as First Peoples.

E. REPORTING OUT FROM CLOSED SESSION

F. REVIEW OF AGENDA

G. PTA COUNCIL REMARKS

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

- South San Francisco Federation of Adult Educators
- South San Francisco Classroom Teachers Association
- California School Employees Association Chapter 197

I. PERSONNEL COMMISSION

J. ITEMS FROM THE BOARD

- Announcements
- Board Calendar
- Board Committee Reports

K. SUPERINTENDENT'S REPORT

a. Ruby Bridges Walk to School Day update

b. Vaccinations

c. Other

- ASB Reports
 - Samantha Avila Gomez, Fall Student Trustee and ASB President South San Francisco High School
 - Abigail Verino, Spring Student Trustee and ASB President El Camino High School

L. COMMUNICATIONS

Public comments may be submitted in advance of the meeting through the following link: <https://bit.ly/boardmeeting9232021> beginning at 3:00 p.m. on Monday, September 20, until 3:00 p.m. on Thursday, September 23. These comments will be read by all Board members and posted on the District website's 2021-22 Board meetings at: www.ssfusd.org/20212022boardmeetings prior to the meeting.

To comment during the meeting, please use the following link:
<https://www.ssfusd.org/publiccomment>

NOTE: You will need to register and follow the instructions to comment during the meeting.

The meeting is recorded. Individuals may address the Board concerning school business not on the agenda, but public comment cannot be acted upon or discussed by the Board unless placed on the agenda at a subsequent meeting, in accordance with the law, the Brown Act. The Board may request staff to respond orally at the meeting or in writing at a future time.

M. PRESENTATIONS

(Individual presentations are limited to a maximum of 10 minutes.)

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Martin Elementary School

Principal Jonathan Covacha will share, with the Board, educational priorities and programs at Martin Elementary School.

2. BUSINESS SERVICES

a. Report on Year-End Unaudited Actuals

Staff will present to the Board, the Unaudited Actuals Financial Report including revenues, expenditures and ending balances for the 2020-21 fiscal year.

N. CONSENT AGENDA: The following items are submitted for Board approval. One motion will authorize action for those items so designated.

	<u>PAGE</u>
1. ADMINISTRATION	
a. Minutes of the September 9, 2021 regular Board meeting.	1 - 25
2. HUMAN RESOURCES	
a. Certificated Personnel Assignment Order.	26 - 40
b. Classified Personnel Assignment Order.	41
3. BUSINESS SERVICES	
a. Purchase Order Listing, August 1 - 31, 2021.	42 - 57
b. Warrant Register, August 1 - 31, 2021.	58 - 86
c. Cash Receipts, August 1 - 31, 2021.	87 - 98
d. Declaration of surplus items.	99 - 100
e. Gifts to the District, September 2021.	101 - 102
f. Fundraising events for the 2021-22 school year.	103 - 104
g. Professional services agreements under \$25,000.	105 - 106

PAGE

INFORMATION/DISCUSSION

1. ADMINISTRATION

a. Discussion on Returning to In-Person Board Meetings 107 - 108

The Board will discuss the timing for returning to in-person Board meetings at the Baden HS gym.

2. HUMAN RESOURCES

a. Update on District Enrollment 109 - 111

Staff will present information on the enrollment of SSFUSD students for the 2021-22 school year and a 4-year enrollment trend.

ACTION

1. ADMINISTRATION

a. Resolution No. 21-47 for Filipino American History Month 112

Staff recommends the adoption of Resolution #21-47: Honoring Filipino American History Month.

b. Approval of District's New and Updated Board Bylaw and Board Policies 113 - 172

Staff recommends the approval of the following new and updated District's Board Bylaw and Board Policies, as presented to the Board.

1. BP 3471 - Parcel Taxes
2. BP 3551 - Food Service Operations/Cafeteria Fund
3. BP 4112.2 - Certification
4. BP 5141.52 - Suicide Prevention
5. BP 5144.1 - Suspension and Expulsion/Due Process
6. BP 6172.1 - Concurrent Enrollment in College Classes

PAGE

- c. Approval of 2021-22 SSFUSD Governance Calendar** 173 - 175

Staff recommends the approval of the SSFUSD 2021-22 Governance Calendar, which highlights when certain items come before the Board, categorized by department and month, as presented to the Board.

2. EDUCATIONAL SERVICES

- a. Approval of Migrant Education Memorandum of Understanding (MOU) for 2021-22** 176 - 190

Staff recommends the approval of the Migrant Education MOU with the Santa Clara County Office of Education for the 2021-22 school year, as presented to the Board.

- b. Approval of Contract with ATX Learning for 2021-22** 191 - 197

Staff recommends the approval of a contract with ATX Learning for the District to fulfill Individualized Education Plan (IEP) service agreements for the 2021-22 school year, as presented to the Board.

- c. Approval of Agreement with Learning A-Z for 2021-22** 198 - 200

Staff recommends the approval of an agreement for services with Learning A-Z to deliver effective differentiated instruction for the 2021-22 school year, as presented to the Board.

- d. Approval of Work Experience Can Work Agreement for 2021-24 and Adoption of Resolution #21-39** 201 - 214

Staff recommends the approval of the Department of Rehabilitation's Work Experience Can Work agreement for the 2021-24 school years and adoption of resolution #21-39, authorizing designated District personnel to sign, as presented to the Board.

3. HUMAN RESOURCES

- a. Resolution No. 21-48 Week of the School Administrator** 215 - 216

Staff recommends the adoption of Resolution #21-48: To honor the contributions of the District's school leaders during the week of October 10 - 16, 2021.

PAGE

b. Approval of a Provisional Internship Permit 217

Staff recommends the approval of a Provisional Internship Permit for Richard Mendez, a certificated employee at SSFHS, as presented to the Board.

c. Approval of a Variable Term Waiver 218 - 219

Staff recommends the approval of the Variable Term Waiver for Wilfredo Feliciano, a certificated employee at ECHS, as presented to the Board.

4. BUSINESS SERVICES

a. Approval of Unaudited Actuals Report 200

Staff recommends the approval of the 2020-21 Unaudited Actuals Financial Report, as presented to the Board.

b. Approval of Audio/Video System Upgrade at Martin ES 221 - 260

Staff recommends the approval of the quote from AVI-SPL for upgrading the audio/video system at Martin ES, as presented to the Board.

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS *(subject to change)*

Board meetings are currently held via teleconference and are planned to return to the in-person format at a future date. The meeting locations will be noted when applicable.

October 7, 2021 *(teleconference)*

- Teaching and learning presentation - SSFHS
- Williams report for 3rd quarter ending 9/30/21
- Resolution honoring Native American Heritage History Month
- Approval of ESSER III Expenditure Plan

October 14, 2021 – Special Meeting

- Discussion/approval of SSFUSD SLO MOU with the City

October 21, 2021 - Community Forum *(teleconference)*

- Nutrition Services (long food lines and breakfast service at MS and HS)
- Mandatory vaccinations for students 12+ medically eligible to receive them.

November 18, 2021 (*teleconference*)

- Teaching and learning presentation - Los Cerritos ES
- Presentation on the Nutrition Services Department
- Update on Safe School Plans

December 9, 2021 (*teleconference*)

- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Teaching and learning presentation - Ponderosa ES
- Teaching and learning presentation - Children's Center
- Presentation on Performance Management - CTE
- Approval of San Mateo Co. QRIS block grant for 2021-22
- Presentation and approval of 1st interim budget report "positive certification"
- Selection of Trustees to District sub-committees/committees
- CSBA Delegate Assembly nomination(s)

January 13, 2022 (*teleconference*)

- Teaching and learning presentation - Monte Verde ES
- Presentation on Performance Management - Special Education
- Recognition for outgoing Student Trustee Avila Gomez
- Audited actuals report for the fiscal year ended June 30, 2021
- Approval of SARCS
- Resolution honoring African American History Month
- Approval of the 2022 Summer School programs
- Williams report for 4th quarter ending 12/31/21
- Update on Governor's 2022-23 budget proposal

SUMMARY OF BOARD DIRECTIVES

GOOD AND WELFARE

- Comments from Board Members and Superintendent

ADJOURNMENT

The agenda is available for review at the District's website: www.ssfusd.org (Click on *Board Meeting Agendas and Minutes*).

A recording is made of the Open Session of each meeting. Telephone--(650) 877-8705, Fax--(650) 588-8113 or e-mail: ncantley@ssfusd.org

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of September 9, 2021

CORONAVIRUS DISEASE (COVID-19) NOTICE

This meeting was conducted pursuant to the provisions of the Governor's Executive Order N-35-20 issued on March 21, 2020 allowing for deviation of teleconference rules required by the Brown Act and pursuant to the order of the Health Officer of San Mateo County dated March 16, 2020 as this meeting is necessary so that the South San Francisco Unified School District can conduct necessary business and is permitted under the order as an essential governmental function.

As SSFUSD is an inclusive school district a Spanish language translation of the Board meeting was also available to the Spanish speaking community.

This meeting included closed captions which required the Board to provide a break, for the stenographer's benefit, after approximately every 1.5 hours.

OPEN SESSION - 6:00 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:00 p.m.

1. Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) (one case).
2. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: SSFCTA
3. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: CSEA Chapter 197
4. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: SSFAFT
5. Superintendent evaluation.

RECONVENE INTO OPEN SESSION - 7:00 p.m.

B. ROLL CALL

Board Members:	Mr. John Baker - Present
	Dr. Chialin Hsieh - Present

Ms. Daina Lujan - Present
Mrs. Patricia Murray - Present
Mrs. Mina Richardson - Present
Ms. Samantha Avila Gomez, Student Board
Member - Present

Cabinet Members: Dr. Shawnterra Moore, Superintendent -
Present
Mr. Keith Irish, Assistant Superintendent,
Educational Services and Categorical
Programs - Present
Mr. Ted O, Assistant Superintendent,
Business Services - Present
Dr. Jay Spaulding, Assistant Superintendent,
Human Resources and Student
Services - Present

C. PLEDGE OF ALLEGIANCE was led by led by Spruce ES student Henry Hamilton. Principal Israel Castillo said Henry is an outstanding Cougar and a confident 5th grader who enjoys Math and wants to be an accountant. He also likes Science, swimming, and is enthusiastic about learning new things. Henry then read the following poem: "Spruce cougars join and proudly say, we respect our community every day. We hold our teachers in high regard, we try our best and always work hard. So, turn to a neighbor and let's remind that Spruce Elementary is the best you'll find."

D. LAND ACKNOWLEDGEMENT STATEMENT

We acknowledge that the South San Francisco Unified School District is located on the unceded ancestral homeland of the Ramaytush Ohlone peoples who are the original inhabitants of the San Francisco Peninsula.

We wish to pay our respects by acknowledging the Ancestors, Elders, and relatives of the Ramaytush Community and by affirming their sovereign rights as First Peoples.

E. REPORTING OUT FROM CLOSED SESSION

MOTION #239 (Baker/Murray) to approve the settlement for Item #1. Motion Carried (Unanimous)

F. PTA COUNCIL REMARKS - President John Sanna thanked President Daina Lujan and Dr. Moore for attending the first PTA Council meeting, answering questions, and providing information. At this time of the year, they are searching for members to join the PTA units. While there is more activity, membership-wise

than last year, it is still lagging due to current economics. He encouraged everyone who has joined to continue to be members since strong PTAs working together with school administration create the best schools for children.

G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - None

South San Francisco Classroom Teachers Association - President Danny Yanow said that teachers are feeling frustrated, ignored, and disrespected. He has repeatedly asked that teachers and parents be included in the decision-making process for the use of District funds for mitigating learning loss. He said a meeting invitation was sent to the community to provide input on the use of these funds this afternoon with a deadline of less than a week to respond. This last minute meeting is an insult to teachers and the community since they were not part of the process for the other rounds of funding. Since CTA sunshined their proposal in the spring and their bargaining team was available to negotiate a new contract, they have not gotten a counterproposal from the District's team. The administration should show they value and respect teachers with a new contract and a fair raise. He urged the Board to direct the bargaining team to make an honest counterproposal and set dates to negotiate as soon as possible.

California School Employees Association Chapter 197 – None.

I. PERSONNEL COMMISSION - Assistant Superintendent Jay Spaulding reported that the last meeting was held virtually on August 16. During that meeting, they ratified fourteen position announcements and eight eligibility lists. The next Commission meeting will take place on September 20, 2021.

J. ITEMS FROM BOARD – None.

K. SUPERINTENDENT'S REPORT

a. Return to in-person school - Superintendent Shawnterra Moore said it has been a wonderful time welcoming students back on to campus. When visiting schools, the kids seem happy to be back and learning is happening. Administration is continuing to work with union leadership to ensure that staff has the health and safety measure and essential protective gear to feel safe and focus on what they do best.

b. SSFUSD testing - Dr. Moore stated that the positive cases in school have been shared with the community. Since this was anticipated and planned for that, they focused on health and safety protocols. Most school districts that have welcomed their students and their staff back to in-person, have also experienced positive cases so it's not unique to SSFUSD, although it is unnerving and can cause angst. As an extra mitigation strategy, testing for

students and staff will begin in the next few weeks. She wants to be transparent with the community about the number of cases across the District and list them for students and staff. In communications, she shared that most cases seem to not be due to at-school transmission. Most have been the result of community transmission where someone may have come into contact with an unvaccinated individual. Dr. Moore emphasized that this is not meant to place blame. This is a community effort, to work collaboratively and protect the health and well-being of everyone. The communication was to share that administration is not seeing a spread being initiated at schools, and she apologized if she upset or offended anyone, which was not her intent. A lot of health and safety measures have been instituted to keep the entire community safe, with universal masking, portable air filters, and practicing hand hygiene routinely. Cleaning and sanitizing training was implemented to sanitize and disinfect, and eating outdoors is being encouraged. San Mateo County has administered about 1.1 million doses of the vaccine. 593,000 individuals are vaccinated in the County with at least one dose, which represents about 77.5% of the eligible population. The District is also working on a COVID dashboard, which should be available in the next week.

- c. **Staffing** - the Superintendent reported that, as in SSFUSD, districts throughout the County are experiencing a staffing shortage. In a typical year, the District would be able to cover classes with a substitute fill rate at 95%. Unfortunately, this declined to about 56% in August. Third party vendors, which the District contracts with for substitute teachers, is not able to fill the vacancies. SSFUSD has a great need for paraprofessionals, substitute teachers, and nutritional services positions. These jobs are listed on the District website.
- d. **Federal and State funding** - Dr. Moore said there have been inquiries regarding the one-time State and Federal grant funds and how they are being spent to support District students and staff. During the August 12 Board meeting, Cabinet made a return to in-person re-engagement presentation and discussed several Federal and State stimulus grant funds that the District has received or will be receiving. Much of the funding has been spent based on community feedback. The District will be receiving ESSER III funds soon, so outreach is starting now to create a plan due at the end of October. A community meeting on September 15 will provide another opportunity for the public to provide feedback on what the District should be focusing on.
 - ASB Reports
 - ASB Vice President Dani Dayao, El Camino High School, highlighted the following recent and upcoming events at her site: Now that the District is back to in-person at full capacity, it is important that everyone fights towards equity by continuing to follow COVID-19 safety

precautions. Although an executive decision was made to cancel the Welcome Back rally due to COVID concerns, they had a week of welcome known as Wow Week from August 31 - September 3; each day, during lunch, they had performances and activities, welcomed new staff, and gave recognition to their fall sports teams; last Friday students met on the football field for a special performance by the advanced performing dance class followed by a class competition and singalong game; Homecoming season has officially started with this year's theme of Disney World in recognition of their 50th anniversary and ECHS's 60th anniversary this year; updates are available @ECHS_colts; Senior Sunrise had a great turnout with senior packages being sold; the junior class office is holding a fundraiser on September 23; sophomores are holding a welcome back dodge ball game to commemorate their first year on campus together; freshman officers have been elected; ASB representatives are working with teachers and administration to review and update the student handbook including the school's tardy policies and protocols; during the second week of school over 15 clubs were available for students to join; the drama department has concluded their fall musical auditions for Little Shop of Horrors which will run November 25 - November 27; fall sports are beginning with a cross country invitational on Saturday where the cheerleading team will perform; teachers have also been working with the EL TOSA Ms. Patrick to implement research based strategies in the classroom; in honor of the 20th anniversary of 9/11 tomorrow, students and staff will come to school dressed in red, white, and blue and a flag raising ceremony will be held with community representatives. She concluded her report with "Let's continue to uplift and lead with love in the new normal we are trying to create as a District and most importantly as one community."

- Samantha Avila Gomez, Fall Student Trustee and ASB President, South San Francisco High School, shared the following news from her school: they held their first Welcome Back rally back on campus, on the football field, the first one since all the virtual rallies during COVID; Spirit Week, with a theme of Lights, Camera, Action, was inspired by the classic films The Breakfast Club on Monday, Saturday Night Fever on Tuesday, Wednesday, was sports day with the movie Dodgeball, Thursday was the Parent Trap, and Friday was Inside Out day where students wore their individual class colors and a bubble game was held with teachers and students competed against each other, their advanced dance group performed and a class competition in an obstacle course concluded the rally; in the week of August 23 - 27, the ASB class added four new freshmen; the first Senate meeting took place on September 1, with representatives from each class; the ASB Culture Commission held events for Hispanic Heritage Month so

students can see and feel that their culture is welcomed (details are on @SSFHS_ASB); many clubs have been approved and there are more to be approved in the coming future; Earth Club has been working on an outdoor learning space in between two buildings with a goal to eventually grow food which they will donate to feed families in the east side of South City; the Animal Rescue Club is holding a fundraiser tomorrow; girls volleyball has been rocking this school year; the football team played Lincoln HS and unfortunately lost by 22 to 24; a senior college prep class, started two weeks ago, in conjunction with Skyline College teaches Latinx students about the college experience and helps with scholarships; their college counselor, Brad Ward, held an informational meeting for seniors and their parents on financial aid yesterday; on September 28, a PTSA meeting is happening via Zoom. Complaints and Concerns: students are not able to not bring their personal laptops on campus and there are not enough laptops at school, which is especially concerning with many assignments being online; an overwhelming number of girls are sharing their concerns about the SSFHS dress code and say they are being shamed by administration and staff; with the shortage of nutritionists, a lot of students are missing breakfast and brunch, and there are very long lunch lines; with fire season coming many teachers that are going to have to face the dilemma of either closing their doors and keeping COVID inside or opening them and letting ash inside, so students are proposing fire days à la snow days in some districts; and while there is currently a suspension of the SLO program with police allowed on campus only for emergencies, they were on campus during a Martin ES movie night and at ECHS and SSFHS for non-emergencies.

L. COMMUNICATIONS

Public comments were submitted in advance of the meeting, were read by all Board members and posted on the District's website before the meeting.

The following were live comments:

Stephanie Kuhn, a Los Cerritos ES teacher, spoke about teacher salaries and contract bargaining between the Board and CTA. She referenced the estimated starting salaries for different careers which require various levels of education in the Bay Area. Becoming a teacher requires a four-year college degree plus additional schooling in a credential program. She said other jobs with that level of education and training would pay \$80K to \$120K for the first year on the job. However, the salary for a first year teacher in the District is \$58K. She said teachers should be paid an amount commensurate with the training they went through for their jobs.

Michael Wang-Belt, an ECHS teacher, spoke about the last three contract

negotiations in the District. He said there is a pattern of negotiations breaking down due to the District not bargaining in good faith and this behavior needs to stop. He stated that when teachers bring their needs to the table and are ignored, they feel insulted and undervalued. To maintain a high level of excellence, he asked the Board to encourage the District to open negotiations again in good faith.

Timothy Hockenos, a SSFHS teacher, urged the District and CTA bargaining teams to begin discussing salary and other items. Teachers want to have input on how the millions of dollars in State and Federal funding, which the District has received, will be spent. He said the English Learner population is not being adequately served and more teachers and paraprofessionals are needed for those classes throughout the day. SSFUSD needs to have “competitive salaries to attract and retain qualified teachers, especially in this time of a teacher shortage.” Neighboring school districts are reaching agreements with salary increases which “acknowledge the hard work teachers are doing during this crisis.”

Jamie de Leon, a Ponderosa ES teacher, spoke about trying to purchase a home in this area. Her husband, also a teacher, has a second job and, as property managers, they pay reduced rent. They need family help for a down payment, but are repeatedly outbid. She said if they cannot find a house soon, they will be forced to move to the East Bay. She begged the District to give teachers and staff a raise in the contract negotiations. She loves her school and would be upset to relocate to afford a house.

Phill Naranjo said last year’s Literably data for Spruce ES is really way off as far as the reading data is concerned. He and his fellow teachers finished testing this week and were surprised at how low the scores were compared to those reported in May, which is unacceptable. This cannot be due only to the learning loss, but also with the Literably program. He questioned why the District is still using a computer-run program when there are live teachers that have been trained on how to administer a reading test.

Joseph Sheppard said it is great to be back in-person with their students. However, his joy was tempered when he found out the District had chosen not to bargain over the summer. It felt like a strange ‘thank you’ after 18 difficult months. He said the District needs to get serious about stepping forward and making wages and working conditions attractive and competitive for teachers, paraprofessionals, and classroom aides.

Christina Bonite, a first grade teacher, commented on the wage freeze for teachers who work 12 to 15 years in SSFUSD. This does not make any sense. She asked that the District re-think the pay freeze for veteran teachers who have been loyal and committed to the community. She requested looking into paying subs a little more to cover their positions so they can have time to assess the students’ reading levels. She said it is hard to use Literably to assess 1st graders. With this program, children wearing masks while reading are sometimes marked

unintelligible. This means a complete stranger is grading the kids who cannot hear them reading their assessments. She asked that Literably be reconsidered for Kinder through second graders.

Monyca Currier, a third grade teacher, agreed that it is a joy to be back in the classroom face-to-face with students. However, the equity challenge that has always been present is even more real this year. Social emotional learning is more important than ever and students need to often be validated. Regarding academics, she has students reading three levels above grade level and others reading three grades below grade level. Those kids will be taking the same standardized State tests in the spring and differentiating and meeting kids at their levels now is so important. She encouraged the District to raise the hourly wage of paraprofessionals to help support the classroom teachers and students.

Liz Renaud, a Speech Language Pathologist, thanked everyone for the continued use of Zoom and DocuSign which provide options and flexibility for families to communicate and participate with their schools and SpEd providers. She said it is a shame that although the District has a free breakfast program, it has been paused due to staffing shortages. She commented that there are currently many open positions in SSFUSD and asked why anyone would work here or stay when there are several other higher paying jobs in the area. The District needs to recruit and retain highly qualified personnel, starting by offering truly competitive wages.

Russell Lee said he supports all the teachers who came out tonight asking for a pay raise in their new contract. While the Board has repeatedly said the District is cash-strapped, there is always a way to find money, whether that be budget reallocation or putting a measure on the ballot. Teachers should not have to beg to earn a living wage. He asked the Board to require all students and staff to take weekly COVID tests and institute a vaccine mandate for all students age 12 and up, as well as teachers and staff. The safety of children must be prioritized over the non-science-backed beliefs of some community members. He said the District needs to take lessons from schools further down the peninsula, which display a different tone with their dress code policies.

Brenda Gonzalez, a SSFHS student, spoke about students not being able to bring their personal laptops to school even though there is a shortage of Chromebooks. This is an equity issue and EL students are being underserved. Many teachers say they are struggling without having interpreters in their class, and they beg students to try to interpret for them. She said girls at her school have told stories of slut shaming by staff and read the a list of dress code demands to create a body-positive environment.

Andrea Sims said teachers are not getting paid what they deserve and the Board is asking why the District has a shortage of teachers, which is disappointing. The Board is creating what is causing the issue and students and the community are able to tell them the solutions, but they are not able to get it done. She said it is

frustrating to hear the Board say that students would get sick and they should be proactively doing things to prevent that. She encouraged the Board to have a vaccination mandate and also pay to have quality teachers and substitutes so students are able to learn.

Liliana Rivera said the Board is quick and willing to police students, but they are not willing to do things to keep them safe and healthy. While budgets are limited in terms of COVID, there are many things they could be doing, like a vaccine mandate, and making sure they are being transparent with the number of cases within the community. Using time and energy to organize the number of COVID cases, calling parents, and doing tracing would be better than policing the girls' dress code. She said the fact that there is no breakfast is completely unacceptable. The District is asking for unpaid labor from the community that has already suffered so much during COVID. Alternatives such as self-service or having kids do it for extra credit need to be found.

Adam D, a Martin ES student, spoke about the school creating a Ruby Bridges Walk to School Day in honor of the child civil rights activist who integrated her school so that all children could attend together. He said the State would be voting on this as a State-wide celebration. He asked teachers to contact Mrs. Carlino if they want her students to speak to their class about organizing a walk at their site. They want to help kids spread the word about Ruby.

Katrina Ellis, a teacher, said educators have had to cover the same amount of content, use the same number of skills, and work directly with the same number of students, but with less support and resources than ever. It is insulting that Mr. Yanow's remarks and the disrespect shown towards teachers was dismissed by Dr. Moore. She said they contacted District personnel on June 4 to meet about the use of funds and as of today no one has responded to those emails. It is clear that the District is only conducting a meeting because teachers and parents would be attending today to demand input. She said it is unacceptable that the District's bargaining team has cancelled negotiation sessions and when they do meet, they are unprepared to discuss proposals or provide counterproposals. Currently the District is not bargaining in good faith and the District has money.

Rosamin Ruiz spoke about advocating for her son and addressing issues with the Director of SpEd and Spruce ES staff. She asked the Board for assistance with bullying her son has received at Spruce ES and not being able to keep him at a different school to avoid being traumatized. He will be evaluated to join a bullying group to recover from emotional stress. She wants him to have a safe and positive environment and be able to focus academically.

Javi E. said the absence reports program sounds creepy and Orwellian and matches what teachers are saying about computer grading. She expressed concerns about the new Board Bylaws, removing the designation of electronic Board communications as public records, removing the school designation as a

non-public forum, and prohibiting the school from taking a side on any controversial issue. She said the Superintendent stated that they reached out to the community, but they did not, given the public comments at this meeting. They need to involve teachers in funding decisions and to bargain in good faith. She said this is the same story over and over again and it is either incompetence or malice, but either way, there needs to be accountability. The Board needs to take action and ensure its priorities are enforced and if not, find different administrators.

Eddy Holman thanked all the teachers and staff for the amazing work they do. He is grateful for the opportunities that have been provided by public school staff and feels it is a community's responsibility to stand up when the teachers deserve respect and dignity. He referenced Transparent California and read examples of 2018 Cabinet members' salaries which, he said, totaled over \$2.3M. It is disrespectful to teachers who do not make enough to live in this community. Taxpayer dollars are paying these lavish salaries. He wants negotiations to happen and to pay the teachers. Also, there needs to be a vaccine mandate for all eligible students and teachers and a weekly disclosure of the COVID figures.

Andrew Ta, a SSFHS student, thanked all the teachers who have been working hard. Many teachers need to take on a second job just to stay in this District. They need paraprofessionals to help in their classes. He said they are not getting enough resources for their job and he is pushing the Board to support them. He asked that they listen to the SSFHS girls who are fighting for the right to be respected and do not deserve to be slut shamed. Any staff members that do that and make them feel bad about themselves need to be disciplined and held accountable. He spoke about waiting in long lunch lines and having to eat during class time. More Nutritional Services workers are needed, so that students can get their meals during lunch and also have breakfast so they can focus during school.

Tania Torres commented on why students protested the dress code instead of bringing the issue to the Board first. She said students have done this many times, but the school hardly listens to them. A year ago, they spoke to the Board about the schedule and how EL and AP students were not being supported, and nothing happened. Teachers were overworked and could not prepare their students for AP exams, simply because they did not have time. These were resources that the school board said they would provide and they did not. She said it is baffling for the Board to once again be doing this with the dress code and asked that they do something about it.

Michelle Lambert-Connolly, a Parkway Heights MS teacher, spoke about school breakfasts. She is concerned because when a student misses breakfast and comes to class hungry they have a hard time focusing. She asked the Board to find a way to feed kids or give teachers a way to feed them.

Armando Martinez, a student, said he was advocating for teachers and was sad that throughout COVID, their contract has not been negotiated. SSFUSD teachers

do a lot for students and really care, but are not being paid enough. He feels that school is a place where students come to learn and should not have to worry about being shamed for their bodies. Due to long lunch lines and some food not being nutritious, he suggested implementing new lunches.

Kevina Gallagher, a Bilingual Spanish School Psychologist, spoke about a button she received years ago with the word 'believe'. But she no longer believes in this District and is heartbroken and discouraged. While she has not received a raise for all the work she has done year after year, she stays because of the bilingual Spanish kids and their families.

Alexandria and Mario C. Cabano, who live near Parkway Heights MS, complained about the student drop-offs and pick-ups. It is out of control and parents are being disrespectful by blocking crosswalks or parking in front of or in driveways not moving to let the residents out. Something needs to be done.

President Lujan thanked all the community members for their engagement and for speaking with the Board. She said if someone was not able to speak during the meeting, they should email the Board members who read all communications.

The Board recessed at 8:30 p.m. for a break and reconvened at 8:40 p.m.

Trustee John Baker said that most of the issues in public comments were either being addressed or will be addressed. He asked about the issue of laptops at SSFHS and that he was under the impression that SSFUSD was a one-to-one District with enough laptops for everyone. Assistant Superintendent Irish replied that the District is in the process of verifying all its inventory at each school site with the site leaders. He advised that there is another order in place, which is part of the District's reimbursement plan for tech devices. This morning, he became more aware of the SSFHS Chromebook deficit, so he along with Assistant Superintendent Ted O and IT Director Joe Siam are working to rectify this as quickly as possible. They are looking at all the sites to see if they need to redistribute devices to SSFHS and will make it a priority. Vice President Mina Richardson asked why students cannot bring their own laptops to school. Mr. Irish replied that the District used Federal money to purchase Chromebooks and tech devices and there has been a law in place since 2000 called the Consumer Privacy for Children. The District is responsible for having content filtering software to monitor and assist students to make it sure they do not access possibly obscene websites. If the District allowed students to bring in their own device, the IT Department would have to install the monitoring software. He is collaborating with Mr. Siam on a temporary work around. The first issue they are addressing is that every student should have access to a Chromebook or an iPad. Student Trustee Avila Gomez shared that many websites are already blocked by the school's WiFi and students are confused as to why the District does not update their WiFi to block the other websites. Mr. Irish said some companies decide to block access if someone is 18 or under and they are looking into how to filter and monitor

websites. He thanked the SSFHS Journalism students for meeting with him, making him aware of the issue, and giving him an opportunity to respond and fix it for all District students.

M. PRESENTATIONS

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Spruce Elementary School

Principal Israel Castillo shared educational priorities and programs at Spruce ES. He also recognized the following parent volunteers for their ongoing support with certificates of appreciation from the Board: Macaria Acevedo, Tona Chan, Nurilem Frayne, Elvin Frias, and Maria Ortiz.

Mission

- Aligned with the District's LCAP Goals and Priorities
- Academic Achievement - the focus is on student progress
- Professional Development (PD) - staff work together to create success for all students. PD is key in preparing and supporting teachers from distance learning back to in-person instruction. Teachers and staff have the opportunity to attend varied PD offerings in the District.
- Student, Parent, and Community Engagement

Goals

- Improve Curriculum, Instruction and Assessment
- Bolster Professional Learning and Collaboration
- Strengthen Leadership Capacity

Vision

- Create a **collective teamwork** culture that collaborates and supports one another - focus on student success.
- Support all staff in **professional development** in the areas of: technology, using data to enhance instruction to fit the learning needs of our students, and setting grade level goals and individual student goals.
- Foster teacher **leadership** by providing professional learning and growth opportunities by becoming actively involved in a Spruce Committee.

Principal Castillo said maintaining student excitement is key to learning new material. He is proud of his teaching staff for supporting diverse learners.

CAR (Communication, Achievement, Relationships)

The SSFUSD car metaphor is a journey to excellence, providing students a superb learning experience by visiting classrooms daily, collecting walk through data and providing ongoing feedback to teachers and support staff. This year, Principal Castillo is focused on strengthening communication with families and promoting positive relationships with all parties. His main goal is to increase academic achievement and pave a road of opportunity for all students.

School-wide Focus

- Implementation of priority standards (Monitor student learning)
- Strong focus on RTI in the classroom and Tier 2 interventions
- Academic language through daily instruction (Designated and Integrated ELD by implementing BGLAD strategies).
- Implementing a well-balanced literacy program in all grade levels.
- To ensure that they are providing all students with equity.
- To ensure that the systems are designed to build coherence, alignment, and an instrumental system that is functional with the same understanding, the same tools and the same protocols. This is why the PLC process is so important to the collaboration component.
 - The team works together to design the lessons that will support English Learners.
 - Strategically assign small group interventions during the day.
 - Strengthen the system through the District data analysis protocol.
 - Leadership team works collaboratively to analyze data and understand the support needed for students, staff, and families.
 - Cohesive teamwork makes a difference in every child's educational path.

Academic Centers

In previous years, academic centers focused on Math. Data from unit and lesson plans was used. Ed. Services shared the resources with staff and has planned at least two assessments in ELA and Math. Principal Castillo plans to continue some academic center work with teachers for additional intervention before and after school. Due to schools closures and not all students taking standardized assessments in spring of 2020 and 2021, the State has delayed reporting this data. Decisions at the State level will impact the information and how it will be shared with the public.

ELPAC (English Language Proficiency Assessments for California)

Levels

Four levels measure what English Learners can typically do.

- **Level 1** - Student is at beginning stage of developing English skills in speaking, written, and writing.
- **Level 2** - Student has somewhat developed skills.
- **Level 3** - Student has moderately developed skills.
- **Level 4** - Student has well developed skills.

The goal is to support students to eventually progress to level 4 and acquire reclassification.

Spruce ES Fall 2021 Language Status

EL - 211 students, 49.5%

RFEP (students who initially identified as English Learners, but developed over the course of their education and are now considered English proficient) - 52 students, 12.2%

IFEP (students are initially determined to be English proficient) - 22 students, 5.1%

FO (student has no other language besides English) - 90 students, 21.1%

Pending identification - 51 students, 12%. After the initial test based on previous years, this percentage will likely be added to the EL group.

Spruce ES English Language Data

Principal Castillo reviewed the ELPAC scores by grade level. There are currently 46 students at level 1, 89 at level 2, 68 at level 3, and 23 at level 4. The focus is on progressing in the two domains of Reading Writing, areas which affect ELs.

Mr. Castillo said GLAD (Guided Language Acquisition Development) was implemented at Spruce ES four years ago. He described it as an instructional model with clear practical strategies that promote effective interaction between student to student and teacher to student. These strategies help students to develop metacognition, negotiate for meaning, and take ownership of their learning. Metacognition assessment focuses on their culture and personal experiences and also infuses cultural awareness and celebrates multiculturalism. This aligns with Common Core and District requirements.

Spruce ES Attendance Data

Principal Castillo reviewed attendance data at Spruce ES. The current school population is 424 students. 16 students are attending through virtual learning. He provided statistics on attendance for the first ten days of school this year (absences per day by student), and the percentage of students attending per student group. These percentages are, for the most part, stable at the range of 95%. He noted a large dip to 88.4% on August 27 due to a COVID close contact, which he anticipates will likely happen again in the near future. To prepare for this, teachers are creating at-home packets for at least

ten days and will provide on-going help for these students. Most students are glad to be back in-person and this gives teachers an opportunity to truly engage the kids.

Technology Integration

Principal Castillo said this past year they have learned the importance of emerging and integrating technology and being flexible with various teaching platforms. His technology goals are:

- All Spruce teaching staff will integrate technology in the core curriculum at least two times a week for all grade levels.
- On-site technology support.
- Develop the skill set (teachers and students)
- Collaborate with the District Technology TOSA and leadership team to continue the momentum with the integration of technology.

Technology is a skill said that every student will need to be competitive in the workforce.

Spruce Literably Data

At Spruce ES, there are interventions in place to continue to close the achievement gap. It is important that students come to school ready and prepared to meet grade level expectations, but unfortunately through assessments it is shown that many of the students may enter SSFUSD with gaps and school deficiencies, due to English language acquisition and the lack of education for their native language. Principal Castillo said the site is collaborating with their 2.5 literacy coaches and teaching staff to look at data every six weeks. They pool small reading groups for intervention and make necessary adjustments as needed. Teachers also provide small group intervention to support all student learning. Spruce ES is working with Reading Partners, an outside support group, that works one to one with students on specific reading strategies. They also have an RTI (Response to Intervention) team which monitors students' progress or the lack thereof and collaborate to figure out each child's individual needs and the different interventions that might fit that student. When students exhaust all those possible interventions, the next step is to provide an assessment to see if the child qualifies for Special Education. There are three assessments planned with Literably this year. Teachers are currently administering their first round of Literably, so there is not sufficient information to assess yet.

Literably assessments measure students growth so they can refer students to the appropriate tier intervention. In staff meetings, they are collaborating and analyzing small group learning and providing training to teachers and plan to continue this to effectively structure daily literacy blocks in order to accelerate students' literacy development. Last year's data showed growth was measurable for all their students.

PBIS (Positive Behavior Intervention System) School and Character Development

- Teach desired behaviors (teach positive social expectations)
- Provide reminders of expected behaviors
- Give specific positive feedback for desired behaviors
- Re-teach when problem behavior occurs
- Review behavioral expectations frequently and practice
- Actively supervise students
- Collecting and using data for decision-making
- Grade level support

Principal Castillo said the PBIS team was very strategic and helped them get through COVID during the difficult times. This year they will work with grade level teachers to showcase character traits and create consistencies throughout the school. They are also engaging families to ensure they understand PBIS. Spruce ES also has a committee that meets on a monthly basis to formulate activities and assemblies to make school and learning fun. A virtual career day is being planned to show what education can do for children.

Trustee Baker thanked Principal Castillo for including photos of his volunteers in the presentation. It is always important to see those people who are going the extra mile without whom things would not get done in the schools. During the pandemic there were a lot of varying outcomes for students because home resources differed between families, which built up some inequity. He asked Mr. Castillo what support the Board could offer to help narrow those gaps since students returned to in-person learning. Principal Castillo said he would like to continue some academic centers, with his own teaching staff, for before school and after school support. In the past, he used categorical funds to pay teachers to provide this support since his reading specialists cannot take in the number of students needing this extra help. He is confident and optimistic that they can close the gap.

Trustee Chialin Hsieh also thanked Principal Castillo for the great presentation and said she values the information he shared to help her understand the school much better. Having a diverse population with 84% Hispanic and 56 EL students creates a challenge, but his intervention and focus on supporting students is appreciated. She also complimented him on focusing on Math and taking care of the students' well-being.

Trustee Patricia Murray thanked Principal Castillo for his presentation and noted that everything is data-driven, which she appreciates. She complimented him on focusing on the achievement gap and addressing every need through partnerships and collaboration.

Vice President Richardson thanked Principal Castillo for the presentation and said he impresses her every time he reports on his school. She noted that Hispanic/Latinx students have the most absences since school started and asked if he took a closer look as to what is causing that. He replied that it was a combination of some students needing additional documentation in regard to vaccination/COVID testing results and others were out of the country.

Vice President Richardson asked how long it takes for students to move from one ELPAC level to a higher one. Principal Castillo said it varies based on the child's educational background in their native country. They do set an expectation of wanting them to achieve reclassification by 4th or 5th grade.

President Lujan thanked Principal Castillo for putting a lot of research into his presentation. His commitment to serving students and collaborating shines. She commended him and his staff, families, and students and acknowledged his honesty about where the school is at and how he can serve students better.

Student Trustee Avila Gomez said she was a proud Spruce Cougar. She was born in Mexico; her family was bilingual and she was not considered English proficient until the 4th grade. She commended Principal Castillo for all the programs he has, which require a lot of support. She told the Board that teachers should not be overworked and this shows an overwhelming need to hire more EL aides to help the students reach the English proficient level and the education they deserve. Mr. Castillo thanked Ms. Avila Gomez for the wise words and commended her on her leadership role.

N. CONSENT AGENDA

Trustee Murray thanked the parents and companies for their many donations.

MOTION #240 (Richardson/Murray) to approve Item 1a, Minutes to the special Board meeting, August 4, 2021; Item 1b, Minutes to the regular Board meeting, August 12, 2021; Item 1c, Music First agreement for 2021-22; Item 2a, Renaissance Learning contract for 2021-22; Item 2b, InClassToday contract for 2021-23; Item 2c, ECHS Cross Country Team students to participate in the Woodbridge Invitational in Norco, CA; Item 2d, ECHS Cross Country Team students to participate in the Clovis Invitational in Fresno, CA; Item 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Purchase Order Listing, July 1 - 31, 2021; Item 4b, Warrant Register, July 1 -31, 2021; Item 4c, Cash Receipts, July 1 - 31, 2021; Item 4d, Declaration of surplus items; Item 4e, Gifts to the District, August 2021; Item 4f, 2021-22 fundraising event; Item 4g, Professional service agreements under \$25,000. Motion Carried. (Unanimous)

INFORMATION/DISCUSSION

1. ADMINISTRATION

a. Discussion of Community Forum Topic

The Board discussed potential topic(s) for the District's Community Forum being held on October 21, 2021.

Trustee Murray suggested Nutrition Services, School Safety/Big 5, and the SSFHS dress code as possible topics.

Trustee Hsieh asked if the topics are global or school specific. Dr. Moore replied it depends on the year, but the Board hears from the community on issues of concern and tries to limit the conversation to one or two topics. She said staff provides a very brief overview and then it is just an opportunity for the Board to hear from the community and have a dialogue.

Trustee Baker recommended a discussion on whether the District should have mandatory vaccinations for all students who are medically eligible to receive them. He said it is time to hear the concerns from teachers, staff, and parents. Right now, it applies to children 12 and above and suggested they could word it in a way that if there are vaccines for younger children at a later date, those could also be included. It will likely be a very active meeting, but it is appropriate topic for a Community Forum.

Vice President Richardson said she agreed with Trustee Murray on the dress code for high school students and possibly also for staff. Sometimes she cannot differentiate between students and staff.

Trustee Hsieh said she liked Trustee Baker's idea for potential mandatory vaccination.

President Lujan confirmed the three topics being considered were Nutrition Services, the dress code, and mandatory vaccinations since safety had been discussed multiple times previously. The most support was for the dress code and vaccinations.

Trustee Baker said all three topics are important, but he thinks the dress code could be discussed at a regular Board meeting since it is applicable to two out of the 15 District schools. The other two issues involve many sites and the entire community could weigh in on them, which is the purpose of a Community Forum.

President Lujan questioned if the dress code could be something that actually begins with the Board Bylaws. Trustee Baker asked if the

individual dress codes are set by the schools themselves rather than the Board. If so, he thinks it is premature for them to discuss this issue until it has gone through the process at the schools. He wants to hear what the sites are doing to address the valid student concerns about the dress code. President Lujan said that it would be consistent with requiring uniforms and could be handled at the lowest level. Student Trustee Avila Gomez said SSFHS had a student walkout two weeks ago, during flex time and within school grounds. Afterwards, administration was reactive, not proactive, and met with some students to talk about the dress code. She said the main concern for many students is that this has been an ongoing issue and a lot of administration has not been understanding that it is not just about the dress code, but includes slut shaming and a lot of the rape culture which is perpetrated in the high schools. Administration sent out a form asking for opinions, but she does not know what their next steps are. Vice President Richardson said her approach would be to have a motivational speaker come on campus and try to impress upon the students to dress nicer or they could inspire them to naturally choose for themselves a better attire.

President Lujan recommended keeping an eye on what goes on at the site level and whether the Board would need to have a meeting for discussion. She said she wanted to honor the actions being taken at the sites before the Board jumps in. As a former principal, she feels that the Board should get involved if it is a District-wide issue, but otherwise they should allow things to be handled at the lowest level first. She agreed that Nutrition Services and mandatory vaccinations would be good topics.

Dr. Moore asked for clarification on the topic of Nutrition Services. Trustee Baker acknowledged the long lines are at least partially the result of staffing, but suggested the Board discuss options such as volunteering or staff can present ideas to increase the employee pool such as rewriting the salary scale or advertising the jobs in different places. He proposed possibly paying students who attain a ServSafe certificate through the Culinary Arts program, to arrive early at their schools and help with breakfasts. He would like to see out of the box thinking and new ideas to show the community they are trying to provide the meals to middle and high school students. Trustee Murray recommended finding out what other school districts are doing. Dr. Moore said Director Fran Debost has regular calls with her counterparts and they are in the same predicament, but the Board can discuss it.

The Board agreed to have Nutrition Services and mandatory vaccinations as the Community Forum topics.

b. 1st reading of District's New and Updated Board Policies

The Board discussed the first reading of the new and updated District's Board Bylaw and Board Policies.

President Lujan requested two small changes in the wording in BP 6145.2. "Should" was revised to "shall".

MOTION #241 (Hsieh/Baker) to approve the District's new and updated Board Bylaw and Board Policies listed below (with the modifications noted above) and the waiver of a second reading. Motion Carried. (Unanimous)

1. BB 9012 - Board Member Electronic Communications
2. BP 1325 - Advertising and Promotion
3. BP 3100 - Budget
4. BP 6145 - Extracurricular and Cocurricular Activities
5. BP 6145.2 - Athletic Competition
6. BP 6178.1 - Work-based learning
7. BP 7214 - General Obligation Bonds

PUBLIC HEARINGS

a. Sufficient student textbooks/instructional material

A Public Hearing, in accordance with California Education Code Section 60119 and SB 550, will provide an opportunity for members of the public to comment on the sufficiency, appropriation and disbursement of instructional materials throughout the District.

The Board meeting was suspended to open a public hearing at 9:38 p.m.

This Public Hearing provided an opportunity for members of the public to comment on the instructional materials. Teacher Phill Naranjo said Spruce ES and Martin ES need iPads.

The public hearing was closed and the Board meeting resumed at 9:40 p.m.

b. SSFUSD Initial Proposal to CSEA

Prior to commencing negotiations, California law (Government Code Section 3547) requires that a school district and the exclusive employee representative present their respective proposals at a public meeting. The SSFUSD initial proposal was presented at this meeting. (The CSEA initial proposal was presented at the August 12, 2021 Board meeting.)

The Board meeting was suspended to open a public hearing at 9:40 p.m.

Assistant Superintendent Spaulding presented the SSFUSD initial proposal to CSEA Chapter 197 for the 2021-22 reopener agreement. He said the District is bringing forward two articles for bargaining, Article 7, Compensation and Benefits and Article 11, Leave of Absence with pay.

This Public Hearing provided an opportunity for members of the public to comment on the SSFUSD initial proposal. No comments were made.

The public hearing was closed and the Board meeting resumed at 9:41 p.m.

ACTION

1. ADMINISTRATION

a. Resolution No. 21-44 for Hispanic/Latinx Heritage Month

Board Clerk Murray read the resolution in English and Student Trustee Avila Gomez read the Spanish version.

MOTION #242 (Baker/Hsieh) to adopt Resolution #21-44 (English and Spanish versions): Honoring Hispanic/Latinx Heritage Month. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Nomination(s) for CSBA Directors-at-Large

There was no motion to nominate Board member(s) for the CSBA Directors-at-Large positions for African American or American Indian.

2. EDUCATIONAL SERVICES

a. Resolution No. 21-45 for Confirmation of Sufficient Student Textbooks/Instructional Materials

MOTION #243 (Murray/Baker) to adopt Resolution #21-45: To confirm and certify that the 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. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None) Motion Carried (Unanimous)

b. Approval of Safe Return to In-Person Instruction and Continuity Plan

MOTION #244 (Baker/Murray) to approve the 2021 Safe Return to In-Person Instruction and Continuity Plan year. Motion Carried. (Unanimous)

c. Approval of Extended Non-Public Agency (NPA) Contract

MOTION #245 (Richardson/Baker) to approve an extended contract with NPA Stepping Stones in order to fulfill Individualized Education Plan (IEP) service agreements for 2021-22. Motion Carried (Unanimous)

3. BUSINESS SERVICES

a. Resolution No. 21-46 GANN limits

MOTION #246 (Baker/Murray) to adopt Resolution #21-46: Certifying the actual Gann Limit for 20120-21 and the estimated Gann Limit for 2021-22. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None) Motion Carried (Unanimous)

b. Approval of Los Cerritos ES Paving Project Close Out

Trustee Baker said the project was quality work and looks great. President Lujan noted that the site looks beautiful. Vice President Richardson said the flowers look good also.

MOTION #247 (Murray/Baker) to approve the authorization for District staff to execute and file the Notice of Completion for the Los Cerritos ES paving project. Motion Carried (Unanimous)

c. Approval to Reject All Bids for the Toilet Pods Repair Project

Vice President Richardson said she understood the District tried to address this item once before, but it was pulled because of ongoing litigation. She questioned what the Board was being asked to do at this point. Assistant Superintendent O replied that staff is recommending the Board reject all bids at this time and authorize to rebid for the future. Vice President Richardson asked if the bid expired would the process then be started over again. Mr. O confirmed that since this item is under litigation, making repairs at this time would complicate the District's position.

Vice President Richardson asked which restrooms the children were using since they are displaced right now. Dr. Moore said the administrators has been very flexible and identified other restrooms for

the kids to utilize during this time.

MOTION #248 (Hsieh/Richardson) to approve the rejection of all bids for the toilet pods repairs project and authorize staff to re-bid the project in the future. Motion Carried (Unanimous)

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS *(subject to change)*

Board meetings are currently held via teleconference and are planned to return to the in-person set-up at a future date. The meeting locations will be noted as applicable.

September 23, 2021 *(teleconference)*

- Teaching and learning presentation - Martin ES
- Presentation and approval of year end unaudited actuals
- Discussion on returning to in-person Board meetings at Baden HS gym
- Update on enrollment for the 2021-22 school year
- Resolution honoring Filipino American History Month
- Approval of the Board Governance calendar for 2021-22
- Approval of Migrant Ed MOU
- Resolution for Work Experience Can Work (WCW) contracts for 2021-24
- Resolution for California Week of the School Administrator (10/10 - 10/16)

October 7, 2021 *(teleconference)*

- Teaching and learning presentation - SSFHS
- Williams report for 3rd quarter ending 9/30/21
- Resolution honoring Native American Heritage History Month
- Approval of ESSER III Expenditure Plan

October 14, 2021 – Special Meeting

- Discussion/approval of SSFUSD SLO MOU with the City

October 21, 2021 - Community Forum *(teleconference)*

- Nutrition Services (long food lines and breakfast service at middle and high schools)
- Mandatory vaccinations for students 12 and up who are medically eligible to receive them.

November 18, 2021 *(teleconference)*

- Teaching and learning presentation - Los Cerritos ES
- Presentation on the Nutrition Services Department
- Update on Safe School Plans

December 9, 2021 *(teleconference)*

- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Teaching and learning presentation - Ponderosa ES

- Teaching and learning presentation - Children's Center
- Presentation on Performance Management - CTE
- Approval of San Mateo Co. QRIS block grant for 2021-22
- Presentation and approval of First interim budget report "positive certification"
- Selection of Trustees to District sub-committees/committees (Board Policies and Bylaws, City sub-committee, and County Committee on School District Organization)
- CSBA Delegate Assembly nomination(s)

January 13, 2022 (*teleconference*)

- Teaching and learning presentation - Monte Verde ES
- Presentation on Performance Management - Special Education
- Recognition for outgoing Student Trustee Avila Gomez
- Audited actuals report for the fiscal year ended June 30, 2021
- Approval of SARCS
- Resolution honoring African American History Month
- Approval of the 2022 Summer School programs
- Williams report for 4th quarter ending 12/31/21
- Update on Governor's 2022-23 budget proposal

SUMMARY OF BOARD DIRECTIVES

1. Staff to keep the Board informed on the SSFHS dress code process in a weekly update.

GOOD AND WELFARE

Student Trustee Avila Gomez reported that SSFHS has a app called SSF Athletics, available from the app store. She invited everyone to attend next week's football game football, where she will be cheerleading.

Trustee Murray said she had gone to many virtual back to school nights. Last week, several Board members toured the new Culinary Arts kitchen at ECHS, which is amazing. They then saw the school's softball field with its special touches, such as the flag pole with plaques around it.

Trustee Baker said he also watched several back to school nights, including both comprehensive high schools. He thanked Dr. Moore for sharing the COVID figures this week since there has been a lot of concern about them in the community. He looks forward to having the District's public COVID dashboard. As a Board and Cabinet, they do understand the community's concerns about safety and are keeping this in mind. Several of them have had children in schools and share the same concerns as the parents and families have.

Trustee Hsieh also participated in the back to school night visits. She shared her appreciation of the leadership team, Dr. Moore, the teachers, and principals who are all doing two jobs. She sees that everyone is stepping up and thanked them for their support for the students.

Vice President Richardson thanked Student Trustee Avila Gomez for telling them about the SSF Athletics app so she can easily find the game schedules. She also saw several virtual back to school nights and they were wonderful. She appreciated all the work students did, including the virtual tour of the SSFHS campus. At last night's City Council meeting, Mr. Martin Cruz, Director of Ballet Folklórico, was acknowledged for his work during Hispanic Heritage Month. The care and detail that he gives everybody shows his dedication to this craft and he keeps the culture alive for the students. This is a great moment for the students, so that they can understand the value and power of culture. She acknowledged Baden HS students for their dedication and noted that she is a student there taking a Google course. All the campuses are very nicely kept and now they are extra clean because the District has so many layers of protection due to COVID. She also went to the Culinary Arts classroom and agrees with Trustee Murray that the students will get to use the stove she has always dreamed of having. She thanked Principal Daniel Lunt for the tour.

President Lujan said she greatly enjoyed the back to school nights with the presentations and thought that every site put into their event. She is grateful that school is open and extended a huge thanks to every staff member because she knows they are working harder than ever. The students are amazing and they are absolutely worth it. She also thanked the parents and appreciates their willingness to help when needed.

ADJOURNMENT – 10:08 p.m. in memory of

- **Teresa Gershaneck**, the mother of Christine Lucy, wife of former Trustee Patrick Lucy, who passed away on August 29. She began working for the District in 1977 as an Instructional Aide until her retirement in 1991. She was also a recipient of the District's Golden Apple award.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

It is recommended that the following Certificated Personnel items be approved:

CERTIFICATED CONTRACT 2021-2022

Mangubat, Lillan will be placed at Parkway Heights Middle School as a Special Education Teacher on a Probationary contract effective September 8, 2021. Salary placement E-10.

Chang, Stanley will be placed at South San Francisco High School as a Special Education Teacher on a Probationary contract effective September 07, 2021. Salary placement C-2.

ADJUST ASSIGNMENT

Rodrigues, Kelly, a teacher at Alta Loma Middle School, from 1.0 FTE to 1.2 FTE, effective August 23, 2021.

Martin, Cristen, a teacher at Alta Loma Middle School, from 1.0 FTE to 1.2 FTE, effective August 23, 2021.

Shim, Jamelle, a teacher at Alta Loma Middle School, from 1.0 FTE to 1.2 FTE, effective August 23, 2021.

Wilberg, Elizabeth, a teacher at Alta Loma Middle School, from 1.0 FTE to 1.2 FTE, effective August 23, 2021.

Figueroa, Roberto, a teacher at Alta Loma Middle School, from 1.0 FTE to 1.2 FTE, effective August 11, 2021.

RESIGNATION

Strines, Theresa, a Teacher at Sunshine Gardens effective September 24, 2021

DEPARTMENT CHAIRPERSONS 2021-2022

	<u>EL CAMINO</u>
Avid	Michael Gassaway 5
Career Tech Education	David Yanover 32
Counseling	Esperanza Aguayo 0
ELD/ English	Matthew Clemens & Derek Padilla 43
World Language/Foreign Language	Oliver Caro 24
Mathematics	Megan Connery 34
Physical Education	Jeff Cosico 19
Science	Brian Hamilton/Daniele Smith 33
Social Studies	Catrina Ellis/Michael Gassaway 40
Special Education	Jamahl Brown 39
Visual/ Performing Arts	Susan McCauley-Fountain 26

PERFORMING ARTS STIPENDS AT THE SECONDARY SCHOOLS 2021-2022

	<u>CLASS</u>	<u>EL CAMINO</u>
ASB Director	I	Chris Nichols - 1
Spirit Director	I	Jennifer Spigno* - 1
Drama Director	I	Rose Stewart – 1
Band Director & Concerts	I	Raymond Galela – 1
Band/Music Director	III	Raymond Galela – 1
Dance Director	III	Feleciana Stevenson – 1
Choreographer	III	Feleciana Stevenson – 1
Vocal Director	III	Aura Jose - 1
Assistant Director/Stage Tech	III	Diego Baldonado - 1

MEMORANDUM OF UNDERSTANDING AND AGREEMENT

Authorizes the Superintendent to enter into a partnership by and between University of LaVerne and South San Francisco Unified School District will provide fieldwork instruction through directed teaching, practicum experiences and/or fieldwork experiences to selected students of the University teachers effective September 7, 2021, through September 7, 2026.



LAFETRA COLLEGE OF EDUCATION
FIELDWORK AGREEMENT

This Agreement is made and entered into this 7th day of September, 2021 by and between **South San Francisco Unified School District** (District) and University of La Verne (University) to set forth the terms and conditions under which District and University will jointly undertake an affiliation to provide fieldwork experiences through directed teaching, practicum experiences and/or fieldwork experiences to its students enrolled in the University’s undergraduate and graduate programs.

Undergraduate Level Programs

Child Development
Educational Studies

Graduate Level Programs

Administrative Services Credential Candidates
Administrative Services Intern Credential Candidates
Child Development
Educational Counseling Credential/ Masters Candidates
Educational Counseling Intern Credential Candidates
Education Specialist: Mild/Moderate Preliminary Credential Candidates
Education Specialist: Mild/Moderate Preliminary Intern Credential Candidates
Multiple Subject and Single Subject Credential Candidates
Multiple Subject and Single Subject Intern Credential Candidates
School Psychology Credential Candidates
School Psychology Intern Credential Candidates

In consideration of the mutual covenants and agreements contained herein, the sufficiency of which is hereby acknowledged, University and District agree as set forth below.

GENERAL PROVISIONS

1. Description of Fieldwork Experiences. The University is accredited by the California Commission on Teacher Credentialing (CCTC) as a credential granting institution and desires to provide fieldwork experiences through directed teaching, practicum experiences and/or fieldwork experiences to its students enrolled in the University’s undergraduate programs: Educational Studies and Child Development programs and graduate programs: Multiple and Single Subject Teacher Education program, Education Specialist program, Child Development program, Educational Counseling program, School Psychology program, and Administrative Services program curricula.

2. Intern Programs. The University of La Verne’s LaFetra College of Education offers Internship Programs in Multiple and Single Subject Teaching, Education Specialist Mild/Moderate, School Counseling, School Psychology, and Administrative Services for qualified students. These internship programs provide a process whereby selected, qualified individuals may be employed as multiple and single subject teachers, education specialist teachers, counselors, psychologists, and school administrators in participating public schools and concurrently meet the University of La Verne’s requirements in professional education. These internship requirements are consistent with the current multiple and single subject teaching, education specialist teaching, counseling, psychology, and administrative services credential programs; provisions detailed in Exhibit 1.

Under this contract, the District shall provide intern experiences for the Multiple and Single Subject credential program, Education Specialist program, Educational Counseling program, School Psychology program, and the Administrative Services program.

3. Compensation. It has been determined between the Parties hereto that the payments for Multiple and Single Subject candidates and Education Specialist candidates be made to the District under this agreement do not exceed the actual cost of the District of the services rendered by the District and that there is an understanding that the University does not provide stipends to the District for Educational Counseling, School Psychology, Administrative Services, Educational Studies and Child Development programs;

Introductory Supervised Teaching - \$100.00 per student teaching assignment for each student in full-day introductory directed teaching.

Advanced Supervised Teaching - \$200.00 per student teaching assignment for each student in full-day directed teaching.

Intern Teaching: Multiple and Single Subject and Education Specialist School-Site Support Providers receive a stipend of \$200 for each semester they have an intern.

4. Nondiscrimination. The parties agree that they shall not discriminate in any of their programs or contracts against any person because of race, color, religion (creed), sex, gender identity or expression, sexual orientation, national origin (ancestry), disability, age, genetic information, marital status, citizenship, pregnancy or maternity, protected veteran status, or any other status protected by applicable national, federal, state, or local law.

UNIVERSITY'S RESPONSIBILITIES

5. Academic Program Administration. University will be responsible for coordination and administration of the Students' academic experience. University shall have full authority to determine the requirements for each Student's matriculation and participation in their program, and for decisions regarding grading, awarding of academic credit, and the awarding of credentials and degrees.

Program Curriculum and Administration. University shall design and deliver to District the curriculum for the student's program, including development of Student learning objectives, evaluation criteria, reporting requirements, orientation plan, and identification of appropriate learning activities during placement at District. University shall also assure the quality of the placement, and modify it as needed to reflect evaluative input received from District.

5.1 University Policies. University shall provide Placement Site a statement of its policies on illness and injury, time loss for special events, class attendance requirements, and any other policy applicable to Student performance during their fieldwork experience.

5.2 Evaluation Tools. University will provide forms for the evaluation of Students or develop student performance evaluation tools in conjunction with District.

6. Faculty Liaison. University will designate an appropriately qualified and credentialed faculty member to coordinate and act as the Faculty Liaison with Placement Site, who shall be responsible for the Students. University agrees to

notify Placement Site in writing of any change of its Faculty Liaison. School's liaison will coordinate with the Placement Site Supervisor and/or designated Placement Site contact at the beginning and end of the placement experience to solicit Placement Site input regarding the Fieldwork Program.

7. Students. University will select and adequately prepare Students for participation in the Fieldwork Program at Placement Site and will notify Placement Site in writing of any change in a Student's status.

7.1 Academic Information. University will provide and maintain records and reports of Students as necessary to conduct the education of the Students and will provide Placement Site information pertaining to relevant education and training for all Students participating in the Fieldwork Program.

7.2 Additional Required Documentation. Prior to the arrival of Students at the Placement Site, University will verify that Student has satisfied any and all screening and placement requirements required by Placement Site. Prior to any University student entering a District Placement Site to complete fieldwork, practicum, or supervised teaching, he/she must have TB clearance and be cleared by the state with either a Certificate of Clearance or other form of DOJ clearance.

7.3 Discipline. University agrees to discipline Students willfully violating Placement Site rules, policies, procedures, or standards of professional conduct.

8. Adherence to Placement Site Policies. University shall require that Students adhere to Placement Site rules, policies, procedures, and standards of professional conduct.

8.1 Identification. If required by Placement Site, University shall require that Students wear Placement Site identification tags.

9. Withdrawal and/or Removal of Students. University is responsible for removal and withdrawal of a Student from the Fieldwork Program if Placement Site or University determines that the Student's performance is inadequate, including, but not limited to, instances of inappropriate behavior, malpractice or unethical conduct. Notwithstanding the foregoing, should a Student's performance at any time be determined by Placement Site to be unacceptable, Placement Site shall have the right to immediately correct the situation, which may include a demand for removal of the Student from Placement Site facilities, and University agrees to honor any such demand.

10. Insurance. University shall carry and maintain at least \$1,000,000 per occurrence and \$3,000,000 in General Aggregate commercial general liability insurance and provide District with an additional covered party endorsement naming the District as an additional covered party. Copies of renewal notices during the term of this contract must be provided to the District within thirty (30) days to keep the contract in force. If the University changes insurance carriers, District must be notified thirty (30) days prior to change.

DISTRICT’S RESPONSIBILITIES

11. Fieldwork Learning Experience. The District will provide experiences through fieldwork and directed teaching for Multiple Subject, Single Subject and Education Specialist candidates. The district will provide practicum and fieldwork experiences for Educational Counseling, School Psychology, and Administrative Services candidates. Educational Studies candidates shall be provided fieldwork experiences, and Child Development candidates shall be provided fieldwork and supervised teaching experiences. These experiences will be provided in schools and classes of the District, for students of the University who qualify for such assignments, under the direct supervision and instruction of such credentialed employees of the District, as the District and the University, through their duly authorized representatives, may agree upon.

Directed teaching for Multiple and Single Subject credential candidates shall be deemed to include all supervised student teaching in the University’s two supervised teaching courses.

12. Placement Site Supervisors. In accordance with the specific terms of the applicable letter agreement, District and/or Placement Site, will designate in writing Placement Site Supervisors to supervise the learning experiences of the Students, and will designate in writing at least one person to serve as contact with University personnel to assure mutual participation in and review of the Fieldwork Program and Student progress. Placement Site will notify appropriate University program in writing of any change or proposed change of the Placement Site Supervisor or designated contact person.

Programs as used herein and elsewhere in this agreement means active participation in the duties and functions of either classroom teaching, fieldwork experiences,

practicum experiences, supervised teaching, or directed teaching, under the direct supervision and instruction of employees of the District holding a valid credential, with a minimum of three years of exemplary experience as a classroom teacher, school counselor, school psychologist, or site administrator, issued by the California Commission on Teacher Credentialing.

13. a. Evaluation and Reporting. Placement Site will submit required reports on each Student's performance and will provide an evaluation to University on forms provided by University. Placement Site will notify University of any significant situation or problem that may threaten the successful completion of the Fieldwork Program by the Student.

b. Privacy of Education Records. Placement Site acknowledged that University is subject to the Family Educational Rights and Privacy Act (FERPA) and that personally identifiable information and other matters directly related to a student either disclosed by the University to Placement Site or created by Placement Site in connection with the Fieldwork Program: (1) shall not be disclosed or re-disclosed to any person or entity other than University officials without the prior written consent of the Student, except as provided below; and (2) shall be viewed only by Placement Site officials or staff who have a legitimate need to view such information to verify the qualifications of the Student to participate in the Fieldwork Program or in connection with evaluation and reporting the Student's performance to University. Placement Site may disclose/re-disclose the Student's information as required by a State, Federal or accreditation, or as otherwise required pursuant to law.

LIABILITY AND INDEMNIFICATION

14. Indemnification. University shall indemnify and hold harmless, defend the Placement Site, and each of its governing board, officers, partners, employees or agents (each of which person an organization are referred to collectively herein as "Indemnitees" or individually as "Indemnitee") from and against any and all demands, debts, liens, claims, loss, damage, liability, costs, expenses, judgments or obligations, actions or causes of action, (including the payment of attorneys' fees and expenses) for or in connection with injury or damage (including, but not limited to, death) to any person or property resulting from the negligent acts or omissions of the University, its officers, partners, employees, or agents arising out of or in any way connected with the performance of its obligations under this Agreement, except to the extent caused by the negligent or intentional conduct of any Indemnitee. The

foregoing indemnity and hold harmless obligation of the University includes and applies without limitation to injury or damage to the District, Placement Site, third parties, or any or all of them and their respective property, officers, partners, employees, or agents.

TERM AND TERMINATION

15. Term. This Agreement is effective beginning September 7, 2021 and will continue in effect for five years, unless terminated in accordance with Section 21. The parties may renew this Agreement for an additional five-year term by written agreement prior to the termination date.

16. Termination. Either party may terminate this Agreement with or without cause by giving the other party sixty (60) days advanced written notice; however, in the event an academic term/semester has commenced, such notice shall not become effective until the academic term/semester has concluded. Students in good standing currently participating in the Fieldwork Program that is in progress at the time of termination may complete that fieldwork experience.

16.1 Immediate Termination as to Individual Students. Placement Site reserves the right to take immediate action to terminate the use of its facilities by any Student where it deems it necessary to maintain its operation free of disruption.

MISCELLANEOUS PROVISIONS

17. Entire Agreement. This Agreement constitutes the entire agreement between the parties, and supersedes all prior oral or written agreements, commitments, or understandings concerning the matters provided for herein.

18. Amendment. This Agreement may only be modified by a subsequent written Agreement executed by the parties. The provisions in this Agreement may not be modified by any attachment or letter agreement as described elsewhere in this Agreement.

19. Governing Law. The parties' rights or obligations under this Agreement will be construed in accordance with and any claim or dispute relating thereto will be governed by the laws of the State of California.

20. Representatives. The parties designate an individual as their respective representative (each, a "Representative") to manage their respective performance

under the terms of this Agreement. All notices, demands, requests, or other communications required to be given or sent by University or Placement Site, will be in writing and will be mailed by first-class mail, postage prepaid, or transmitted by hand delivery or facsimile, addressed to the Representative as follows.

Placement Site Representative	University Representative
Name: South San Francisco Unified School District	Name: Clinical Teaching Office
Address: 398 B Street South San Francisco, CA 94080	Address: 1950 Third St. La Verne, CA 91750
Tel:	Tel: 909-448-4573
Email:	Email: ctooffice@laverne.edu

Each party may designate a change of address by notice in writing. All notices, demands, requests, or communications that are not hand-delivered will be deemed received three (3) days after deposit in the U.S. mail, postage prepaid; or upon confirmation of successful facsimile transmission.

21. Survival. University and Placement Site expressly intend and agree that Section 14 of this Agreement will survive the termination of this Agreement for any reason.

22. Severability. If any provision of this Agreement, or of any other agreement, document or writing pursuant to or in connection with this Agreement, shall be held to be wholly or partially invalid or unenforceable under applicable law, said provision will be ineffective to that extent only, without in any way affecting the remaining parts or provisions of said agreement.

23. Waiver. Neither the waiver by any of the parties hereto of a breach of or a default under any of the provisions of this Agreement, nor the failure of either of the parties, on one or more occasions, to enforce any of the provisions of this Agreement or to exercise any right or privilege hereunder, will therefore be construed as a waiver of any subsequent breach or default of a similar nature, or as a waiver of any of such provisions, rights or privileges hereunder.

24. Mutual Representations and Warranties. Each party represents and warrants that (i) it will comply with all applicable laws, rules, regulations and orders of any governmental authority in connection with its performance under this Agreement, and (ii) it has the necessary authority to enter into this Agreement and carry out its obligations hereunder.

The following signatures hereby indicate approval of this Agreement:

UNIVERSITY OF LA VERNE
("University")

SOUTH SAN FRANCISCO
UNIFIED SCHOOL DISTRICT
("District")

By



Dr. Kerop Janoyan, Ph.D.
Provost and Vice President for
Academic Affairs

By

(Name)

(Title)

CERTIFICATION

I, the duly appointed and acting Secretary to the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on _____, 2021.

It was moved, seconded and carried that the attached Agreement with **South San Francisco Unified School District** whereby the University may assign Students to the schools in the School District for the purpose of fieldwork experiences through, practicum experiences and/or fieldwork experiences, directed teaching, supervised teaching or internships be approved; and the Secretary to the Board is hereby authorized to execute the same.

DISTRICT

COUNTY

BY

TITLE

Exhibit 1

Intern Credential Program Eligibility:

These programs permit the students to become eligible for the intern credential if the student has:

Multiple and Single Subject Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed the program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Subject matter competence: CSET
6. Passed CBEST
7. Been offered employment as a classroom teacher in the credential subject area
8. U.S. Constitution
9. Speech

Internship must be completed within two years.

Interns are supervised by the University and the District.

Education Specialist Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Subject matter competence: CSET
6. Passed CBEST
7. Been offered employment as an education specialist-mild-moderate teacher
8. Complete previous experience in a special education classroom

Internship must be completed within two years.

Interns are supervised by the University and the District.

Educational Counseling Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Passed CBEST
6. Letters of recommendation
7. Personal statement
8. Been offered employment as a school counselor

Internship must be completed within two years.

Interns are supervised by the University.

School Psychology Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Passed CBEST
6. Letters of recommendation
7. Personal statement
8. Been offered employment as a school psychologist

Internship must be completed within two years.

Interns are supervised by the University.

Administrative Services Intern Eligibility

1. Preliminary or clear teaching credential or other appropriate credential
2. Admitted into program and completed program's prerequisite course requirements
3. Minimum three years teaching or other appropriate experience
4. Letters of recommendation
5. Personal statement
6. Been offered employment as a school administrator

Internship must be completed within two years.

Interns are supervised by the University.

RESPONSIBILITIES OF PARTICIPATING PUBLIC SCHOOL DISTRICTS

The participating public school district has the following responsibilities:

1. To assist in the screening of interns;
2. To screen and employ qualified interns;
3. To determine the salary of each intern in accordance with district policies;
4. To identify and assign an individual who holds the appropriate valid California Credential (for the applicable program), to provide on-site supervision of the internship teacher, counselor, psychologist, or administrative services candidate throughout the internship experience.
5. To assume appropriate responsibilities for preparing the intern for full credentialing, including advising, supervising, evaluating and recommending the intern for the credential.
6. District shall assign each intern a site supervisor, who along with the University, shall supervise the intern on a regular basis, in order to fulfill Commission on Teacher Credentialing support hours.

EVALUATION

The Multiple and Single Subject Teacher Internship Program, Education Specialist Mild/Moderate Internship Program, Educational Counseling Intern Program, School Psychology Intern Program, and the Administrative Services Intern

Program Evaluation Plan will be conducted by the individual Departments of the LaFetra College of Education of the University of La Verne, in cooperation with approved participating public school districts. The evaluation plan will include the following components:

1. evaluation of candidates prior to admission to the program
2. continuing evaluation during the period of internship counseling
3. final evaluation prior to recommendation to CCTC
4. follow-up of graduates
5. evaluation of the program

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

It is recommended that the following Classified Personnel items be approved:

RESIGNATION

Mayorga, Jessica, Nutrition Services Assistant II, Ponderosa Elementary School, 3.5 hours per day, Range 30H, Step 5, effective September 24, 2021.

Mayorga, Jessica, Nutrition Services Assistant II, District Office, 3.5 hours per day, Range 30H, Step 5, effective September 24, 2021.

Briones, Cherry, Paraprofessional II – Special Education, South San Francisco High School, 6.0 hours per day, Range 29A, Step 5, effective September 15, 2021.

TRANSFER TO A RELATED CLASS

Tentes, Dawn, Paraprofessional I – Childcare, Children’s Center, 7.0 hours per day, Range 29A, Step 5, to Paraprofessional I – Child Development Program, Children’s Center, 7.0 hours per day, Range 29A, Step 5, effective August 16, 2021.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: September 23, 2021

RE: Purchase Order Listing – August 1 - August 31, 2021

BACKGROUND:

The attached report shows the total amount of all Purchase Orders, Change Orders and Printed Instructional Material Orders processed between August 1 - August 31, 2021 for the 2021-22 Fiscal Year.

FISCAL IMPLICATIONS:

These Purchase Orders and Change Orders represent the potential commitment and encumbrances during the period covered. Staff has obtained terms and conditions in dealing with accredited vendors.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the attached Purchase Order Listing.

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220789	4 IMPRINT	Workability Supplies - Backpack	01-3410-0-5001-3900-4320-090-337	422.51
220832	A+ LIVE SCAN SERVICES	Mobile Live Scan Service	01-0000-0-0000-7400-5840-090-715	1,500.00
220832	A+ LIVE SCAN SERVICES	Mobile Live Scan Service	01-0000-0-0000-7490-5841-090-716	1,500.00
220763	ABLENET INC	Occupational Therapy Switch for students	01-5640-0-5001-3900-4320-090-350	109.88
220828	ACSA'S FOUNDATION FOR EDUCATIO	ACSA-service fees	01-0000-0-0000-7400-5899-090-715	150.00
220670	ACT ENVIRO	Hazardous Waste Removal	01-0000-0-0000-8200-5860-090-760	17,017.65
220801	ADAPTIVEMALL.COM	Floor Sitter for Student	01-6500-0-5730-1190-4320-005-205	558.88
220438	ADI	Open P. O. - Misc. Electrical Supplies	01-8150-0-0000-8110-4320-090-741	2,500.00
220432	ADVANCED INTEGRATED PEST MGMT	Open P.O. - Pest Control Service	01-0000-0-0000-8200-5807-090-760	25,000.00
220435	AIRGAS USA LLC	Open P.O. - Oxygen, Acetylene	01-8150-0-0000-8110-4320-090-741	3,000.00
220495	ALL CITY MANAGEMENT SVCS INC.	Crossing Guard Services	01-0000-0-0000-7300-5899-090-717	65,988.00
220495	ALL CITY MANAGEMENT SVCS INC.	Crossing Guard Services	01-0801-0-1110-1000-5899-009-180	10,998.00
220495	ALL CITY MANAGEMENT SVCS INC.	Crossing Guard Services	01-9010-0-1110-1000-5899-009-356	10,998.00
220495	ALL CITY MANAGEMENT SVCS INC.	Crossing Guard Services	01-9010-0-1110-1000-5899-010-356	21,996.00
220477	ALL STAR GLASS	Open P.O. - Vehicle Maintenance/Supplies	01-8150-0-0000-8110-5600-090-741	1,000.00
220508	AMAZON.COM	Science Pilot Gr 8 PKY	01-9044-0-1110-1000-4320-090-063	469.67
220510	AMAZON.COM	Science Pilot, Gr 6 PKY	01-9044-0-1110-1000-4320-090-063	695.82
220513	AMAZON.COM	Sunshine Gardens New Classroom supplies	01-5640-0-5001-3900-4320-090-350	252.64
220517	AMAZON.COM	Office Supplies SPED staff meetings	01-5640-0-5001-3900-4320-090-350	146.22
220556	AMAZON.COM	Technology order	01-0000-0-1110-1000-4320-033-070	1,525.35
220559	AMAZON.COM	Support Supplies, PPE	01-0000-0-0000-2424-4320-090-735	101.75
220560	AMAZON.COM	Classroom Supplies	01-0000-0-1110-1000-4320-008-070	226.81
220561	AMAZON.COM	Classroom Supplies	01-0000-0-1110-1000-4320-008-070	92.48
220579	AMAZON.COM	Office/Classroom Supplies	01-0000-0-1110-1000-4320-006-070	210.36
220589	AMAZON.COM	Office/Counseling supplies	01-0000-0-0000-2700-4320-032-070	91.79
220605	AMAZON.COM	Book	01-0000-0-0000-7150-4200-090-714	35.16
220616	AMAZON.COM	Class supplies/white boards	01-0000-0-1110-1000-4320-013-070	336.02
220627	AMAZON.COM	Equity & Culturally responsive pedagogy books	01-0000-0-0000-2100-4200-090-762	169.54
220628	AMAZON.COM	Classroom supplies	01-0000-0-1110-1000-4320-013-070	374.83
220629	AMAZON.COM	Power Strips	01-0000-0-1110-1000-4320-025-070	922.62
220638	AMAZON.COM	Room 4 Supplies	01-0801-0-1110-1000-4320-022-180	341.89
220653	AMAZON.COM	Air Purifiers	01-0000-0-1110-1000-4320-025-070	1,237.09
220656	AMAZON.COM	Grading for Equity/Ten Assessment Literacy	01-0000-0-1110-1000-4200-090-762	569.16
220657	AMAZON.COM	Furniture	01-0000-0-1110-1000-4320-033-070	1,914.05
220674	AMAZON.COM	Classroom PPE supplies	01-0000-0-1110-1000-4320-032-070	141.73

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220675	AMAZON.COM	Classroom stools	01-6500-0-5760-1190-4320-090-245	197.62
220680	AMAZON.COM	Wet Floor Signs	01-0000-0-0000-8200-4320-025-759	59.88
220684	AMAZON.COM	Supplies	01-0000-0-1237-1000-4320-033-070	82.33
220685	AMAZON.COM	Band Supplies	01-0000-0-1110-1000-4320-021-070	971.86
220686	AMAZON.COM	Interactive toys-Psy	01-0801-0-1110-1000-4320-002-180	122.97
220687	AMAZON.COM	School Supplies - Hillside Rm 21	01-6500-0-5730-1190-4320-005-205	239.94
220688	AMAZON.COM	School Supplies - Hillside Rm 23	01-6500-0-5730-1110-4320-005-205	286.98
220689	AMAZON.COM	PPE & Support Supplies	01-0000-0-0000-2424-4320-090-735	326.25
220690	AMAZON.COM	Parkway Heights New Bx Classroom	01-5640-0-5001-3900-4320-090-350	221.96
220691	AMAZON.COM	School Supplies - Hillside Rm 26	01-6500-0-5730-1190-4320-005-205	583.96
220692	AMAZON.COM	School Supplies - Hillside	01-6500-0-5730-1190-4320-005-205	397.16
220693	AMAZON.COM	School Psychologist, Los Cerritos	01-5640-0-5001-3900-4320-090-350	71.83
220711	AMAZON.COM	Air purifiers for rooms & projector mount	01-0000-0-0000-2700-4320-032-070	849.55
220711	AMAZON.COM	Air purifiers for rooms & projector mount	01-0000-0-1110-1000-4320-032-070	79.09
220712	AMAZON.COM	Supplies	01-0000-0-1110-1000-4320-002-070	174.56
220714	AMAZON.COM	Alcohol wipes for laboratory supplies	01-0000-0-1110-1000-4320-032-070	29.60
220715	AMAZON.COM	District Welcome Back gifts	01-9027-0-0000-7300-4320-090-727	48.35
220716	AMAZON.COM	Air purifiers	01-3212-0-1110-1000-4320-090-329	4,247.77
220717	AMAZON.COM	School Supplies Hillside Rm 22	01-6500-0-5730-1190-4320-005-205	702.52
220718	AMAZON.COM	Book	01-0000-0-0000-7150-4200-090-714	30.71
220719	AMAZON.COM	Science Pilot -Chemistry SSFHS	01-9044-0-1110-1000-4320-090-064	471.85
220725	AMAZON.COM	Science Pilot - ECHS Chem/Physics	01-9044-0-1110-1000-4320-090-064	712.05
220745	AMAZON.COM	Career Center Technology	01-0000-0-1110-1000-4320-033-070	384.09
220748	AMAZON.COM	Science Pilot - Physics SSFHS	01-9044-0-1110-1000-4320-090-064	230.74
220749	AMAZON.COM	Outdoor supplies	01-0000-0-1110-1000-4320-013-070	244.87
220753	AMAZON.COM	School Supplies	01-0000-0-1110-1000-4320-006-070	169.66
220754	AMAZON.COM	ECHS Biology Supplies	01-9044-0-1110-1000-4320-090-064	1,504.12
220755	AMAZON.COM	SSFHS Biology Supplies	01-9044-0-1110-1000-4320-090-064	1,507.02
220761	AMAZON.COM	Supplies	01-0000-0-0000-7400-4320-090-715	35.94
220761	AMAZON.COM	Supplies	01-0000-0-0000-7400-4320-090-716	35.98
220764	AMAZON.COM	Classroom Therapy Items, New classroom SG	01-5640-0-5001-3900-4320-090-350	660.51
220765	AMAZON.COM	Classroom Therapy Items, New classroom SG	01-5640-0-5001-3900-4320-090-350	90.08
220766	AMAZON.COM	Classroom play items, SG	01-5640-0-5001-3900-4320-090-350	26.41
220768	AMAZON.COM	Amplifier Headset Microphones	01-0801-0-1110-1000-4320-012-180	1,614.87
220769	AMAZON.COM	Classroom supplies	01-0000-0-1110-1000-4320-008-070	167.10

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220792	AMAZON.COM	Microwave Oven	01-0000-0-0000-2700-4320-033-070	161.25
220795	AMAZON.COM	Class supplies	01-0000-0-1110-1000-4320-012-070	1,246.54
220808	AMAZON.COM	Hand Sanitizer, Alcohol Wipes & brackets	01-0000-0-1110-1000-4320-025-070	2,191.89
220815	AMAZON.COM	Classroom supplies	01-0000-0-1110-1000-4200-008-070	4.40
220815	AMAZON.COM	Classroom supplies	01-0000-0-1110-1000-4320-008-070	26.16
220818	AMAZON.COM	Child gate for SPED	01-0801-0-1110-1000-4320-008-180	36.48
220820	AMAZON.COM	Therapy Tools for students	01-5640-0-5760-3120-4320-090-350	62.47
220821	AMAZON.COM	Face Shields	01-6500-0-5760-1190-4320-090-245	263.68
220837	AMAZON.COM	Recess Equipment for Kinder	01-0801-0-1110-1000-4320-008-180	117.56
220845	AMAZON.COM	Various supplies	01-0000-0-1110-1000-4320-022-070	655.57
220847	AMAZON.COM	Drama Supplies	01-9219-0-1208-1000-4320-032-356	63.72
220859	AMAZON.COM	Psychologist Office items for students, LC	01-5640-0-5001-3900-4320-090-350	100.28
220863	AMAZON.COM	Whistles for teachers	01-0000-0-1110-1000-4320-008-070	131.81
220864	AMAZON.COM	Sunshine Gardens New Classroom supplies	01-5640-0-5001-3900-4320-090-350	162.52
220865	AMAZON.COM	Hillside Preschool - Baby Gate	01-5640-0-5001-3900-4320-090-350	58.22
220868	AMAZON.COM	Custodial & General Office supplies	01-0000-0-0000-2700-4320-032-070	19.73
220868	AMAZON.COM	Custodial & General Office supplies	01-0000-0-0000-8200-4320-032-759	51.82
220877	AMAZON.COM	Docking station for laptops	01-0000-0-1110-1000-4320-032-070	69.21
220878	AMAZON.COM	School Supplies	01-0000-0-1110-1000-4320-006-070	120.59
220437	AMERICAN TIME	Open P. O. - Electrical Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220564	APPLE COMPUTER INC	I-Pads for Students Special Ed.	01-5640-0-5001-3900-4320-090-350	3,739.18
220870	APPLE COMPUTER INC	Apple TV	01-0000-0-1110-1000-4320-033-070	163.71
220874	APPLE COMPUTER INC	Spare MacBook Air Chargers	01-0000-0-0000-2424-4320-090-735	917.47
220817	BANC OF AMERICA PUBLIC CAPITAL	Repayment of Loan	01-0000-0-0000-9100-7438-090-739	69,910.50
220817	BANC OF AMERICA PUBLIC CAPITAL	Repayment of Loan	01-0000-0-0000-9100-7439-090-739	205,000.00
220489	BATTERY SYSTEMS INC	Open P.O. - Battery Supplies	01-8150-0-0000-8110-4320-090-741	3,000.00
220665	BAY AREA AIR QUALITY MGT. DIST	Air Quality Management	01-0000-0-0000-8200-5899-090-760	239.00
220655	BAY AREA BIOSCIENCE EDUCATION	Biotech supplies, EC & SSF	01-9010-0-1110-1000-4320-090-360	445.55
220430	BAY AREA UPHOLSTERY	Open P.O. - Vehicle Upholstery Repair	01-8150-0-0000-8110-5600-090-741	1,500.00
220428	BAYSHORE METALS INC	Open P.O. - Maintenance Metal supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
220433	BEARING AGENCIES INC	Open P.O. - Mechanical Supplies	01-8150-0-0000-8110-4320-090-741	2,000.00
220481	BENCHMARK HOME ELEVATOR	Open P.O. - Wheelchair Lifts Service & Repairs	01-8150-0-0000-8110-5600-090-741	5,000.00
220449	BLUE LINE TRANSFER	Open P. O. - Dump Fees	01-0000-0-0000-8200-5540-090-760	40,000.00
220807	BODWIN, DIANE LITTLE	Data Consultant IC Online Registration	01-0000-0-0000-2424-5801-090-762	24,000.00
220671	BRAIN POP	BrainPOP-Renewal	01-0801-0-1110-1000-5813-002-180	3,250.00

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220729	BRAIN POP	Brainpop classroom subscription for SAI	01-0000-0-1110-1000-5813-032-070	230.00
220813	BRONSTEIN MUSIC	Band Instrument Repair, Parts, Sanitize	01-0000-0-1110-1000-4320-012-322	300.00
220813	BRONSTEIN MUSIC	Band Instrument Repair, Parts, Sanitize	01-0000-0-1110-1000-5600-012-322	3,000.00
220659	BSN SPORTS INC	Rebranding SSFHS Athletic Uniforms	01-9128-0-1110-1000-5899-033-717	50,000.00
220839	BSN SPORTS INC	Tennis racquets	01-0000-0-1230-1000-4320-033-070	317.67
220450	BURLINGAME HEATING & VENTILAT	Open P. O. - HVAC Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220448	C.H. BULL COMPANY	Open P. O. - Misc. Tools	01-8150-0-0000-8110-4320-090-741	1,000.00
220831	CA CHAMBER OF COMMERCE	Online Membership Renewal	01-0000-0-0000-7400-5300-090-715	199.50
220831	CA CHAMBER OF COMMERCE	Online Membership Renewal	01-0000-0-0000-7490-5300-090-716	199.50
220826	CA SCHOOL PERSONNEL COMM ASSOC	Membership	01-0000-0-0000-7490-5300-090-716	700.00
220426	CAL-LINE EQUIPMENT INC	Open P. O. - Equipment Parts	01-8150-0-0000-8110-4320-090-741	500.00
220500	CDW GOVERNMENT INC	TV	01-0801-0-1110-1000-4420-006-180	948.59
220565	CDW GOVERNMENT INC	Technology order	01-0000-0-1110-1000-4320-033-070	2,984.88
220565	CDW GOVERNMENT INC	Technology order	01-0000-0-1110-1000-4420-033-070	8,265.31
220699	CDW GOVERNMENT INC	Attendance office supplies	01-0000-0-0000-2700-4320-032-070	246.76
220710	CDW GOVERNMENT INC	Document cameras	01-0000-0-1110-1000-4320-010-070	2,804.01
220726	CDW GOVERNMENT INC	Projectors for IEP & Staff meetings	01-5640-0-5001-3150-4420-090-350	1,522.87
220732	CDW GOVERNMENT INC	Classroom & computer room projectors	01-0000-0-1110-1000-4420-032-070	1,710.75
220733	CDW GOVERNMENT INC	TV for classroom	01-0000-0-1110-1000-4420-032-070	993.78
220804	CDW GOVERNMENT INC	Printer	01-0801-0-1110-1000-4320-022-180	1,068.22
220811	CDW GOVERNMENT INC	Printer	01-0000-0-0000-3130-4320-090-503	473.56
220819	CDW GOVERNMENT INC	Student headsets for Literably testing	01-3010-0-1110-1000-4320-008-301	4,280.47
220840	CDW GOVERNMENT INC	Projectors	01-0000-0-1110-1000-4420-033-070	2,281.01
220844	CDW GOVERNMENT INC	TVs for classrooms	01-0000-0-1110-1000-4420-013-070	6,798.47
220503	CENGAGE LEARNING	AVT Wkbk, Gr 3 BB	01-4203-0-4760-1000-4320-090-330	2,385.82
220504	CENGAGE LEARNING	AVT Wkbk, 6-8 WMS	01-4203-0-4760-1000-4320-090-330	24,284.30
220505	CENGAGE LEARNING	AVT Wkbk, 6-8 ALMS	01-4203-0-4760-1000-4320-090-330	10,224.98
220506	CENGAGE LEARNING	AVT Wkbk, 6-8 PHMS	01-4203-0-4760-1000-4320-090-330	3,195.30
220511	CENGAGE LEARNING	AVT Wkbk, Gr 3 MAR	01-4203-0-4760-1000-4320-090-330	1,065.10
220575	CENGAGE LEARNING	Statistics & Data Analysis, AP Edition	01-0000-0-1110-1000-4200-033-070	6,127.73
220713	CENGAGE LEARNING	AVT Wkbk, 6-8 DO/IMC	01-4203-0-4760-1000-4320-090-330	2,982.28
220654	CHAVEZ GROUP	Open P. O. - Closed Captioning Service	01-0000-0-0000-7110-5899-090-713	12,000.00
220633	CHEFS TOYS LLC	Culinary Arts supplies	01-3550-0-3800-1000-4320-032-333	193.84
220491	CITY OF DALY CITY	Open P. O. - Water & Sewer, Junipero & Skyline	01-0000-0-0000-8200-5530-090-760	14,000.00
220492	CITY OF SAN BRUNO	Open P. O. - Water & Sewer, Monte Verde	01-0000-0-0000-8200-5530-090-760	8,500.00

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220661	CODESP	CODESP	01-0000-0-0000-7400-5899-090-715	1,150.00
220661	CODESP	CODESP	01-0000-0-0000-7490-5899-090-716	1,150.00
220429	COMTEL SERVICE COMPANY	Open P.O - Alarm System Supplies & Service	01-8150-0-0000-8110-4320-090-741	2,500.00
220429	COMTEL SERVICE COMPANY	Open P.O - Alarm System Supplies & Service	01-8150-0-0000-8110-5899-090-741	500.00
220563	CROWN CASTLE FIBER LLC	License Fee-Managed Svcs, Wide Area Network	01-0000-0-0000-2424-5850-090-735	91,789.00
220734	CRYSTAL COMMUNICATIONS	Radios/Batteries	01-0000-0-0000-8300-4320-033-070	3,537.29
220431	CUSTOM TRUCK	Open P.O. - Truck Accessories	01-8150-0-0000-8110-4320-090-741	1,500.00
220662	CYPRESS INITIATIVE, THE	Activity Books, SPED Classrooms	01-5640-0-5001-3150-4320-090-350	532.22
220662	CYPRESS INITIATIVE, THE	Activity Books, SPED Classrooms	01-5640-0-5001-3150-5813-090-350	2,275.00
220578	D & S MARKETING SYSTEMS INC	AP Calculus Exam prep, SSFHS	01-0000-0-1110-1000-4100-090-317	526.26
220731	DAN'S DRILLING & FENCING INC.	Fencing	01-8150-0-0000-8110-5899-007-741	2,480.00
220502	DELL MARKETING LP	Laptops - HR Dept	01-0000-0-0000-7400-4420-090-715	1,869.88
220502	DELL MARKETING LP	Laptops - HR Dept	01-0000-0-0000-7490-4420-090-716	1,869.88
220852	DELL MARKETING LP	ALL IN ONE DESKTOP	01-0000-0-1110-1000-4420-033-070	1,518.92
220636	DEMCO INC.	Library shelf & storage for classroom	01-0000-0-1110-1000-4420-009-070	1,726.51
220516	DOG WASTE DEPOT	Dog Waste Station bags	01-0000-0-0000-8200-4320-090-760	167.44
220814	DOOLEY CORPORATION	Behavior Support Services	01-6500-0-5760-1190-5870-090-245	19,712.00
220612	EDGEUNITY	Edgenuity 2021-22 Student Licences	01-3212-0-1110-1000-5813-090-329	48,500.00
220573	EDMENTUM INC	Study Island	01-3010-0-1110-1000-5813-008-301	3,850.00
220875	EFOODH&LERS INC	Student Food Handlers course	01-3550-0-3800-1000-5899-032-333	1,000.00
220876	EFOODH&LERS INC	Student Food Handlers program	01-3550-0-3800-1000-5899-033-333	500.00
220514	ENVIRONMENTAL HEALTH &	Environmental Health & Safety Services	01-0000-0-0000-8200-5899-090-760	5,950.00
220490	FASTENAL INDUSTRIAL SUPPLIES	Open P.O. - Electrical Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220676	FOLLETT SCHOOL SOLUTIONS INC	Approved Textbooks, EC	01-0000-0-1110-1000-4100-090-317	2,274.96
220677	FOLLETT SCHOOL SOLUTIONS INC	Approved Textbooks, SSF	01-0000-0-1110-1000-4100-090-317	4,496.09
220802	FOLLETT SCHOOL SOLUTIONS INC	Approved Novels, SSFHS	01-0000-0-1110-1000-4100-090-317	5,018.54
220468	FRED E. TURNER COMPANY	Open P.O. - Painting Supplies	01-8150-0-0000-8110-4320-090-741	500.00
220669	FREESTYLE PHOTOGRAPHIC SUPPLIES	Photo supplies	01-0000-0-1228-1000-4320-032-070	80.20
220593	FREGOSO, JENNY	Parent Reimbursement	01-0000-0-0000-7602-5220-090-726	5,000.00
220593	FREGOSO, JENNY	Parent Reimbursement	01-0000-0-0000-7602-5880-090-726	60,000.00
220587	FRONTLINE TECHNOLOGIES INC	Time & Attendance & Absence management	01-0000-0-0000-7400-5813-090-715	20,760.90
220587	FRONTLINE TECHNOLOGIES INC	Time & Attendance & Absence management	01-0000-0-0000-7490-5813-090-716	20,760.90
220595	FUN & FUNCTION	Sunshine Gardens New Classroom supplies	01-5640-0-5001-3900-4320-090-350	743.10
220740	FUN & FUNCTION	Occupational Therapy supplies, Hillside	01-5640-0-5001-3900-4320-090-350	88.92
220743	FUN & FUNCTION	Parkway Heights New BX Classroom items	01-5640-0-5001-3900-4320-090-350	248.30

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220796	FUN & FUNCTION	Sensory Equipment for Students	01-5640-0-5001-3900-4320-090-350	71.34
220860	FUN & FUNCTION	Hillside Preschool Sensory Room	01-5640-0-5001-3900-4320-090-350	579.77
220624	G.B.C.	Laminator	01-9010-0-1110-1000-4420-009-356	2,629.12
220469	GEARY PACIFIC CORPORATION	Open P.O - Electric fan timers/portables	01-8150-0-0000-8110-4320-090-741	1,000.00
220838	GOPHER SPORTS	Recess Equipment for Kinder	01-0801-0-1110-1000-4320-008-180	154.87
220762	GRAINGER	Warehouse supplies	01-0000-0-0000-7540-4320-090-761	261.75
220643	HEINEMANN	LLI Intervention workshop	01-0801-0-1110-1000-5210-013-180	1,500.00
220722	HENRY SCHEIN INC	Warehouse medical supplies restock	01-0000-0-0000-0000-9320-000	2,734.00
220553	HILLYARD INC	Open P.O. - Custodial Supplies	01-6500-0-5760-1190-4320-005-245	1,750.00
220626	HILLYARD INC	Open P.O. - Custodial supplies	01-0000-0-0000-8200-4320-013-759	8,000.00
220697	HILLYARD INC	Custodial supplies	01-0000-0-0000-8200-4320-031-759	1,800.00
220697	HILLYARD INC	Custodial supplies	01-6500-0-5760-1190-4320-041-212	1,200.00
220771	HILLYARD INC	Open P.O. - Custodial supplies	01-0000-0-0000-8200-4320-012-759	3,800.00
220794	HILLYARD INC	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-006-759	2,800.00
220879	HILLYARD INC	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-009-759	5,000.00
220810	HOUGHTON MIFFLIN HARCOURT	Houghton Mifflin Teachers Edition	01-0000-0-1110-1000-4100-090-317	1,443.75
220841	HYDRATION DEPOT	Gatorade supplies	01-0000-0-1110-1000-4320-033-070	1,509.32
220634	INFINITE CAMPUS INC.	Student Information System	01-0000-0-0000-3900-5813-090-305	118,432.67
220471	INTERLIGHT INTERNATIONAL LIGHT	Open P.O. - Electrical Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220480	INTERSTATE PLASTICS	Open P.O. - Maintenance Supplies, Plastic	01-8150-0-0000-8110-4320-090-741	4,000.00
220447	INTERSTATE TRAFFIC CONTROL PRO	Open P. O. - Safety Signs & Products	01-8150-0-0000-8110-4320-090-741	8,000.00
220499	IXL LEARNING	IXL K-12 21-22 SY	01-3212-0-1110-1000-5813-090-329	126,450.00
220590	J.W. PEPPER & SON INC	Open P.O. - Band Instructional Supplies	01-0000-0-1227-1000-4320-033-070	1,000.00
220598	J.W. PEPPER & SON INC	Music Department Supplies	01-0000-0-1227-1000-4320-033-070	516.34
220835	JAMSHIDI, ARASH	SCALE Stanford NGSS training	01-9044-0-1110-1000-5210-090-063	2,535.00
220618	JAYSON DAVIES	Workshop for District Occupational Therapist	01-5640-0-5001-3900-5210-090-350	299.00
220620	JAYSON DAVIES	Workshop for Hillside Occupational Therapist	01-5640-0-5001-3900-5210-090-350	299.00
220602	JONES SCHOOL SUPPLY CO	Student of the Month Gold Pins	01-0000-0-1110-1000-4320-033-070	182.65
220668	KELLY PAPER	Printer paper	01-0000-0-1110-1000-4320-013-070	1,287.63
220770	KELLY PAPER	Warehouse inventory restock - copy paper	01-0000-0-0000-0000-9320-000	2,569.51
220793	KELLY PAPER	Open P.O. - Paper	01-0000-0-1110-1000-4320-006-070	2,200.00
220666	KELLY SPICERS FACILITIES	Custodial Supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
220583	LAKESHORE	Classroom supplies	01-0000-0-1110-1000-4320-013-070	303.40
220739	LAKESHORE	Occupational Therapy supplies, Hillside	01-5640-0-5001-3900-4320-090-350	174.86
220750	LAKESHORE	Student carpet	01-0000-0-1110-1000-4320-008-070	312.10

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220805	LAKESHORE	Classroom furniture	01-3010-0-1110-1000-4320-008-301	759.90
220446	LAWSON PRODUCTS INC	Open P. O. - Electrical Supplies	01-8150-0-0000-8110-4320-090-741	7,000.00
220580	LIDIA'S ITALIAN DELI	Snacks for meetings	01-9206-0-0000-2700-4322-032-356	500.00
220439	LINCOLN AQUATICS	Open P. O. - Pool Supplies	01-8150-0-0000-8110-4320-090-741	13,000.00
220603	LOS ANGELES COUNTY (LACOE)	Reading/Language Arts Workshop	01-5640-0-5001-3900-5210-090-350	200.00
220601	LRP PUBLICATIONS	Special Education Connection Publication	01-5640-0-5001-3150-5813-090-350	5,994.00
220493	LYNGSO GARDEN MATERIALS INC.	Open P.O. - Garden Materials	01-8150-0-0000-8110-4320-090-741	7,500.00
220427	MAINTENANCE PARTNER LLC	Open P.O. - Work Order Program	01-0000-0-0000-8200-5899-090-760	1,440.00
220436	MAINTEX	Open P. O. - Custodial Supplies	01-0000-0-0000-8200-4320-090-760	30,000.00
220459	MALTBY ELECTRIC SUPPLY COMPANY	Open P. O. - Electrical Supplies	01-8150-0-0000-8110-4320-090-741	8,000.00
220702	MCGRAW-HILL COMPANIES, THE	Approved Textbook, Geo SSF	01-0000-0-1110-1000-4100-090-317	1,867.08
220842	MEDIFOR	Treatment tables	01-0000-0-1110-1000-4420-033-070	1,583.59
220787	MHS INC	Online Forms - English & Spanish	01-6500-0-5760-1190-5813-090-245	1,113.75
220707	MILLIPORE SIGMA	Biotech supplies - SSFHS	01-9010-0-1110-1000-4320-090-360	868.05
220445	MOSS RUBBER & EQUIPMENT CORP	Open P. O. - Misc. Supplies	01-0000-0-0000-8200-4320-090-760	1,000.00
220445	MOSS RUBBER & EQUIPMENT CORP	Open P. O. - Misc. Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220458	MOUSER ELECTRONICS	Open P. O. - Electrical Supplies	01-8150-0-0000-8110-4320-090-741	500.00
220663	MYSTERY SCIENCE INC.	Online Science program	01-3010-0-1110-1000-5813-008-301	1,499.00
220673	MYSTERY SCIENCE INC.	Mystery Science subscription	01-0801-0-1110-1000-5813-002-180	1,499.00
220816	MYSTERY SCIENCE INC.	Mystery Science subscription	01-0801-0-1110-1000-5813-012-180	1,499.00
220843	MYSTERY SCIENCE INC.	Mystery Science subscription	01-0801-0-1110-1000-5813-013-180	1,499.00
220833	NATIONAL PEN COMPANY	Student face masks	01-0000-0-1110-1000-4320-008-070	504.28
220586	NETWORK CRAZE TECHNOLOGIES INC	Cisco Certified Refurbished Phones	01-0000-0-0000-2424-4320-090-735	1,000.00
220494	NOR CAL PRESSURE WASHER	Open P.O. - Pressure Washer Equipment	01-8150-0-0000-8110-4320-090-741	500.00
220825	OCCUPATIONAL HEALTH CENTERS	TB & Hep B Vaccinations for employees	01-0000-0-0000-7400-5899-090-715	500.00
220825	OCCUPATIONAL HEALTH CENTERS	TB & Hep B Vaccinations for employees	01-0000-0-0000-7490-5899-090-716	500.00
220554	OFFICE DEPOT/BUSINESS SERVICE	New Classroom Supplies, Sunshine	01-5640-0-5001-3900-4320-090-350	325.09
220555	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7400-4320-090-715	234.02
220555	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7490-4320-090-716	234.20
220574	OFFICE DEPOT/BUSINESS SERVICE	New Chairs for Special Education Dept.	01-5640-0-5001-3900-4320-090-350	793.08
220576	OFFICE DEPOT/BUSINESS SERVICE	File Cabinet for SPED Hillside Psychologist	01-5640-0-5001-3900-4320-090-350	246.11
220581	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-1110-1000-4320-021-070	1,089.47
220585	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-1110-1000-4320-010-070	373.90
220596	OFFICE DEPOT/BUSINESS SERVICE	Hillside Behaviorist Office Supplies	01-5640-0-5001-3900-4320-090-350	904.15
220600	OFFICE DEPOT/BUSINESS SERVICE	Supplies	01-0000-0-0000-2700-4320-022-070	434.86

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220609	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7340-4320-090-717	262.91
220609	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7340-4420-090-717	504.52
220609	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7350-4320-090-717	38.47
220617	OFFICE DEPOT/BUSINESS SERVICE	Calendars	01-0000-0-1110-1000-4320-009-070	423.66
220619	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-8200-4320-090-760	847.21
220644	OFFICE DEPOT/BUSINESS SERVICE	Class Supply Order Rm 24	01-0000-0-1110-1000-4320-014-070	210.36
220646	OFFICE DEPOT/BUSINESS SERVICE	5th grade supplies	01-0000-0-1110-1000-4320-014-070	413.23
220647	OFFICE DEPOT/BUSINESS SERVICE	Supply Order Rm 22	01-0000-0-1110-1000-4320-014-070	219.74
220648	OFFICE DEPOT/BUSINESS SERVICE	Class Supplies Rm 27	01-0000-0-1110-1000-4320-014-070	195.84
220649	OFFICE DEPOT/BUSINESS SERVICE	Supply Orders Rm 8	01-0000-0-1110-1000-4320-014-070	236.42
220650	OFFICE DEPOT/BUSINESS SERVICE	Class Supplies Rm 11	01-0000-0-1110-1000-4320-014-070	193.64
220651	OFFICE DEPOT/BUSINESS SERVICE	Supplies	01-0000-0-1110-1000-4320-002-070	483.75
220658	OFFICE DEPOT/BUSINESS SERVICE	Supply Order Rm 14	01-0000-0-1110-1000-4320-014-070	101.79
220672	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-2700-4320-032-070	214.17
220678	OFFICE DEPOT/BUSINESS SERVICE	Office / Classroom Supplies	01-0000-0-1110-1000-4320-006-070	1,091.82
220681	OFFICE DEPOT/BUSINESS SERVICE	Supplies Rm 26	01-0000-0-1110-1000-4320-014-070	170.43
220682	OFFICE DEPOT/BUSINESS SERVICE	Supplies Rm 17	01-0000-0-1110-1000-4320-014-070	249.35
220683	OFFICE DEPOT/BUSINESS SERVICE	Supplies Rm 13	01-0000-0-1110-1000-4320-014-070	222.24
220701	OFFICE DEPOT/BUSINESS SERVICE	Testing Supplies	01-9218-0-1110-1000-4320-032-356	233.47
220703	OFFICE DEPOT/BUSINESS SERVICE	Toner	01-0000-0-1110-1000-4320-033-070	492.53
220705	OFFICE DEPOT/BUSINESS SERVICE	Toner	01-0000-0-1110-1000-4320-022-070	1,439.60
220737	OFFICE DEPOT/BUSINESS SERVICE	Hillside Preschool Children's Masks	01-6500-0-5730-1190-4320-005-205	109.77
220742	OFFICE DEPOT/BUSINESS SERVICE	Ceramics supplies	01-9219-0-1207-1000-4320-032-356	299.81
220744	OFFICE DEPOT/BUSINESS SERVICE	Parkway Heights New Bx Classroom items	01-5640-0-5001-3900-4320-090-350	307.20
220751	OFFICE DEPOT/BUSINESS SERVICE	Toner kit	01-0000-0-1110-1000-4320-033-070	449.38
220752	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7350-4320-090-717	149.23
220760	OFFICE DEPOT/BUSINESS SERVICE	Office Furniture, Hillside Preschool SPED	01-5640-0-5001-3900-4320-090-350	873.46
220781	OFFICE DEPOT/BUSINESS SERVICE	Supplies Rm 23	01-0000-0-1110-1000-4320-014-070	57.88
220798	OFFICE DEPOT/BUSINESS SERVICE	Ink, Hillside Preschool Psychologist	01-5640-0-5001-3900-4320-090-350	295.10
220800	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies Hillside Preschool	01-5640-0-5001-3900-4320-090-350	559.52
220809	OFFICE DEPOT/BUSINESS SERVICE	Desk for Principal	01-0000-0-0000-2700-4320-012-070	296.65
220836	OFFICE DEPOT/BUSINESS SERVICE	Supplies for Reprographics & Math	01-0000-0-1110-1000-4320-032-070	100.98
220848	OFFICE DEPOT/BUSINESS SERVICE	Supplies - Room 1	01-0000-0-1110-1000-4320-007-070	221.80
220849	OFFICE DEPOT/BUSINESS SERVICE	Supplies - Room 1	01-0000-0-1110-1000-4320-007-070	163.78
220850	OFFICE DEPOT/BUSINESS SERVICE	Supplies - Room 4	01-0000-0-1110-1000-4320-007-070	83.72

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220851	OFFICE DEPOT/BUSINESS SERVICE	Supplies - Room 9	01-0000-0-1110-1000-4320-007-070	161.56
220854	OFFICE DEPOT/BUSINESS SERVICE	Supplies - Room 2	01-0000-0-1110-1000-4320-007-070	156.36
220855	OFFICE DEPOT/BUSINESS SERVICE	Supplies - Room 1	01-0000-0-1110-1000-4320-007-070	107.77
220856	OFFICE DEPOT/BUSINESS SERVICE	Supplies - Room 1	01-0000-0-1110-1000-4320-007-070	112.02
220857	OFFICE DEPOT/BUSINESS SERVICE	Supplies - Room 1	01-0000-0-1110-1000-4320-007-070	155.68
220858	OFFICE DEPOT/BUSINESS SERVICE	Hillside Preschool Furniture for new office	01-5640-0-5001-3900-4320-090-350	414.20
220861	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-7110-4322-090-713	7.72
220861	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-7150-4320-090-714	194.91
220867	OFFICE DEPOT/BUSINESS SERVICE	Office & Classroom Supplies	01-0000-0-1110-1000-4320-008-070	94.50
220873	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7350-4320-090-717	61.46
220873	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7550-4320-090-718	71.67
220569	O'NEILL GLASS INC	Open P.O. - Glass Supplies	01-8150-0-0000-8110-4320-090-741	2,000.00
220569	O'NEILL GLASS INC	Open P.O. - Glass Supplies	01-8150-0-0000-8110-5600-090-741	6,000.00
220641	ORIENTAL TRADING CO	Student incentives	01-3010-0-1110-1000-4320-008-301	184.39
220607	P G & E	Open P.O. - Gas & Electric services	01-0000-0-0000-8200-5510-090-760	550,000.00
220440	PACIFIC NURSERIES	Open P. O. - Grounds Supplies	01-0000-0-0000-8200-4320-090-760	10,000.00
220552	PAPER EDUCATION COMPANY INC	PAPER Educational Support	01-0801-0-1110-1000-5899-021-180	10,000.00
220552	PAPER EDUCATION COMPANY INC	PAPER Educational Support	01-0801-0-1110-1000-5899-022-180	10,000.00
220552	PAPER EDUCATION COMPANY INC	PAPER Educational Support	01-0801-0-1110-1000-5899-025-180	10,000.00
220552	PAPER EDUCATION COMPANY INC	PAPER Educational Support	01-0801-0-1110-1000-5899-031-180	7,000.00
220552	PAPER EDUCATION COMPANY INC	PAPER Educational Support	01-0801-0-1110-1000-5899-032-180	15,000.00
220552	PAPER EDUCATION COMPANY INC	PAPER Educational Support	01-0801-0-1110-1000-5899-033-180	15,000.00
220552	PAPER EDUCATION COMPANY INC	PAPER Educational Support	01-7425-0-1110-1000-5899-090-324	130,500.00
220776	PAR INC.	Scoring & Testing Materials online	01-6500-0-5760-1190-5813-090-245	180.00
220777	PAR INC.	Scoring/Exam & Response Form	01-6500-0-5760-1190-4320-090-245	1,569.92
220509	PAXIS INSTITUTE	PAXIS Institute Training	01-0802-0-1110-1000-4320-090-195	10,561.24
220509	PAXIS INSTITUTE	PAXIS Institute Training	01-0802-0-1110-1000-5899-090-195	7,200.00
220774	PEARSON CLINICAL ASSESSMENT	Testing Materials & Protocol	01-6500-0-5760-1190-4320-090-245	17,167.34
220778	PEARSON CLINICAL ASSESSMENT	Online scoring Subscription - Mult. Assessments	01-6500-0-5760-1190-5813-090-245	3,222.50
220779	PEARSON CLINICAL ASSESSMENT	Assessment Kits	01-6500-0-5760-1190-4320-090-245	12,562.62
220783	PEARSON CLINICAL ASSESSMENT	Response Forms	01-6500-0-5760-1190-4320-090-245	294.89
220822	PEARSON CLINICAL ASSESSMENT	Online Scoring Subscription	01-6500-0-5760-1190-5813-090-245	675.00
220498	PENINSULA ATHLETIC LEAGUE	Peninsula Athletic League Membership	01-0000-0-0000-3900-5300-090-323	24,439.72
220470	PENINSULA BATTERY INC	Open P.O. - Mechanical Batteries	01-8150-0-0000-8110-4320-090-741	1,000.00
220486	PLUMBMASTER INC.	Open P.O. - Plumbing Supplies	01-8150-0-0000-8110-4320-090-741	2,500.00

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220772	PRO-ED	Virtual Stimulus Book	01-6500-0-5760-1190-5813-090-245	140.64
220773	PRO-ED	Kits, Testing & Protocols	01-6500-0-5760-1190-4320-090-245	731.24
220476	PROTECH	Open P. O. - Ahera walks at all sites	01-0000-0-0000-8200-5899-090-760	2,000.00
220454	R & B COMPANY	Open P. O. - Plumbing Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220485	R & H WHOLESALE SUPPLY INC	Open P.O. - Locksmith Supplies	01-8150-0-0000-8110-4320-090-741	20,000.00
220455	R S D - REFRIGERATION SUPPLIES	Open P. O. - Plumbing/HVAC Supplies	01-8150-0-0000-8110-4320-090-741	8,000.00
220444	R.A. METAL PRODUCTS INC.	Open P. O. - Maintenance Fabricator	01-0000-0-0000-8200-4320-090-760	500.00
220444	R.A. METAL PRODUCTS INC.	Open P. O. - Maintenance Fabricator	01-8150-0-0000-8110-4320-090-741	1,500.00
220591	READY REFRESH BY NESTLE	Ready Refresh water delivery	01-0000-0-0000-2110-4322-090-762	500.00
220747	REALLY GOOD STUFF	School supplies	01-0000-0-1110-1000-4320-010-070	457.79
220862	REALLY GOOD STUFF	Sliders for students' chairs	01-0000-0-1110-1000-4320-008-070	39.49
220775	RIVERSIDE INSIGHTS	Kits, protocols & Testing Materials	01-6500-0-5760-1190-4320-090-245	4,706.51
220786	RIVERSIDE INSIGHTS	Kits, Scoring & Response Booklet	01-6500-0-5760-1190-4320-090-245	4,706.51
220472	RIMS CORP DBA/ TOYATA MATERIAL	Open P.O. - EC Electric Vehicle Supplies	01-0000-0-0000-8200-4320-090-760	500.00
220472	RIMS CORP DBA/ TOYATA MATERIAL	Open P.O. - EC Electric Vehicle Supplies	01-0000-0-0000-8200-5600-090-760	1,000.00
220582	ROCHESTER 100 INC.	Folders for TK/Kinder	01-0000-0-1110-1000-4320-013-070	175.25
220484	ROOFLINE SUPPLY	Open P.O. - Roofing Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220592	ROYAL PIN DONUTS	Royal Pin	01-0000-0-1110-1000-4322-090-762	1,000.00
220451	ROYAL WHOLESALE ELECTRIC	Open P. O. - Electrical Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220456	RUSSELL SIGLER INC.	Open P. O. - Heating Supplies	01-8150-0-0000-8110-4320-090-741	1,500.00
220606	R-ZERO SYSTEMS INC.	Air Filter Devices	01-3212-0-1110-1000-4420-090-329	125,860.00
220799	SAFE'N'CLEAR INC	Masks w/window for meetings/staff/children	01-5640-0-5001-3900-4320-090-350	9,119.62
220812	SAFETY TRAINING SEMINARS	Safety Training Seminar- CPR/First Aid	01-0000-0-0000-7400-5899-090-716	1,370.00
220463	SAFETY-KLEEN CORP	Open P. O. - Solvent Tank Service/Maintenance	01-0000-0-0000-8200-5860-090-760	4,000.00
220562	SAGE PUBLISHING	Grading for Equity (Teacher Resource)	01-0000-0-1110-1000-4200-090-762	1,498.72
220479	SAN FRANCISCO WINDOW & DOOR CO	Open P.O. - Doors & supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
220724	SAN JOAQUIN COE	Ed-Join services	01-0000-0-0000-7400-5899-090-715	986.75
220724	SAN JOAQUIN COE	Ed-Join services	01-0000-0-0000-7490-5899-090-716	986.75
220482	SAN MATEO COUNTY	Open P.O. - Environmental Health Fees	01-0000-0-0000-8200-5899-090-760	9,000.00
220497	SAN MATEO COUNTY COMM. COLLEGE	2021-2022 Skyline Middle College	01-0801-0-1110-1000-5899-090-167	476,000.00
220660	SAN MATEO COUNTY OFFICE OF EDU	21-22 5th Grade Outdoor Education	01-0000-0-1110-1000-5899-090-764	18,000.00
220442	SAN MATEO LAWN MOWER SHOP	Open P. O. - Grounds Supplies	01-8150-0-0000-8110-4320-090-741	6,000.00
220695	SAVVAS LEARNING COMPANY LLC	AP Biology, ECHS	01-0000-0-1110-1000-4100-090-317	10,669.00
220696	SAVVAS LEARNING COMPANY LLC	Social Studies K-5 MV	01-0000-0-1110-1000-4100-090-317	4,150.47
220871	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic Magazine	01-0801-0-1110-1000-4320-013-180	1,195.15

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220782	SCHOLASTIC INC	Scholastic	01-0801-0-1110-1000-5813-022-180	5,029.35
220597	SCHOOL DATEBOOKS	School Planners	01-0000-0-1110-1000-4320-014-070	478.27
220557	SCHOOL HEALTH CORPORATION	Pill Counters for Health Technicians	01-5640-0-5001-3900-4320-090-350	57.43
220599	SCHOOL OUTFITTERS	Classroom desks & chairs	01-0000-0-1110-1000-4320-032-070	9,907.09
220790	SCHOOL OUTFITTERS	Classroom desks & chairs	01-0000-0-1110-1000-4320-032-070	9,944.24
220604	SCHOOL SAFETY SOLUTIONS LLC	Open P.O. - Hazardous Waste Removal	01-0000-0-0000-8200-5860-090-760	42,000.00
220584	SCHOOL SPECIALTY LLC	Kinder supplies	01-0000-0-1110-1000-4320-013-070	2,709.90
220613	SCHOOL SPECIALTY LLC	Sound Sensible	01-0801-0-1110-1000-4320-002-180	9,065.84
220746	SCHOOL SPECIALTY LLC	School supplies	01-0000-0-1110-1000-4320-010-070	310.58
220866	SCHOOL SPECIALTY LLC	Classroom supplies	01-0000-0-1110-1000-4320-008-070	279.08
220869	SCHOOL SPECIALTY LLC	School supplies	01-0000-0-1110-1000-4320-010-070	196.50
220872	SCHOOL SPECIALTY LLC	Office supplies	01-0000-0-1110-1000-4320-010-070	62.19
220496	SCREENCASTIFY LLC	Screencastify	01-3212-0-1110-1000-5813-090-329	11,000.00
220667	SECTOR POINT INC	Open P.O. - Permit System Program	01-0000-0-0000-8200-5899-090-760	6,500.00
220577	SEI (STRATEGIC ENERGY	Climate Corps Education Outside	01-9010-0-1110-1000-5899-002-356	25,000.00
220632	SERVICE PRESS INC.	Business Cards	01-0000-0-1110-1000-5810-033-070	120.86
220639	SERVICE PRESS INC.	Envelopes	01-0000-0-1110-1000-5810-014-070	89.20
220640	SERVICE PRESS INC.	School Stationary	01-0000-0-1110-1000-5810-008-070	312.35
220679	SERVICE PRESS INC.	Business Cards	01-0000-0-0000-2700-5810-025-070	169.16
220488	SHERWIN-WILLIAMS COMPANY	Open P.O. - Painting Supplies	01-8150-0-0000-8110-4320-090-741	2,000.00
220571	SHI INTERNATIONAL CORP	Adobe Software-9/7/21-9/6/22	01-0000-0-0000-2424-5813-090-735	29,116.35
220467	SHIFFLER EQUIPMENT SALES INC	Open P.O. - Furniture/Equipment/Parts	01-8150-0-0000-8110-4320-090-741	10,000.00
220460	SIEMENS INDUSTRY INC.	Open P. O. - Supplies for Fire Alarm Systems	01-8150-0-0000-8110-4320-090-741	2,000.00
220443	SIERRA PACIFIC TURF SUPPLY INC	Open P. O. - Grounds Supplies	01-8150-0-0000-8110-4320-090-741	10,000.00
220453	SIGILLO SUPPLY	Open P. O. - Plumbing Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220708	SKYLINE COLLEGE	Joan Bissen Memorial Scholarship	01-9220-0-1110-1000-5880-032-356	1,000.00
220457	SLAKEY BROTHERS	Open P. O. - HVAC Supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
220645	SMART SIGN	Asset tags	01-0000-0-0000-7350-4320-090-717	1,269.06
220487	SONITROL/PACIFIC WEST SECURITY	Open P.O. - Alarm System Repairs	01-8150-0-0000-8300-5600-090-129	5,000.00
220474	SOUTH CITY FIRE PROTECTION	Open P. O. - Fire Extinguisher Service	01-8150-0-0000-8110-5600-090-741	7,700.00
220698	SOUTH CITY SHELL AUTO SERVICE	Open P.O. - Vehicle Maintenance/Smog Test	01-8150-0-0000-8110-5899-090-741	1,000.00
220465	SOUTH SAN FRANCISCO SCAVENGER	Open P. O. - Garbage Pick Up	01-0000-0-0000-8200-5540-090-760	75,000.00
220466	SOUTHWOOD PLUMBING & HEATING	Open P.O. - Plumbing Services, backflow testing	01-8150-0-0000-8110-5899-090-741	15,000.00
220827	SPCA/NC	Membership	01-0000-0-0000-7490-5300-090-716	95.00
220694	SPORTSNET INC.	Athlete Management System	01-0000-0-0000-7400-5899-090-715	1,775.00

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220694	SPORTSNET INC.	Athlete Management System	01-0000-0-1110-1000-5899-032-070	887.50
220694	SPORTSNET INC.	Athlete Management System	01-0000-0-1110-1000-5899-033-070	887.50
220615	SPOTLIGHT IMPRESSIONS	Nameplates	01-0000-0-1110-1000-5810-033-070	96.73
220823	SPRINGER, KRISTIN	Litigation Payments	01-0000-0-0000-7602-5888-090-726	10,000.00
220464	SPRINT PCS	Open P. O. - Cell Phone service	01-0000-0-0000-7200-5910-090-760	5,000.00
220723	SPRINT PCS	Cell phone service	01-0000-0-0000-7200-5910-090-714	1,300.00
220824	SPRINT PCS	Wireless HotSpot Cell Services	01-7425-0-0000-8200-5899-090-324	2,735.28
220721	STAPLES ADVANTAGE	Supplies	01-0000-0-1110-1000-4320-022-070	470.95
220797	STAPLES ADVANTAGE	Office Supplies/toner	01-0000-0-0000-7120-4322-090-716	24.47
220797	STAPLES ADVANTAGE	Office Supplies/toner	01-0000-0-0000-7400-4320-090-715	280.17
220797	STAPLES ADVANTAGE	Office Supplies/toner	01-0000-0-0000-7490-4320-090-716	280.21
220720	STAPLES BUSINESS CREDIT	Office supplies	01-0000-0-0000-7340-4320-090-717	992.70
220720	STAPLES BUSINESS CREDIT	Office supplies	01-0000-0-0000-7350-4320-090-717	16.50
220441	STATE OF CALIFORNIA	Open P.O. - Wheelchair lifts Annual Inspections	01-8150-0-0000-8110-5899-090-741	2,500.00
220461	STEWART CHEVROLET	Open P. O. - Vehicle Maintenance & Supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
220461	STEWART CHEVROLET	Open P. O. - Vehicle Maintenance & Supplies	01-8150-0-0000-8110-5600-090-741	5,000.00
220834	STOLL, LAUREN	SCALE Stanford NGSS training	01-9044-0-1110-1000-5210-090-063	2,535.00
220730	STUDIES WEEKLY	Studies Weekly 4th grade subscription	01-0000-0-1110-1000-4320-010-070	506.63
220829	SWING EDUCATION INC.	Substitute teachers	01-0000-0-0000-7400-5899-090-715	10,000.00
220570	YSERCO INC.	Energy Management System	01-8150-0-0000-8110-5813-090-741	20,186.00
220830	THE EDUCATION TEAM	Substitute Staffing, Para's & Teachers	01-0000-0-0000-7400-5899-090-715	12,000.00
220846	THEATREFOLK LTD	Subscription to Drama Teacher's Academy	01-9219-0-1208-1000-5813-032-356	400.00
220462	TOTAL FILTRATION SERVICES INC	Open P. O. - Filter & Supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
220515	T-PARTY NAPA	Security Guard Apparel	01-0000-0-1110-1000-4320-021-070	392.33
220727	TRAFFIC SAFETY STORE	Traffic Cones (Blue & Yellow)	01-0000-0-1110-1000-4320-025-070	1,283.08
220637	TREETOP PRODUCTS CONSOLIDATED	Recycling Container & Picnic table	01-9103-0-1110-1000-4420-033-356	5,432.41
220478	TURF & INDUSTRIAL EQUIPMENT CO	Open P.O. - Lawn Mower Equipment & Supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
220473	U.S. AIR CONDITIONING DIST	Open P.O. - Electrical Supplies	01-8150-0-0000-8110-4320-090-741	2,800.00
220700	UC REGENTS	Evangeline E. Gose Scholarship	01-9222-0-1110-1000-5880-032-356	1,000.00
220642	ULINE	Utility Carts	01-0000-0-1110-1000-4320-008-070	505.49
220434	UNITED SITE SERVICES OF CA INC	Open P.O. - Portable Toilet Rentals	01-0000-0-0000-8200-5600-090-760	30,000.00
220452	UNITED TEXTILE	Open P. O. - Paint Rags	01-8150-0-0000-8110-4320-090-741	500.00
220572	UPS STORE	Live Scan Service	01-0000-0-0000-7400-5840-090-715	5,000.00
220572	UPS STORE	Live Scan Service	01-0000-0-0000-7490-5841-090-716	5,000.00
220736	URBAN RESTORATION GROUP US INC	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	1,399.98

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220622	VACAVILLE TRAILER SALES	Vehicle/Trailer	01-8150-0-0000-8110-6410-090-741	7,141.88
220483	VERIZON CONNECT NWF INC.	Open P.O. - GPS Vehicle Tracking System	01-8150-0-0000-8110-5813-090-741	10,000.00
220652	VERNIER SOFTWARE & TECHNOLOGY	Supplies for Physics	01-0000-0-1110-1000-4320-032-070	2,246.59
220664	WARD'S NATURAL SCIENCE EST LLC	Biotech supplies, EC & SSF	01-9010-0-1110-1000-4320-090-360	5,995.26
220706	WARD'S NATURAL SCIENCE EST LLC	Biotech supplies - ECHS	01-9010-0-1110-1000-4320-090-360	3,180.75
220475	WESTCO PARKING TECHNOLOGIES	Open P. O. - Parking Supplies	01-8150-0-0000-8110-4320-090-741	3,000.00
220780	WESTERN PSYCHOLOGICAL SERVICES	Testing & Scoring Materials	01-6500-0-5760-1190-4320-090-245	1,825.71
220784	WESTERN PSYCHOLOGICAL SERVICES	Scoring & Record Forms	01-6500-0-5760-1190-4320-090-245	4,250.74
220785	WESTERN PSYCHOLOGICAL SERVICES	Online Testing Materials	01-6500-0-5760-1190-5813-090-245	1,795.00
220788	WESTERN PSYCHOLOGICAL SERVICES	Record Forms	01-6500-0-5760-1190-4320-090-245	135.37
220558	WILSON LANGUAGE TRAINING CORP.	Fundations Pilot Program, additional materials	01-0000-0-1110-1000-4320-090-762	9,161.73
220558	WILSON LANGUAGE TRAINING CORP.	Fundations Pilot Program, additional materials	01-0000-0-1110-1000-5210-090-762	578.00
220614	WOODWIND & BRASSWIND	Musical Instruments & Supplies, Band & Choir	01-0000-0-1227-1000-4320-032-070	4,000.00
220623	WOODWIND & BRASSWIND	Band Musical Instruments, PPE	01-0000-0-1227-1000-4420-032-070	4,290.62
	TOTAL FUND 01			3,537,306.83
220741	BECKER'S SCHOOL SUPPLIES	Instructional supplies	11-0000-0-4131-1000-4320-041-131	58.86
220697	HILLYARD INC	Custodial supplies	11-0000-0-0000-8200-4320-041-760	3,000.00
220631	JOSTEN'S INC	Blank diplomas, covers & tassels	11-6391-0-4110-2490-4320-041-481	3,350.00
220607	P G & E	Open P.O. - Gas & Electric services	11-0000-0-0000-8200-5510-041-760	25,000.00
220728	SERVICE PRESS INC.	School letter envelopes	11-0000-0-4110-2700-5810-041-480	235.42
	TOTAL FUND 11			31,644.28
220757	AMAZON.COM	Instructional Materials	12-9302-0-8510-1000-4320-005-LIFT	127.44
220767	AMAZON.COM	Supportive Materials	12-9302-0-8510-1000-4320-005-LIFT	160.30
220791	AMAZON.COM	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	34.05
220758	COMMUNITY PLAYTHINGS	Instructional Materials	12-9010-0-8533-1000-4320-045-833	505.43
220709	DEPARTMENT OF SOCIAL SERVICES	Licensing Fee, Martin Preschool	12-6105-0-8535-1000-5899-008-835	121.00
220709	DEPARTMENT OF SOCIAL SERVICES	Licensing Fee, Martin Preschool	12-9010-0-8533-1000-5899-008-833	121.00
220756	DISCOUNT SCHOOL SUPPLY	Instructional Materials	12-9302-0-8510-1000-4320-005-LIFT	132.66
220507	FIRST STUDENT	Transportation for Field Trips	12-6105-0-8510-1000-5821-045-830	3,300.00
220507	FIRST STUDENT	Transportation for Field Trips	12-6105-0-8535-1000-5821-045-835	3,300.00
220507	FIRST STUDENT	Transportation for Field Trips	12-9010-0-8533-1000-5821-045-833	3,400.00
220553	HILLYARD INC	Open P.O. - Custodial Supplies	12-9302-0-8510-8200-4320-005-LIFT	1,750.00
220806	LOWE'S BUSINESS ACCOUNT	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	453.06
220594	OFFICE DEPOT/BUSINESS SERVICE	Supportive materials	12-9302-0-8510-1000-4320-005-LIFT	1,493.07
220704	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies	12-6105-0-8510-1000-4320-045-830	101.12

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
220704	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	101.12
220607	P G & E	Open P.O. - Gas & Electric services	12-6105-0-8510-8200-5510-045-830	5,000.00
220607	P G & E	Open P.O. - Gas & Electric services	12-6105-0-8535-8200-5510-045-835	7,100.00
220607	P G & E	Open P.O. - Gas & Electric services	12-9010-0-8533-8200-5510-045-833	7,100.00
220607	P G & E	Open P.O. - Gas & Electric services	12-9302-0-8510-8200-5510-005-LIFT	4,500.00
220635	SERVICE PRESS INC.	Supportive Materials	12-9302-0-8510-1000-5810-005-LIFT	128.34
220759	STAPLES ADVANTAGE	Supportive Materials	12-9302-0-8510-1000-4320-005-LIFT	148.74
	TOTAL FUND 12			39,077.33
220630	AMAZON.COM	Money bags for school sites	13-5310-0-0000-3700-4320-090-820	651.45
220853	DELL MARKETING LP	Dell computer	13-5310-0-0000-3700-4420-090-820	3,037.86
220588	EAST BAY RESTAURANT SUPPLY INC	Tilting skillet braising pan	13-5310-0-0000-3700-6430-090-820	35,866.34
220803	EAST BAY RESTAURANT SUPPLY INC	Roll-in refrigerator	13-5314-0-0000-3700-4420-033-820	4,467.91
220625	EMS LIHQ INC	Paper applications for FRPM	13-5310-0-0000-3700-5810-090-820	1,451.93
220567	FOOD 4 THOUGHT LLC	Produce	13-5310-0-0000-3700-4700-090-820	15,000.00
220512	IMAGE ONE CORPORATION	Document Scanner	13-5310-0-0000-3700-4420-090-820	1,082.28
220738	SA SERVING LINES INC	Snap-in 1/3 Hp Refrigerator Unit	13-5310-0-0000-3700-4420-090-820	5,655.85
220566	TITAN SCHOOL SOLUTIONS INC	TITAN annual subscription	13-5310-0-0000-3700-5813-090-820	30,000.00
220621	TOP 10 PRODUCE	Open P.O. - Produce Items	13-5310-0-0000-3700-4700-090-820	15,000.00
220568	TRANSCENDIA INC	Wrapping plastic	13-5310-0-0000-3700-4340-090-820	25,000.00
	TOTAL FUND 13			137,213.62
220735	SAVIDGE, WILLIAM	Construction Management Consultant	14-0000-0-0000-8500-6270-005-925	6,000.00
220735	SAVIDGE, WILLIAM	Construction Management Consultant	14-0000-0-0000-8500-6270-032-357	6,000.00
	TOTAL FUND 14			12,000.00
220735	SAVIDGE, WILLIAM	Construction Management Consultant	21-0000-0-0000-8200-5889-098-902	6,000.00
	TOTAL FUND 21			6,000.00
220735	SAVIDGE, WILLIAM	Construction Management Consultant	40-9010-0-0000-8500-6270-090-924	6,000.00
220735	SAVIDGE, WILLIAM	Construction Management Consultant	40-9010-0-0000-8500-6272-033-960	6,000.00
220735	SAVIDGE, WILLIAM	Construction Management Consultant	40-9010-0-0000-8500-6275-007-963	6,000.00
220501	TRI VALLEY EXCAVATING CO, INC	Paving Repairs	40-9010-0-0000-8500-6275-007-963	369,393.00
220608	WESTERN AUDIO/VIDEO INC.	Auditorium Sound System-SSFHS	40-9010-0-0000-8500-6410-033-919	43,676.59
	TOTAL FUND 40			431,069.59
	TOTAL # OF PURCHASE ORDERS	418	TOTAL P.O. AMOUNT	4,194,311.65
PURCHASE ORDERS BY FUND:				
1	GENERAL FUND	\$	3,537,306.83	
11	ADULT EDUCATION FUND	\$	31,644.28	

BOARD PURCHASE ORDER REPORT - AUGUST 1 to AUGUST 31, 2021

P.O.	Vendor	Board Description	Account	Amount
12	CHILD DEVELOPMENT FUND	\$	39,077.33	
13	FOOD SERVICE	\$	137,213.62	
14	DEFERRED MAINTENANCE	\$	12,000.00	
21	BOND	\$	6,000.00	
25	CAPITAL FACILITIES			
35	MODERNIZATION FUND			
40	SPECIAL RESERVE	\$	431,069.59	
73	FOUNDATION TRUST FUND			
	TOTAL PURCHASE ORDERS	\$	4,194,311.65	
CHANGE ORDERS:				
220014	SCHOOL DATEBOOKS	Open P.O. - student datebooks	01-9215-0-1110-1000-4320-032-356	1,300.00
220105	AMAZON.COM	Science supplies	01-0000-0-1235-1000-4320-033-070	50.15
	TOTAL CHANGE ORDERS			1,350.15

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: September 23, 2021

RE: Warrant Register – August 1 - August 31, 2021

BACKGROUND:

The attached report lists all the Warrants issued by the District from August 1 - August 31, 2021. For the period listed above the Warrants total \$3,251,041.76 across all funds.

FISCAL IMPLICATIONS:

These Warrants represent the amount paid out of District accounts for the period of August 1 - August 31, 2021. Staff has obtained all required authorizations prior to issuing any Warrant.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the attached Warrant Listing.

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
A.R.T. CARPET	08/24/2021	706881	PO220289	01	8150	0	0000	8110	5899	090	741	DO-AUG2021	12,682.00
A.R.T. CARPET TOTAL													12,682.00
ABLENET INC	08/24/2021	706841	PO220394	01	5640	0	5001	3150	4320	090	350	C1214708	1,714.06
ABLENET INC TOTAL													1,714.06
ACCREDITING COMMISSION FOR SCH	08/03/2021	703609	PO220386	01	0000	0	0000	7150	5300	090	714	1311654	1,500.00
ACCREDITING COMMISSION FOR SCH	08/03/2021	703609	PO220386	01	0000	0	0000	7150	5300	090	714	1309408	1,100.00
ACCREDITING COMMISSION FOR SCH	08/03/2021	703609	PO220386	01	0000	0	0000	7150	5300	090	714	1309405	1,100.00
ACCREDITING COMMISSION FOR SCH	08/03/2021	703609	PO220386	01	0000	0	0000	7150	5300	090	714	1309406	1,100.00
ACCREDITING COMMISSION FOR SCH	08/03/2021	703609	PO220386	01	0000	0	0000	7150	5300	090	714	1309407	1,100.00
ACCREDITING COMMISSION FOR SCH TOTAL													5,900.00
ACHIEVE 3000	08/17/2021	705763	PO220155	01	0801	0	1110	1000	5899	010	123	53958	2,100.00
ACHIEVE 3000 TOTAL													2,100.00
ACHIEVE KIDS	08/26/2021	708445	CL210191	01	6500	0	0000	0000	9510	000		29672	1,630.00
ACHIEVE KIDS	08/26/2021	708445	CL210191	01	6500	0	0000	0000	9510	000		29672	475.00
ACHIEVE KIDS	08/26/2021	708445	CL210191	01	6500	0	0000	0000	9510	000		29672	492.00
ACHIEVE KIDS	08/26/2021	708445	CL210191	01	6500	0	0000	0000	9510	000		29670	6,520.00
ACHIEVE KIDS	08/26/2021	708445	CL210191	01	6500	0	0000	0000	9510	000		29670	1,520.00
ACHIEVE KIDS	08/26/2021	708445	CL210191	01	6500	0	0000	0000	9510	000		29670	1,964.00
ACHIEVE KIDS TOTAL													12,601.00
ADVANCED INTEGRATED PEST MGMT	08/10/2021	704779	CL210179	01	0000	0	0000	0000	9510	000		156978-JUNE21-MISSING INVOICE	70.00
ADVANCED INTEGRATED PEST MGMT	08/10/2021	704779	PO220432	01	0000	0	0000	8200	5807	090	760	156978-JULY2021	2,106.00
ADVANCED INTEGRATED PEST MGMT TOTAL													2,176.00
AIR FILTER CONTROL	08/31/2021	709070	PO220301	01	3212	0	1110	1000	4320	090	329	568229	15,589.37
AIR FILTER CONTROL TOTAL													15,589.37
AIRGAS USA LLC	08/03/2021	703624	PO220435	01	8150	0	0000	8110	4320	090	741	9115826413	71.24
AIRGAS USA LLC	08/10/2021	704747	PO220435	01	8150	0	0000	8110	4320	090	741	9115926219	146.46
AIRGAS USA LLC TOTAL													217.70
ALBERTSONS/SAFEWAY INC.	08/24/2021	706833	PO220313	01	0000	0	0000	2110	4322	090	762	434007-072821-3116	66.76
ALBERTSONS/SAFEWAY INC. TOTAL													66.76
ALC SCHOOLS LLC	08/10/2021	704780	CL210175	01	0000	0	0000	0000	9510	000		16402	22,676.00
ALC SCHOOLS LLC	08/10/2021	704780	PO220423	01	0000	0	5760	3600	5820	090	781	16483	31,130.00
ALC SCHOOLS LLC	08/10/2021	704780	PO220423	01	0000	0	5760	3600	5820	090	781	16402-1	7,379.00
ALC SCHOOLS LLC	08/24/2021	706890	PO220423	01	0000	0	5760	3600	5820	090	781	16646	1,592.50
ALC SCHOOLS LLC	08/24/2021	706890	PO220423	01	0000	0	5760	3600	5820	090	781	16719	1,592.50
ALC SCHOOLS LLC	08/31/2021	709071	PO220423	01	0000	0	5760	3600	5820	090	781	16564	15,534.50
ALC SCHOOLS LLC TOTAL													79,904.50
ALLIED SECURITY ALARMS	08/03/2021	703617	PO220323	01	8150	0	0000	8300	5806	090	741	R204451	1,464.00
ALLIED SECURITY ALARMS	08/12/2021	705244	PO220323	01	8150	0	0000	8300	5806	090	741	R204510	1,464.00
ALLIED SECURITY ALARMS TOTAL													2,928.00
AMAZON.COM	08/03/2021	703591	PO220107	01	0000	0	1235	1000	4320	033	070	1DF3-9VL7-HFXQ	116.01
AMAZON.COM	08/03/2021	703591	PO220179	01	0000	0	1110	1000	4320	006	070	1LPV-G6NR-4NUN	134.20
AMAZON.COM	08/03/2021	703591	PO220179	01	0000	0	1110	1000	4320	006	070	1L63-XVH6-RF99	339.80

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
AMAZON.COM	08/03/2021	703591	PO220208	01	0000	0	1110	1000	4320	032	070	1FJ6-V3W7-RKXX	232.44
AMAZON.COM	08/05/2021	704071	PO220106	01	0000	0	1235	1000	4320	033	070	1Q7H-7XPT7-GVMG	245.75
AMAZON.COM	08/05/2021	704071	PO220108	01	0000	0	1235	1000	4320	033	070	1CPY-MDJG-HVXX	74.59
AMAZON.COM	08/05/2021	704071	PO220109	01	0000	0	1237	1000	4320	033	070	1CJW-D9YD-HPDV	253.86
AMAZON.COM	08/10/2021	704759	PO220183	01	6500	0	5760	1190	4320	090	245	1L63-XVH6-QTL6	113.94
AMAZON.COM	08/10/2021	704748	PO220209	01	0000	0	0000	2700	4320	032	070	11HD-YTGG-R9CR	19.77
AMAZON.COM	08/10/2021	704748	PO220209	01	9218	0	1110	1000	4320	032	356	11HD-YTGG-R9CR	51.68
AMAZON.COM	08/10/2021	704748	PO220209	01	0000	0	0000	2700	4320	032	070	1MRF-RC9D-9X9D	(19.77)
AMAZON.COM	08/10/2021	704759	PO220304	01	0000	0	1219	1000	4320	032	070	1DKD-GT13-XH3H	172.50
AMAZON.COM	08/10/2021	704759	PO220307	01	9044	0	1110	1000	4320	090	063	1FWV-GNG3-TK3P	20.72
AMAZON.COM	08/10/2021	704759	PO220307	01	9044	0	1110	1000	4320	090	063	119P-PWFL-VCWL	45.69
AMAZON.COM	08/10/2021	704759	PO220309	01	0000	0	0000	2424	4320	090	735	1H7L-41DJ-Y7CW	50.58
AMAZON.COM	08/10/2021	704781	PO220318	01	0801	0	1110	1000	4200	008	123	1C16-RQ7V-Y633	1,097.38
AMAZON.COM	08/10/2021	704781	PO220318	01	0000	0	1110	1000	4320	008	070	1C16-RQ7V-Y633	111.55
AMAZON.COM	08/10/2021	704759	PO220335	01	0000	0	0000	2700	4320	032	070	17R1-11Q6-XTVF	48.36
AMAZON.COM	08/12/2021	705254	PO220184	01	9044	0	1110	1000	4320	090	063	1Q4D-7QXG-HKNX	53.82
AMAZON.COM	08/12/2021	705254	PO220184	01	9044	0	1110	1000	4320	090	063	111M-34W6-QR9Q	1,369.10
AMAZON.COM	08/12/2021	705245	PO220217	01	0000	0	0000	7110	4200	090	713	1XX1-RL3H-CPJL	22.47
AMAZON.COM	08/17/2021	705773	PO220310	01	9044	0	1110	1000	4320	090	063	1CGT-WFVQ-XWCH	44.10
AMAZON.COM	08/17/2021	705773	PO220330	01	9044	0	1110	1000	4320	090	063	1QYD-NKXR-YVCF	33.87
AMAZON.COM	08/17/2021	705773	PO220336	01	9044	0	1110	1000	4320	090	063	1QYD-NKXR-XFKG	691.16
AMAZON.COM	08/17/2021	705751	PO220517	01	5640	0	5001	3900	4320	090	350	1X3K-6M9X-FTQH	146.20
AMAZON.COM	08/17/2021	705751	PO220579	01	0000	0	1110	1000	4320	006	070	1J3G-1PKD-DWGW	210.59
AMAZON.COM	08/17/2021	705751	PO220589	01	0000	0	0000	2700	4320	032	070	16GK-F9XT-CRXY	95.53
AMAZON.COM	08/17/2021	705751	PO220605	01	0000	0	0000	7150	4200	090	714	141W-WW4G-FTM7	35.16
AMAZON.COM	08/19/2021	706383	PO220560	01	0000	0	1110	1000	4320	008	070	1J3G-1PKD-DXVW	226.81
AMAZON.COM	08/19/2021	706383	PO220561	01	0000	0	1110	1000	4320	008	070	1JC3-DVXF-DLYD	92.49
AMAZON.COM	08/19/2021	706383	PO220627	01	0000	0	0000	2100	4200	090	762	1KDL-VRKT-DQRC	169.54
AMAZON.COM	08/19/2021	706383	PO220656	01	0000	0	1110	1000	4200	090	762	1HC6-XX1N-DKGQ	569.80
AMAZON.COM	08/24/2021	706882	PO220333	01	9044	0	1110	1000	4320	090	063	17R1-11Q6-YGKF	77.97
AMAZON.COM	08/24/2021	706834	PO220616	01	0000	0	1110	1000	4320	013	070	1TPH-J1FX-DKNL	336.03
AMAZON.COM	08/26/2021	708409	PO220104	01	0000	0	1235	1000	4320	033	070	1CMR-K1NK-TD4W	27.45
AMAZON.COM	08/26/2021	708446	PO220508	01	9044	0	1110	1000	4320	090	063	1HFC-GYKG-CCHY	458.40
AMAZON.COM	08/26/2021	708446	PO220657	01	0000	0	1110	1000	4320	033	070	1TQ7-7XML-CC3R	1,914.04
AMAZON.COM	08/26/2021	708446	PO220674	01	0000	0	1110	1000	4320	032	070	17Q3-WNLV-H1WF	141.73
AMAZON.COM	08/26/2021	708446	PO220686	01	0801	0	1110	1000	4320	002	180	1D34-3TLT-G71V	122.96
AMAZON.COM	08/26/2021	708446	PO220715	01	9027	0	0000	7300	4320	090	727	1WDW-K7H7-GC76	48.34
AMAZON.COM	08/26/2021	708446	PO220718	01	0000	0	0000	7150	4200	090	714	1D34-3TLT-HNXH	30.71
AMAZON.COM	08/31/2021	709059	PO220300	01	5640	0	5001	3900	4320	090	350	16VG-799P-RR6N	340.60
AMAZON.COM	08/31/2021	709059	PO220675	01	6500	0	5760	1190	4320	090	245	1MMD-YY4R-FL6N	197.58
AMAZON.COM	08/31/2021	709086	PO220693	01	5640	0	5001	3900	4320	090	350	14QP-317V-HTQJ	63.44
AMAZON.COM	08/31/2021	709059	PO220711	01	0000	0	0000	2700	4320	032	070	1P4J-7F1H-GC7D	849.55

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal Func	Obj	Sch	Mgmt	Invoice #	Payment	
AMAZON.COM	08/31/2021	709059	PO220711	01	0000	0	1110	1000	4320	032	070	1PAJ-7F1H-GC7D	79.13
AMAZON.COM	08/31/2021	709059	PO220714	01	0000	0	1110	1000	4320	032	070	1FK9-KJ9X-GMM3	29.58
AMAZON.COM TOTAL													11,587.20
AMERICAN FIDELITY	08/26/2021	708418	PO220234	01	0000	0	0000	7350	5899	090	717	53305	2,796.80
AMERICAN FIDELITY TOTAL													2,796.80
ARISE EDUCATIONAL CENTER	08/10/2021	704782	PO220383	01	6500	0	5760	1180	5880	090	230	334	400.00
ARISE EDUCATIONAL CENTER	08/10/2021	704782	PO220383	01	6500	0	5760	1180	5820	090	230	334	111.00
ARISE EDUCATIONAL CENTER	08/10/2021	704765	PO220383	01	6500	0	5760	1180	5880	090	230	335	400.00
ARISE EDUCATIONAL CENTER	08/10/2021	704765	PO220383	01	6500	0	5760	1180	5820	090	230	335	111.00
ARISE EDUCATIONAL CENTER	08/10/2021	704765	PO220383	01	6500	0	5760	1180	5880	090	230	336	400.00
ARISE EDUCATIONAL CENTER	08/10/2021	704765	PO220383	01	6500	0	5760	1180	5820	090	230	336	111.00
ARISE EDUCATIONAL CENTER	08/10/2021	704765	PO220383	01	6500	0	5760	1180	5870	090	230	336	130.00
ARISE EDUCATIONAL CENTER	08/10/2021	704765	PO220383	01	6500	0	5760	1180	5880	090	230	337	400.00
ARISE EDUCATIONAL CENTER	08/10/2021	704765	PO220383	01	6500	0	5760	1180	5820	090	230	337	111.00
ARISE EDUCATIONAL CENTER TOTAL													2,174.00
ARMOUR PETROLEUM SVC AND EQUIP	08/03/2021	703598	PO220319	01	8150	0	0000	8110	5600	090	741	WO-20923	175.00
ARMOUR PETROLEUM SVC AND EQUIP	08/10/2021	704785	PO220319	01	8150	0	0000	8110	5600	090	741	WO-20701	1,792.57
ARMOUR PETROLEUM SVC AND EQUIP TOTAL													1,967.57
ASBRA, KEVIN	08/24/2021	706876	PV220070	01	0000	0	0000	0000	9131	000		PETTY CASH REIMBURSEMENT	3,500.00
ASBRA, KEVIN TOTAL													3,500.00
ASSETGENIE INC	08/26/2021	708410	PO220425	01	0000	0	0000	2424	4320	090	735	1577731	2,697.50
ASSETGENIE INC TOTAL													2,697.50
AT&T	08/03/2021	703597	PO220088	01	0000	0	0000	2424	5930	090	735	831000-9256961 JULY21	248.04
AT&T	08/24/2021	706891	PO220050	01	0000	0	0000	7200	5910	090	760	234341-08826862 AUG21	309.87
AT&T	08/24/2021	706891	PO220050	01	0000	0	0000	7200	5910	090	760	231371-25962715 AUG 21	309.87
AT&T	08/24/2021	706891	PO220050	01	0000	0	0000	7200	5910	090	760	231371-00636094 AUG21	59.15
AT&T	08/24/2021	706891	PO220050	01	0000	0	0000	7200	5910	090	760	234343-24952856 AUG21	3,127.38
AT&T	08/24/2021	706891	PO220050	01	0000	0	0000	7200	5910	090	760	234343-59899475 AUG21	1,064.01
AT&T	08/24/2021	706891	PO220050	01	0000	0	0000	7200	5910	090	760	234343-01391375 AUG21	309.87
AT&T	08/24/2021	706891	PO220050	01	0000	0	0000	7200	5910	090	760	234343-55075973 AUG21	2,653.53
AT&T TOTAL													8,081.72
AUTO EXPRESS TOWING & RECOVERY	08/05/2021	704063	CL210172	01	8150	0	0000	0000	9510	000		21-41274-1	1,180.00
AUTO EXPRESS TOWING & RECOVERY	08/05/2021	704063	PO220382	01	8150	0	0000	8110	5600	090	741	21-41274	1,180.00
AUTO EXPRESS TOWING & RECOVERY	08/05/2021	704063	PO220382	01	8150	0	0000	8110	5600	090	741	21-41077	590.00
AUTO EXPRESS TOWING & RECOVERY TOTAL													2,950.00
AVALON ACADEMY, THE	08/26/2021	708429	PO220235	01	6500	0	5760	1180	5880	090	230	4959	5,225.00
AVALON ACADEMY, THE	08/26/2021	708429	PO220235	01	6500	0	5760	1180	5870	090	230	4959	3,884.00
AVALON ACADEMY, THE	08/26/2021	708429	PO220235	01	6500	0	5760	1180	5880	090	230	4958	4,125.00
AVALON ACADEMY, THE	08/26/2021	708429	PO220235	01	6500	0	5760	1180	5870	090	230	4958	5,230.50
AVALON ACADEMY, THE	08/26/2021	708429	PO220235	01	6500	0	5760	1180	5880	090	230	4960	3,850.00
AVALON ACADEMY, THE	08/26/2021	708429	PO220235	01	6500	0	5760	1180	5870	090	230	4960	5,312.00
AVALON ACADEMY, THE TOTAL													27,626.50

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Co	Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
	DAVID TRANSLATION	08/10/2021	704783	PO220238	01	6500	0	5760	1190	5899	090	245	4920	270.16
	DAVID TRANSLATION	08/10/2021	704783	PO220238	01	6500	0	5760	1190	5899	090	245	4921	1,620.30
	DAVID TRANSLATION	08/10/2021	704783	PO220238	01	6500	0	5760	1190	5899	090	245	4922	1,037.30
	DAVID TRANSLATION	08/10/2021	704783	PO220238	01	6500	0	5760	1190	5899	090	245	4925	2,527.80
	DAVID TRANSLATION	08/10/2021	704783	PO220238	01	6500	0	5760	1190	5899	090	245	4924	4,053.50
	DAVID TRANSLATION	08/10/2021	704783	PO220238	01	6500	0	5760	1190	5899	090	245	4923	2,603.26
	DAVID TRANSLATION TOTAL													12,112.32
	B & H PHOTO-VIDEO INC	08/17/2021	705790	PO220329	01	0000	0	1110	1000	4320	032	070	191781434	64.77
	B & H PHOTO-VIDEO INC	08/26/2021	708447	PO220522	01	9010	0	1110	1000	4420	013	356	191317853	602.53
	B & H PHOTO-VIDEO INC	08/26/2021	708447	PO220522	01	9010	0	1110	1000	4420	013	356	191814386	138.42
	B & H PHOTO-VIDEO INC TOTAL													805.72
	BANC OF AMERICA PUBLIC CAPITAL	08/24/2021	706903	PV220080	01	0000	0	0000	9100	7438	090	739	R90662	35,512.75
	BANC OF AMERICA PUBLIC CAPITAL	08/24/2021	706903	PV220080	01	0000	0	0000	9100	7439	090	739	R90662	100,000.00
	BANC OF AMERICA PUBLIC CAPITAL TOTAL													135,512.75
	BATTERY SYSTEMS INC	08/10/2021	704769	PO220489	01	8150	0	0000	8110	4320	090	741	6859203	146.12
	BATTERY SYSTEMS INC	08/10/2021	704766	PO220489	01	8150	0	0000	8110	4320	090	741	6859608	114.27
	BATTERY SYSTEMS INC TOTAL													260.39
	BAY AREA AIR QUALITY MGT. DIST	08/17/2021	705760	PO220665	01	0000	0	0000	8200	5899	090	760	T127177	239.00
	BAY AREA AIR QUALITY MGT. DIST TOTAL													239.00
	BAYSHORE METALS	08/05/2021	704060	PO220428	01	8150	0	0000	8110	4320	090	741	53859	491.84
	BAYSHORE METALS	08/24/2021	706877	PO220428	01	8150	0	0000	8110	4320	090	741	53999	1,261.51
	BAYSHORE METALS TOTAL													1,753.35
	BEAS, FRANCISCO	08/03/2021	703599	PV220041	01	0000	0	0000	8200	5220	090	760	MILEAGE REIMBURSEMENT-JULY2	31.36
	BEAS, FRANCISCO TOTAL													31.36
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6798	66.50
	BENCHMARK HOME ELEVATOR	08/31/2021	709079	PO220481	01	8150	0	0000	8110	5600	090	741	6789	66.50
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6795	66.50
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6793	66.50
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6788	66.50
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6792	27.14
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6794	66.50
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6796	66.50
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6791	27.14
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6790	46.97
	BENCHMARK HOME ELEVATOR	08/31/2021	709060	PO220481	01	8150	0	0000	8110	5600	090	741	6797	2,100.00
	BENCHMARK HOME ELEVATOR TOTAL													2,666.75
	BENY'S IRON WORKS	08/17/2021	705777	CL210187	01	8150	0	0000	0000	9510	000		#1	1,800.00
	BENY'S IRON WORKS	08/17/2021	705777	CL210187	01	8150	0	0000	0000	9510	000		#2	3,100.00
	BENY'S IRON WORKS TOTAL													4,900.00
	BLICK ART MATERIALS	08/03/2021	703625	PO220138	01	0000	0	1237	1000	4320	033	070	6735329	3.14
	BLICK ART MATERIALS	08/03/2021	703625	PO220138	01	0000	0	1237	1000	4320	033	070	6721032	284.69
	BLICK ART MATERIALS TOTAL													287.83

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal Func	Obj	Sch	Mgmt	Invoice #	Payment
BLUE LINE TRANSFER	08/12/2021	705255	PO220449	01	0000	0	0000 8200	5540	090	760	0001106521-JULY21	4,639.14
BLUE LINE TRANSFER TOTAL												4,639.14
BMC SOFTWARE INC.	08/24/2021	706835	PO220405	01	0000	0	0000 2424	5813	090	735	1343152	5,951.79
BMC SOFTWARE INC. TOTAL												5,951.79
BOB JR'S TOWING INC	08/03/2021	703610	PO220369	01	8150	0	0000 8110	5600	090	741	36006	225.00
BOB JR'S TOWING INC TOTAL												225.00
BODWIN, DIANE LITTLE	08/31/2021	709061	PO220807	01	0000	0	0000 2424	5801	090	762	FEES-JULY2021	1,295.19
BODWIN, DIANE LITTLE TOTAL												1,295.19
BOYD, AARON	08/24/2021	706845	PV220059	01	0000	0	1110 1000	4320	033	070	MOUSE PADS AUG21	100.96
BOYD, AARON TOTAL												100.96
BRAIN POP	08/19/2021	706384	PO220671	01	0801	0	1110 1000	5813	002	180	US231615	3,250.00
BRAIN POP TOTAL												3,250.00
BROADMOOR LANDSCAPE SUPPLY	08/03/2021	703611	PO220364	01	8150	0	0000 8110	4320	090	741	57788	477.19
BROADMOOR LANDSCAPE SUPPLY	08/03/2021	703611	PO220364	01	8150	0	0000 8110	4320	090	741	57791	514.98
BROADMOOR LANDSCAPE SUPPLY	08/03/2021	703611	PO220364	01	8150	0	0000 8110	4320	090	741	57937	133.83
BROADMOOR LANDSCAPE SUPPLY	08/03/2021	703611	PO220364	01	8150	0	0000 8110	4320	090	741	57959	75.37
BROADMOOR LANDSCAPE SUPPLY	08/03/2021	703611	PO220364	01	8150	0	0000 8110	4320	090	741	57966	164.26
BROADMOOR LANDSCAPE SUPPLY	08/10/2021	704760	PO220364	01	8150	0	0000 8110	4320	090	741	57938	186.90
BROADMOOR LANDSCAPE SUPPLY	08/10/2021	704750	PO220364	01	8150	0	0000 8110	4320	090	741	57997	167.01
BROADMOOR LANDSCAPE SUPPLY	08/10/2021	704750	PO220364	01	8150	0	0000 8110	4320	090	741	57999	334.02
BROADMOOR LANDSCAPE SUPPLY	08/10/2021	704750	PO220364	01	8150	0	0000 8110	4320	090	741	58000	334.02
BROADMOOR LANDSCAPE SUPPLY	08/10/2021	704750	PO220364	01	8150	0	0000 8110	4320	090	741	58003	167.01
BROADMOOR LANDSCAPE SUPPLY	08/10/2021	704750	PO220364	01	8150	0	0000 8110	4320	090	741	58018	94.49
BROADMOOR LANDSCAPE SUPPLY	08/10/2021	704750	PO220364	01	8150	0	0000 8110	4320	090	741	58002	167.01
BROADMOOR LANDSCAPE SUPPLY	08/12/2021	705246	PO220364	01	8150	0	0000 8110	4320	090	741	58031	54.33
BROADMOOR LANDSCAPE SUPPLY	08/12/2021	705246	PO220364	01	8150	0	0000 8110	4320	090	741	58111	167.01
BROADMOOR LANDSCAPE SUPPLY	08/24/2021	706836	PO220364	01	8150	0	0000 8110	4320	090	741	58116	167.01
BROADMOOR LANDSCAPE SUPPLY	08/24/2021	706836	PO220364	01	8150	0	0000 8110	4320	090	741	58120	167.01
BROADMOOR LANDSCAPE SUPPLY	08/24/2021	706836	PO220364	01	8150	0	0000 8110	4320	090	741	58127	188.99
BROADMOOR LANDSCAPE SUPPLY	08/26/2021	708419	PO220364	01	8150	0	0000 8110	4320	090	741	58131	94.49
BROADMOOR LANDSCAPE SUPPLY	08/26/2021	708419	PO220364	01	8150	0	0000 8110	4320	090	741	58131	94.49
BROADMOOR LANDSCAPE SUPPLY TOTAL												3,654.93
BSN SPORTS LLC	08/24/2021	706883	PO220659	01	9128	0	1110 1000	5699	033	717	913415981	158.96
BSN SPORTS LLC TOTAL												158.96
CALIFORNIA WATER SERVICE	08/03/2021	703612	PO220326	01	0000	0	0000 8200	5530	090	760	6907544444-JULY21	46,671.23
CALIFORNIA WATER SERVICE	08/26/2021	708448	PO220326	01	0000	0	0000 8200	5530	090	760	6907544444-AUG21	47,881.58
CALIFORNIA WATER SERVICE TOTAL												94,552.81
CALPERS	08/24/2021	706869	PV220067	01	0000	0	0000 0000	9564	000		SEP21 1354490268	691,482.93
CALPERS	08/24/2021	706869	PV220067	01	0000	0	0000 7340	5899	090	717	SEP21 1354490268	1,728.71
CALPERS	08/24/2021	706869	PV220067	01	0000	0	0000 7600	5899	090	810	SEP21 1354490268	445.08
CALPERS	08/24/2021	706869	PV220067	01	0000	0	0000 7600	3701	090	810	SEP21 1354490268	36,322.00
CALPERS	08/24/2021	706869	PV220067	01	0000	0	0000 7600	3702	090	810	SEP21 1354490268	23,452.00
CALPERS	08/24/2021	706855	PV220069	01	0000	0	0000 7600	3701	090	810	SEP21 BOT PREMIUMS	648.96

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
CALPERS	08/24/2021	706855	PV220069	01	0000	0	0000	7600	5899	090	810	SEP21 BOT PREMIUMS	1.62
CALPERS TOTAL													754,081.30
CAL-STEAM	08/05/2021	704064	PO220365	01	8150	0	0000	8110	4320	090	741	4105940	92.00
CAL-STEAM	08/05/2021	704064	PO220365	01	8150	0	0000	8110	4320	090	741	4111858	310.55
CAL-STEAM	08/05/2021	704064	PO220365	01	8150	0	0000	8110	4320	090	741	4113377	745.93
CAL-STEAM	08/05/2021	704064	PO220365	01	8150	0	0000	8110	4320	090	741	4109119	31.59
CAL-STEAM	08/05/2021	704064	PO220365	01	8150	0	0000	8110	4320	090	741	4109904	118.50
CAL-STEAM	08/10/2021	704786	PO220365	01	8150	0	0000	8110	4320	090	741	4125449	45.35
CAL-STEAM	08/17/2021	705792	PO220365	01	8150	0	0000	8110	4320	090	741	4127159	43.89
CAL-STEAM	08/17/2021	705792	PO220365	01	8150	0	0000	8110	4320	090	741	4127159-1	62.93
CAL-STEAM	08/31/2021	709055	PO220365	01	8150	0	0000	8110	4320	090	741	4133283	552.03
CAL-STEAM TOTAL													2,002.77
CAPITAL ENGINEERING	08/12/2021	705247	PO220173	01	3212	0	1110	1000	5899	090	329	79261	14,859.10
CAPITAL ENGINEERING TOTAL													14,859.10
CAROLINA BIOLOGICAL SUPPLY CO	08/19/2021	706379	PO220260	01	0000	0	1235	1000	4320	033	070	51457190 RI	1,467.38
CAROLINA BIOLOGICAL SUPPLY CO	08/19/2021	706379	PO220260	01	0000	0	1235	1000	4320	033	070	51456188 RI	516.40
CAROLINA BIOLOGICAL SUPPLY CO	08/19/2021	706379	PO220260	01	0000	0	1235	1000	4320	033	070	51458858 RI	62.35
CAROLINA BIOLOGICAL SUPPLY CO TOTAL													2,046.13
CASTILLO, ISRAEL	08/24/2021	706878	PV220071	01	0000	0	0000	0000	9131	000		PETTY CASH REIMBURSEMENT	200.00
CASTILLO, ISRAEL TOTAL													200.00
CBF INC.	08/05/2021	704061	PO220082	01	0000	0	0000	2424	5600	090	735	31826	2,075.00
CBF INC.	08/05/2021	704061	PO220082	01	0000	0	0000	2424	5600	090	735	31875	1,990.00
CBF INC.	08/19/2021	706369	PO220082	01	0000	0	0000	2424	5600	090	735	32094	490.00
CBF INC. TOTAL													4,555.00
CDW GOVERNMENT INC	08/03/2021	703626	PO220052	01	0000	0	1237	1000	4320	033	070	H453064	114.97
CDW GOVERNMENT INC	08/03/2021	703600	PO220084	01	0000	0	0000	2424	4320	090	735	H077079	99.38
CDW GOVERNMENT INC	08/03/2021	703626	PO220084	01	0000	0	0000	2424	4320	090	735	H307995	16.21
CDW GOVERNMENT INC	08/03/2021	703626	PO220084	01	0000	0	0000	2424	4320	090	735	H336089	362.59
CDW GOVERNMENT INC	08/03/2021	703626	PO220084	01	0000	0	0000	2424	4320	090	735	H278602	1,453.43
CDW GOVERNMENT INC	08/03/2021	703626	PO220084	01	0000	0	0000	2424	4320	090	735	H430761	69.48
CDW GOVERNMENT INC	08/03/2021	703626	PO220084	01	0000	0	0000	2424	4320	090	735	H468931	854.04
CDW GOVERNMENT INC	08/03/2021	703626	PO220261	01	0000	0	1110	1000	4420	033	070	H376074	570.25
CDW GOVERNMENT INC	08/05/2021	704062	PO220084	01	0000	0	0000	2424	4320	090	735	H559492	477.96
CDW GOVERNMENT INC	08/05/2021	704062	PO220084	01	0000	0	0000	2424	4320	090	735	H549798	227.69
CDW GOVERNMENT INC	08/10/2021	704770	PO220084	01	0000	0	0000	2424	4320	090	735	H537332	57.14
CDW GOVERNMENT INC	08/10/2021	704787	PO220084	01	0000	0	0000	2424	4320	090	735	H593368	51.93
CDW GOVERNMENT INC	08/10/2021	704787	PO220084	01	0000	0	0000	2424	4320	090	735	H660776	2,573.05
CDW GOVERNMENT INC	08/10/2021	704751	PO220303	01	0000	0	1110	1000	4320	007	070	H441115	5,257.52
CDW GOVERNMENT INC	08/12/2021	705248	PO220084	01	0000	0	0000	2424	4320	090	735	H631333	67.46
CDW GOVERNMENT INC	08/12/2021	705273	PO220084	01	0000	0	0000	2424	4320	090	735	H790720	125.26
CDW GOVERNMENT INC	08/17/2021	705736	PO220084	01	0000	0	0000	2424	4320	090	735	H725772	85.70
CDW GOVERNMENT INC	08/17/2021	705764	PO220257	01	0000	0	1110	1000	4420	032	070	H846182	1,457.37

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
CDW GOVERNMENT INC	08/17/2021	705736	PO220500	01	0801	0	1110	1000	4420	006	180	H857776	949.66
CDW GOVERNMENT INC	08/19/2021	706380	PO220084	01	0000	0	0000	2424	4320	090	735	J015156	45.70
CDW GOVERNMENT INC	08/19/2021	706380	PO220084	01	0000	0	0000	2424	4320	090	735	J029830	637.28
CDW GOVERNMENT INC	08/19/2021	706380	PO220084	01	0000	0	0000	2424	4320	090	735	H985511	671.03
CDW GOVERNMENT INC	08/26/2021	708430	PO220084	01	0000	0	0000	2424	4320	090	735	J116959	285.89
CDW GOVERNMENT INC	08/26/2021	708411	PO220084	01	0000	0	0000	2424	4320	090	735	J154010	214.26
CDW GOVERNMENT INC TOTAL													16,725.25
CENGAGE LEARNING	08/17/2021	705793	PO220505	01	4203	0	4760	1000	4320	090	330	74793276	10,224.98
CENGAGE LEARNING	08/26/2021	708420	PO220506	01	4203	0	4760	1000	4320	090	330	74793282	3,195.30
CENGAGE LEARNING TOTAL													13,420.28
CHAN, MARILYN	08/24/2021	706837	PV220064	01	0801	0	1110	1000	5210	090	172	REFUND FOR REGISTRATION-PRO	40.00
CHAN, MARILYN													40.00
CHAVEZ GROUP	08/24/2021	706892	PO220654	01	0000	0	0000	7110	5899	090	713	745	426.25
CHAVEZ GROUP TOTAL													426.25
CITY AUTO SUPPLY	08/03/2021	703613	PO220413	01	8150	0	0000	8110	4320	090	741	3-821346	308.23
CITY AUTO SUPPLY	08/03/2021	703613	PO220413	01	8150	0	0000	8110	4320	090	741	3-821751	129.78
CITY AUTO SUPPLY	08/03/2021	703613	PO220413	01	8150	0	0000	8110	4320	090	741	3-823663	55.11
CITY AUTO SUPPLY	08/10/2021	704752	PO220413	01	8150	0	0000	8110	4320	090	741	3-825255	42.01
CITY AUTO SUPPLY	08/12/2021	705256	PO220413	01	8150	0	0000	8110	4320	090	741	3-826830	413.22
CITY AUTO SUPPLY	08/12/2021	705256	PO220413	01	8150	0	0000	8110	4320	090	741	3-826626	154.43
CITY AUTO SUPPLY TOTAL													1,102.78
CITY OF SAN BRUNO	08/12/2021	705257	PO220492	01	0000	0	0000	8200	5530	090	760	630420-JULY21	305.24
CITY OF SAN BRUNO	08/12/2021	705257	PO220492	01	0000	0	0000	8200	5530	090	760	630440-JULY21	85.27
CITY OF SAN BRUNO TOTAL													390.51
CLAYBON, ERIC	08/26/2021	708421	PV220073	01	0000	0	0000	0000	9131	000		PETTY CASH REIMBURSEMENT-AL	200.00
CLAYBON, ERIC TOTAL													200.00
CODESP	08/17/2021	705761	PO220661	01	0000	0	0000	7490	5899	090	716	0004936	1,150.00
CODESP	08/17/2021	705761	PO220661	01	0000	0	0000	7400	5899	090	715	0004936	1,150.00
CODESP TOTAL													2,300.00
COMCAST BUSINESS	08/31/2021	709062	PO220039	01	0000	0	0000	2424	5899	090	735	8155200440616029-AUG21	295.17
COMCAST BUSINESS TOTAL													295.17
CONSOLIDATED PLASTICS CO INC	08/17/2021	705774	PO220400	01	0000	0	0000	8200	4320	009	759	7863256	776.84
CONSOLIDATED PLASTICS CO INC TOTAL													776.84
CORODATA	08/26/2021	708412	PO220049	01	0000	0	0000	8200	5899	090	760	DNI326783-JULY21	373.33
CORODATA TOTAL													373.33
COVACHA, JONATHAN	08/24/2021	706879	PV220072	01	0000	0	0000	0000	9131	000		PETTY CASH REIMBURSEMENT	200.00
COVACHA, JONATHAN	08/24/2021	706893	PV220075	01	0000	0	1110	1000	4322	008	070	REIMBURSEMENT FOR STAFF MEE	319.32
COVACHA, JONATHAN	08/24/2021	706893	PV220075	01	0000	0	1110	1000	4320	008	070	REIMBURSEMENT FOR STAFF MEE	30.75
COVACHA, JONATHAN TOTAL													550.07
D & S MARKETING SYSTEMS INC	08/31/2021	709056	PO220578	01	0000	0	1110	1000	4100	090	317	A94484	405.90
D & S MARKETING SYSTEMS INC TOTAL													405.90
DAN'S DRILLING & FENCING INC.	08/24/2021	706894	PO220731	01	8150	0	0000	8110	5899	007	741	4711	2,480.00

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
DAN'S DRILLING & FENCING INC. TOTAL													2,480.00
DAVID T. KAWAKITA	08/12/2021	705250	CL210180	01	0000	0	0000	0000	9510	000		18130	2,140.13
DAVID T. KAWAKITA TOTAL													2,140.13
DELTA BLUE GRASS	08/24/2021	706838	PO220353	01	0000	0	0000	8200	4320	090	760	74361	2,281.64
DELTA BLUE GRASS TOTAL													2,281.64
DOCUSIGN INC	08/05/2021	704065	PO220175	01	3212	0	1110	1000	5813	090	329	INV26239325	49,132.60
DOCUSIGN INC TOTAL													49,132.60
DOG WASTE DEPOT	08/17/2021	705762	PO220516	01	0000	0	0000	8200	4320	090	760	427316	166.08
DOG WASTE DEPOT TOTAL													166.08
DRI-STICK DECAL CORP	08/03/2021	703604	PO220065	01	9207	0	1110	1000	4320	032	356	382560	252.27
DRI-STICK DECAL CORP TOTAL													252.27
DUNN-EDWARDS CORPORATION	08/03/2021	703614	PO220366	01	8150	0	0000	8110	4320	090	741	2020166176	1,159.76
DUNN-EDWARDS CORPORATION	08/03/2021	703614	PO220366	01	8150	0	0000	8110	4320	090	741	2020166371	1,119.14
DUNN-EDWARDS CORPORATION	08/03/2021	703614	PO220366	01	8150	0	0000	8110	4320	090	741	2020166651	1,487.84
DUNN-EDWARDS CORPORATION	08/03/2021	703627	PO220366	01	8150	0	0000	8110	4320	090	741	2020166807	592.59
DUNN-EDWARDS CORPORATION	08/10/2021	704784	PO220366	01	8150	0	0000	8110	4320	090	741	2020167007	237.42
DUNN-EDWARDS CORPORATION	08/17/2021	705794	PO220366	01	8150	0	0000	8110	4320	090	741	2020167239	57.35
DUNN-EDWARDS CORPORATION	08/31/2021	709057	PO220366	01	8150	0	0000	8110	4320	090	741	2020167439	700.17
DUNN-EDWARDS CORPORATION TOTAL													5,354.27
EDGEUNITY INC	08/26/2021	708422	PO220612	01	3212	0	1110	1000	5813	090	329	827313	48,500.00
EDGEUNITY INC TOTAL													48,500.00
EDGEWOOD CENTER FOR CHILDREN	08/31/2021	709072	CL210192	01	6500	0	0000	0000	9510	000		INV30217	44.65
EDGEWOOD CENTER FOR CHILDREN	08/31/2021	709072	CL210192	01	6500	0	0000	0000	9510	000		INV30218	33.25
EDGEWOOD CENTER FOR CHILDREN TOTAL													77.90
EDMENTUM	08/17/2021	705765	PO220573	01	3010	0	1110	1000	5813	008	301	INV161968	3,850.00
EDMENTUM TOTAL													3,850.00
EDPUZZLE INC	08/10/2021	704753	PO220399	01	0000	0	1110	1000	5813	033	070	14298	1,450.00
EDPUZZLE INC	08/12/2021	705274	PO220387	01	0801	0	1110	1000	5899	032	180	14578	1,450.00
EDPUZZLE INC TOTAL													2,900.00
ERIC ARMIN INC	08/12/2021	705275	PO220282	01	0801	0	1110	1000	4320	009	180	INV1096799	67.11
ERIC ARMIN INC TOTAL													67.11
EWING IRRIGATION PRODUCTS INC	08/05/2021	704066	PO220362	01	8150	0	0000	8110	4320	090	741	14641004	1,197.31
EWING IRRIGATION PRODUCTS INC	08/17/2021	705795	PO220362	01	8150	0	0000	8110	4320	090	741	14937146	5,837.98
EWING IRRIGATION PRODUCTS INC TOTAL													7,035.29
FAGEN FRIEDMAN & FULLFROST LLP	08/10/2021	704767	CL210177	01	0000	0	0000	0000	9510	000		178500	589.00
FAGEN FRIEDMAN & FULLFROST LLP	08/10/2021	704767	CL210177	01	0000	0	0000	0000	9510	000		178500	310.00
FAGEN FRIEDMAN & FULLFROST LLP	08/10/2021	704767	CL210177	01	6500	0	0000	0000	9510	000		178500	1,643.00
FAGEN FRIEDMAN & FULLFROST LLP TOTAL													2,542.00
FLINN SCIENTIFIC INC.	08/12/2021	705258	PO220401	01	9044	0	1110	1000	4320	090	063	2590986	88.94
FLINN SCIENTIFIC INC.	08/12/2021	705258	PO220401	01	9044	0	1110	1000	4320	090	063	2590986-1	15.95
FLINN SCIENTIFIC INC.	08/17/2021	705766	PO220404	01	9044	0	1110	1000	4320	090	063	2591073	88.95
FLINN SCIENTIFIC INC.	08/17/2021	705766	PO220404	01	9044	0	1110	1000	4320	090	063	2591073-1	15.95

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
FLINN SCIENTIFIC INC.	08/24/2021	706885	PO220402	01	9044	0	1110	1000	4320	090	063	2590982	88.94
FLINN SCIENTIFIC INC.	08/24/2021	706885	PO220402	01	9044	0	1110	1000	4320	090	063	2590982-1	15.95
FLINN SCIENTIFIC INC. TOTAL													314.68
FLYERS ENERGY LLC	08/17/2021	705737	CL210182	01	0000	0	0000	0000	9510	000		21-315496	7,670.58
FLYERS ENERGY LLC	08/17/2021	705737	CL210182	01	0000	0	0000	0000	9510	000		21-345028	8,231.93
FLYERS ENERGY LLC	08/24/2021	706896	PO220355	01	0000	0	0000	8200	4320	090	760	21-374466	7,243.92
FLYERS ENERGY LLC TOTAL													23,146.43
FOLLETT SCHOOL SOLUTIONS INC	08/17/2021	705754	PO220216	01	3010	0	1110	1000	4200	007	301	884894F	3,894.92
FOLLETT SCHOOL SOLUTIONS INC	08/31/2021	709073	PO220280	01	0000	0	1110	1000	4100	090	317	2578816A	295.45
FOLLETT SCHOOL SOLUTIONS INC	08/31/2021	709073	PO220280	01	0000	0	1110	1000	4100	090	317	2578816B	11,976.22
FOLLETT SCHOOL SOLUTIONS INC TOTAL													16,166.59
FREESTYLE PHOTO	08/26/2021	708415	PO220669	01	0000	0	1228	1000	4320	032	070	1564421	78.86
FREESTYLE PHOTO TOTAL													78.86
FREGOSO, JENNY	08/17/2021	705738	PO220593	01	0000	0	0000	7602	5880	090	726	SMART TUITION-AUG21	14,399.00
FREGOSO, JENNY	08/31/2021	709087	PO220593	01	0000	0	0000	7602	5880	090	726	TUITION-08/05/2021	14,399.00
FREGOSO, JENNY TOTAL													28,798.00
FRONTLINE TECHNOLOGIES INC	08/17/2021	705739	PO220587	01	0000	0	0000	7400	5813	090	715	INVUS139958	20,760.90
FRONTLINE TECHNOLOGIES INC	08/17/2021	705739	PO220587	01	0000	0	0000	7490	5813	090	716	INVUS139958	20,760.90
FRONTLINE TECHNOLOGIES INC TOTAL													41,521.80
GONZALEZ, LETICIA	08/19/2021	706385	PV220055	01	9302	0	1110	1000	4322	090	600	REFUND FOR BLIS STAFF/LUNCH	23.75
GONZALEZ, LETICIA	08/24/2021	706880	PV220058	01	9302	0	1110	1000	4322	090	600	BREAKFAST-BLIS MEETING- REIME	88.48
GONZALEZ, LETICIA TOTAL													112.23
GOPHER SPORTS	08/26/2021	708432	PV220077	01	5640	0	5001	3900	4320	090	350	IN72688	133.93
GOPHER SPORTS TOTAL													133.93
GRAINGER	08/03/2021	703615	PO220363	01	8150	0	0000	8110	4320	090	741	9957185912	333.66
GRAINGER	08/10/2021	704771	PO220363	01	8150	0	0000	8110	4320	090	741	7093351075-JULY21	423.03
GRAINGER	08/19/2021	706370	PO220338	01	0000	0	0000	7540	4320	090	761	9007645667	547.61
GRAINGER	08/19/2021	706386	PO220363	01	8150	0	0000	8110	4320	090	741	9007840268	1,157.54
GRAINGER	08/31/2021	709088	PO220363	01	8150	0	0000	8110	4320	090	741	9019254250	232.22
GRAINGER TOTAL													2,694.06
GRINDY, SCOTT	08/04/2021	703060	PV220037	01	0000	0	0000	0000	8699	000	000	REISSUE CHK 196305	(76.97)
GRINDY, SCOTT TOTAL													(76.97)
HEINEMANN BOOKS	08/17/2021	705768	PO220520	01	0000	0	1110	1000	5210	014	070	7347905	500.00
HEINEMANN BOOKS TOTAL													500.00
HILLYARD/SAN FRANCISCO	08/03/2021	703616	PO220361	01	0000	0	0000	8200	4320	090	760	604385308	970.09
HILLYARD/SAN FRANCISCO	08/26/2021	708423	PO220002	01	0000	0	0000	8200	4320	022	759	604427321	2,237.58
HILLYARD/SAN FRANCISCO	08/26/2021	708449	PO220022	01	0000	0	0000	8200	4320	002	759	604435515	2,717.15
HILLYARD/SAN FRANCISCO	08/26/2021	708449	PO220028	01	0000	0	0000	8200	4320	033	759	604435516	2,881.25
HILLYARD/SAN FRANCISCO TOTAL													8,806.07
HODGE PRODUCTS INC	08/10/2021	704772	PO220051	01	0000	0	1110	1000	4320	021	070	0471308-IN	3,687.37
HODGE PRODUCTS INC	08/24/2021	706842	PV220057	01	0000	0	1230	1000	4320	033	070	INV#0470915-N; INV#0470853-N	11,412.80
HODGE PRODUCTS INC TOTAL													15,100.17

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
DOM, ESABELLA	08/12/2021	705269	MV220001	01	9218	0	0000	0000	8699	032	356	REFUND AP EXAM	100.00
DOM, ESABELLA TOTAL													100.00
HOME DEPOT CREDIT SERVICES	08/03/2021	703603	CL210171	01	8150	0	0000	0000	9510	000		6035322502554250-JUNE30	1,135.92
HOME DEPOT CREDIT SERVICES	08/03/2021	703618	PO220321	01	8150	0	0000	8110	4320	090	741	6035322502554250-JULY21	914.92
HOME DEPOT CREDIT SERVICES	08/31/2021	709080	PO220321	01	8150	0	0000	8110	4320	090	741	6035322502554250-AUG21	3,037.39
HOME DEPOT CREDIT SERVICES TOTAL													5,088.23
ILLUMINATE EDUCATION INC.	08/17/2021	705776	PO220163	01	3212	0	1110	1000	5813	090	329	CINV00000004119	90,640.90
ILLUMINATE EDUCATION INC. TOTAL													90,640.90
INFINITE CAMPUS INC.	08/17/2021	705770	PO220634	01	0000	0	0000	3900	5813	090	305	ANNUAL034025	109,084.00
INFINITE CAMPUS INC.	08/17/2021	705770	PO220634	01	0000	0	0000	3900	5813	090	305	ANNUAL035171	9,348.67
INFINITE CAMPUS INC. TOTAL													118,432.67
INTERSTATE TRAFFIC CONTROL PRO	08/26/2021	708416	PO220447	01	8150	0	0000	8110	4320	090	741	246080	863.73
INTERSTATE TRAFFIC CONTROL PRO TOTAL													863.73
IRISH, KEITH	08/24/2021	706846	PV220065	01	0000	0	0000	2700	4322	090	762	NGSS LUNCH	172.25
IRISH, KEITH TOTAL													172.25
J.W. PEPPER & SON INC	08/26/2021	708450	PO220590	01	0000	0	1227	1000	4320	033	070	363516542	11.75
J.W. PEPPER & SON INC	08/26/2021	708450	PO220590	01	0000	0	1227	1000	4320	033	070	363516890	11.75
J.W. PEPPER & SON INC	08/26/2021	708450	PO220590	01	0000	0	1227	1000	4320	033	070	363519934	50.00
J.W. PEPPER & SON INC TOTAL													73.50
JOHNSTONE SUPPLY	08/05/2021	704067	PO220367	01	8150	0	0000	8110	4320	090	741	110-S100734798.001	120.18
JOHNSTONE SUPPLY	08/05/2021	704067	PO220367	01	8150	0	0000	8110	4320	090	741	110-S100738027.001	17.31
JOHNSTONE SUPPLY	08/05/2021	704067	PO220367	01	8150	0	0000	8110	4320	090	741	110-S100737147.001	136.79
JOHNSTONE SUPPLY	08/05/2021	704067	PO220367	01	8150	0	0000	8110	4320	090	741	110-S100738025.001	241.22
JOHNSTONE SUPPLY	08/05/2021	704067	PO220367	01	8150	0	0000	8110	4320	090	741	110-S100739505.002	48.49
JOHNSTONE SUPPLY	08/12/2021	705252	PO220367	01	8150	0	0000	8110	4320	090	741	110-S100739651.001	505.64
JOHNSTONE SUPPLY TOTAL													1,069.63
JONES SCHOOL SUPPLY CO	08/17/2021	705755	PO220602	01	0000	0	1110	1000	4320	033	070	1833951	182.65
JONES SCHOOL SUPPLY CO TOTAL													182.65
JOSTEN'S INC	08/31/2021	709081	PO220023	01	0000	0	0000	3900	4320	033	070	26794760	10.42
JOSTEN'S INC	08/31/2021	709081	PO220023	01	0000	0	0000	3900	4320	033	070	26816402	10.42
JOSTEN'S INC TOTAL													20.84
KAPLAN EARLY LEARNING CO.	08/19/2021	706387	PO220342	01	3010	0	1110	1000	4320	007	301	0005948907	438.91
KAPLAN EARLY LEARNING CO.													438.91
KBA DOCUSYS INC	08/03/2021	703619	PO220042	01	0000	0	1110	1000	5600	090	722	55Y1196683-JULY21	1,538.54
KBA DOCUSYS INC	08/24/2021	706843	PO220042	01	0000	0	1110	1000	5600	090	722	55Y1202015	2,434.93
KBA DOCUSYS INC TOTAL													3,973.47
KELLY PAPER	08/03/2021	703592	PO220142	01	0000	0	1110	1000	4320	010	070	10647647	2,214.01
KELLY PAPER	08/03/2021	703592	PO220142	01	0000	0	1110	1000	4320	010	070	10647726	202.08
KELLY PAPER	08/17/2021	705798	PO220668	01	0000	0	1110	1000	4320	013	070	10668112	1,283.34
KELLY PAPER	08/26/2021	708417	PO220403	01	0000	0	0000	2700	4320	007	070	10653808	1,604.18
KELLY PAPER TOTAL													5,303.61
KELLY SPICERS FACILITIES	08/24/2021	706844	PO220666	01	8150	0	0000	8110	4320	090	741	4550659	991.49

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
KELLY SPICERS FACILITIES	08/24/2021	706844	PO220666	01	8150	0	0000	8110	4320	090	741	4550850	877.41
KELLY SPICERS FACILITIES	08/24/2021	706844	PO220666	01	8150	0	0000	8110	4320	090	741	4550851	1,010.61
KELLY SPICERS FACILITIES TOTAL													2,879.51
KUWADA, LOLETA	08/19/2021	706388	PV220056	01	9302	0	1110	1000	4322	090	600	REFUND FOR BLIS MEETING LUNC	450.00
KUWADA, LOLETA TOTAL													450.00
LAKESHORE	08/17/2021	705783	PO220583	01	0000	0	1110	1000	4320	013	070	4333330821	303.40
LAKESHORE TOTAL													303.40
LASERTORIUM OFFICE SYSTEMS	08/17/2021	705784	PO220168	01	0000	0	0000	2424	5600	090	735	21435	420.77
LASERTORIUM OFFICE SYSTEMS TOTAL													420.77
LAWSON PRODUCTS INC	08/05/2021	704086	PO220446	01	8150	0	0000	8110	4320	090	741	9308587221	227.49
LAWSON PRODUCTS INC	08/05/2021	704086	PO220446	01	8150	0	0000	8110	4320	090	741	9308583662	553.06
LAWSON PRODUCTS INC	08/12/2021	705259	PO220446	01	8150	0	0000	8110	4320	090	741	9308668717	163.97
LAWSON PRODUCTS INC	08/12/2021	705259	PO220446	01	8150	0	0000	8110	4320	090	741	9308668717-1	14.70
LAWSON PRODUCTS INC TOTAL													959.22
LEADER SERVICES	08/17/2021	705740	PV220047	01	5640	0	5001	3900	5899	090	350	CDS 5560 JUL21	357.40
LEADER SERVICES TOTAL													357.40
LEE, MARGARET	08/24/2021	706897	PV220074	01	6500	0	5760	1190	5899	090	204	SUPPLIES/WEB FEB-JUL21	69.84
LEE, MARGARET	08/24/2021	706897	PV220074	01	6500	0	5760	1190	4320	090	204	SUPPLIES/WEB FEB-JUL21	57.91
LEE, MARGARET	08/24/2021	706897	PV220074	01	6500	0	5760	1190	4320	090	204	SUPPLIES/WEB FEB-JUL21	71.28
LEE, MARGARET	08/31/2021	709064	PV220082	01	6500	0	5760	1190	5813	090	245	SLP MAR-JUL21	64.75
LEE, MARGARET TOTAL													263.78
LIDIA'S ITALIAN DELI	08/17/2021	705743	PO220580	01	9206	0	0000	2700	4322	032	356	7323	161.00
LIDIA'S ITALIAN DELI	08/24/2021	706856	PO220001	01	9010	0	1110	1000	4322	022	356	7324	300.00
LIDIA'S ITALIAN DELI TOTAL													461.00
LINCOLN AQUATICS	08/31/2021	709082	PO220439	01	8150	0	0000	8110	4320	090	741	D8746806	987.29
LINCOLN AQUATICS	08/31/2021	709074	PO220439	01	8150	0	0000	8110	4320	090	741	D8746812	780.18
LINCOLN AQUATICS	08/31/2021	709074	PO220439	01	8150	0	0000	8110	4320	090	741	D8746813	765.78
LINCOLN AQUATICS	08/31/2021	709074	PO220439	01	8150	0	0000	8110	4320	090	741	SL030382	497.89
LINCOLN AQUATICS TOTAL													3,031.14
LITERABLY INC	08/24/2021	706862	PO220328	01	3212	0	1110	1000	5813	090	329	SSFU RENEWAL FY21/22	24,000.00
LITERABLY INC TOTAL													24,000.00
LOSADA, CRISTINA	08/03/2021	703620	PV220042	01	0000	0	0000	0000	9589	000		REISSUE CHK# 213355	3,729.78
LOSADA, CRISTINA TOTAL													3,729.78
LOSNO, SONIA	08/24/2021	706847	PV220060	01	0000	0	1110	1000	4322	090	762	RETREAT SUPPLY AUG21	17.53
LOSNO, SONIA TOTAL													17.53
LOWE'S BUSINESS ACCOUNT	08/03/2021	703605	CL210162	01	8150	0	0000	0000	9510	000		82131059006721- JUN21-A	812.47
LOWE'S BUSINESS ACCOUNT	08/03/2021	703605	PO220320	01	8150	0	0000	8110	4320	090	741	82131059006721 JUL21	6,865.17
LOWE'S BUSINESS ACCOUNT	08/31/2021	709065	PO220320	01	8150	0	0000	8110	4320	090	741	82131059006721 AUG21	4,259.37
LOWE'S BUSINESS ACCOUNT TOTAL													11,937.01
LRP PUBLICATIONS	08/12/2021	705236	PO220601	01	5640	0	5001	3150	5813	090	350	4514754	5,994.00
LRP PUBLICATIONS TOTAL													5,994.00
LUNT, DANIEL	08/12/2021	705270	PV220048	01	9206	0	1110	1000	5899	032	356	GENIUS PRO FY 21/22	107.89

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
LUNT, DANIEL	08/17/2021	705771	PV220053	01	0000	0	0000	0000	9131	000		FY 21-22 P/CASH	3,500.00
LUNT, DANIEL TOTAL													3,607.89
LYNGSO GARDEN MATERIALS INC.	08/26/2021	708433	PO220493	01	8150	0	0000	8110	4320	090	741	998460	5,147.62
LYNGSO GARDEN MATERIALS INC. TOTAL													5,147.62
MAC, AL	08/03/2021	703593	CL210168	01	0000	0	0000	0000	9510	000		WHT CHAIRS MAY21	485.00
MAC, AL TOTAL													485.00
MALTBY ELECTRIC SUPPLY COMPANY	08/12/2021	705260	PO220459	01	8150	0	0000	8110	4320	090	741	S1954771.001	255.66
MALTBY ELECTRIC SUPPLY COMPANY	08/17/2021	705756	PO220459	01	8150	0	0000	8110	4320	090	741	S1954227.001	76.91
MALTBY ELECTRIC SUPPLY COMPANY	08/19/2021	706376	PO220459	01	8150	0	0000	8110	4320	090	741	S1955423.001	579.57
MALTBY ELECTRIC SUPPLY COMPANY	08/24/2021	706857	PO220459	01	8150	0	0000	8110	4320	090	741	S1955913.001	205.69
MALTBY ELECTRIC SUPPLY COMPANY	08/26/2021	708403	PO220459	01	8150	0	0000	8110	4320	090	741	S1956118.001	9.61
MALTBY ELECTRIC SUPPLY COMPANY TOTAL													1,127.44
MARTINEZ, VERONICA	08/17/2021	705748	PV220049	01	0000	0	0000	7400	4320	090	715	CARDS/LABELS AUG21	90.09
MARTINEZ, VERONICA TOTAL													90.09
MAXIM HEALTHCARE STAFFING	08/10/2021	704773	PO220274	01	6500	0	5760	1190	5870	090	245	E3373770132B JUL21	1,050.00
MAXIM HEALTHCARE STAFFING	08/10/2021	704773	PO220274	01	6500	0	5760	1190	5870	090	245	E3419580132 JUL21	4,830.00
MAXIM HEALTHCARE STAFFING	08/26/2021	708424	PO220274	01	6500	0	5760	1190	5870	090	245	E3440050132 JUL21	5,810.00
MAXIM HEALTHCARE STAFFING	08/26/2021	708424	PO220274	01	6500	0	5760	1190	5870	090	245	E3482210132 JUL21	3,360.00
MAXIM HEALTHCARE STAFFING TOTAL													15,050.00
MCGRW-HILL LLC	08/31/2021	709083	PO220263	01	0000	0	1110	1000	4100	090	317	118345434001	4,284.79
MCGRW-HILL LLC	08/31/2021	709083	PO220263	01	0000	0	1110	1000	4100	090	317	118354979001	5,976.60
MCGRW-HILL LLC	08/31/2021	709086	PO220279	01	0000	0	1110	1000	4100	090	317	118364514001	4,312.47
MCGRW-HILL LLC TOTAL													14,573.86
MEDIFY AIR LLC	08/24/2021	706863	PO220297	01	3212	0	1110	1000	4320	090	329	115657	69,887.53
MEDIFY AIR LLC TOTAL													69,887.53
METLIFE INSURANCE COMPANY	08/24/2021	706854	PV220068	01	0000	0	0000	0000	9573	000		SEP21 PREMIUMS	3,600.19
METLIFE INSURANCE COMPANY	08/24/2021	706854	PV220068	01	0000	0	0000	0000	9573	000		SEP21 PREMIUMS	4,736.59
METLIFE INSURANCE COMPANY	08/24/2021	706854	PV220068	01	0000	0	0000	7600	3701	090	810	SEP21 PREMIUMS	13.79
METLIFE INSURANCE COMPANY TOTAL													8,350.57
MIRT, DEBORAH	08/05/2021	704097	PV220044	01	0801	0	1110	1000	4320	009	180	JUL21 CARPET	331.14
MIRT, DEBORAH TOTAL													331.14
MOBYMAX	08/03/2021	703621	PO220081	01	0801	0	1110	1000	5813	006	180	252246	2,999.00
MOBYMAX TOTAL													2,999.00
MOTYLEWSKI, BETTANN	08/04/2021	698341	PV210733	01	0801	0	1110	1000	5899	033	180		(30.00)
MOTYLEWSKI, BETTANN TOTAL													(30.00)
MRC	08/12/2021	705261	PO220117	01	0000	0	0000	7550	5600	090	718	IN2078891	495.43
MRC	08/12/2021	705261	PO220117	01	0000	0	0000	7350	5600	090	717	IN2078891	9.91
MRC TOTAL													505.34
MYSTERY SCIENCE INC.	08/17/2021	705785	PO220673	01	0801	0	1110	1000	5813	002	180	147216	1,499.00
MYSTERY SCIENCE INC.	08/24/2021	706886	PO220663	01	3010	0	1110	1000	5813	008	301	146270	1,499.00
MYSTERY SCIENCE INC. TOTAL													2,998.00
INZY LLC	08/17/2021	705741	PO220242	01	6500	0	5760	1190	5813	090	245	INV-1037077	18,230.90

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal Func	Obj	Sch	Mgmt	Invoice #	Payment
N2Y LLC TOTAL												18,230.90
NASCO	08/17/2021	705778	PO220136	01	0000	0	1237 1000	4320	033	070	123412	42.32
NASCO	08/17/2021	705778	PO220136	01	0000	0	1237 1000	4320	033	070	111313	122.79
NASCO TOTAL												165.11
NCS PEARSON	08/12/2021	705237	PO220540	01	6500	0	5760 1190	4320	090	245	14662134	13,575.92
NCS PEARSON TOTAL												13,575.92
NETWORK CRAZE TECHNOLOGIES INC	08/12/2021	705265	PO220586	01	0000	0	0000 2424	4320	090	735	276696	187.43
NETWORK CRAZE TECHNOLOGIES INC	08/12/2021	705265	PO220586	01	0000	0	0000 2424	4320	090	735	276727	274.57
NETWORK CRAZE TECHNOLOGIES INC TOTAL												462.00
ODENCRANS, ERICA	08/24/2021	706870	PV220061	01	9010	0	1110 1000	4320	021	356	T-SHIRTS AUG21	1,330.01
ODENCRANS, ERICA TOTAL												1,330.01
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220071	01	0000	0	1237 1000	4320	033	070	177635838001	743.69
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220071	01	0000	0	1237 1000	4320	033	070	177646136001	156.02
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703596	PO220083	01	0000	0	0000 2424	4320	090	735	182768997001	65.20
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220096	01	0000	0	0000 8200	4320	090	760	181710089001	258.73
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220096	01	0000	0	0000 8200	4320	090	760	182113807001	5.92
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220098	01	0000	0	0000 2700	4320	032	070	182127378001	233.03
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220098	01	0000	0	0000 2700	4320	032	070	182127135001	131.84
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220098	01	0000	0	0000 2700	4320	032	070	182127376001	1,122.83
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220103	01	0000	0	0000 7300	4320	090	717	181614014001	19.77
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220103	01	0000	0	0000 7300	4320	090	717	181614012001	25.14
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220103	01	0000	0	0000 7300	4320	090	717	180588286001	6.66
OFFICE DEPOT/BUSINESS SERVICE	08/03/2021	703590	PO220006	01	0000	0	1110 1000	4320	010	070	184550650001	154.08
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220020	01	0000	0	1110 1000	4320	008	070	185825769001	5,163.25
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220083	01	0000	0	0000 2424	4320	090	735	184530497001	1,443.13
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220083	01	0000	0	0000 2424	4320	090	735	185080376001	509.95
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220083	01	0000	0	0000 2424	4320	090	735	185086504001	70.35
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220180	01	0000	0	1110 1000	4320	006	070	184498546001	15.36
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220180	01	0000	0	1110 1000	4320	006	070	182345129001	333.36
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220180	01	0000	0	1110 1000	4320	006	070	182345126001	560.75
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220180	01	0000	0	1110 1000	4320	006	070	182331208001	49.41
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220206	01	9218	0	1110 1000	4320	032	356	182335215001	1,815.32
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220206	01	9218	0	1110 1000	4320	032	356	182335213001	45.70
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220206	01	9218	0	1110 1000	4320	032	356	182333349001	54.93
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220207	01	0000	0	1216 1000	4320	032	070	182354763001	657.24
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220207	01	9219	0	1237 1000	4320	032	356	182354763001	79.75
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220281	01	0000	0	1110 1000	4320	009	070	183796938001	36.50
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220281	01	0000	0	1110 1000	4320	009	070	183796938001	145.86
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PO220281	01	0000	0	1110 1000	4320	009	070	183789596001	2,261.27
OFFICE DEPOT/BUSINESS SERVICE	08/10/2021	704778	PV220046	01	6520	0	5001 3900	4320	090	352	176240562002	74.17
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220099	01	0000	0	0000 2700	4320	032	070	182234562001	108.33
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220099	01	0000	0	0000 2700	4320	032	070	182234562001	12.19

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220099	01	0000	0	0000	2700	4320	032	070	182234558001	55.97
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220099	01	0000	0	0000	2700	4320	032	070	182132147001	53.06
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220099	01	0000	0	0000	2700	4320	032	070	182132148001	29.61
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220099	01	0000	0	0000	2700	4320	032	070	182234555001	1,926.39
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220099	01	0000	0	0000	2700	4320	032	070	182231909001	190.07
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220206	01	9218	0	1110	1000	4320	032	356	182335211001	32.95
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220206	01	9218	0	1110	1000	4320	032	356	182333349002	13.83
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220281	01	0000	0	1110	1000	4320	009	070	183789596002	60.85
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220281	01	0000	0	1110	1000	4320	009	070	181828543001	21.43
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220311	01	0000	0	0000	7150	4320	090	714	185442881001	169.09
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220397	01	6500	0	5760	1190	4320	090	245	183906269001	493.01
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220406	01	0000	0	0000	2700	4320	032	070	185624054001	57.64
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220409	01	0000	0	1110	1000	4320	009	070	185622839001	57.41
OFFICE DEPOT/BUSINESS SERVICE	08/17/2021	705735	PO220207	01	9219	0	1237	1000	4320	032	356	182354763002	14.90
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220059	01	0000	0	1110	1000	4320	025	070	185712068001	151.22
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220096	01	0000	0	0000	8200	4320	090	760	181710089002	18.06
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220121	01	0000	0	1110	1000	4320	033	070	178419388001	19.26
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220121	01	0000	0	1110	1000	4320	033	070	178417464002	16.79
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220124	01	0000	0	1110	1000	4320	012	070	185710835001	258.57
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220124	01	0000	0	1110	1000	4320	012	070	185708495001	1,309.72
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220281	01	0000	0	1110	1000	4320	009	070	183750333001	(71.42)
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220302	01	0000	0	0000	3130	4320	090	503	185061026001	32.44
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220302	01	0000	0	0000	3130	4320	090	503	185047311001	68.72
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706839	PO220121	01	0000	0	1110	1000	4320	033	070	178417464001	213.96
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220555	01	0000	0	0000	7400	4320	090	715	184244687001	203.64
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220555	01	0000	0	0000	7490	4320	090	716	184244687001	203.64
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220555	01	0000	0	0000	7400	4320	090	715	184412914001	18.41
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220555	01	0000	0	0000	7490	4320	090	716	184412914001	18.42
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220581	01	0000	0	1110	1000	4320	021	070	187957016001	11.17
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220581	01	0000	0	1110	1000	4320	021	070	185317642002	11.67
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220581	01	0000	0	1110	1000	4320	021	070	185317642001	11.67
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220581	01	0000	0	1110	1000	4320	021	070	185317641001	356.64
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220581	01	0000	0	1110	1000	4320	021	070	185261432001	698.32
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220585	01	0000	0	1110	1000	4320	010	070	184240909001	98.88
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220585	01	0000	0	1110	1000	4320	010	070	184216117001	275.02
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220596	01	5640	0	5001	3900	4320	090	350	185666565001	86.79
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220596	01	5640	0	5001	3900	4320	090	350	185666564001	100.40
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220596	01	5640	0	5001	3900	4320	090	350	185653922001	506.97
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220609	01	0000	0	0000	7340	4320	090	717	187904560001	262.91
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220609	01	0000	0	0000	7350	4320	090	717	187904560001	38.47
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706840	PO220619	01	0000	0	0000	8200	4320	090	760	186020090001	651.81
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220083	01	0000	0	0000	2424	4320	090	735	189441441001	16.47

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal Func	Obj	Sch	Mgmt	Invoice #	Payment	
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220083	01	0000	0	0000	2424	4320	090	735	189429588001	51.04
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220229	01	0000	0	1110	1000	4320	007	070	184161375001	414.50
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220229	01	0000	0	1110	1000	4320	007	070	174998950003	32.30
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220229	01	0000	0	1110	1000	4320	007	070	181595011001	14.90
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220229	01	0000	0	1110	1000	4320	007	070	174998950001	5,094.73
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220229	01	0000	0	1110	1000	4320	007	070	174998950002	28.57
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220229	01	0000	0	1110	1000	4320	007	070	175978512001	38.87
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220229	01	0000	0	1110	1000	4320	007	070	188034770001	207.00
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220554	01	5640	0	5001	3900	4320	090	350	185807192001	43.94
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220554	01	5640	0	5001	3900	4320	090	350	185807186001	24.16
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220554	01	5640	0	5001	3900	4320	090	350	185807185001	56.49
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220554	01	5640	0	5001	3900	4320	090	350	185806905001	43.91
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220554	01	5640	0	5001	3900	4320	090	350	185807189001	156.59
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220574	01	5640	0	5001	3900	4320	090	350	185511159001	793.08
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220576	01	5640	0	5001	3900	4320	090	350	186992546001	246.11
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220596	01	5640	0	5001	3900	4320	090	350	185663922002	12.26
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220596	01	5640	0	5001	3900	4320	090	350	185666567001	197.74
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220600	01	0000	0	0000	2700	4320	022	070	183460098001	103.22
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220600	01	0000	0	0000	2700	4320	022	070	183310004001	238.26
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220646	01	0000	0	1110	1000	4320	014	070	187694119001	355.59
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220646	01	0000	0	1110	1000	4320	014	070	187694625001	9.89
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220646	01	0000	0	1110	1000	4320	014	070	187540079001	36.70
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220650	01	0000	0	1110	1000	4320	014	070	187935167001	31.60
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220650	01	0000	0	1110	1000	4320	014	070	189086972001	10.76
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220650	01	0000	0	1110	1000	4320	014	070	189087074001	151.29
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220651	01	0000	0	1110	1000	4320	002	070	186906610001	483.76
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220658	01	0000	0	1110	1000	4320	014	070	187785505001	54.01
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220658	01	0000	0	1110	1000	4320	014	070	187785505002	39.54
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220658	01	0000	0	1110	1000	4320	014	070	187805010001	8.23
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220672	01	0000	0	0000	2700	4320	032	070	188307006001	214.17
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220681	01	0000	0	1110	1000	4320	014	070	187837632001	55.52
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220681	01	0000	0	1110	1000	4320	014	070	187839281001	56.12
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709078	PO220681	01	0000	0	1110	1000	4320	014	070	187839304001	40.32
OFFICE DEPOT/BUSINESS SERVICE TOTAL													34,469.73
O'NEILL GLASS INC	08/17/2021	705779	PO220569	01	8150	0	0000	8110	5600	090	741	129361	3,485.00
O'NEILL GLASS INC TOTAL													3,485.00
OTIS ELEVATOR COMPANY	08/03/2021	703606	PO220325	01	8150	0	0000	8110	5600	090	741	100400401615	1,694.87
OTIS ELEVATOR COMPANY	08/05/2021	704081	PO220325	01	8150	0	0000	8110	5600	090	741	100400438595	1,694.87
OTIS ELEVATOR COMPANY	08/24/2021	706864	CL210188	01	8150	0	0000	0000	9510	000		SJ26188003	6,468.75
OTIS ELEVATOR COMPANY TOTAL													9,858.49
P G & E	08/12/2021	705238	PO220607	01	0000	0	0000	8200	5510	090	760	7314282172-4 JUL21	23,452.22
P G & E TOTAL													23,452.22

September 23, 2021

Page 73

Consent Agenda

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
PACIFIC NURSERIES	08/05/2021	704072	PO220440	01	0000	0	0000	8200	4320	090	760	SI-6404	4,998.56
PACIFIC NURSERIES	08/05/2021	704072	PO220440	01	0000	0	0000	8200	4320	090	760	SI-7139	191.42
PACIFIC NURSERIES	08/05/2021	704072	PO220440	01	0000	0	0000	8200	4320	090	760	SI-6891	1,739.15
PACIFIC NURSERIES TOTAL													6,829.13
PAPER EDUCATION COMPANY INC	08/17/2021	705744	PO220552	01	7425	0	1110	1000	5899	090	324	1470	130,500.00
PAPER EDUCATION COMPANY INC	08/17/2021	705744	PO220552	01	0801	0	1110	1000	5899	021	180	1470	10,000.00
PAPER EDUCATION COMPANY INC	08/17/2021	705744	PO220552	01	0801	0	1110	1000	5899	022	180	1470	10,000.00
PAPER EDUCATION COMPANY INC	08/17/2021	705744	PO220552	01	0801	0	1110	1000	5899	025	180	1470	10,000.00
PAPER EDUCATION COMPANY INC	08/17/2021	705744	PO220552	01	0801	0	1110	1000	5899	031	180	1470	7,000.00
PAPER EDUCATION COMPANY INC	08/17/2021	705744	PO220552	01	0801	0	1110	1000	5899	032	180	1470	15,000.00
PAPER EDUCATION COMPANY INC	08/17/2021	705744	PO220552	01	0801	0	1110	1000	5899	033	180	1470	15,000.00
PAPER EDUCATION COMPANY INC TOTAL													197,500.00
PAXIS INSTITUTE	08/05/2021	704091	PO220509	01	0802	0	1110	1000	5899	090	195	7115	7,200.00
PAXIS INSTITUTE	08/05/2021	704091	PO220509	01	0802	0	1110	1000	4320	090	195	7115	9,648.00
PAXIS INSTITUTE	08/19/2021	706373	PO220063	01	0000	0	1110	1000	4320	090	762	7180	800.00
PAXIS INSTITUTE TOTAL													17,648.00
PENINSULA ATHLETIC LEAGUE	08/05/2021	704092	PO220498	01	0000	0	0000	3900	5300	090	323	FY21-22 MEMBER FEES	16,550.00
PENINSULA ATHLETIC LEAGUE	08/05/2021	704092	PO220498	01	0000	0	0000	3900	5300	090	323	SSFHS 21-22 FEES	5,038.92
PENINSULA ATHLETIC LEAGUE	08/05/2021	704092	PO220498	01	0000	0	0000	3900	5300	090	323	ECHS 21-22 FEES	2,860.80
PENINSULA ATHLETIC LEAGUE TOTAL													24,439.72
QBS LLC	08/10/2021	704774	PO220276	01	6500	0	5760	1190	5210	090	245	I-026814	10,325.00
QBS LLC	08/10/2021	704774	PO220276	01	6500	0	5760	1190	5210	090	245	I-026815	2,800.00
QBS LLC TOTAL													13,125.00
R & H WHOLESAL SUPPLY INC	08/05/2021	704073	PO220485	01	8150	0	0000	8110	4320	090	741	551578-00	35.84
R & H WHOLESAL SUPPLY INC	08/05/2021	704073	PO220485	01	8150	0	0000	8110	4320	090	741	552365-00	64.38
R & H WHOLESAL SUPPLY INC	08/17/2021	705786	PO220485	01	8150	0	0000	8110	4320	090	741	553426-00	394.19
R & H WHOLESAL SUPPLY INC	08/17/2021	705786	PO220485	01	8150	0	0000	8110	4320	090	741	553344-00	1,577.34
R & H WHOLESAL SUPPLY INC TOTAL													2,071.75
R S D - REFRIGERATION SUPPLIES	08/05/2021	704074	PO220455	01	8150	0	0000	8110	4320	090	741	39306912-00	23.58
R S D - REFRIGERATION SUPPLIES	08/05/2021	704074	PO220455	01	8150	0	0000	8110	4320	090	741	39307224-00	116.09
R S D - REFRIGERATION SUPPLIES	08/24/2021	706898	PO220455	01	8150	0	0000	8110	4320	090	741	39309613-00	311.67
R S D - REFRIGERATION SUPPLIES TOTAL													451.34
READ NATURALLY INC	08/17/2021	705780	PO220146	01	0801	0	1110	1000	5813	010	180	248063	805.00
READ NATURALLY INC TOTAL													805.00
READY REFRESH	08/03/2021	703594	PO220026	01	9010	0	1110	1000	4322	033	356	11G3707625400	70.99
READY REFRESH	08/12/2021	705240	PO220591	01	0000	0	0000	2110	4322	090	762	01M0033464884	15.06
READY REFRESH	08/24/2021	706829	PO220026	01	9010	0	1110	1000	4322	033	356	11H3707625400	83.01
READY REFRESH	08/31/2021	709084	PO220591	01	0000	0	0000	2110	4322	090	762	01H0033464884	15.08
READY REFRESH TOTAL													184.14
REALLY GOOD STUFF	08/05/2021	704098	PO220066	01	0801	0	1110	1000	4320	008	123	7652835	271.82
REALLY GOOD STUFF	08/05/2021	704098	PO220066	01	0801	0	1110	1000	4320	008	123	7652835-1	29.69
REALLY GOOD STUFF	08/24/2021	706865	PO220407	01	0000	0	1110	1000	4320	009	070	7674787	97.86

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
REALLY GOOD STUFF	08/24/2021	706865	PO220407	01	0000	0	1110	1000	4320	009	070	7674787-1	10.95
REALLY GOOD STUFF TOTAL													410.32
REMIND101 INC.	08/10/2021	704762	PO220143	01	0801	0	1110	1000	5813	008	123	2021-112320	1,660.00
REMIND101 INC. TOTAL													1,660.00
RICHARDSON, MINA	08/24/2021	706848	PV220062	01	0000	0	0000	7110	5899	090	713	BINDING AUG21	7.18
RICHARDSON, MINA TOTAL													7.18
RJMS CORP DBA/ TOYOTA MATERIAL	08/05/2021	704093	PO220472	01	0000	0	0000	8200	4320	090	760	CL2L94	375.30
RJMS CORP DBA/ TOYOTA MATERIAL TOTAL													375.30
ROCHESTER 100 INC.	08/24/2021	706866	PO220388	01	0801	0	1110	1000	4320	009	180	INV93737	810.00
ROCHESTER 100 INC.	08/24/2021	706858	PO220582	01	0000	0	1110	1000	4320	013	070	INV94185	159.50
ROCHESTER 100 INC. TOTAL													969.50
R-ZERO SYSTEMS INC.	08/10/2021	704775	PO220334	01	3212	0	1110	1000	4420	090	329	1467	96,497.50
R-ZERO SYSTEMS INC. TOTAL													96,497.50
SAFETY TRAINING SEMINARS	08/31/2021	709085	PO220812	01	0000	0	0000	7400	5899	090	716	5538	1,370.00
SAFETY TRAINING SEMINARS TOTAL													1,370.00
SAFETY-KLEEN CORP	08/05/2021	704087	PO220463	01	0000	0	0000	8200	5860	090	760	86645612	478.92
SAFETY-KLEEN CORP	08/05/2021	704087	PO220463	01	0000	0	0000	8200	5860	090	760	85605057	459.00
SAFETY-KLEEN CORP TOTAL													937.92
SAGE PUBLICATIONS INC.	08/10/2021	704754	PO220562	01	0000	0	1110	1000	4200	090	762	579248KI	1,495.00
SAGE PUBLICATIONS INC. TOTAL													1,495.00
SAN FRANCISCO WINDOW & DOOR CO	08/05/2021	704088	PO220479	01	8150	0	0000	8110	4320	090	741	44711	1,004.25
SAN FRANCISCO WINDOW & DOOR CO	08/24/2021	706872	PO220479	01	8150	0	0000	8110	4320	090	741	44751	409.83
SAN FRANCISCO WINDOW & DOOR CO TOTAL													1,414.08
SAN JOAQUIN COE	08/31/2021	709067	PO220724	01	0000	0	0000	7400	5899	090	715	211599	986.75
SAN JOAQUIN COE	08/31/2021	709067	PO220724	01	0000	0	0000	7490	5899	090	716	211599	986.75
SAN JOAQUIN COE TOTAL													1,973.50
SAN MATEO COUNTY	08/05/2021	704075	PO220482	01	0000	0	0000	8200	5899	090	760	350102	1,444.00
SAN MATEO COUNTY	08/05/2021	704075	PO220482	01	0000	0	0000	8200	5899	090	760	350103	653.00
SAN MATEO COUNTY	08/17/2021	705742	PO220482	01	0000	0	0000	8200	5899	090	760	349984	548.00
SAN MATEO COUNTY TOTAL													2,645.00
SAN MATEO COUNTY SCHOOLS	08/26/2021	708452	PV220081	01	0000	0	0000	7602	5888	090	726	CLAIM# 2015-127 DOL MAR15	5,498.70
SAN MATEO COUNTY SCHOOLS TOTAL													5,498.70
SAN MATEO LAWN MOWER SHOP	08/05/2021	704089	PO220442	01	8150	0	0000	8110	4320	090	741	213464	123.21
SAN MATEO LAWN MOWER SHOP TOTAL	08/24/2021	706871	MV220002	01	0000	0	0000	2424	4320	090	735	REFUND - HOTSPOT FINE	123.21
SANCHEZ, MARIA	08/24/2021	706849	MV220003	01	0000	0	1110	1000	4100	090	317	REFUND LST TXBK AUG21	90.00
SANCHEZ, MARIA TOTAL													90.00
SATURNINO, NADJA O.	08/24/2021	706849	MV220003	01	0000	0	1110	1000	4100	090	317	REFUND LST TXBK AUG21	98.00
SATURNINO, NADJA O. TOTAL													98.00
SAVAS LEARNING COMPANY LLC	08/24/2021	706859	PO220264	01	0000	0	1110	1000	4100	090	317	4026423151	8,712.30
SAVAS LEARNING COMPANY LLC	08/24/2021	706830	PO220265	01	0000	0	1110	1000	4100	090	317	4026423487	2,228.05
SAVAS LEARNING COMPANY LLC	08/24/2021	706859	PO220268	01	0000	0	1110	1000	4100	090	317	4026423451	1,564.25
SAVAS LEARNING COMPANY LLC	08/26/2021	708453	PO220285	01	0000	0	1110	1000	4100	090	317	4026422191	1,268.30

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal Func	Obj	Sch	Mgmt	Invoice #	Payment
SAVAS LEARNING COMPANY LLC TOTAL												13,772.90
SCHOLASTIC INC	08/05/2021	704094	PO220159	01	0801	0	1110 1000	4320	002	123	M7123351 4	64.28
SCHOLASTIC INC	08/05/2021	704094	PO220159	01	0801	0	1110 1000	4320	002	123	M7123351 4 -1	642.60
SCHOLASTIC INC	08/05/2021	704094	PO220160	01	0801	0	1110 1000	4320	002	123	M7123353 0	69.44
SCHOLASTIC INC	08/05/2021	704094	PO220160	01	0801	0	1110 1000	4320	002	123	M7123353 0 -1	694.00
SCHOLASTIC INC	08/05/2021	704099	PO220161	01	0801	0	1110 1000	4320	002	123	M7123354 8	815.04
SCHOLASTIC INC	08/05/2021	704099	PO220161	01	0801	0	1110 1000	4320	002	123	M7123354 8 -1	81.51
SCHOLASTIC INC	08/05/2021	704099	PO220162	01	0801	0	1110 1000	4320	002	123	M7123355 5	840.51
SCHOLASTIC INC	08/05/2021	704099	PO220162	01	0801	0	1110 1000	4320	002	123	M7123355 5 -1	84.06
SCHOLASTIC INC	08/10/2021	704776	PO220157	01	0801	0	1110 1000	4320	002	123	M7123349 8	619.75
SCHOLASTIC INC	08/10/2021	704776	PO220157	01	0801	0	1110 1000	4320	002	123	M7123349 8 -1	62.00
SCHOLASTIC INC	08/10/2021	704776	PO220158	01	0801	0	1110 1000	4320	002	123	M7123350 6	595.00
SCHOLASTIC INC	08/10/2021	704776	PO220158	01	0801	0	1110 1000	4320	002	123	M7123350 6 -1	59.52
SCHOLASTIC INC	08/26/2021	708454	PO220141	01	0801	0	1110 1000	4320	006	180	M7102223 0	2,201.96
SCHOLASTIC INC	08/26/2021	708454	PO220141	01	0801	0	1110 1000	4320	006	180	M7102223 0 -1	207.60
SCHOLASTIC INC TOTAL												7,037.27
SCHOOL DATEBOOKS	08/05/2021	704076	PO220014	01	9215	0	1110 1000	4320	032	356	C21-0202956	3,737.18
SCHOOL DATEBOOKS	08/17/2021	705733	PO220112	01	0801	0	1110 1000	4320	009	180	S21-0203667	828.59
SCHOOL DATEBOOKS TOTAL												4,565.77
SCHOOL HEALTH CORPORATION	08/17/2021	705787	PO220557	01	5640	0	5001 3900	4320	090	350	3951099-00	57.42
SCHOOL HEALTH CORPORATION TOTAL												57.42
SCHOOL MATE	08/31/2021	709075	PO220123	01	0801	0	1110 1000	4320	012	180	IN000559796	599.40
SCHOOL MATE TOTAL												599.40
SCHOOL OUTFITTERS	08/17/2021	705781	PO220111	01	3550	0	3800 1000	4320	033	333	INV13620431	288.28
SCHOOL OUTFITTERS	08/17/2021	705781	PO220111	01	3550	0	3800 1000	4320	033	333	INV13620431-1	43.29
SCHOOL OUTFITTERS	08/17/2021	705781	PO220111	01	3550	0	3800 1000	4320	033	333	INV13620522	626.58
SCHOOL OUTFITTERS	08/17/2021	705781	PO220111	01	3550	0	3800 1000	4320	033	333	INV13620522-1	189.99
SCHOOL OUTFITTERS	08/26/2021	708440	PO220599	01	0000	0	1110 1000	4320	032	070	INV13636410	1,917.63
SCHOOL OUTFITTERS	08/26/2021	708440	PO220599	01	0000	0	1110 1000	4320	032	070	INV13636410-1	144.70
SCHOOL OUTFITTERS	08/26/2021	708440	PO220599	01	0000	0	1110 1000	4320	032	070	INV13637843	7,243.70
SCHOOL OUTFITTERS	08/26/2021	708440	PO220599	01	0000	0	1110 1000	4320	032	070	INV13637843-1	534.03
SCHOOL OUTFITTERS TOTAL												10,988.20
SCHOOL SAFETY SOLUTIONS LLC	08/12/2021	705241	PO220604	01	0000	0	0000 8200	5860	090	760	2689	4,037.50
SCHOOL SAFETY SOLUTIONS LLC	08/26/2021	708425	PO220604	01	0000	0	0000 8200	5860	090	760	2701	1,812.50
SCHOOL SAFETY SOLUTIONS LLC												5,850.00
SCHOOL SERVICES OF CALIFORNIA,	08/12/2021	705242	PO220147	01	0000	0	0000 7350	5899	090	717	0130332-IN	340.00
SCHOOL SERVICES OF CALIFORNIA, TOTAL												340.00
SCHOOL SPECIALTY LLC	08/31/2021	709068	PO220613	01	0801	0	1110 1000	4320	002	180	202501793027	9,065.84
SCHOOL SPECIALTY LLC TOTAL												9,065.84
SCREENCASTIFY LLC	08/10/2021	704757	PO220496	01	3212	0	1110 1000	5813	090	329	SC-442519	11,000.00
SCREENCASTIFY LLC TOTAL												11,000.00
SEESAW	08/05/2021	704083	PO220327	01	3212	0	1110 1000	5813	090	329	2021-53730	20,309.00

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
SEESAW TOTAL													20,309.00
SERVICE PRESS INC.	08/05/2021	704100	PO220057	01	0000	0	1110	1000	5810	010	070	60057	100.74
SERVICE PRESS INC.	08/17/2021	705772	PO220315	01	0000	0	0000	7110	5810	090	713	60104	59.39
SERVICE PRESS INC.	08/17/2021	705772	PO220640	01	0000	0	1110	1000	5810	008	070	60050	186.00
SERVICE PRESS INC.	08/17/2021	705772	PO220640	01	0000	0	1110	1000	5810	008	070	60051	124.46
SERVICE PRESS INC.	08/19/2021	706374	CL210185	01	0000	0	0000	0000	9510	000		59871	100.74
SERVICE PRESS INC.	08/24/2021	706887	PO220639	01	0000	0	1110	1000	5810	014	070	60134	89.17
SERVICE PRESS INC. TOTAL													660.50
SHERWIN-WILLIAMS COMPANY	08/12/2021	705262	PO220488	01	8150	0	0000	8110	4320	090	741	8460-2	110.13
SHERWIN-WILLIAMS COMPANY TOTAL													110.13
SIGILLO SUPPLY	08/24/2021	706899	PO220453	01	8150	0	0000	8110	4320	090	741	3594	172.71
SIGILLO SUPPLY TOTAL													172.71
SKYLINE COLLEGE	08/24/2021	706900	PO220708	01	9220	0	1110	1000	5880	032	356	ID#G01287533 A.FABIAN	1,000.00
SKYLINE COLLEGE TOTAL													1,000.00
SLAKEY BROTHERS	08/31/2021	709076	PO220457	01	8150	0	0000	8110	4320	090	741	852765675	214.34
SLAKEY BROTHERS TOTAL													214.34
SMART SIGN	08/24/2021	706831	PO220645	01	0000	0	0000	7350	4320	090	717	MAT-199622	1,269.06
SMART SIGN TOTAL													1,269.06
SONITROL/PACIFIC WEST SECURITY	08/03/2021	703622	PO220322	01	8150	0	0000	8300	5806	090	129	JUL21/VARIOUS	9,577.00
SONITROL/PACIFIC WEST SECURITY	08/05/2021	704084	PO220322	01	8150	0	0000	8300	5806	090	129	AUG21/VARIOUS	9,577.00
SONITROL/PACIFIC WEST SECURITY	08/24/2021	706873	PO220322	01	8150	0	0000	8300	5806	090	129	SEP21/VARIOUS	9,577.00
SONITROL/PACIFIC WEST SECURITY TOTAL													28,731.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	55538922	355.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553923	332.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553924	390.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553925	32.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553926	236.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553927	296.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553928	322.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553930	522.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553931	245.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553932	474.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553933	291.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553934	212.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553935	163.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553937	258.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553938	276.00
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553940	1,601.03
SOUTH CITY FIRE PROTECTION	08/05/2021	704096	PO220474	01	8150	0	0000	8110	5600	090	741	5553941	923.00
SOUTH CITY FIRE PROTECTION	08/26/2021	708441	PO220474	01	8150	0	0000	8110	5600	090	741	5553936	135.00
SOUTH CITY FIRE PROTECTION	08/26/2021	708441	PO220474	01	8150	0	0000	8110	5600	090	741	5553943	149.00
SOUTH CITY FIRE PROTECTION	08/26/2021	708441	PO220474	01	8150	0	0000	8110	5600	090	741	5553944	160.00

September 23, 2021

Page 77

Consent Agenda

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
SOUTH CITY FIRE PROTECTION	08/26/2021	708441	PO220474	01	8150	0	0000	8110	5600	090	741	55533945	283.00
SOUTH CITY FIRE PROTECTION TOTAL													7,655.03
SOUTH CITY LUMBER & SUPPLY	08/03/2021	703623	CL210170	01	0000	0	0000	0000	9510	000			32.78
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	27242	172.07
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	27775	49.91
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	27793	96.49
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	27816	132.06
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	27878	13.17
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	27927	54.71
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	27967	11.50
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28020	15.36
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28079	39.19
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28129	6.04
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28126	17.66
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28194	111.81
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28196	74.06
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28246	94.29
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28263	48.50
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28269	46.02
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28601	31.63
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28267	27.34
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28326	42.09
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28608	22.61
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28666	19.74
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28670	6.57
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28671	116.98
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28682	68.10
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28691	35.32
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28697	21.23
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28702	23.52
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	28704	14.68
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	29109	16.66
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	29116	29.28
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	29307	139.60
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	29313	23.71
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	29399	(23.71)
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	29400	42.74
SOUTH CITY LUMBER & SUPPLY	08/17/2021	705769	PO220360	01	8150	0	0000	8110	4320	090	741	29308	11.97
SOUTH CITY LUMBER & SUPPLY TOTAL													1,685.68
SOUTH SAN FRANCISCO ROTARY CLUB	08/05/2021	704069	PO220411	01	0000	0	0000	7150	5300	090	714	668	225.00
SOUTH SAN FRANCISCO ROTARY CLUB TOTAL													225.00
SOUTH SAN FRANCISCO SCAVENGER	08/12/2021	705263	PO220465	01	0000	0	0000	8200	5540	090	760	1104310 JUL21	5,833.32

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal Func	Obj	Sch	Mgmt	Invoice #	Payment
SOUTH SAN FRANCISCO SCAVENGER TOTAL												
SOUTH SAN FRANCISCO TIRE	08/05/2021	704077	PO220358	01	8150	0	0000 8110	4320	090	741	100504	5,833.32
SOUTH SAN FRANCISCO TIRE	08/12/2021	705243	PO220358	01	8150	0	0000 8110	4320	090	741	100581	1,091.19
SOUTH SAN FRANCISCO TIRE TOTAL												443.01
SOUTHWEST BINDING & LAMINATING	08/10/2021	704763	PO220019	01	0000	0	1110 1000	4320	010	070	3159630-00	1,534.20
SOUTHWEST BINDING & LAMINATING TOTAL												94.94
SPORTSNET INC.	08/24/2021	706860	PO220694	01	0000	0	0000 7400	5899	090	715	352122	94.94
SPORTSNET INC.	08/24/2021	706860	PO220694	01	0000	0	1110 1000	5899	033	070	352122	1,775.00
SPORTSNET INC.	08/24/2021	706860	PO220694	01	0000	0	1110 1000	5899	032	070	352122	887.50
SPORTSNET INC. TOTAL												887.50
SPOTLIGHT IMPRESSIONS	08/19/2021	706377	PO220615	01	0000	0	1110 1000	5810	033	070	149671	3,550.00
SPOTLIGHT IMPRESSIONS TOTAL												96.66
SPRINGER, LAW OFF. OF KRISTIN	08/31/2021	709077	PO220823	01	0000	0	0000 7602	5888	090	726	CASE#2021050641	96.66
SPRINGER, LAW OFF. OF KRISTIN TOTAL												10,000.00
SPRINT PCS	08/17/2021	705788	PO220464	01	0000	0	0000 7200	5910	090	760	139729810 JUL21	10,000.00
SPRINT PCS	08/24/2021	706901	PO220032	01	0000	0	0000 2700	5910	033	480	979618816 JUL21 - 6	442.87
SPRINT PCS	08/24/2021	706901	PO220166	01	0000	0	0000 2700	5910	090	735	979618816 JUL21 - 7	40.55
SPRINT PCS	08/24/2021	706901	PO220230	01	0000	0	0000 3130	5910	090	503	979618816 JUL21 - 3	546.38
SPRINT PCS	08/24/2021	706901	PO220241	01	6500	0	5760 2700	5910	090	245	979618816 JUL21 - 4	45.58
SPRINT PCS	08/24/2021	706901	PO220723	01	0000	0	0000 7200	5910	090	714	979618816 JUL21-5	86.13
SPRINT PCS	08/24/2021	706901	PV220078	01	0000	0	0000 2700	5910	090	762	979618816 - JUL21	189.95
SPRINT PCS	08/24/2021	706901	PV220079	01	0000	0	0000 2700	5910	090	762	979618816 JUL21-2	37.99
SPRINT PCS TOTAL												1,430.00
SSF USD/REVOLVING CASH FUND	08/17/2021	705757	CL210186	01	0000	0	0000 0000	9510	000		J/S SWITCHGEAR	2,000.00
SSF USD/REVOLVING CASH FUND TOTAL												2,000.00
STAFF REHAB LLC	08/26/2021	708426	PO220245	01	6500	0	5760 1190	5870	090	245	M0083136 JUL24	3,288.50
STAFF REHAB LLC	08/31/2021	709089	PO220245	01	6500	0	5760 1190	5870	090	245	M0082898	14,762.50
STAFF REHAB LLC TOTAL												18,051.00
STANDARD PLUMBING SUPPLY	08/03/2021	703607	PO220324	01	8150	0	0000 8110	4320	090	741	MWWG05	185.21
STANDARD PLUMBING SUPPLY	08/03/2021	703607	PO220324	01	8150	0	0000 8110	4320	090	741	MXJ090	72.07
STANDARD PLUMBING SUPPLY	08/03/2021	703607	PO220324	01	8150	0	0000 8110	4320	090	741	MXJ011	137.81
STANDARD PLUMBING SUPPLY	08/03/2021	703607	PO220324	01	8150	0	0000 8110	4320	090	741	MWYT96	273.13
STANDARD PLUMBING SUPPLY	08/03/2021	703607	PO220324	01	8150	0	0000 8110	4320	090	741	MXM840	86.76
STANDARD PLUMBING SUPPLY	08/03/2021	703607	PO220324	01	8150	0	0000 8110	4320	090	741	MXW281	14.69
STANDARD PLUMBING SUPPLY	08/03/2021	703607	PO220324	01	8150	0	0000 8110	4320	090	741	MXX682	1.19
STANDARD PLUMBING SUPPLY	08/03/2021	703607	PO220324	01	8150	0	0000 8110	4320	090	741	MYTK42	14.66
STANDARD PLUMBING SUPPLY	08/12/2021	705266	PO220324	01	8150	0	0000 8110	4320	090	741	MYTL90	49.02
STANDARD PLUMBING SUPPLY	08/12/2021	705266	PO220324	01	8150	0	0000 8110	4320	090	741	MYYY70	21.86
STANDARD PLUMBING SUPPLY	08/12/2021	705266	PO220324	01	8150	0	0000 8110	4320	090	741	MZMB54	10.10
STANDARD PLUMBING SUPPLY	08/17/2021	705745	PO220324	01	8150	0	0000 8110	4320	090	741	MYQ587	67.13
STANDARD PLUMBING SUPPLY	08/17/2021	705789	PO220324	01	8150	0	0000 8110	4320	090	741	MZXQ44	346.39
STANDARD PLUMBING SUPPLY	08/17/2021	705789	PO220324	01	8150	0	0000 8110	4320	090	741	NBL201	47.45

September 23, 2021

Page 79

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
STANDARD PLUMBING SUPPLY	08/24/2021	706902	PO220324	01	8150	0	0000	8110	4320	090	741	NCHX56	16.48
STANDARD PLUMBING SUPPLY	08/26/2021	708434	PO220324	01	8150	0	0000	8110	4320	090	741	NCCL90	42.66
STANDARD PLUMBING SUPPLY TOTAL													1,386.61
STAPLES BUSINESS CREDIT	08/26/2021	708404	PO220720	01	0000	0	0000	7340	4320	090	717	7337656322-0-2	993.84
STAPLES BUSINESS CREDIT TOTAL													993.84
STATE OF CA DEPT OF JUSTICE	08/26/2021	708435	PV220076	01	0000	0	0000	7400	5841	090	715	5424650	284.00
STATE OF CA DEPT OF JUSTICE	08/26/2021	708435	PV220076	01	0000	0	0000	7400	5840	090	715	5424650	1,239.00
STATE OF CA DEPT OF JUSTICE TOTAL													1,523.00
STEWART CHEVROLET	08/05/2021	704078	PO220461	01	8150	0	0000	8110	4320	090	741	15231	112.44
STEWART CHEVROLET	08/05/2021	704078	PO220461	01	8150	0	0000	8110	4320	090	741	15252	79.67
STEWART CHEVROLET	08/05/2021	704078	PO220461	01	8150	0	0000	8110	4320	090	741	15334	131.49
STEWART CHEVROLET	08/05/2021	704078	PO220461	01	8150	0	0000	8110	4320	090	741	015465	458.99
STEWART CHEVROLET	08/17/2021	705746	PO220461	01	8150	0	0000	8110	4320	090	741	15465-1	974.10
STEWART CHEVROLET	08/19/2021	706375	PO220461	01	8150	0	0000	8110	4320	090	741	16188	18.16
STEWART CHEVROLET	08/19/2021	706378	PO220461	01	8150	0	0000	8110	4320	090	741	16185	159.34
STEWART CHEVROLET TOTAL													1,934.19
STUDIES WEEKLY	08/17/2021	705758	PO220007	01	0000	0	1110	1000	4320	010	070	399617	590.61
STUDIES WEEKLY	08/17/2021	705782	PO220062	01	3010	0	1110	1000	4320	008	301	399679	902.03
STUDIES WEEKLY TOTAL													1,492.64
SUPER DUPER PUBLICATIONS	08/05/2021	704101	PO220299	01	5640	0	5001	3900	4320	090	350	2641492A	330.00
SUPER DUPER PUBLICATIONS	08/05/2021	704101	PO220299	01	5640	0	5001	3900	4320	090	350	2641492A-1	32.18
SUPER DUPER PUBLICATIONS TOTAL													362.18
TEACHTOWN	08/24/2021	706888	PO220393	01	5640	0	5001	3150	5813	090	350	13298	374.20
TEACHTOWN TOTAL													374.20
THEATRE HOUSE	08/26/2021	708428	PO220013	01	9219	0	1208	1000	4320	032	356	57272	294.59
THEATRE HOUSE TOTAL													294.59
TURF & INDUSTRIAL EQUIPMENT CO	08/12/2021	705267	PO220478	01	8150	0	0000	8110	4320	090	741	IV39884	348.61
TURF & INDUSTRIAL EQUIPMENT CO TOTAL													348.61
TURNITIN LLC	08/24/2021	706974	PO220424	01	3212	0	1110	1000	5813	090	329	IN11217912	12,116.25
TURNITIN LLC TOTAL													12,116.25
U.S. AIR CONDITIONING DIST	08/26/2021	708405	PO220473	01	8150	0	0000	8110	4320	090	741	5120558	1,538.25
U.S. AIR CONDITIONING DIST TOTAL													1,538.25
UC REGENTS	08/26/2021	708436	PO220700	01	9222	0	1110	1000	5880	032	356	ID#A16743650 J.CASTILLO	1,000.00
UC REGENTS TOTAL													1,000.00
ULINE	08/05/2021	704102	PO220090	01	0000	0	1110	1000	4320	008	070	136568084	91.20
ULINE	08/05/2021	704102	PO220090	01	0000	0	1110	1000	4320	008	070	136568085	775.72
ULINE	08/05/2021	704102	PO220090	01	0000	0	1110	1000	4320	008	070	136568085-1	53.32
ULINE	08/26/2021	708406	PO220642	01	0000	0	1110	1000	4320	008	070	137276213	425.36
ULINE	08/26/2021	708406	PO220642	01	0000	0	1110	1000	4320	008	070	137276213-1	73.06
ULINE TOTAL													1,418.66
UNICA PARTY RENTALS	08/03/2021	703608	PV220043	01	0000	0	1110	1000	5600	033	070	73572 - 1 REISSUED	2,190.00
UNICA PARTY RENTALS TOTAL													2,190.00

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
UNITED RENTALS INC	08/17/2021	705747	PO220354	01	8150	0	0000	8110	5600	090	741	195895991-001	316.80
UNITED RENTALS INC													316.80
UNITED SITE SERVICES OF CA INC	08/05/2021	704079	PO220434	01	0000	0	0000	8200	5600	090	760	114-12116180	645.05
UNITED SITE SERVICES OF CA INC	08/05/2021	704079	PO220434	01	0000	0	0000	8200	5600	090	760	114-12155003	880.06
UNITED SITE SERVICES OF CA INC	08/05/2021	704079	PO220434	01	0000	0	0000	8200	5600	090	760	114-12157901	105.15
UNITED SITE SERVICES OF CA INC	08/05/2021	704079	PO220434	01	0000	0	0000	8200	5600	090	760	INV-00192943	788.29
UNITED SITE SERVICES OF CA INC	08/10/2021	704758	CL210178	01	0000	0	0000	0000	9510	000		INV-00012706	995.74
UNITED SITE SERVICES OF CA INC	08/10/2021	704758	CL210178	01	0000	0	0000	0000	9510	000		INV-00024652	760.70
UNITED SITE SERVICES OF CA INC	08/12/2021	705268	PO220434	01	0000	0	0000	8200	5600	090	760	114-12249318	880.06
UNITED SITE SERVICES OF CA INC	08/12/2021	705268	PO220434	01	0000	0	0000	8200	5600	090	760	114-12216702	645.68
UNITED SITE SERVICES OF CA INC	08/24/2021	706861	PO220434	01	0000	0	0000	8200	5600	090	760	INV-00233352	788.29
UNITED SITE SERVICES OF CA INC	08/26/2021	708437	PO220434	01	0000	0	0000	8200	5600	090	760	114-12272748	105.15
UNITED SITE SERVICES OF CA INC TOTAL													6,484.17
UPS STORE	08/17/2021	705734	PO220572	01	0000	0	0000	7400	5840	090	715	JUL21 SVCS.	899.70
UPS STORE	08/17/2021	705734	PO220572	01	0000	0	0000	7490	5841	090	716	JUL21 SVCS.	59.98
UPS STORE TOTAL													959.68
VERIZON CONNECT NWF INC.	08/05/2021	704080	PO220483	01	8150	0	0000	8110	5813	090	741	2494528 JUL21	456.00
VERIZON CONNECT NWF INC.	08/12/2021	705264	PO220483	01	8150	0	0000	8110	5813	090	741	2521845 AUG21	456.00
VERIZON CONNECT NWF INC. TOTAL													912.00
WANG, BETTY	08/12/2021	705271	PV220050	01	9206	0	1110	1000	4320	032	356	CREW T-SHIRT AUG21	496.85
WANG, BETTY	08/24/2021	705271	PV220050	01	9206	0	1110	1000	4320	032	356	CREW T-SHIRT AUG21	(496.85)
WANG, BETTY TOTAL													0.00
WANG-BELT, MICHAEL	08/24/2021	706850	PV220063	01	9206	0	1110	1000	4320	032	356	T-SHIRTS AUG21	496.85
WANG-BELT, MICHAEL TOTAL													496.85
WELLS FARGO	08/19/2021	706371	PV220054	01	0000	0	0000	7300	4320	090	729	4484610003181180-JULY21	3,123.23
WELLS FARGO TOTAL													3,123.23
WELLS FARGO VENDOR FIN SERV	08/24/2021	706867	PO220040	01	0000	0	1110	1000	5600	090	722	5016313636	170.53
WELLS FARGO VENDOR FIN SERV	08/26/2021	708407	PO220040	01	0000	0	1110	1000	5600	090	722	5016385402	6,766.80
WELLS FARGO VENDOR FIN SERV TOTAL													6,937.33
WEST ED	08/05/2021	704085	PO220392	01	9044	0	1110	1000	5210	090	064	21-2085	30,000.00
WEST ED TOTAL													30,000.00
WEVIDEO INC	08/05/2021	704070	PO220256	01	3550	0	3800	1000	5813	032	333	16338	1,107.50
WEVIDEO INC													1,107.50
WILLIAM H. SADLER INC	08/24/2021	706889	PO220093	01	0000	0	1110	1000	4320	090	762	#INV97139	5,462.09
WILLIAM H. SADLER INC TOTAL													5,462.09
WOODWIND & BRASSWIND	08/24/2021	706875	PO220623	01	0000	0	1227	1000	4420	032	070	ARINV59433526	1,999.73
WOODWIND & BRASSWIND TOTAL													1,999.73
XEROX FINANCIAL SERVICES	08/17/2021	705759	PO220047	01	0000	0	0000	7550	5600	090	718	2769363	485.81
XEROX FINANCIAL SERVICES	08/26/2021	708408	PO220043	01	0000	0	0000	7350	5600	090	717	2769362	21.62
XEROX FINANCIAL SERVICES TOTAL													507.43
ADMIN. SOFTWARE APPLICATIONS	08/10/2021	704768	PO220344	11	6391	0	4110	2490	5813	041	481	INV00071926	2,693,581.03
ADMIN. SOFTWARE APPLICATIONS													9,476.48
FUND 01												2,693,581.03	
SUBTOTAL												507.43	

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
ADMIN. SOFTWARE APPLICATIONS TOTAL													
CALIFORNIA WATER SERVICE	08/03/2021	703612	PO220326	11	0000	0	0000	8200	5530	041	760	6907544444-JULY21	9,476.48
CALIFORNIA WATER SERVICE	08/26/2021	708448	PO220326	11	0000	0	0000	8200	5530	041	760	6907544444-AUG21	2,863.09
CALIFORNIA WATER SERVICE TOTAL													2,619.51
JOSTEN'S INC	08/17/2021	705797	PO220631	11	6391	0	4110	2490	4320	041	481	26796435	5,482.60
JOSTEN'S INC TOTAL													23.26
P G & E	08/12/2021	705238	PO220607	11	0000	0	0000	8200	5510	041	760	7314282172-4 JUL21	23.26
P G & E TOTAL													737.66
													737.66
													15,720.00
AMAZON.COM													
AMAZON.COM	08/17/2021	705753	PO220296	12	9010	0	8533	1000	4320	045	833	1T9V-61W7-FG4L	28.55
AMAZON.COM	08/17/2021	705753	PO220296	12	9010	0	8533	1000	4320	045	833	1QYD-NKXR-YCHM	215.31
AMAZON.COM	08/17/2021	705753	PO220296	12	9010	0	8533	1000	4320	045	833	19X4-N46X-QYDD	65.35
AMAZON.COM TOTAL													309.21
CALIFORNIA WATER SERVICE	08/03/2021	703612	PO220326	12	6105	0	8535	8200	5530	045	835	6907544444-JULY21	72.92
CALIFORNIA WATER SERVICE	08/03/2021	703612	PO220326	12	6105	0	8510	8200	5530	045	830	6907544444-JULY21	53.02
CALIFORNIA WATER SERVICE	08/03/2021	703612	PO220326	12	9010	0	8533	8200	5530	045	833	6907544444-JULY21	72.92
CALIFORNIA WATER SERVICE	08/26/2021	708448	PO220326	12	6105	0	8535	8200	5530	045	835	6907544444-AUG21	86.20
CALIFORNIA WATER SERVICE	08/26/2021	708448	PO220326	12	6105	0	8510	8200	5530	045	830	6907544444-AUG21	60.08
CALIFORNIA WATER SERVICE	08/26/2021	708448	PO220326	12	9010	0	8533	8200	5530	045	833	6907544444-AUG21	86.20
CALIFORNIA WATER SERVICE TOTAL													431.34
DEPARTMENT OF SOCIAL SERVICES	08/24/2021	706884	PO220709	12	9010	0	8533	1000	5899	008	833	414001376-MARTIN	121.00
DEPARTMENT OF SOCIAL SERVICES	08/24/2021	706884	PO220709	12	6105	0	8535	1000	5899	008	835	414001376-MARTIN	121.00
DEPARTMENT OF SOCIAL SERVICES TOTAL													242.00
DISCOUNT SCHOOL SUPPLY	08/24/2021	706895	PO220395	12	9302	0	8510	1000	4320	005	LIFT	P40677380101	320.82
DISCOUNT SCHOOL SUPPLY	08/26/2021	708431	PO220396	12	9302	0	8510	1000	4320	005	LIFT	P40677070102	187.22
DISCOUNT SCHOOL SUPPLY TOTAL													508.04
HILLYARD/SAN FRANCISCO	08/17/2021	705775	PO220288	12	6105	0	8510	1000	4320	045	830	604410170	532.63
HILLYARD/SAN FRANCISCO	08/17/2021	705775	PO220288	12	9010	0	8533	1000	4320	045	833	604410170	532.64
HILLYARD/SAN FRANCISCO	08/17/2021	705775	PO220288	12	6105	0	8535	1000	4320	045	835	604410170	532.64
HILLYARD/SAN FRANCISCO	08/17/2021	705775	PO220288	12	6105	0	8510	1000	4320	045	830	604422299	129.80
HILLYARD/SAN FRANCISCO	08/17/2021	705775	PO220288	12	9010	0	8533	1000	4320	045	833	604422299	129.80
HILLYARD/SAN FRANCISCO	08/17/2021	705775	PO220288	12	6105	0	8535	1000	4320	045	835	604422299	129.80
HILLYARD/SAN FRANCISCO TOTAL													1,987.31
KELLY PAPER	08/03/2021	703592	PO220298	12	6105	0	8510	1000	4320	045	830	10647714	139.54
KELLY PAPER	08/03/2021	703592	PO220298	12	9010	0	8533	1000	4320	045	833	10647714	139.54
KELLY PAPER	08/03/2021	703592	PO220298	12	6105	0	8535	1000	4320	045	835	10647714	138.01
KELLY PAPER TOTAL													417.09
LOWE'S BUSINESS ACCOUNT	08/26/2021	708451	PO220181	12	9010	0	8533	1000	4410	045	833	82131059006721-1 AUG21	708.75
LOWE'S BUSINESS ACCOUNT TOTAL													708.75
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220182	12	6105	0	8510	1000	4320	045	830	180730424002	51.90
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220182	12	9010	0	8533	1000	4320	045	833	180730424002	51.90
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220182	12	6105	0	8535	1000	4320	045	835	180730424002	51.89

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220182	12	6105	0	8510	1000	4320	045	830	180730424001	212.73
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220182	12	9010	0	8533	1000	4320	045	833	180730424001	212.73
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220182	12	6105	0	8535	1000	4320	045	835	180730424001	197.21
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220292	12	6105	0	8535	1000	4320	045	835	183826388001	5.43
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220292	12	6105	0	8510	1000	4320	045	830	183826388001	5.43
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220292	12	9010	0	8533	1000	4320	045	833	183826388001	5.42
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220292	12	6105	0	8535	1000	4320	045	835	183824708001	21.86
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220292	12	6105	0	8510	1000	4320	045	830	183824708001	21.87
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705235	PO220292	12	9010	0	8533	1000	4320	045	833	183824708001	22.69
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220293	12	6105	0	8535	1000	4320	045	835	183792862001	65.80
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220398	12	6105	0	8510	1000	4320	045	830	184852780001	312.78
OFFICE DEPOT/BUSINESS SERVICE	08/12/2021	705253	PO220398	12	9010	0	8533	1000	4320	045	833	184852780001	312.84
OFFICE DEPOT/BUSINESS SERVICE	08/17/2021	705735	PO220293	12	6105	0	8535	1000	4320	045	835	183792250001	21.52
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220287	12	6105	0	8510	1000	4320	045	830	182935274002	29.80
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220294	12	9010	0	8533	1000	4320	045	833	182259629001	16.23
OFFICE DEPOT/BUSINESS SERVICE	08/19/2021	706372	PO220294	12	6105	0	8510	1000	4320	045	830	182259629001	16.23
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706839	PO220287	12	6105	0	8535	1000	4320	045	835	182935274001	979.50
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706839	PO220287	12	9010	0	8533	1000	4320	045	833	182935274001	979.47
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706839	PO220287	12	6105	0	8510	1000	4320	045	830	182935274001	753.75
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706839	PO220287	12	6105	0	8510	1000	4320	045	830	185715592001	101.39
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706839	PO220294	12	9010	0	8533	1000	4320	045	833	182259631001	8.67
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706839	PO220294	12	6105	0	8510	1000	4320	045	830	182259631001	8.68
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706839	PO220294	12	9010	0	8533	1000	4320	045	833	182259030001	60.19
OFFICE DEPOT/BUSINESS SERVICE	08/24/2021	706839	PO220294	12	6105	0	8510	1000	4320	045	830	182259030001	60.19
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220594	12	9302	0	8510	1000	4320	005	LIFT	184208463001	502.99
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220594	12	9302	0	8510	1000	4320	005	LIFT	184208452001	20.24
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220594	12	9302	0	8510	1000	4320	005	LIFT	184204982002	8.63
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220594	12	9302	0	8510	1000	4320	005	LIFT	184204982001	907.83
OFFICE DEPOT/BUSINESS SERVICE	08/31/2021	709063	PO220594	12	9302	0	8510	1000	4320	005	LIFT	184208442001	53.38
OFFICE DEPOT/BUSINESS SERVICE TOTAL													6,081.17
P G & E	08/12/2021	705238	PO220607	12	6105	0	8535	8200	5510	045	835	7314282172-4 JUL21	491.54
P G & E	08/12/2021	705238	PO220607	12	6105	0	8510	8200	5510	045	830	7314282172-4 JUL21	357.37
P G & E	08/12/2021	705238	PO220607	12	9010	0	8533	8200	5510	045	833	7314282172-4 JUL21	491.54
P G & E	08/12/2021	705238	PO220607	12	9302	0	8510	8200	5510	005	LIFT	7314282172-4 JUL21	336.90
P G & E TOTAL												SUBTOTAL	1,677.35
FUND 12													
ADVANCED INTEGRATED PEST MGMT	08/10/2021	704764	PO220189	13	5310	0	0000	3700	5807	090	820	1884654	75.00
ADVANCED INTEGRATED PEST MGMT	08/10/2021	704764	PO220189	13	5310	0	0000	3700	5807	090	820	1884653	75.00
ADVANCED INTEGRATED PEST MGMT	08/12/2021	705272	PO220189	13	5310	0	0000	3700	5807	090	820	1884652	75.00
ADVANCED INTEGRATED PEST MGMT	08/24/2021	706832	PO220189	13	5310	0	0000	3700	5807	090	820	1888573	75.00
ADVANCED INTEGRATED PEST MGMT	08/24/2021	706832	PO220189	13	5310	0	0000	3700	5807	090	820	1888572	75.00
ADVANCED INTEGRATED PEST MGMT	08/24/2021	706832	PO220189	13	5310	0	0000	3700	5807	090	820	1889019	75.00

September 23, 2021

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
ADVANCED INTEGRATED PEST MGMT TOTAL													
BONAMI BAKING COMPANY, THE	08/10/2021	704749	PO220200	13	5310	0	0000	3700	4700	090	820	P22500	450.00
BONAMI BAKING COMPANY, THE	08/17/2021	705791	PO220200	13	5310	0	0000	3700	4700	090	820	P23021	174.00
BONAMI BAKING COMPANY, THE TOTAL													1,392.00
COASCO, ELIZABETH	08/24/2021	706852	MV220005	13	5310	0	0000	0000	8637	090	820	REFUND LUNCH G.GREEN	1,566.00
COASCO, ELIZABETH TOTAL													86.50
DANIELSEN COMPANY	08/12/2021	705249	PO220192	13	5310	0	0000	3700	4700	090	820	253034	86.50
DANIELSEN COMPANY	08/12/2021	705249	PO220192	13	5310	0	0000	3700	4340	090	820	253034	2,095.39
DANIELSEN COMPANY	08/19/2021	706381	PO220192	13	5310	0	0000	3700	4700	090	820	254078	63.86
DANIELSEN COMPANY	08/26/2021	708413	PO220192	13	5310	0	0000	3700	4700	090	820	254314	4,575.74
DANIELSEN COMPANY	08/26/2021	708413	PO220192	13	5310	0	0000	3700	4700	090	820	253205	4,414.67
DANIELSEN COMPANY TOTAL													3,490.17
DAYLIGHT FOODS INC	08/03/2021	703601	PO220212	13	5310	0	0000	3700	4700	090	820	K21111	14,639.83
DAYLIGHT FOODS INC	08/26/2021	708414	PO220212	13	5310	0	0000	3700	4700	090	820	K29636	93.50
DAYLIGHT FOODS INC TOTAL													292.75
GOLD STAR FOODS	08/03/2021	703602	PO220193	13	5310	0	0000	3700	4700	090	820	3984020	386.25
GOLD STAR FOODS	08/03/2021	703602	PO220193	13	5310	0	0000	3700	4700	090	820	3984048	6,628.67
GOLD STAR FOODS	08/10/2021	704788	PO220193	13	5310	0	0000	3700	4700	090	820	4001006	1,419.48
GOLD STAR FOODS	08/10/2021	704788	PO220193	13	5310	0	0000	3700	4700	090	820	4001321	9.00
GOLD STAR FOODS	08/10/2021	704788	PO220193	13	5310	0	0000	3700	4700	090	820	1404014	27.90
GOLD STAR FOODS	08/17/2021	705752	PO220193	13	5310	0	0000	3700	4700	090	820	3984821	(7.89)
GOLD STAR FOODS	08/17/2021	705752	PO220193	13	5310	0	0000	3700	4700	090	820	3988048	32.56
GOLD STAR FOODS	08/17/2021	705752	PO220193	13	5310	0	0000	3700	4700	090	820	3995125	2,086.17
GOLD STAR FOODS	08/17/2021	705752	PO220193	13	5310	0	0000	3700	4700	090	820	1402462	49.44
GOLD STAR FOODS	08/17/2021	705767	PO220193	13	5310	0	0000	3700	4700	090	820	3988172	(268.44)
GOLD STAR FOODS	08/17/2021	705796	PO220193	13	5310	0	0000	3700	4700	090	820	4009222	3,946.82
GOLD STAR FOODS	08/17/2021	705796	PO220193	13	5310	0	0000	3700	4700	090	820	4021163	3,093.03
GOLD STAR FOODS	08/19/2021	706382	PO220193	13	5310	0	0000	3700	4700	090	820	4007438	538.20
GOLD STAR FOODS	08/31/2021	709058	PO220193	13	5310	0	0000	3700	4700	090	820	4007493	6,911.28
GOLD STAR FOODS	08/31/2021	709058	PO220193	13	5310	0	0000	3700	4700	090	820	4009982	1,270.85
GOLD STAR FOODS	08/31/2021	709058	PO220193	13	5310	0	0000	3700	4700	090	820	4011289	12,181.12
GOLD STAR FOODS	08/31/2021	709058	PO220193	13	5310	0	0000	3700	4700	090	820	4011524	1,838.07
GOLD STAR FOODS	08/31/2021	709058	PO220193	13	5310	0	0000	3700	4700	090	820	4013750	711.63
GOLD STAR FOODS	08/31/2021	709058	PO220193	13	5310	0	0000	3700	4700	090	820	4014019	12,303.76
GOLD STAR FOODS	08/31/2021	709058	PO220193	13	5310	0	0000	3700	4700	090	820	4033859	1,971.60
GOLD STAR FOODS	08/31/2021	709058	PO220193	13	5310	0	0000	3700	4700	090	820	4033859	610.88
GOLD STAR FOODS TOTAL													55,354.13
KWOK, VICTORIA	08/24/2021	706853	MV220004	13	5310	0	0000	0000	8637	090	820	REFUND LUNCH MONEY	21.00
KWOK, VICTORIA	08/24/2021	706853	MV220004	13	5310	0	0000	0000	8637	090	820	REFUND LUNCH MONEY	20.00
KWOK, VICTORIA TOTAL													41.00
P & R PAPER SUPPLY CO	08/03/2021	703595	PO220198	13	5310	0	0000	3700	4340	090	820	30380956-00	289.80
P & R PAPER SUPPLY CO	08/03/2021	703589	PO220198	13	5310	0	0000	3700	4340	090	820	30381905-00	274.20
P & R PAPER SUPPLY CO	08/03/2021	703589	PO220198	13	5310	0	0000	3700	4340	090	820	30382266-00	274.20
P & R PAPER SUPPLY CO	08/03/2021	703589	PO220198	13	5310	0	0000	3700	4340	090	820	30382266-00	95.12

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
P & R PAPER SUPPLY CO	08/03/2021	703595	PO220198	13	5310	0	0000	3700	4340	090	820	30382248-00	473.78
P & R PAPER SUPPLY CO	08/17/2021	705749	PO220198	13	5310	0	0000	3700	4340	090	820	30379400-01	500.37
P & R PAPER SUPPLY CO	08/17/2021	705749	PO220198	13	5310	0	0000	3700	4340	090	820	30380956-01	496.80
P & R PAPER SUPPLY CO	08/17/2021	705749	PO220198	13	5310	0	0000	3700	4340	090	820	30384575-00	497.83
P & R PAPER SUPPLY CO	08/24/2021	706851	PO220198	13	5310	0	0000	3700	4340	090	820	30385155-00	798.17
P & R PAPER SUPPLY CO	08/24/2021	706868	PO220198	13	5310	0	0000	3700	4340	090	820	30380956-02	538.20
P & R PAPER SUPPLY CO	08/24/2021	706851	PO220198	13	5310	0	0000	3700	4340	090	820	30385204-00	48.95
P & R PAPER SUPPLY CO	08/24/2021	706851	PO220198	13	5310	0	0000	3700	4340	090	820	30385286-00	567.95
P & R PAPER SUPPLY CO	08/24/2021	706851	PO220198	13	5310	0	0000	3700	4340	090	820	30385427-00	(20.44)
P & R PAPER SUPPLY CO	08/26/2021	708443	PO220198	13	5310	0	0000	3700	4340	090	820	30385421-00	1,323.35
P & R PAPER SUPPLY CO TOTAL													5,884.08
PLATINUM PACKAGING GROUP, THE	08/05/2021	704095	CL210174	13	5310	0	0000	0000	9510	000		108943	1,666.62
PLATINUM PACKAGING GROUP, THE TOTAL													1,666.62
PRODUCERS DAIRY	08/05/2021	704103	PO220211	13	5310	0	0000	3700	4700	090	820	95521190682	22.49
PRODUCERS DAIRY	08/05/2021	704103	PO220211	13	5310	0	0000	3700	4700	090	820	57511005	532.24
PRODUCERS DAIRY	08/05/2021	704103	PO220211	13	5310	0	0000	3700	4700	090	820	57516558	543.89
PRODUCERS DAIRY	08/05/2021	704103	PO220211	13	5310	0	0000	3700	4700	090	820	57521257	245.30
PRODUCERS DAIRY	08/05/2021	704103	PO220211	13	5310	0	0000	3700	4700	090	820	57532338	199.98
PRODUCERS DAIRY	08/10/2021	704761	PO220211	13	5310	0	0000	3700	4700	090	820	95521188671	22.49
PRODUCERS DAIRY	08/10/2021	704761	PO220211	13	5310	0	0000	3700	4700	090	820	57514357	744.39
PRODUCERS DAIRY	08/10/2021	704761	PO220211	13	5310	0	0000	3700	4700	090	820	57522339	352.06
PRODUCERS DAIRY	08/26/2021	708438	PO220211	13	5310	0	0000	3700	4700	090	820	57547019	1,448.44
PRODUCERS DAIRY	08/26/2021	708444	PO220211	13	5310	0	0000	3700	4700	090	820	57547655	1,704.79
PRODUCERS DAIRY	08/26/2021	708438	PO220211	13	5310	0	0000	3700	4700	090	820	57550665	1,605.89
PRODUCERS DAIRY TOTAL													7,421.96
TOP 10 PRODUCE	08/17/2021	705750	CL210183	13	5310	0	0000	0000	9510	000		527	3,348.00
TOP 10 PRODUCE	08/17/2021	705750	PO220621	13	5310	0	0000	3700	4700	090	820	533	1,368.00
TOP 10 PRODUCE	08/17/2021	705750	PO220621	13	5310	0	0000	3700	4700	090	820	534	2,736.00
TOP 10 PRODUCE TOTAL													7,452.00
FUND 13													
INFINITY COMMUNICATIONS INC	08/12/2021	705251	PO220526	14	0000	0	0000	8500	5899	090	732	12595	94,948.37
INFINITY COMMUNICATIONS INC TOTAL													16,125.00
PROTECH	08/12/2021	705239	CL210181	14	0000	0	0000	0000	9510	000		20448.2	560.00
PROTECH TOTAL													560.00
SAVIDGE, WILLIAM	08/26/2021	708439	PO220735	14	0000	0	0000	8500	6270	032	357	JUL21 SVCS	762.24
SAVIDGE, WILLIAM	08/26/2021	708439	PO220735	14	0000	0	0000	8500	6270	005	925	JUL21 SVCS	762.24
SAVIDGE, WILLIAM TOTAL													1,524.48
STEWART SIGNS	08/26/2021	708427	PO220545	14	0000	0	0000	8500	6410	007	965	210576	20,405.72
STEWART SIGNS TOTAL													20,405.72
FUND 14													
SCHOOL FACILITY CONSULTANTS	08/05/2021	704068	CL210173	25	0000	0	0000	0000	9510	000		16826 JUN21	436.25
SCHOOL FACILITY CONSULTANTS TOTAL													436.25

BOARD WARRANT REGISTER
AUGUST 1 TO 31, 2021

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
WALLAHAN, DAVID R.	08/10/2021	704755	CL210176	40	9010	0	0000	10000	9510	000			436.25
WALLAHAN, DAVID R. TOTAL													3,000.00
USA OAKLAND REGIONAL OFFICE	08/10/2021	704756	PV220045	40	9010	0	0000	8500	6230	033	964	APP#01-119708	3,000.00
USA OAKLAND REGIONAL OFFICE TOTAL													2,656.50
ENGINE SERVICES U.S. INC.	08/05/2021	704090	PO220347	40	9010	0	0000	8110	5899	090	985	90025711	2,656.50
ENGINE SERVICES U.S. INC.	08/05/2021	704090	PO220348	40	9010	0	0000	8110	5899	090	985	90025714	20,766.12
ENGINE SERVICES U.S. INC. TOTAL													13,345.96
SAVIDGE, WILLIAM	08/26/2021	708439	PO220735	40	9010	0	0000	8500	6272	033	960	JUL21 SVCS	34,112.08
SAVIDGE, WILLIAM	08/26/2021	708439	PO220735	40	9010	0	0000	8500	6275	007	963	JUL21 SVCS	762.24
SAVIDGE, WILLIAM	08/26/2021	708439	PO220735	40	9010	0	0000	8500	6270	090	924	JUL21 SVCS	762.24
SAVIDGE, WILLIAM TOTAL													2,286.72
TRI VALLEY EXCAVATING CO INC	08/10/2021	704777	PO220501	40	9010	0	0000	8500	6275	007	963	PAY APP #1 JUL21	276,198.25
TRI VALLEY EXCAVATING CO INC	08/26/2021	708442	PO220501	40	9010	0	0000	8500	6275	007	963	PAY APP #2	74,725.10
TRI VALLEY EXCAVATING CO INC TOTAL													350,923.35
SAN DIEGO STATE UNIVERSITY	08/05/2021	704082	PO220389	73	0000	0	9000	3900	5880	032	717	ID#826115557 J.SMITH	392,978.65
SAN DIEGO STATE UNIVERSITY TOTAL													2,400.00
SUBTOTAL													2,400.00
ALL FUNDS													3,251,041.76
TOTAL WARRANTS BY FUND													
01 GENERAL FUND													2,693,581.03
11 ADULT EDUCATION FUND													15,720.00
12 CHILD DEVELOPMENT FUND													12,362.26
13 NUTRITION SERVICES FUND													94,948.37
14 DEFERRED MAINTENANCE													38,615.20
25 CAPITAL FACILITIES FUND													436.25
40 SPECIAL RESERVE													392,978.65
73 FOUNDATION TRUST FUND													2,400.00
TOTAL WARRANT REGISTER													3,251,041.76

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Shawnterra Moore, Ed.D., Superintendent
THRU: Ted O, Assistant Superintendent – Business Services
DATE: September 23, 2021
RE: Cash Receipts Summary – August 1 - 31, 2021

BACKGROUND:

The attached list is a Cash Receipts Summary Report for the period of August 1 – August 31, 2021. The Report is shown by Fund.

FISCAL IMPLICATIONS:

The Cash Receipts Summary Report represents revenues received by the District for the period of August 1 - August 31, 2021.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the attached Cash Receipts Summary Report.

Fund: 01 GENERAL FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8011 REV LIMIT ST AID CURR YR	3,356,626.00	997,001.00	1,466,928.00	43.70	0.00	1,889,698.00	56.20
8012 EPA ENTITLEMENT	1,600,344.00	0.00	0.00	0.00	0.00	1,600,344.00	100.00
8021 HOMEOWNERS' EXEMPTION	348,930.00	0.00	0.00	0.00	0.00	348,930.00	100.00
8041 SECURED ROLLS TAX	75,480,727.00	0.00	0.00	0.00	0.00	75,480,727.00	100.00
8042 UNSECURED ROLL TAXES	1,624,877.00	0.00	0.00	0.00	0.00	1,624,877.00	100.00
8047 COMM REDEVLPMNT FUNDS	20,387,600.00	424,243.67	424,243.67	2.00	0.00	19,963,356.33	97.90
8091 REVENUE LIMIT TRANSFERS	(2,503,643.00)	0.00	0.00	100.00	0.00	(2,503,643.00)	0.00
8097 PROPERTY TAXES TRANSFERS	4,646,091.00	0.00	582,984.39	12.50	0.00	4,063,106.61	87.40
8181 SP ED ENTITL PER UDC	1,649,956.00	0.00	0.00	0.00	0.00	1,649,956.00	100.00
8182 SP ED DISCRETARY GRANTS	56,661.81	0.00	0.00	0.00	0.00	56,661.81	100.00
8285 INTAGENCY CONTR BETW LEAS	15,600.00	0.00	0.00	0.00	0.00	15,600.00	100.00
8290 ALL OTHER FEDERAL REVENUE	7,731,076.00	809,049.95	837,399.95	10.80	0.00	6,893,676.05	89.10
8550 MANDATED COST REIMBURSE	334,172.00	0.00	0.00	0.00	0.00	334,172.00	100.00
8560 STATE LOTTERY REVENUE	1,663,137.00	0.00	0.00	0.00	0.00	1,663,137.00	100.00
8590 ALL OTHER STATE REVENUES	5,904,780.00	0.00	0.00	0.00	0.00	5,904,780.00	100.00
8625 COM REDEVEL FUND NOT SUBJ	1,000,000.00	0.00	0.00	0.00	0.00	1,000,000.00	100.00
8650 LEASES AND RENTALS	719,901.00	74,680.96	113,242.90	15.70	0.00	606,658.10	84.20
8660 INTEREST/FY21 INTEREST INCOME	500,000.00	0.00	121,988.74	24.30	0.00	378,011.26	75.60
8699 ALL OTHER LOCAL REVENUE	134,973.40	6,875.68	56,517.39	41.80	0.00	78,456.01	58.10
8919 OTH AUTH INTRFND XFERS IN	13,301.00	0.00	0.00	0.00	0.00	13,301.00	100.00
TOTAL: 8000	124,665,110.21	2,311,851.26	3,603,305.04	2.80	0.00	121,061,805.17	97.10

Fund: 11 ADULT EDUCATION FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8091 REVENUE LIMIT TRANSFERS	160,699.00	0.00	0.00	0.00	0.00	160,699.00	100.00
8290 ALL OTHER FEDERAL REVENUE	159,935.00	0.00	0.00	0.00	0.00	159,935.00	100.00
8590 ALL OTHER STATE REVENUES	1,119,550.00	0.00	0.00	0.00	0.00	1,119,550.00	100.00
8631 SALE OF EQUIP & SUPPLIES	300.00	0.00	0.00	0.00	0.00	300.00	100.00
8660 INTEREST/FY21 INTEREST INCOME	20,295.00	0.00	4,026.52	19.80	0.00	16,268.48	80.10
8671 ADULT EDUCATION FEES	24,523.76	0.00	0.00	0.00	0.00	24,523.76	100.00
TOTAL: 8000	1,485,302.76	0.00	4,026.52	0.20	0.00	1,481,276.24	99.70

September 23, 2021

Fund: 12		CHILD DEVELOPMENT FUND					
OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED	YEAR TO DATE	EXPENDED /RECEIVED	PENDEDED/ ENCUMBERED	UNENCUMBERED	%
8290 ALL OTHER FEDERAL REVENUE	170,835.00	42,709.00	42,709.00	42,709.00	0.00	128,126.00	74.90
8590 ALL OTHER STATE REVENUES	995,693.00	248,923.00	248,923.00	248,923.00	0.00	746,770.00	75.00
8660 INTEREST/FY21 INTEREST INCOME	18,534.00	0.00	2,044.94	2,044.94	0.00	16,489.06	88.90
8673 CHILDREN'S CENTERS FEES	7,376.00	0.00	0.00	0.00	0.00	7,376.00	100.00
8689 ALL OTHER FEES & CONTRACTS	470,360.73	0.00	0.00	0.00	0.00	470,360.73	100.00
8699 ALL OTHER LOCAL REVENUE	1,309,614.00	372,847.00	372,847.00	372,847.00	0.00	936,767.00	71.50
8911 FROM GENERAL TO CHILD DEV	100,000.00	0.00	0.00	0.00	0.00	100,000.00	100.00
TOTAL: 8000	3,072,412.73	664,479.00	666,523.94	666,523.94	0.00	2,405,888.79	78.30

Fund: 13 CAFETERIA FUND		WORKING BUDGET		EXPENDED /RECEIVED		PENDING/ ENCUMBERED		UNENCUMBERED	
OBJECT CLASSIFICATION	BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%		
8222 FED REIM-BKF/FY21-FED REIM ALL	1,634,668.00	0.00	0.00	0.00	0.00	1,634,668.00	100.00		
8227 FED.REIMB.-CHILD CARE	43,576.00	0.00	0.00	0.00	0.00	43,576.00	100.00		
8521 STATE REIMB.-BREAKFAST	26,164.00	0.00	0.00	0.00	0.00	26,164.00	100.00		
8522 ST REIMB-LNCH/FY21 STATE REIMB	89,028.00	0.00	0.00	0.00	0.00	89,028.00	100.00		
8523 STATE REIMB.-CHILD CARE	15,000.00	0.00	0.00	0.00	0.00	15,000.00	100.00		
8634 FS SALES/FY21 DAILY SALES	105,902.00	3,116.17	0.00	0.00	0.00	105,902.00	100.00		
8637 STUD LCH/FY21 STUDENT CATERING	604,582.00	3,559.90	(127.50)	0.00	0.00	604,709.50	100.00		
8660 INTEREST/FY21 INTEREST INCOME	4,754.00	0.00	163.73	3.40	0.00	4,590.27	96.50		
8916 FROM GENERAL TO CAFETERIA	750,000.00	0.00	0.00	0.00	0.00	750,000.00	100.00		
TOTAL: 8000	3,273,674.00	6,676.07	36.23	0.00	0.00	3,273,637.77	99.90		

Fund: 14 DEFERRED MAINTENANCE FUND

OBJECT CLASSIFICATION	WORKING BUDGET		EXPENDED /RECEIVED		PENDED/ ENCUMBERED		UNENCUMBERED	
	BUDGET	CURRENT	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
8091 REVENUE LIMIT TRANSFERS	2,342,944.00	0.00	0.00	0.00	0.00	0.00	2,342,944.00	100.00
8660 INTEREST/FY21 INTEREST INCOME	150,000.00	0.00	0.00	20,546.75	13.60	0.00	129,453.25	86.30
TOTAL: 8000	2,492,944.00	0.00	0.00	20,546.75	0.80	0.00	2,472,397.25	99.10

Fund: 17 SP RESRV FD(OT CPTL OTLY PRO

WORKING BUDGET	EXPENDED /RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	PENDEDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
200,000.00	0.00	39,946.98	19.90	0.00	0.00	160,053.02	80.00
200,000.00	0.00	39,946.98	19.90	0.00	0.00	160,053.02	80.00

OBJECT CLASSIFICATION
 8660 INTEREST/FY21 INTEREST INCOME
 TOTAL: 8000

Fund: 21 BUILDING FUND

WORKING BUDGET	EXPENDED /RECEIVED YEAR TO DATE	EXPENDED /RECEIVED YEAR TO DATE %	PENDEDED/ ENCUMBERED	UNENCUMBERED BALANCE	UNENCUMBERED %
70,000.00	0.00	13,942.75	19.90	56,057.25	80.00
70,000.00	0.00	13,942.75	19.90	56,057.25	80.00

OBJECT CLASSIFICATION
 8660 INTEREST/FY21 INTEREST INCOME
 TOTAL: 8000

Fund: 25 CAPITAL FACILITIES FUND

OBJECT CLASSIFICATION	WORKING BUDGET		EXPENDED /RECEIVED		PENDED/ ENCUMBERED		UNENCUMBERED	
	BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%	
8660 INTEREST/FY21 INTEREST INCOME	60,000.00	0.00	14,384.10	23.90	0.00	45,615.90	76.00	
8681 MITIGATION/DEVELOPER FEES	0.00	21,033.51	24,217.11	100.00	0.00	(24,217.11)	0.00	
TOTAL: 8000	60,000.00	21,033.51	38,601.21	64.30	0.00	21,398.79	35.60	

Fund: 35 CO SCHOOL FACILITIES FUND

WORKING BUDGET	EXPENDED /RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
0.00	0.00	100.00	0.00	(0.02)	0.00
0.00	0.00	100.00	0.00	(0.02)	0.00

OBJECT CLASSIFICATION
 8660 INTEREST/FY21 INTEREST INCOME
 TOTAL: 8000

September 23, 2021

Fund: 40	SPECIAL RESERVE FUND CAP	WORKING BUDGET		EXPENDED /RECEIVED	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED
		BUDGET	CURRENT	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE
		45,000.00	0.00	0.00	6,974.00	15.40	0.00	38,026.00
		1,000,000.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00
		1,045,000.00	0.00	0.00	6,974.00	0.60	0.00	1,038,026.00

OBJECT CLASSIFICATION
 8660 INTEREST/FY21 INTEREST INCOME
 8912 BTW GENERAL & SP RESERVE
 TOTAL: 8000

Fund: 73 FOUNDATION TRUST FUND

OBJECT CLASSIFICATION	WORKING BUDGET		EXPENDED /RECEIVED		PENDED/ ENCUMBERED		UNENCUMBERED	
	BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%	
8660 INTEREST/FY21 INTEREST INCOME	7,480.00	1,203.22	1,203.22	16.00	0.00	6,276.78	83.90	
TOTAL: 8000	7,480.00	1,203.22	1,203.22	16.00	0.00	6,276.78	83.90	

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: September 23, 2021

RE: Declaration of Surplus Items

BACKGROUND:

The attached report is a list of items throughout the District that are unusable, not operable or obsolete. The District has determined each of the items is not under warranty and is not cost effective to repair due to its age.

The South San Francisco Unified School District would like to declare all the items obsolete and/or inoperable. The fourteen (14) items are detailed on the attached list, and the total net book value for all the items is zero dollars (\$0).

FISCAL IMPLICATIONS:

No money will be lost from the above recommended transaction because the items do not hold any value that has not already been amortized. Any funds generated from the disposal will be deposited into Fund 01. Upon Board approval, the District will dispose the items.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees declare the fourteen (14) items unusable and obsolete as surplus items with a net book value of zero dollars (\$0). It is further recommended that the District be authorized to dispose of these items.

Declaration of Surplus Items									
Fixed Asset Tag#	Date in Service	Qty	Description	Serial Number	Location	Net Book			
28653	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
28654	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
39756	9/27/2016	1	HP STREAM 11 PRO G2 NOTEBOOK	5CD61813CB	Martin Elementary	\$ -			
40076	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
39972	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
28625	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
28652	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
28686	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
28644	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
40229	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
28606	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
40013	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
40002	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
36630	9/13/2016	1	HP STREAM	N/A	Martin Elementary	\$ -			
Total Items:		14							

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Shawnterra Moore, Ed.D., Superintendent
THRU: Ted O, Assistant Superintendent – Business Services
DATE: September 23, 2021
RE: Acceptance of Gifts

BACKGROUND:

The District has received the attached list of cash and in-kind gifts during the month of September 2021.

FISCAL IMPLICATIONS:

The gifts will benefit the District Office or school site that has been requested by the donors.

RECOMMENDATION:

Staff recommends that the Board of Trustees accepts the gifts on behalf of the District.

**TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT –
ACCEPTANCE OF GIFTS FOR SEPTEMBER 2021.**

It is recommended that the South San Francisco Unified School District Board of Trustees accept the following gifts for the District:

\$100 from Mr. and Mrs. Rolando Calvo to El Camino High School in support of academic excellence.

\$100 from Mr. Brendan Uniacke to El Camino High School in support of football activities.

\$1,000 from B.C Nicolas to El Camino High School in support of football activities.

\$50 from Mr. and Mrs. Jeremy Colines to El Camino High School in support of academic excellence, for use under the principal's discretion.

\$100 from Catalina Mariategue to Adult Education in support of instructional supplies for the Child-Parent Observation Class (CPO).

\$11,000 from Corrine Cheung and Zaniera Alicea of Building Futures Fluor to Sunshine Gardens Elementary School in support of SEL programs, Positive Behavior Supports, Teacher Recognition, and Classroom/Office Technology.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: September 23, 2021

RE: Approval of 2021-22 Fundraisers

BACKGROUND:

Each year, the Board of Trustees approves all fund-raisers to be held on behalf of the schools and students of the District. 2021-22 will be a unique year due to the COVID-19 pandemic. The approval of these school fundraisers is only valid if the school returns to the traditional in-person learning model or done online.

The following fund-raisers are being submitted for approval:

Los Cerritos Elementary School

5th Grade Class Student Store for Outdoor Ed Fundraiser – Selling school supplies such as fun pencils, cute erasers, notepads, and more. Commencing every Friday after school for the 2021-22 school year.

Sunshine Gardens Elementary School

5th Grade Class Outdoor Education Candy Sale – Selling World’s Finest Chocolates to raise money for Outdoor Ed. Commencing September throughout December 2021.

Parkway Heights Middle School

6th Grade Class Breakfast Snack Sale – Selling breakfast bars at the quad before school. Commencing throughout the year or until breakfast schedule resumes.

Westborough Middle School

Leadership Spirit Gear Sale – Selling Westborough gear via online and order forms. Items for sale include lanyards, ID card holders, sweatshirts, beanies, scarves, and more. Commencing throughout the 2021-22 school year.

South San Francisco High School

- ASB Face Paint & Polaroid Fundraiser – Face painting and picture taking during lunch, before the Back-to-School Rally. Commencing October 15, 2021.
- Cheer/Spirit Krispie Kreme Donut Fundraiser – Commencing September 17, 2021 from 7:30am to 8:20am.
- Class of 2023 Nightmare on Cake Street Fundraiser - Selling 200 cupcakes and 200 cookies from Ms. May’s Pastries. Commencing October 15, 2021 from 3:20pm to 5:00pm.
- Sr. Commission Senior Sunrise – Selling small breakfast foods from Krispie Kreme donuts, conchas from Las Hijas Del Gallo Bakery, fruits from Costco, and hot chocolate during Senior Sunrise. Commencing September 24, 2021.
- SSFHS Colorguard Cupcake Fundraiser – Selling 100 cupcakes from the Cake Queen and Coffee Bar SSF. Commencing September 30, 2021 and October 1, 2021 at 3:20pm.
- SSFHS Colorguard T-Pumps Fundraiser – Selling 150 T-Pumps boba drink afterschool. Commencing September 24, 2021 at 3:20pm.

FISCAL IMPLICATIONS:

All funds from approved fund raisers are accounted for in the School Site Associated Student Body (ASB).

RECOMMENDATION:

Staff recommends that the Board of Trustees approve the fundraisers listed above.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Shawnterra Moore, Ed.D., Superintendent
THRU: Ted O, Assistant Superintendent – Business Services
DATE: September 23, 2021
RE: Professional Services Agreements Under \$25,000

BACKGROUND:

The following Professional Service Agreements are being submitted for approval:

District Office – Superintendent

\$12,000.00 Nicole Anderson And Associates Consulting, LLC - Comprehensive workshop/study session program designed to assist in the development of deep belief systems and understanding of diversity that empowers educational leaders and teams to be proactive and responsive to the diverse needs of the communities they serve. (This amount was accidentally omitted from the 9/9/21 Board meeting.)

District Office – Business Services

\$3,828.38 TPx – Agreement for telephone service. Changing from Primary Rate Interface (AT&T) to Session Initiating Protocol (TPx) for an on-going monthly savings for the District.

\$12,685.00 AMS.net – One-time cost to help the District migrate from Primary Rate interface circuits under AT&T to Session Initiating Protocol under TPx.

\$16,354.00 KnowBe4 – Training for all staff on how to avoid being a victim of ransomware and malware. This countermeasure will help to reduce the risk to the District.

District Office – Ed Services

\$9,358.00 AVID Center – Membership fees for El Camino High School and South San Francisco High School. AVID Center provides a new and innovative approach with student-and-teacher interaction, to maximize learning efficiency. Commencing throughout the 2021-22 school year.

FISCAL IMPLICATIONS:

Listed above.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the professional services agreements as presented.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: September 23, 2021

RE: In-Person School Board Meetings and Meeting Structure

BACKGROUND:

At the onset of the pandemic, Governor Newsom signed Executive Order (EO) N-29-20, which allowed public agencies to conduct meetings virtually without having to comply with certain provisions of the Brown Act, as long as the Board provided a way for the public to observe and address the Board telephonically or electronically. It also altered public comment requirements.

Originally, this was only intended to last as long as social distancing was required by State or local public health agencies. The Governor signed another EO, N-08-21 in June, 2021, extending these flexibilities through September 30, 2021. With that deadline only a week away, AB 361, authored by Assembly Member Rivas, would, until January 1, 2024, exempt local legislative bodies from certain provisions related to teleconference public meetings under the Brown Act.

Starting October 1, 2021, unless the executive order gets extended, public agencies are no longer required to stream or accept remote comments at meetings.

On May 27, 2021, the SSFUSD School board discussed the plan to transition back to in-person Board meetings. At that time, the Board was supportive of maintaining Zoom as a platform for the community to view the meetings and to continue live streaming to YouTube. This platform was also used as a means for community members to comment during the meetings. During that meeting, the majority of the Board discussed when transitioning back to in-person at Baden HS, that they would also like to transition public comments back to being in-person as well. They agreed to maintain written public comments being submitted in advance of the meeting, which the Board would continue to read prior to each meeting. During this discussion, the Board also indicated a need to come back after the year had begun to reevaluate and assess whether they are ready to transition back to Baden HS and host Board meetings in-person.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

For information and discussion only.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Jay Spaulding, Ed.D., Assistant Superintendent – Human Resources

DATE: September 23, 2018

RE: 2021-22 Student Enrollment Numbers

BACKGROUND:

Every spring we project enrollment numbers for the upcoming school year for each of our schools. We base enrollment on trend history and information gathered from each of the sites. Staff will present, to the Board of Trustees, the SSFUSD student enrollment at our school sites as of the tenth day of school.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

For Information/Discussion only.

SSFUSD's 2021 - 22 Enrollment

School	Enrollment 8/28/20	Enrollment 8/24/21	Difference
Buri Buri	604	571	-33
Junipero Serra	311	291	-20
Los Cerritos	284	271	-13
Martin	386	353	-33
Monte Verde	564	546	-18
Ponderosa	381	377	-4
Skyline	394	369	-25
Spruce	458	426	-32
Sunshine Gardens	327	322	-5
	3709	3526	-183
Alta Loma	674	640	-34
Parkway	561	570	9
Westborough	546	524	-22
	1781	1734	-47
El Camino	1207	1201	-6
South SF	1282	1273	-9
Baden	82	70	-12
	2571	2544	-27
Ind. Study	2	0	-2
Middle College	80	63	-17
Therapeutic Day	11	10	-1
Community Day	0	0	0
	93	73	-20
Total	8154	7877	-277

SSFUSD's 4 Year Enrollment Trend

School	Actual Students 8/28/18	Actual Students 8/28/19	Actual Enrollment 8/28/20	Actual Enrollment 8/24/21
Buri Buri	607	620	604	571
Junipero Serra	304	296	311	291
Los Cerritos	302	291	284	271
Martin	408	406	386	353
Monte Verde	531	526	564	546
Ponderosa	411	397	381	377
Skyline	407	414	394	369
Spruce	511	499	458	426
Sunshine Gardens	361	357	327	322
	3842	3806	3709	3526
Alta Loma	702	701	674	640
Parkway	598	578	561	570
Westborough	614	593	546	524
	1914	1872	1781	1734
El Camino	1242	1216	1207	1201
South SF	1293	1230	1282	1273
Baden	80	82	82	70
	2615	2528	2571	2544
Ind. Study	3	0	2	0
Middle College	68	68	80	63
Therapeutic Day	11	11	11	10
Community Day	0	0	0	0
	82	79	93	73
Total	8453	8285	8154	7877

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Resolution #21-47

**FILIPINO AMERICAN HISTORY MONTH
OCTOBER 1 – OCTOBER 31, 2021**

*WHEREAS, the month of October was designated as **Filipino American History Month** in 2006 by the California Department of Education and by the United States Congress in November 2009; and*

WHEREAS, October was chosen to commemorate the arrival of the first Filipinos in the United States at Morro Bay, California, in 1587, making them the earliest documented Asians to visit North America; and

WHEREAS, Filipino Americans have, for many generations, contributed economically, culturally, and socially to the development of United States history and specifically to the 1960's United Farm Workers Movement in California; and

WHEREAS, it is important for Filipino American youth to celebrate their rich ethnicity and valuable legacy and to instill in them the importance of education; and

WHEREAS, California Education Code Section 51204.5 specifically calls for instruction in the social sciences to include the study of the role and contributions of Asian Americans, to the economic, political, and social development of California and the nation, with particular emphasis on portraying the role of this group in contemporary society; and

WHEREAS, the Filipino American community is the second largest Asian-American group in the United States and represents 4.1 million residents; with the largest single state population of 1.7 million in California alone; and 24% of the District's students;

*NOW, THEREFORE, BE IT RESOLVED that the South San Francisco Unified School District Board of Trustees hereby recognizes and wishes to honor Filipino Americans during **Filipino American History Month**.*

REGULARLY PASSED AND ADOPTED this 23rd day of September 2021.

AYES in Favor of Said Resolution

ATTEST:

Secretary/Clerk of the Board

Superintendent of Schools

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees
FROM: Shawnterra Moore, Ed.D., Superintendent
DATE: September 23, 2021
RE: New and Updated Board Policies - *1ST Reading*

BACKGROUND:

The following Board Policies are new or been updated to keep the District in compliance with Education Code and State laws.

1. BB 3471 - Parcel Taxes
2. BP 3551 - Food Service Operations/Cafeteria Fund
3. BP 4112.2 - Certification
4. BP 5141.52 - Suicide Prevention
5. BP 5144.1 - Suspension and Expulsion/Due Process
6. BP 6172.1 - Concurrent Enrollment in College Classes

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees discuss, consider any possible changes, and approve with the second reading waived.

First Reading

9-23-2021

New

CSBA Sample

Board Policy

Business and Noninstructional Operations

BP 3471(a)

PARCEL TAXES

Note: The following policy is optional. Pursuant to Article 13A of the California Constitution and Government Code 50079, districts and county offices of education may levy, with voter approval, a qualified special tax known as a parcel tax on real property in accordance with Government Code 50075-50077.5. Unlike a traditional ad valorem property tax which is based on estimated property values and which cannot be levied by school districts, taxpayers generally pay a flat rate for a parcel tax regardless of property value. The funds can be used on any activities or items for which general fund moneys can be spent, including general operating expenses, as long as the funds are used strictly for the purposes specified in the ballot statement.

A parcel tax is separate from general obligation bonds that may be approved for the construction, reconstruction, rehabilitation, or replacement of school facilities. For information regarding the funding of specified facilities needs through the issuance of debt, see BP/AR 7214 - General Obligation Bonds.

Districts considering placing a parcel tax on the ballot should consult legal counsel.

The Governing Board recognizes its obligation to provide a high-quality educational program within safe facilities and secure campuses, and that additional funds are at times necessary to fulfill this responsibility. The Board may consider appropriate methods of financing and, when it is in the best interest of the district, may order the placement of a parcel tax on the ballot for approval by the voters.

(cf. 3100 - Budget)

(cf. 3470 - Debt Issuance and Management)

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

(cf. 7214 - General Obligation Bonds)

The Board shall hold a noticed public hearing prior to approving a resolution for the adoption of a parcel tax. The resolution shall be approved by a two-thirds vote of the Board in order to be placed on the ballot. The resolution shall include the type and rate of the tax to be levied, the method of collection, and the date upon which an election shall be held to approve the levy of the tax. (Government Code 50077, 53724)

(cf. 9320 - Meetings and Notices)

(cf. 9323.2 - Actions by the Board)

PARCEL TAXES (continued)

Note: Pursuant to Government Code 50079, the parcel tax must be applied uniformly to all taxpayers or all real property within the district, unless the Board grants an exemption as authorized by law. See section on "Exemptions" below.

In addition, Government Code 50079 provides that unimproved property may be taxed at a lower rate than improved property. However, different tax rates may not be imposed for different

classifications of property. In Borikas v. Alameda Unified School District, the appellate court concluded that the language in Government Code 50079 which states that the special tax “apply uniformly to all taxpayers or all real property” does not authorize different tax rates for residential and commercial/industrial properties, nor for different sized commercial/industrial properties.

The parcel tax shall apply uniformly to all taxpayers or all real property within the district, except that unimproved property may be taxed at a lower rate than improved property. (Government Code 50079)

The Board shall consult with legal counsel to ensure compliance with all requirements of law, including its determination of the appropriate amount of the proposed parcel tax and whether exemptions from the tax will be granted.

Any parcel tax to be proposed for voter approval shall provide for accountability measures, including, but not limited to, a statement indicating the specific purposes of the special tax and that the proceeds of the tax shall be used only for the specific purposes identified, creation of a separate account into which the proceeds shall be deposited, and annual reporting pursuant to Government Code 50075.3. (Government Code 50075.1)

No district funds, services, supplies, or equipment shall be used to support or defeat a parcel tax ballot measure. The Superintendent or designee may use district resources to provide students, parents/guardians, and community members with fair and impartial information related to a parcel tax ballot measure, including information about the impact of the parcel tax on the district. (Education Code 7054)

(cf. 1160 - Political Processes)

(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)

Upon approval of the tax by two-thirds of the votes, the district may levy the tax or contract with the county to collect the tax on the district's behalf. (Government Code 50077)

Exemptions

The Board may grant an exemption from the parcel tax for any or all of the following: (Government Code 50079)

PARCEL TAXES (continued)

- 1. Persons who are 65 years of age or older**
- 2. Persons receiving Supplemental Security Income for a disability, regardless of age**
- 3. Persons receiving Social Security Disability Insurance benefits, regardless of age, whose yearly income does not exceed 250 percent of the 2012 federal poverty guideline issued by the U.S. Department of Health and Human Services**

Any exemption granted by the Board shall remain in effect until the taxpayer becomes ineligible. If the taxpayer becomes ineligible for the exemption for any reason, a new exemption may be granted in the same manner. (Government Code 50079)

If the district provides for an exemption from the parcel tax and contracts or enters into an agreement with the county to collect such tax, the district shall annually provide to the tax collector a phone number where requests for exemption information may be directed and the link, if available, to the location on the district's web site that contains exemption information and the application for exemption. (Government Code 50079)

Legal Reference: (see next page)

PARCEL TAXES (continued)

Legal Reference:

EDUCATION CODE

7054 Prohibition against use of district property for campaigning; informational only

ELECTIONS CODE

324 General election, definition

328 Local election, definition

341 Primary election, definition

348 Regular election, definition

356 Special election, definition

357 Statewide election, definition

1302 Local election to select governing board members

15372 Elections official certificate statement of election results

GOVERNMENT CODE

50075-50077.5 Voter-approved special taxes

50079 Qualified special taxes of school district

53724 Board resolution for special tax

54952 Definition of legislative body, Brown Act

REVENUE AND TAXATION CODE

2611.6 County tax bill special tax information

CALIFORNIA CONSTITUTION

Article 13A Taxation

COURT DECISIONS

Borikas v. Alameda Unified School District (2013) 214 Cal.App.4th 135

Management Resources:

CSBA PUBLICATIONS

The Impact of Pension Cost Increases on California Schools, January 2018

Behind the Numbers: The Cold, Hard Facts of California Public School Funding, January 2018

California Education Funding: Students Deserve Better, Fact Sheet, August 2017

California's Challenge: Adequately Funding Education in the 21st Century, December 2015

Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011

WEB SITES

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

U.S. Department of Health and Human Services: <https://www.hhs.gov>

First Reading

9-23-2021

Proposed

CSBA Sample

Board Policy

Business and Noninstructional Operations

BP 3551(a)

FOOD SERVICE OPERATIONS/CAFETERIA FUND

Note: The following policy may be revised to reflect district practice. Pursuant to U.S. Department of Agriculture (USDA) Memorandum SP 46-2016, districts participating in the National School Lunch and/or Breakfast Program (42 USC 1751-1769j, 1773) are **mandated** to adopt policy addressing **meal charges, including** delinquent meal charges; see the section "Meal Sales" below and the accompanying administrative regulation.

Pursuant to 7 CFR 210.9, 210.14, and 220.7, districts participating in the National School Lunch and/or Breakfast program must maintain a nonprofit school food service program. Revenues received through the program may be used for the operation or improvement of the food service program, but not to **purchase land or buildings unless otherwise approved by USDA's Food and Nutrition Services, or to** construct buildings. Authorized expenditures are specified in Education Code 38101 and defined in the California Department of Education's (CDE) California School Accounting Manual.

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.

(cf. 3100 - Budget)

(cf. 3300 - Expenditures and Purchases)

(cf. 3311 - Bids)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3552 - Summer Meal Program)

(cf. 5030 - Student Wellness)

Note: The following paragraph is for use by districts that participate in the National School Lunch and/or Breakfast Program and may be adapted for use by other districts. Pursuant to 42 USC 1776 and 7 CFR 210.30, USDA has established minimum professional standards for food service directors and granted CDE the authority to adopt more flexible standards for districts with average daily attendance of less than 2,500. See CDE's Nutrition Services Division Management Bulletin 10-2019 for information about state hiring standards.

The Superintendent or designee shall ensure that food service director(s) possess the qualifications required by 7 CFR 210.30 and California Department of Education (CDE) standards.

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Note: The following paragraph is for use by districts participating in the National School Lunch and/or Breakfast Program. Pursuant to 42 USC 1776, such districts must ensure that food service personnel and other appropriate personnel who conduct or oversee administrative procedures receive training on administrative practices (i.e., training in application, certification, verification, meal counting, and meal claiming procedures) at least once each year. In addition, all food service personnel are required to receive annual training that is designed to improve the accuracy of approvals for free and reduced-price meals and the identification of reimbursable meals at the point of service **and to ensure program compliance and integrity. Food service personnel must obtain certification on an annual basis to demonstrate competence in the training. In addition, training is required to** include modules on nutrition, health and food safety standards and methodologies, and any other appropriate topics as determined by the U.S. Secretary of Agriculture. CDE provides online training that meets these requirements; see CDE's web site.

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 CDE. (42 USC 1776)

Meal Sales

Note: The following section may be revised by districts that have one or more high-poverty schools that operate under the federal universal meal service provision (42 USC 1759a), which provides breakfast and/or lunch free of charge to all students at the school. For further information, see BP 3553 - Free and Reduced Price Meals.

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

Note: Pursuant to Education Code 38082, the Governing Board may adopt a resolution to authorize serving meals to additional persons other than those listed above. CDE's Nutrition Services Division Management Bulletin 00-111 states that the Board's policy or resolution must specify the means for serving those persons and indicates that using funds from the National School Lunch or Breakfast Program to serve any nonstudent would be contrary to program goals. The following **optional** paragraph is for districts that have adopted such a resolution and should be revised to reflect district practice.

In addition, meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or other individuals, who are 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.

Note: Pursuant to Education Code 38084, the district may determine meal prices consistent with the goal of paying the costs of maintaining the cafeterias (exclusive of the costs of housing and equipping cafeterias or other costs determined by Board resolution, which are paid from district funds other than the cafeteria fund, pursuant to Education Code 38100).

Students who meet federal eligibility criteria for the reduced-price meal program cannot be charged more than the amounts listed in 42 USC 1758 and 1773; see AR 3553 - Free and Reduced Price Meals. For information about setting prices for full-price meals, see 42 USC 1760 and CDE's Nutrition Services Division Management Bulletin SNP **11-2019**.

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

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. 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.

(cf. 3553 - Free and Reduced Price Meals)

Note: Pursuant to USDA Memorandum SP 46-2016, districts participating in the National School Lunch and/or Breakfast Program are **mandated** to have a written and clearly communicated meal charge policy which includes, but is not limited to, policy on the collection of delinquent meal charge debt. See the accompanying administrative regulation for additional language fulfilling this mandate.

The Superintendent or designee shall establish strategies and procedures for the collection of meal payments, including delinquent meal payments. Such procedures shall conform with BP/AR 3553 - Free and Reduced Price Meals, 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.

Note: Education Code 49557.5 requires any district that participates in the National School Lunch and/or Breakfast Program to ensure that students **whose parents/guardians have** unpaid meal fees are not shamed or treated differently than other students. **As amended by SB 265 (Ch. 785, Statutes of 2019), Education Code 49557.5 provides that students with unpaid meal fees must not be denied a reimbursable meal of their choice, eliminating the possibility that a school could provide an alternative meal to a student with unpaid meal fees.** For further information **about unpaid meal charges**, see CDE's Nutrition Services Division Management Bulletin SNP-03-2017.

In addition, Education Code 49557 requires the Board to approve a plan that ensures students eligible to receive free or reduced-price meals are not treated differently from other students, including, but not limited to, assurance that eligible students will not be overtly identified by the use of special tokens, tickets, or any other means. For additional language addressing this requirement, see BP/AR 3553 - Free and Reduced Price Meals.

The Superintendent or designee shall ensure that a student whose parent/guardian has unpaid school meal fees or a student who is enrolled in the free or reduced-price meal program is not overtly identified by the use of special tokens, tickets, or other means and is not shamed, treated differently, **denied a meal of the student's choice**. (Education Code 49557, 49557.5)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 0415 - Equity)

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Cafeteria Fund

Note: Pursuant to Education Code 38090, money received for the sale of food or for any services performed by the cafeterias may be paid into the county treasury to the credit of a "cafeteria fund" for the district.

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

Note: Education Code 38103 allows the Board, at its discretion and with the approval of the County Superintendent of Schools who is responsible for a countywide payroll/retirement system under Education Code 42646, to have wages, salaries, and benefits of food service employees paid either from the district's general fund (Option 1 below) or from the district's cafeteria fund (Option 2).

OPTION 1: 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)

OPTION 2: The wages, salaries, and benefits of food service employees shall be paid from the cafeteria fund. (Education Code 38103)

Note: The following **optional** paragraph may be revised to reflect district practice. 2 CFR Part 200, Appendix VII and USDA guidance, Indirect Costs: Guidance for State Agencies and School Food Authorities, provide information regarding allowable indirect costs that may be charged to the nonprofit school food service account. Also see the accompanying administrative regulation.

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.

(cf. 3230 - Federal Grant Funds)
(cf. 3400 - Management of District Assets/Accounts)
(cf. 3460 - Financial Reports and Accountability)

Contracts with Outside Services

Note: The following section is **optional**. Pursuant to Education Code 45103.5, the district is authorized to contract for consulting services related to food service management. 42 USC 1758, 7 CFR 210.16, and Education Code 45103.5 authorize a district, under specified conditions and with approval of CDE, to contract with a food service management company to manage its food service operation in one or more of its schools. See the accompanying administrative regulation for related requirements.

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

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)

(cf. 3312 - Contracts)

(cf. 3600 - Consultants)

Procurement of Foods, Equipment and Supplies

Note: The following two paragraphs reflect requirements for districts participating in the National School Lunch and/or Breakfast Program. Pursuant to 7 CFR 210.21, districts are required to comply with all requirements for purchasing commercial food products served in the school meal programs, including those outlined in the Buy American provision. USDA Memorandum SP 38-2017 clarifies that a district participating in the National School Lunch and/or Breakfast Program or any entity purchasing food on its behalf must, to the maximum extent practicable, purchase domestically grown and processed foods, as defined. According to the Memorandum, a domestic commodity or product is deemed to be "substantially using" domestic agricultural commodities when over 51 percent of the final processed product consists of agricultural commodities produced in the United States.

Limited exceptions to the Buy American requirement are described in USDA Memorandum SP 38-2017. If the district is using one of these exceptions, it must maintain documentation justifying the exception(s).

Pursuant to Education Code 49563, CDE is required to make resources, requirements, and best practices related to the Buy American provision available on its web site and to provide districts with related USDA guidance or regulations as updates are issued.

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)

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 reasonably **available** 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)

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Note: Pursuant to Public Contract Code 20111, districts participating in a federally funded child nutrition program, such as the National School Lunch and/or Breakfast Program, must comply with the federal procurement standards of 2 CFR 200.318-200.326 in regard to bid solicitations and awards. Also see BP/AR 3230 - Federal Grant Funds. Districts that do not participate in such a program may revise the following paragraph.

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.

Note: The following paragraph is for use by districts that have one or more schools participating in the National School Lunch Program, School Breakfast Program, Seamless Summer Feeding Option, and/or other federal meal program. The state monitoring process (the Administrative Review) includes a review of district compliance with requirements for federal meal programs, including a review of resource management in the food service program as provided in the following paragraph. Each district is reviewed at least once every three years **except that, for school years from 2017-2019 through 2021-22, the three-year review cycle was extended to a five-year cycle pursuant to a waiver submitted by CDE's Nutrition Services Division to USDA.** See CDE's nutrition services web site for a current list of documents that may be requested for the review.

During the Administrative Review, CDE will review district policies on **charge accounts, alternate meals, unpaid meal charges, unpaid meal debt, the prohibition against shaming of students whose families cannot pay for a meal or who have unpaid meal debt, and processes for notifying parents/guardians of these policies at the beginning of the school year and when a student enrolls during the school year.**

The Superintendent or designee shall provide all necessary documentation required for the Administrative Review conducted by CDE to ensure compliance of the district's food service program with federal requirements:
(*cf. 3555 - Nutrition Program Compliance*)

Legal Reference: (see next page)

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Legal Reference:

EDUCATION CODE

38080-38086.1 Cafeteria, establishment and use
38090-38095 Cafeterias, funds and accounts
38100-38103 Cafeterias, allocation of charges
42646 Alternate payroll procedure
45103.5 Contracts for management consulting services; restrictions
49490-49493 School breakfast and lunch programs
49500-49505 School meals
49550-49564.5 Meals for needy students, especially:
49550.5 Universal breakfast
49554 Contract for services
49580-49581 Food recovery program

FOOD AND AGRICULTURE CODE

58595 Preference for California-grown agricultural products

HEALTH AND SAFETY CODE

113700-114437 California Retail Food Code

PUBLIC CONTRACT CODE

2000-2002 Responsive bidders

20111 Contracts

CODE OF REGULATIONS, TITLE 5

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769j School lunch programs

1771-1793 Child nutrition, including:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 2

200.56 Indirect costs, definition

200.317-200.326 Procurement standards

200.400-200.475 Cost principles

200 Appendix VII Indirect cost proposals

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1 210.33 National School Lunch Program

220.1 220.22 National School Breakfast Program

245.8 Nondiscrimination practices for students eligible for free and reduced price meals and free milk

250.1-250.70 USDA foods

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Food Distribution Program Administrative Manual

Paid Lunch Equity Requirement and Calculation Tool-Updated Guidance for School Year 2019-20, NSD Management Bulletin, SNP-11-2019, May 2019

Professional Standards in the SNP and New Hiring Flexibility, NSD Management Bulletin, SNP-10-2019, April 2019

Management Resources continued: (see next page)

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Management Resources: (continued)

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS (continued)

Senate Bill 250: Child Hunger Prevention and Fair Treatment Act of 2017 and USDA Meal Charge Policy Requirements, NSD Management Bulletin, SNP-05-2018, January 2018

Storage and Inventory Management of U.S. Department of Agriculture Foods, NSD Management Bulletin, FDP-01-2018, January 2018

Unpaid Meal Charges: Local Meal Charge Policies, Clarification on Collection of Delinquent Meal Payments, and Excess Student Account Balances, NSD Management Bulletin, SNP-03-2017, April 2017
Procuring and Monitoring of Food Service Management Contracts, NSD Management Bulletin, SNP-13-2015, January 2015

Cafeteria Funds--Allowable Uses, NSD Management Bulletin, NSD-SNP-07-2013, May 2013

Adult and Sibling Meals in the National School Lunch and School Breakfast Programs, NSD Management Bulletin, 00-111, July 2000

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

FAQs About School Meals - FAQs

Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program, SP 38-2017, June 2017

Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation's Schools, SP 29-2017, May 2017

Unpaid Meal Charges: Guidance and Q&A, SP 23-2017, March 2017

Indirect Costs: Guidance for State Agencies and School Food Authorities SP 60-2016, September 2016

Unpaid Meal Charges: Local Meal Charge Policies, SP 46-2016, July 2016

Discretionary Elimination of Reduced Price Charges in the School Meal Programs, SP 17-2014, January 2014

WEB SITES

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California School Nutrition Association: <http://www.calsna.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

(3/18 7/19) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Current

Board Policy

Food Service Operations/Cafeteria Fund

BP 3551

Business and Noninstructional Operations

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.

(cf. 3100 - Budget)

(cf. 3300 - Expenditures and Purchases)

(cf. 3311 - Bids)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3552 - Summer Meal Program)

(cf. 5030 - Student Wellness)

The Superintendent or designee shall ensure that all food service personnel possess appropriate qualifications and receive ongoing professional development related to the effective management and implementation of the district's food service program.

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

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

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

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.

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.

(cf. 3553 - Free and Reduced Price Meals)

Meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or

other individuals, who are 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.

Cafeteria Fund

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

The wages, salaries, and benefits of food service employees shall be paid from the cafeteria fund. (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.

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

(cf. 3460 - Financial Reports and Accountability)

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)

(cf. 3312 - Contracts)

(cf. 3600 - Consultants)

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, paid lunch equity, revenue from nonprogram goods, indirect costs, and USDA foods.

(cf. 3555 - Nutrition Program Compliance)

Legal Reference:

EDUCATION CODE

38080-38086 Cafeteria, establishment and use

38090-38095 Cafeterias, funds and accounts

38100-38103 Cafeterias, allocation of charges

42646 Alternate payroll procedure

45103.5 Contracts for management consulting services; restrictions
49490-49493 School breakfast and lunch programs
49500-49505 School meals
49554 Contract for services
HEALTH AND SAFETY CODE
113700-114437 California Retail Food Code
CODE OF REGULATIONS, TITLE 5
15550-15565 School lunch and breakfast programs
UNITED STATES CODE, TITLE 42
1751-1769j School lunch programs
1771-1791 Child nutrition, including:
1773 School breakfast program
CODE OF FEDERAL REGULATIONS, TITLE 2
225 Cost Principles for State, Local, and Indian Tribal Governments
CODE OF FEDERAL REGULATIONS, TITLE 7
210.1-210.31 National School Lunch Program
220.1-220.21 National School Breakfast Program
250.1-250.70 USDA foods

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Food Distribution Program Administrative Manual

Cafeteria Funds--Allowable Uses, Management Bulletin NSD-SNP-07-2013, May 2013

Paid Lunch Equity Requirement, Management Bulletin USDA-SNP-16-2012, October 2012

Storage and Inventory Management of United States Department of Agriculture (USDA)

Donated Foods, Management Bulletin USDA-FDP-02-2010, August 2010

Clarification for the Use of Alternate Meals in the National School Lunch and School Breakfast Programs; and the Handling of Unpaid Meal Charges, Management Bulletin USDA-SNP-01-2008, February 2008

Adult and Sibling Meals in the National School Lunch and School Breakfast Programs, Management Bulletin 00-111, July 2000

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Financial Management of the School Meal Programs, Correspondence, August 30, 2013

Indirect Costs: Guidance for State Agencies and School Food Authorities, 2011

U.S. DEPARTMENT OF EDUCATION GUIDANCE

FAQs About School Meals

WEB SITES

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California School Nutrition Association: <http://www.calsna.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

U.S. Department of Education: <http://www.ed.gov>

Policy SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

adopted: March 12, 2015 South San Francisco, California

First Reading

9-23-2021

Proposed

CSBA Sample Board Policy

Certificated Personnel CERTIFICATION

BP 4112.2(a)

Note: Under the authority granted by Education Code 44252, the Commission on Teacher Credentialing (CTC) establishes standards and procedures for the issuance and renewal of multiple subject, single subject, education specialist, and other credentials, certificates, and permits and approves applications. Pursuant to Education Code 44251, a preliminary credential is generally valid for five years, during which time the employee must complete the requirements for the clear credential in order to continue to serve in a certificated position. The clear credential must be renewed every five years, but renewal does not require completion of additional coursework or service requirements.

Assignment to certain positions within the district may require additional qualifications. For example, see AR 4112.22 - Staff Teaching English Learners, AR 4112.23 - Special Education Staff, and BP/AR 4113 - Assignment.

The Governing Board recognizes that the district's ability to provide a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught. The Superintendent or designee shall ensure that persons employed to fill positions requiring certification qualifications possess the appropriate credential, permit, or other certification document from the Commission on Teacher Credentialing (CTC) and fulfill any additional state, federal, or district requirements for the position.

(cf. 4111/4211/4311 - Recruitment and Selection)
(cf. 4112.21 - Interns)
(cf. 4112.22 - Staff Teaching English Learners)
(cf. 4112.23 - Special Education Staff)
(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
(cf. 4113 - Assignment)
(cf. 4121 - Temporary/Substitute Personnel)
(cf. 5148 - Child Care and Development)
(cf. 6178 - Career Technical Education)
(cf. 6200 - Adult Education)

The Superintendent or designee shall provide assistance and support to teachers holding preliminary credentials to enable them to meet the qualifications required for the clear credential.

(cf. 4131 - Staff Development)
(cf. 4131.1 - Teacher Support and Guidance)

CERTIFICATION (continued)**Priorities for Hiring Based on Unavailability of Credentialed Teacher**

Note: **To the extent possible, the district must** hire a "fully prepared" teacher who holds a clear or preliminary teaching credential, **in the subject or setting of the assignment. The Board may authorize a fully credentialed teacher to serve in an assignment outside the area authorized by the credential if specified criteria are met; see BP/AR 4113 - Assignment and CTC's Credential Information Guide. When the district is unable to hire a fully credentialed teacher,** Education Code 44225.7 permits the district to hire a **candidate** without those credentials **in accordance with the hiring** hierarchy provided in items #1-3 below.

The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher **for who is authorized in the subject or setting for** each assignment **or, when necessary, a fully prepared teacher serving on a local assignment option.** Whenever a teacher with a clear or preliminary credential is not available, the Superintendent or designee shall make reasonable efforts to recruit an individual for the assignment in the following order: (Education Code 44225.7)

Note: Pursuant to Education Code 44225.7, if a credentialed teacher is not available, priority **for employment** must be given to **employing** an individual who is enrolled in an approved intern program, as provided in item #1 below. CTC Coded Correspondence 13-01 clarifies that such an individual must possess a CTC-issued intern credential.

1. A candidate who enrolls in an approved intern program in the region of the district and possesses an intern credential

Note: Pursuant to Education Code 44225.7, next priority for filling a position should be for a candidate who is scheduled to complete preliminary credential requirements within six months, as provided in item #2 below. CTC Coded Correspondence 13-01 clarifies that such an individual must qualify for and obtain a provisional internship permit (PIP) or short-term staff permit (STSP).

Pursuant to 5 CCR 80021-80021.1, the district may employ persons with a PIP when the district has conducted a diligent search but has been unable to recruit a credentialed teacher, **or an STSP when needed to immediately staff classrooms based on unforeseen circumstances.** Each of these options requires the district to provide orientation, training, and/or guidance; see the accompanying administrative regulation.

2. A candidate who is scheduled to complete preliminary credential requirements within six months and who **is granted** a provisional internship permit (PIP) or short-term staff permit issued by the CTC

CERTIFICATION (continued)

Note: 5 CCR 80021.1 requires that a notice of intent to employ a person with a PIP be made public as described in the following paragraph. A copy of the agenda item and the Superintendent or designee's verification of the Governing Board's favorable action must be included as part of the application to the CTC along with other required verifications; see the accompanying administrative regulation.

The Board shall approve, as an action item at **an open** Board meeting, a notice of its intent to employ a PIP applicant for a specific position. (5 CCR 80021.1)

Note: Pursuant to Education Code 44225.7, when the district is unable to recruit a credentialed teacher or a teacher who meets the qualifications specified in items #1-2 above, it may request **CTC to approve the assignment of a person who does not meet those criteria. According to CTC Coded Correspondence 13-01, such an individual would need to qualify for a "variable term waiver."** For further information about variable term waivers, see **CTC's Waiver Requests Guidebook and 5 CCR 80125.**

3. An individual who **has been granted** a credential waiver by the CTC

Note: Pursuant to 5 CCR 80023.2, 80026, and 80027-80027.1, the Board must annually approve a Declaration of Need for Fully Qualified Educators prior to hiring a person with an emergency permit or a limited assignment permit to teach outside **the** area of certification. The form for the Declaration of Need is **on CTC's web site.** Pursuant to 5 CCR 80026, the Declaration of Need must be approved at a regularly scheduled public Board meeting and is valid for up to 12 months, expiring on June 30 following its submission to CTC.

Prior to requesting that the CTC issue an emergency permit or a limited assignment permit, the Board shall annually approve a Declaration of Need for Fully Qualified Educators. The Declaration of Need shall be approved by the Board as an action item at a regularly scheduled **open** Board meeting, with the entire Declaration of Need being included in the Board agenda. (Education Code 44225, 44225.7; 5 CCR 80023.2, 80026, 80027, 80027.1)

The Declaration of Need shall certify that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) and that the district has made reasonable efforts to recruit individuals who meet the qualifications specified in items #1-2 above. The Declaration of Need shall also indicate the number and type of emergency permits that the district estimates it will need during the valid period of the Declaration of Need, based on the previous year's actual needs and projections of enrollment. Whenever the actual number of permits needed exceeds the estimate by 10 percent, the Board shall revise and resubmit the Declaration of Need. (5 CCR 80026)

Whenever it is necessary to employ noncredentialed teachers to fill a position requiring certification qualifications, the Superintendent or designee shall provide support and guidance in accordance with law to ensure the quality of the instructional program.

CERTIFICATION (continued)**National Board for Professional Teaching Standards Certification**

Note: The following **optional** section may be revised to reflect district practice. The National Board for Professional Teaching Standards (NBPTS) offers teachers a voluntary, rigorous advanced certification process **to improve their practice as educators. Districts can encourage teacher participation by coordinating a cohort of teachers through school or district-based programs, their county office of education, or the NBPTS Resource Center at Stanford University or other NBPTS support networks. A list of current NBPTS support networks can be found on the NBPTS web site.**

Districts and schools may use U.S. Department of Education grant funds (e.g., Title I, Part A; Title II, Part A; Individuals with Disabilities Education Act, Part B), as well as district resources for beginning teachers, for costs associated with teachers pursuing, achieving, and maintaining National Board certification.

The Superintendent or designee shall promote a career continuum that includes participation of district teachers in professional learning that supports their completion of advanced certification awarded by the National Board for Professional Teaching Standards (NBPTS). The Superintendent or designee may coordinate a cohort of teachers through school or district programs or other available networks.

With Board approval and funding, and consistent with the collective bargaining agreement and applicable law, the Superintendent may provide an incentive program for teacher participation in NBPTS certification, which may include:

- 1. Defraying, subsidizing, or reimbursing the registration, certification, or maintenance fees for NBPTS certification**
- 2. Providing bonuses, step increases, or differential pay for teachers who maintain their certification and continue to teach in the district, with priority given to teachers at Title I schools and schools serving a majority of low-income students**
- 3. Providing substitute teachers to provide release time for participating teachers**
- 4. Providing stipends for teacher participation that match other professional development stipends**
- 5. Compensating mentor teachers who support other teachers' professional learning aligned to NBPTS standards**

(cf. 4161.3 - Professional Leaves)

CERTIFICATION (continued)

Parental Notifications

Note: The following section is for use by districts that receive federal Title I funds, and may be used or adapted by other districts at their discretion.

20 USC 6312 requires districts receiving federal Title I funds to provide the following annual notification to parents/guardians of students in any school receiving Title I funds. Such districts may choose to provide the same notification to all schools, regardless of whether or not they receive Title I funds.

At the beginning of each school year, the Superintendent or designee shall notify the parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to, whether the teacher: (20 USC 6312)

1. Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction
2. Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived
3. Is teaching in the field of discipline of **the teacher's** certification

(cf. 5145.6 - Parental Notifications)

In addition, the Superintendent or designee shall notify parents/guardians in a timely manner whenever their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area to which the teacher has been assigned. (20 USC 6312)

Legal Reference continued: (see next page)

CERTIFICATION (continued)

Legal Reference:

EDUCATION CODE

8360-8370 *Qualifications of child care personnel*
32340-32341 *Unlawful issuance of a credential*
35186 *Complaints regarding teacher vacancy or misassignment*
44066 *Limitations on certification requirements*
44200-44399.1 *Teacher credentialing, especially:*
44250-44277 *Credential types; minimum requirements*
44300-44302 *Emergency permit*
44325-44328 *District interns*
44330-44355 *Certificates and credentials*
44420-44440 *Revocation and suspension of credentials*
44450-44468 *University intern program*
44830-44929 *Employment of certificated persons; requirement of proficiency in basic skills*
56060-56063 *Substitute teachers in special education*

CODE OF REGULATIONS, TITLE 5

80001-80674.6 *Commission on Teacher Credentialing*

UNITED STATES CODE, TITLE 20

6312 *Title I local educational agency plans; notifications regarding teacher qualifications*

CODE OF FEDERAL REGULATIONS, TITLE 34

200.48 *Parent notification regarding teacher qualifications*

COURT DECISIONS

Association of Mexican-American Educators et al. v. State of California and the Commission on Teacher Credentialing, (1993) 836 F.Supp. 1534

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

CL-667 *Basic Skills Requirement*

CL-856 *Provisional Internship Permit*

CL 858 *Short-Term Staff Permit*

Credential Information Guide

Approved Addition and Amendments to Title 5 of the California Code of Regulations Pertaining to Teaching Permit for Statutory Leave (TPSL), Coded Correspondence 16-10, August 23, 2016

Waiver Requests Guidebook, 2015

Hiring Hierarchy in Education Code 44225.7, Coded Correspondence 13-01, January 30, 2013

Subject Matter Authorization Guideline Book, 2012

Supplementary Authorization Guideline Book, 2012

California Standards for the Teaching Profession, 2009

The Administrator's Assignment Manual, rev. September 2007

NATIONAL BOARD FOR PROFESSIONAL TEACHING STANDARDS PUBLICATIONS

Considerations for Using Federal Funds to Support National Board Certification, 2018

WEB SITES

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Management Resources continued: (see next page)

CERTIFICATION (continued)

Management Resources: (continued)

WEB SITES (continued)

Commission on Teacher Credentialing, Credential Information Guide (for employers' use only):

<http://www.ctc.ca.gov/credentials/cig>

National Board for Professional Teaching Standards: <http://www.nbpts.org>

National Board Resource Center: nbc.strong.net

U.S. Department of Education: <http://www.ed.gov>

(8/14 7/16) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

CURRENT

Board Policy

Certification

BP 4112.2

Personnel

The Governing Board recognizes that the district's ability to provide a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught. The Superintendent or designee shall ensure that persons employed to fill positions requiring certification qualifications possess the appropriate credential, permit, or other certification document from the Commission on Teacher Credentialing (CTC) and fulfill any additional state, federal, or district requirements for the position.

(cf. 4111/4211/4311 - Recruitment and Selection)
(cf. 4112.21 - Interns)
(cf. 4112.22 - Staff Teaching English Language Learners)
(cf. 4112.23 - Special Education Staff)
(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
(cf. 4113 - Assignment)
(cf. 4121 - Temporary/Substitute Personnel)
(cf. 5148 - Child Care and Development)
(cf. 6178 - Career Technical Education)
(cf. 6200 - Adult Education)

The Superintendent or designee shall provide assistance and support to teachers holding preliminary credentials to enable them to meet the qualifications required for the clear credential.

(cf. 4131 - Staff Development)
(cf. 4131.1 - Teacher Support and Guidance)

Priorities for Hiring Based on Unavailability of Credentialed Teacher

The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher for each assignment. Whenever a teacher with a clear or preliminary credential is not available, the Superintendent or designee shall make reasonable efforts to recruit an individual for the assignment in the following order: (Education Code 44225.7)

1. A candidate who enrolls in an approved intern program in the region of the district and possesses an intern credential

2. A candidate who is scheduled to complete preliminary credential requirements within six months and who holds a provisional internship permit (PIP) or short-term staff permit issued by the CTC

The Board shall approve, as an action item at a public Board meeting, a notice of its intent to employ a PIP applicant for a specific position. (5 CCR 80021.1)

3. An individual who holds an emergency permit or for whom a credential waiver has been granted by the CTC

Prior to requesting that the CTC issue an emergency permit pursuant to item #3 above or a limited assignment permit which allows a fully credentialed teacher to teach outside of his/her area of certification while working toward an added or supplementary authorization, the Board shall annually approve a Declaration of Need for Fully Qualified Educators. The Declaration of Need shall be approved by the Board as an action item at a regularly scheduled public Board meeting, with the entire Declaration of Need being included in the Board agenda. (Education Code 44225, 44225.7; 5 CCR 80023.2, 80026, 80027, 80027.1)

The Declaration of Need shall certify that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) and that the district has made reasonable efforts to recruit individuals who meet the qualifications specified in items #1-2 above. The Declaration of Need shall also indicate the number and type of emergency permits that the district estimates it will need during the valid period of the Declaration of Need, based on the previous year's actual needs and projections of enrollment. Whenever the actual number of permits needed exceeds the estimate by 10 percent, the Board shall revise and resubmit the Declaration of Need. (5 CCR 80026)

Whenever it is necessary to employ noncredentialed teachers to fill a position requiring certification qualifications, the Superintendent or designee shall provide support and guidance in accordance with law to ensure the quality of the instructional program.

National Board for Professional Teaching Standards Certification

The Board encourages district teachers to voluntarily complete the requirements for the advanced certification awarded by the National Board for Professional Teaching Standards.

The Superintendent or designee shall inform all teachers about the program and how to acquire the necessary application and information materials. In accordance with the collective bargaining agreement and the district budget, the Superintendent or designee may provide release time, fee support, a stipend upon completion, or other support to teachers participating in the program.

(cf. 4161.3 - Professional Leaves)

Parental Notifications

At the beginning of each school year, the Superintendent or designee shall notify the

parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to, whether the teacher: (20 USC 6312)

1. Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction
2. Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived
3. Is teaching in the field of discipline of his/her certification

(cf. 5145.6 - Parental Notifications)

In addition, the Superintendent or designee shall notify parents/guardians in a timely manner whenever their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area to which the teacher has been assigned. (20 USC 6312)

Legal Reference:

EDUCATION CODE

8360-8370 Qualifications of child care personnel

32340-32341 Unlawful issuance of a credential

35186 Complaints regarding teacher vacancy or misassignment

44066 Limitations on certification requirements

44200-44399.1 Teacher credentialing, especially:

44250-44277 Credential types; minimum requirements

44300-44302 Emergency permit

44325-44328 District interns

44330-44355 Certificates and credentials

44420-44440 Revocation and suspension of credentials

44450-44468 University intern program

44830-44929 Employment of certificated persons; requirement of proficiency in basic skills

56060-56063 Substitute teachers in special education

CODE OF REGULATIONS, TITLE 5

80001-80674.6 Commission on Teacher Credentialing

UNITED STATES CODE, TITLE 20

6312 Title I local educational agency plans; notifications regarding teacher qualifications

CODE OF FEDERAL REGULATIONS, TITLE 34

200.61 Parent notification regarding teacher qualifications

COURT DECISIONS

Association of Mexican-American Educators et al. v. State of California and the Commission on Teacher Credentialing, (1993) 836 F.Supp. 1534

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

CL-667 Basic Skills Requirement

CL-856 Provisional Internship Permit

CL 858 Short-Term Staff Permit

13-01 Hiring Hierarchy in Education Code 44225.7, Coded Correspondence, January 30, 2013

Subject Matter Authorization Guideline Book, 2012

Supplementary Authorization Guideline Book, 2012

California Standards for the Teaching Profession, 2009

The Administrator's Assignment Manual, rev. September 2007

WEB SITES

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Commission on Teacher Credentialing, Credential Information Guide (for employers' use only):

<http://www.ctc.ca.gov/credentials/cig>

National Board for Professional Teaching Standards: <http://www.nbpts.org>

U.S. Department of Education: <http://www.ed.gov>

Policy SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

adopted: November 16, 2017 South San Francisco, California

First Reading

9-23-2021

Proposed

CSBA Sample Board Policy

Students

BP 5141.52(a)

SUICIDE PREVENTION

Note: Education Code 215 **mandates** that the Governing Board of any district serving students in grades 7-12 adopt a policy on student suicide prevention, intervention, and postvention (i.e., intervention conducted after a suicide) with specified components. **AB 1767 (Ch. 694, Statutes of 2019) amended Education Code 215 to mandate policy on suicide prevention, intervention, and postvention for students in grades K-6 beginning in the 2020-21 school year. The required** components are addressed in the following policy and the accompanying administrative regulation. Also see the California Department of Education's (CDE) **Model Youth Suicide Prevention Policy** developed pursuant to Education Code 215.

The following policy and accompanying administrative regulation should be revised to reflect district practice **and the grade levels offered by the district.**

The Governing Board recognizes that suicide is a leading cause of death among youth and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. In an effort to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

Note: Pursuant to Education Code 215, **as amended by AB 1767, the district's suicide prevention policy must be developed in consultation with school and community stakeholders, school-employed mental health professionals, and suicide prevention experts, and, for policy for grades K-6, the county mental health plan. According to CDE's Model Youth Suicide Prevention Policy, school-employed mental health professionals may include school counselors, psychologists, social workers, and nurses. CDE's model policy also includes consultation with administrators, other school staff, parents/guardians, students, local health agencies and professionals, law enforcement, and community organizations.**

It is recommended that districts also consult with legal counsel and the district's risk manager or insurance carrier, as appropriate.

In developing **policy** and strategies for **suicide prevention and intervention, the Superintendent or designee shall consult with school and community stakeholders such as administrators, other staff, parents/guardians, and students; school-employed mental health professionals such** school counselors, school psychologists, school social workers, **and school nurses;** suicide.

SUICIDE PREVENTION (continued)

prevention experts; **such as** local health agencies, mental health professionals, and community organizations; **law enforcement; and, in developing policy for grades K-6, the county mental health plan. (Education Code 215)**

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

Note: Education Code 215, as amended by AB 1767, requires that the district's policy for students in grades K-6 be age appropriate and delivered and discussed in a manner that is sensitive to the needs of young students. The following paragraph is for use by districts that serve K-6 students, and may be revised as appropriate for the student population served by the district.

The Board shall ensure that measures and strategies for students in grades K-6 are age appropriate and delivered and discussed in a manner that is sensitive to the needs of young students. (Education Code 215)

~~Such measures and strategies~~ **Measures and strategies for suicide prevention, intervention, and postvention** shall include, but are not limited to:

Note: Education Code 215, as amended by AB 1767, mandates that the district's policy address any training on suicide awareness and prevention to be provided to teachers of students in all grade levels served by the district. See the accompanying administrative regulation for additional language fulfilling this mandate. In addition, Education Code 49604 encourages each district to provide suicide prevention training at least once to each middle, junior high, and high school counselor. Item #1 may be revised to specify other categories of employees who will receive the training.

1. Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students, **as described in the accompanying administrative regulation**

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Note: Items #2-7 below reflect optional strategies for suicide prevention, intervention, and postvention and may be revised to reflect district practice.

2. Instruction to students in problem-solving and coping skills to promote students' mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others

(cf. 6142.8 - Comprehensive Health Education)

SUICIDE PREVENTION (continued)

3. Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that is characterized by caring staff and harmonious interrelationships among students

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

4. The provision of information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the suicide problem among youth, the district's suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis
5. Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions
6. Crisis intervention procedures for addressing suicide threats or attempts
7. Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide

Note: Education Code 215 **mandates** that the district's policy specifically address the needs of high-risk groups, including, but not limited to, those listed in the following paragraph. See the accompanying administrative regulation for additional language fulfilling this mandate.

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning. (Education Code 215)

Note: The following paragraph is for use by districts that serve students in grades K-6. Education Code 215, as amended by AB 1767, mandates that the district's policy for students in grades K-6 ensure proper coordination and consultation with the county mental health plan if a referral is made for mental health or related services on behalf of a student who is a Medi-Cal beneficiary.

If a referral is made for mental health or related services for a student in grade K-6 who is a Medi-Cal beneficiary, the Superintendent or designee shall coordinate and consult with the county mental health plan. (Education Code 215)

SUICIDE PREVENTION (continued)

(cf. 5141.6 - School Health Services)

District employees shall act only within the authorization and scope of their credential or license. Nothing in this policy shall be construed as authorizing or encouraging district employees to diagnose or treat mental illness unless they are specifically licensed and employed to do so. (Education Code 215)

The Board shall review, and update as necessary, this policy at least every five years. (Education Code 215)

Note: Education Code 234.6, as added by AB 34 (Ch. 282, Statutes of 2019), requires districts, beginning in the 2020-21 school year, to ensure that the district's suicide prevention policies for grades K-6 and 7-12 be readily accessible in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students.

The Superintendent or designee shall post this policy on the district's web site, in a prominent location and in a manner that is easily accessible to parents/guardians and students. (Education Code 234.6)

Legal Reference:

EDUCATION CODE

215 Student suicide prevention policies

215.5 Suicide prevention hotline contact information on student identification cards

216 Suicide prevention online training programs

234.6 Posting suicide prevention policy on web site

32280-32289.5 Comprehensive safety plan

49060-49079 Student records

49602 Confidentiality of student information

49604 Suicide prevention training for school counselors

GOVERNMENT CODE

810-996.6 Government Claims Act

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent

5850-5886 Children's Mental Health Services Act

COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

Management Resources: (see next page)

SUICIDE PREVENTION (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2019

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS PUBLICATIONS

Preventing Suicide: Guidelines for Administrators and Crisis Teams, 2015

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

National Strategy for Suicide Prevention: Goals and Objectives for Action, rev. 2012

Preventing Suicide: A Toolkit for High Schools, 2012

WEB SITES

American Association of Suicidology: <http://www.suicidology.org>

American Foundation for Suicide Prevention: <https://afsp.org>

American Psychological Association: <http://www.apa.org>

American School Counselor Association: <https://www.schoolcounselor.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Health Care Services, **Mental Health Services Suicide Prevention Program:**

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Association of School Psychologists: <https://www.nasponline.org>

National Institute for Mental Health: <http://www.nimh.nih.gov>

Suicide Prevention Resource Center: <https://www.sprc.org/about-suicide>

Suicide Prevention Lifeline: <https://suicidepreventionlifeline.org>

Trevor Project: <http://thetrevorproject.org>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services

Administration: <http://www.samhsa.gov>

(3/17 12/18) 3/20

Policy Reference UPDATE Service

Copyright 2020 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Current

Board Policy Suicide Prevention

BP 5141.52

Students

The Governing Board recognizes that suicide is a major cause of death among youth and should be taken seriously. In order to attempt to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop preventive strategies and intervention procedures.

The Superintendent or designee may involve school health professionals, school counselors, administrators, other staff, parents/guardians, students, local health agencies and professionals, and community organizations in planning, implementing, and evaluating the district's strategies for suicide prevention and intervention.

(cf. 1020 - Youth Services)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

Prevention and Instruction

Suicide prevention strategies may include, but not be limited to, efforts to promote a positive school climate that enhances students' feelings of connectedness with the school and is characterized by caring staff and harmonious interrelationships among students.

(cf. 5131 - Conduct)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

The district's comprehensive health education program shall promote the healthy mental, emotional, and social development of students including, but not limited to, the development of problem-solving skills, coping skills, and self-esteem. Suicide prevention instruction shall be incorporated into the health education curriculum in the secondary grades. Such instruction shall be aligned with state content standards and shall be designed to help students analyze signs of depression and self-destructive behaviors, including potential suicide, and to identify suicide prevention strategies.

(cf. 6142.8 - Comprehensive Health Education)

The Superintendent or designee may offer parents/guardians education or information which describes the severity of the youth suicide problem, the district's suicide prevention curriculum,

risk factors and warning signs of suicide, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis.

Staff Development

Suicide prevention training for staff shall be designed to help staff identify and respond to students at risk of suicide. The training shall be offered under the direction of a district counselor/psychologist and/or in cooperation with one or more community mental health agencies and may include information on:

1. Research identifying risk factors, such as previous suicide attempt(s), history of depression or mental illness, substance use problems, family history of suicide or violence, feelings of isolation, interpersonal conflicts, a recent severe stressor or loss, family instability, and other factors

(cf. 5131.6 - Alcohol and Other Drugs)

2. Warning signs that may indicate suicidal intentions, including changes in students' appearance, personality, or behavior

3. Research-based instructional strategies for teaching the suicide prevention curriculum and promoting mental and emotional health

4. School and community resources and services

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

5. District procedures for intervening when a student attempts, threatens, or discloses the desire to commit suicide

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Intervention

Whenever a staff member suspects or has knowledge of a student's suicidal intentions, he/she shall promptly notify the principal or school counselor. The principal or counselor shall then notify the student's parents/guardians as soon as possible and may refer the student to mental health resources in the school or community.

(cf. 5141 - Health Care and Emergencies)

Students shall be encouraged to notify a teacher, principal, counselor, or other adult when they are experiencing thoughts of suicide or when they suspect or have knowledge of another

student's suicidal intentions.

Whenever schools establish a peer counseling system to provide support for students, peer counselors shall complete the suicide prevention curriculum, including identification of the warning signs of suicidal behavior and referral of a suicidal student to appropriate adults.

(cf. 5138 - Conflict Resolution/Peer Mediation)

The Superintendent or designee shall establish crisis intervention procedures to ensure student safety and appropriate communications in the event that a suicide occurs or an attempt is made on campus or at a school-sponsored activity.

Legal Reference:

EDUCATION CODE

32280-32289 Comprehensive safety plan

41533 Professional Development Block Grant, suicide prevention training for teachers

49060-49079 Student records

49602 Confidentiality of student information

49604 Suicide prevention training for school counselors

GOVERNMENT CODE

810-996.6 Government Claims Act

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent

5850-5883 Mental Health Services Act

COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008

Youth Suicide-Prevention Guidelines for California Schools, 2005

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CALIFORNIA DEPARTMENT OF MENTAL HEALTH PUBLICATIONS

California Strategic Plan for Suicide Prevention: Every Californian is Part of the Solution, 2008

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

National Strategy for Suicide Prevention: Goals and Objectives for Action, 2001

WEB SITES

American Psychological Association: <http://www.apa.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Mental Health, Children and Youth Programs:

http://www.dmh.ca.gov/Services_and_Programs/Children_and_Youth

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Institute for Mental Health: <http://www.nimh.nih.gov>
U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services
Administration: <http://www.samhsa.gov>

Policy SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
adopted: November 18, 2010 South San Francisco, California

First Reading

9-23-2021

Proposed

CSBA Sample

Board Policy

Students

BP 5144.1(a)

SUSPENSION AND EXPULSION/DUE PROCESS

Note: Education Code 35291 requires the Governing Board to prescribe rules and regulations for maintaining discipline in the schools under its jurisdiction. Education Code 48918 **mandates** the setting of rules and regulations for student expulsion as specified in this Board policy and the accompanying administrative regulation.

While recognizing that suspension or expulsion of students is sometimes necessary, legislative, administrative, regulatory, civic, and educational leaders are united in the belief that instructional time should be used for student learning purposes and that school discipline should be imposed in a way that, as much as possible, does not exclude students from school or limit their ability or opportunity to learn. According to the U.S. Department of Justice's Civil Rights Division (DOJ) and the U.S. Department of Education's Office for Civil Rights (OCR), in their joint January 2014 Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, studies suggest a correlation between exclusionary discipline policies and practices (such as suspension and expulsion) and an array of serious educational, economic, and social problems, including school avoidance and diminished educational engagement, decreased academic achievement, increased behavior problems, and increased likelihood of dropping out, substance abuse, and involvement with the juvenile justice system. Consequently, they recommend that districts adopt alternative disciplinary measures that provide students with appropriate interventions and supports as a means for preventing and addressing student misbehaviors.

Pursuant to Education Code 48900.5, a district is not authorized to suspend a student for certain specified violations unless the student has been subjected to other means of correction which have failed to bring about proper conduct. Such other means of correction include, but are not limited to, conferences between school personnel, the student, and the student's parent/guardian; use of study, guidance, or other intervention teams to develop a plan to address the behavior in partnership with the student; and participation in a restorative justice program. For further information about specific disciplinary strategies, including alternatives to class or school removals, see BP/AR 5144 - Discipline. Education Code 48900.5 authorizes a district to document in a student's records the alternative means of correction used to address the student's behavior. Furthermore, when a student is being suspended by the Superintendent, principal, or designee, Education Code 48911 requires that the student be informed, during the informal conference that precedes the suspension, of the other means of correction that were attempted before the suspension.

Pursuant to Education Code 48913.5, as added by AB 982 (Ch. 779, Statutes of 2019), when a parent/guardian of a student in grades 1-12 who has been suspended for two or more school days requests homework that the student would otherwise have been assigned, the student's teacher must provide such homework; see BP 6154 - Homework/Makeup Work.

SUSPENSION AND EXPULSION/DUE PROCESS (continued)

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the

disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.2 - Bullying)

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Note: Pursuant to Education Code 48900(s), a student may be subject to discipline only when the violation is related to a school activity or school attendance as specified below. A student may also be disciplined for a violation committed away from school if it is related to a school activity or to school attendance. For example, Education Code 48900 defines bullying by means of an electronic act as including an act that originates off campus; see the accompanying administrative regulation and BP/AR 5131.2 - Bullying. Another example is the hostile school environment which a victim may suffer from sexual harassment that occurs off campus; see BP/AR 5145.7 - Sexual Harassment.

Except when otherwise permitted by law, a student may be suspended or expelled only when **the** behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus

(cf. 5112.5 - Open/Closed Campus)

4. During, going to, or coming from a school-sponsored activity

SUSPENSION AND EXPULSION/DUE PROCESS (continued)

Note: The following paragraph addresses the problem of unlawful discrimination in the administration of student discipline. In their joint January 2014 Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, DOJ and OCR noted that, based on the civil rights data collection conducted by OCR, students of certain racial or ethnic groups tended to be disciplined more, and sometimes more harshly, than their similarly situated peers in violation of federal nondiscrimination laws. The letter warned that any district determined to have engaged in unlawful discrimination could be subject to OCR investigation and significant remedial action.

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Appropriate Use of Suspension Authority

Note: Education Code 48900.5 requires districts to use other means of correction instead of suspension or expulsion except when a student commits certain enumerated offenses. The following section reflects legislative intent regarding appropriate use of suspension as a means of disciplining students and may be modified to reflect district practice.

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when **the student's** presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

Note: The following **optional** paragraph may be revised to reflect district practice.

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

SUSPENSION AND EXPULSION/DUE PROCESS (continued)

Note: **As amended by SB 419 (Ch. 279, Statutes of 2019)**, Education Code 48900(k) prohibits a district from suspending students in grades K- **8** for disruption or willful defiance **beginning July 1, 2020**.

A district may, but is not required to, suspend students in grades **4-9**-12 for disruption or willful defiance. Even with this authority, districts should be careful in using these grounds, as available data have indicated a disproportionate use with certain student subgroups. Option 1 below is for use by any district that chooses to suspend students in grades **4**-12 for disruption and/or willful defiance as authorized pursuant to Education Code 48900(k). Any district that chooses to eliminate disruption and willful defiance as reasons for suspending any of its students from school should select Option 2 below. Such districts should also delete the section titled "Additional Grounds for Suspension and Expulsion: Grades **49**-12" in the accompanying administrative regulation. Each option below reflects an exception granted to teachers pursuant to Education Code 48910 to suspend students, including a K-3 student, from class; see section "Suspension from Class by a Teacher" in the accompanying administrative regulation.

No student may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Note: The following **optional** paragraph reflects the Legislature's intent, expressed in Education Code 48900, concerning disciplinary actions against truant, tardy, or absent students. Since these are not enumerated offenses, a district does not have the authority to suspend or expel students for committing any of these acts.

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

On-Campus Suspension

Note: As an alternative to off-campus suspension, Education Code 48911.1 authorizes a supervised suspension classroom program for students who pose no imminent danger to anyone at school and who have not been recommended for expulsion, as specified below. Education Code 48911.2 states that, if the number of students suspended during the prior year exceeds 30 percent of the school's enrollment, the district should consider implementing this program and/or another on-campus progressive discipline program.

The following **optional** section is for use by districts implementing a supervised suspension classroom program. Such districts may continue to claim funding apportionments for students so assigned, provided they meet specific criteria which are set forth under "Supervised Suspension Classroom" in the accompanying administrative regulation. A district does not receive funding for off-campus suspensions.

SUSPENSION AND EXPULSION/DUE PROCESS (continued)

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence

(cf. 5131.7 - Weapons and Dangerous Instruments)

2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

SUSPENSION AND EXPULSION/DUE PROCESS (continued)

For all other violations listed in the accompanying administrative regulation, the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in an open session of a Board meeting.

Note: Pursuant to Education Code 48917, the Board may decide to suspend the enforcement of an order for expulsion as long as a student satisfies specific conditions. See the accompanying administrative regulation for criteria. In addition, the Attorney General opined in 80 Ops.Cal.Atty.Gen. 85 (1997) that the enforcement of an expulsion order may be suspended even in those cases where the student has committed an offense for which expulsion is required by law. Legal counsel should be consulted as appropriate.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

Note: The following paragraph is for use by districts that contract with the California Department of Education (CDE) to operate a California State Preschool Program. Education Code 8239.1 prohibits the expulsion or disenrollment of a child in a preschool program unless the district has taken specified steps and the child's continued enrollment would present a serious safety threat to the child or other enrolled children. For further details regarding the steps the district must take prior to expelling a child, see BP 5148.3 - Preschool/Early Childhood Education.

No child enrolled in a preschool program shall be expelled except under limited circumstances as specified in AR 5148.3 - Preschool/Early Childhood Education.

(cf. 5148.3 - Preschool/Early Childhood Education)

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and/or expulsion by affording them their due process rights under the law. The Superintendent or designee

SUSPENSION AND EXPULSION/DUE PROCESS (continued)

shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Maintenance and Monitoring of Outcome Data

Note: Education Code 48900.8 and 48916.1 require the district to maintain data related to suspensions and expulsions as provided below. Pursuant to Education Code 48916.1, the Superintendent of Public Instruction may require submission of such data as part of the Federal Program Monitoring process. In addition, 20 USC 7961 requires districts to submit to CDE a description of the circumstances surrounding any expulsions based on bringing or possessing a firearm on campus, including the name of the school, the number of students expelled, and the type of firearms involved.

The Superintendent or designee shall maintain outcome data related to student suspensions and expulsions in accordance with Education Code 48900.8 and 48916.1, including, but not limited to, the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period. For any expulsion that involves the possession of a firearm, such data shall include the name of the school and the type of firearm involved, as required pursuant to 20 USC 7961. Suspension and expulsion data shall be reported to the Board annually and to the California Department of Education when so required.

Note: Pursuant to Education Code 52060, districts are required to address school climate in the local control and accountability plan, as measured by student suspension and expulsion rates and other local measures for each school and each numerically significant student subgroup. As defined in Education Code 52052, numerically significant subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students.

In presenting the report to the Board, the Superintendent or designee shall disaggregate data on suspensions and expulsions by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. Based on the data, the Board shall address any identified disparities in the imposition of student discipline and shall determine whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

(cf. 0460 - Local Control and Accountability Plan)

SUSPENSION AND EXPULSION/DUE PROCESS (continued)

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment
233 Hate violence
1981-1981.5 Enrollment of students in community school
8239.1 Prohibition against expulsion of preschool student
17292.5 Program for expelled students
32261 Interagency School Safety Demonstration Act of 1985
35145 Open board meetings
35146 Closed sessions (regarding suspensions)
35291 Rules (for government and discipline of schools)
35291.5 Rules and procedures on school discipline
48645.5 Readmission; contact with juvenile justice system
48660-48666 Community day schools
48853.5 Foster youth
48900-48927 Suspension and expulsion
48950 Speech and other communication
48980 Parental notifications
49073-49079 Privacy of student records
52052 Numerically significant student subgroups
52060-52077 Local control and accountability plan
64000-64001 Consolidated application

CIVIL CODE

47 Privileged communication
48.8 Defamation liability

CODE OF CIVIL PROCEDURE

1985-1997 Subpoenas; means of production

GOVERNMENT CODE

11455.20 Contempt
54950-54963 Ralph M. Brown Act

HEALTH AND SAFETY CODE

11014.5 Drug paraphernalia
11053-11058 Standards and schedules

LABOR CODE

230.7 Employee time off to appear in school on behalf of a child

PENAL CODE

31 Principal of a crime, defined
240 Assault defined
241.2 Assault fines
242 Battery defined
243.2 Battery on school property

Legal Reference continued: (see next page)

SUSPENSION AND EXPULSION/DUE PROCESS (continued)

Legal Reference: (continued)

PENAL CODE (continued)

- 243.4 Sexual battery
- 245 Assault with deadly weapon
- 245.6 Hazing
- 261 Rape defined
- 266c Unlawful sexual intercourse
- 286 Sodomy defined
- 288 Lewd or lascivious acts with child under age 14
- 288a Oral copulation
- 289 Penetration of genital or anal openings
- 417.27 Laser pointers
- 422.55 Hate crime defined
- 422.6 Interference with exercise of civil rights
- 422.7 Aggravating factors for punishment
- 422.75 Enhanced penalties for hate crimes
- 626.2 Entry upon campus after written notice of suspension or dismissal without permission
- 626.9 Gun-Free School Zone Act of 1995
- 626.10 Dirks, daggers, knives, razors, or stun guns
- 868.5 Supporting person; attendance during testimony of witness

WELFARE AND INSTITUTIONS CODE

729.6 Counseling

UNITED STATES CODE, TITLE 18

921 Definitions, firearm

UNITED STATES CODE, TITLE 20

1415(K) Placement in alternative educational setting

7961 Gun-free schools

UNITED STATES CODE, TITLE 42

11432-11435 Education of homeless children and youths

COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267

Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421

Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 118

Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807

John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)

80 Ops.Cal.Atty.Gen. 348 (1997)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources: (see next page)

SUSPENSION AND EXPULSION/DUE PROCESS (continued)

Management Resources:

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

WEB SITES

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

California Attorney General's Office: <http://www.oag.ca.gov>

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

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

*U.S. Department of Education, Office of Safe and Healthy Students:
<http://www2.ed.gov/about/offices/list/oese/oshs>*

(12/17 10/18) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Current

Board Policy

Suspension And Expulsion/Due Process

BP 5144.1

Students

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.2 - Bullying)

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law and the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any district school or other school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus

(cf. 5112.5 - Open/Closed Campus)

4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Appropriate Use of Suspension and Expulsion

Except when a student commits an act that violates Education Code 48900(a)-(e) or his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct.

Except when a student commits an act listed in Education Code 48915(c), the Superintendent or designee shall have the discretion to determine whether to recommend to the Board that the student be expelled.

(cf. 5131.7 - Weapons and Dangerous Instruments)

To correct the behavior of any student who is subject to discipline, the Superintendent or designee shall, to the extent allowed by law, first use alternative disciplinary strategies specified in AR 5144 - Discipline. (Education Code 48900.5, 48900.6)

(cf. 1020 - Youth Services)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

District staff shall not suspend any student for disruption or willful defiance, unless the suspension is warranted by documented repetitive behavior of the student or the disruption or willful defiance occurred in conjunction with another violation for which the student may be suspended.

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to classroom or school removal.

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Removal from Class by a Teacher and Parental Attendance

When suspending a student from class for committing an obscene act, engaging in habitual profanity or vulgarity, disrupting school activities, or otherwise willfully defying valid staff authority, the teacher of the class may require any parent/guardian who lives with the student to attend a portion of the school day in the class from which the student is being suspended, to assist in resolving the classroom behavior problems. (Education Code 48900.1)

Teachers should reserve the option of required parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the teacher and the student and his/her parents/guardians and to improve the student's behavior.

Any teacher requiring parental attendance pursuant to this policy shall apply the policy uniformly to all students within the classroom. (Education Code 48900.1)

When a teacher requires parental attendance, the principal shall send a written notice to the parent/guardian stating that his/her attendance is required pursuant to law and that, if there are reasonable factors that may prevent the parent/guardian from complying with the requirement, he/she should contact the school. (Education Code 48900.1)

(cf. 5145.6 - Parental Notifications)

A parent/guardian who has received a written notice shall attend class as specified in the notice. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. (Education Code 48900.1)

At the meeting with the student's parent/guardian, the principal or designee shall explain the district's and school's discipline policies, including the disciplinary strategies that may be used to achieve proper student conduct.

When a parent/guardian does not respond to the request to attend school, the principal or designee shall contact him/her by any method that maintains the confidentiality of the student's records.

(cf. 5125 - Student Records)

District regulations and school-site rules for student discipline shall include procedures for implementing parental attendance requirements. Parents/guardians shall be notified of this policy prior to its implementation. (Education Code 48900.1)

Supervised Suspension Classroom

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Decision Not to Enforce Expulsion Order

Upon voting to expel a student, the Board may suspend enforcement of the expulsion order pursuant to the requirements of law and administrative regulation. (Education Code 48917)

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall annually present to the Board a report of the outcome data which the district is required to collect pursuant to Education Code 48900.8 and 48916.1, including the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period.

The report shall be disaggregated by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, foster youth, and students with disabilities. The report also shall include information about whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

(cf. 0460 - Local Control and Accountability Plan)

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment

233 Hate violence

1981 Enrollment of students in community school

17292.5 Program for expelled students

32261 Interagency School Safety Demonstration Act of 1985

35145 Open board meetings

35146 Closed sessions (regarding suspensions)

35291 Rules (for government and discipline of schools)

35291.5 Rules and procedures on school discipline

48645.5 Readmission; contact with juvenile justice system

48660-48666 Community day schools

48853.5 Foster youth

48900-48927 Suspension and expulsion

48950 Speech and other communication

48980 Parental notifications

49073-49079 Privacy of student records

52060-52077 Local control and accountability plan
CIVIL CODE
47 Privileged communication
48.8 Defamation liability
CODE OF CIVIL PROCEDURE
1985-1997 Subpoenas; means of production
GOVERNMENT CODE
11455.20 Contempt
54950-54963 Ralph M. Brown Act
HEALTH AND SAFETY CODE
11014.5 Drug paraphernalia
11053-11058 Standards and schedules
LABOR CODE
230.7 Discharge or discrimination against employee for taking time off to appear in school on behalf of a child
PENAL CODE
31 Principal of a crime, defined
240 Assault defined
241.2 Assault fines
242 Battery defined
243.2 Battery on school property
243.4 Sexual battery
245 Assault with deadly weapon
245.6 Hazing
261 Rape defined
266c Unlawful sexual intercourse
286 Sodomy defined
288 Lewd or lascivious acts with child under age 14
288a Oral copulation
289 Penetration of genital or anal openings
417.27 Laser pointers
422.55 Hate crime defined
422.6 Interference with exercise of civil rights
422.7 Aggravating factors for punishment
422.75 Enhanced penalties for hate crimes
626.2 Entry upon campus after written notice of suspension or dismissal without permission
626.9 Gun-Free School Zone Act of 1995
626.10 Dirks, daggers, knives, razors, or stun guns
868.5 Supporting person; attendance during testimony of witness
WELFARE AND INSTITUTIONS CODE
729.6 Counseling
UNITED STATES CODE, TITLE 18
921 Definitions, firearm
UNITED STATES CODE, TITLE 20
1415(K) Placement in alternative educational setting
7151 Gun-free schools

COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267

Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421

Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321

Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 1182

John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)

80 Ops.Cal.Atty.Gen. 348 (1997)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

WEB SITES

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

California Attorney General's Office: <http://www.oag.ca.gov>

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

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Drug-Free Schools:

<http://www.ed.gov/about/offices/list/osdfs>

Policy SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

adopted: June 25, 2015 South San Francisco, California

First Reading

9-23-2021

Proposed

CSBA Sample

Board Policy

Instruction

BP 6172.1(a)

CONCURRENT ENROLLMENT IN COLLEGE CLASSES

The Governing Board desires to provide opportunities for eligible district students to enroll concurrently in courses offered at postsecondary institutions in order to foster individual student achievement, increase opportunities for students to complete college preparatory course requirements **and/or participate in** career technical education **(CTE)**, and prepare students for a smooth transition into college by providing exposure to the collegiate environment.

(cf. 6143 - Courses of Study)

(cf. 6172 - Gifted and Talented Student Program)

(cf. 6178 - Career Technical Education)

(cf. 6178.2 - Regional Occupational Center/Program)

Note: The following paragraph is **optional**. Education Code 51225.3 provides that completion of postsecondary courses may be used as an alternative means of satisfying high school graduation requirements when approved by the Governing Board. See BP 6146.11 - Alternative Credits Toward Graduation. Pursuant to Education Code **48800, 76001, and 76003, a student will receive credit for community college courses that the student completes at the level determined appropriate by the Board and the governing board of the community college district.**

When it is determined that the postsecondary course in which the student intends to enroll is substantially equivalent to a course provided by the district, the student may receive credit toward high school graduation requirements in addition to credit received from the college.

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

Approval of Concurrent Enrollment

Note: Although the Board may approve students for postsecondary classes in accordance with Education Code 48800 and 48800.5, the decision to admit a student into a postsecondary class rests with the college. Pursuant to Education Code 76002, a community college may restrict the admission of special part-time or full-time students based on age, completion of a specified grade level, and/or demonstrated eligibility for instruction using assessment methods and procedures approved by the Board of Governors of the California Community Colleges. Education Code 76001 requires that community colleges assign a low enrollment priority to special part-time or full-time students in order to ensure that they do not displace regularly admitted students.

The following **optional** paragraph may be revised to reflect criteria for approval established by the Board.

CONCURRENT ENROLLMENT IN COLLEGE CLASSES (continued)

The Board may approve a limited number of students of any age or grade level to apply for part-time or full-time concurrent enrollment in a community college or four-year college when it is determined to be in the student's best interest and the student is adequately prepared for such coursework.

Upon recommendation of the principal and with parent/guardian consent, the Board may authorize a student to **attend** a community college during any session or term as a special part-time or full-time student and to undertake one or more courses of instruction offered at the community college level. (Education Code 48800)

Note: Education Code 48800 provides a five percent enrollment cap on the number of students at each grade level **who** may be recommended for community college summer session. However, this enrollment cap does not include **a** students **who is** enrolled in **a** college-level lower division general education courses **or a** career technical education (CTE) courses leading to a degree or certificate in the subject area, **if the course meets the criteria** specified in Education Code 48800. **Pursuant to Education Code 48800, as amended by AB 1729 (Ch. 784, Statutes of 2019), such exceptions are operative through January 1, 2027.**

Within the enrollment limits and exceptions allowed by law, the principal may recommend a student for community college summer session if that student demonstrates adequate preparation in the discipline to be studied and exhausts all opportunities to enroll in an equivalent course, if any, at **the** school of attendance. (Education Code 48800)

A student's parent/guardian, **regardless of the student's age or grade level,** may petition the Board to authorize **special** full-time attendance at a community college **on the ground that** the student would benefit from advanced scholastic or career technical work that would be available. **If the petition is denied, an appeal may be filed with the County Board of Education.** (Education Code 48800.5)

If the Board denies a request for special part-time or full-time enrollment at a community college for a student who is identified as highly gifted and talented, the Board shall issue its written recommendation and the reasons for the denial at its next regularly scheduled Board meeting that falls at least 30 days, but within 60 days, after the request has been submitted. (Education Code 48800, 48800.5)

Note: The following optional paragraph is for districts that offer an adult education program. Pursuant to Education Code 52620, as added by SB 554 (Ch. 528, Statutes of 2019), an adult education student pursuing a high school diploma or a high school equivalency certificate may be allowed to attend a community college as a special part-time student.

The Board may authorize a student who is pursuing a high school diploma or a high school equivalency certificate through an adult education program, upon recommendation of the administrator of the student's adult school, to attend a community college during any session or term as a special part-time student. (Education Code 52620)

CONCURRENT ENROLLMENT IN COLLEGE CLASSES (continued)*(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)**(cf. 6200 - Adult Education)***College and Career Access Pathways Partnerships**

Note: The following optional section is for districts that wish to establish a College and Career Access Pathways (CCAP) program at one or more high schools. Education Code 76004 authorizes the Board to enter into a CCAP agreement with the governing board of a community college district for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education. The goals of such programs are to develop seamless pathways from high school to community college for CTE or preparation for transfer, improve high school graduation rates, and/or help achieve college and career readiness. Pursuant to Education Code 76004, as amended by SB 586 (Ch. 529, Statutes of 2019), the Board must present, invite public input, and take action on the proposed agreement at an open Board meeting.

As a condition of adopting a CCAP agreement which provides for CTE pathways, Education Code 76004, as amended by SB 586, requires the Board and the governing board of the community college district to consult with and consider input from the appropriate local workforce development board to determine the extent to which the pathways are aligned with regional and statewide employment needs.

For further information about CCAP requirements, see the accompanying administrative regulation.

The Board may enter into a College and Career Access Pathways (CCAP) partnership agreement with the board of a community college district for the purpose of offering or expanding dual enrollment opportunities for students. The agreement shall be approved at an open public Board meeting, with an opportunity for public input provided prior to the Board taking action. If the CCAP agreement provides for CTE pathways, the Board shall consult with and consider input from appropriate local workforce board(s) to determine the extent to which the pathways are aligned with regional and statewide employment needs. (Education Code 76004)

Program Evaluation

The Superintendent or designee shall regularly report to the Board regarding the number **and demographics** of district students participating in the concurrent enrollment option, their success in completing **in college preparatory courses ("a-g" courses) and** postsecondary courses, and any impact on their achievement in district courses **and graduation rates**.

*(cf. 0500 - Accountability)**(cf. 6162.5 - Student Assessment)**(cf. 6190 - Evaluation of the Instructional Program)*

CONCURRENT ENROLLMENT IN COLLEGE CLASSES (continued)

Legal Reference:

EDUCATION CODE

11300-11302 Early and middle college high schools

42238.02 Definition of unduplicated student

46141 Minimum day, high school

46145-46147 Minimum day, high school

48800-48802 Enrollment of gifted students in community college

51225.3 Alternative means of satisfying graduation requirements

52620 Adult education and attendance at community college

~~76000-76002~~ **76004 Enrollment in community college**

76140 No community college fee/tuition for special part-time students

87010 Definition of sex offense

87011 Definition of controlled substance offense

Management Resources:

WEB SITES

California Community Colleges ~~System~~: <http://www.cccco.edu>

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

California Postsecondary Education Commission: <http://www.cpec.ca.gov>

California State University: <http://www.calstate.edu>

Foundation for California Community Colleges: ~~https://~~<https://foundationccc.org>

University of California: <http://www.universityofcalifornia.edu>

7/08 (3/20)

Policy Reference UPDATE Service

Copyright 2020 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Current

Board Policy

Concurrent Enrollment In College Classes

BP 6172.1

Instruction

***Note: The following optional policy may be revised to reflect district practice. Education Code 48800-48802 and 76000-76004 authorize enrollment in community college courses as an option for a limited number of district students to benefit from advanced scholastic or career technical work. ***

***Note: The following policy does not address requirements pertaining to early or middle college high schools established pursuant to Education Code 11300-11302. These programs provide students an opportunity to achieve two years of college credit at the same time they are earning a high school diploma, and are targeted toward student groups that historically have below-average high school and college graduation rates (e.g., low-income, at-risk, English learner, and minority students). Districts that offer such a program may revise the following policy to reflect program goals and requirements. ***

The Governing Board desires to provide opportunities for eligible district students to enroll concurrently in courses offered at postsecondary institutions in order to foster individual student achievement, increase opportunities for students to complete college preparatory course requirements and/or participate in career technical education (CTE), and prepare students for a smooth transition into college by providing exposure to the collegiate environment.

(cf. 6143 - Courses of Study)
(cf. 6172 - Gifted and Talented Student Program)
(cf. 6178 - Career Technical Education)
(cf. 6178.2 - Regional Occupational Center/Program)

***Note: The following paragraph is optional. Education Code 51225.3 provides that completion of postsecondary courses may be used as an alternative means of satisfying high school graduation requirements when approved by the Governing Board. See BP 6146.11 - Alternative Credits Toward Graduation. Pursuant to Education Code 48800, 76001, and 76003, a student will receive credit for community college courses that the student completes at the level determined appropriate by the Board and the governing board of the community college district. ***

When it is determined that the postsecondary course in which the student intends to enroll is substantially equivalent to a course provided by the district, the student may receive credit toward high school graduation requirements in addition to credit received from the college.

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

Approval of Concurrent Enrollment

***Note: Although the Board may approve students for postsecondary classes in accordance with Education Code 48800 and 48800.5, the decision to admit a student into a postsecondary class rests with the college. Pursuant to Education Code 76002, a community college may restrict the admission of special part-time or full-time students based on age, completion of a specified grade level, and/or demonstrated eligibility for instruction using assessment methods and procedures approved by the Board of Governors of the California Community Colleges. Education Code 76001 requires that community colleges assign a low enrollment priority to special part-time or full-time students in order to ensure that they do not displace regularly admitted students. ***

***Note: The following optional paragraph may be revised to reflect criteria for approval established by the Board. ***

The Board may approve a limited number of students of any age or grade level to apply for part-time or full-time concurrent enrollment in a community college or four-year college when it is determined to be in the student's best interest and the student is adequately prepared for such coursework.

Upon recommendation of the principal and with parent/guardian consent, the Board may authorize a student to attend a community college during any session or term as a special part-time or full-time student and to undertake one or more courses of instruction offered at the community college level. (Education Code 48800)

***Note: Education Code 48800 provides a five percent enrollment cap on the number of students at each grade level who may be recommended for community college summer session. However, this enrollment cap does not include a student who is enrolled in a college-level lower division general education course or a career technical education (CTE) course leading to a degree or certificate in the subject area, if the course meets the criteria specified in Education Code 48800. Pursuant to Education Code 48800, as amended by AB 1729 (Ch. 784, Statutes of 2019), such exceptions are operative through January 1, 2027. ***

Within the enrollment limits and exceptions allowed by law, the principal may recommend a student for community college summer session if that student demonstrates adequate preparation in the discipline to be studied and exhausts all opportunities to enroll in an equivalent course, if any, at the school of attendance. (Education Code 48800)

A student's parent/guardian, regardless of the student's age or grade level, may petition the Board to authorize special full-time attendance at a community college on the ground that the student would benefit from advanced scholastic or career technical work that would be available. If the petition is denied, an appeal may be filed with the County Board of Education. (Education Code 48800.5)

If the Board denies a request for special part-time or full-time enrollment at a community college for a student who is identified as highly gifted and talented, the Board shall issue its written recommendation and the reasons for the denial at its next regularly scheduled Board meeting that falls at least 30 days, but within 60 days, after the request has been submitted. (Education Code 48800, 48800.5)

***Note: The following optional paragraph is for districts that offer an adult education program. Pursuant to Education Code 52620, as added by SB 554 (Ch. 528, Statutes of 2019), an adult education student pursuing a high school diploma or a high school equivalency certificate may be allowed to attend a community college as a special part-time student. ***

The Board may authorize a student who is pursuing a high school diploma or a high school equivalency certificate through an adult education program, upon recommendation of the administrator of the student's adult school, to attend a community college during any session or term as a special part-time student. (Education Code 52620)

(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)
(cf. 6200 - Adult Education)

College and Career Access Pathways Partnerships

***Note: The following optional section is for districts that wish to establish a College and Career Access Pathways (CCAP) program at one or more high schools. Education Code 76004 authorizes the Board to enter into a CCAP agreement with the governing board of a community college district for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education. The goals of such programs are to develop seamless pathways from high school to community college for CTE or preparation for transfer, improve high school graduation rates, and/or help achieve college and career readiness. Pursuant to Education Code 76004, as amended by SB 586 (Ch. 529, Statutes of 2019), the Board must present, invite public input, and take action on the proposed agreement at an open Board meeting. ***

***Note: As a condition of adopting a CCAP agreement which provides for CTE pathways, Education Code 76004, as amended by SB 586, requires the Board and the governing board of the community college district to consult with and consider input from the appropriate local workforce development board to determine the extent to which the pathways are aligned with regional and statewide employment needs. ***

***Note: For further information about CCAP requirements, see the accompanying administrative regulation. ***

The Board may enter into a College and Career Access Pathways (CCAP) partnership agreement with the board of a community college district for the purpose of offering or expanding dual enrollment opportunities for students. The agreement shall be approved at an open public Board meeting, with an opportunity for public input provided prior to the Board taking action. If the CCAP agreement provides for CTE pathways, the Board shall consult with and consider input

from appropriate local workforce board(s) to determine the extent to which the pathways are aligned with regional and statewide employment needs. (Education Code 76004)

Program Evaluation

***Note: The following optional section should be revised to reflect indicators agreed upon by the Board and Superintendent for evaluating the district's program. ***

The Superintendent or designee shall regularly report to the Board regarding the number and demographics of district students participating in the concurrent enrollment option, their success in completing college preparatory courses ("a-g" courses) and postsecondary courses, and any impact on their achievement in district courses and graduation rates.

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:

EDUCATION CODE

11300-11302 Early and middle college high schools

42238.02 Definition of unduplicated student

46141 Minimum day, high school

46145-46147 Minimum day, high school

48800-48802 Enrollment of gifted students in community college

51225.3 Alternative means of satisfying graduation requirements

52620 Adult education and attendance at community college

76000-76004 Enrollment in community college

76140 No community college fee/tuition for special part-time students

87010 Definition of sex offense

87011 Definition of controlled substance offense

Management Resources:

WEB SITES

California Community Colleges: <http://www.cccco.edu>

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

California Postsecondary Education Commission: <http://www.cpec.ca.gov>

California State University: <http://www.calstate.edu>

Foundation for California Community Colleges: <http://foundationccc.org>

University of California: <http://www.universityofcalifornia.edu>

(7/08) 3/20

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: September 24, 2020

RE: Approval of 2021-22 Board Governance Calendar

BACKGROUND:

In an effort to outline the foci for the year for the Board Governance Team, a calendar has been developed which highlights when certain items will come before the Board, categorized by department and month. As you are aware, it is a guide and items may be adjusted as we move through the calendar year. The calendar is comprised of legally mandated items, various District events that traditionally occur during certain periods of the year, and annual items/presentations that the Board has requested in the past and/or need to approve.

There are also items included that are staff-specific but are included so that the Board and community are informed as to when we engage in certain actions that support the goals and vision of the District.

Please note that every topic/item the Board discusses is not part of this calendar, nor should it be. This document is designed to give the Board and community a high-level view of ideas and recommendations to be covered in the coming year, but things may need to be shifted or adjusted.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the 2021-22 Board Governance Calendar as presented.

SSFUSD 2021-2022 GOVERNANCE CALENDAR

Bold items are legal timelines

Job Area	July	August	September	October	November	December	
Superintendent		8/9 Welcome Back mtg.	Back to school nights	Orientation for Board candidates		CSBA Annual Conference	
		8/11 first day of school	Educational equity	Community Forum		Board reorganization	
		Share Board priorities for the year	Approval of Board Governance Calendar				
				* Equity Network Session #1	* Equity Network Session #2		
	← Involvement and/or attendance at school and community events →						
Educational Services	Deadline for adoption of budget and LCAP (July 1)		Approval of SMCOE MOU for Professional Development Services	Approval of ESSER III Plan Approval of Local Indicators (LCAP)	Approval of Summer Programs Plan	LCAP Public budget forum	
		Assessment and accountability reports - SMART Balanced (California Assessment of Student Performance and Progress [CAASPP])			Report on District allocations for State and Federal funds		
			Public hearing resolution/adoption of sufficient instructional materials				
	Summer Programs Presentation					CTE Board presentation	
Human Resources	4th qtr. Williams report due	Summer layoff deadline August 15	Suspnsion/Expulsion - (none for 2020-2021)	1st qtr. Williams report due			
				Week of the School Administrator			
			Exit Survey				
			Panorama Survey				
	← Provide ongoing climate of support and recognition for superintendent and staff →						
← Be familiar with the District's bargaining process - establish parameter for negotiations - receive reports on negotiations - approve negotiated contracts →							
Business Services	Year- End Close	Letter from COE: regarding budget and LCAP	Unaudited Actuals due to the Board by September 15th	Medi-Cal Administrative Activities Consortia Report		1st Interim Financial Report due to the Board for approval	
			J-90 Salary & Benefits Reporting Deadline			Title I Comparability Report Deadline	
	Prepare AB1200 Report for Each Bargaining Unit After Negotiations are Settled						
							Annual Audit Report Deadline
	4th Qtr Expenditure Reports				1st Qtr Expenditure Reports		
	Sales Tax 2nd Qtr Reporting				Sales Tax 3rd Qtr Reporting		
	SUI 2nd Quarter Reporting				SUI 3rd Quarter Reporting		
	P-A Attendance ADA Report						

* Equity Network Sessions timing is dependent on Consultants' schedules.

SSFUSD 2021-2022 GOVERNANCE CALENDAR

Bold items are legal timelines

Job Area	January	February	March	April	May	June	
Superintendent	Annual study sessions * Review governance team norms & protocols * Update governance handbook/calendar			Conduct Board self-evaluation and develop action plan	Board self-evaluation workshop	5/26 last day of school	
				Superintendent's evaluation	Approval of Board Meetings Calendar	Board salary increase	
			* Equity Network Session #3	* Equity Network Session #4	Retirement/Golden Apple ceremony		
					Graduation and promotion events		
← Involvement and/or attendance at school and community events →							
Educational Services	LCAP report to Board (CA Dashboard)	Site plans for student achievement SPSA		Instructional materials adoption recommendations	Presentation of English Learner Master Plan	LCAP Public Hearing Budget Public Hearing	
	Approval of Migrant Ed MOU	CELDT Test Results		LCAP update to Board		LCAP adoption Budget adoption	
	Every Student Succeeds (ESSA) Update	ELPAC Update Review				Approval of consolidated application and local education agency plan	
	New Accountability System Update (LCFF Rubrics)	CalPads enrollment data					
		GNE/Sci Board presentation	BTSA Program Update Presentation	Technology Board presentation	Boys & Girls Club Board presentation	Approval of English Learner Master Plan	
	SpEd Board presentation	EL Presentation	Curriculum /S &S Presentation	College Career Readiness presentation			
			Skyline College Board presentation				
Human Resources	2nd qtr. Williams report due		Lay-off notification to staff by March 15	3rd qtr. Williams report due	Final layoff deadline May 15		
					Teacher Appreciation Week		
					Classified School Employee Week		
← Provide ongoing climate of support and recognition for superintendent and staff →							
← Be familiar with the District's bargaining process - establish parameter for negotiations - receive reports on negotiations - approve negotiated contracts →							
Business Services	Governor releases proposed State Budget for next year		2nd Interim Financial Report due to the Board for approval		Resolution for Fund 11 and 14 for Board Approval	LCAP and Budget Public Hearing	
	Annual Audit Report presented to the Board					LCAP and Budget Adoption (Must be separate from Hearing)	
	State deadline for all 1099-MISC to be mailed out					LCAP and budget due to COE	
	Budget Development for Next Fiscal Year						
	State deadline for W-2s to be given to employees	ConApp (CARS) deadline Fiscal Portion (Winter)					ConApp (CARS) deadline Fiscal Portion (Spring)
	State deadline for 1095-C for Affordable Care Act						
	2nd Qtr Expenditure Reports			3rd Qtr Expenditure Reports			Budget Transfer Resolution to Board
	Sales Tax 4th Qtr Reporting			Sales Tax 1st Qtr Reporting			Education Protection Acct Resolution to Board
	SUI 4th Quarter Reporting			SUI 1st Quarter Reporting			
	P-1 Attendance ADA Report			P-2 Attendance ADA Report			
	SARC in Document Tracking Expenditures per Pupil			Nutrition Services Presentation		Facilities Presentation	Fiscal Services Presentation

* Equity Network Sessions timing is dependent on Consultants' schedules.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and Categorical Programs

DATE: September 23, 2021

RE: Approval of the Migrant Education MOU with the Santa Clara County Office of Education (SCCOE) for 2021-22

BACKGROUND:

SSFUSD is requesting to continue the partnership with the Santa Clara County Office of Education (SCCOE) to provide services and support to fully implement the Migrant Education Program for Pre-K through high school for students within SSFUSD beginning 7/1/21 through 6/30/22. Currently, SSFUSD supports 105 Migrant Education students which represents about 1% of our total student enrollment. In districts with relatively small populations of migrant services, it is fairly common for districts to enter into MOUs with their regional county offices for the provision of migrant services. SSFUSD will be able maximize their support and services to this most vulnerable student population.

The SCCOE Migrant Education Program will continue to work collaboratively with SSFUSD to deliver services directly to Migrant Education students in the District. SCCOE will work with the District Coordinator to maintain services and gain needed access to the data required to maintain the program. In addition, the Community Liaison will continue to support the work with English Learners as we have centralized the enrollment, assessment, and data analysis at the District office starting in the 2020-21 school year.

FISCAL IMPLICATIONS:

Not to Exceed Amount: The compensation paid by SCCOE under this agreement shall be in an amount not to exceed \$13,600 inclusive of all costs, overhead and expenses. Any amendment to this MOU which increases the compensation paid

shall be in writing and fully executed by SCCOE and SSFUSD before services are completed.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the MOU for the continued support of the SCCOE Migrant Education Program for District students for the 2021-22 school year.

Santa Clara County Office of Education
and
South San Francisco Unified School District

Memorandum of Understanding

Date: June 23, 2021

This is a memorandum of understanding between **South San Francisco Unified School District** and the **Santa Clara County Office of Education (SCCOE)**.

The term of this agreement is between July 1, 2021 and June 30, 2022

This memorandum of understanding is intended to:

- Services provided by SCCOE
- Service Responsibilities of District
- Articulation of monies

Service	District Responsibilities	Cost
After School Intervention	Coordinator support to find teachers in the district District will provide a space for teachers to teach	\$0
Parent Trainings	District to provide location for parent trainings including a space for childcare District to provide assistance to Robo call migrant families, or schools to include in newsletters	\$0
School Readiness	District to provide location for workshops, and assist in promoting events	\$0
IDR/Advocacy	District to provide advocate workspace and ongoing lists of new students enrolling in district or migrant student referrals District provides appropriate data to Advocate-New student lists, INA process, connections to ensure data from school matches MSIN	\$13,600
Summer School	District to provide space for summer school classes	\$0
Summer Programs	District to provide advocate with lists of students attending district summer programs	\$0
Heath Screenings	District to refer migrant students to advocate if a need arises	\$0
Totals		\$0

Service	Region to Provide	Cost
After School Intervention	3 teachers 3 days per week for 1 hour instruction after school, supplemental intervention For 20 weeks, combination grade level groups Mon-Wed-Fri 60 hours x \$60 per hour = \$3,600 x 22% for benefits = \$792. Total = \$4,392 SSDP interventions for about 20 students	Salary, benefits materials and snacks
Parent Trainings	3 Parent Workshops to cover SSDP required topics Region to schedule presenters and facilitate workshops, including purchasing materials, supplies and food Advocate/Liaison and manager to help facilitate meetings and promotions Advocate/Liaison to work with other parent training programs in school site and county and extend invitation to migrant parents	Included in manager (admin) and advocate salaries
School Readiness	SCCOE School Readiness Coach to provide 15 hours of Parent/Child biliteracy workshops Advocate and manager to help facilitate and promote	Salary, benefits, materials, supplies, food, books
IDR/Advocacy	Advocate to conduct all IDR/Advocacy duties one day per week, with an occasional extra day as needed	salary, benefits, mileage
Summer School	Advocate to assist in enrolling students for summer school and checking on attendance and reporting services	Included in advocate salary
Summer Programs	Students are invited to attend Walden West Students are invited to attend MSIL	Walden West-\$700 per student MSIL-\$2,500 per student
Heath Screenings Referrals	Advocate/Liaison to schedule 2 mental health workshops for students and parents Advocate to organize health fair type events or schedule a health event during parent trainings Advocate/Liaison refer students to school/community health agencies as needed	Included in advocate salary, Health kits to be purchased by Region
Admin	Administrative support from Region 1: Director, Manager, IDR Supervisor, Data Specialist, Secretaries and Indirect Costs 15% of grant allocation	
Totals		

1.0 Articulation of Monies Compensation and Payments:

1.1 Not to Exceed Amount: The compensation paid by SCCOE under this agreement shall be in an amount not to exceed \$13,600 inclusive of all costs, overhead and expenses. Any amendment to this MOU which increases the compensation paid shall be in writing and fully executed by SCCOE and the District before services are completed.

2.0 Insurance/Hold Harmless

2.1 Insurance: SCCOE and District shall maintain a certificate of insurance in the business office of each respective office.

2.2 Indemnity: SCCOE and District shall be held harmless from and against any and all claims arising from a default in the performance of any obligation of the memorandum of understanding.

By: _____ By: _____
Signature of Authorized SCCOE Official Signature of Authorized District Official

Name: _____ Name: _____

Date: _____ Date: _____

Last updated January 2020

2020–21 Legal Assurances and Certifications for Local Educational Agencies

California Department of Education
Migrant Education Program

The operating agency, by signature of its authorized representative on the **signature** page of this document, hereby assures the California Department of Education (CDE) that the local educational agency (LEA) will adhere to all of the legal assurances contained herein and with all other Federal and State statutory and regulatory requirements for the Migrant Education Program (MEP) referenced in this document.

Required Assurances

General assurances and certifications are required for grant applications submitted to the CDE. The General Assurances and Drug-Free Workplace Certification forms are required for applications for funds. (Note that the signed grant application submitted to the CDE confirms a commitment to comply with the general assurances.)

Applicants must download the certifications and submit the signed forms with their applications as described below:

- General Assurances form:
<https://www.cde.ca.gov/fg/fo/fm/generalassurances2020.asp>
(no signature required)
- Drug Free Workplace form:
<https://www.cde.ca.gov/fg/fo/fm/drug.asp> (signature required)
- Lobbying Certification form:
<https://www.cde.ca.gov/fg/fo/fm/lobby.asp> (signature required)
- Lobbying Disclosure form:
<https://www.cde.ca.gov/fg/fo/fm/sfilll.asp> (signature required if applicable)

Migrant Assurances

Use of Funds

1. Funds for MEP will be used only:
 - a. For programs and projects, including the acquisition of equipment in accordance with 20 United States Code (USC) sections 6396(b) and 6394[c][1][A].
 - b. To coordinate such programs and projects within the State and other states, as well as with Federal programs that can benefit migratory children and their families. (20 USC 6394[c][1][B])
2. Programs and projects funded for MEP will be carried out in a manner consistent with the objectives of Section 6314, subsections (b) and (d) of Section 6315 and

subsections (b) and (c) of Section 6321 of 20 USC, and Part F of 20 USC, Chapter 70, Subchapter 1. (20 USC 6394 [c][2])

Program Purpose

3. Use of MEP funds:
 - a. Support high-quality and comprehensive educational programs and services during the school year and, as applicable, during summer or intersession periods that address the unique educational needs of migratory children.
 - b. Ensure that migratory children who move among the States are not penalized in any manner by disparities among the States in curriculum, graduation requirements, and challenging State academic standards.
 - c. To ensure that migratory children receive full and appropriate opportunities to meet the same challenging State academic standards that all children are expected to meet.
 - d. To help migratory children overcome educational disruption, cultural and language barriers, social isolation, various health-related problems, and other factors that inhibit the ability of such children to succeed in school.
 - e. To help migratory children benefit from State and local systemic reforms.

Authorized Activities

4. MEP funds shall be used, first, to meet the identified needs of migratory children that:
 - a. Result from the effects of their migratory lifestyle, or are needed to permit migratory children to participate effectively in school.
 - b. Are not addressed by services available from other federal or nonfederal programs.
5. Migratory children who are eligible to receive services pursuant to Improving Basic Programs Operated by LEAs, 20 USC 6311 may receive those services through MEP funds that remain after the agency addresses the identified needs described in 4, above.
6. A school that receives MEP funds shall continue to address the identified needs described in 4, above, notwithstanding its participation in schoolwide programs under 20 USC 6314. (20 USC 6396[b][4])

Program Planning, Operation, and Evaluation

7. The LEA will ensure that:
 - a. In the planning and operation of programs and projects, there is appropriate consultation with parents of migratory children, including parent advisory

- councils (PACs), for programs of at least one school year in duration, and
- b. All such programs and projects are carried out in a manner that provides for the same parental involvement as is required for programs and projects under 20 USC 6318, and
 - c. Programs and projects are carried out in a format and language understandable to the parents. (20 USC 6394[c][3][B])
 - d. The LEA will make available to the MEP all student academic assessment, immunization, and other health information data for the purpose related to student assessment, program services planning, and the transfer of student records. (20 USC Section 6398[b][2])
 - e. The transfer of school records without parental consent is permitted if the LEA transfers the records to other school officials within the agency (whom the agency has determined to have legitimate educational interest) or to officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll. (See 34 Code of Federal Regulations [CFR] 99.31) This exception applies only if the LEA notifies parents annually of this policy. (34 CFR 99.34). In addition, the notification of this exception is recorded via parent/guardian signature on the Certificate of Eligibility form.
 - f. The availability of funds from other federal, state, and local programs must be taken into account. (20 USC 6394(b)[5])
8. In planning and carrying out such programs and projects, there will be adequate provision for addressing the unmet educational needs of preschool migratory children and migratory children who have dropped out of school. (20 USC 6394[c][4])
 9. The effectiveness of such programs and projects will be determined, where feasible, using the same approaches and standards that will be used to assess the performance of students, schools, and LEAs under Improving Basic Programs Operated by LEAs, 20 USC 6311 et seq. (20 USC 6394[c][5]).
 10. Such programs and projects will provide for:
 - a. Advocacy and outreach activities for migratory children and their families, including informing such children and families of, or helping such children and their families gain access to, other education, health, nutrition and social services,
 - b. Professional development programs, including mentoring, for teachers and other program personnel,
 - c. Family literacy programs,

- d. The integration of information technology into educational and related programs, and
 - e. Programs that facilitate the transition of secondary school students to postsecondary education or employment. (20 USC 6394[c][7]).
11. It will assist the State Education Agency (SEA) in identifying, and recruiting eligible children, including the identification and recruitment of preschool migratory children and migratory children who have dropped out of school, and will provide its local Migrant Education Region and the SEA with eligibility and needs assessment information, by which the SEA can complete its reporting and subgranting activities. The LEA will implement a program to monitor the eligibility requirements of children and youths enrolled in the MEP. (California *Education Code (EC)* Section 54444.1 [d]). Will establish and implement a system of quality controls for the proper identification and recruitment of eligible migratory children. (34 Code of Federal Regulations (CFR) 200.89[c])

Priority for Services

12. LEAs shall give priority to migratory children who are failing, or most at risk of failing, to meet the State's challenging academic standards, or have dropped out of school. (20 USC 6394[d])

Continuation of Services

13. Notwithstanding any other provision of Title I, Part C,
- a. A child who ceases to be a migratory child during a school term shall be eligible for services until the end of such term,
 - b. A child who is no longer a migratory child may continue to receive services for one additional school year, but only if comparable services are not available through other programs, and
 - c. Secondary school students who were eligible for services in secondary school may continue to be served through credit accrual programs until graduation. (20 USC 6394[e])

Schoolwide Programs

14. Before the school chooses to consolidate in its Schoolwide program funds received under part C of Title I of the Elementary and Secondary Education Act, the school must:
- a. Use these funds, in consultation with parents of migratory children or organizations representing those parents, or both, first to meet the unique educational needs of migratory students that result from the effects of their migratory lifestyle, and those other needs that are necessary to permit these

students to participate effectively in school, as identified through the comprehensive Statewide needs assessment under 34 CFR 200.83, and

b. Document that these needs have been met. (34 CFR 200.29[c][1])

15. Funds available under Part C of Title 20 may be used in a Schoolwide program subject to the requirements of 34 CFR 200.29[c][1].

Coordination of Migrant Activities

16. The LEA will coordinate with the SEA to improve intrastate coordination, including the development or improvement of programs for credit accrual and exchange. (20 USC 6398[a][1])

Unique MEP Functions

17. LEAs are to assist in the conduct of any and all of the following activities as deemed necessary by the State:

- a. Statewide identification and recruitment of eligible migratory children,
- b. Interstate and intrastate coordination of the State MEP and its local projects with other relevant programs local projects in the State and in other States,
- c. Procedures for providing for educational continuity for migratory children through the timely transfer of educational and health records, beyond that required generally by State and local agencies,
- d. Collecting and using information for accurate distribution of subgrant funds,
- e. Development of a statewide needs assessment and a comprehensive State plan for MEP service delivery,
- f. Supervision of instructional and support staff,
- g. Establishment and implementation of a State Parent Advisory Council (SPAC), and
- h. Conducting an evaluation of the effectiveness of the State MEP. (34 CFR 200.82)

MEP Assessment and Evaluation

18. The LEA shall determine the effectiveness of its program and projects in providing migratory children with the opportunity to meet the same challenging State academic standards. (20 USC 6394 and 34 CFR 200.83[a])

19. Evaluations of program and project effectiveness shall, wherever feasible, use the same approaches and standards that the State establishes for use to assess the

performance of students, schools, and local educational agencies under Title I, Part A. (20 USC 6394)

20. In a project where it is not feasible to use the same student assessments that are being used under Title I, Part A, the operating agency must carry out some other reasonable process or processes for examining the effectiveness of the project. (20 USC 6394 generally, and 34 CFR 200.84)
21. Operating agencies shall use the results of the assessments carried out under 34 CFR Section 200.84 to improve the services provided to migratory children. (20 USC 6396 generally)

Migratory Children in Private Schools

22. Operating agencies must conduct Migrant programs and projects in a manner consistent with the basic requirements of section 8501 of the ESSA. (2 CFR 200.87). Operating agencies should note the changes to those requirements enacted through the Every Student Succeeds Act (ESSA).

Audits and Fiscal Procedures/Cash Management

23. Operating agencies agree to maintain fiscal and programmatic records and use fiscal control and operating procedures in accordance with state and federal laws and regulations including those found in Section 435 (b)(2) and (5) of General Education Provisions Act (GEPA) and 2 CFR 200.302, 200.327, 200.328.
24. Operating agencies agree to comply with the audit requirements of 34 CFR 76.910 and the cost principles in Subpart E of 2 CFR Part 200 and the audit requirements in Subpart F of 2 CFR Part 200. As required in 2 CFR 200.305, LEA's must demonstrate the ability to minimize the time elapsing between the receipt and disbursement of migrant funds (Cash Management). LEA's must promptly pay the federal agency any interest greater than \$500 per year that they earned on the cash advances. LEA's must minimize the time between the receipt and disbursement of the federal migrant funds. (2 CFR 200.305[b])
25. Operating agencies agree to repay the CDE any amounts of Title I funds determined to be expended for non-approvable purposes or in violation of federal or state laws and regulations in accordance with GEPA procedures in 20 USC 1231b-2. (2 CFR 200.338)
26. Operating agencies agree to cooperate with the Inspector General and his/her representatives in the conduct of audits authorized by the Inspector General Act of 1978. Cooperation shall include providing access to records and personnel for the purpose of obtaining clarifications, explanations, and other related information. (2 CFR 200.333-337, and 200.344)
27. Operating agencies agree to expend MEP funds solely on the basis of activities

and functions described in regional applications and district service agreements approved by the CDE.

28. Operating agencies agree to keep fiscal records and make fiscal accounting reports for the MEP using forms and procedures developed by the CDE.

Comparability

29. LEAs may receive funds under Title I Comparability, 20 USC 6321(c), only if State and local funds will be used in participating schools to provide services that, taken as a whole, are at least comparable to services that the LEA is providing in schools not receiving Title I, Part A or MEP funds. A LEA may determine comparability on a school-by-school basis or on a grade span by grade span basis. The LEA must file with the CDE a written assurance that it has established and implemented:
 - a. An LEA-wide salary schedule,
 - b. A policy to ensure equivalence among schools in teachers, administrators, and other staff, and
 - c. A policy to ensure equivalence among schools in the provision of curriculum materials and instructional supplies. (20 U.S.C. 6321[c])
30. The comparability requirements do not apply to an LEA that has only one school for each grade span. (20 U.S.C. 6321[c][4])
32. The LEA has developed procedures for complying with comparability requirements and must maintain records that are updated biennially documenting compliance with those requirements. (20 U.S.C. Section 6321[c][3])
33. The LEA's failure to comply with the requirements may result in the loss of Title I funds and/or Migrant Education funds.

Migrant State Assurances

Operation of Regional Offices

1. The regional offices of the MEP agree to render services and/or reimburse school districts for services approved in district service agreements (DSAs) in accordance with state and federal laws and administrative directives from the U.S. Department of Education (USDOE) and the CDE (EC 54444 and 54444.1).
2. Each regional office is responsible for, but not limited to, the provision of the following services:
 - a. Funding to districts operating under service agreements.
 - b. Technical assistance to districts operating under service agreements.

- c. Interagency coordination to improve services available to eligible migratory children and their families.
- d. Training for the parents and members of district, regional, and school PACs.
- e. Professional development services for migrant education staff at the school and district levels.
- f. Direct services to migratory children and their families pursuant to DSAs. (*EC* 54444.4[c])

Sub Grantee

- 3. It is agreed that “Operating agency” means a LEA operating under a sub grant of state migrant education funding pursuant to a special arrangement with the department to directly implement the State’s MEP or projects (A regional office is a LEA to which the SEA makes a sub grant under this part.). (*EC* 54441[e] and 20 USC 6399[1])
- 4. The operating agency will review and recommend, in coordination with the SEA, the approval of the DSAs. The operating agency’s review process will be in accordance with SEA procedures to identify and address the unique needs of migratory children and their families. (*EC* sections 54444 [a] and 54444.1[a][d][e])
- 5. The SEA will review and recommend approval of the operating agency Regional (Direct Funded) Application. The operating agency’s review process will be in accordance with SEA procedures. (*EC* 54444.1[a][d][e])

Service Priorities

- 6. LEAs agree to establish service priorities for migratory children as established in state and federal laws, (*EC* sections 54444 and 54444.1), and the MEP State Service Delivery Plan.

Summer School Services

- 7. Operating agencies agree to conduct summer school programs for eligible migratory students according to the provisions contained in this chapter. (*EC* 54444.3[a])

Articulation and Coordination

- 8. Operating agencies agree to operate programs and services for migratory children and their families, which are articulated and coordinated with existing resources from school districts and other state and federal programs. (*EC* 54443.1[c][10])
- 9. Operating agencies will solicit and make provisions for the active participation of the parents and guardians of eligible migratory students, including but not limited

to, review and comment on the annual program application by the members of the appropriate advisory councils. (EC 54444.2)

Staff Development and Support

10. Operating agencies agree to provide adequate professional support to staff serving migratory children and their families. Support must include, but is not limited to, training opportunities, materials, counseling, program review, and leadership. (EC 54444.4[b][3])
11. Operating agencies agree to develop and submit to the CDE, professional development plans which address the needs of staff that serve migratory children and their families. (EC 54444.1[e])

Parent Advisory Councils (PACs)

12. Operating agencies agree to establish and operate PACs in accordance with federal and state laws and regulations, such that:
 - a. The membership of each regional parent advisory council shall be comprised of members who are knowledgeable of the needs of migratory children.
 - b. Membership shall be elected by the parents of migratory children currently enrolled in the operating agencies programs.
 - c. The composition of the council shall be determined by the migratory parents at a general meeting to which all parents of migratory children currently enrolled in the program shall be invited.
 - d. Parents shall be informed, in a language they understand, that the parents have the sole authority to decide on the composition of the council.
 - e. All parent candidates for the council shall be nominated by migratory parents.
 - f. All community candidates shall be nominated by the migratory parents.
 - g. All non-parent candidates shall be nominated by the groups they represent (i.e., teachers by teachers, administrators by administrators, other school personnel by other school personnel, and pupils by pupils.
 - h. Each PAC shall hold meetings on a regular basis during the operation of the regular program, but not less than six times during the year.
 - i. At least two-thirds of the members of each PAC shall be the parents of migratory children. (EC 54444.1[d] and 54444.2)
 - j. All requirements be met for the State Parent Advisory Council (Title 5 of the California *Code of Regulations* (5 CCR) sections 12030–12040).

13. All other responsibilities required under other state and federal laws and regulations. (EC 54444.1 and 54444.4) 20 USC 6394[c][3])

Direct Funded Districts

14. A biennial vote (every other year) by the PAC of a directly funded district, to approve the participation of that district in the directly funded program, including the approval of a majority of the members who are the parents of migrant children. (EC 54444.1[c])

15. Operating agencies agree to provide each member of an appropriate advisory council, upon request, with a copy of all applicable state and federal laws, regulations, guidelines, audit reports, monitoring reports, and evaluation reports. (EC 54444.2[a][3])

16. Operating agencies agree to offer training programs to members of appropriate advisory councils to enable them to carry out their responsibilities. Training programs shall be developed in consultation with the members and include as appropriate, materials and sessions in a language understandable to each member. (EC 54444.2[a][4] and 54444.4[c][4])

17. Operating agencies agree to provide information regarding the MEP to parents and guardians of migratory children. (EC 5444.4 [b][2])

Evaluation Reports

18. Operating agencies agree to submit evaluation reports, including information on pupil progress, overall program effectiveness, and quality control as required by state and federal laws and USDOE directives. (EC 54443.1[g])

Fiscal Procedures

19. Operating agencies agree to adhere to fiscal procedures and submit fiscal reports as required by the CDE. (EC 54444.1[A][5])

Name of Applicant:

Region/District:

Printed Name of Authorized Representative:

Signature:

Date:

A

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and
Categorical Programs

Sabrina Yacoub, Director of Special Education

DATE: September 23, 2021

RE: Approval of Contract with ATX Learning - Non-Public Agency (NPA)
for the 2021-22 school year.

BACKGROUND:

SSFUSD currently has internal vacancies for Special Education teachers to fulfill Individual Education Plan (IEP) service agreements. This contract, with ATX Learning, an NPA, is to fill two vacancies, one for a mild-moderate credentialed teacher at Alta Loma MS and the other for a moderate-severe credentialed teacher to support students on home instruction.

FISCAL IMPLICATIONS:

Total estimated maximum cost for this NPA contract will not exceed \$300K.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve a contract with ATX Learning for the District to fulfill Individualized Education Plan (IEP) service agreements for the 2021-22 school year.

PROFESSIONAL SERVICES AGREEMENT

2021-2022

This Agreement is entered into between ATX Learning (CONTRACTOR) and South San Francisco Unified School District (District). DISTRICT is authorized by Government Code Section 53060 to contract for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, and administrative matters with persons specially trained, experienced, and competent to perform such services. CONTRACTOR warrants it is specially trained, experienced, and competent to provide such services. The parties agree as follows:

1. **Services:** CONTRACTOR shall provide the services ("Services" or "Work") as described in **Exhibit "A,"** attached hereto and incorporated herein by reference.
2. **Terms:** The term of this agreement shall be September 6, 2021 or the day immediately following approval by the Board of Education to June 30, 2022.
3. **Compensation:** DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall **not exceed \$300,000.00** Dollars per fiscal year, at an hourly billing rate not to exceed as agreed in Exhibit A per hour. This sum shall be for full performance of this Agreement and includes all fees, costs, and expenses incurred by Contractor including, but not limited to, labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs, and other costs.

If CONTRACTOR will be compensated hourly for services provided under this Contract, CONTRACTOR shall describe in Exhibit "A," attached hereto, the specific scope of services to be delivered on an hourly basis to DISTRICT.

DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT, except as follows:

Payment for Work shall be made for all undisputed amounts in monthly installment payments within forty-five (45) days after CONTRACTOR submits an invoice to DISTRICT for Work actually completed and after DISTRICT's written approval of the Work, or the portion of the Work for which payment is to be made.

The granting of any payment by DISTRICT, or the receipt thereof by CONTRACTOR, shall in no way lessen the liability of CONTRACTOR to correct unsatisfactory work, although the unsatisfactory character of that work may not have been apparent or detected at the time a payment was made. Work, which does not conform to the requirements of this Agreement, may be rejected by DISTRICT and in that case must be replaced by CONTRACTOR without delay.

4. **Equipment and Materials:** CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of this Agreement *except:* [NONE], which shall not exceed a total cost of _____ n/a _____.
5. **CONTRACTOR Qualifications / Performance of Services:**

CONTRACTOR Qualifications: CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and/or regulations, as they may apply.

Standard of Care: CONTRACTOR warrants that CONTRACTOR has the qualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of DISTRICT. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

6. **Invoicing:** Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to DISTRICT. All amounts paid by DISTRICT shall be subject to audit by DISTRICT. Invoices shall include, but not be limited to: Contractor name, Contractor address, invoice date, invoice number, purchase order number, name of school or department service was provided to, period of service, name of the person performing the service, date service was rendered, brief description of services provided, number of hours of service, hourly rate, total payment requested.
7. **Notices:** All notices and invoices provided for under this Agreement shall be in writing and either personally delivered during normal business hours or sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other party at the address set forth below:

DISTRICT Representative:

Name: Sabrina Yacoub

Site /Dept.: Special Education

Address: 398 B Street, SSF, CA 94080

Phone: (650) – 877-8700

Email: syacoub@ssfusd.org

CONTRACTOR:

Name: _____

Title: .: _____

Address: _____

Phone: _____

Email: _____

Notice shall be effective when received if personally served or, if mailed, three (3) calendar days after mailing. Either party must give written notice of a change of address.

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees, agents, volunteers, consultants and subcontractors shall not be considered officers, employees, agents, partners, or joint ventures of DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, DISTRICT being interested only in the results obtained.

9. **Insurance:**

a. CONTRACTOR shall procure the following insurance:

i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.

CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.

ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage, with limits of at least One Million Dollars (\$2,000,000) per occurrence for corporal punishment, sexual misconduct, harassment, bodily injury and property damage. The coverage shall be primary as to DISTRICT and shall name DISTRICT as an additional insured. Evidence of insurance must be attached. Endorsement of DISTRICT as an additional insured shall not affect DISTRICT's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and DISTRICT in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.

iii. If CONTRACTOR is offering DISTRICT professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim and Two Million Dollars (\$2,000,000) in aggregate..

10. **Licenses and Permits:** CONTRACTOR, its employees, consultants and agents shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement. DISTRICT has no obligation to pay for any hours of service during which any required credentials, licenses or permits are expired, lapsed, or otherwise not in effect.

11. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of DISTRICT.
12. **Non-Discrimination:** It is the policy of DISTRICT that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and DISTRICT policy. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex, sexual orientation, or other legally protected class.
13. **Drug-Free / Smoke Free Policy:** No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on DISTRICT property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
14. **Indemnification:** CONTRACTOR shall indemnify and hold DISTRICT and its respective Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("DISTRICT Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding DISTRICT Indemnitees). The duty and obligation to defend shall arise immediately upon tender of a claim or lawsuit to the CONTRACTOR.

DISTRICT also shall indemnify and hold CONTRACTOR and its Board Members, administrators, employees, agents, consultants, attorneys, and subcontractors ("CONTRACTOR Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of DISTRICT, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding CONTRACTOR and/or any CONTRACTOR Indemnitees). This provision survives termination of this Agreement.

15. **Compliance with Laws, Statutes, Regulations:** CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies and regulations. CONTRACTOR shall also comply with all applicable District policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with District policies and shall indemnify District under the provisions of Section 14 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of the failure of CONTRACTOR, its employees, consultants or agents to comply with applicable DISTRICT policies (e.g., those policies relating to the provision of special education and/or related services, facilities for individuals with exceptional needs, student enrollment and transfer, student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that DISTRICT may report to the California Department of Education ("CDE") any violations of the provisions of this Professional Services Agreement and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification, pursuant to California Education Code section 56366.4(a).

16. **Copyright/Trademark/Patent/Ownership:** CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission. DISTRICT shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of DISTRICT. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORS in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of DISTRICT.
17. **Waiver:** No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
18. **Termination:** DISTRICT may at any time terminate this Agreement upon 30 days prior written notice to CONTRACTOR. DISTRICT shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, DISTRICT may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, DISTRICT may secure the required services from another contractor. If

September 23, 2021

the cost to DISTRICT exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.

19. **Conduct of CONTRACTOR:** By signing this Agreement, CONTRACTOR certifies compliance with the following requirements and will provide DISTRICT with evidence of staff qualifications, which include:
- a. **Tuberculosis Screening:** CONTRACTOR is required to screen employees who will be working at DISTRICT sites for more than six hours. CONTRACTOR affirms that each employee has current proof of negative TB risk assessment testing on file consistent with Education Code section 49406.
 - b. **Fingerprinting of Employees and Agents.** The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONTRACTOR's services under this Agreement and CONTRACTOR certifies its compliance with these provisions as follows: "CONTRACTOR certifies that CONTRACTOR has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONTRACTOR's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by DISTRICT, or acting as independent contractors of CONTRACTOR, who may have contact with DISTRICT pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. CONTRACTOR further certifies that it has received and reviewed fingerprint results for each of its Employees and CONTRACTOR has requested and reviews subsequent arrest records for all Employees who may come into contact with DISTRICT pupils in providing services to the DISTRICT under this Agreement."

In the event that DISTRICT, in its sole discretion, at any time during the term of this Agreement, desires the removal of any CONTRACTOR-related persons, employee, representative or agent from an DISTRICT school site and/or property, CONTRACTOR shall immediately, upon receiving notice from DISTRICT of such desire, cause the removal of such person or persons.

20. **No Rights in Third Parties:** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
21. **DISTRICT's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors.** DISTRICT may evaluate CONTRACTOR's work in any way that DISTRICT is entitled to do so pursuant to applicable law. The DISTRICT's evaluation may include, without limitation:
- a. Requesting that DISTRICT employee(s) evaluate the CONTRACTOR and the CONTRACTOR's employees and subcontractors and each of their performance.
 - b. Announced and unannounced observance of CONTRACTOR, CONTRACTOR's employee(s), and/or subcontractor(s).
22. **Limitation of DISTRICT Liability:** Other than as provided in this Agreement, DISTRICT's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall DISTRICT be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of, or in connection with, this Agreement for the services performed in connection with this Agreement.
23. **Non-Solicitation of CONTRACTOR Employees:** DISTRICT agrees not to solicit for hire any employee of CONTRACTOR placed in DISTRICT schools and/or programs pursuant to this Agreement ("Consultant") for a period of twelve (12) calendar months following the last date of that Consultant's paid services to the DISTRICT. Notwithstanding the foregoing, after a Consultant completes one (1) full billable school year with the DISTRICT pursuant to this Agreement, the DISTRICT may hire the Consultant as an employee of the DISTRICT subject to payment of a referral fee to CONTRACTOR. This fee shall be agreed upon in writing between the DISTRICT and the CONTRACTOR.
24. **Confidentiality:** CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. CONTRACTOR understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Contractors will be permitted access to student data only where permissible under state and federal law and only after executing DISTRICT's Confidentiality Agreement Regarding Student Data.
25. **Conflict of Interest:** CONTRACTOR shall abide by and be subject to all applicable, regulations, statutes or other laws regarding conflict of interest. CONTRACTOR shall not hire any officer or employee of DISTRICT to perform any service by this Agreement without the prior approval of DISTRICT Human Resources.

CONTRACTOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between CONTRACTOR's family, business or financial interest and the services provided under this Agreement, and in the event of change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to DISTRICT's attention in writing.

Through its execution of this Agreement, CONTRACTOR acknowledges that it is familiar with the provisions of section 1090 *et seq.* and section 87100 *et seq.* of the Government Code of the State of California, and certifies that it does not know of any facts which constitute a violation of said provisions. In the event CONTRACTOR receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, CONTRACTOR agrees it shall notify DISTRICT in writing.

- 26. **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion:** CONTRACTOR certifies to the best of his/her/its knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List (<https://www.sam.gov/>).
- 27. **Litigation:** This Agreement shall be performed in South San Francisco, California and is governed by the laws of the State of California, but without resort to California's principles and laws regarding conflict of laws. The San Mateo County Superior Court shall have jurisdiction over any litigation initiated to enforce or interpret this Agreement.
- 28. **Incorporation of Recitals and Exhibits:** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference. CONTRACTOR agrees that to the extent any recital or document incorporated herein conflicts with any term or provision of this Professional Services Contract, the terms and provisions of this Professional Services Contract shall govern.
- 29. **Integration/Entire Agreement of Parties:** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 30. **Counterparts:** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
- 31. **Signature Authority:** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been given the proper authority and empowered to enter into this Agreement.
- 32. **Contract Contingent on Governing Board Approval:** DISTRICT shall not be bound by the terms of this Agreement until it has been formally approved by DISTRICT's Governing Board, and no payment shall be owed or made to CONTRACTOR absent that formal approval. This Agreement shall be deemed approved when it has been signed by the Board of Education, and/or the Superintendent as its designee.
- 33. **W-9 Form:** If CONTRACTOR is doing business with DISTRICT for the first time, complete and return with the signed Contract the W-9 form.
- 34. **Contract Publicly Posted:** This Agreement, its contents, and all incorporated documents are public documents and will be made available by DISTRICT to the public online via the Internet.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

CONTRACTOR

Signature

Signature

Ted O
Printed Name

Printed Name

Assistant Superintendent of Business Services
Title

Title

Date

Date

September 23, 2021

Page 196
Action

EXHIBIT "A" SCOPE OF WORK

[IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES MAY BE ATTACHED WITHOUT ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

ATX Learning agrees to staff SSFUSD with the following two special education teachers, with details of their contract in line with each staff hired. All staff must have English Language and Autism authorizations as well as proper special education credentials per California Commission on Teaching Credentials. Teachers are hired at a rate of \$90 per hour working on the SSFUSD teacher calendar.

Shane Toal- Moderate to Severe credentialed teacher to provide virtual special education services for 5 hours a day, 5 days a week to assigned students, not including IEP meetings, trainings or staff meetings that may be held after this teacher's working hours.

Julie Alison Wolfe- Mild to Moderate credentialed teacher to provide in person instruction at Alta Loma Middle School, 7 hours a day, 5 days a week, not including IEP meetings, trainings or staff meetings that may be held after school hours.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and Categorical Programs

DATE: September 23, 2021

RE: Approval of Agreement with Learning A-Z for the 2021-22 school year.

BACKGROUND:

Learning A-Z provides teachers with an extensive collection of flexible curriculum resources aligned to research-based best practices, helps educators to maximize their core instruction, fill gaps, and personalize learning. Without limiting their creativity, innovation, or individuality, Learning A-Z provides the impactful instruction our students need to thrive. The agreement between Learning A-Z and SSFUSD will provide the renewal of RAZ-Plus ELL Collection (5-year term), Science A-Z (1-year term) and three complimentary session Program Orientation Webinars.

FISCAL IMPLICATIONS:

The cost will not exceed \$247,086.00.
Breakdown of services included:

RAZ-Plus ELL Collection (5 year Term)	\$226,016.00
Science A-Z (1 year Term)	\$21,070.00
3 Complimentary session Program Orientation Webinars	No Cost

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve an agreement for services with Learning A-Z for the 2021-22 school year.



Date: 09/13/21

Learning A-Z License Quote

Gavin Maeda
South San Francisco Unified School District
398 B St
South San Francisco, CA 94080

650-877-8700
gmaeda@ssfusd.org

Thank you for requesting a quote from Learning A-Z, Gavin Maeda!

Your username is **gmaeda**

Your reference number is **9303074**.

Please include this reference number on your purchase order.

Products	Type	License Terms	List Price	Discounts	Final Cost
RAZ-Plus ELL Collection	Renew	215 classrooms, 5 years	\$323,575.00	-\$97,559.00	\$226,016.00
ScienceA-Z.com	Renew	215 classrooms, 1 year	\$23,220.00	-\$2,150.00	\$21,070.00
Complimentary Program Orientation Webinar	Training	3 sessions	\$900.00	-\$900.00	--

	Final Cost
Discount Amount:	(\$99,709.00)
Sales Tax:	\$0.00
YOUR TOTAL COST:	\$247,086.00

Approved By: Aaron Ingold on 09/13/2021

(*) Taxes (if applicable) to be calculated at time of purchase.

We look forward to continuing our partnership!

All prices are in U.S. dollars.

This quote is valid until 10/07/21.

Quoted prices are based on specified quantities and terms.
Please contact your representative for adjustments.

Prepared by: Enrique Paredes and Marilyn Roubal

1840 East River Road, Suite 320
Tucson, AZ, 85718
phone: 520.274.2068
September 23, 2021

fax: 520.274.2069

Enrique.Paredes@learninga-z.com |

Marilyn.Roubal@learninga-z.com

If you are paying by purchase order, your PO must have:

1. PO number
2. Learning A-Z as the vendor
3. Bill To information
4. The product(s) being purchased
5. Total dollar amount
6. If your PO has a signature line, it must be signed
7. Include a Learning A-Z quote matching your purchase order

If sending electronically, send to orders@learninga-z.com.

Learning A-Z License Agreement

Licenses grant registered classrooms only permission to use materials on the designated website(s) during the terms of the license. Sharing user information or materials with non-registered classrooms is not authorized.

Please review our terms and conditions carefully before activating your account.

<https://help.learninga-z.com/article/Terms-of-Service>

Thank you for your business!

© Learning A-Z

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent of Educational Services and
Categorical Programs

Sabrina Yacoub, Director of Special Education

DATE: September 23, 2021

RE: Approval of Work Experience Can Work Standard Agreement 2021
– 2024 and Adoption of Resolution #21-39

BACKGROUND:

The Department of Rehabilitation (DOH) purchases Vocational Rehabilitation services for its clients from private and public nonprofit agencies such as school districts through contracts. The DOH has contracted with the South San Francisco Unified School District for over twenty years to provide training to students with mild to severe disabilities to assist them to transition from school to career during their junior and senior high school years, and up to age 22. There will be approximately 24 students per year served through this cooperative program. Activities include resume development, decision making and goal setting, interviewing techniques, selection of career goals, work experience, and communication skills. This is a three year contract to continue participation in this program.

Supporting documents included in this Board memo are:

- WCW Service Budget
- WCW Service Budget Narrative
- WCW Scope of Work
- WCW Contract Information Sheet
- WCW Contract Comparison Sheet
- SSFUSD WCW 21-24 Board Resolution #21-39

FISCAL IMPLICATIONS:

The District will receive \$73,193 for the 2021-22 school year, \$73,193 for the 2022-23 school year, and \$73,193 for the 2023-24 school year 2023-2024 from the Department of Rehabilitation to provide Pre-Employment Transition Services to students with disabilities aged 16 through 22.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the Department of Rehabilitation Work Experience Can Work agreement for the 2021-24 school years and adopt resolution #21-39, authorizing designated District personnel to sign.

September 2022

Contractor Name and Address		Contract Number		Federal ID Number		Page X of X	
South San Francisco Unified School District 399 B Street, South San Francisco, CA 94080		94-3083861		94-3083861		1 of 1	
Budget Period		Budget Period		Budget Period		Budget Period	
July 1, 2021 - June 30, 2022		July 1, 2022 - June 30, 2023		July 1, 2023 - June 30, 2024		July 1, 2023 - June 30, 2024	
Effective Date (Amendments Only)		Effective Date (Amendments Only)		Effective Date (Amendments Only)		Effective Date (Amendments Only)	

Line No.	PERSONNEL-Position Title & Time Base	Annual Salary Per FTE	Annual FTE	Amount Budgeted	Annual Salary Per FTE	Annual FTE	Amount Budgeted	Annual Salary Per FTE	Annual FTE	Amount Budgeted
1	WCW Job Developer (1FTE =32.5 hours/week)	\$58,753.00	0.30304	\$17,804.51	\$58,753.00	0.30304	\$17,804.51	\$58,753.00	0.30304	\$17,804.51
2	WCW Job Developer (1FTE =22.5 hours/week)	\$32,158.00	0.30304	\$9,745.16	\$32,158.00	0.30304	\$9,745.16	\$32,158.00	0.30304	\$9,745.16
Work Based Learning Services		Estimate cost per student	Approx. Students to be served	Amount Budgeted	Estimate cost per student	Approx. Students to be served	Amount Budgeted	Estimate cost per student	Approx. Students to be served	Amount Budgeted
3	Student Wages	\$1,505.00	24	\$36,120.00	\$1,505.00	24	\$36,120.00	\$1,505.00	24	\$36,120.00
4	Summer Employment Academy	\$1,000.00	10	\$10,000.00	\$1,000.00	10	\$10,000.00	\$1,000.00	10	\$10,000.00
5				\$0.00			\$0.00			\$0.00
6				\$0.00			\$0.00			\$0.00
7				\$0.00			\$0.00			\$0.00
8				\$0.00			\$0.00			\$0.00
9				\$0.00			\$0.00			\$0.00
10				\$0.00			\$0.00			\$0.00
11				\$0.00			\$0.00			\$0.00
12				\$0.00			\$0.00			\$0.00
Subtotal				\$73,669.67			\$73,669.67			\$73,669.67

OPERATING EXPENSES		Amount Budgeted	Subtotal
14			
15			
16			
17			
18			
19			
20			
21	Operating Subtotal	\$0.00	\$0.00
22	Personnel and Operating Subtotal	\$73,669.67	\$73,669.67
23	Indirect Rate Percentage	4.56%	4.56%
24	Indirect Cost	\$3,359.34	\$3,359.34
25	TOTAL (rounded to nearest dollar)	\$77,029	\$77,029

WE CAN WORK CASE SERVICE CONTRACT SERVICE BUDGET NARRATIVE

Benefits

The positions listed below are provided with the following Full-time benefits: PERS (11.4%), FICA (6.2%), Health & Welfare Benefits (Cost based on individual plan), State Unemployment Insurance (.05%), Medicare (1.45%), Worker's compensation (1.05%)

PERSONNEL

WCW contract duties:

WCW Job Developer:

1. Assist DOR clients/students who have been referred to the Work Experience can Work program.
2. Develop and coordinate work experience activities; consisting of understanding the work environment like social skills requirement in the job site and talking to co-worker and supervisor about procedures at the job site. This is to help the student understand how to deal with different situations at the job site.
3. initiate contact with employers and serves as a liaison with public and private employers to develop work experience opportunities for participants.
4. Network with employers; assist individual students with skills needed for successful employment.
5. Match student qualifications to available employers; Monitor participant progress at work experience; conduct follow up and post-employment services with employers and participants in accordance with established timelines and procedures; prepare and maintain case notes.
6. Prepare and maintain student records of contract services
7. Provides monthly progress reports to referring DOR counselor.

Traditional Education Duties:

Transition Partnership Program (TPP) Job Developer:

1. Attends DOR meetings such as: TPP quarterly meetings and in-service trainings.
2. Assist student/ DOR clients who have been referred to the Transition Partnership Program.
3. Prepare and maintain a variety of records and files related to assigned activities and student/ DOR clients; prepare and submit a variety of reports. For example, the "List of Individual Served Monthly Report", Statement of Activities, Volunteer/Employment Activities Report, Situational Performance Review, Observation Sheet, and other forms which are requested by Transition Coordinator.
4. Communicate with administrators, staff and outside organizations to coordinate activities (job shadowing, job tours, mock interview(s), and other job seeking skills), resolve issues (work speed, work qualities, hygiene & grooming issues, personal/social skills needed for job site, and other work- related issues), and

- exchange information such as training needs, program opportunities and job market trends; and communicate with an assigned Department of Rehabilitation Counselor.
5. Develop and coordinate employment activities – Job Development, Placement and Follow-up/ Workplace Readiness Training.
 6. Initiate contact with employers and serves as a liaison with public and private employers to develop employment opportunities for student/ DOR clients.
 7. Recruit student/ DOR clients and employers; assist individual student/ DOR clients with skills needed for successful employment provide classroom employability skills training to student/ DOR clients; developer eligibility for various programs.
 8. Match student/ DOR client's qualifications to available employers; arrange and schedule interviews for student/ DOR clients; assist student/ DOR clients with completing applications and employment forms; assist with the preparation of resumes and personal data sheet, as needed.
 9. Monitor student/ DOR clients progress at work sites and in the classroom (Work Experience/ Pre- ETS work-based learning experience); conduct follow up and post-employment services with employers and student/ DOR clients in accordance with established timelines and procedures; prepare and maintain case notes; drive vehicle to conduct work.

WAI Job Developer:

1. Serves as the liaison with community groups, agencies, employers, companies as needed and requested.
2. Keeps records and tests students as required.
3. Plans and implements vocational programs as directed by Administrators and Instructors.

Student Wages:

Estimated cost per student for wages based on the approximate number of students to be served per fiscal year. Cost of student wages at minimum wage plus workers comp. Students will be paid minimum wage for up to 100 hours per student.

- July 1, 2021 to June 30, 2022
 - \$15.00 per hour + \$0.05 Burden Coverage X 24 new students X 100 Hours
- July 1, 2022 to June 30, 2023
 - \$15.00 per hour + \$0.05 Burden Coverage X 24 new students X 100 Hours
- July 1, 2023 to June 30, 2024
 - \$15.00 per hour + \$0.05 Burden Coverage X 24 new students X 100 Hours

Summer Employment Academy:

Personnel costs for the provision of a series of short-term trainings that include DOR Student Services including Work-based Learning Experiences and Workplace Readiness Training. (Services can be provided July and August of 2021 June, July and August of 2022, and June of 2023)

EXHIBIT A
Case Service Contract
South San Francisco Unified School District
We Can Work
Work Experience Contract

SCOPE OF WORK

I. Introduction

The Federal Workforce Innovation and Opportunities Act (WIOA) requires that the Department of Rehabilitation provide DOR Student Services to high school students with all types of disabilities ages 16-21. DOR Student Services are an outcome oriented and coordinated set of activities that promotes movement from school to post school activities. DOR Student Services include the following core services:

- Job exploration counseling
- Work-based learning experiences
- Counseling on post-secondary opportunities
- Workplace readiness training
- Instruction in self advocacy.

This contract will focus specifically on the provision of Work-based Learning Experience services.

This We Can Work contract is designed to jointly serve the mutual consumers receiving services from the Department of Rehabilitation (DOR) through the San Francisco District Office and the South San Francisco Unified School District (SSFUSD). Staff and resources are combined to provide work experience services through this We Can Work (WCW) contract to new DOR clients that are not receiving Transition Partnership Program (TPP) services.

This We Can Work contract will focus on serving significantly disabled high school students/DOR clients at South San Francisco High School, Baden High School, El Camino High School, Adult Education, and Adult Transition Program within SSFUSD. We Can Work staff will work closely with the DOR counselor(s) throughout the referral, eligibility, planning and follow-up processes, to ensure coordinated service provision that will lead to successful employment outcomes.

The We Can Work staff will provide work experience services which are designed to prepare students for future employment readiness.

For fiscal year 2021-2022, a total of 24 unduplicated WCW students/DOR participants will be served through this case service contract.

September 23, 2021

For fiscal year 2022-2023, a total of 24 unduplicated WCW students/DOR participants will be served through this case service contract.

For fiscal year 2023-2024, a total of 24 unduplicated WCW students/DOR participants will be served through this case service contract.

II. Services to be Provided

A. DOR Student Services Work-based Learning Experience

1. DESCRIPTION OF SERVICES

DOR Student Services Work-based Learning Experience consists of short-term placements either on or off campus and monitoring of the WCW student/DOR participants performance in the work environment. Work experience may include paid/unpaid internships, paid/unpaid placement, summer work experience, work exploration and job shadowing. The WCW students/DOR participants may participate in more than one work experience situation. Work experiences are intended to be temporary placements to gain experience in the workplace. They may also result in the development of any of the following: vocational direction, appropriate work attitudes, ethics, interpersonal skills, speed, and accuracy, foundational employment skills.

Any paid or non-paid work experience activities will be in compliance with the Department of Labor regulations. For WCW students/DOR participants participating in paid work experience, the contracting school will be the employer of record, and students will be paid minimum wage. Work experiences will be individualized and can vary in duration as well as type of placement. Work experience hours are expected to average up to 100 hours per student per year depending on individual need and interest. The Work Experience Coordinator will evaluate WCW students/DOR participants progress and submit written reports to the DOR counselor on a monthly basis as long as the WCW students/DOR participant is actively participating in contract services.

2. Service Goals/Number to be served

During fiscal year 2021-2022, it is expected that:

- South San Francisco Unified School District will provide 24 work experiences to WCW students/DOR participants.

During fiscal year 2022-2023, it is expected that:

September 23, 2021

- South San Francisco Unified School District will provide 24 work experiences to WCW students/DOR participants.

During fiscal year 2023-2024, it is expected that:

- South San Francisco Unified School District will provide 24 work experiences to WCW students/DOR participants.

B. Summer Employment Academies

1. DESCRIPTION OF SERVICES

Summer Employment Academies consist of a series of short-term trainings that will be provided for WCW students/DOR participants who are high school students with disabilities during summer 2021, summer 2022 and summer 2023. The Summer Employment Academies can consist of multiple two (2) week in length sessions up to 5 hours per day. Provision of Summer Employment Academies will include instruction in DOR Student Services including Workplace Readiness Training and Work-based Learning Experience. At the end of training, students will have completed a resume and master application, received soft skills training, participated in a work experience (optional) and will demonstrate the basic skills necessary to seek permanent employment. The target population for these services will be 16-21 year old students with disabilities who are enrolled in high school either receiving special education services or otherwise eligible to receive Section 504 Services and are DOR participants. Summer Employment Academy instruction may be provided individually or in small groups. Program design must address the following vocational rehabilitation DOR Student Services components.

DOR Student Services Workplace Readiness Training

- Services include the following but are not be limited to:
- Soft skills needed for successful employment
- Interviewing techniques
- Resume development
- Application preparation
- Appropriate work behaviors
- Relevant work practices
- Appropriate grooming and hygiene
- Assistance in becoming knowledgeable regarding the impact of employment on a DOR participant's disability and benefits

DOR Student Services Work-based Learning Experience

Work experience can be provided on or off campus and will include monitoring of the DOR participant's performance in the work environment. Work-based learning experiences are expected to result in the development of the following job readiness attributes:

- Vocational direction
- Appropriate work attitudes
- Workplace ethics
- Interpersonal skills
- Speed and accuracy

1. Service Goals/Number to be served

During fiscal year 2021/2022, it is expected that:

- 10 of WCW students/DOR participants will participate in the Summer Employment Academies

During fiscal year 2022/2023, it is expected that:

- 10 of WCW students/DOR participants will participate in the Summer Employment Academies

During fiscal year 2023/2024, it is expected that:

- 10 of WCW students/DOR participants will participate in the Summer Employment Academies

III. Contract Administrator/Program Coordinator

Department of Rehabilitation

Liezel Taube

Contract Administrator

455 Golden Gate Avenue, Suite 7727 San Francisco, CA 94102

Tel. (415) 805-1285 - Direct

(415) 590-0854 - Mobile/SMS

(415) 802-2330 - Main

Fax (415) 597-5810

South San Francisco Unified School District

Karl Hemmerla

398 B Street, South San Francisco, CA 94080

Phone: (650) 877-8465

Fax: (650)877-8831

khemmerla@ssfusd.org

Contract Agency Name: South San Francisco Unified School District
Federal ID Number: 94-3083861 Current Contract # 31120
check the box to indicate that you have verified your federal ID number is correct
Type of Contract: We Can Work
single district multi-district (Scope of Work) statewide
COOPS Contract Specialist: Sylvia Roberts

Program Information:

Program Contact Person: Karl Hemmerla
(Agency Contract Administrator)
Business Address: 398 B Street,
(To be put on Standard Agreement)
City: South San Francisco Zip: 94080
Own Property Rent Property
Billing (Mailing) Address: 398 B Street,
check to indicate that your billing address matches the Federal ID and business address on 204
City: South San Francisco Zip: 94080
Contact Phone number: (650) 877 - 8754 ext 6526 FAX Number: (650) 877-8831
Contact E-mail: khemmerla@ssfusd.org
Person Authorized to sign Contract: Shawnterra Moore EdD., Superintendent
(Name and Title)
District Business Office Contact: Rajpal Bal / 650-877-8745 / Rbal@ssfusd.org
(name/phone/email)

Department of Rehabilitation (DOR) Information:

DOR Office: San Francisco District
DOR Contract Administrator: Liezel Taube
Phone number: (415) 590 - 0854 FAX Number: (415) 597-5810
Contract Admin. E-mail: Liezel.Taube@dor.ca.gov.ca

Transportation Information:

Will the Contractor staff transport DOR Applicants/Clients?
If yes, will the contractor transport:
Up to 7 clients in the same vehicle at a time?
8-15 clients in the same vehicle at a time?
16 or more clients in the same vehicle at a time?
If yes, a current certificate of Insurance naming Department of Rehabilitation as additionally insured must be submitted by the Cooperative Agency before General Services will approve the contract.

Contract Terms:

THIS IS A:
One (1) year contract
New three (3) year contract

Contract Approvals:

The following persons have reviewed and approved the attached contract draft:

Partner Agency Program Contract Administrator

DOR District Administrator/Regional Director

We Can Work Contract Comparison Sheet

Contractor: South San Francisco Unified School District

Program Goals	Current	2021/2022	2022/2023	2023/2024	Over/Under	3 Yr Total
DOR Student Services						
Total Served (Unduplicated)	24	24	24	24	0	72
Services to be Provided						
Service Goals:						
DOR Student Services						
Work-Based Learning	24	24	24	24	0	72
Summer Employment Academy	20	10	10	10	10	30

Total Budget Category Costs

Contract Includes Personnel Charges	Yes	No
Budgets		
Service Budget Payment	\$ 73,816	\$ 77,029
Total Contract	\$ -	\$ -

If you have substantial changes, please explain:

RESOLUTION # 21-39

FULL Name of Corporation or Public Agency
South San Francisco Unified School District

WHEREAS, the Board of Directors or Board of Trustees of the above-named corporation or public agency has read the proposed agreement between State of California, Department of Rehabilitation (DOR), and above-named corporation or public agency and said Board of Directors or Board of Trustees acknowledges the benefits and responsibilities to be shared by both parties to said agreement.

NOW, THEREFORE, BE IT RESOLVED that said Board of Directors or Board of Trustees does hereby authorize the following person/position

Name/Position of Person Authorized to Sign Agreement
Shawnterra Moore, Ed. D., Superintendent


of the above-named corporation or public agency on behalf of the corporation or public agency to sign and execute any and all documents required by DOR to effectuate the execution of said Agreement and all amendments. This authorization shall remain in effect until the expiration of the contract and shall automatically expire at that time, unless earlier revoked or extended by the Board of Directors.

CERTIFICATION

I, the Recording Secretary named below, hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors or Board of Trustees of above-named corporation or public agency at a meeting of said Board regularly called and convened at which a quorum of said Board of Directors or Board of Trustees was present and voting, and that said resolution was adopted by a vote of the majority of all Directors or Trustees present at said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand as Recording Secretary of said corporation or public agency.

Address Where Board Meeting Held

Date of Board Meeting	Signature of Recording Secretary	Date Signed
September 23, 2021		

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Resolution #21-48

WEEK OF THE SCHOOL ADMINISTRATOR – OCTOBER 10-16, 2021

WHEREAS, Leadership Matters for California’s public education system and the more than 6 million students it serves; and

WHEREAS, School administrators are passionate, lifelong learners who believe in the value of quality public education, and

WHEREAS, the title “school administrator” is a broad term used to define many education leadership posts. Superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school and business officials, classified educational leaders, and other school district employees are considered administrators; and

WHEREAS, providing quality service for student success is paramount for the profession; and

WHEREAS, public schools operate with lean management systems. Across the nation, public schools employ fewer managers and supervisors than most public and private sector industries including transportation, food service, manufacturing, utilities, construction, publishing and public administration; and

WHEREAS, school leaders depend on a network of support from school communities - fellow administrators, teachers, parents, students, businesses, community members, board trustees, college and universities, community and faith-based organizations, elected officials and district and county staff and resources - to promote ongoing student achievement and school success; and

WHEREAS, research shows great schools are led by great principals, and great districts are led by great superintendents. These site leaders are supported by extensive administrative networks throughout the state; and

WHEREAS, the State of California has declared the second full week of October as the “Week of the School Administrator” in Education Code 44015.1; and

WHEREAS, the future of California’s public education system depends upon the quality of its leadership;

NOW, THEREFORE, BE IT RESOLVED, that the South San Francisco Unified School District Board of Trustees hereby commends all school leaders in

the South San Francisco Unified School District for the contributions they make to successful student achievement during the Week of the School Administrator.

REGULARLY PASSED AND ADOPTED this 23rd day of September 2021.

AYES in Favor of Said Resolution

ATTEST:

Secretary/Clerk of the Board

Superintendent of Schools

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Jay Spaulding, Ed. D., Assistant Superintendent, Human Resources and Student Services

DATE: September 23, 2021

RE: Approval of Provisional Internship Permit - Richard Mendez

BACKGROUND:

The Provisional Internship Permit (PIP) allows an employing agency to fill an immediate staffing need by hiring an individual who has not yet met the subject matter competence requirement needed to enter an intern program. Prior to requesting a PIP, the employing agency must verify that a diligent search has been made, and a fully-credentialed teacher cannot be found. Human Resources has been diligently seeking Special Education teachers since February when the recruitment season started. Dr. Spaulding has attended job fairs, we reached out to universities for possible interns and we have recruited on EdJoin.

Richard Mendez is currently in a credentialing program at National University and is completing the requirements to earn the Single Subject Credential. A PIP will allow Mr. Mendez to meet the requirements necessary to earn the Preliminary credential.

FISCAL IMPLICATIONS:

It is the employee's responsibility to cover the expense of applying for the PIP. There are no fiscal implications for the District.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the Provisional Internship Permit for Richard Mendez, a certificated employee at South San Francisco High School.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Jay Spaulding, Ed. D., Assistant Superintendent, Human Resources and Student Services

DATE: September 23, 2021

RE: Approval of Variable Term Waiver - Wilfredo Feliciano

BACKGROUND:

The Variable Term Waiver (VTW) is a document issued for employers who meet the waiver criteria when a fully credentialed teacher is not available for the assignment. The VTW will provide the applicant with additional time to complete the requirements for the credential that authorizes the service or to provide employing agencies time to fill the assignment with an individual who either holds an appropriate credential or qualifies under one of the available assignment options.

Wilfredo Feliciano is an employee at El Camino High School. Mr. Feliciano requires a Variable Term Waiver under Education Code Section §44265 Professional Preparation Program for a Specialist Instruction Credential in Special Education. Mr. Feliciano is currently in an out of state combined program for his Baccalaureate degree and Ed specialist credential at Western Governors University. He will have both his Baccalaureate degree and his credential upon passage of the Praxis Exam which is a requirement for his out of State Teaching Program.

FISCAL IMPLICATIONS:

It is the employee's responsibility to cover the expense of applying for the VTW. There are no fiscal implications for the District.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the Variable Term Waiver for Wilfredo Feliciano, certificated employee at El Camino High School.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: September 23, 2022

RE: Approval of the 2020-21 Unaudited Actuals Financial Report

BACKGROUND:

At the end of each fiscal year, LEA's must "close the books". This is an accounting process in which the budgetary accounts by fund, by resource code (program) are zeroed out and the actual revenue and expenditure accounts are closed to fund balance. Any excess of revenues over expenditures is added to the fund balance and any excess of expenditures over revenues is deducted from fund balance. This process separates financial transactions by fiscal year and measures the results of operations for that year.

Education Code section 42100(a) states that on or before September 15, the governing board of each school district shall approve, in a format prescribed by the Superintendent of Public Instruction, an annual statement of all receipts and expenditures of the district for the preceding fiscal year and shall file the statement, along with the statement received pursuant to subdivision (b), with the County Superintendent of Schools. On or before October 15, the County Superintendent of Schools shall verify the mathematical accuracy of the statements and shall transmit a copy to the Superintendent of Public Instruction.

FISCAL IMPLICATIONS:

The Unaudited Actuals financial report includes information on revenues received, expenditures incurred, and the ending balances for all 2020-21 funds.

RECOMMENDATION:

Staff recommends that the Board of Trustees approve the 2020-21 Unaudited Actuals financial report.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: September 23, 2022

RE: Approval of Audio/Video System Upgrade at Martin ES

BACKGROUND:

Martin Elementary School frequently uses their Multi-Use Room (MUR) for many types of events, which include school gatherings, after-school parent and community events, movie nights, school assemblies, and other school functions. The existing audio and video equipment has been in service for at least two decades and is no longer functioning adequately for the needs of the school. The connections are no longer reliable and are not compatible with newer devices. Additionally, the current microphones constantly cut out or do not function at all.

After speaking with the Principal on the current and future needs, doing some research on the equipment types, and engaging vendors with the capacity and capability to perform this type of upgrade, Our Director of Technology has determined that the equipment from AVI –SPL best fit the needs of the school.

FISCAL IMPLICATIONS:

The cost of this project is \$65,183.52. This will be paid from the District Facilities Fund (Fund 40).

RECOMMENDATION:

Staff recommends that the Board of Trustees approve the quote from AVI-SPL for upgrading the audio/video system at Martin Elementary School.

AudioVisual Solutions Proposal For

South San Francisco Unified School District

Martin Elementary School UPG Multi-Use Rm



1166 National Dr.
Suite 80
Sacramento, CA 95834

Fax:
www.avispl.com

Prepared By: Ted Carrion
Ted.Carrion@avispl.com

Proposal No: 367004-2

In AVI-SPL Solution Scope of Work

After careful and deliberate consideration of your requirements, we are pleased to provide the following audiovisual solutions scope of work. The scope of work noted is based on sound engineering principles, reliable technology, and have been formulated specifically to meet your requirements.

Project Overview

This project includes the Multipurpose Use Hall AV design and installation at Martin Elementary School, 35 School St, South San Francisco, California 94080 location. We will replace and upgrade the existing video projection, sound, and control systems.

The proposal uses the OMNIA Cooperative Contract program with member ID (Force ID) reference # 2518707.

Multi-purpose use Hall

Design Narrative

- The existing screen will be replaced with a new rear projection version with HDTV 16:9 aspect ratio format.
- We will install a new projector on the stage back wall to provide rear projection solution.
- Two interface plates for AV connections will be installed.
- (4) existing wall mounted loudspeakers will be removed. A pair of adjustable coverage Line Array Speaker Columns will be installed at the front wall of MPR.
- The audio system will be upgraded with a new automatic mixer with external Digital Sound Processor.
- (2) combo wireless microphone sets (handheld + lavalier mics) will be provided
- (3) new overhead mics will be installed above the stage
- New audio amplification system will be replaced an old one.
- A new Button controller will be installed in the AV Rack to operate the AV system.

** Please see the “**Environmental Considerations**” and “**Customer Responsibilities**” sections of this document for required room properties and deployment best practices. **

Scope of Work – Hardware Integration

This section describes hardware installation and general functionality or specifications. All equipment provided and installed by AVI-SPL unless otherwise specified.

Screen and Projector

AVI-SPL will provide and install a new projection screen, 94.5 in high x 168 in width, 193 in diagonal, electrically operated 110-120V AC, 60 Hz, 1.3 amp to 1.8 amp current draw. Motor mounted inside screen roller, 3-wire, instantly reversible, lifetime lubricated. Equipped with internal thermal overload protector and electric brake. Screen will have a rear projection surface CineFlex White XT700V.

We will install this screen at the same location and elevation as the existing one, and we will reuse the existing mounting structure. The Customer is responsible for providing or re-connecting all required power for the Electric screen.

AVI-SPL will provide and install a new premium, compact large-venue laser 10,000 lumen projector, with native WUXGA resolution, that will be equipped with powered lens. We will supply all the mounting hardware to install new projector on the rear stage wall above the existing wooden shelves. The Customer is responsible for providing all required power for projector.

Switching and Interfacing

AVI-SPL will provide and install a pair of AV connectivity plates with HDMI inputs - at the front of the stage facing audience, and another one next to AV Rack located on the stage wall. The included auto-switcher with scaler will auto sense the connected source (Laptop, player, etc.) to auto switch to that input while connected. All the active AV input devices will receive remote power from AV rack.

AVI-SPL will provide and install a HDMI input at the specified wall/Rack locations and provide cables of adequate length to support the inputs at the specified source location. Any interface will provide EDID information to the connected source and all digital video connections will support HDCP as applicable. Both HDMI connections cannot be used simultaneously. The Customer will provide cut ins, junction boxes and low voltage cable paths as needed.

Optionally, we can provide and install the Solstice Pod wireless presentation solution that combines collaboration software integrated on a dedicated hardware platform. Any video source or host PC connected to a Solstice Pod is allowing users to connect and share content wirelessly to the projector.

Audio and Control Systems

We will provide and install two sets of wireless microphone combos. Each combo includes handheld and lavalier microphone. Both handheld and lavalier mics cannot be used simultaneously. AVI-SPL will supply and install all the antennas, microphone accessories and cabling to support wireless microphones.

We will install (3) new overhead mini-condenser wired microphones above the stage. All microphones will be connected to automatic mixer which activates only microphones being addressed, minimizing poor audio caused by multiple open microphones. This mixer is designed specifically for installed sound applications.

A pair of Audio inputs for bring your own musical devices will be provided. The AV Rack connectivity plate will include a standard 3.5mm audio jack and RCA-L/RCA-R inputs.

A new Digital Sound Processor is a powerful digital signal processing platform for audio signal routing and control. It offers a configuration approach to DSP that simplifies mixing, routing, and room optimization, that is important for MPR.

The old speaker system will be replaced with a new pair of Constant Beamwidth Technology™ Adjustable Coverage Line Array Columns with Asymmetrical Vertical Coverage and Tapered Horizontal Coverage. The column speaker represents the next generation in pattern control consistency utilizing adjustable vertical coverage and a tapered horizontal waveguide to increase the versatility of aiming the coverage of the loudspeaker to map to the MPR geometry more accurately. A new power amplifier will support the column speakers.

Control system is represented by the rack mounted Button controller that is an easy-to-use Ethernet device designed for handling AV functions such as power, projector input switching, room volume control, and Ethernet control of AV devices. Along with the six customizable and configurable buttons, the Button controller features a remote volume control for audio system. It includes black and white faceplates.

All the network AV devices will be connected to the 8-port network switch for integration. AV devices will be isolated on their network.

Equipment Rack

AVI-SPL will install all new devices into a new wall mounted AV Rack. We will supply and install all necessary accessories to provide clean devices installation and cable management.

AVI-SPL will provide and install all low voltage wiring for all new AV components. All low voltage cabling will be plenum rated when not pulled through conduit.

The Customer is responsible for providing all required low voltage cable paths in the AV system.

Network and Network Security

The integration of Audio-Visual hardware can consist of many different devices and systems, each with varying network requirements, impacts to traffic and routing, and unique management and security processes.

AVI-SPL will design the system to meet identified network requirements and will provide construction drawings and a list of devices before installation on site. At the time of installation, AVI-SPL will connect devices according to the documented system design and identified network requirements.

Customer Responsibilities

These are items that AVI-SPL is dependent upon to complete the project scope of work on time, however, these requirements and responsibilities are not provided by AVI-SPL. For a complete list of exclusions, please refer to the Integration Inclusions and Exclusions section of this proposal.

These requirements must be provided by the owner or other 3rd parties and may fall under the responsibility of an Architect, General Contractor, Electrical Contractor, Data Contractor, Security Contractor, Furniture/Millwork Contractor, IT departments, Facilities or Real Estate groups.

- All required backing and any other wall reinforcement required to safely accommodate displays. Any display wall shall be properly backed to withstand the weight of the display with a safety factor of at least 5:1.
- All AC power at the equipment locations, including hardwired power connections.
- All required conduit for low voltage cable paths to AV equipment.
- All ceiling work required to accommodate the projectors, projection screens, or other equipment.
- All required millwork modifications to tables or other millwork.
- Proper heat dissipation venting for the equipment in this system. Where convection cooling is not possible, a powered venting system with thermostatically controlled quiet fans.
- All required network configuration for any network connection to the client network.
- All software or hardware licenses not specifically provided in this scope of work or associated bill of materials.
- All software or hardware configuration for owner furnished equipment.
- Where VoIP is utilized, all required configuration information prior to installation.
- All cable/satellite/over-the-air TV connections and all associated hardware.

Site Readiness

The minimum acceptable site conditions of the project site for the installation of electronic equipment are as follows.

- The rooms and directly adjacent areas into which the equipment will be installed must be dust-free with floor, ceiling, and wall finishes to be completely installed in the rooms affected by the equipment.
- The rooms into which the equipment will be installed must be secure.
- All Electrical power, conduit systems, HVAC systems, IT requirements (wired or wireless services), communication circuits, and/or other services required by the systems and equipment should be fully installed, energized, and configured for use.
- All furniture into which components of the equipment will be installed shall be present at the time of staging and/or installation.
- All telephone, POTS, VOIP, modem, PRI, data, LAN, and telecommunications connections are installed, fully tested, and active.
- Configuration of OFE networks, applications, servers, and services to provide interoperation with installed systems.
- Coordination and timely IT support and documentation (such as providing IP addresses or account credentials).

Software Licenses and Service Accounts

Supervised or direct access to systems must be provided as needed for a properly provisioned and licensed account where appropriate. Examples include Zoom Rooms activation codes, Microsoft Teams accounts, calendar service account, and more.

- The customer may decide not to provide credentials to AVI-SPL, and to provision the installed hardware themselves. In this case AVI-SPL will be unable to fully test the system before receiving sign-off for the installation. All system components will be tested individually to ensure proper stand-alone function, and project sign-off will be requested before technicians leave site.
- If AVI-SPL is unable to properly commission and test the system at the time of installation due to issues with access, an additional site visit may be required. Any additional visits will be billed at the standard contracted labor rate, provided Customer is at fault and approves additional cost in advanced and in writing, scheduling will be done on a best effort basis.

Room Environmental Considerations

To maximize the user experience in a conferencing room, the following parameters should be observed:

- The room should have a measured ambient noise level of no more than NC35. For new spaces, the design parameters for the mechanical engineering within the room should have a target NC of 35 or less. Ambient noise includes noise from the air handling systems, mechanical systems and noises outside the building. Noise levels above this specification adversely affects the meeting environment and may degrade the overall audio quality and intelligibility of a conference call. This is especially important when ceiling microphones are utilized. If a problem is identified with ambient noise levels, AVI-SPL can work with your mechanical engineer to identify possible solutions to lower the NC rating and improve the meeting experience.
- Reverberation time (T60) for typical conference rooms should be less than 0.6 seconds in the 125 - 4000 Hz octave bands to provide an optimum meeting experience and acceptable audio quality in a conference call. A significant number of hard surfaces in a room (glass, drywall or other surfaces) can adversely affect audio intelligibility and the meeting experience overall. Acoustic treatment is advised for rooms with higher T60 levels. If the room requires acoustically treatment, AVI-SPL can provide direction and solutions to overcome this issue and enhance the meeting experience for the participants.
- Evenly distributed lighting is important for videoconferencing applications. Lighting on the faces of the participants should be at least 40-foot candles and should be evenly distributed throughout the camera's field of view. Where the camera's field of view includes windows, recommended window treatment should be employed to provide an acceptable background for the camera to view the participants.
- When microphones are used for local voice reinforcement, the amount of available gain before feedback is dependent on the microphone's location within the room. Placement of the microphone immediately below a ceiling speaker may adversely affect the overall required audio level and cause feedback. Care should be taken to reduce the volume level of the microphone or locate the microphone(s) correctly to minimize the possibility of feedback.

Investment Summary

Prepared For:	Joseph Siam
	South San Francisco Unified School District
	35 School Street
	South San Francisco, CA 94080-2855

Prepared By:	Ted Carrion
Date Prepared:	09/14/2021
Proposal #:	367004-2
Valid Until:	10/15/2021

Total Equipment Cost	\$33,707.23
-----------------------------	--------------------

Includes cable, connectors, hardware, switches, relays, terminal blocks, panels, etc., to ensure complete and operational system

Professional Integration Services	\$20,250.00
--	--------------------

Includes engineering, project management, CAD, on-site installation and wiring, coordination and supervision, testing, checkout, owner training, etc. performed on the Owner's premises. Also includes all fabrication, modification, assembly, rack wiring, programming, warranties, etc., some performed at AVI-SPL

Direct Costs	\$1,679.41
---------------------	-------------------

Includes non equipment or labor costs, such as travel expenses, per diem, lift and vehicle rentals

General & Administrative	\$2,350.96
-------------------------------------	-------------------

Includes all G & A expenses: vehicle mileage, shipping and insurance, as applicable

Services - Room Support and Maintenance	\$3,777.20
--	-------------------

Includes post-installation support and maintenance options selected for installed rooms

Subtotal	\$61,764.80
Tax	\$3,418.72
Total	\$65,183.52

*** ANY and all applicable taxes will be included upon invoicing**

Purchase orders should be addressed to AVI-SPL LLC

Due to global semiconductor ("chip") shortages and supply chain disruptions pricing quoted in this proposal may change. Installation schedules are subject to current (daily) product availability and may be delayed or postponed.

Signed	Printed	Date
--------	---------	------

This Entire Document and all information (including drawings, specifications and designs) presented by AVI-SPL LLC are the property of AVI-SPL LLC or its affiliate. Proprietary information provided to potential customers, clients or agents is for the sole purpose of demonstrating solutions delivery capabilities and shall be held in confidence. These Materials may not be copied, distributed or disclosed in any way without the sole written permission of an authorized representative of AVI-SPL. © Copyright AVI-SPL LLC. All Rights Reserved

Room Summary - Multi-Purpose Use Hall

Equipment List

Mfg	Model	Description	Qty	Unit Price	Extended Price
		Display devices			
EPSON AMERICA, INC.	EPSV11HA52820	PROJECTOR, WUXGA 10000L 70LB LASER (EB-PU2010B) BLACK Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$11,250.00	\$11,250.00
EPSON AMERICA, INC.	EPSV12H004W05	LENS, 1.04-1.46 LASER L SERIES PROJECTORS (ELPLW05) Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$1,403.75	\$1,403.75
CHIEF	CHIRPAU	MOUNT, UNIVERSAL "RPA" SERIES CEILING - BLACK Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$140.00	\$140.00
CHIEF	CHICMS003	FIXED EXTENSION COLUMN 3" - BLACK Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$8.40	\$8.40
CHIEF	CHIWMA2S	MOUNT, WALL ACCY, 1 1/2 NPT W/LAT SHIFT Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$162.00	\$162.00
DRAPER	DRACUSTOM	PREMIER XL ELECTRIC SCREEN Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$3,918.75	\$3,918.75
		Video			
CRESTRON	CREHDTX101C1GEBT	TRANSMITTER, DM LITE - HDMI OVER CATx, WALLPLATE - BLK TEXTUR Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$209.00	\$209.00
CRESTRON	CREHDXR201CE	RECEIVER, DM-LITE - HDMI OVER CATx, ROOM CONTROLER, 2x1 AUTO Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$440.00	\$440.00
CRESTRON	CREHDXRC101CE	RECEIVER, HDMI OVER CATX W/IR & RS-232, SURFACE MOUNT Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$220.00	\$220.00
CRESTRON	CREHDTXC101CE	TRANSMITTER, HDMI OVER CATX W/IR RS-232, SURFACE MOUNT Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$220.00	\$220.00
CABLES TO GO	CAB10377	CABLE, 6' ULTRA FLEXIBLE HDMI 4K Using OMNIA Coop. Contract Pricing Force ID	5	\$14.50	\$72.50

This Entire Document and all information (including drawings, specifications and designs) presented by AVI-SPL LLC are the property of AVI-SPL LLC or its affiliate. Proprietary information provided to potential customers, clients or agents is for the sole purpose of demonstrating solutions delivery capabilities and shall be held in confidence. These Materials may not be copied, distributed or disclosed in any way without the sole written permission of an authorized representative of AVI-SPL. © Copyright AVI-SPL LLC. All Rights Reserved

September 23, 2021

Mfg	Model	Description	Qty	Unit Price	Extended Price
		2518707			
CABLES TO GO	CAB10378	CABLE, 10' ULTRA FLEXIBLE HDMI 4K Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$18.00	\$18.00
		Microphones			
SHURE	SHUSLXD12485H55	COMBO SYS W/ SM58 & WL185 LAV (FREQ: 514- 558MHZ) Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$749.25	\$1,498.50
SHURE	SHUUA221	SPLITTER, PASSIVE ANTENNA/COMBINER KIT Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$113.25	\$226.50
SHURE	SHUUA850	CABLE, 50' UHF Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$77.25	\$154.50
SHURE	SHUUA834WB	ANTENNA AMPLIFIER IN LINE FOR REMOTE MOUNTING Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$134.25	\$268.50
SHURE	SHUUAABIASTUS	ADAPTER, IN-LINE 12V DC BIAS POWER OVER COAXIAL W/PS23US Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$65.31	\$130.62
SHURE	SHUUA8470530	ANTENNA, 1/2 WAVE OMNIDIRECTION FOR UR4S/D+, ULXS/P4 RECEIVE Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$24.00	\$48.00
SHURE	SHUUA505	BRACKET, MOUNT AND BNC ADAPTER FOR REMOTE ANTENNA Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$29.69	\$59.38
SHURE	SHUMX202BC	MICROPHONE, OVERHEAD MINI-CONDENSER, CARDIOID (BLACK) Using OMNIA Coop. Contract Pricing Force ID 2518707	3	\$174.91	\$524.73
		Sound system			
JBL	JBLCBT1000	SPEAKER, HIGH-OUTPUT 2-WAY LINE ARRAY COLUMN BLACK (EACH) Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$1,896.98	\$3,793.96
CROWN INTERNATIONAL	CRONXTI6002UUS	AMPLIFIER, XTI6002, 2 CHANNEL 2100W 4OHM Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$1,759.20	\$1,759.20
NEUTRIK	NEUNL4FC	CONNECTOR, SPEAKON 4 POLE CABLE MOUNT Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$6.18	\$12.36
SHURE	SHUSCM810	MIXER, MICROPHONE 8 CHANNEL	1	\$1,053.75	\$1,053.75

This Entire Document and all information (including drawings, specifications and designs) presented by AVI-SPL LLC are the property of AVI-SPL LLC or its affiliate. Proprietary information provided to potential customers, clients or agents is for the sole purpose of demonstrating solutions delivery capabilities and shall be held in confidence. These Materials may not be copied, distributed or disclosed in any way without the sole written permission of an authorized representative of AVI-SPL. © Copyright AVI-SPL LLC. All Rights Reserved

September 23, 2021

Mfg	Model	Description	Qty	Unit Price	Extended Price
		Using OMNIA Coop. Contract Pricing Force ID 2518707			
EXTRON ELECTRONICS	EXT60105401	SIGNAL PROCESSOR, DIGITAL MATRIX, DMP 64 Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$960.00	\$960.00
EXTRON ELECTRONICS	EXT6019001	RACK SHELF KIT, 1U 9.5" DEEP - UNIVERSAL Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$84.00	\$84.00
RADIO DESIGN LABS	RDLTXJ2	TRANSFORMER, UNBALANCED INPUT Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$60.55	\$121.10
		Control			
EXTRON ELECTRONICS	EXT60146903	MEDIALINK PLUS CONTROLLER, MLC PLUS 100 Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$714.00	\$714.00
NETGEAR	NETGS108PE300NAS	ETHERNET SWITCH, PROSAFE PLUS 8-PORT GIGABIT 10/100/1000BASE Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$106.44	\$106.44
		Rack and accessories			
MIDDLE ATLANTIC	MIDEWR1622SD	RACK, WALL - ECONO Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$632.25	\$632.25
MIDDLE ATLANTIC	MIDPD920R	SURGE PROTECTOR, 9 OUTLET SINGLE 20AMP CIRCUIT Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$200.81	\$200.81
MIDDLE ATLANTIC	MIDVT1	1 SPACE (1 3/4") VENT PANEL, 64% OPEN AREA Using OMNIA Coop. Contract Pricing Force ID 2518707	3	\$14.06	\$42.18
MIDDLE ATLANTIC	MIDUTR1	SHELF, HALF/THIRD RACK, UNIVERSAL Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$29.81	\$59.62
MIDDLE ATLANTIC	MIDEB1	1 SP (1 3/4") FLANGED ECONO-BLANK, BLACK POWDER Using OMNIA Coop. Contract Pricing Force ID 2518707	2	\$7.87	\$15.74
MIDDLE ATLANTIC	MIDSSL	SHELF, LOW PROFILE - ECONOMICAL SLIDING Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$93.38	\$93.38
ATLAS/SOUNDOLIER	ATLBBPLTPNL	RACK MOUNT KIT FOR BLUEBRIDGE WALL CONTROLLERS, 3RU Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$40.94	\$40.94
EXTRON ELECTRONICS	EXT6058312	PLATE, 2 GANG BLACK W/CABLE GUARDS (PM102) Using OMNIA Coop. Contract Pricing Force ID	1	\$66.00	\$66.00

This Entire Document and all information (including drawings, specifications and designs) presented by AVI-SPL LLC are the property of AVI-SPL LLC or its affiliate. Proprietary information provided to potential customers, clients or agents is for the sole purpose of demonstrating solutions delivery capabilities and shall be held in confidence. These Materials may not be copied, distributed or disclosed in any way without the sole written permission of an authorized representative of AVI-SPL. © Copyright AVI-SPL LLC. All Rights Reserved

September 23, 2021

Mfg	Model	Description	Qty	Unit Price	Extended Price
		2518707			
EXTRON ELECTRONICS	EXT7029312	PLATE, (1) 3.5MM MINI STEREO FEMALE (BLACK W/ENGRAVING) Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$36.00	\$36.00
EXTRON ELECTRONICS	EXT7061702	ADAPTER PLATE, ONE HDMI FEMALE TO FEMALE BARREL (BLACK) Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$48.00	\$48.00
EXTRON ELECTRONICS	EXT7029211	PLATE, 2 RCA FEMALE RED/SHITE (BLACK) Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$24.00	\$24.00
EXTRON ELECTRONICS	EXT7031511	MODULE, BLACK CONNECTOR - BLANK PLATE (BLACK) Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$12.00	\$12.00
RCI	TBD	Custom rack plate to mount MLC, HDMI, 3.5mm, 2xRCA Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$187.50	\$187.50
		Optional Wireless Video Connection			
MERSIVE	MERSP8100E1	SOLSTICE POD GEN3 SGE ENTRPRISE W/1 YR SUBSCRIPTION Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$1,049.12	\$1,049.12
MERSIVE	MERSP8301E	POWER SUPPLY, SOLSTICE POD GEN3 Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$15.83	\$15.83
CABLES TO GO	CAB10377	CABLE, 6' ULTRA FLEXIBLE HDMI 4K Using OMNIA Coop. Contract Pricing Force ID 2518707	1	\$14.50	\$14.50
				Subtotal	\$32,115.81

Room Support and Maintenance

Enhanced Maintenance Services - Room; 36-months

\$3,777.20

This Entire Document and all information (including drawings, specifications and designs) presented by AVI-SPL LLC are the property of AVI-SPL LLC or its affiliate. Proprietary information provided to potential customers, clients or agents is for the sole purpose of demonstrating solutions delivery capabilities and shall be held in confidence. These Materials may not be copied, distributed or disclosed in any way without the sole written permission of an authorized representative of AVI-SPL. © Copyright AVI-SPL LLC. All Rights Reserved

September 23, 2021

AVI-SPL LLC

Proposal #: 367004-2

Page 232
Action Page

Services and Support

Global Support and Maintenance

AVI-SPL’s Global Support and Maintenance offerings provide world-class services designed to help you achieve the most uptime and the best return on investment (ROI) from your technology. We apply our 40 years of experience with 700+ manufacturer technologies to be the services partner you can count on.

Our offering provides positive business outcomes by ensuring your collaboration technology solutions work as expected for end users. Support minimizes system downtime and maximizes system performance, meeting your organization’s collaboration objectives.

AVI-SPL provides 24x7 support and certifications in a diverse set of competencies that cover your entire organization. With 800+ full-time employees dedicated to service delivery distributed between our four GSOCs and local offices around the world, we have the ability to meet your local and global needs.

Service Levels Available:

	Essential (T&M)	Enhanced	Elite
Unlimited Remote Help Desk, 24x7		●	●
Unlimited Onsite Support, 8x5			●
In Manufacturer-Warranty Hardware	●	●	●

Support Services are provided on a per-room or per-project basis.

Essential (Time and Materials)

Full suite of Global Support offerings available in a noncontract form, all billable at standard AVI-SPL rates.

Billable Offerings:

- Remote Help Desk, 24x7 Specialist Remote Support
- On-site Technical Dispatch
- Parts Repair and Replacement

Enhanced

- Offers unlimited remote help desk support – available 24x7x365.
- Facilitates the repair or replacement of manufacturer programs for applicable hardware.
- Access to software updates and upgrades for hardware covered by manufacturer program.
- Use of online incident reporting tool for easy ticket awareness.
- Eligibility for discounted hourly rates when other Global Support services not included in the Enhanced offering are requested.

Elite

- Repair or replacement programs of manufacturer programs for applicable hardware.
- Access to software updates and upgrades for manufacturer program covered hardware.
- Insight into an online incident reporting tool for easy ticket awareness.
- Eligibility for discounted hourly rates when other Global Support services not included in the Enhanced offering are requested

AVI-SPL Global Support and Maintenance PLUS Options

Plus Options are available at an additional cost.

Our Global Support and Maintenance PLUS Options are additions to the standard offering, customized to your unique environment. PLUS options allow us to take on more of the risk associated with aging equipment, help prevent unexpected expenses, and provide an accelerated on-site response time to get spaces up and running. Add one or multiple options to enable the flexibility needed.

Extended Hardware Warranty	Corrective Maintenance Visit
Accelerated Onsite Response: 4 Hour or Next Business Day	Loaner Equipment
Preventative Maintenance Check	Consumable Replacement

Extended Hardware Warranty*

We cover repair or replacement cost of malfunctioning equipment. Unforeseen expenses drop significantly as we assume the risk of replacement parts of aging equipment.

*Owner Furnished Equipment not Included

Enhanced On-site Response

Optional Next Business Day or four-hour on-site response (each purchased separately) provide the fastest response possible to keep mission-critical situations from escalating.

*Not available in all areas. Subject to AVI-SPL approval

Preventative Maintenance Check

Discover a potential issue before a meeting. On-site visits work around scheduled use of space to ensure equipment is kept in optimal operating conditions. On-site technicians complete a standard checklist and make recommendations to enhance reliability, features, and security.

- **New Offering:** Add a sanitizing deep clean to your preventative maintenance visit. Our manufacturer-approved sanitizing methods ensure your surfaces are safe while not damaging your technology.

Corrective Maintenance Visit

On-site maintenance visits can be purchased up-front and scheduled after a fault has been found to resolve a hardware or software issue and bring the room back to operating specifications.

Consumable Replacement

Proper maintenance is essential to ensuring equipment reaches its maximum lifespan. Mitigate unknown expenses by including high-volume points of failure (examples include: lamps, bulbs, filters, fuses, batteries).

*Not available in all areas. Subject to AVI-SPL approval

Managed Services

AVI-SPL's Managed Services provides technical know-how and purpose-built management tools that **improve the user experience, increase reliability, and reduce IT administrative cost** for collaboration environments of all sizes and complexity.

Collaboration technologies are rapidly evolving. Demands for easy-to-use and reliable communication tools are increasing exponentially. IT teams struggle to support a landscape of platforms, cloud services, room technologies, and solution-based management tools that continuously change. AVI-SPL's Managed Services solves these IT team challenges, providing the technical specialists and a holistic management tool. This streamlines management, improves support responsiveness, and aligns the specific technical expertise needed to ensure your business communications tools are available when you need them.

AVI-SPL's Managed Services is a cloud-based solution with Global Service Operations Centers (GSOC) distributed across the globe. Our team of audio-visual and UCC-certified technicians operate 7x24x365 and follow ITIL best practices. Powered by AVI-SPL Symphony, this team supports the world's largest and most complex collaboration environments.

Symphony is AVI-SPL's proprietary user experience management application. Architected from its core to be extendable, scalable, vendor agnostic, and secure, Symphony is the dynamic management application that responds to the collaboration challenges of today and tomorrow. Combining our 40+ years of collaboration experience with the power of single-pane insight enables AVI-SPL to improve the collaboration experience and deliver the reliable business benefits expected from your investment.



All of this with a year-over-year customer satisfaction rating average of 94%.

Managed Services Starter Package

AVI-SPL's Managed Services solution includes **device monitoring and control, reporting, analytics, and technical incident management support services**. Because it is a cloud-based solution, deployment is both easy and flexible. The Symphony

platform allows for configurable parameters to accommodate workflow, environment, interface, and incident management processes to meet your desired experiences and environments.

Inherently scalable, Managed Services is offered as a comprehensive starter package consisting of the core technical support services and software-based toolsets necessary for a successful collaboration experience. The starter package, available with flexible term options, supports up to 25 rooms inclusive of all audio-visual and video conferencing room devices. Our Managed Services can easily scale to support additional rooms, infrastructure devices, third-party integration, third-party cloud administration services, and full-featured video conferencing support and conference automation.

Symphony monitors all IP-enabled room devices, including AV and video conferencing devices, persistently verifying equipment is ready for use and operating within desired parameters.

When a threshold-based condition is detected, Symphony generates an alert and corresponding ticket. The global AVI-SPL technical help desk performs its investigation and manages the incident through resolution.

Symphony provides management reporting and analytics for real-time insights into inventory, users, incidents, and usage. Our services managers work directly with customer-service owners and stakeholders to foster continual improvement in their management philosophy, and proactively identify experience, environment, and cost optimization opportunities.

Starter Package Included Services

- Room monitoring and control – up to 25 rooms
- Alerting, ticking and incident management
- Portal reporting and analytics
- Symphony cloud connector
- Remote connectivity services

Included Customizations

- Customized portal and email logos
- User registration process
- Monitoring thresholds and restrictions
- LDAP integration for single sign on

Service with Insight

AVI-SPL's Managed Services Service includes a robust suite of online analytics and reporting available on a 7x24 basis. Access to reports is controlled by individual user account, and permissions can be granted by the AVI-SPL help desk or by any customer user who is set up as an account administrator.

- **Analytics** – display data in a dashboard format, providing a visual representation of the data in chart/graph format. Flexible date ranges are supported. Each chart is dynamically customizable, with options to change visualization type, filtering, and, where applicable, drill down/drill up features. Full dashboards or individual dashboard charts can be copied or printed.
- **Reports** – display data in a traditional report tabular format. Data can be manipulated within the report to sort, filter, and change date range criteria. Data can be copied from the interface or exported into a .xlsx or .csv format.

Service Management Support

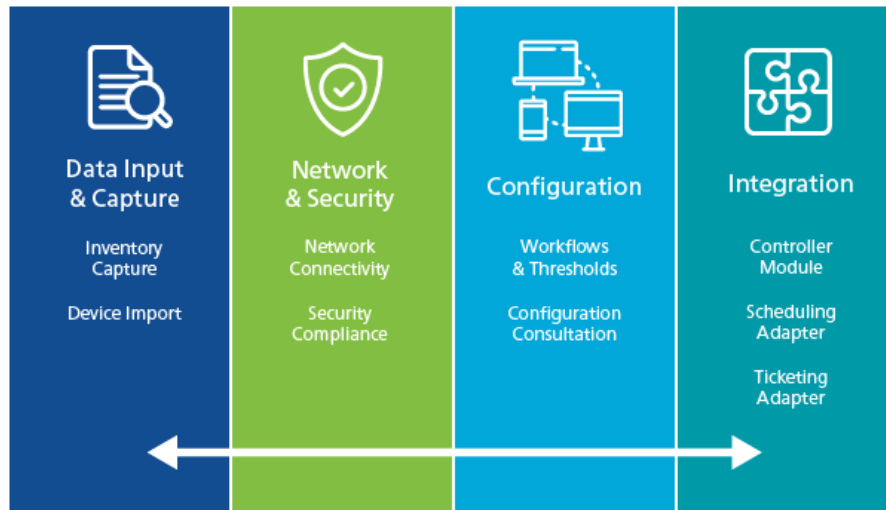
The AVI-SPL Account team is responsible for assuring customer satisfaction and provides the following account team resources:

- **Account Manager (AM)** – responsible for the overall customer relationship, the account manager ensures AVI-SPL solutions meet customer business needs. Account managers provide life cycle relationship management, working to ensure the solution evolves with changing environments as well as with customer collaboration support strategies.
- **Service Delivery Manager (SDM)** – responsible for ongoing service quality assurance, the SDM provides direct customer support for service billing inquiries, subscription monitoring, Symphony release and maintenance notifications, service performance monitoring, reporting, and end-user web-based training.

Symphony - Simple from the Start

Every Symphony subscription service is assigned an AVI-SPL project manager and service readiness engineer to ensure your success during the first 90 days of service transition.

The project manager will provide you with expert guidance. They will assist you with gathering the required service



information and with configuring your Symphony environment so that it aligns with your business rules.

Our project management team is your single point of contact for data, network and security, and configuration. Our complete integration management ensures our project resources are coordinated and aligned with your project stakeholders.

Managed Services: Available Options

Private Cloud

Managed Services Private Cloud provides an exclusive cloud environment dedicated to the subscribed customer. Hosted in AWS, Managed Services Private Cloud offers enhanced security, flexibility, and data control. Based on customer need, private cloud instances may be hosted in North America or EMEA.

Additional Rooms

Symphony scales to any size environment. Room subscriptions can be added at any time, with package options for an additional 25, 100 or 250 rooms.

Infrastructure Monitoring and Support

Add infrastructure devices for monitoring and support and control to the Starter Package subscription. The infrastructure license provides monitoring and support services for up to 10 infrastructure devices, including video bridge and call control devices.

Ticket Adapter License

Integrate your support workflow seamlessly with the Symphony Ticket Adapter License (TAL). TAL provides bi-directional synchronization of tickets between Symphony and third-party ticketing systems like ServiceNow and Salesforce.com.

Scheduling Adapter License

Simplify room and conferencing scheduling with the Symphony Schedule Adapter License (SAL). SAL provides uni-directional calendaring integration between Symphony and third-party scheduling systems, including Office 365.

Automated Conferencing

Symphony delivers a robust suite of conference automation capabilities, including web-based reservations and automated conference launching that includes special handling rules for VIP conferences.

Producer Attended Conferencing

For solutions that include video bridging infrastructure, the customer can schedule a live AVI-SPL conference producer for a setup meet-and-greet, or to be present throughout your entire conference.

Conference Recording Services

Conference recording is available on a conference-by-conference basis for any scheduled producer-attended conferencing. Conference recording is enabled from the AVI-SPL cloud with no hardware or software requirements for the customer. Recording fees are based on a pay-as-you-go hourly basis. Recordings are hosted for 30 days, during which time they are available for streaming and downloading.

Cloud Video Bridging Services

Cloud Video Bridging Services is ideal for customers who do not wish to invest in video infrastructure or who are looking migrate to Infrastructure as a Service (IaaS) solutions. Managed Services customers who subscribe to Cloud Video Bridging Services can elect from a usage or flat rate billing program. Conference support options include fully automated or high-touch attended conference on a conference-by-conference basis. Either conference experience is supported on a 7x24 basis by a live technical help desk for in-conference assistance.

Connectivity and Security Options

While going to the cloud is a significant business trend, not all organizations allow connectivity over the public internet. AVI-SPL offers a variety of secure connectivity options, including IPSec VPN connections or network termination services for customer-supplied dedicated circuits.

End-User Training

Remote end user training is an available option for purchase by SYaaS customers. End-user training is delivered via webinar for up to 25 participants.

Leasing Through AVI-SPL

With the power of [AVI-SPL's Global Financial Services](#) on your side, you'll reduce the total cost of ownership of the technology solutions you rely on for business success. By financing your technology through our leasing program, you minimize costs while conserving capital for daily business needs and other strategic investments.

Your hardware, software, support, and services can be combined into one convenient, predictable monthly payment. And you can refresh to new technology that matches your future business needs while avoiding expensive support renewals.

AVI-SPL Symphony: User Experience Management Application

AVI-SPL Symphony is a User Experience Management Application for collaboration technologies that simplifies user engagement, improves meeting success, and enables business outcomes. It is a multi-tenant cloud-based application, focused on monitoring, controlling, scheduling, ticketing, and analyzing of the supporting meeting technology estate within your organization. Deploying Symphony provides an integrated end-to-end collaboration workflow, a single-pane view into the supporting technology estate, and actionable business intelligence. This drives the desired user experience and adoption.

Symphony's simple, clean interfaces provide in-depth looks into the system to easily identify problems and troubleshoot and resolve system issues. Proactive management enables you to save the meeting before end users are impacted. Analytics enable problem management, root cause analysis, and other actionable business intelligence to enable your organization to make improvements with confidence.

Providing the deepest look into complete environments, Symphony natively integrates with a variety of devices to provide rich monitoring, ticketing applications, and scheduling applications.

Highlights of the Symphony application include:

Integrated Workflow



Activate services from your native workflow. Symphony combines trouble tickets, scheduling, and cloud video service launching into a centralized operation. Integrating with third-party applications and platforms delivers a global lens into your investments and provides a seamless meeting experience.

Single-Pane View



View your entire environment – not just a piece of it – from one portal. With the vast number of manufacturers being deployed in a collaboration environment, management of technologies is resulting in technical resources and administrators operating different tools depending on the technologies in place. With a single portal to see the health, scheduling, and ticketing of rooms, you can proactively monitor and resolve before meetings and users are impacted.

Actionable Business Intelligence



Technology investments are targeted to enable business success. It's important that you know where your teams are engaging with technology, how your technology is fairing, and that you're maximizing technology and real estate investment. Symphony provides the data behind your environments – you'll be able to see if your teams prefer huddle spaces in San Diego or conference rooms in Boston.

Technology Training

When investing in technology, you need to ensure adoption and utilization by your workforce to maximize ROI. We want your deployment to be a success and engagement an enjoyable experience for your end user. Each company has unique needs and workforce composition, so each training approach will be custom designed to your company.

Trainings utilize a variety of methods, including:

- In-Person Trainings
- Video Trainings
- Post-Training Video Refreshers
- Assessment and Feedback Surveys
- Quick Reference Guides

Collaboration Services

AVI-SPL's Cloud Collaboration Services empower the people in your organization to work effectively together by providing useful, reliable, and intuitive communication tools. This goal is made even easier through collaboration services that do away with the need to purchase infrastructure and that put the power of collaboration in the hands of your team members.

These services include:

- Hosted Infrastructure Services (registration and call control)
- Concierge scheduling and production of your video conferencing calls through our Symphony® user experience management application
- Virtual Meeting Room, a self-service video collaboration solution

Integration Inclusions & Exclusions

Inclusions

The following items are INCLUDED in this proposal unless specifically noted otherwise within this proposal document or scope of work statement:

- All equipment, wire and accessories required for a fully functional audio/visual system per the agreed upon scope of work.
- Non-union labor associated with audio/visual system engineering, installation, programming and testing.
- Documentation package including complete as-built AV system diagrams and manufacturer's operation manuals.
- Coordination and cooperation with the construction team in regards to installing the system.
- User demonstration of full AV system operation for final sign-off.

Any additional trips, labor or materials due to failure of the other work forces to have the audiovisual system rough-in work completed as anticipated and previously confirmed, will be added to the project billing as required.

Unless otherwise agreed in writing by AVI-SPL, all work performed by AVI-SPL will take place between the hours of 8:00 a.m. and 6:00 p.m. local time, Monday through Friday, excluding public and bank holidays. If AVI-SPL is required to perform work outside of these hours, customer will be charged AVI-SPL's standard overtime rates. Any changes in the hours or days of performance must be agreed to in writing by AVI-SPL.

Where applicable, the owner's architect will provide AVI-SPL's engineering department with all required architectural floor, reflected ceiling, building elevation, and section plans in AutoCAD® format at no charge to AVI-SPL.

Exclusions

The following items are EXCLUDED from this proposal unless specifically identified otherwise within this proposal document or scope of work statement.

- All conduits, high voltage wiring panels, breakers, relays, boxes, receptacles, etc. Any related electrical work including but not limited to 110VAC, conduit, core drilling, raceway and boxes.
- Voice/data cabling, IE analogue phone lines, ISDN lines, network ports, etc.
- Network connectivity, routing, switching and port configuration necessary to support audiovisual equipment.
- Concrete saw cutting and/or core drilling.
- Fire wall, ceiling, roof and floor penetration, patching, removal or fire stopping.
- Necessary sheet rock replacement, ceiling tile, T-bar replacement and/or wall/ceiling repair.
- Any and all millwork (moldings, trim, etc.). All millwork or modifications to project millwork/furniture to accommodate the AV equipment is to be provided by others.
- Painting, patching or finishing of architectural surfaces.
- Permits (unless specifically provided for elsewhere in this proposal document or scope of work statement).
- Engineered (P.E.) seals and/or stamped structural/system details.
- HVAC and plumbing relocation.
- Rough-in, bracing, framing or finish trim carpentry for installation.
- Cutting, structural welding, or reinforcement of structural steel members required for support of assemblies, if required.
- Owner furnished equipment or equipment furnished by others that is integrated into the systems (as described above) is assumed to be current, industry acceptable and in good working order. If it is determined that this equipment is faulty upon installation, additional project charges may be incurred.
- Additional or specific manufacturer's "User Adoption" training.
- Additional costs for union labor.

General Terms and Conditions

1. Applicability of Terms

1.1 These General Terms and Conditions (together with any addenda attached hereto and incorporated herein by this reference, the "Terms and Conditions") and the accompanying Audiovisual Solutions Proposal (the "Proposal") are the only terms and conditions which govern the sale of the equipment and any related software (the "Products") and services (the "Services") specified in the Proposal by AVI-SPL LLC ("Seller") to the buyer/customer identified in the Proposal ("Buyer"). Seller and Buyer may be individually referred to as a "Party" and collectively as "Parties."

1.2 The Terms and Conditions and the Proposal (collectively, the "Agreement") comprise the entire agreement between the parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral. In the event of a conflict or inconsistency between the General Terms and Conditions and any addendum, the addendum shall prevail to the extent of such conflict or inconsistency. In the event of a conflict between the Terms and Conditions and the Proposal, the Terms and Conditions shall prevail to the extent of such conflict or inconsistency. Notwithstanding anything herein to the contrary, if a master services agreement signed by both Parties is in effect covering the sale of the Products and Services that are the subject of the Proposal, the terms and conditions of said agreement shall prevail to the extent they conflict or are inconsistent with these Terms and Conditions.

2. Acceptance and Modification of Terms

2.1 This Agreement shall not be binding upon Seller until accepted by Buyer as set forth in this sub-Section 2.1 and the earlier of Seller's confirmation in writing of Buyer's order and Seller's performance under the applicable Proposal. Buyer's signed acceptance of the Agreement, issuance of order against the Agreement, payment for any of the Products or Services contained in the Agreement, or receipt of the Products or Services contained in the Agreement, whichever occurs first, shall constitute Buyer's acceptance of this Agreement.

2.2 Any modification, addition to, or waiver of any of this Agreement shall not be effective unless in writing and signed by an authorized representative of Seller, and any different or conflicting terms appearing in Buyer's purchase order or other documents are expressly rejected by Seller. No relaxation, forbearance or indulgence by a Party in enforcing any of the terms and conditions of this Agreement or the granting of any time to the other Party shall prejudice or restrict the rights and powers of a Party hereunder, nor shall waiver of any breach hereof operate as a waiver of any subsequent or continuing breach hereof.

3. Delivery

3.1 Seller will use its best efforts to deliver the Products in accordance with the Buyer requested delivery date, subject to receipt of all necessary information from Buyer and Buyer's compliance with Seller's reasonable instructions for site readiness. Shipping and installation dates are approximate only, and Seller shall not be liable for failures of or delays in manufacture, delivery or installation resulting from any cause or causes beyond its reasonable control and without its fault or negligence.

3.2 Any delay due to causes beyond Seller's reasonable control and without Seller's fault or negligence shall extend delivery and installation dates to the extent caused thereby. Seller will use reasonable efforts to timely notify Buyer in the event of a delay. Buyer shall reimburse the Seller its reasonable additional expenses resulting from any Buyer-caused delay. When delivery of the Products is delayed at the request of the Buyer and the Products have already been shipped by Seller's vendor, Seller will place the Products in storage and invoice Buyer the price of such Products, which will be promptly paid. Seller shall not be liable, and the Buyer shall have no right to cancel or rescind this Agreement, in the event of any delay due to causes beyond Seller's reasonable control and without Seller's fault or negligence, and Buyer shall accept such delayed performance by Seller. The Buyer's receipt of the Products shall constitute a waiver of any claims for delay.

4. Billing and Payment Terms

Unless otherwise agreed in writing by Buyer and Seller in the Proposal, the total Proposal price, excluding the price for Stand-alone Services (as defined in this section), shall be billed as follows, subject to continuing credit approval: 50% down payment at time of order, 40% upon delivery at Seller; 10% upon project completion and Buyer sign-off or first beneficial use, whichever occurs first, payable net 30 from Buyer's receipt of invoice. For purposes of this Agreement, "Stand-alone Services" means any Services not attached to an installation project. Unless otherwise specified in the Proposal, Products are sold F.O.B. origin-Buyer to pay all shipping charges. If this Proposal covers Products or Services for more than one system, room, suite, or location, for purposes of payment in accordance with payment terms stated on the face hereof each room, suite, or location shall be treated as if the subject of a separate sale and payment made accordingly. Unless otherwise specified in the Proposal, all pricing and amounts are in US Dollars and all billing and payment shall be made in US Dollars.

5. Buyer in Arrears or Default

In the event Buyer is in arrears with any payment due from it to Seller at any time, whether in respect of the Proposal price or any other amount due from the Buyer to the Seller under the terms of this Agreement, the amount in arrears shall bear interest at the rate of 1.5% per month or the maximum rate permitted by applicable law, whichever is less, as from the date each amount falls due, pending actual payment thereof in full, without prejudice to any relief or remedy available to Seller. Upon notice to Buyer and without waiving any other rights or remedies to which it may be entitled, Seller shall have the right to suspend or terminate performance of the Services or delivery of the Products until payment of the amount in arrears is received, decide not to fulfill additional orders from Buyer and/or seek collection of all amounts due. Seller shall have no liability to Buyer for any such suspension or termination. In the event of any action by Seller to collect any amount not paid when due, Buyer will reimburse Seller for its costs of collection (including, without limitation, any reasonable attorneys' fees). In the event of Buyer's default, Seller may also, without notice, peaceably enter any premises in which the Products are located and remove, hold and sell them in accordance with applicable law, to satisfy in whole or in part Buyer's obligations.

6. Title and Risk of Loss

6.1 Title to the Products shall pass to Buyer upon delivery, subject to the manufacturer's or Seller's software license (if applicable) and a purchase money

security interest retained by Seller in the Products sold and the proceeds thereof until payment of all amounts then due to Seller. Seller shall be entitled to remove the Products from the Buyer's premises if all payments are not made when due. Buyer agrees to reasonably cooperate with Seller in the execution and filing of financing statements under the Uniform Commercial Code or other documents as Seller reasonably requests to protect its security interest.

6.2 Risk of loss or damage to the Products or any part thereof shall pass to the Buyer upon delivery.

7. Installation and Site Preparation

7.1 Installation (e.g. field assembly, interconnection, equipment calibration and checkout) is to be performed by the Seller's trained technical employees. The Seller shall be entitled to employ subcontractors and/or agents to assist in or carry out, in whole or in part, the installation. In the event installation by Seller employees is prevented by trade unions, the Buyer shall arrange with the trade unions at its own expense to complete installation. The Seller is thereafter liable only for engineering supervision of installation.

7.2 The Seller shall reasonably coordinate and cooperate with other trades to facilitate satisfactory work progress. If the Seller's work in progress is impeded by other trades and/or contractors (excluding the Seller's own subcontractors) or by scheduling delays due to the Buyer, time delays in the final installation as well as additional charges, including labor, travel and other reasonable expenses, may result.

7.3 The Buyer shall be responsible for preparing, at its own expense, the installation site in accordance with the Seller's reasonable instructions, including the requirements specified in the Proposal. In no event shall the Seller be responsible for any high voltage electrical work, ceiling modifications, structural modifications, or mechanical systems modifications. Unless otherwise agreed in writing in the Proposal, Buyer shall provide the Seller with source code for any non-Seller programmed remote control system required to be modified under the terms of this Agreement.

8. Access to Project Site

8.1 The Buyer shall provide the Seller with reasonable access to the installation site before delivery, for purposes of determining site readiness for installation, and shall designate an individual on Buyer's staff to serve as a contact person for all site preparation and installation issues. Buyer shall provide the Seller with free access to the installation site for the purpose of preparation for installation.

8.2 Buyer shall obtain at its expense and keep effective all permissions, licenses, and permits whenever required in connection with the installation and/or use of the Products and the premises where the Products shall be situated.

9. Warranty

9.1 Seller warrants that:

(a) Immediately prior to delivery, it had good title to the Products, free from any lien or encumbrance unless otherwise specified;

(b) For a period of ninety (90) days from delivery and acceptance of the Products and Services, or, with respect to Products manufactured by a third party, such longer period of time provided by such manufacturer, the Products and Services will (i) be free from defects in materials or workmanship and (ii) conform to the requirements of the Proposal, including any instructions, specifications and documentation incorporated therein;

(c) It is in compliance with all applicable federal, state and local laws, regulations and standards relating to the sale and transportation of the supplies or items, and provision of the Products including all applicable U.S. and foreign anti-corruption laws, including without limitation, the U.S. Foreign Corrupt Practices Act ("FCPA"); and

(d) With respect to Services, Seller's personnel shall possess the requisite level of training, skill and experience to address the requisite tasks efficiently and will perform the Services provided hereunder in a professional and workmanlike manner consistent with generally accepted industry standards.

9.2 Seller shall not be liable for nor have any warranty obligations with respect to Products that are in any way misused, altered and/or repaired by someone other than a representative of the Seller which, within the sole, reasonable judgment of the Seller, results in an adverse effect, including effects upon performance or reliability of the Products.

9.3 In order to make a warranty claim, Buyer shall promptly notify Seller in writing and Seller will, subject to the applicable manufacturer's warranty policy, repair or replace such defective Product at no cost to Buyer. Seller will attempt to reply to warranty claims received from Buyer prior to 1:00 p.m. within forty-eight hours. Normal working hours are 8 a.m. to 5 p.m., Monday through Friday, excluding legal holidays. Buyer shall reasonably and promptly cooperate with Seller's request for information regarding the claim and with return of the defective Product if required.

9.4 Except as otherwise specified in this Agreement, no warranty whatsoever is provided by the Seller hereunder as to Products manufactured by anyone other than the Seller, including but not limited to, cables, lamps, batteries, glassware, and evacuated devices (including valve, cathode ray tubes, and other special electron tubes). Seller's sole obligation with respect to Products manufactured by someone other than Seller shall be to pass through the applicable warranties, if any, provided by the manufacturer. THE WARRANTIES SET FORTH IN THIS AGREEMENT ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER WRITTEN OR ORAL, IMPLIED OR STATUTORY. NO IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE SHALL APPLY.

10. Buyer Responsibilities

Buyer or any user of the Products shall (i) notify Seller as soon as any unusual operating peculiarity appears, and (ii) operate the Products in a safe and competent manner in strict compliance with the Product specifications and operating procedures and applicable laws and government regulations. In the event the Buyer or any user of the Products fails to comply with this Section 10, Seller's warranties and its obligations hereunder shall terminate without notice to Buyer.

11. Limitation of Liability and Exclusion of Damages

TO THE FULLEST EXTENT ALLOWED BY APPLICABLE LAW, IN NO EVENT WILL EITHER PARTY BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, EXEMPLARY, OR INDIRECT DAMAGES, LOST BUSINESS PROFITS, OR LOSS, DAMAGE OR DESTRUCTION OF DATA, ARISING OUT OF OR IN ANY WAY RELATED TO THIS AGREEMENT AND THE RELATIONSHIP AND/OR DEALINGS BETWEEN BUYER AND SELLER, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), BREACH OF WARRANTY OR OTHERWISE, EVEN IF SUCH PARTY HAS BEEN ADVISED AS TO THE POSSIBILITY OF SAME. EXCEPT FOR SELLER'S GROSS NEGLIGENCE, WILLFUL MISCONDUCT OR FRAUD, SELLER'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT SHALL NOT EXCEED THE TOTAL AMOUNT PAID OR PAYABLE BY BUYER UNDER THIS AGREEMENT. THE ABOVE LIMITATION WILL APPLY WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY.

12. Taxes

12.1 Any and all taxes levied or based on the prices in this Agreement, or the Products being sold hereunder, exclusive of any taxes based on net income, shall be added to the purchase prices set forth in the Proposal, except to the extent the Buyer provides the Seller with a valid tax exemption certificate approved by Seller.

12.2 All payments to be made hereunder shall be made in cleared funds, without any deduction or set-off and free and clear of and without deduction for or on account of any taxes, levies, imports, duties, charges, fees and withholdings of any nature now or hereafter imposed by any governmental, fiscal or other authority save as required by law. If Buyer is compelled to make any such deduction, it will pay to Seller such additional amounts as are necessary to ensure receipt by Seller of the full amount which Seller would have received but for the deduction.

13. Confidentiality

13.1 Each Party may from time to time during the Agreement, in the course of discussions or dealings with each other, receive or learn, orally, visually or through any tangible medium, certain information regarding the other Party's business, including but not limited to, its products, inventions, operations, methodologies, systems, processes, product development plans or intentions, know-how, designs, trade secrets, market opportunities, business or financial affairs, and technical, marketing, financial, employees, planning, intellectual property and other confidential or proprietary information ("Confidential Information"). Confidential Information does not include, and the restrictions in this Agreement shall not apply with respect to, information (i) possessed by or independently developed by the receiving Party prior to any disclosure, (ii) obtained from sources other than the disclosing Party, which sources had no obligation of confidentiality to disclosing Party with respect to the Confidential Information, or (iii) which is within the public domain when disclosed or becomes part of the public domain after disclosed to the receiving Party without fault on the part of the receiving Party. Seller's Confidential Information also includes the terms of this Agreement.

13.2 The Confidential Information of a Party belongs to that Party. The receiving Party will not disclose the Confidential Information of the disclosing Party to any third party without the disclosing Party's prior written consent. The receiving Party will not use the Confidential Information of the disclosing Party for any purpose not expressly permitted by this Agreement or to carry out the Services or the sale of Products, and will disclose the Confidential Information of the disclosing Party only to the employees or contractors of the receiving Party who have a need to know such Confidential Information for purposes of carrying out the Services or the sale of Products and who are under a duty of confidentiality no less restrictive than the receiving Party's duty hereunder. Receiving Party will protect the disclosing Party's Confidential Information from unauthorized use, access, or disclosure in the same manner as the receiving Party protects its own confidential or proprietary information of a similar nature and with no less than reasonable care.

13.3 Receiving Party will, upon completion or termination of this Agreement or promptly upon request from the disclosing Party, return or destroy all Confidential Information of the disclosing Party, including any documents or materials that contain any Confidential Information of the disclosing Party. Notwithstanding anything to the contrary in this Agreement, the receiving Party (i) may retain one (1) copy of the disclosing Party's Confidential Information solely for archival, audit, disaster recovery, legal or regulatory purposes and (ii) will not be required to search archived electronic back-up files of its computer systems for the disclosing Party's Confidential Information in order to purge the disclosing Party's Confidential Information from its archived files; provided, however, that the receiving Party must (i) maintain its confidentiality under this Agreement as if it were still in effect, and

(ii) not use the retained Confidential Information of the disclosing Party for any other purpose.

13.4 The Parties recognize that a violation of this Section 13 can cause irreparable harm to the business of the disclosing Party that could not be adequately compensated by the payment of money damages and agree that the disclosing Party may seek injunctive relief against any actual or threatened breach of this Section 13 in addition to any other available legal and equitable remedies. The prevailing Party in any action to enforce this Section 13 shall be entitled to recover from the non-prevailing Party reasonable attorneys' fees in addition to other relief granted in such action.

14. Force Majeure

Except for payment for amounts due under the Agreement, neither Party will be liable to the other for delays or failures to perform occasioned by causes beyond its reasonable control and without its fault or negligence. Such acts or events shall include but not be limited to, acts of God, civil or military authority, civil disturbance, riot, fire, strikes, lockouts or slowdowns, factory or labor conditions, inability to obtain necessary labor, materials or manufacturing facilities, and delayed issuance of export control licenses. In the event of such delays or failures to perform, any dates or times by which either Party is otherwise scheduled to perform shall be extended automatically for a period of time equal in duration to the additional time required because of the delay or failure to perform. The Party claiming force majeure shall promptly inform the other Party of any event of force majeure, and its expected duration and cessation. The Party claiming force majeure shall use its best efforts to mitigate such effects to the extent reasonably practicable.

15. Return/Cancellation Policy

In the event Buyer wishes to return, cancel, exchange or terminate any Products based on reasons outside of Seller's control, including but not limited to Buyer's cancellation or termination of this Agreement or any portion thereof for its convenience, Buyer agrees, in addition to any other amounts due under this Agreement, to reimburse Seller at cost for (i) any and all third party cancellation/restocking fees incurred by Seller and (ii) where applicable, return shipping costs. Buyer understands and agrees that Seller may be unable to return certain Products to the manufacturer for a full refund or payment of a cancellation/restocking fee, including but not limited to Products that are custom or semi-custom, Products that have been removed from their original packaging and Products that have been in the possession of Buyer or stored by Seller for Buyer for an extended period of time. If Buyer wishes to return, cancel, exchange or terminate a Product due to reasons outside of Seller's reasonable control and Seller is unable to return the Product to the manufacturer for refund of full Product price or payment of a cancellation/restocking fee, Buyer shall be responsible for paying Seller the full Product price. If the non-returnable Product is in Seller's possession or is in transit from Seller's manufacturer, Seller will, if requested by Buyer within ten (10) days of Buyer's notice of return/cancellation/exchange/termination, deliver the Product to Buyer within a reasonable period of time following Buyer's payment of the full Product price and shipping costs.

16. Termination

16.1 Seller may, without prejudice to any rights or remedies available to Seller under this Agreement, at law or in equity, terminate this Agreement immediately for cause in the event Buyer breaches a material term of this Agreement (it being understood that Buyer's payment obligations shall constitute a material term) and such breach is not cured within thirty (30) days after written notice thereof. Seller may also, without prejudice to any rights or remedies available to Seller under this Agreement, at law or in equity, terminate this Agreement immediately for cause upon written

notice if Buyer: (i) breaches a material term of this Agreement and such breach is incapable of cure, (ii) fails on multiple occasions to pay any amounts when due, (iii) is declared insolvent or adjudged bankrupt by any court of competent jurisdiction, or (iv) makes an assignment for the benefit of creditors, or a petition in bankruptcy or reorganization or an arrangement with creditors is filed by or against Buyer and not dismissed within thirty (30) days. Upon Seller's termination of this Agreement for cause, without waiving or otherwise limiting any other remedies available to Seller under this Agreement, at law or in equity, Buyer shall become immediately liable for any outstanding charges for Products delivered and/or Services performed up to the date of termination, any third party restocking/cancellation fees incurred by Seller, and any interest on any and all past due charges as set forth in this Agreement.

16.2 Buyer may, without prejudice to any rights or remedies available to Buyer under this Agreement, at law or in equity, terminate this Agreement immediately for cause in the event Seller breaches a material term of this Agreement and such breach is not cured within thirty (30) days after written notice thereof. Buyer may also, without prejudice to any rights or remedies available to Buyer under this Agreement, at law or in equity, terminate this Agreement immediately for cause upon written notice if Seller: (i) breaches a material term of this Agreement and such breach is incapable of cure, (ii) is declared insolvent or adjudged bankrupt by any court of competent jurisdiction, or (iii) makes an assignment for the benefit of creditors, or a petition in bankruptcy or reorganization or an arrangement with creditors is filed by or against Buyer and not dismissed within thirty (30) days.

16.3 Buyer may, upon written notice to Seller, terminate this Agreement for its convenience provided, however, that Seller shall be paid for all Products delivered and Services performed up to the effective date of termination (less amounts already paid) plus reimbursed at cost for any third party restocking/cancellation fees and, where applicable, return shipping costs, in accordance with Section 15. For any non-returnable items, Buyer shall pay Seller for the full Product price and, where applicable, shipping costs, in accordance with Section 15.

16.4 Upon any expiration or termination of this Agreement, in addition to any other provisions of this Agreement that state survival after termination or expiration of this Agreement, and notwithstanding expiration, completion or termination of this Agreement, the Parties shall continue to be bound by the provisions of this Agreement that, by their nature, shall survive such completion or termination, including without limitation provisions relating to warranties, governing law and jurisdiction, and confidentiality.

17. Governing Law and Jurisdiction

17.1 This Agreement shall be interpreted in accordance with and governed in all respects by the laws of the State of Florida without giving effect to its conflicts of law rules. Any dispute related to, arising out of, or in connection with this Agreement shall be subject to the exclusive jurisdiction of the courts in Hillsborough County, Florida and the United States District Court for the Middle District of Florida. In the event of legal proceedings arising out of or relating to this Agreement, the prevailing Party, as determined by the court, shall be entitled to recover, from the non-prevailing Party, reasonable costs suffered or incurred in connection with such proceedings including, but not limited to, court fees, attorneys' fees, expenses and costs of investigation and court.

17.2 TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAWS, SELLER AND BUYER EACH WAIVE ANY RIGHTS WHICH EITHER MAY HAVE TO TRIAL BEFORE A JURY OF ANY DISPUTE ARISING FROM, OR RELATED TO, THIS AGREEMENT. SELLER AND BUYER FURTHER STIPULATE AND CONSENT THAT ANY SUCH LITIGATION BEFORE A COURT OF COMPETENT JURISDICTION SHALL BE NON-JURY.

18. Miscellaneous

18.1 The Proposal shall be firm for the period shown on the face of the Proposal, subject to withdrawal or change by the Seller upon notice at any time prior to Buyer's acceptance. Notwithstanding the foregoing, the Seller shall have the right to amend the price of the Products to reflect current conditions that affect the price, including increase in raw material prices, and tariffs that had not been imposed at the time this Agreement was submitted to Buyer.

18.2 In providing the Products, Seller shall be deemed to be an independent contractor and its personnel and representatives shall not act as nor be Buyer's agents or employees. Seller shall have complete charge and responsibility for personnel employed or engaged by Seller.

18.3 Buyer may not assign any of its rights or obligations under this Agreement, including by purchase, merger or operation of law, without the prior written consent of Seller, which consent shall not be unreasonably withheld or delayed. Seller may assign this Agreement to any of its affiliates or any successor of all or substantially all of its business. Any attempted assignment or transfer in violation of this sub-Section 18.3 shall be null and void.

18.4 If any provision of this Agreement shall be held to be invalid, illegal, or unenforceable, the remaining terms of this Agreement shall in no way be affected or impaired.

Buyer Acceptance

Signed Name

Company Name

Printed Name, Title

Date

Addendum to General Terms and Conditions – Software License

The following terms supplement and modify the General Terms and Conditions as they apply to Seller's provision of control system integration and programming as more particularly described in this Addendum and the Proposal. Any capitalized terms not otherwise defined herein shall have the meanings ascribed to them in the General Terms and Conditions.

1. License Grant and Ownership

1.1 Seller hereby grants to Buyer a worldwide, perpetual, non - exclusive, non - transferable license to all Software for its use in connection with the establishment, use, maintenance and modification of the control system implemented by Seller. The term "Software" for the purposes of this Software License shall refer to all source code, executable object code, and the patches, scripts, modifications, enhancements, designs, concepts or other materials that constitute the software programs necessary for the proper function and operation of the control system as delivered by Seller and accepted by Buyer.

1.2 Except as expressly set forth in this paragraph, Seller shall at all times own all intellectual property rights to the Software. Any and all licenses, product warranties or service contracts provided by third parties in connection with the Software or control system in which such Software is implemented shall be delivered to Buyer for the sole benefit of Buyer.

1.3 Buyer may supply to Seller or allow Seller to use certain proprietary information, including service marks, logos, graphics, software, documents and business information and plans that have been authored or pre-owned by Buyer. All such intellectual property shall remain the exclusive property of Buyer and shall not be used by Seller for any purposes other than those associated with delivery of the control system.

2. Copies, Modification and Use

2.1 Buyer may make copies of the Software solely for archival purposes and as required for modifications to the control system in which such Software is implemented. All copies and distribution of the Software shall remain within the direct control of Buyer and its representatives.

2.2 Buyer may make modifications to the source code version of the Software, if and only if the results of all such modifications are applied solely to the control system in which the Software is implemented. In no way does this Software License confer any right in Buyer to license, sublicense, sell, or otherwise authorize the use or distribution of the Software, whether in executable form, source code or otherwise, by any third parties, except in connection with the use of the control system for Buyer's internal business needs.

2.3 All express or implied warranties relating to the Software shall be deemed null and void in case of any modification to the Software made by any party other than Seller or Seller's authorized personnel.

3. Warranties and Representations

3.1 the Software and all intellectual property therein, are original to Seller or its third party licensors; and

3.2 the Software, as delivered by Seller as part of the control system, will not infringe or otherwise violate the intellectual property rights of any third party.

4. Indemnification

4.1 Seller hereby indemnifies and shall defend and hold harmless Buyer, its parent companies and its and their subsidiaries, affiliates, officers, directors, employees, agents and subcontractors from and against all liability, damages, loss, cost or expense, including but not limited to reasonable attorneys' fees and expenses, arising out of or in connection with any third party claims that the Software as delivered by Seller or any intellectual property therein infringes or otherwise violates any rights of any such third party. In no event will Seller have any obligations under this provision in the event such infringement results from (i) use of the Software or control system in which it is implemented in violation of this Software License, (ii) modification or alteration of the Software or the control system in which it is implemented by someone other than Seller or Seller's authorized personnel, (iii) content or specifications provided by Buyer, or (iv) use of the Software or control system in which it is implemented in combination with any other software, hardware, services or other materials other than as provided by Seller or authorized in the applicable manufacturer specifications.

4.2 Buyer hereby indemnifies and shall defend and hold harmless Seller, its parent companies and its and their subsidiaries, affiliates, officers, directors, employees, agents and third party licensors from and against all liability, damages, loss, cost or expense, including but not limited to reasonable attorneys' fees and expenses, arising out of or in connection with any third party claims that Buyer's use of the Software in contravention of the grant of rights in this Software License infringes or otherwise violates any rights of any such third party.

4.3 Upon the assertion of any claim or the commencement of any suit or proceeding against an indemnitee by any third party that may give rise to liability of an indemnitor hereunder, the indemnitee shall promptly notify the indemnitor of the existence of such a claim and shall give the indemnitor reasonable opportunity to defend and to settle the claim at its own expense and with counsel of its own selection. The indemnitee shall cooperate with the indemnitor, shall at all times have the full right to participate in such a defense at its own expense and shall not be obligated, against its consent, to participate in any settlement which it reasonably believes would have an adverse effect on its business.

5. Term and Termination

This Software License will automatically terminate upon the disassembly of the control system in which the Software is implemented, unless the control system is reassembled in its original configuration in another location. Seller may terminate this Software License upon notice for Buyer's failure to comply with any of the terms set forth in this Software License. Upon termination, Buyer is obligated to immediately destroy the Software, including all copies and modifications.

Addendum to General Terms and Conditions – Global Chip Shortage

Due to global semiconductor chip shortages, Seller is experiencing longer than normal lead times on equipment. As a result, Seller cannot guarantee lead times on equipment and will not be liable for any delays in equipment delivery to the extent caused by such shortages. However, Seller is working with its global suppliers on a daily basis to understand the impact of this chip shortage on delivery timelines and will use reasonable efforts to keep Buyer apprised of anticipated delivery timelines and delays. Should Buyer elect to purchase equipment immediately upon placement of order to mitigate delays, Seller will immediately bill Buyer upon placement of such order and Buyer shall pay for such equipment within the payment terms (e.g. net 30) specified herein, regardless of any other agreed upon billing terms or billing terms specified herein. AVI-SPL will store such equipment in its warehouse until delivery to Buyer. Warranty on such equipment shall commence upon delivery of the equipment to AVI-SPL's warehouse, notwithstanding any other agreed upon warranty terms or warranty terms specified herein.

Addendum to General Terms and Conditions - Support and Maintenance Services

The following terms supplement and modify the General Terms and Conditions as they apply to Seller's provision of support and maintenance services as more particularly described in this Addendum and the Support and Maintenance Services Description (collectively, the "Services"). Any capitalized terms not otherwise defined herein shall have the meanings ascribed to them in the General Terms and Conditions.

1. Definitions

This Addendum contains defined terms and acronyms. The following definitions shall apply:

"Help Desk" means Seller's 24x7 global help desk as described in the Support and Maintenance Services Description and this Addendum;

"In-Warranty Hardware" means the covered equipment has an active, Manufacturer or third-party sponsored warranty program that can be exercised by the Buyer or by the Seller on behalf of the Buyer;

"Manufacturer" means an entity that produces hardware and / or software;

"Out-of-Warranty Hardware" means the covered equipment does not have an active, Manufacturer or third-party sponsored warranty program that can be exercised by the Buyer or by the Seller on behalf of the Buyer;

"Software Options" means optional functionality or features of software that may be selected at the time of purchase or later, and for which separate charges are assessed;

"Software Update" means software for which the Manufacturer has provided fixes or minor revisions to correct errors or defects in the existing operation of the software in accordance with the published product specifications, and which is limited to those updates that the Manufacturer generally provides to its customers at no charge. Software Updates do not include Software Upgrades or Software Options;

"Software Upgrade" means new releases of the software which contains enhancements improving the functionality or capabilities of the software, which Manufacturer may make available to its customers. Software Upgrades do not include Software Options; and

"Support and Maintenance Services Description" means that portion of the Proposal detailing the Services being purchased by Buyer.

2. Services Description

The Services purchased by Buyer are detailed in the Support and Maintenance Services Description.

3. Services Orders

Following Seller's order confirmation, Buyer agrees to provide a contact name, contact email address, and telephone number at the service location(s). Standard response times and service level agreements are not guaranteed until such information is received by the Help Desk.

Products specifically identified in the proposal will be eligible for Services. If Buyer elects to purchase any additional or optional services or features, additional fee(s) will be invoiced separately with payment terms as specified for such services.

4. Services Term

The Services shall commence upon installation project completion or, for Stand-alone Services, upon Seller's confirmation of Buyer's order, and shall continue for the term

specified in the Proposal, unless earlier terminated. Installation projects containing multiple phases or being performed over extended periods may include multiple completion milestones / service commencement dates. The Services shall expire at the conclusion of the term specified in the Proposal, unless earlier terminated. Notwithstanding anything to the contrary in the Terms and Conditions, Seller reserves the right to postpone commencement of the Services, upon written notice to Buyer, in the event of any delays that prevent Seller from commencing the Services on the original commencement date. In such case, Seller will provide a new Services commencement date and the term of the Services will commence as of that date and continue for the term specified in the Proposal, notwithstanding any specific dates contained in the Agreement or any other purchase documents. Invoicing and payment will be adjusted to align with the new commencement date of the Services.

5. Services Availability

Help Desk remote support is available on a 24x7 basis.

Unless otherwise noted in the Support and Maintenance Services Description, the Seller's field service technicians are available Monday through Friday from 8 AM to 5 PM local standard time, excluding legal holidays. For Buyers with service locations in the United Arab Emirates, the Seller's field service technicians are available Sunday through Thursday from 8 AM to 5 PM local standard time, excluding legal holidays.

Requirements to provide Services prior to or after the agreed upon hours of support must be agreed to by both Parties in advance and in writing and additional fees may apply.

6. Third Party Services

Seller may make third party services available to Buyer. Seller offers no guarantees and assumes no responsibility or liability of any kind with respect to third party services.

7. Software Updates, Upgrades, and Options

The Help Desk will assist with the provision of Software Updates, Upgrades, or Options when necessary to resolve a reported issue and when made available by the Buyer or Manufacturer. Depending on Services elected, additional charges may apply for proactive management of Software Updates, Upgrades, or Options and when specialist or onsite support of these activities is requested or required. Seller will not be liable for any issues, damages or disruption arising from a Software Update, Upgrade, or Option released by a third party.

8. Replacement Parts

Standard program: In-Warranty Hardware will be eligible for repairs or replacement parts and the use of advanced replacement programs in accordance with the Manufacturer's published warranty program.

Replaced parts will become the property of Seller or the Manufacturer. If replacement activity is performed by Buyer, the replaced parts must be returned per the Seller's direction within five (5) business days of receipt of the replacement part; otherwise,

Buyer will be invoiced the full list price for the replaced part.

Depending on Services elected, additional charges may apply for onsite support of In-Warranty Hardware parts repair or replacement. Out-of-Warranty Hardware or other parts repair or replacement deemed to be out-of-warranty will be considered billable activity.

Optional program: Buyers who elect an extended hardware warranty as a component of their Services are eligible for repairs or replacement parts for Out-of-Warranty Hardware. The inclusion of this coverage must be incorporated into the Support and Maintenance Services Description and is further described therein.

9. Service Level Agreement

Help Desk response: Seller's Help Desk will provide an average speed of answer of sixty (60) seconds for support calls and will respond to new service requests made via email or web portal to its Help Desk within four (4) hours with case assignment notification.

Upon the Help Desk's determination that a dispatch is required, Seller's field service technicians will provide the onsite response aligned to the service level elected in the Support and Maintenance Services Description. The ability to meet this service level may be impacted by the Buyer's room availability, the requirement for replacement parts, and the reliance on a Buyer's third-party.

When a case is opened, the Help Desk will classify the case in accordance with the following incident priority classifications:

Priority 1 – core business or technology functionality unavailable resulting in work stoppage or significant impact to user experience

Priority 2 – a loss in functionality that compromises but does not prevent work completion or have significant impact to user experience

Priority 3 – issue that does not compromise work completion and therefore does not require immediate attention

Priority 4 – issue that can be scheduled such as a maintenance activity or scheduled replacement

10. Services Exclusions

Unless otherwise specified in the Support and Maintenance Services Description, Services do not cover any of the following: (i) electrical work and / or in-house cabling; (ii) repair or replacement resulting from natural disaster, fire, accident, neglect, misuse, vandalism, water, corrosion, power surges, unconditioned or fluctuating power, Buyer-provided network, or failure of the installation site to conform to Manufacturer specifications; or resulting from use other than intended purposes; or resulting from use with items not provided or approved by Seller; or resulting from the performance of maintenance or the attempted repair by persons other than Seller's employees or persons authorized by Seller; (iii) repair or replacement excluded by or no longer covered by the Manufacturer's repair and replacement program; (iv) furnishing supplies or accessories including consumables such as projection lamps, bulbs, filters, fuses, batteries and the labor to replace these items; (v) relocation services, or the addition or removal of items from or to other devices not furnished by Seller; (vi) damage to displays caused by screen burnout or image "burn-in"; and (vii) Services in connection with computer viruses or conflicts involving software that is not installed or introduced by Seller including coverage for Buyer-furnished product unless specifically listed as covered product.

Any modifications and / or additions made without Seller's prior written approval are

at Buyer's sole risk and expense. If, in Seller's reasonable discretion, such modifications and / or additions cause defects, disruptions and / or malfunction, and Buyer requests Seller's assistance to correct the issue, Seller's assistance will be billable at Seller's then-current time and material rates.

11. Charges and Payment Terms

Unless otherwise specified in the Proposal, payment terms are net 30 days from Buyer's receipt of invoice. Unless otherwise specified in the Proposal, Stand-alone Services will be billed upon Seller's confirmation of Buyer's order. Any services provided that are not included in the Services will be billable as incurred.

12. Termination

Seller may immediately terminate the Services upon written notice in whole or in part for cause if any person other than a Seller employee or designated service representative alters covered equipment rendering it unsafe.

In the event of Buyer's early termination for cause, a pro-rated refund will be issued to the Buyer for the unused term of Services, except Buyer shall remain liable for (i) all non-refundable third-party fees incurred by Seller for prepaid expenses and (ii) all services performed during Services term. Services may not be terminated for convenience.

Seller reserves the right to terminate or modify available Services at any time in its sole discretion; provided, however, that any such termination or modifications will not affect any Services already ordered by Buyer and confirmed by Seller prior to such termination or modifications except as mutually agreed by both Parties.

13. Buyer Obligations

(a) Buyer shall provide Seller with all information, cooperation and access that Seller reasonably requests for remote diagnosis of the reported issue. Parts replacement and onsite service may not become available until the Help Desk is provided the appropriate information or support to diagnose the issue.

(b) If applicable, Buyer shall provide Seller personnel with timely access to service location and adequate working space at no charge to Seller.

(c) Buyer shall provide Seller's onsite managed services personnel with adequate working conditions that comply with all applicable labor, safety and health laws and regulations.

(d) Buyer will provide the necessary utility services for use in accordance with the Manufacturer's applicable published specifications.

(e) Buyer will be responsible for payment of parts and services provided by Seller that are not covered by the Services. Seller will obtain Buyer's written consent prior to providing the parts and / or services, which will be billable at Seller's then-current time and material rates.

(f) Seller strongly recommends that Buyer install and use a current, reputable anti-virus program in connection with any PC-based, open-architecture product, and that Buyer regularly updates and runs such anti-virus program, especially in connection with the emergence of any new viruses.

(g) Buyer is solely responsible for backing up its data. Seller will not under any circumstances have a duty to back up Buyer's data or to restore data that is lost in the course of Seller's provision of Services, or otherwise. Seller will not be liable for the loss of Buyer's data, whatever the reason for the loss, including without limitation as a result of Seller's negligence. The preceding limitation applies to any cause of action,

whether based in contract, tort, or any other theory.

14. Solicitation

At no time during the term of the Services or for one (1) year thereafter, will Buyer directly or indirectly offer employment to any Seller employees who performs Services on behalf of Seller without Seller's express prior written consent. In the event that Buyer is in breach of this provision, Seller shall have the right to invoice Buyer, and Buyer agrees to pay, a sum equal to twelve (12) months' salary in respect of the hired individual. The foregoing restrictions shall not apply to solicitation through any general recruitment advertisement in the normal course of business, without specifically targeting or approaching the other Seller's employees.

15. Warranty and Limitation of Liability

SELLER WARRANTS FOR NINETY (90) DAYS FROM THE PERFORMANCE OF ANY SERVICES HEREUNDER THAT SUCH SERVICES SHALL BE PERFORMED IN A WORKMANLIKE MANNER CONSISTENT WITH GENERALLY ACCEPTED INDUSTRY STANDARDS. SELLER MAKES NO OTHER WARRANTY, EITHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE OR OF MERCHANTABILITY. SELLER MAKES NO WARRANTY THAT OPERATION OF THE PRODUCT SERVICED WILL BE UNINTERRUPTED OR ERROR FREE. BUYER MUST PROMPTLY REPORT IN WRITING ANY BREACH OF THIS WARRANTY TO SELLER NO LATER THAN FIFTEEN (15) DAYS AFTER EXPIRATION OF THE ABOVE WARRANTY PERIOD, AND BUYER'S EXCLUSIVE REMEDY AND SELLER'S ENTIRE LIABILITY FOR ANY BREACH OF SUCH WARRANTY SHALL BE FOR SELLER TO RE-PERFORM THE SERVICES OR, IF SELLER IS UNABLE TO RE-PERFORM THE SERVICES AS WARRANTED, BUYER SHALL BE ENTITLED TO RECOVER THE PRORATED FEES PAID TO SELLER FOR THE NONCONFORMING SERVICES. SUBJECT TO THE EXCLUSION OF DAMAGES PROVISION CONTAINED IN THE GENERAL TERMS AND CONDITIONS, SELLER'S MAXIMUM LIABILITY FOR ALL OTHER DAMAGES WILL BE LIMITED TO ONE (1) YEAR'S SERVICE CHARGES. THIS LIMITATION OF LIABILITY IS CUMULATIVE AND NOT PER INCIDENT. SOME STATES OR JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES AND IN SUCH EVENT, THE FOREGOING EXCLUSIONS AND LIMITATIONS SHALL ONLY APPLY TO THE EXTENT PERMITTED BY APPLICABLE LAW.

[remainder of page intentionally left blank]



Chief_WMA2S_Heavy_Duty_Wall_Mount_782480



Crestron_a-HD-TX-101-1G-C-E-B_Front_Faceplate



Crown XTi2_6002_front_no_top_shadow_full_width



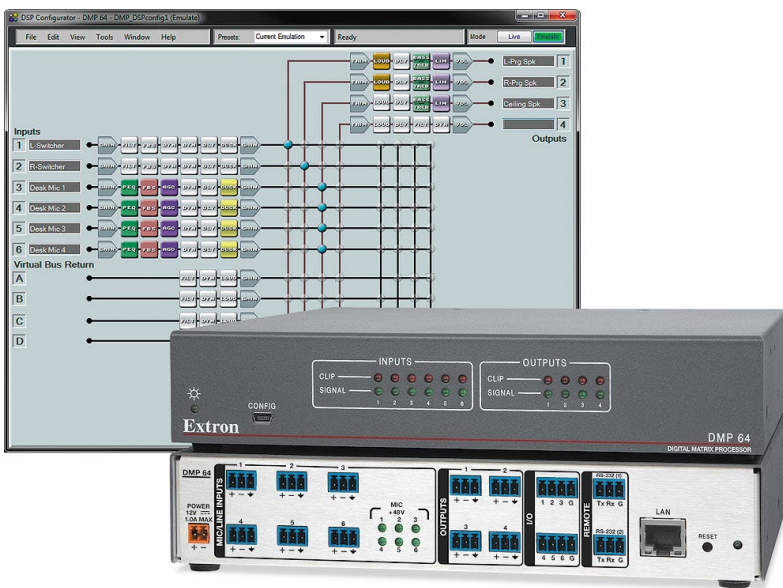
Draper premier_largecase_dt



Epson EB-PU2010B_top-headon_690x460



Extron cp_6058312_dsp5301nrr_dv23 - connectivity plate



Extron dmp64-lg



Extron mlc100plus_front_white



Extron mlcplus100-lg



jbl-cbt1000-angle-grill-2-z_original



MAP ewr-16-17SD_main Equipment Rack wall mounted



Mersive Solstice Gen3 device-front



Shure MX202 overhead mic



Shure SCM810 automixer



Shure SLX-D124 combo