SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
A G E N D A A N D O R D E R O F B U S I N E S S – REGULAR MEETING
Thursday, September 9, 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 9)

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

C. PLEDGE OF ALLEGIANCE will be led by Spruce ES student Henry Hamilton.

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. Return to in-person school

b. SSFUSD Testing

c. Staffing

d. 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/boardmeeting09092021 beginning at 3:00 p.m. on Friday, September 3, until 3:00 p.m. on Thursday, September 9. 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: Spruce Elementary School

Principal Israel Castillo will share, with the Board, educational priorities and programs at Spruce Elementary School.

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

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1. ADMINISTRATION		
a.	Minutes of the August 4, 2021 special Board meeting.	1 - 12
b.	Minutes of the August 12, 2021 regular Board meeting.	13 - 36
c.	Music Is First program agreement for the 2021-22 school year.	37 - 42
2. EDUCATIONAL SERVICES		
a.	Renaissance Learning agreement renewal for the 2021-22 school year.	43 - 49
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3. HUMAN RESOURCES		
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4. BUSINESS SERVICES		
a.	Purchase Order Listing, July 1 - 31, 2021.	72 - 87
b.	Warrant Register, July 1 - 31, 2021.	88 - 103
c.	Cash Receipts, July 1 - 31, 2021.	104 - 115
d.	Declaration of surplus items.	116 - 118
e.	Gifts to the District, August 2021.	119 - 123
f.	Fundraising event for the 2021-22 school year.	124
g.	Professional services agreements under $25,000.	125 - 126

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INFORMATION/DISCUSSION

1. ADMINISTRATION

a. Discussion of Community Forum Topic 127

The Board will discuss a potential topic for the District's Community Forum being held on October 21, 2021.

b. 1st reading of District's New and Updated Board Bylaw and Board Policies 128 - 189

Staff will present, to the Board, the first reading of the new and updated District's Board Bylaw and Board Policies as follows:

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.

A Public Hearing will provide an opportunity for members of the public to comment on the instructional materials.

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 is being presented at this meeting. (The CSEA initial proposal was presented at the August 12, 2021 meeting.) 190

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SSFUSD Initial Proposal to CSEA 191

Assistant Superintendent Jay Spaulding will present the SSFUSD initial proposal to CSEA Chapter 197 for the 2021-22 reopeners. It is recommended that the Board of Trustees approve the District's initial proposal to CSEA Chapter 197.

A Public Hearing will provide an opportunity for members of the public to comment on the SSFUSD initial proposal.

ACTION

1. ADMINISTRATION

a. Resolution No. 21-44 for Hispanic/Latinx Heritage Month 192 - 193

Staff recommends the adoption of Resolution #21-44 (English and Spanish versions): Honoring Hispanic/Latinx Heritage Month.

b. Nomination(s) for CSBA Directors-at-Large 194 - 202

The Board will consider making nomination(s) for CSBA Directors-at-Large for African American or American Indian, as presented to the Board.

2. EDUCATIONAL SERVICES

a. Resolution No. 21-45 for Confirmation of Sufficient Student Textbooks/Instructional Materials 203 - 209

Staff recommends the adoption of 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.

b. Approval of Safe Return to In-Person Instruction and Continuity Plan 210 - 213

Staff recommends the approval of the 2021 Safe Return to In-Person Instruction and Continuity Plan year, as presented to the Board.

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c. Approval of Extended Non-Public Agency (NPA) Contract 214 - 220

Staff recommends the approval of an extended contract with NPA Stepping Stones in order to fulfill Individualized Education Plan (IEP) service agreements for 2021-22, as presented to the Board.

3. BUSINESS SERVICES

a. Resolution No. 21-46 GANN limits 221 -226

Staff recommends the adoption of Resolution #21-46: Certifying the actual Gann Limit for 2020-21 and the estimated Gann Limit for 2021-22.

b. Approval of Los Cerritos ES Paving Project Close Out 227 - 229

Staff recommends the approval to authorize District staff to execute and file the Notice of Completion for the Los Cerritos ES paving project, as presented to the Board.

c. Approval to Reject All Bids for the Toilet Pods Repair Project 230 - 231

Staff recommends the approval to reject all bids for the toilet pods repairs project and authorize staff to re-bid the project in the future, 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.

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
- 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
- Update on Safe School Plans
- 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)*
- Topic TBD

November 18, 2021 (*teleconference)*
- Teaching and learning presentation - Los Cerritos ES
- Presentation on the Nutrition Services Department

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 Polices 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

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 August 12, 2021
Special Meeting, Wednesday, August 4

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 - 6:30 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:30 p.m.

1. To consider the appointment of one (1) public employee to the position of Principal of Sunshine Gardens ES, in accordance with Government Code Section 54956.
2. To consider the appointment of one (1) public employee to the position of Principal of Alta Loma MS, in accordance with Government Code Section 54956.
3. To consider the appointment of one (1) public employee to the position of Director of Facilities, in accordance with Government Code Section 54956.

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

In President Daina Lujan's absence, Vice President Mina Richardson opened the meeting.

B. ROLL CALL

Board Members:	Mr. John Baker - Present
	Dr. Chialin Hsieh - Present
	Ms. Daina Lujan - Absent
	Mrs. Patricia Murray - Present
	Mrs. Mina Richardson - 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

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 #217 (Baker/Hsieh) to approve the appointment of Leticia Gonzalez to the position of Sunshine Gardens ES Principal. Motion Carried (Unanimous)

MOTION #218 (Hsieh/Murray) to approve the appointment of Nina Mendez to the position of Alta Loma MS Principal. Motion Carried (Unanimous)

At this point, Vice President Richardson turned the meeting over to Trustee John Baker, as she was having technical difficulties.

The Board recessed at 7:04 p.m. for a break to resolve Vice President Richardson's technical difficulties and reconvened at 7:07 p.m.

Vice President Richardson requested moving Action Items 2 and 3 up in the agenda before Item 1.

Trustee Patricia Murray recommended rescheduling Item #1, the SSFUSD and SSF PD MOU, to a meeting when President Lujan can be present since her voice is important.

F. 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 live comments were made at three separate times during the meeting:

Marcela Rivera said at the last City Council meeting, Councilmember Eddie Flores brought up opening the Sunshine Gardens ES Park. She agrees with the idea because there are not any parks in that neighborhood. In a recent Parks Commission meeting, it was said that the area has a dense concentration of kids. However, the closest parks are at either Alta Loma MS or Orange Park. She suggested opening the Sunshine Gardens ES playground and potentially, the ECHS track, and said the Board should work with the City to figure out the legality if that is why the Sunshine Gardens ES is closed.

ACTION

2. EDUCATIONAL SERVICES

a. Approval of Edgenuity Independent Study License Agreement

Assistant Superintendent Keith Irish told the Board that, in conjunction with AB130, authorized school districts in California need to approve and provide a virtual independent study (VIS) option for their families in lieu of in-person instruction for the 2021-22 school year. He noted that SSFUSD has an existing relationship with Edgenuity at the high school level for credit recovery. Ed. Services staff has done research and would like to start the process of providing the (VIS) option via Edgenuity. He said if they knew about this law earlier than July, they would have worked with HR to create an independent study program. The program needs to be up and running by the start of the school year. Mr. Irish described this as one of the most viable options and proposed buying ten reusable Edgenuity licenses for elementary and secondary students. Based on their recent survey, the interest from students and parents exceeds those ten licenses. However, if this agreement is approved, he will reach out to Edgenuity to bill the District for additional licenses for families that choose this option.

Vice President Richardson said she understands due to the lateness of the State's decision and the District scrambling, the agreement would be for ten licenses. Mr. Irish replied that he originally put in a proposal for 100 licenses, but Edgenuity informed him that if those licenses were not used, the District would have to pay the full amount of $230K. He added that tomorrow night Ed. Services is conducting a webinar on the VIS program that the District is proposing to families.

Trustee Chialin Hsieh asked how many families are interested in the VIS program. Mr. Irish said that, as of this morning, 128 families are interested in exploring the option with 66 elementary school students, 36 middle school students, and 26 high school students.

MOTION #219 (Hsieh/Richardson) to approve the agreement with Edgenuity in order to provide Independent Study for students in lieu of in-person instruction for 2021-22. (AYES: Baker, Hsieh, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

3. BUSINESS SERVICES

a. Approval to Purchase Air Disinfectant Purifiers for School Reopening

Assistant Superintendent Ted O said the proposal is above the threshold amount and requires Board approval. Staff will purchase 250 air purifiers to be placed in every classroom.

Vice President Richardson said she is proud of the District for taking the extra precautions to ensure that the classrooms are clean and that parents can have the confidence that the District is spending a lot of money. She noted that Mr. O and the administrators are putting safety at the forefront and sparing no cost.

Trustee Hsieh also thanked Mr. O for all his great work and for being very proactive to make sure District kids and staff are safe.

COMMUNICATIONS *(continued)*

Andrea Sims asked for clarification on how the air purifiers will be distributed throughout the District and if they will be available for all classrooms. She appreciates staff taking proactive steps to make sure students are safe and comfortable. But with the Delta variant, she wanted to know more details regarding the measures being provided in all classrooms regarding COVID and other safety measures with cleaning classrooms. Mr. O stated that the purifiers will be placed in every District classroom, library, main office, and other areas as needed, such as the multipurpose room, and auditorium. Most of them have been placed in the sites already. Staff is still working on the Adult school, Baden HS, and some sites that wanted additional ones.

MOTION #220 (Murray/Hsieh) to approve the R-Zero Systems, Inc. proposal, in the amount of $222,357.50, to purchase 250 portable air disinfection purifiers. "Exempt from Public Contract Code Section 20111, pursuant to 2 CFR Section 200.320(c)(3)." (AYES: Baker, Hsieh, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

1. ADMINISTRATION

a. Approval of SSFUSD and SSF PD MOU for Resource/Liaison Officers on School Campuses

Superintendent Shawnterra Moore said the District has been working in conjunction with the SSF police department and there have been liaison officers on the campuses for many years. Last year, as part of the Board's discussion, there was a realization that there was no formal MOU between the two agencies. Since then, staff have engaged in study sessions, conducted surveys, discussed it at several Board meetings and City Subcommittee meetings along with police and City representatives, to determine whether or not the District wants to maintain a program with the School Liaison Officers (SLO), and if so, what that would include. She said feedback was also elicited from students through focus group sessions. At the January 21, 2021 Board meeting, members of The Coalition of Hope and Action Necessary for Growth and Empowerment (ChangeSSF) presented on their insights and feedback around the SLO program. The Board tasked her and staff to work with the SSF PD and City staff to create an MOU with specific guidelines and agreements for continuing the program. An MOU was created and discussed at a June 8, 2021 City Subcommittee meeting. At their July 15, 2021 meeting, the Board agreed to suspend the program and approved tentative plans and policies should the MOU not be finalized prior to August 11, 2021. Another City Subcommittee meeting occurred on July 26, where District staff as well as City staff discussed several recommended revisions, trying to solidify something prior to the opening of school. During this meeting, two amendments were requested concerning SLO's wearing casual dress as well as the City bearing the cost for any SLO training. City Subcommittee members endorsed and approved the MOU with those amendments. On July 28, the updated MOU was presented to the City Council and several changes were made by Councilmembers. The updated MOU includes the revisions and the amendments that were recommended. At this meeting, the Board had an opportunity to discuss the MOU, determine if they are in agreement with either version 10, which was the initial one, version 11, the one with City Council amendments, or they could choose to make additional changes or introduce their own amendments if the they decided to approve it at this meeting.

COMMUNICATIONS *(continued)*

DeVante Jewett said he was against the MOU and the SLO program and wanted to know the real reasons some people are in favor of the program. He feels more

counselors are needed who are qualified to provide comprehensive care to students. The Board needs to hear the voices of youth, students, and the community. Restorative justice service is definitely what is needed to address bullying. He challenged the Board to reflect on the role they play in contributing to a challenging, oppressive system such as having cops on campus that target BIPOC students.

Eddy Holman questioned President Lujan's absence and said this was the second meeting regarding the MOU that she "dodged". He is "sick of playing politics with children in this District". The data indicates that police are doing damage to children and need to be removed from the schools. He then read a letter from the ACLU which stated that black students and students with disabilities have been disproportionately impacted by the police presence in SSFUSD schools. The ACLU supports Change SSF in urging the Board to remove SLO's and establish clear parameters that officers would not be called to any campus unless there is an emergency which requires their presence. The letter also noted that in 2017-18, "black students were referred to law enforcement at a rate over 12 times their rate of enrollment in the District and students with disabilities were referred to law enforcement at a rate 1 and 1/2 times their rate of enrollment." and finds "…a likely overreliance on police officers to handle school behavior that may arise from disability."

Trustee Baker said he wanted to address something without revealing a Trustees' private business. He shared that President Lujan came to the meeting, but was encouraged to go home because she was ill. He stated that she was not trying to dodge anything, but was not feeling well.

Andrea Sims encouraged the Board to reject the MOU and the SLO program in its entirety. She stated that the program is harmful to students, primarily BIPOC students in the District. The Board and City Council have rushed the MOU approval and did not recognize the students who presented factual data and protested against the program. The MOU is illegal and does not provide students their legal rights or an opportunity to call a parent when they are questioned by police. Adults need to protect the students. She said the Board should meet with students and come to a compromise to either remove the SLO program or create an MOU where students feel safe and secure.

Lilliana Rivera said she supports ending the SLO program which surveils, criminalizes, harasses, and racially profiles children. Certain Board members and City Councilmembers are only trying to get the endorsement of the police union. The Board is not going the extra mile to protect parents and students, but that should be at the center of all conversations. She said the Board needs to put in place strict rules for what will happen should an officer break these rules. She encouraged the Board to listen to the students and said it is wrong that the Student Trustees will not be at a meeting when the voting takes place.

Joliza Gomez, a SSFHS student, requested that the Board reject the MOU and keep the SLO program in suspension or ends it entirely. If an emergency occurs on campus, the police will still respond and students will still be safe. She said students are not being

given an opportunity to speak on the MOU since school has not started yet. “They deserve to be aware of their rights on campus and know what they're getting into when they see SLO’s at schools.” Student Trustees should be present and have their voices heard during the discussion of a program intended to benefit students. “You cannot say that you are acting in the best interest of the students if there is no student input to help inform your decisions.” She urged the Board to “…spend more time collaborating closely with students in order to help create a school environment that is free from fear and encourages growth, safety, healing, education, and success.”

Brenda Gonzalez, a SSFHS student, said many students see the SLO program not as a way to keep students safe, but to police, rather than protect them. She said several students have had negative interactions with them on campus. The program has reinforced the school to prison pipeline and tells students that the Board views them as a hazard, which needs to be surveilled. Students’ rights are not outlined in the MOU, leaving them vulnerable. She said the SLO’s in uniforms and armed, are not seen as friends by students. Professional counselors, who are trained and educated in working with students, are needed. The goal is not to bring cops on campus at all, create a safe learning environment, and to fund programs that benefit students.

Aristel De La Cruz, speaking as an educator, said the MOU needs more time. Students are frustrated as they have been coming to meetings and presenting convincing arguments since they were told to follow the process. They spoke about the harm with the presence of armed police who have the power to investigate or arrest students, or collaborate with ICE in terms of deporting students. He said this is a data-driven District, but questioned the data that justifies a police presence in the schools. The positive public comments did not say why they supported the SLO program. He thinks the MOU gives the police a lot of power to circumvent real accountability. He suggested a social justice organization or a third party should review the MOU before it is finalized.

Samantha Avila Gomez, a SSFHS student, said high schools down the peninsula have high scores, good students, and good reputations, but she has not seen a police presence on those campuses. Yet, an armed officer is on the SSFHS campus looking at black and brown students. Police are also more prevalent at Spruce ES and Martin ES than Monte Verde ES or Skyline ES. There is a clear correlation between the student populations and the police. She said, “It scares me so much, knowing that police are around these children and just waiting for them to grow up so they could suddenly become gang members, so they can suddenly wear the wrong color, and they can terrorize them.” She said the emergency meeting to pass the MOU is to “push” cops on students before school starts. She supports not approving the MOU.

Russell Lee commented that SLO’s cause disproportionate harm for, black students and students with disabilities. He referenced the previously stated statistics in the ACLU letter regarding black students and students with disabilities being referred to law enforcement disproportionately. He asked if the MOU fixes the problems that have plagued the District for so long. He wants to see mandatory trainings when an administrator calls the police for what seems like racially discriminatory reasons, to

prevent it happening again with other administrators. Based on the ACLU letter, he feels the District fails black and brown students. "We say that we're for marginalized groups, but we're also not being…direct at preventing them from being harmed. We're not using language that has like a racial analysis to it, that has a historical analysis to like what policing is in our schools."

Marcela Rivera asked the Board to prioritize the students who are asking them to revise the MOU and remove SLO's from campus. She said during the July 16, 2020 Board meeting, Chief Jeff Azzopardi stated that there had been 17 students arrested in the last five years on campuses, which is a horrible statistic. While positive pubic comments say the police are part of the community, she has not seen other community members such as nurses, firefighters, or counselors on campuses. She questioned why police need to walk around campus when they would respond to a 911 call for a life-threatening emergency. She asked if the MOU was written by white men who do not know about the experiences of students on school campuses.

Valeria Olguin supports removing SLO's from campuses and to not approve the current MOU. She said many community members have spoken, in the past year, regarding SLO's and the Board's argument is that cops are community members and belong on campuses. She said the police only serve to protect the wealthy, are complacent in the school to prison pipeline, and work only in their best interests. Any brown or black child who has gone through the SSFUSD will say the education system is terrible. During her education, teachers showed a lack of respect for students. She noted a teacher had been arrested in the last few year for doing bad things and an administrator knew about it, which shows students are not being protected.

Joseph Lopez spoke about not approving the MOU and ending the SLO program entirely. He is discontented with how adults in the community are handling public input. Last week he attended the City Council meeting and commented against the MOU and the experiences of his community. He said Mayor Addiego shook his head at him, is disconnected from the community and does not want to listen to those people who continuously say the SLO program is not necessary. "The primary purpose of this program, in the MOU, is to enforce positive attitudes in the community regarding police. But…there is no need for this institution that is supposed to only enforce laws to interact with students on any level besides in an emergency." He said it is time to re-evaluate the program, listen to community input, and do what makes kids feel safe in a learning environment that benefits and educates them.

Trustee Baker opened up the conversation to the Board on next steps. Trustee Murray recommended they table the discussion until President Lujan can be present since her voice should be heard.

Vice President Richardson said she thought that since this was an action item, the Board needed to vote on it. Trustee Baker said the options are to vote on it or vote to table it.

Vice President Richardson asked Director Ryan Severs how successful the District programs are in improving student behaviors. She said since the District is under pressure to conform to less punitive approaches that is one of the reasons the SLO program is encouraged. The program pushes safety as if the District's schools are not safe, which is the wrong message. They do not want the public to think police on campus are needed in order for students to feel safe. Vice President Richardson questioned the schools that do not have police on campus. She asked Director Sebers how the District will handle disciplinary issues with the new State polices, if the program needs to be enhanced, will the Student Handbook program work the same way, or if the District will need to do more.

Mr. Sebers said he would respond to the question of the general effectiveness of the District programs. Programs and instruction go together to work towards making the environment better for students and to help them learn and increase comprehension awareness and all general improvements, so it is hard to identify specifically which of the many programs could actually be a specific point of improvement. He credited District parents who are working tirelessly to take care of their kids at home and give them the values they need to do well in school. He also credited teachers for all their classroom instruction, their preparation, and their hard work. Both groups are part of the improvement generally seen throughout the District. SSFUSD has established programs such as counseling programs and mental health support and programs dealing with disciplinary measures or interventions such as Alternative to Suspension and Alternative to Expulsion. Mr. Sebers spoke about a 14-year data point that shows the effectiveness of some programs. In 2006-07, the District had 1,645 suspensions that occurred that year, and in 2019-20, which is the last point with suspensions because there were no suspensions during distance learning, the District has 352 suspensions, which represents a steady decrease of 78.6%. There were also 61 expulsions in the 2006-07 school year and six expulsions in 2019-20, which represents a 90.16% decrease. He said the cumulative effect of instruction, really good parents at home, some of the new programs, counseling, and mental health support, have all resulted in what is being seen now.

Vice President Richardson said she continues to be impressed with the numbers, but noted Mr. Sebers did not say they were the result of the SLO program. The numbers were a result of a systemic change in embracing more counseling and behavior modification for a comprehensive approach. She said the District suffers from an image problem, with many people thinking that if SLO's are removed from the campuses, schools will be unsafe. That is furthest from the truth. She

said the District cannot improve its image until we begin to right the wrongs of the past. It is time to re-evaluate a program begun in the '80's. She would like to enhance the use of campus police for those times when they feel they are needed.

Trustee Baker confirmed that the Student Trustees will be in attendance at next week's meeting.

Trustee Hsieh asked for clarification on the process. Trustee Baker replied that the Board would need to decide whether they would vote on the MOU or table it. He then said he had a brief statement to make. Trustee Murray asked if he would rather have President Lujan present for his statement. Vice President Richardson agreed with Trustee Murray and said there might be a tie vote with only four Board members. It was agreed that the MOU would be tabled until Dr. Moore and President Lujan can include it in a future meeting.

Trustee Baker said he prefers the MOU be scheduled in a regular Board meeting and not in a special meeting. He shared that he has 26 possible suggestions for the tracked changes. To establish a process, he recommended the Board members share their suggestions for amending the MOU. He said an MOU would not fix everything, but an agreement is needed to protect students and their interests, not just with SLO's, but also with police in general. With the suspension in place right now, there is no rush to have a signed MOU before the school year starts. Trustee Baker suggested having a more representative body, five Board members, plus Student Trustees to have a better discussion.

MOTION #221 (Murray/Richardson) to approve tabling the MOU discussion until President Lujan and Superintendent Moore can determine an appropriate time when it will fit in the Board meetings schedule. (AYES: Baker, Hsieh, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

Trustee Hsieh said she appreciates the public comments from students, alumni, parents, teachers, and the community. At the last meeting, she had the impression that the Board wanted to get an MOU established, but now the public thinks they are rushing it and excluding some people, which is not their intention. She also appreciates the partnership and collaboration with City leadership. In particular, she thanked Chief Azzopardi, for his willingness, collaboration, and for listening. She also thanked Dr. Moore, for her leadership and that of her the team for putting in a lot of time into the MOU in addition to dealing with school opening, COVID-19, and making sure students,

staff, teachers, and everyone else is safe in this pandemic environment.

Dr. Moore said she appreciated the public comments and what Dr. Hsieh said. This has been a long journey. The Board gave direction for staff to come up with an MOU. There were a few City Subcommittee meetings and the revisions that were brought forward were based on the community input and feedback from the Trustees. She acknowledged that there are four Board members at this meeting. Although President Lujan's voice is appreciated, sometimes there may not be a full Board, but they have a body there with an opportunity to speak to whatever the recommended changes are going to be. She and President Lujan will look for another date, but they need to always keep it in perspective. A lot of community input has been incorporated into the MOU, but she does not want to get into a pattern where they think they almost have it, then they receive new feedback, and need to create a new version. Dr. Moore said she respects the direction of the Board to suspend the program, to wait, and to come back to the table. She wants to make sure to follow through on direction that was given to make sure they come up with an MOU that will serve the needs of the students. Student feedback was integral and she led several focus groups with students to elicit a lot of that feedback. She does not think they are going to get every individual person's perspective, but is hopeful that they find a way to come to a place where the students feel comfortable and safe if the District continues to have an SLO program, which she thinks is still the intent of the Board. They are not rushing the process, but she understood the goal was to have an MOU in place by the beginning of the school year. By working collaboratively and collectively, she and her team will bring back an MOU that is amenable to the entire school board.

Trustee Baker said the Board recognizes but may not express, how many projects the Superintendent is working on. The Board realizes that getting the new school year started is the priority.

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

The Board discussed a process for each Trustee to provide their proposed MOU changes. Trustee Baker suggested each Board member, who has feedback, send it to the Superintendent and she would present them simultaneously with the weekly Board packet so they all see them at the same time. To prevent a serial meeting, the Trustees would not discuss the changes amongst themselves until they get to the Board meeting. Another idea he proposed was for the Board to send their suggestions to Dr. Moore, she would then look for

commonalities, and then provide a new draft incorporating them. Dr. Moore said, to be mindful, the final MOU needs to be a unified document. Dr. Hsieh said she liked the idea of giving the Superintendent feedback, rather than spending time reviewing the MOU line by line during a Board meeting. Trustee Baker said he was reluctant to give Cabinet a lot more work, but knows there are some more things that the Board needs to say. He asked if it was possible to send Dr. Moore a draft and she would let the Board know, anonymously, what suggestions were made by the Trustees. He recognized that this is a time commitment. Trustee Baker summarized the process in which each Trustee would send any MOU adjustments to the Superintendent, she would provide the unidentified Trustee suggestions, and they would then, hopefully, have a document to vote on at some point in time. Once approved, it would be sent to the City for their approvement as is. Dr. Moore confirmed she will work with President Lujan and communicate a deadline for Trustee feedback and a Board meeting date for discussion and approval. Trustee Baker reiterated that the SLO program will remain suspended until an MOU is voted on.

ADJOURNMENT - **8:46 p.m.**

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of August 12, 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- Pending Litigation pursuant to Government Code section 54956.9(d)(1) (one case), OAH Case No. 2021050641.
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. To consider the appointment of one (1) public employee to the position of Director of Facilities, in accordance with Government Code Section 54956.
6. 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

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 #222 (Murray/Hsieh) to settle Case No. 2021050641. Motion Carried (Unanimous)

MOTION #223 (Murray/Hsieh) to approve the appointment of Waziuddin Chowdhury to the position of Director of Facilities. Motion Carried (Unanimous)

F. REVIEW OF AGENDA - No changes.

PTA COUNCIL REMARKS - President John Sanna welcomed everyone back to school. PTA's are making their way through the current situation with the rules and regulations in place and are looking forward to returning to as normal as possible operations. The first virtual PTA Council meeting is planned on September 7.

G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - None

South San Francisco Classroom Teachers Association - President Danny Yanow said students are back in his classroom, to his immense pleasure, for the first time in seventeen months. He said the area has a relatively low level of cases right now, but everyone still has to expect exposures and possibly shutdowns. "We have to keep our masks on and our guard up at all times and hope for the best." He reported that CTA returns to negotiations the week after next and he hopes the District comes to the table with a serious offer so bargaining can be completed quickly. Teachers should be compensated for their sacrifice and suffering during the pandemic. CTA wants to be included in the discussion of how the District will spend the $27M it is entitled to receive for mitigating learning loss, due to COVID. Mr. Yanow said Student Trustee Avila Gomez makes Westborough MS proud.

California School Employees Association Chapter 197 - Jolene Malfatti reported that CSEA recently got a new labor relations representative, Dustin Patenaude. This change delayed their negotiations a bit, but they are making up ground. She expressed concern with the Delta variant and hopes that adequate PPE has been distributed to all classrooms for the safety of the employees, teachers, classified staff, and students. She will let Facilities know if anything is missing and needed for certain protections. On June 8, headquarters approved the CSEA initial proposal and the articles will be discussed later in this meeting.

I. PERSONNEL COMMISSION - Assistant Superintendent Jay Spaulding reported that the last meeting was held virtually on June 21. During that meeting, they ratified eleven position announcements and three eligibility lists. The next Commission meeting will take place on August 16, 2021.

J. ITEMS FROM BOARD

Vice President Mina Richardson reminded everyone that free COVID testing is available in the District Office parking lot from 8:00 to 4:00.

Trustee John Baker reported that the first meeting of the Equity and Inclusion Committee was held. It included a good cross-section of all the stakeholders including families, staff, and teachers. It was a good meeting in terms of establishing ground rules and letting everyone all know that the conversation will sometimes be uncomfortable, which is a good thing.

K. SUPERINTENDENT'S REPORT

a. Introduction of Student Trustees and ASB Presidents - Superintendent Shawnterra Moore said she was pleased to introduce Samantha (Sam) Avila-Gomez, the SSFHS ASB President, who will serve as the Student Trustee

this fall, and Abigail (Abby) Verino, the ECHS ASB President, who will be the Student Trustee in the spring. They will both be reporting out on any events for their schools during each Board meeting and also providing the student perspective on issues which arise during the school year.

b. Start to the New School Year - Dr. Moore congratulated the community on a wonderful start to the school year. There were a few bumps, which were anticipated. But reports she received indicated students and staff came ready with face coverings and were very mindful of the health and hygiene practices and protocols in place to support the community. She thanked the families, students, and staff for working hard to adhere to the health and safety expectations. This makes a difference when there is a community that cares and will do what is needed to protect one another.

c. Vaccinations - The Superintendent reported that last week, in collaboration with the District's union leadership, the decision was made to require all employees to either demonstrate proof of vaccination or undergo weekly COVID-19 testing. Yesterday, the Governor ordered school employees to get vaccinated or to be tested regularly. The California Public Health Officer is requiring that all adults, including visitors, provide verification of their vaccination status and if unvaccinated, then they would need to go through testing. The purpose is to minimize transmission to each other, particularly in school settings. The order applies to both public and private schools and covers all staff and volunteers who come on to the campuses. This new policy took effect today and school districts must be in compliance by October 15. In recognition of a subset of the population, which is not eligible to be vaccinated, elementary students and sixth graders, these precautions are being taken to keep the entire community safe. Dr. Moore confirmed that San Mateo County is providing free COVID tests in the District Office parking lot Fridays through Tuesdays. It is hoped that the practice of universal masking, upgraded ventilation systems, an overabundant supply of essential protective equipment, mobile disinfection units, portable air purifiers in every classroom, libraries and other areas, comprehensive sanitizing efforts, frequent hand washing, and daily cleaning of schools and offices, as well as the other health and safety protocols, will be sufficient to mitigate the spread of coronavirus and its variants in SSFUSD schools. The District is also asking for middle and high schoolers to self-attest their vaccination status as it is important to have that information in the event of a need to contact-trace and identify close contacts. She reminded everyone that all of the information gathered will be kept confidential and will not be shared.

d. Independent Study and Grade Changes - Dr. Moore said the new AB 130 provides for independent study options. The information is on the District website, ssfusd.org. Also, information on AB 104 concerning retention, grade changes, etc. is on the website. The deadline to submit the grade change form is August 16.

e. New Principals - Superintendent Moore congratulated Ms. Nina Mendez on her appointment to the Principal position at Alta Loma MS. Ms. Mendez said she was extremely excited and appreciative of the support and confidence in her and she cannot wait to get this school year on the road and see what it has in store for the community that is close to her heart.

Dr. Moore also congratulated Ms. Leticia Gonzalez on her appointment to the Principal position at Sunshine Gardens ES. Ms. Gonzalez said she was thankful for the approval of her appointment and it has been an exciting few days getting to know parents and students. She is thrilled to work alongside a wonderful team of teachers and staff and she looks forward to a great school year ahead.

- ASB Reports
    - Samantha Avila Gomez, Fall Student Trustee and ASB President, South San Francisco High School, shared the following news from her school: Today, the second day on campus, went very well with everyone excited to be back and see their friends again; ASB has done a lot of work this summer and this first week back; on August 4, freshman orientation was held with a small rally, a traditional South City song, a speech she gave, and a cheer performance followed by a group dance; freshmen got a chance to tour the school, take their ID pictures, and heard talks by administrators and counselors; also on August 4, sophomores, still new to the school, were given a tour and had their ID photos taken too; she thanked the SSFHS counselors and office staff and said having four counselors has definitely helped students get extra needed help; on August 5, juniors and seniors also had their ID photos taken; on August 9 and 10, ASB had summer training and decorated the school with welcome back posters and class posters; on August 11, the first day of school, upper classmen helped guide freshmen and sophomores to their classes; ASB is selling Warrior merchandise; ASB is starting to plan the Welcome Back Rally; ASB freshmen elections take place August 23 - 27. Clubs; on August 14, the Earth Club will be planting on the outdoor campus; the Glee Club had a garage sale; the Students for Change Club has been protesting as well as having teach-ins on knowing your rights; the Cheer team had a clinic to learn how to do pyramids and other techniques; the football team has a scrimmage on Saturday, August 21; and the girls golf team starts practices in late August. She said students are excited to have their sports back and kids are ready to be able to do extracurriculars. Many kids are glad to be back and getting into the routine of school, but they do have some valid concerns and some are anxious about taking their mask off to have lunch.

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 was a live comment:

Eddy Holman said it was really good to see student participation on the Board and hear her perspective. He wants the Board to be more proactive and not reactive when dealing with COVID. He acknowledged that it is difficult and the Board is trying hard, but it seems chaotic and he wants the best for the students. The focus needs to be on making sure that COVID does not run rampant in District schools. He said it is good that the SLO program is still suspended. He congratulated the students and gave a shout out to the teachers because they are amazing.

M. PRESENTATIONS

1. ADMINISTRATION

a. Return to In-person Reengagement

Staff presented a brief overview of the District's vision, goals and priorities, health and safety protocols, curriculum, instruction, and assessment, social, emotional, and mental health supports, governmental stimulus resources, educational equity efforts, and independent studies for the return to in-person reengagement.

Dr. Moore said all the detailed re-opening plan is on the District's website for the community to review. Cabinet shared where the District is now and what has been done to prepare for re-opening.

SSFUSD Vision for District Students (the 4 E's)
Experience - relevant learning
Explore - cultivate innovation and collaboration.
Embrace - teaching them to include one another, divergent perspectives, and people from different backgrounds.
Excel - to set all of our students up to shine, recognizing they may experience failure, but teaching them to refuse to accept failure as a final result.

District Goals
There are three District goals geared toward doing everything to serve our students really well.
Goal 1 – Academic Achievement
Goal 2 – Professional Development
Goal 3 – Student, Parent, and Community Engagement

Strengthening our Systems
Dr. Moore said to make it to our destination of equity and excellence, through our 4E's, our vision for our students, all parts of our C.A.R. (Communication, Achievement, and Relationship) have to be working seamlessly. Every system we have needs to be written, it needs to be codified, and everyone needs to know it so that it is aligned and consistent from the Board room to the classroom.

Equity Statement
The Board has been very proactive and very intentional about demonstrating its commitment to equity. The equity statement and definition that the Board collaboratively developed is:

Statement: It is unacceptable that the educational outcomes of students in our District are overwhelmingly predictable based on students' race, socioeconomics, ethnicity or learning differences. In South San Francisco Unified School District, **equity is a means to ensure equal access to educational opportunity for all students** by dismantling inequitable systems in order to minimize or eliminate the impact of disparities, available resources to prepare and study, and socio-cultural differences in achievement and performance so that all students may perform at optimum levels.
Definition: Equity, in SSFUSD, is defined **as giving students what they need, when they need** it to fulfill their potential.

Dr. Moore said the work will be prioritized around academic excellence, talent management that is essentially in our hiring practices, making sure they are very thoughtful about hiring through the lens of equity, doing the same thing with the operational and fiscal stewardship and creating a culture here of community engagement and connectedness. Every department is developing goals aligned to these priorities, which are the same for the schools, for alignment.

Health and Safety Protocols
Assistant Superintendent Ted O said health and safety is the top priority of the District. They have been very responsive to the needs and concerns of staff, students, parents, and the community and want to ensure that everyone who comes on to a campus is protected and feels safe. He reviewed some of the purchases and actions SSFUSD has taken to address health and safety in sites and District offices. Facilities has been very busy setting up air purifiers in classrooms and other District-wide rooms. Mandatory training was provided to the custodial staff. Dr. Moore said this past summer there was a concern raised about cleaning. She wanted the community to know the District was very conscientious about hosting an all-day training which thoroughly reviewed the deep cleaning and sanitizing expectations.

Health guidelines
Mr. O said on July 12, the California Department of Public Health (CDPH) released the COVID-19 Public Health Guidance for K-12 schools. It is aligned to the Centers for Disease Control (CDC) recommendations for K-12 schools, which was released on July 9, 2021. CDPH will continue to assess conditions on an ongoing basis, and will determine no later than November 1, whether to update its recommendation and mask requirements.

Masks - On August 2, the San Mateo County Health Officer issued an order requiring masks to be worn regardless of vaccination status in all indoor public settings. This is an order and not a recommendation, so all school districts in California do not have a choice, they have to follow these requirements and there are no exceptions to this rule.

Physical distancing - He said there are no more physical distancing requirements per the CDPH, which aligns with the Centers for Disease Control's guidance.

Ventilation - the CDPH's guidance is to adjust the system to maximize the air flow into the classroom.

Symptoms - The CDPH recommends staying home when sick and getting tested.

Cleaning Recommendations - Facilities staff will follow the direction from the CDPH on cleaning. This guidance says that in general, cleaning for the day is usually enough to remove potential viruses from surfaces. Custodians will be cleaning and disinfecting once a day.

Temperature checks - The CDPH's latest guidance does not include guidance or a requirement for temperature checks. Dr. Moore said the District is asking families to self-check at home and if a student is not feeling well to keep them home.

<u>Curriculum and Instruction/Technology</u>
Assistant Superintendent Keith Irish reviewed the following information. Educational Services is refocusing efforts on key instructional priority standards to accelerate learning and offer intervention supports. Staff will assess students to understand their learning needs with diagnostic assessments in order to develop an action plan for the year. Rigorous and relevant teaching practices and intensive tutoring support will be provided, both in-person and virtually for grades 6-12. Elementary sites will be provided an allocation out of federal funds to create homework/academic centers for additional academic support. All students have continued to use digital platforms and applications provided by the District. They are going to continue to focus on culture

and climate. A new Social/Emotional Learning (SEL) coordinator was hired and will be working with team administrative teams to implement that. In line with the District's Equity Statement, the homework policy will be made more equitable for students.

Social Emotional and Mental Health Supports

Assistant Superintendent Spaulding reviewed the following information. The focus is on a restorative start to the year with an emphasis on culture and climate which prioritizes relationship building with students and staff and providing social-emotional support. An SEL Coordinator and Social Emotional Learning TOSA are being hired. Social emotional supports for students include: $600K for YMCA-YSB additional counseling services at all sites; hiring seven wellness counselors for mental health support; Tele-Health, mental healthcare and counseling services for adolescents 12 through 19, and also Care Solace, a hand-off service for students and parents for mental healthcare and counseling services. The Employee Assistance Program, Care Solace, and a social and emotional learning TOSA will support staff.

One-Time Federal and State Stimulus Funds

Mr. O spoke about one-time funding the District has received due to the pandemic. For 2021, this was $9M and he anticipates receiving $11.5M in 2022, for a total of $25M over two years. In 2021, the District also spent $6M in federal stimulus funs with the bulk of the money being spent on laptops, iPads, and hot spots.

Expanded Learning Opportunity Grant

In this State grant, the District received $5M (included in the $25M stimulus funds above). This money is being used for extending instruction time, closing learning gaps, integrating student supports to address barriers to learning, supporting credit deficient students, and training staff on how to engage students and families in addressing socio-emotional health and academic needs. These one-time positions will be paid from the grant only for the 2021-22 fiscal year. The positions include wellness counselors, a TOSA for socio-emotional, and various paraprofessionals. When the federal funding is exhausted, the positions will go away. Should additional revenue become available, the District would re-evaluate whether to retain some or all of the positions for another year. In addition, $450M was set aside for the elementary schools to run their afterschool homework centers.

ESSER III Funding

The District will receive $6.2M in one-time federal stimulus funds. This is the third act of federal relief in response to COVID-19. The District will be submitting an expenditure plan for Board approval by September 30, per the funding requirements.

Educational Equity and Excellence Efforts

Superintendent Moore reviewed the following information. In terms of educational equity for District students, administration prioritized these equity and engagement efforts for the coming year.

- Launching our new Equity, Diversity, and Inclusion Committee (EDI).
- Launching our SSFUSD Student Advisory Committee (SAC).
- Launching our Alternative to Suspension Program (ATS) to support a more positive and restorative discipline approach.
- Learning and providing resources and training staff on grading practices through the lens of equity.
- Revamping our recruitment and hiring practices to ensure equity.
- Reallocating resources based on need.
- Working collaboratively with our Parent Teacher Association (PTA).
- Working collaboratively with our District English Language Advisory Committee (DELAC).
- Working collaboratively with our Special Education Advisory Committee (SEPAC).
- Working collaboratively with our African American Parent Advisory Committee (AAPAC).
- Re-engaging students with athletics and extracurricular activities with strict health and safety measures enforced.
- Reimagining and rebuilding systems by empowering and collaborating teams.
- Continuing our partnership with Equal Opportunity schools focusing on increasing access for all students into AP courses (focusing on Science)
- Entering into a partnership with WestEd to analyze our math pathways and placement criteria to increase access for all students

She said the District hopes the community can see they have been heard and staff has been working to be responsive to meet the needs of the students. They are trying to hold on to the momentum of reimagining what the current schooling systems could be.

AB 130 - Virtual Independent Study (VIS)

Mr. Irish reviewed the following information. During an August 5 webinar, over 206 families express interest in VIS. Educational Services is working with them on a daily basis and entering students in the Edgenuity program which is expected to launch on August 23. VIS is very different from the 2020-21 SSFUSD distance learning. He said parents interested in VIS can find information on the District website.

Vice President Richardson asked if the State gives the District extra funding for the VIS program. Mr. Irish replied that ESSER II and III funds are being used to pay for the Edgenuity student licenses.

Trustee Baker asked about the no physical distancing requirements. Mr. Irish thinks this does not need to be included in the District's labor agreements. He said site leaders and teachers are very cognizant about moving desks around in classrooms and using open spaces as much as possible, and during lunch they are encouraging students to eat outside. If they cannot physically distance, there is a staggered lunch at the middle schools. Trustee Baker said there have been a few community concerns about lunch in particular and being unmasked.

Trustee Baker commented on a flow chart for tracking COVID exposure at schools which was included in a large document. Based on multiple requests he has received from parents, he asked to have this one page document available to distribute. Dr. Spaulding said he would take care of that and shared that the document is available on page 22 of the San Mateo Pandemic Recovery Framework as well. Trustee Baker recommended, in the event of a classroom needing to return to virtual learning, that the flow chart be provided to staff. Dr. Spaulding said the District follows the guidelines and depending on vaccination status and unvaccinated status, because the quarantine treats people differently, if a teacher is symptomatic or is sick, there will be a substitute for that classroom. Dr. Moore responded to the chance of going back to distance learning, saying that based on all information received, it is not an option and the legislators have not approved it. She said staff is trying to be mindful of following the flow chart and may need to contact local health authorities who would guide them.

Trustee Baker thanked Cabinet for putting the presentation together with a great deal of thought.

Student Trustee Avila Gomez asked if there is a system for checking on air filters or for replacing those that have malfunctioned. Dr. Moore replied that most of them are brand new, so if a teacher is experiencing a problem, they should notify their administrator.

Student Trustee Avila Gomez questioned whether the Student Advisory Committee would be open to Baden HS students. Dr. Moore said it is open to all secondary schools.

Student Trustee Avila Gomez shared a valid concern she has heard from both teachers and students. Many teachers are opening their windows to let rooms be ventilated, but with fire season coming up, they are having to decide whether to close the windows or ventilate their classrooms. With COVID, it is more difficult. Dr. Moore replied that the District follows the Big Five protocols. This means windows should be closed and doors shut and to ventilate the classroom with purifiers and fans.

Vice President Richardson reiterated that the District has many layers of protection and staff have done a lot of work to make sure that if something is not working, something else will. This is a comprehensive approach. Hand washing, masking, and cleaning will work. She is very confident and thankful that the staff is so conscientious.

Trustee Chialin Hsieh thanked Dr. Moore for her leadership and the team with a focus on health and safety and for also listening to the public concerning social emotional supports for students, families, and staff. She also appreciated seeing how the funds are being spent and staff for being conscientious about the one-time money being spent on one-time things and being mindful of the District's budget.

Trustee Patricia Murray complimented Cabinet for always going above and beyond. She appreciates their attention to the community, the school community, teachers, staff, and everyone else.

2. EDUCATIONAL SERVICES

a. Summer School

2021 summer school administrators presented information on the various District programs offered this year.

Dr. Marianne Hew oversaw the summer programs and worked with the school leaders and Dr. Marcos Garcia.

Overview
- 6 programs
- 7 campuses with in-person instruction
- 174 teachers, staff, and administrators
- 1,508 students
- Almost 22,000 meals served to students

Programs
SSFUSD summer school programs covered the range from pre-school through adult with the Big Lift Inspiring Summers (BLIS) , Elevate, Extended School Year (ESY), STEAM academy, and high school credit recovery and enrichment.

BLIS Program
Luann Daniel was the Program Manager with Leticia Gonzalez and Lottie Kuwada as Co-Principals. Each site had a full day facilitator and a half day facilitator from the County library. The program also included two academic coaches who supported the academic teachers and one coach for the County facilitators. The main goals were to provide learning opportunities for the scholars and to help with the initiatives'

primary goal of an 80% County reading proficiently by the end of the summer. The program ran for 25 days with 12 students per class at Los Cerritos ES and Spruce ES. 96% of available spots were filled and they maintained an average daily attendance (ADA) above 90%. To insure everyone's health and safety, social distancing took place, students and staff wore masks, and there were staggered pick-up and drop-off times. The days were split into academic mornings with a focus on literacy, math, school readiness, and enrichment afternoons focused on STEAM (science, technology, engineering, art and math) activities. Post assessment results showed growth in all classes, but the most important growth came from students acclimating to the classroom environment and interacting and socializing with their peers. Activities were implemented which helped build community and connectedness with students engaged with the core values and themes for each week.

The virtual closing ceremonies showcased students singing, dancing or reading poems in performances shared with over 300 parents, community partners, District staff, and Board members. For the students, the culmination of the program brought about confidence and pride, a curiosity for learning, taking risks and building trust, and fortifying relationships and friendships.

Elevate Math Program

The program was led by administrators Daniel Lunt and Briza Diaz. It was an online platform, which allowed staff from the District and also outside of the District, to go through extensive training on lesson implementation, instructional strategies, and how to utilize a variety of online instructional tools to make sure students were given an opportunity to improve their knowledge of mathematics and be prepared for the upcoming school year. 263 students were served by 15 teachers and seemed highly engaged because of the training and activities that were presented. Many of the teachers went beyond the tools that were given them in training and used their creativity to provide incentives. Career-oriented program partners, such as Genentech, provided virtual field trips as well as insight into what it takes to be successful.

Extended School Year (ESY) Program

The administrative team included Brooke Crosby, Assistant Director, and Margaret Lee, Jonathan Berg, and Daniel Lunt as Assistant Principals. The program serves students from preschool through Adult Education. ESY services are designed to mitigate atypical regression and recoupment of IEP goals. The secondary goal was welcoming students back to in-person instruction and providing opportunities for social and emotional learning. 156 students were served this year at

six campuses. ESY offered the youngest learners their first opportunity to experience in-person schooling, so it was important to target school readiness skills and give them an opportunity to become familiar with important classroom routines. All ESY students were able to interact with their peers in person and build upon social skills they may have missed out on at home this past year. IEP related services were provided to students to prevent further regression during the summer, while maintaining all COVID procedures.

STEAM Academy

The administrative team was led by Anthony Tsujisaka, Principal, and Mike Pilacik, Assistant Principal. The Young Audiences leadership consisted of Michelle Holdt, John Alecca, and Megan Leppla. 198 4th through 8th graders were served by 34 staff members. There was an ADA of 98.1%. The two different STEAM curriculums were ENGIE, the science program used to engage the students in activity revolving around the theme of energy and the arts curriculum with different visual arts and performing arts based on grade level.

High School Credit Recovery/Enrichment Program

This program was led James Briano and Vincent Rharmili, Principals, and Gena Sands, Vice Principal. 13 teachers provided instruction to 197 credit recovery students earning credit to stay on a graduation path, 36 math acceleration students in Geometry or Algebra 2 classes, and 4 senior summer school students who finished 10 or fewer credits to earn their diploma. A graduation ceremony was held on July 8 for these four students who completed their graduation requirements. Students who struggled with distance learning benefited from having teachers and staff on campus to support them. Students completed a health survey each morning before entering the classroom. The credit recovery and acceleration students had a combined 93% pass rate. In total, all programs had an accumulated 2,115 credits earned.

Insights and Lessons Learned

Dr. Hew concluded the presentation with the following information.

- Routines, social interactions (student-student/student-teacher), behaviors were essential;
- Getting-to-know-you activities and rapport-building were more important than ever;
- Incorporated some tools and resources utilized throughout distance learning;
- Gave students opportunities to engage in hands-on and project-based learning to showcase their personalities, interests, and strengths;
- Put Positive Behavior Intervention Systems (PBIS), Multi-Tiered Systems of Support (MTSS) in place from beginning of school year;

- Listened to students - their stories, including from their experiences throughout distance learning; their feedback; their strengths; their needs; best ways to support them; what gives them anxiety; etc.
- Students were excited to be back on campus! Some reminders were needed for how to behave in class and interact with others.
- Students have gotten used to typing and need to practice writing on demand.
- Students had to rebuild their stamina to focus their attention and for all day in-person learning.
- Teachers will need to adjust their beginning of school routines and curriculum to spend more time on basics and review.

Trustee Baker thanked everyone for coming in and sacrificing their summer. Not only did it prevent some learning loss for students, but staff were testing a safe return. He gave a shout out to the ESY program as those students have really missed the in-person support.

Trustee Murray also thanked the program participants for their amazing work.

Trustee Hsieh thanked everyone for the great work and amazing outcomes.

Vice President Richardson said she appreciated the hard work, and all the learning that went on in such a short time for the students. She attended the graduation ceremony and had a wonderful time.

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

N. CONSENT AGENDA

Trustee Murray asked about the Senior Sunrise being included with fundraisers on page 72, and questioned if the students needed to pay to attend. Assistant Superintendent O replied that since it is an ASB activity, it needs Board approval.

Vice President Richardson asked about the Senior Spirit Package. Student Trustee Avila Gomez said they sell merchandise and a prom ticket. She also stated that SSFHS will have their Senior Sunrise in early September with concessions.

Vice President Richardson inquired if item 1e, the California State preschool, is a fee program. Dr. Moore said the daily rate and daily full rate, on page 50, indicates the fee structure for that particular program. Vice President Richardson asked if the District receives money to be able to run the childcare program. The Superintendent replied that the rate is used to calculate how much money the District will receive to run the program. She added that these programs are subsidized for families because they may or may not be able to afford it, which is

why the District runs both and that State funded programs, which are normally subsidized. Dr. Moore said she would confirm the information with Coordinator Eric Claybon. During a break, the Superintendent spoke with Mr. Claybon and provided the Trustees with the following information. The CSPP is a subsidized program which encapsulates both part-day and full-day preschool. Part-day CSPP is at no cost to the parent while the full-day cost varies on the bases of income and family size. However, the CDC has waived family fees for the period of July 1, 2021 to June 30, 2022.

MOTION #224 (Baker/Murray) to approve Item 1a, Minutes to the regular Board Meeting, July 24, 2021; Item 1b, Minutes to the special Board Meeting, July 1, 2021; Item 1c, Minutes to the regular Board meeting, July 15, 2021; Item 1d, Star Vista agreement for 2021-22; Item 1e, San Mateo County Superintendent's Children's Center CSPP 2021-22 preschool contract; Item 2a, Consolidated Application and Reporting System Spring 2020; Item 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Gifts to the District July 2021; Item 4b, 2021-22 fundraising events; Item 4c, Professional service agreements under $25,000. Motion Carried. (Unanimous)

INFORMATION/DISCUSSION

1. ADMINISTRATION

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

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

Trustee Baker said that BP 7310, Renaming a Facility, states that a facility cannot be named after a deceased person until one year after than person has been deceased. This was recently discussed with a City request to rename the Community Learning Center for Gene Mullin. He and fellow Board Policies and Bylaws Committee Trustee Hsieh are proposing the following alternatives where one or both can be passed; Alternative 1 - the Board can consider deceased renaming but it cannot take effect until one year has passed or Alternate 2 - the Board may also waive the one year waiting period upon a four-fifth vote.

Vice President Richardson asked who forms the committee that wants to change or provide the name for the facility. Trustee Baker noted that there is a separate BP 1220, for the Citizens Advisory Committee, which explains how the committee is formed and who serves on it. Only the two alternatives are the change being discussed for BP 7310. He said the Board can approve Alternative 1, Alternative 2, or both

alternatives. Vice President Richardson said this policy has served well and this might be an indication that it is not a bad policy.

President Daina Lujan stated that one person had expressed support for both alternatives. Trustee Murray said 'or' is a good option. President Lujan said she was supportive of both, which gives the Board flexibility. She advised that the Board had the option to waive a second reading and adopt the BPs.

MOTION #225 (Baker/Murray) to approve BPs 1 through 7 and number 8 with both alternatives included.

Vice President Richardson questioned BP 1113, District and School Websites, saying it should be refined to include that the sites need to be consistent in updating their information. She noted some sites are very good at this, but some contain outdated information, such as having a previous Board member still listed. She could not articulate how often the information should be updated. Dr. Moore said the webmasters at the elementary schools is the principal and, in that role, they may not have the time to keep their websites up to date. She will work with Peter Feng on the updated information. Vice President Richardson said she wanted to hold this BP for the next meeting so more specific language on updating the websites can be included. President Lujan said Vice President Richardson was suggesting a potential timeline or frequency, but that is more in the realm of an administrative regulation. If the BP were to include a timeline for the site websites, if that ever changes, then the BP would also need to be updated every time. Vice President Richardson said she would like to wait for a second reading on this BP so more specific information can be added first.

MOTION #226 (Baker/Murray) to withdraw the first motion, bring back BPs 1 through 7 for a second reading, and approve number 8 with both alternatives included.

Superintendent Moore asked the Board to be mindful of the many BPs which they still need to approve to get caught up in 2021. If a second reading on these BPs is approved, the next meeting could potentially have 16 policies to review.

Trustee Hsieh asked why there was a change since there was a motion to waive the second reading. She recommended going back to the original motion.

MOTION #227 (Baker/Murray) to withdraw the revised motion and reinstate the original motion to approve the District's new and updated

Board Policies listed below with the waiver for second reading, and to include both alternatives in BP 7310. Motion Carried. (Unanimous)

1. BP 0400 - Comprehensive Plans
2. BP 0460 - Local Control and Accountability Plan
3. BP 0500 - Accountability
4. BP 1113 - District and School Websites
5. BP 3513.4 - Drug and Alcohol Free Schools
6. BP 5001 - Equity/Students
7. BP 6158 – Independent study
8. BP 7310 – Renaming a Facility

PUBLIC HEARING – CSEA Chapter 197 Proposal

The Board meeting was suspended to open a public hearing at 8:56 p.m.

Dr. Spaulding said CSEA respectfully submits their bargaining proposals on Article 6, Hours and Overtime, Article 7, Compensations and Benefits, and Article 9, vacation.

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

The public hearing was closed and the Board meeting resumed at 8:59 p.m.

ACTION

1. ADMINISTRATION

a. Resolution No. 21-43 for Attendance Awareness Month

Board Clerk Murray read the resolution.

MOTION #228 (Baker/Hsieh) to adopt Resolution #20-54: Recognizing Attendance Awareness Month and supporting activities to increase awareness of the importance of daily attendance. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Resolution No. 21-50 for Trustee Compensation

MOTION #229 (Murray/Baker) to adopt Resolution #21-50: To allow stipend payment for Trustee Lujan who was absent from the August 4,

2021 Board meeting. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

2. HUMAN RESOURCES

a. Approval of Swing Education Memorandum of Understanding (MOU)

MOTION #230 (Baker/Hsieh) to approve the Swing Education MOU to provide the District with an additional pool of certificated substitutes on an as needed basis for the 2021-22 school year. Motion Carried. (Unanimous)

b. Approval of Scoot Education Memorandum of Understanding (MOU)

MOTION #231 (/Murray/Richardson) to approve the Scoot Education MOU to provide the District with an additional pool of certificated substitutes on an as needed basis for the 2021-22 school year. Motion Carried. (Unanimous)

c. Approval of Daybreak Health Memorandum of Understanding (MOU)

Trustee Hsieh thanked Cabinet for this MOU to help the students.

MOTION #232 (Murray/Richardson) to approve the Daybreak Health MOU to provide the District with counseling services for students ages twelve to nineteen. Motion Carried. (Unanimous)

d. Approval of Boys and Girls Club Memorandum of Understanding (MOU)

Vice President Richardson asked if this includes the Paradise Valley facility or only West Orange Avenue. Dr. Spaulding replied it is for the West Orange Avenue location, which is not for the after school program, but the District just rents the space for the schools. She asked how many students go through the Alternative to Expulsion program. Dr. Spaulding said that program was running for about two months prior to the COVID-19 shut down and there were approximately ten students per session, so 20 students per week. They anticipate approximately 20 students a week for high school. An Alternative to Suspension Coordinator will be bringing the program to middle schools also. He said the idea is to have conversations around

restorative justice with students so they make good decisions and are not making the same poor decision over and over. With the program extending to middle school, they anticipate more students, so more space is needed at the Boys and Girls Club now.

MOTION #233 (Hsieh/Murray) to approve the Boys and Girls Club MOU to provide the District with space for the Community Day School and Alternative to Suspension programs. Motion Carried. (Unanimous)

3. BUSINESS SERVICES

a. Resolution No. 21-49 Declaring the Futility of Public Bidding and Approval of Change Orders #1-#3 to the Tri-Valley Excavating Inc. Agreement for the Los Cerritos ES Paving Project

Facilities Management Consultant Bill Savidge said change order #1 was negotiated with the contractor due to the schedule being shortened by 20 days. This was discussed at the time the award was made to the contractor. Change order #2 was to add an additional area behind the classroom that had not been included, but was definitely needed. Change order #3 is for the striping which had been shown in the bid documents to be performed by the District. However, the District's team was unable to get the paint, so the contractor found a subcontractor able to perform the striping.

Mr. Savidge explained that the futility resolution is required in the findings that the Board can make due to the fact that the change order is over the 10% public contract code limit.

Trustee Baker asked if the condensed schedule was due to having summer school on campus. Mr. Savidge confirmed that was the case.

Vice President Richardson asked if the striping is completed. Mr. Savidge said one portion of the asphalt paving, which is the subject of change order #3, will be finished this weekend. The student lineup number, which every elementary school has, was going to be added. She said it was a remarkable upgrade for the school and is nice to see.

Vice President Richardson asked what could be done in the future to figure out the bids and suggested there would be a better estimate if someone had gone over what was needed and everything was included. Mr. Savidge replied that having a new Facilities Director to assist in providing continuity and an overview will be helpful. A coordination issue was missed by the team, which required a change to the schedule.

MOTION #234 (Baker/Murray) to adopt Resolution #21-49: Declaring the Futility of Public Bidding of Additional Construction Work and approval of Change Orders #1-#3 to the Tri-Valley Excavating Inc. agreement, in the amount of $78,658, for the Los Cerritos paving project. (AYES: Student Trustee Avila Gomez, Baker, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Approval of Agreement with Infinity Communications and Consulting, Inc. for Project Administration Services

MOTION #235 (Baker/Hsieh) to approve the agreement with Infinity Communications and Consulting, Inc. for Project Administration Services on the structured network cabling project. Motion Carried. (Unanimous)

c. Approval of Agreement with AAA Network Solutions to Extend the Term of the Contract

Vice President Richardson asked Director Joe Siam when he estimates the Board meetings will move out of the District Office into Baden HS. He said it is up to the Board to decide.

MOTION #236 (Hsieh/Murray) to approve an agreement with AAA Network Solutions to extend the term of the contract for the structured network cabling project. Motion Carried. (Unanimous)

d. Approval of Agreement with AMS.Net, Inc. to Extend the Term of the Contract

MOTION #237 (Murray/Richardson) to approve an agreement with AMS.Net, Inc. to extend the term of the contract for construction services for the network electronics project. Motion Carried. (Unanimous)

e. Approval of Price Change Requests for the Network Infrastructure Upgrade Project

Trustee Baker asked if the change orders are due to insufficient conduit. Mr. Siam replied that he would provide photos of what is in the conduits currently in an upcoming Board update. He said there are other cablings like power, alarm, and fire cabling that should not have any other types of cablings mixed in with them. Because of that they had to create a separate pathway by running additional conduit.

MOTION #238 (Baker/Murray) to approve the price change requests on the structured cabling and structured network cabling project. 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 9, 2021 (*teleconference)*
- Teaching and learning presentation - Spruce ES
- Discussion of October 21 Community Forum topic(s)
- Public Hearing and resolution for confirmation of sufficient student textbooks/instructional materials
- Public Hearing for District's initial proposal to CSEA for negotiations
- Resolution Honoring Hispanic/Latinx Heritage Month
- Nomination(s) for CSBA Directors-at-large African American and American Indian
- Resolution on GANN limit

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
- 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
- Approval of Renaissance Learning agreement renewal for 2021-22
- Williams report for 3rd quarter ending 9/30/21
- Update on Safe School Plans
- 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)*
- Topic(s) TBD

November 18, 2021 (*teleconference)*
- Teaching and learning presentation - Los Cerritos ES
- Presentation on the Nutrition Services Department

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 Polices 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
- Audited actuals report for the fiscal year ended June 30, 2021
- Approval of SARCS
- 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 - None

GOOD AND WELFARE

Trustee Baker said he was really happy to see everyone back. He understands there are many people in the community and schools who are a little trepidatious about some of the arrangements. He has heard glowing reports from his two children. Teachers are glad to have the kids back and doing what they signed up to do, educating students in person. There are still a few stressors, but he feels everyone will get through it as they have so far and wished good luck and blessings to everyone who shows up every day.

Trustee Murray reported that on the first day of school she visited Baden HS, where the Principal showed her around and the students seemed very glad to be back. She also went to SSFHS and Martin ES. She thanked Principal Jonathan Covacha and teacher Deborah Carlino for inviting her into the classroom. Even with masks on, she could see the smiles in their eyes. There were excited to be back and she was excited to visit.

Trustee Hsieh shared that on August 4, she attended the Equity and Inclusion Committee meeting with Trustee Baker. She said there was a good vibe and people were very positive. The discussion was from a safe place to a braver space, which is wonderful as we all need to be honest with ourselves and she is looking forward to

continuing that meeting. On August 9, she saw the virtual Welcome Back 2021 with Superintendent Moore, CTA President Yanow, and CSEA President Malfatti with powerful and heartwarming speeches to kick-off an extraordinary academic year. On the first day of school she visited three sites. At Ponderosa ES, kids were happy and none were crying. She toured Sunshine Gardens ES with Mr. Irish and then visited Alta Loma MS.

Vice President Richardson said she attended the virtual New Teacher orientation. She and Trustee Murray attended the recent Chamber of Commerce breakfast and heard of new construction plans for SSF. A new Safeway is coming to the vacant lot on Spruce Avenue and the El Camino and new housing is planned for the old movie theatres on Moor Avenue. This year is the 101st birthday of the City. She visited four schools yesterday with happy mothers and kids. She has started a class to learn Google Classrooms and School Loop.

President Lujan said she had the opportunity to join the Orange Memorial Park and Centennial Way Trail meeting. The conversation was on developing and improving the trail and supporting the District. This would be a good opportunity to look at Los Cerritos ES since the trail ends in grass right now. On the first day of school, she dropped her child off and then stopped by Junipero Serra ES and Skyline ES where parents waited patiently to drop off their kids and the Principal was welcoming.

ADJOURNMENT - **9:28 p.m.**

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Eric Claybon, Child Development Program Coordinator

DATE: September 9, 2021

RE: Approval of the Preschool Music Is First Program

BACKGROUND:

The Music Is First program supports teachers with curriculum and other identified music integration techniques in the classroom. Music Is First will provide a 12-week program to all preschool classrooms.

FISCAL IMPLICATIONS:

Music Is First agrees to perform all the services of this agreement for a sum of $9,000.00 which includes Music Is First indirect costs.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve a Music Is First program agreement for the 2020-21 fiscal year.

Proposal

This document serves as a proposal between South San Francisco Unified (hereafter known as CLIENT) and Music Is First, (located at 353 10th Ave, San Francisco, CA 94118) for services rendered by Music Is First to provide a: 12-week Music First! Program. This program is accompanied by a mandatory meeting of teaching artists and classroom teachers lead by Music Is First Director. Professional development is available by request, to support classroom teachers in the Music Is First! Curriculum and other music integration techniques in the classroom.

Summary

Music Is First Teaching Artists will provide a 12 week Music Is First! Residency for 9 classrooms at: TBD. The students will acquire basic music skills related to beat, rhythm and melody through our Music First! program. They will develop language and math skills through the music activities of each lesson. The total budget is: $9,000

Description:
Music Is First Residency –12 weeks
Students will participate in 12- half-hour classes ending in a culminating event. Children will make overt connections between literacy, music, play, and games, through the Music Is First! Curriculum.
Each lesson focuses on:

- Tracking from left to right
- Retelling a story through rhythm, art, or drama
- Using vocabulary that describes music (low/high, soft/loud)
- Making a simple rhythmic pattern
- Working together in a groups

Compensation

Music Is First agrees to perform all the services of this agreement for a sum of $9,000.00 which includes Music Is First indirect costs. Music Is First shall submit to South San Francisco Unified School District one invoice due TBD in the amount of $9,000.00. Client agrees to pay the invoice within a period not to exceed fifteen (15) days of receipt of each invoice.

Payment should be made out to: Intersection For the Arts. Music is First shall be written in the memo. Payment should be mail to:

Music Is First
% Intersection For The Arts
1446 Market St.
San Francisco, CA 94102

Either party may terminate the agreement with a thirty-day written notice. CLIENT agrees to pay Music Is First for all hours spent on the program. Mutually agreed upon expenses for materials and supplies will be paid by CLIENT. Any additional expenses will not be paid without previous written agreement from CLIENT and Music Is First. CLIENT agrees to contact Ami Molinelli Music Is First Program Director, and immediately should there be any disagreement or misunderstanding.

Teaching Artists and Program Conditions
Music Is First agrees to respect and abide by the rules and regulations of the CLIENT, including rules and regulations on sexual harassment, suspected child abuse, and drug free work place. A credentialed classroom teacher must be present at all times while the ARTIST is teaching. Music Is First ARTISTs understand that they are hired as independent contractors and are responsible for all state and federal taxes, social security, and any other deductions required by law.

CLIENT and Music Is First accept this agreement.

_____ _____
For South San Francisco Representative — Date

_____ _____
For Music Is First
Co- Director Ami Molinelli — Date

Project Scope	Annual Cost
*Program Implementation ● 9 classes for 12-week residencies in South San Francisco Unified School District which includes at $1000 per classroom : ● **30 minute** music classes ● **Pre-planning** meetings with Resident-Teaching Artists and Coordinator ● **One pre-planning** meeting to introduce artist and teachers required ● **Scheduling, changes, etc.** ● Preparation Time of Teaching Artist 9 hours ● Program materials: Includes online resources, pre-recorded videos, extension activities, instruments- making activities, musical playlist, Home connection resources	$9,000
Total	**$9,000.00**
Optional In-class Music Kits: shakers scarves shakers, rhythm sticks, scarves, 12 books and written curriculum that includes extension activities for classroom teacher.	$2,700.00
Total With Kit	**$11,700.00**

CONTACTS:

South San Francisco Unified
Eric Claybon
Tel: 650-827-8400
E: eclaybon@ssfusd.org

Music is First
Director: Ami Molinelli
Tel: 510-579-0211

E: amimolinelli@gmail.com
general inquiries: info@musicisfirst.com

Payment info: % Intersection For The Arts
1446 Market St. San Francisco, CA 94102

Music Schedule TBD

Site	Address	# of Classrooms	Session	# of Students/Teacher's
Children's Center	530 Tamarack Lane South San Francisco, CA 94080	5 Classrooms	3 Full Day Session 2 Part Day Sessions	Licensed for 21 students per classroom 3 Adults per classroom
Martin State Preschool	35 School Street, South San Francisco, CA 94080	1 Classroom	2 Sessions AM & PM	Licensed for 23 students per classroom 3 Adults per classroom

Hillside State Preschool	1400 Hillside Blvd.	2 Classrooms	2 Sessions	Licensed for 21 students per classroom 3 Adults per classroom

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent, Educational Services and Categorical Programs

DATE: September 9, 2021

RE: Approval of Renaissance Learning Program Renewal for the 2021-22 school year.

BACKGROUND:

SSFUSD has utilized the services of Renaissance Learning, Inc. in order to offer students online instructional support with reading and math. Our elementary sites provide this support to students in order to build their academic skills. Principals have expressed the need to continue with this program. Teachers have successfully utilized this program for over four years as an instructional resource for our students. The focus on math and reading contribute to our goal of giving our students opportunities to enhance thought content exposure that is both engaging and standards driven. Renewing the contract with Renaissance Learning Inc. will ensure the continuity of instructional support for our students.

FISCAL IMPLICATIONS:

Renaissance Learning Inc. will provide SSFUSD with online access to accelerated math, reading, STAR Reading, STAR Math, and Math Facts in a Flash. The subscription will be renewed and activated for the 2021/2022 school year with an expiration date of September 30, 2022. The cost for this service is $51,201.59, elementary sites and district general funds will be used cover the cost for services.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the use of $51,201.59 to provide online instructional support in the areas of reading and math with the Renaissance Learning Inc. program for the 2021-22 school year.

RENAISSANCE®

Subscription Renewal

Quote #: RPRNQ2527199*

PO Box 8036, Wisconsin Rapids, WI 54495-8036
Phone:(800) 338-4204 | Fax:(877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

South San Francisco Unified School Dist - 732384
398 B St
South San Francisco, CA 94080-4423
Contact: Ted O -

Subscription End:	9/30/2021
Notice Date:	07 2021
Reference ID:	505642

Quote Summary

School Count: 9

Renaissance Products & Services Total	$52,506.30
Applied Discounts	$(1,304.71)
Sales Tax	$0.00
Grand Total	**USD $51,201.59**

Pricing and discounts are subject to change if alterations are made to this quote.
To receive applicable discounts, all orders included on this quote must be received at the same time.
Use your Prop 98 funding to lock in multi-year discounts on the solutions you need.
By signing below, you

- agree that this Quote, any other quotes issued to you during the Subscription Period and your use of the Applications, the Hosting Services and Services are subject to the Renaissance Terms of Service and License located at https://doc.renlearn.com/KMNet/R003981304GH3CB5.pdf which are incorporated herein by reference;
- consent to the Terms of Service and License; and
- consent to the collection, use, and disclosure of the personal information of children under the age of 13 as discussed in the applicable Application Privacy Policy located at https://www.renaissance.com/privacy-policy/.

To accept this offer and place an order, please sign and return this Quote.

Renaissance will issue an invoice pursuant to this Quote on the Invoice Date you specify below. If no Invoice Date is listed, Renaissance will issue an invoice within 30 days from the date of this Quote. If your organization requires a purchase order prior to invoicing, please check the box below and issue your purchase order to the Renaissance address below no later than 15 days prior to the Invoice Date. Payment is due net 30 days from the Invoice Date.

If your billing address is different from the address at the top of this Quote, please add that billing address below.

Please check here if your organization requires a purchase order prior to invoicing: [ ]

Renaissance Learning, Inc.	South San Francisco Unified School Dist - 732384
Ted Wolf	By:
Name: Ted Wolf	Name:
Title: VP - Corporate Controller	Title:
Date: 02/27/2021	Date:
	Invoice Date:

Mail: PO Box 8036, Wisconsin Rapids, WI 54495-8036
Fax: (877)280-7642
Email: electronicorders@renaissance.com
Phone: (877)444-3172

RENAISSANCE®

Subscription Renewal

Quote #: RPRNQ2527199*

PO Box 8036, Wisconsin Rapids, WI 54495-8036
Phone:(800) 338-4204 | Fax:(877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

*This quote is valid for 30 days. It may have been previously sent with a different reference number, and may reflect changes made in the past 30 days. Alterations to this quote will not be honored without Renaissance Learning approval. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order. Standard payment terms are net 30 days from invoice date.

RENAISSANCE®

Subscription Renewal

Quote #: RPRNQ2527199*

PO Box 8036, Wisconsin Rapids, WI 54495-8036
Phone:(800) 338-4204 | Fax:(877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Renewal Details

Applications

Products & Services	Subscription Period	Quantity	Unit Price	Total
Accelerated Reader 360 Subscription Renewal	10/01/2021 - 09/30/2022	715	$10.35	$7,400.25
Accelerated Reader Subscription Renewal	10/01/2021 - 09/30/2022	1,715	$7.35	$12,605.25
Star Math Subscription Renewal	10/01/2021 - 09/30/2022	540	$5.10	$2,754.00
Star Math with Freckle Math Student Subscription Renewal	10/01/2021 - 09/30/2022	650	$15.50	$10,075.00
Star Reading Subscription Renewal	10/01/2021 - 09/30/2022	2,068	$5.10	$10,546.80
			Applications Subtotal	$43,381.30
			Applied Discounts	$(1,304.71)
			Applications Total	USD $42,076.59

Platform Services

Products & Services	Subscription Period	Quantity	Unit Price	Total
Annual All Product Renaissance Platform Renewal	10/01/2021 - 09/30/2022	8	$750.00	$6,000.00
			Platform Services Subtotal	$6,000.00
			Applied Discounts	$0.00
			Platform Services Total	USD $6,000.00

Data Integration Services

Products & Services	Subscription Period	Quantity	Unit Price	Total
Custom Data Integration Level 4 (1,501 - 15,000 Subscriptions) - Renewal	10/01/2021 - 09/30/2022	1	$3,125.00	$3,125.00
			Data Integration Services Subtotal	$3,125.00
			Applied Discounts	$0.00
			Data Integration Services Total	USD $3,125.00

PO Box 8036, Wisconsin Rapids, WI 54495-8036
Phone:(800) 338-4204 | Fax:(877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Renewal Subscription Summary	
Accelerated Reader Subscription Renewal Total	**Quantity**
Monte Verde Elementary School - 279031	485
Junipero Serra Elementary School - 279090	260
Martin Elementary School - 279103	410
Ponderosa Elementary School - 384082	310
Skyline Elementary School - 384083	250
Accelerated Reader Subscription Renewal Total	**1,715**
Accelerated Reader 360 Subscription Renewal Total	**Quantity**
Spruce Elementary School - 279107	260
Sunshine Gardens Elementary School - 279110	130
Buri Buri Elementary School - 886655	325
Accelerated Reader 360 Subscription Renewal Total	**715**
Star Math Subscription Renewal Total	**Quantity**
Monte Verde Elementary School - 279031	380
Ponderosa Elementary School - 384082	160
Star Math Subscription Renewal Total	**540**
Star Math with Freckle Math Student Subscription Renewal Total	**Quantity**
Junipero Serra Elementary School - 279090	240
Martin Elementary School - 279103	410
Star Math with Freckle Math Student Subscription Renewal Total	**650**
Star Reading Subscription Renewal Total	**Quantity**
Monte Verde Elementary School - 279031	485
Junipero Serra Elementary School - 279090	210
Martin Elementary School - 279103	340
Spruce Elementary School - 279107	260
Sunshine Gardens Elementary School - 279110	130
Ponderosa Elementary School - 384082	343
Skyline Elementary School - 384083	300
Star Reading Subscription Renewal Total	**2,068**

PO Box 8036, Wisconsin Rapids, WI 54495-8036
Phone:(800) 338-4204 | Fax:(877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Custom Data Integration Level 4 (1,501 - 15,000 Subscriptions) - Renewal Total	Quantity
South San Francisco Unified School Dist - 732384	1
Custom Data Integration Level 4 (1,501 - 15,000 Subscriptions) - Renewal Total	**1**

Annual All Product Renaissance Platform Renewal Total	Quantity
Monte Verde Elementary School - 279031	1
Junipero Serra Elementary School - 279090	1
Martin Elementary School - 279103	1
Spruce Elementary School - 279107	1
Sunshine Gardens Elementary School - 279110	1
Ponderosa Elementary School - 384082	1
Skyline Elementary School - 384083	1
Buri Buri Elementary School - 886655	1
Annual All Product Renaissance Platform Renewal Total	**8**

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RENAISSANCE®

July 06, 2021

South San Francisco Unified School Dist
ATTN: Ted O
398 B St
South San Francisco, CA 94080-4423

Dear Ted:

On behalf of everyone at Renaissance, we want to thank you for choosing us to be a valued partner in education. Now, more than ever, we know how important it is for schools to have the right set of teaching tools that work together to provide continuous learning for all students. Renaissance is here to help you and your students continue learning and growing—both inside and outside of the classroom.

We are writing today to let you know that it's almost time to renew your subscription:

Product Expiring 9/30/2021

Renaissance Accelerated Reader

Renaissance Star Reading

Renaissance Star Math

Renaissance Freckle

Your subscription is currently set to expire in 90 days, and we want to ensure there is no interruption in your service. You should have received an email recently with your renewal notification and details for renewing.

Rest assured, we are committed to providing you with best-in-class service, the latest enhancements and upgrades, and the right tools to ensure all students reach their full potential. I am also happy to discuss your subscription options with you to ensure we have the right solutions at the right price for your school district.

Thank you again for choosing Renaissance to help accelerate learning for all. If you need assistance or have any questions about your renewal, please reach out to me and I will be happy to assist.

Sincerely,

TJ Leonard
Account Exec II
(866)610-7989
tj.leonard@renaissance.com

Laurel Sarmento
Account Exec Sr
(866)563-1090
laurel.sarmento@renaissance.com

P.S. Interested in learning more about the just-right tools for remote learning? When students can use the same digital solutions from home that they use inside the classroom, you can ensure continuous learning for all. Visit https://www.renaissance.com/ to see more about how Renaissance's suite of products can help.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish, Assistant Superintendent, Educational Services and Categorical Programs

DATE: September 9, 2021

RE: Approval of Agreement with InClassToday Data Provider for the 2021-23 school years.

BACKGROUND:

As directed by The Big Lift, InClassToday will send "Absence Reports", in both English and Spanish that use behavioral science to provide parents and guardians with actionable information about their child's attendance. InClassToday will use District data to deliver the Absence Reports Program, analyzing the data to determine which students receive Absence Reports, determining appropriate content for each student based on their grade, attendance record, language, and other factors, and generating, printing, and mailing the Absence Reports.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreement between SSFUSD and In Class Today as a Data Provider for the 2021-23 school years.



In Class Today, Inc.
303 Twin Dolphin Drive, Suite 600
Redwood City, CA 94065

IN CLASS TODAY, INC. DATA USE AGREEMENT

This **DATA USE AGREEMENT** (this "Agreement") is between South San Francisco Unified School District, hereinafter referred to as "Data Provider," and In Class Today, Inc., hereinafter referred to as "InClassToday." Data Provider and InClassToday may hereinafter be referred to individually as a "Party," and collectively as the "Parties." The effective date of this Agreement shall be _____ (the "Effective Date").

In addition to the terms and conditions contained herein, the following documents are attached hereto and made a part of this Agreement:

Attachment A – Description of Services
Attachment B – Data Transfer Standards
Attachment C – Contact Information

WHEREAS, ICT has partnered with the Silicon Valley Community Foundation in order to implement a program that benefits a number of the Big Lift school districts in San Mateo County; and

WHEREAS, Data Provider desires to make Data (as defined below) available to ICT for the limited purpose of enabling ICT to provide the Service (as described in Attachment A) on behalf of Data Provider; and

WHEREAS, InClassToday is willing to provide the Service for the benefit of Data Provider to help improve student attendance and performance in South San Francisco Unified School District,.

NOW, THEREFORE, the Parties hereto agree as follows:

1. **SERVICES.** Subject to the terms and conditions of this Agreement, InClassToday will provide District with the services specified in Attachment A (collectively, the "Services") during the applicable Term (as defined below). The Services are subject to modification from time to time (at InClassToday's sole discretion, for any purpose deemed appropriate by InClassToday). InClassToday will use reasonable efforts to give District prior written notice of any such modification. District will cooperate with InClassToday in connection with the performance of this Agreement by making available such personnel and information as may be reasonably required, and taking such other actions as InClassToday may reasonably request.

2. **TERM.** The term of this Agreement commences on the Effective Date and expires June 30, 2023, subject to early termination as provided herein (the "Term")

3. **LIMITED RIGHTS TO USE STUDENT RECORDS.** District will provide the Student Records (as defined below) to InClassToday solely for InClassToday to provide the Services and otherwise exercise and fulfill its rights and obligations hereunder, and hereby grants to InClassToday the non-exclusive, royalty-free, worldwide, transferable license and right to (i) internally use, copy, modify, create derivative works of, and disclose the Student Records to InClassToday Persons (as defined below) and/or other persons authorized in writing by District solely to provide the Service for the benefit of District, and (ii) freely use, copy, modify, create derivative works of, disclose and otherwise exploit De-Identified Aggregated Data (as defined below) for any business purposes during and after the Term (including without limitation, for purposes of improving, testing, operating, promoting and marketing products and services).

InClassToday warrants that it will comply with the requirements of FERPA with respect to the use and disclosure of student records.

"Student Records" means the confidential and proprietary student-related information which District discloses to InClassToday, including as set forth in Attachment B (Data Transfer Standards), and excludes De-Identified Aggregated Data. "De-Identified Aggregated Data" means data submitted to, collected by, or generated by InClassToday in connection with District's use (and InClassToday's provision) of the Services, but only in anonymized form which does not (and cannot be used to) specifically identify District, any of District's students or any other individual. District shall retain ownership of any rights it may have to the Student Records. "InClassToday Person" is (i) a director, employee, contractor, agent or affiliate of InClassToday, (ii) who needs to access the Student Records in connection with InClassToday's provision of the Service, and (iii) is subject to confidentiality obligations that are no less protective of the Student Records than the terms of Section 7 of this Agreement. InClassToday reserves the right to utilize independent contractors (e.g., third-party mailing vendors, third-party data integration vendors) to provide the Service. Prior to providing Student Records to such contractors, InClassToday will enter into a separate agreement restricting the use and disclosure of Student Records in accordance with this Agreement.

Except for the rights expressly granted herein, this Agreement does not give InClassToday any rights, implied or otherwise, to the Student Records. **At no time will InClassToday share any Student Records with any non-InClassToday Person without the written permission of District.** InClassToday shall notify District should InClassToday become aware of any unauthorized access to Student Records. Such notification shall reasonably include a description of the corrective actions that will be undertaken by InClassToday. Upon contract termination, Student Records will be destroyed in accordance with Section 9.

4. **DISTRICT RESPONSIBILITIES.** District shall only provide the Student Records to InClassToday in accordance with the Data Transfer Standards set forth in Attachment A. District will not, and will not permit any third party to: (i) reverse engineer, decompile, disassemble or otherwise attempt to discover or obtain

the source code, object code or underlying structure, ideas or algorithms of the Services or any software, documentation or data related to the Services ("Software") (provided that reverse engineering is prohibited only to the extent such prohibition is not contrary to applicable law); (ii) modify, translate, or create derivative works based on the Services or Software; (iii) use the Services or Software for timesharing or service bureau purposes or for any purpose other than its own internal use for its own internal benefit; (iv) use the Software or Services in any infringing, defamatory, harmful, fraudulent, illegal, deceptive, threatening, harassing, or obscene way; or (v) use the Services or Software other than in accordance with this Agreement and in compliance with all applicable laws, regulations and rights (including but not limited to those related to, intellectual property, consumer and child protection). District further represents and warrants that neither the Student Records nor the use thereof by InClassToday in accordance with this Agreement will infringe, misappropriate or violate any rights of or agreements with a third party or any laws or regulations. If InClassToday receives any notice or claim that any data provided to InClassToday, or activities hereunder with respect to any such data, may infringe or violate rights of or agreements with a third party or any laws or regulations (a "Claim"), InClassToday may, but is not required to, suspend or terminate the Service. Without limiting the foregoing, District will indemnify InClassToday from all liability, damages, settlements, attorney fees and other costs and expenses in connection with any such Claim or any breach of District's obligations in this Section 4, as incurred.

5. **WARRANTIES.** Each party represents and warrants that it (i) has the authority to enter into this agreement (ii) will comply with applicable law, including without limitation the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 CFR Part 99) (FERPA) and other data privacy laws. The parties shall reasonably cooperate with each other to facilitate compliance with these laws, regulations and standards.

6. **OWNERSHIP.** District shall retain ownership of any rights it may have to the Student Records. As between the parties, InClassToday alone will retain all intellectual property rights relating to the Service, including without limitation (i) any processes designed, used or implemented or works authored by InClassToday, and (ii) the Absence Reports other than information specific to the District. District grants to InClassToday a non-exclusive, royalty-free right and license to (directly or through InClassToday Persons) use and otherwise exploit the District's names, marks, logos and other identifiers ("Logos") during the Term in accordance with District's reasonable trademark usage guidelines for InClassToday to perform the Services hereunder, including without limitation using the Logos with Absence Reports. District may use the InClassToday's Logos, in accordance with InClassToday's relevant usage guidelines to identify and publicize the Services at conferences and education events; and (ii) InClassToday may identify District as its customer and use District's Logos for marketing and sales purposes, provided that such identification shall not state or imply an endorsement by District. Except as expressly permitted by this Section 6, each Party shall have a written right of approval over the use of its Logos by the other party, which will not to be unreasonably withheld.

7. **CONFIDENTIALITY.** InClassToday will (i) use commercially reasonable efforts to protect the security of Student Records at all stages of providing the Service, (ii) use commercially reasonable efforts to limit access to Student Records to authorized recipients as provided in Section 3, and (iii) not at any time during or after the term of this Agreement disclose Student Records to any other person (other than InClassToday Persons) without District's prior written consent (except that notwithstanding anything else the foregoing may be disclosed as required by law, regulation, or valid legal process, in which case InClassToday shall, unless otherwise prohibited by law, notify District prior to such disclosure). Notwithstanding the foregoing, the confidentiality obligations of this Section 7 do not apply to any information that (a) was lawfully in the possession of InClassToday before receipt from District; (b) is or becomes publicly available through no

fault of InClassToday; (c) is received by InClassToday, without use or disclosure restriction, from a third party having an apparent bona fide right to disclose the information to InClassToday; or (d) is independently developed by InClassToday without use of the Student Records. District may be identified as the source of the Student Records.

While the terms of this Agreement are InClassToday's confidential information, each party may disclose the relationship and the existence of this Agreement.

InClassToday shall, to the extent of its liabilities under the laws of the State of CALIFORNIA, defend the District (including but not limited to, its directors, trustees, officers, and employees) ("District Indemnitees") from any and all claims, actions or suits by unaffiliated third parties, and shall indemnify and hold the District Indemnitees harmless up to $1,000,000 from and against all losses, damages, costs, expenses paid or payable to such third party(ies) (including attorney fees, where such claims, actions or suits arise solely and directly from InClassToday's or an InClassToday Person's breach of the Student Record confidentiality requirements contained herein, provided InClassToday is promptly notified of any and all threats, claims and proceedings related thereto and given reasonable assistance and the opportunity to assume control over the defense and all negotiations for a settlement or compromise; InClassToday will not be responsible for any settlement it does not approve in writing. The foregoing is District's sole remedy with respect to any breach of InClassToday's obligations herein relating to Student Records.

8. WARRANTY DISCLAIMER. OTHER THAN THE EXPRESS WARRANTIES SET FORTH IN SECTION 5, THE SERVICES, SOFTWARE, AND INCLASSTODAY'S PROPRIETARY INFORMATION AND ANYTHING PROVIDED BY OR ON BEHALF OF INCLASSTODAY IN CONNECTION WITH THIS AGREEMENT ARE PROVIDED "AS-IS," WITHOUT ANY WARRANTIES OF ANY KIND, AND INCLASSTODAY (AND ITS AGENTS, AFFILIATES, LICENSORS AND SUPPLIERS) HEREBY DISCLAIM ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT.

9. TERMINATION. Subject to earlier termination as provided below, this Agreement is for the Term as specified in the Order From. In the event of any material breach of this Agreement, the non-breaching party may terminate this Agreement prior to the end of the Term by giving thirty (30) days prior written notice to the breaching party; provided, however, that this Agreement will not terminate if the breaching party has cured the breach prior to the expiration of such thirty-day period. Either party may terminate this Agreement, without notice, (i) upon the institution by or against the other party of insolvency, receivership or bankruptcy proceedings (provided that if such proceedings are involuntary, they are not dismissed within 120 days), (ii) upon the other party's making an assignment for the benefit of creditors, or (iii) upon the other party's dissolution or ceasing to do business without a successor.

All sections of this Agreement which by their nature should survive termination will survive termination, including, without limitation, restrictions, accrued rights to payment, confidentiality obligations, indemnification obligations, intellectual property rights, warranty disclaimers, and limitations of liability. Upon termination or expiration of this Agreement, District may instruct InClassToday in writing to destroy Student Records within sixty (60) days from the date of notification.

10. LIMITATION OF LIABILITY. EXCEPT FOR EITHER PARTY'S INDEMNIFICATION OBLIGATIONS, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER (I) FOR ANY INDIRECT, PUNITIVE, CONSEQUENTIAL, OR SPECIAL DAMAGES, INCLUDING LOST

REVENUES OR PROFITS, ARISING FROM BREACH OF THE TERMS IN THIS AGREEMENT, NEGLIGENCE, STRICT LIABILITY OR OTHER TORT, OR ANY OTHER CAUSE, OR (II) AMOUNTS, IN THE AGGREGATE, IN EXCESS OF THE FEES PAID OR PAYABLE TO INCLASSTODAY HEREUNDER IN THE TWELVE MONTH PERIOD ENDING ON THE DATE THAT A CLAIM OR DEMAND IS FIRST ASSERTED.

11. **INSURANCE**. InClassToday shall procure and maintain the types and minimum limits of insurance as required by District, covering the performance of the Service. InClassToday shall procure all insurance solely from insurers authorized to do business on an admitted basis in the State of CALIFORNIA, or otherwise acceptable to District and their Office of Risk Management, or the equivalent office thereof.

12. MISCELLANEOUS. This Agreement will be governed by, and construed in accordance with, the substantive laws of the State of CALIFORNIA, without giving effect to any choice or conflict of law provision. Any action, suit or other proceeding arising under or relating to this Agreement (a "Suit") shall be brought in a court of competent jurisdiction in the State of CALIFORNIA, and the parties hereby consent to the sole jurisdiction of the state and federal courts sitting in the State of CALIFORNIA. The Parties are independent contractors and neither party shall be deemed to be an agent or employee of the other party. Neither party shall have authority to make any statements, representations or commitments of any kind on behalf of the other party, or to take any action which shall be binding on the other party. Neither party may assign this Agreement without the written consent of the other party; provided that either party may assign all of its rights and obligations under this Agreement to a successor-in-interest in connection with a sale or transfer of substantially all of such party's assets or business to which this Agreement relates. No modification or waiver of any provision of this Agreement or any Attachment shall be valid unless in writing and executed by duly-authorized representatives of both Parties. A failure by one of the Parties to this Agreement to assert its rights hereunder shall not be deemed a waiver of such rights. No such failure or waiver in writing by any one of the Parties hereto with respect to any rights shall extend to or affect any subsequent breach or impair any right consequent thereon. If any provision of this Agreement is or becomes invalid or is ruled invalid by any court of competent jurisdiction or is deemed unenforceable, it is the intention of the parties that the remainder of this Agreement shall not be affected. This Agreement may be executed in two or more counterparts, and by facsimile or electronic transmission, each of which will be deemed to be an original, but all of which together shall constitute one and the same instrument. This Agreement and its Exhibits and Attachments embody the entire understanding between District and InClassToday, and any prior or contemporaneous representations, either oral or written, are hereby superseded. All notices required by or relating to this Agreement shall be in writing and shall be sent by means of certified mail, postage prepaid, to the Parties to the Agreement and addressed, if to District, to the address set forth on the Order Form, and if to InClassToday, as follows:

In Class Today, Inc.
303 Twin Dolphin Drive, Suite 600
Redwood City, CA 94065
Attn: Contracts
Email: contracts@inclasstoday.com

or addressed to such other address as that party may have given by written notice in accordance with this provision. All notices required by or relating to this Agreement may also be communicated by email, provided that the sender receives and retains confirmation of successful transmittal to the recipient. Such notices shall be effective on the date indicated in such confirmation. In the event that either party delivers

any notice hereunder by means of email transmission in accordance with the preceding sentence, such party will promptly thereafter send a duplicate of such notice in writing by means of certified mail, postage prepaid, to the receiving party, addressed as set forth above or to such other address as the receiving party may have previously substituted by written notice to the sender.

IN WITNESS WHEREOF, District and InClassToday have executed this Agreement as of the Effective Date.

DISTRICT

Signature: _____

By: _____

Date: _____

IN CLASS TODAY, INC.

Signature: _____

By: Emily Bailard, CEO

Date: _____

ATTACHMENT A
DESCRIPTION OF SERVICES

Chronic absenteeism is a serious issue affecting students and families. Our ability to identify and support chronically absent students and their families has the potential to close the achievement gap and increase students' readiness for college and careers. Chronic absence is one of the earliest indications we have that students are not on course to succeed in school. InClassToday partners with school districts in order to implement research-based, tier 1, treatments that have been proven to reduce chronic absenteeism.

As directed by The Big Lift, InClassToday will send absence reports ("Absence Reports") in English and Spanish that use behavioral science to provide parents and guardians with actionable information about their child's attendance. InClassToday will use data from the District to deliver the Absence Reports Program, analyzing the data to determine which students receive Absence Reports, determining appropriate content for each student based on their grade, attendance record, language, and other factors, and generating, printing and mailing the Absence Reports. If there are more eligible students than the number of planned Absence Reports, then InClassToday may apply student selection criteria to select the students most likely to benefit from receiving the intervention, considering factors such as absences to date. Specific students may be excluded by the District, and InClassToday will exclude students whose parents or guardians have elected to opt-out of receiving Absence Reports, as well as those with undeliverable addresses or who don't meet other eligibility criteria.

The Absence Reports Program leverages best practices from research conducted by InClassToday and others in the field, and InClassToday's goal is to provide services that improve over time. As a result, InClassToday may from time to time suggest new approaches and make changes to the Absence Reports Program likely to further program objectives.

InClassToday will provide the following Professional Services:

- Parent Support Team to handle questions from report recipients and direct callers to relevant district resources
- Program Manager to provide periodic updates, answer questions, and lead information webinar trainings for school and district staff
- Program monitoring including information about students receiving Absence Reports and parent/guardian calls to the Parent Support Team, and students who may have out of date addresses
- End of year program impact analysis projecting the days of attendance generated, as well as detailing the number of students receiving reports by school, grade level, and student subgroup (if necessary data is provided)

ATTACHMENT B
DATA TRANSFER STANDARDS

District will provide InClassToday with access to data as specified in the "**InClassToday Data Specification and Transfer Standards**" which contains comprehensive information on data fields and the transfer process.

A summary of key steps are as follows:

- **Data Fields:** District will provide InClassToday with the following data files for all students who are currently enrolled in the district, as well as historical data. A complete list of the fields and transfer protocol can be found in the "InClassToday Data Specifications and Transfer Standards".
    - **Roster File:** One row per student. Sample fields: student ID, first name, last name, enrollment date, un-enrollment date, school, grade, mailing address(es), contact information, demographic information, home language, exclusion flag
    - **Daily Attendance File:** One row per attendance event. Sample fields: student ID, attendance date, attendance code
    - **Period Attendance File (Optional):** One row per attendance event. Sample fields: student ID, attendance date, attendance code
    - **Exclusion File (Optional):** One row per student who school site or district staff would like to exclude from receiving Absence Reports. Sample fields: student ID, first name, last name, school, grade
- **Executing the Data Transfers:** InClassToday will host a secure, FERPA-compliant data transfer protocol through which the District will transfer all required data files. Additional details can be found in "InClassToday Data Specification and Transfer Standards."

Note: These data specifications and transfer standards are subject to change.

-

ATTACHMENT C
CONTACT INFORMATION

District Information	
District Name: South San Francisco Unified School District	**Principal Contact: Keith Irish**
Address: 398 B Street, South San Francisco, CA 94080	Title: Assistant Superintendent
	Phone:
	Email: kirish@ssfusd.org
Billing Contact:	**Data Contact:**
Phone:	Phone:
Email:	Email:

InClassToday Contacts	
Principal Contact:Liz Ralston	**Program Manager: Grace Kwon**
Title: Director of District Partnerships	Phone: 206-499-8351
Phone: 650-641-9485	Email: grace@everydaylabs.com
Email: contracts@inclasstoday.com	
Secondary Email: liz@everydaylabs.com	

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

Daniel Lunt, Principal, El Camino High School

DATE: September 9, 2021

RE: Approval of permission for two El Camino Cross Country teammates to participate in the Woodbridge Invitational in Norco, CA on September 17-18, 2021.

BACKGROUND:

The purpose of this trip on September 17-18, 2021 is to have two El Camino Cross Country teammates participate in the Woodbridge Invitational in Norco, CA. This will allow our athletes an opportunity to run against the best competition in the state, as this invitational is one of the most competitive high school meets in the country. The team will be leaving South San Francisco on September 17 and returning on September 18 traveling by District vans. The two students will be accompanied by a family member, as well as head coach Cliff Lentz and, assistant coach James Lang.

FISCAL IMPLICATIONS:

Travel expenses are being financed by the Cross Country Team. No student will be denied the opportunity to participate due to financial constraints. There will be no overnight stipend.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for students from El Camino Cross Country Team to participate in the Woodbridge Invitational in Norco, CA on September 17-18, 2021.

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

Daniel Lunt, Principal, El Camino High School

DATE: September 9, 2021

RE: Approval of permission for two El Camino Cross Country teammates to participate in the Clovis Invitational in Fresno, CA on October 8-9, 2021.

BACKGROUND:

The purpose of this trip on October 8-9, 2021 is to have the El Camino Cross Country team participate in the Clovis Invitational in Fresno, CA. This will allow our athletes an opportunity to run the course that will be used for the CIF State Meet in November. The team will be leaving South San Francisco on October 8th and returning on October 9th traveling by District vans, staying one night. There will be 14 team members, 7 girls and 7 boys who will be chaperoned by head coach Cliff Lentz, assistant coach James Lang and parents Tin and Jennifer Diep, whom have both been fingerprinted and cleared as chaperones.

FISCAL IMPLICATIONS:

Travel expenses are being financed by the Cross Country Team. No student will be denied the opportunity to participate due to financial constraints. There will be no overnight stipend.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for students from El Camino Cross Country Team to participate in the Clovis Invitational in Fresno, CA on October 8 -9, 2021.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

ADULT EDUCATION ASSIGNMENT 2021-2022
Villarreal, Aaron, Spanish, effective August 30, 2021

CERTIFICATED CONTRACT 2021-2022
Brinkley, Katherine will be placed at Los Cerritos Elementary School as a Special Education Teacher on a Probationary contract effective August 9, 2021. Salary placement E-10.
Fielder, Linda will be placed at El Camino High School as a Art Teacher on a Temporary contract effective August 9, 2021. Salary placement FM-11
Hoffman, Emily will be placed at Sunshine Gardens Elementary School as a 2nd Grade Teacher on a Temporary contract effective August 9, 2021. Salary placement C-1.
Jessup, Aaron will be placed at Alta Loma Middle School as a English Teacher on a Temporary contract effective August 9, 2021. Salary placement DM-1.
Lasky, Eliza will be placed at Special Education as a Speech & Language Pathologist on a Probationary contract effective August 9, 2021. Salary placement SLP-1.
Lonergan, Kelly will be placed at District Office as a Teacher on a Special Assignment on a Probationary contract effective August 9, 2021. Salary placement FM-5.
Mendez, Richard will be placed at South San Francisco High School as a Physical Education Teacher on a Temporary contract effective August 9, 2021. Salary placement FM-1.
Sangco, Carla will be placed at Baden Continuation High School as a Counselor on a Probationary contract effective August 9, 2021. Salary placement EM-3.
Valenzuela, MayJean will be placed at Sunshine Gardens Elementary School as a Special Education Teacher on a Probationary contract effective August 9, 2021. Salary placement C-11.
Wong, Courtney will be placed at Sunshine Elementary School as a Transitional Kindergarten Teacher on a Probationary contract effective August 9, 2021. Salary placement EM-1.

ADJUST ASSIGNMENT
Ringseis, Marlius, a teacher at El Camino High School, from 1.0 FTE to 1.2 FTE, effective August 11, 2021.
Yanover, David, a teacher at El Camino High School, from 1.0 FTE to 1.2 FTE, effective August 16, 2021.
Shrestha, Aashish, a teacher at El Camino High School, from 1.0 FTE to 1.2 FTE, effective August 16, 2021.
Aristakessian, Martha, a teacher at El Camino High School, from 1.0 FTE to 1.2 FTE, effective August 16, 2021.
Perusse, Erin, a teacher at El Camino High School, from 1.0 FTE to 1.2 FTE, effective August 16, 2021.
Nichols, Christopher, a teacher at El Camino High School, from 1.0 FTE to 1.2 FTE, effective August 16, 2021.
Schaukowitch, Matthew, a teacher at South San Francisco High School, from 1.0 FTE to 1.2 FTE, effective August 11, 2021.
Lee, Margaret, a Speech therapist at the Special Education, from 1.0 FTE to 1.2 FTE, effective August 11, 2021.

RESIGNATION
Lee, Yuk Lin, a Teacher at Children Center, effective September 3, 2021.

MEMORANDUM OF UNDERSTANDING AND AGREEMENT
Authorizes the Superintendent to enter into a partnership by and between Baylor University and South San Francisco Unified School District will provide field instruction in Speech Pathology for selected students of the University teachers effective September 9, 2020, through September 9, 2024.

SPEECH PATHOLOGY FIELD PLACEMENT AGREEMENT
BETWEEN BAYLOR UNIVERSITY AND
SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

The following agreement is mutually agreed upon in order to clarify the joint and separate responsibilities between South San Francisco Unified School District, hereinafter referred to as the "Agency," and Baylor University, a Texas non-profit corporation, hereinafter referred to as the "University," by which the parties will provide field instruction in Speech Pathology for selected students of the University. This contract supersedes any previous contract or agreement, verbal or written, entered into between the University and Agency for the purpose of Speech Pathology field placement.

SECTION I

It is mutually agreed that:

1. The purpose of Speech Pathology field placement with the Agency is to provide opportunities for learning and to enable the students to meet the objectives of field instruction.

2. The Agency will have the right to interview students selected by the University.

3. The Agency will have the right to reject any student who, in the Agency's judgment, does not meet its criteria for acceptance and to set the total number of students the Agency is willing to accept for placement.

4. The Agency through the Field Instructor(s) will provide input to the University's Speech Pathology curriculum and the University is responsible for maintaining adequate structure to consider the utilization of such input.

5. In the interest of quality clinical care, the Agency will provide supervision and instruction regarding individual cases seen by the student.

6. The number of students which the Agency will receive will be mutually agreed upon at least 4 weeks prior to the students' field experience.

7. The Agency will plan and administer all aspects of the clinical care program and shall provide qualified supervision of all clinical care activities.

8. Any provision of this agreement to the contrary notwithstanding, the Agency personnel may, at any time, relieve a student of any specific assignment, or may request that a student leave the clinical care area or the hospital premises, for any reason that the Agency personnel deem necessary for the quality of clinical care.

9. Any provision of this agreement to the contrary notwithstanding, a client may request that they not be a teaching client and such request will be honored by Agency and University. In addition, the Agency may, on its sole authority, designate one of its clients as a non-teaching client.

10. Students and faculty of the University may not be deemed employees of the Agency nor shall employees of the Agency be deemed to be employees of the University for purposes of compensation or benefits or within the terms of any workmen's compensation, unemployment compensation, or the withholding of income and social security taxes. This provision shall not be deemed to prohibit the employment of a student or faculty member of the University by the Agency under a separate employment agreement or prohibit the employment of an employee of the Agency by the University under separate employment agreement.

11. If Agency is a Covered Entity under the Health Insurance Portability and Accountability Act (HIPAA) of 1996, then for purposes of compliance with HIPAA, Students of University shall function as part of the Facility's "workforce", limited to the definition of 45 CFR §160.103 and shall be subject to the HIPAA policies and procedures of the Facility. University shall inform the assigned Students of the HIPAA requirements prior to their assignment to the Agency. However, University shall not be considered to be a Business Associate of the Facility, as that term is defined in 45 CFR §160.103.

12. Each party is separately responsible for compliance with applicable laws, including anti-discrimination laws that are applicable to their respective activities under the program.

13. The Agency is not responsible for providing a student with life insurance, workmen's compensation insurance, or hospitalization insurance. The Agency will not provide free medical care to the student.

14. Indemnity Provision – University agrees to indemnify and hold harmless the Agency from and against any and all liability for personal injury, including injury resulting in death, or damage to property, or both, resulting from the negligent acts and/or omissions of Students. Agency agrees to indemnify and hold harmless University against any and all liability for personal injury, including injury resulting in death, or damage to property, or both, resulting from the negligent acts and/or omissions of its employees. University has the authority to investigate liability claims or discrimination claims made by or against University, its faculty or students.

SECTION II

The Agency agrees to:

1. Accept students for field instruction in Speech Pathology including participation in the overall Agency program and activities as appropriate to the objectives of field instruction. The Agency will provide students such cases, client contacts, access to records and other information within the Agency to meet the objectives of field instruction, including both a variety of direct service experiences and experiences with the organizational functioning of the Agency as are available and appropriate.

2. Appoint a professional Speech Pathologist(s) who demonstrate(s) commitment to practice and to education to assume a day-to-day working relationship with the University's Field Coordinator and to act as Field Instructor(s) for the student(s) and will allot said staff member(s) sufficient time for planning, supervision, evaluation, and to gain familiarity with the University's program.

3. Furnish in writing to the University any exceptional criteria it considers necessary for the selection of students placed with the Agency.

4. Inform the University of any difficulties a student is having that might result in termination of the placement or a failing grade. The Agency will be responsible for documenting any student difficulties and efforts to deal with them.

5. Prohibit the disclosure of personally identifiable information, as defined by the Family Educational Rights and Privacy Act, of a student without the prior consent of the student, and to limit Agency's use of such information only for the purpose for which it obtained such information.

6. Provide the use of existing office space, including privacy for interviewing, and such equipment, supplies, and clerical assistance as are necessary to the accomplishment of the learning task and the student's responsibilities in the Agency.

7. Inform the University of any change in policies, procedures, or staffing that might affect the quality of nature of field instruction.

8. Provide the University with a written summary of student performance at the termination of the field experience.

9. Provide the University with the Agency's standards and regulations for personnel. Students will be subject to such rules and regulations of the Agency as are congruent with the educational objectives of field experience.

10. Retain responsibility for Speech Pathology services to its clients.

11. Maintain appropriate general liability insurance coverage in the amounts of at least $1,000,000 per occurrence and $3,000,000 in the aggregate, with insurance carriers or self-insurance programs.

SECTION III

The University agrees to:

1. Assume responsibility for the selection of students to be interviewed by the Agency, and provide the Agency, prior to the interview, information about the student's academic achievement, previous work experience, and a brief autobiography. The University agrees to endeavor to meet the exceptional criteria specified by the Agency.

2. Honor a written request by the Agency, detailing the reason or cause, to relieve a student of his or her field placement responsibilities if such a student is found unsuitable for his or her assignment, or if unusual circumstances within the Agency dictate termination of the field experience.

3. Assume responsibility for the overall quality of the student's education in the Speech Pathology Program and for the administration of the field instruction program in relation to the educational requirements of the Speech Pathology Program and the University.

4. Be responsible for cooperation with the Agency in maintaining standards in preparing students for placement to assure the quality of services required by the Agency.

5. If requested by the Agency, maintain for itself and provide to Students or require that Students obtain and maintain appropriate general and professional liability insurance coverage in the amounts of at least $1,000,000 per occurrence and $3,000,000 in the aggregate, with insurance carriers or self-insurance programs approved by Agency, in accordance with Agency's bylaws, rules and regulations. A copy of the certificate of insurance shall be provided to the Agency.

6. If the student will receive non-FERPA covered Protected Health Information, as that term is defined under HIPAA, as amended, during the placement, require students to obtain training in the legal requirements and practices concerning the:

A. Confidentiality of patient information prior to assignment to the Agency, which will include privacy and security standards established by the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 42 U.S.C. §§1320d et seq., and regulations adopted under that act, as modified by the Health Information Technology for Economic and Clinical Health Act (HITECH) (P.L. 111-5), and regulations adopted under that act at 45 CFR Parts 160, 162, and 164. University will also instruct students in their responsibility to obtain education in Agency specific privacy and security requirements.

B. Confidentiality of knowledge and information obtained about the Agency while participating in the field placement, including knowledge and information regarding the business and operation of the Agency; policies, procedures, and guidelines of the Agency; and information about employees, agents, representatives, and contractors of the Agency.

7. If the student may be at risk for occupational exposure to blood or other potentially infectious materials, require students, as condition for participating in this field placement to obtain:

A. Training in accordance with the Occupational Safety and Health Administration's (OSHA) Occupational Exposure to Blood-borne Pathogens

B. Training in the modes of transmission, epidemiology and symptoms of Hepatitis B virus (HBV) and Human Immunodeficiency (HIV) and other blood borne pathogens.

C. Training in the methods of control that prevent or reduce exposure including universal precautions, appropriate engineering controls, work practices, and personal protective equipment.

D. Information on the hepatitis B vaccine, its efficacy, safety, method of administration, and benefits of being vaccinated.

SECTION IV

The student will be expected to:

1. Follow the administrative and clinical policies, standards, and practices of the Agency.

2. Comply with the regulations of professional conduct as outlined by the American Speech-Language-Hearing Association.

3. Obtain prior written approval of the Agency before publishing any materials related to the clinical experience.

4. Provide the necessary and appropriate dress (uniforms, if required). Provide his or her own transportation and living arrangements and meals.

SECTION V

1. This agreement will become effective as of the date last signed below.

2. This Agreement shall remain in effect for a total of three years from the effective date. Either party may terminate this Agreement, with or without cause, by written notice to the other party at least sixty (60) days prior to the commencement of the next academic term. Students enrolled in the course at the time notice is given shall have the opportunity to complete the course of study in progress.

3. The parties to this agreement may amend this Agreement as deemed necessary provided, however, that no amendment to this Agreement shall be valid unless in writing and signed by the duly authorized representatives of the parties.

4. All the terms, conditions, and provisions agreed upon by the parties to this agreement are incorporated in this document.

For the faithful performance of the terms of this agreement, the parties hereto, in their capacities as stated, affix their signatures and bind themselves.

BAYLOR UNIVERSITY

By: _____
Sheri L. Dragoo
Interim Dean, Robbins College of Health and Human Sciences

Date: _____

AGENCY:
SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

By: _____
Shawnterra Moore Ed D.
Superintendent
South San Francisco Unified School District

Date: _____

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

EMPLOYMENT

Dyson, Vanessa, Paraprofessional II – Special Education, Hillside Preschool, 6.0 hours per day, Range 29, Step 3, effective August 30, 2021.

PROMOTION

Rivera, Michael, Lead Skilled Maintenance Worker, District Office, 8.0 hours per day, Range 50B, Step 5, effective August 10, 2021.

TRANSFER

Manzanares, Francisco, Custodian II, transfer from Spruce Elementary to Hillside/Children Center, 8.0 hours per day, Range 36B, Step 5, effective August 23, 2021.

ADMINSTRATIVE TRANSFER

Lillo, Karen, Nutrition Services Lead II, transfer from South San Francisco High School to District Office (Rover), 7.5 hours per day, Range 38H A, Step 5, effective August 11, 2021.

Garcia, Stephanie, Nutrition Services Assistant I, transfer from Alta Loma Middle School to South San Francisco High School, 2.5 hours per day, Range 25H, Step 5, effective August 11, 2021.

Bedolla, Emelia, Nutrition Services Assistant I, transfer from South San Francisco High School to El Camino High School, 4.25 hours per day, Range 25H A, Step 5, effective August 11, 2021.

Bactad, Nenita, Paraprofessional II – Special Education, transfer from Alta Loma Middle School to South San Francisco High School, 6.0 hours per day, Range 29, Step 5, effective August 11, 2021.

RESIGNATION

Christensen, Robert, Lead Grounds Maintenance, District Office, 8.0 hours per day, Range 41A, Step 5, effective December 31, 2021.

Beltran, Angel, Paraprofessional I – Bilingual, Spruce Elementary School, 3.0 hours per day, Range 25, Step 5, effective September 1, 2021.

Bernard, Vanessa, Paraprofessional II – Special Education, Westborough Middle School, 6.0 hours per day, Range 29, Step 5, effective August 31, 2021.

Siliato-Daza, Sharon, Paraprofessional I – Childcare, Buri Buri Elementary School, 3.25 hours per day, Range 25, Step 5, effective August 13, 2021.

Garcia, Lisa, Paraprofessional II – Special Education, Ponderosa Elementary School, 6.0 hours per day, Range 29, Step 5, effective August 10, 2021.

Dulay, Lizalyn, Paraprofessional I – Special Education, Hillside Preschool, 6.0 hours per day, Range 26, Step 5, effective August 10, 2021.

RESIGNATION (CONTINUED)

Brown, Devante, Custodian I, Spruce Elementary School, 4.0 hours per day, Range 33, Step 5, effective August 10, 2021.

Roque, Allison, Paraprofessional II – Special Education, Junipero Serra Elementary School, 6.0 hours per day, Range 29, Step 4, effective August 9, 2021.

Huang, Parker, Paraprofessional I – Special Education, El Camino High School, 6.0 hours per day, Range 26, Step 4, effective August 9, 2021.

Reate, Jamie, Paraprofessional I – Special Education, Hillside Preschool, 6.0 hours per day, Range 26, Step 5, effective August 5, 2021.

Dias, Vanessa, Paraprofessional II – Special Education, El Camino High School, 6.5 hours per day, Range 29, Step 5, effective August 4, 2021.

TEMPORARY OUT OF CLASS PAY

Susoff-Pon, Nancy, Acting Paraprofessional II – Special Education, Westborough Middle School, 6.0 hours per day, Range 29A, Step 5, effective August 12, 2021 through December 17, 2021.

Paredes, Wences, Acting Director of Facilities, District Office, 7.5 hours per day, Range 21N, Step 1, effective August 18, 2021 through September 3, 2021.

Avalos, Frances, Acting Senior Administrative Assistant, District Office, 7.5 hours per day, Range 42A, Step 5, effective July 22, 2021 through July 30, 2021.

INCREASE IN HOURS

Victoria, Nora, Nutrition Services Assistant I, El Camino School, 4.0 to 7.5 hours per day, Range 25H, Step 3, effective August 11, 2021.

TEMPORARY INCREASE IN HOURS

Aguirre, Irene, Office Assistant, Los Cerritos Elementary School, 3.0 to 3.5 hours per day, Range 30, Step 5, effective August 11, 2021 through May 26, 2022.

Sanchez, Martha, Office Assistant, Martin Elementary School, 4.0 to 7.5 hours per day, Range 30, Step 5, effective August 11, 2021 through May 26, 2022.

Vieyra, Delia, Paraprofessional I – Bilingual, Martin Elementary School, 5.0 to 6.0 hours per day, Range 25A, Step 5, effective August 11, 2021 through May 26, 2022.

Sison, Zaida, Paraprofessional I – Bilingual, Westborough Middle School, 5.0 to 6.0 hours per day, Range 25A, Step 5, effective August 11, 2021 through May 26, 2022.

McCord, Maria, Library Media Assistant, Buri Buri Elementary School, 3.5 to 5.0 hours per day, Range 30, Step 5, effective August 11, 2021 through May 26, 2022.

Lima, Sarah, Paraprofessional I - Bilingual, South San Francisco High School, 5.5 to 6.0 hours per day, Range 25A, Step 5, effective August 11, 2021 through May 26, 2022.

TEMPORARY INCREASE IN HOURS (CONTINUED)

Nazzal, Judy, Senior Office Assistant, Children's Center, 5.5 to 7.0 hours per day, Range 37A, Step 5, effective July 27, 2021 through June 3, 2022.

Gomez, Sandra, Paraprofessional I - Bilingual, Ponderosa Elementary School, 3.0 to 5.0 hours per day, Range 25, Step 5, effective August 11, 2021 through May 26, 2022.

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 9, 2021

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

BACKGROUND:

The attached report shows the total amount of all Purchase Orders, Change Orders and Printed Instructional Material Orders processed between July 1 - July 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.

P.O.	Vendor	Board Description	Account	Amount
220248	360 DEGREE CUSTOMER INC	Non-Public Agency Services	01-6500-0-5760-1190-5870-090-245	1,500,000.00
220289	A.R.T. CARPET	Flooring/Carpet	01-8150-0-0000-8110-5899-090-741	18,722.00
220381	AAA FIRE PROTECTION SERVICES	Open P.O. - Sprinkler Inspecti	01-0000-0-0000-8200-5899-090-760	20,000.00
220394	ABLENET INC	Classroom Step for Hillside Preschool	01-5640-0-5001-3150-4320-090-350	1,714.06
220386	ACCREDITING COMMISSION FOR SCH	WASC Annual Accreditation fee	01-0000-0-0000-7150-5300-090-714	5,900.00
220015	ACCURATE LABEL DESIGNS	Open P.O. - Labels for the general office	01-0000-0-0000-2700-4320-032-070	200.00
220155	ACHIEVE 3000	SmartyAnts Licenses	01-0801-0-1110-1000-5899-010-123	2,100.00
220236	ACHIEVE KIDS	NPS Placement for student	01-6500-0-5760-1180-5870-090-230	24,472.00
220236	ACHIEVE KIDS	NPS Placement for student	01-6500-0-5760-1180-5880-090-230	144,414.00
220301	AIR FILTER CONTROL	MERV Filter refills	01-3212-0-1110-1000-4320-090-329	15,119.57
220018	ALBERTSONS/SAFEWAY INC.	Open P.O. -Supplies for Home Economics	01-0000-0-1219-1000-4320-032-070	8,500.00
220313	ALBERTSONS/SAFEWAY INC.	Safeway - Ed Services	01-0000-0-0000-2110-4322-090-762	1,000.00
220337	ALEKO	Canopy tent, Westborough MS	01-3212-0-1110-1000-4420-090-329	1,042.71
220323	ALLIED SECURITY ALARMS	Open P. O. - Monthly Security Monitoring	01-8150-0-0000-8300-5806-090-741	20,000.00
220074	AMAZON.COM	Remote Control Replacement for TV	01-0000-0-1110-1000-4320-007-070	60.39
220075	AMAZON.COM	Coaching Book	01-0000-0-0000-7150-4200-090-714	32.73
220078	AMAZON.COM	Welcome Back Gifts for the District	01-9027-0-0000-7300-4320-090-727	781.49
220079	AMAZON.COM	Facilities Books	01-0000-0-0000-8200-4320-090-760	198.83
220104	AMAZON.COM	Science supplies	01-0000-0-1235-1000-4320-033-070	178.59
220105	AMAZON.COM	Science supplies	01-0000-0-1235-1000-4320-033-070	482.83
220106	AMAZON.COM	Science supplies	01-0000-0-1235-1000-4320-033-070	245.74
220107	AMAZON.COM	Science supplies	01-0000-0-1235-1000-4320-033-070	116.02
220108	AMAZON.COM	Science supplies	01-0000-0-1235-1000-4320-033-070	74.60
220109	AMAZON.COM	Special Ed supplies	01-0000-0-1237-1000-4320-033-070	253.85
220110	AMAZON.COM	World Language supplies	01-0000-0-1216-1000-4320-033-070	480.34
220179	AMAZON.COM	Office / Classroom Supplies	01-0000-0-1110-1000-4320-006-070	494.56
220183	AMAZON.COM	Supplies	01-6500-0-5760-1190-4320-090-245	113.92
220184	AMAZON.COM	Science Pilot Gr6 AL	01-9044-0-1110-1000-4320-090-063	1,422.88
220208	AMAZON.COM	Projector mounts & remotes	01-0000-0-1110-1000-4320-032-070	232.41
220209	AMAZON.COM	Supplies for General Office & Testing	01-0000-0-0000-2700-4320-032-070	19.77
220209	AMAZON.COM	Supplies for General Office & Testing	01-9218-0-1110-1000-4320-032-356	51.68
220300	AMAZON.COM	Storage for Hillside APE Classroom	01-5640-0-5001-3900-4320-090-350	340.59
220304	AMAZON.COM	Supplies for Culinary Arts	01-0000-0-1219-1000-4320-032-070	172.49
220307	AMAZON.COM	Science Pilot	01-9044-0-1110-1000-4320-090-063	66.41

P.O.	Vendor	Board Description	Account	Amount
220309	AMAZON.COM	Office Supplies/Virus Protection	01-0000-0-0000-2424-4320-090-735	50.59
220310	AMAZON.COM	Science Pilot Gr 7 AL	01-9044-0-1110-1000-4320-090-063	44.10
220317	AMAZON.COM	Bluetooth PA System & Mask Support	01-0801-0-1110-1000-4320-025-180	485.49
220318	AMAZON.COM	Teacher Books & classroom supplies	01-0000-0-1110-1000-4320-008-070	111.41
220318	AMAZON.COM	Teacher Books & classroom supplies	01-0801-0-1110-1000-4200-008-123	1,097.38
220330	AMAZON.COM	Science Pilot Gr 7 AL	01-9044-0-1110-1000-4320-090-063	33.87
220331	AMAZON.COM	Science Pilot Gr 6 WMS	01-9044-0-1110-1000-4320-090-063	708.71
220332	AMAZON.COM	Science Pilot Gr 8 WMS	01-9044-0-1110-1000-4320-090-063	618.81
220333	AMAZON.COM	Science Pilot Gr 7 PKY	01-9044-0-1110-1000-4320-090-063	77.97
220335	AMAZON.COM	Supplies for Counseling	01-0000-0-0000-2700-4320-032-070	48.36
220336	AMAZON.COM	Science Pilot Gr 8 AL	01-9044-0-1110-1000-4320-090-063	693.05
220234	AMERICAN FIDELITY	Time & Eligibility Services	01-0000-0-0000-7350-5899-090-717	15,414.00
220423	AMERICAN LOGISTICS	Transportation for Special Ed	01-0000-0-5760-3600-5820-090-781	1,980,000.00
220171	AMS.NET INC	Barracuda Email Virus Protection	01-0000-0-0000-2424-5813-090-735	82,416.00
220178	AMS.NET INC	Informacast Subscription Renewal	01-0000-0-0000-2424-5813-090-735	2,160.00
220215	AMS.NET INC	Data Center - Clean Up	01-0000-0-0000-2424-5899-090-735	2,000.00
220249	AMS.NET INC	Cisco Phone MVaaS Managed Service	01-0000-0-0000-2424-5899-090-735	29,040.00
220305	AMS.NET INC	Block of (20) Support Hours	01-0000-0-0000-2424-5899-090-735	4,600.00
220306	AMS.NET INC	Cisco Phone & CER Support/Upgrades	01-0000-0-0000-2424-5899-090-735	29,040.00
220037	AP EXAMS	AP Exams from College Board	01-9218-0-1110-1000-4320-032-356	30,000.00
220383	ARISE EDUCATIONAL CENTER	NPS Placement for several students	01-6500-0-5760-1180-5820-090-230	70,263.00
220383	ARISE EDUCATIONAL CENTER	NPS Placement for several students	01-6500-0-5760-1180-5870-090-230	44,352.00
220383	ARISE EDUCATIONAL CENTER	NPS Placement for several students	01-6500-0-5760-1180-5880-090-230	126,600.00
220319	ARMOUR PETROLEUM SVC & EQUIP	Open P.O. Monitoring Fuel Tank	01-8150-0-0000-8110-5600-090-741	8,000.00
220169	ASSETGENIE INC	Chromebook - Repair Parts	01-0000-0-0000-2424-4320-090-735	1,200.00
220425	ASSETGENIE INC	Chromebook Displays (for Repairs)	01-0000-0-0000-2424-4320-090-735	2,963.88
220038	AT&T	AT&T Services for Network Upgrade	01-0000-0-0000-2424-5930-090-735	24,000.00
220050	AT&T	AT&T Circuit Charges	01-0000-0-0000-7200-5910-090-760	100,000.00
220088	AT&T	Internet Service to Serra Vista	01-0000-0-0000-2424-5930-090-735	12,500.00
220118	AT&T	CALNET 3 charges	01-0000-0-0000-7200-5910-090-760	130,000.00
220118	AT&T	CALNET 3 charges	01-6500-0-5760-2700-5910-090-245	400.00
220308	ATKINSON &ELSON LOYA RUUD &	504 Workshop On-Line	01-5640-0-5001-3900-5210-090-350	716.00
220382	AUTO EXPRESS TOWING & RECOVERY	Open P.O. - Towing Services	01-8150-0-0000-8110-5600-090-741	3,500.00
220370	AUTREY SUPPLY CO. INC	Open P.O. - Field Paint	01-8150-0-0000-8110-4320-090-741	1,000.00

P.O.	Vendor	Board Description	Account	Amount
220235	AVALON ACADEMY, THE	NPS Placement for several students	01-6500-0-5760-1180-5870-090-230	193,641.00
220235	AVALON ACADEMY, THE	NPS Placement for several students	01-6500-0-5760-1180-5880-090-230	137,805.00
220131	AVID TRANSLATION	Translator Assistance for ALMS	01-0801-0-1110-1000-5899-021-180	2,000.00
220156	AVID TRANSLATION	Open PO - Translation Services	01-0801-0-4760-1000-5899-025-123	1,535.00
220231	AVID TRANSLATION	Translation Services	01-0000-0-4760-3900-5899-090-503	2,500.00
220238	AVID TRANSLATION	Translation Services	01-6500-0-5760-1190-5899-090-245	360,000.00
220340	AVID TRANSLATION	Open P.O. - Translation Services	01-3010-0-4760-2495-5899-022-301	1,575.00
220329	B & H PHOTO-VIDEO INC	Background sheet for photograpy class	01-0000-0-1110-1000-4320-032-070	64.77
220154	BAVCO BACKFLOW APPARATUS & VAL	Plumbing Supplies	01-8150-0-0000-8110-4320-090-741	1,500.00
220273	BEACON SCHOOL	Behavior & Mental Health Services	01-6500-0-5760-1190-5870-090-245	571,400.00
220025	BLICK ART MATRLS - DICK BLICK	Open P.O. - Art Materials	01-0000-0-1201-1000-4320-033-070	2,000.00
220138	BLICK ART MATRLS - DICK BLICK	Special Ed supplies	01-0000-0-1237-1000-4320-033-070	287.83
220405	BMC SOFTWARE INC.	TrackIt System - Renewal	01-0000-0-0000-2424-5813-090-735	5,951.79
220369	BOB JR'S TOWING INC	Open P.O. - Towing Services	01-8150-0-0000-8110-5600-090-741	500.00
220349	BR FUNSTON - TOM DUFFY CO	Open P.O. - Maintenance Supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
220364	BROADMOOR L&SCAPE SUPPLY	Open P. O. - Misc. Lumber & Supplies	01-0000-0-0000-8200-4320-090-760	4,000.00
220364	BROADMOOR L&SCAPE SUPPLY	Open P. O. - Misc. Lumber & Supplies	01-8150-0-0000-8110-4320-090-741	8,000.00
220137	BRONSTEIN MUSIC	Repairs for Band Open P.O.	01-0000-0-1227-1000-4320-021-322	200.00
220137	BRONSTEIN MUSIC	Repairs for Band Open P.O.	01-0000-0-1227-1000-5600-021-322	1,200.00
220148	BRONSTEIN MUSIC	Instruments	01-0801-0-1110-1000-4320-022-180	5,421.80
220185	BRONSTEIN MUSIC	Open P.O. - Instrument repairs	01-0000-0-1227-1000-4320-022-070	1,100.00
220185	BRONSTEIN MUSIC	Open P.O. - Instrument repairs	01-0000-0-1227-1000-5600-022-070	2,200.00
220188	BRONSTEIN MUSIC	Open P.O. - Instrument supplies	01-0000-0-1227-1000-4320-033-070	250.00
220188	BRONSTEIN MUSIC	Open P.O. - Instrument supplies	01-0000-0-1227-1000-5600-033-070	750.00
220227	BRONSTEIN MUSIC	Open P.O. - Repair, Maintenance & Parts	01-0000-0-1227-1000-4320-032-322	100.00
220227	BRONSTEIN MUSIC	Open P.O. - Repair, Maintenance & Parts	01-0000-0-1227-1000-5600-032-322	400.00
220341	BRONSTEIN MUSIC	Open PO - Repairs	01-0000-0-1227-1000-4320-025-070	1,000.00
220341	BRONSTEIN MUSIC	Open PO - Repairs	01-0000-0-1227-1000-5600-025-070	2,500.00
220415	C & L SPORTING GOODS	Open P.O. Sporting Equipment/Grounds	01-8150-0-0000-8110-4320-090-741	1,000.00
220073	CADA & CASL	CADA Membership	01-0000-0-1110-1000-5300-022-070	425.00
220116	CALIFORNIA SCHOOL BOARDS ASSOC	2021-2022 CSBA Membership Renewal	01-0000-0-0000-7150-5300-090-714	16,559.00
220116	CALIFORNIA SCHOOL BOARDS ASSOC	2021-2022 CSBA Membership Renewal	01-0000-0-0000-7150-5899-090-714	6,930.00
220008	CALIFORNIA SPORT DESIGN	Open P.O. - PE uniforms	01-9219-0-1230-1000-4320-032-356	9,000.00
220326	CALIFORNIA WATER SERVICE COMPA	Open P.O - Water & Sewer	01-0000-0-0000-8200-5530-090-760	360,000.00

P.O.	Vendor	Board Description	Account	Amount
220365	CAL-STEAM	Open P. O. - Plumbing Supplies	01-8150-0-0000-8110-4320-090-741	2,500.00
220173	CAPITAL ENGINEERING	Review of HVAC systems in classrooms	01-3212-0-1110-1000-5899-090-329	35,691.00
220260	CAROLINA BIOLOGICAL SUPPLY CO	Science supplies	01-0000-0-1235-1000-4320-033-070	2,053.60
220082	CBF INC.	Cabling Install & Repairs, Various sites	01-0000-0-0000-2424-5600-090-735	46,000.00
220052	CDW GOVERNMENT INC	Headphones	01-0000-0-1237-1000-4320-033-070	114.97
220084	CDW GOVERNMENT INC	Misc. Tech Supplies for Repairs	01-0000-0-0000-2424-4320-090-735	15,000.00
220214	CDW GOVERNMENT INC	Doc Cams/Printers	01-0000-0-1110-1000-4320-033-070	3,955.50
220257	CDW GOVERNMENT INC	TV for classroom	01-0000-0-1110-1000-4420-032-070	1,457.37
220261	CDW GOVERNMENT INC	Projector	01-0000-0-1110-1000-4420-033-070	570.25
220303	CDW GOVERNMENT INC	Document Cameras	01-0000-0-1110-1000-4320-007-070	5,251.54
220284	CENGAGE LEARNING	AVT Wkbk, Gr 4 SKY	01-4203-0-4760-1000-4100-090-330	1,065.10
220246	CHILDREN'S HEALTH COUNCIL	Non Public School Placement for student	01-6500-0-5760-1180-5870-090-230	34,953.00
220246	CHILDREN'S HEALTH COUNCIL	Non Public School Placement for student	01-6500-0-5760-1180-5880-090-230	53,400.00
220413	CITY AUTO SUPPLY	Open P.O. - Misc. Vehicle supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
220374	CITY OF SOUTH SAN FRANCISCO	Open P.O. - Water & Sewer	01-0000-0-0000-8200-5530-090-760	130,000.00
220115	CLASSLINK	Classlink License/Hosting	01-0000-0-0000-3900-5813-090-305	25,400.00
220187	CLAY PLANET	Open P.O. - Ceramic Supplies	01-0000-0-1207-1000-4320-033-070	6,000.00
220132	CLAYPEOPLE INC	Open P.O. - Ceramics supplies	01-0000-0-1207-1000-4320-032-070	1,200.00
220412	CLEANSMART SOLUTIONS INC	Open P.O. - Custodial Supplies	01-8150-0-0000-8110-4320-090-741	2,500.00
220039	COMCAST BUSINESS	Internet Service - Big Lift - Hillside	01-0000-0-0000-2424-5899-090-735	4,000.00
220011	CONCORD THEATRICALS CORP	Open P.O. - drama supplies	01-9219-0-1208-1000-4320-032-356	500.00
220400	CONSOLIDATED PLASTICS CO INC	Floor mats	01-0000-0-0000-8200-4320-009-759	776.88
220133	CONTINENTAL ATHLETIC SUPPLY	Reconditioning of Athletic Uniniforms	01-0000-0-1202-1000-5600-032-322	10,000.00
220420	CORE & MAIN LP	Open P.O. Fire Protection Supplies	01-8150-0-0000-8110-4320-090-741	500.00
220049	CORODATA	Shredding services district-wide	01-0000-0-0000-8200-5899-090-760	8,500.00
220087	COUNTY COUNSEL	Legal Services	01-0000-0-0000-2700-5889-090-762	2,500.00
220087	COUNTY COUNSEL	Legal Services	01-0000-0-0000-3130-5889-090-503	500.00
220087	COUNTY COUNSEL	Legal Services	01-0000-0-0000-7110-5889-090-713	12,000.00
220087	COUNTY COUNSEL	Legal Services	01-0000-0-0000-7150-5889-090-714	13,000.00
220087	COUNTY COUNSEL	Legal Services	01-0000-0-0000-7300-5889-090-717	5,000.00
220087	COUNTY COUNSEL	Legal Services	01-0000-0-0000-7400-5889-090-715	5,000.00
220087	COUNTY COUNSEL	Legal Services	01-0000-0-0000-7490-5889-090-716	2,500.00
220087	COUNTY COUNSEL	Legal Services	01-6500-0-5760-1190-5889-090-245	62,000.00
220030	CRYSTAL COMMUNICATIONS	Open P.O. - Battery replacement	01-0000-0-0000-8300-4320-033-070	400.00

P.O.	Vendor	Board Description	Account	Amount
220030	CRYSTAL COMMUNICATIONS	Open P.O. - Battery replacement	01-0000-0-0000-8300-5600-033-070	100.00
220145	CRYSTAL COMMUNICATIONS	Open PO - Radio Equipment	01-0000-0-0000-2700-4320-025-070	1,000.00
220233	CRYSTAL COMMUNICATIONS	District emergency radio supplies	01-0000-0-0000-8300-4320-090-129	1,250.00
220233	CRYSTAL COMMUNICATIONS	District emergency radio supplies	01-0000-0-0000-8300-5600-090-129	400.00
220408	CURRICULUM ASSOCIATES INC.	Word dictionaries	01-0801-0-1110-1000-4320-009-180	441.20
220312	CUSTOM INK	WMS Staff Shirts 2021	01-9010-0-0000-2700-4320-025-356	1,140.99
220053	DELL MARKETING LP	Desktop & Monitor	01-0000-0-1110-1000-4420-033-070	1,861.43
220262	DELL MARKETING LP	VMWare Server Renewal	01-0000-0-0000-2424-5813-090-735	27,424.64
220353	DELTA BLUE GRASS	Open P.O. - Grounds Supplies	01-0000-0-0000-8200-4320-090-760	6,000.00
220421	DF SUPPLY INC	Open P.O. - Maintenance Supplies	01-8150-0-0000-8110-4320-090-741	1,500.00
220373	DOCTOR KIRCHNER LLC	Open P.O. Grounds Supplies/Weed killer	01-0000-0-0000-8200-4320-090-760	20,000.00
220175	DOCUSIGN INC	DocuSign eSignature envelopes	01-3212-0-1110-1000-5813-090-329	49,132.60
220254	DOUGLAS & STURGESS INC	Open P.O. - Ceramics supplies	01-0000-0-1207-1000-4320-032-070	300.00
220366	DUNN-EDWARDS CORPORATION	Open P. O. - Paint Supplies	01-8150-0-0000-8110-4320-090-741	30,000.00
220282	EAI EDUCATION, ERIC ARMIN INC	Math 100 charts	01-0801-0-1110-1000-4320-009-180	67.12
220384	EDGEWOOD CENTER FOR CHILDREN	NPS Placement for student	01-6500-0-5760-1180-5820-090-230	29,110.00
220384	EDGEWOOD CENTER FOR CHILDREN	NPS Placement for student	01-6500-0-5760-1180-5870-090-230	16,047.00
220384	EDGEWOOD CENTER FOR CHILDREN	NPS Placement for student	01-6500-0-5760-1180-5880-090-230	66,420.00
220387	EDPUZZLE INC	Subscription for video assignments	01-0801-0-1110-1000-5899-032-180	1,450.00
220399	EDPUZZLE INC	EdPuzzle	01-0000-0-1110-1000-5813-033-070	1,450.00
220126	EIDE BAILLY LLP	Audit Services	01-0000-0-0000-7190-5887-090-717	46,250.00
220125	ELLEVATION INC	Ellevation renewal	01-0000-0-1110-1000-5813-090-762	19,293.50
220240	ENOME INC	Goal Book Toolkit	01-6500-0-5760-1190-5899-090-245	60,200.00
220362	EWING IRRIGATION PRODUCTION	Open P. O. - Irrigation Supplies	01-8150-0-0000-8110-4320-090-741	12,000.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-3130-5889-090-503	5,000.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-7110-5889-090-713	2,000.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-7120-5889-090-715	5,000.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-7120-5889-090-716	1,000.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-7120-5891-090-715	10,000.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-7120-5891-090-716	5,000.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-7150-5889-090-714	4,000.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-7300-5889-090-717	2,100.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-7400-5889-090-715	10,000.00
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-0000-0-0000-7490-5889-090-716	6,000.00

P.O.	Vendor	Board Description	Account	Amount
220086	FAGEN FRIEDMAN & FULFROST LLP	Legal Services	01-6500-0-5760-1190-5889-090-245	35,000.00
220401	FLINN SCIENTIFIC INC.	Science Pilot AL	01-9044-0-1110-1000-4320-090-063	104.90
220402	FLINN SCIENTIFIC INC.	Science Pilot PKY	01-9044-0-1110-1000-4320-090-063	104.90
220404	FLINN SCIENTIFIC INC.	Science Pilot WMS	01-9044-0-1110-1000-4320-090-063	104.90
220355	FLYERS ENERGY LLC	Open P.O. Fuel & Lubricant Supplies	01-0000-0-0000-8200-4320-090-760	50,000.00
220069	FOLLETT SCHOOL SOLUTIONS INC	Open P.O. - Library Books	01-0000-0-1110-2421-4200-032-451	300.00
220280	FOLLETT SCHOOL SOLUTIONS INC	Approved Textbooks, SSFHS	01-0000-0-1110-1000-4100-090-317	12,510.49
220283	FOLLETT SCHOOL SOLUTIONS INC	Approved Textbooks, Peoples History, EC	01-0000-0-1110-1000-4100-090-317	280.84
220012	GOPHER SPORTS	Open P.O. - PE Supplies	01-0000-0-1230-1000-4320-032-070	4,000.00
220128	GOPHER SPORTS	PE Equipment	01-0801-0-1110-1000-4320-025-180	2,487.59
220376	GOW SUPPLY COMPANY	Open P.O. Sheet Metal Supplies	01-8150-0-0000-8110-4320-090-741	1,500.00
220338	GRAINGER	Wareshouse supplies	01-0000-0-0000-7540-4320-090-761	546.99
220363	GRAINGER	Open P. O. - Industrial Supplies	01-8150-0-0000-8110-4320-090-741	20,000.00
220144	GUITAR CENTER INC	Protective Covers & Masks	01-0801-0-1110-1000-4320-025-180	2,110.66
220350	HDS WHITE CAP CONST SUPPLY	Open P.O. - Misc. Supplies & Tools	01-8150-0-0000-8110-4320-090-741	3,000.00
220253	HEALTH CONNECTED	21-22 Health Connected Contract	01-4127-0-1110-1000-5899-090-342	36,000.00
220072	HEINEMANN	LLI Workshop	01-0801-0-1110-1000-5210-014-180	500.00
220002	HILLYARD INC	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-022-759	10,000.00
220004	HILLYARD INC	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-010-759	6,500.00
220016	HILLYARD INC	Open P.O. - Custodial supplies	01-0000-0-0000-8200-4320-032-759	25,000.00
220021	HILLYARD INC	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-021-759	7,500.00
220022	HILLYARD INC	Open P.O. - Custodial supplies	01-0000-0-0000-8200-4320-002-759	7,000.00
220055	HILLYARD INC	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-025-759	7,900.00
220067	HILLYARD INC	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-008-759	5,000.00
220028	HILLYARD/SAN FRANCISCO	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-033-759	22,250.00
220070	HILLYARD/SAN FRANCISCO	Open P.O. - Custodial supplies	01-0000-0-0000-8200-4320-007-759	6,000.00
220361	HILLYARD/SAN FRANCISCO	Open P. O. - Custodial Supplies	01-0000-0-0000-8200-4320-090-760	25,000.00
220009	HODGE PRODUCTS INC	Oprn P.O. - Locks for lockers	01-9219-0-1230-1000-4320-032-356	3,500.00
220051	HODGE PRODUCTS INC	Locks for P.E./Hallway Lockers	01-0000-0-1110-1000-4320-021-070	3,687.36
220321	HOME DEPOT CREDIT SERVICES	Open P. O. - Misc. Supplies & Tools	01-0000-0-0000-8200-4320-090-760	2,100.00
220321	HOME DEPOT CREDIT SERVICES	Open P. O. - Misc. Supplies & Tools	01-8150-0-0000-8110-4320-090-741	22,900.00
220163	ILLUMINATE EDUCATION INC.	Illuminate Renewal with Educlimber Yr 1	01-3212-0-1110-1000-5813-090-329	90,640.90
220102	INFINITE CAMPUS INC.	Infinite Campus - Open PO for casework	01-0000-0-0000-3900-5899-090-305	5,000.00
220259	INFINITE CAMPUS INC.	Infinite Campus Nat'l training week	01-0000-0-0000-3900-5899-090-305	499.00

P.O.	Vendor	Board Description	Account	Amount
220258	INTERACTIVE DIGITAL SOLUTIONS	86" TV for D.O.-Board Room	01-0000-0-0000-2424-6415-090-735	23,891.07
220170	INTRADO INTERACTIVE SERVICES	School Messenger - Annual Renewal	01-0000-0-0000-2424-5813-090-735	10,680.80
220129	IXL LEARNING	IXL Site License	01-0801-0-1110-1000-5813-025-180	1,650.00
220010	J.W. PEPPER & SON INC	Open P.O. - Music supplies & i	01-9219-0-1215-1000-4320-032-356	2,000.00
220186	J.W. PEPPER & SON INC	Open PO - Music Supplies	01-0000-0-1227-1000-4320-025-070	1,000.00
220095	JAMF LLC	JAMF- Apple Device Enrollment	01-0000-0-0000-2424-5813-090-735	30,576.00
220367	JOHNSTONE SUPPLY	Open P. O. - Plumbing/HVAC Supplies	01-8150-0-0000-8110-4320-090-741	2,500.00
220023	JOSTEN'S INC	Open P.O. - Graduation Supplies	01-0000-0-0000-3900-4320-033-070	4,000.00
220034	JOSTEN'S INC	Open P.O. - Diplomas, Graduati	01-9215-0-1110-1000-4320-032-356	1,500.00
220417	KAMAN INDUSTRIAL TECHNOLOGIES	Open P.O. - Mechanical Supplies	01-8150-0-0000-8110-4320-090-741	500.00
220342	KAPLAN	Calming Circles Carpet	01-3010-0-1110-1000-4320-007-301	438.91
220041	KBA DOCUSYS INC	Ditrict-wide copiers maintenance	01-0000-0-1110-1000-5600-090-722	80,000.00
220042	KBA DOCUSYS INC	B/W copies overage/ Color copies charge	01-0000-0-1110-1000-5600-090-722	28,000.00
220419	KELLER SUPPLY COMPANY	Open P.O. - Plumbing Supplies	01-8150-0-0000-8110-4320-090-741	2,000.00
220029	KELLY PAPER	Open P.O. - Copier paper	01-0000-0-1110-1000-4320-033-070	9,600.00
220056	KELLY PAPER	Open P.O. - Copy Paper	01-0000-0-1110-1000-4320-025-070	5,925.00
220068	KELLY PAPER	Open P.O. - Copy Paper	01-0000-0-1110-1000-4320-032-070	12,000.00
220142	KELLY PAPER	Paper	01-0000-0-1110-1000-4320-010-070	2,412.79
220149	KELLY PAPER	Opne PO (Paper)	01-0801-0-1110-1000-4320-022-180	7,500.00
220403	KELLY PAPER	Office Copy Paper	01-0000-0-0000-2700-4320-007-070	1,610.50
220343	K-LOG	Student Safety Shield for Speech Therapy	01-0801-0-1110-1000-4320-008-123	90.22
220001	LIDIA'S ITALIAN DELI	Open P.O. - Food for meetings	01-9010-0-1110-1000-4322-022-356	2,000.00
220328	LITERABLY INC	Literably K-5	01-3212-0-1110-1000-5813-090-329	24,000.00
220390	LOGMEIN	Remote Device Connection service	01-0000-0-0000-2424-5813-090-735	20,254.00
220320	LOWE'S BUSINESS ACCOUNT	Open P.O. - Misc. supplies for Facilities	01-0000-0-0000-8200-4320-090-760	250.00
220320	LOWE'S BUSINESS ACCOUNT	Open P.O. - Misc. supplies for Facilities	01-8150-0-0000-8110-4320-090-741	34,750.00
220150	MAGNATAG VISIBLE SYSTEMS	Magnatag card inserts	01-0000-0-1110-1000-4320-033-070	84.98
220274	MAXIM HEALTHCARE SERVICES INC.	Non-Public Agency Services	01-6500-0-5760-1190-5870-090-245	305,000.00
220122	MCGRAW-HILL COMPANIES, THE	Kinder Readers	01-0801-0-1110-1000-4200-012-180	2,254.02
220263	MCGRAW-HILL COMPANIES, THE	Geography, EC	01-0000-0-1110-1000-4100-090-317	10,261.40
220271	MCGRAW-HILL COMPANIES, THE	Approved Textbooks, Wonderwork, SG	01-4203-0-1110-1000-4100-090-330	568.06
220279	MCGRAW-HILL COMPANIES, THE	Approved Textbook, Geo SSF	01-0000-0-1110-1000-4100-090-317	4,312.47
220297	MEDIFY AIR LLC	Replacement Air Filters	01-3212-0-1110-1000-4320-090-329	72,407.53
220081	MOBYMAX	Online Classroom Resource	01-0801-0-1110-1000-5813-006-180	2,999.00

P.O.	Vendor	Board Description	Account	Amount
220117	MRC	Color/B&W copy charges	01-0000-0-0000-7350-5600-090-717	100.00
220117	MRC	Color/B&W copy charges	01-0000-0-0000-7550-5600-090-718	4,200.00
220089	MUSIC THEATRE INTERNATIONAL	Open P.O. - Musicals for Drama	01-0000-0-0000-0000-9330-000	400.00
220089	MUSIC THEATRE INTERNATIONAL	Open P.O. - Musicals for Drama	01-9219-0-1208-1000-5899-032-356	3,100.00
220080	MYSTERY SCIENCE INC.	2021-22 Mystery Science subscription	01-0801-0-1110-1000-4320-010-180	2,300.78
220151	MYSTERY SCIENCE INC.	Mystery Science School Membership	01-0801-0-1110-1000-5813-010-180	1,499.00
220242	N2Y LLC	Subscription Online Curriculum	01-6500-0-5760-1190-5813-090-245	18,230.90
220024	NASCO	Open P.O. - Art Supplies	01-0000-0-1201-1000-4320-033-070	4,500.00
220136	NASCO	Special Ed supplies	01-0000-0-1237-1000-4320-033-070	183.58
220140	NASCO	Art supplies	01-0000-0-1201-1000-4320-033-070	4,835.75
220100	NATIONAL STUDENT CLEARINGHOUSE	National Student Clearinghouse	01-7425-0-1110-1000-5813-090-324	1,190.00
220277	NEWSELA INC	Online Subscription NewsELA	01-6500-0-5760-1190-5813-090-245	7,350.00
220316	NEXT GENERATION SCIENCE	NGSI Professional Development	01-9044-0-1110-1000-5210-090-064	12,000.00
220388	NICKY'S FOLDERS	Communication folders	01-0801-0-1110-1000-4320-009-180	889.99
220168	NORMAN S.H. KUM	Misc. Printer Repair Costs	01-0000-0-0000-2424-5600-090-735	2,700.00
220006	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-1110-1000-4320-010-070	5,163.25
220020	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-1110-1000-4320-008-070	1,581.13
220059	OFFICE DEPOT/BUSINESS SERVICE	Initial Supply Order	01-0000-0-1110-1000-4320-025-070	144.74
220071	OFFICE DEPOT/BUSINESS SERVICE	Speical Ed supplies	01-0000-0-1237-1000-4320-033-070	900.35
220083	OFFICE DEPOT/BUSINESS SERVICE	IT Office/Supplies	01-0000-0-0000-2424-4320-090-735	4,600.00
220094	OFFICE DEPOT/BUSINESS SERVICE	Pentaflex folders for Payroll	01-0000-0-0000-7340-4320-090-717	49.97
220096	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-8200-4320-090-760	294.77
220098	OFFICE DEPOT/BUSINESS SERVICE	Supplies for the general office	01-0000-0-0000-2700-4320-032-070	1,507.48
220099	OFFICE DEPOT/BUSINESS SERVICE	Supplies for Counseling & Attendance	01-0000-0-0000-2700-4320-032-070	2,267.31
220103	OFFICE DEPOT/BUSINESS SERVICE	Office supplies for fy21-22	01-0000-0-0000-7300-4320-090-717	185.88
220121	OFFICE DEPOT/BUSINESS SERVICE	Supplies	01-0000-0-1110-1000-4320-033-070	279.23
220124	OFFICE DEPOT/BUSINESS SERVICE	Classroom Student Supplies	01-0000-0-1110-1000-4320-012-070	1,589.50
220180	OFFICE DEPOT/BUSINESS SERVICE	Office / Classroom Supplies	01-0000-0-1110-1000-4320-006-070	2,758.84
220206	OFFICE DEPOT/BUSINESS SERVICE	Supplies for Testing	01-9218-0-1110-1000-4320-032-356	804.67
220207	OFFICE DEPOT/BUSINESS SERVICE	Supplies for World Language & SPED	01-0000-0-1216-1000-4320-032-070	79.75
220207	OFFICE DEPOT/BUSINESS SERVICE	Supplies for World Language & SPED	01-9219-0-1237-1000-4320-032-356	51.40
220229	OFFICE DEPOT/BUSINESS SERVICE	Classroom & Office supplies	01-0000-0-1110-1000-4320-007-070	6,428.75
220281	OFFICE DEPOT/BUSINESS SERVICE	Supplies	01-0000-0-1110-1000-4320-009-070	2,563.61
220302	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-3130-4320-090-503	107.19

P.O.	Vendor	Board Description	Account	Amount
220311	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-7150-4320-090-714	169.09
220397	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies for Special Ed	01-6500-0-5760-1190-4320-090-245	493.00
220406	OFFICE DEPOT/BUSINESS SERVICE	Supplies for general & counseling office	01-0000-0-0000-2700-4320-032-070	57.64
220409	OFFICE DEPOT/BUSINESS SERVICE	Supplies	01-0000-0-1110-1000-4320-009-070	57.41
220172	OJO TECHNOLOGY	Misc. Srvcs & Support -Security cameras	01-0000-0-0000-2424-5600-090-735	3,000.00
220174	OJO TECHNOLOGY	ECHS - Field A/P.'s, Camera Relocations	01-0000-0-0000-2424-5600-090-735	4,266.00
220251	OJO TECHNOLOGY	Avigilon VMS Server Relocation	01-0000-0-0000-2424-5899-090-735	16,911.90
220061	OKAPI EDUCATIONAL PUBLISHING	Okapi Digital Literacy	01-3010-0-1110-1000-5813-008-301	2,117.50
220325	OTIS ELEVATOR COMPANY	Open P.O. Monitoring of Elevators	01-8150-0-0000-8110-5600-090-741	35,000.00
220416	P & F DISTRIBUTORS	Open P.O. Mechanical - Plumbing	01-8150-0-0000-8110-4320-090-741	1,500.00
220377	PAPE MATERIAL H&LING	Open P.O. - Industrial Supplie	01-8150-0-0000-8110-4320-090-741	500.00
220035	PAPER & INK	Letterhead, Business Cards & Lawn Signs	01-0000-0-0000-2700-5810-032-070	1,500.00
220035	PAPER & INK	Letterhead, Business Cards & Lawn Signs	01-9206-0-1110-1000-4320-032-356	2,000.00
220378	PATTERSON LIFT TRUCKS INC.	Open P.O. - Forklift Parts	01-8150-0-0000-8110-4320-090-741	1,000.00
220063	PAXIS INSTITUTE	PAX replacement/refill	01-0000-0-1110-1000-4320-090-762	960.07
220357	PERSONAL AWARDS INC	Open P.O. Embroidery, screen printing	01-8150-0-0000-8110-4320-090-741	3,000.00
220077	PERSONNEL CONCEPTS	Laminated Labor Law Posters	01-0000-0-0000-7490-4320-090-716	888.84
220228	PLAYWORKS EDUCATION ENERGIZED	Playworks	01-0801-0-1110-1000-5899-002-180	13,000.00
220228	PLAYWORKS EDUCATION ENERGIZED	Playworks	01-9010-0-1110-1000-5899-002-356	13,000.00
220247	PROFESSIONAL TUTORS OF AMERICA	Tutoring Services	01-6500-0-5760-1190-5870-090-245	5,000.00
220036	PSAT/NMSQT	Open P.O. - PSAT/NMSQT Test Fees	01-9218-0-1110-1000-4320-032-356	2,000.00
220232	PYRAMID PRINTING & GRAPHICS	Form 3 - District Expectations	01-0000-0-0000-3130-5810-090-503	21,100.00
220276	QBS LLC	Crisis Prevention Training	01-6500-0-5760-1190-5210-090-245	25,000.00
220045	QUADIENT LEASING USA INC	Folding machine lease	01-0000-0-0000-7550-5600-090-718	5,700.00
220046	QUADIENT LEASING USA INC	Postage Machine Lease	01-0000-0-0000-7550-5600-090-718	7,400.00
220048	QUADIENT LEASING USA INC	Postage Machine Ink	01-0000-0-0000-7550-4320-090-718	1,000.00
220031	QUON, ARNOLD	Open P.O. - Camera Repairs	01-0000-0-1110-1000-5600-033-070	100.00
220290	RAY GASKIN SERVICE	Vehicle/Diamondback Rearloader	01-8150-0-0000-8110-6410-090-741	93,393.75
220291	RAY GASKIN SERVICE	Vehicle	01-8150-0-0000-8110-6410-090-741	42,970.66
220379	RAY GASKIN SERVICE	Open P.O. - Vehicle Parts	01-8150-0-0000-8110-4320-090-741	1,000.00
220146	READ NATURALLY INC	Read Naturally License	01-0801-0-1110-1000-5813-010-180	805.00
220026	READY REFRESH BY NESTLE	Open P.O. - Water bottles	01-9010-0-1110-1000-4322-033-356	850.00
220033	READY REFRESH BY NESTLE	Water Supply for the General Ofice	01-0000-0-0000-2700-4322-032-070	2,500.00
220066	REALLY GOOD STUFF	Student Word journals	01-0801-0-1110-1000-4320-008-123	304.44

P.O.	Vendor	Board Description	Account	Amount
220407	REALLY GOOD STUFF	Supplies	01-0000-0-1110-1000-4320-009-070	108.82
220143	REMIND101 INC.	Parent Teacher communication app	01-0801-0-1110-1000-5813-008-123	1,660.00
220422	RESOURCE SOLUTIONS OF SF GROUP	Open P. O. - Custodial Supplies	01-8150-0-0000-8110-4320-090-741	1,500.00
220351	RICE TRUCKING - SOIL FARM	Open P.O. Field Maintenance, Supplies	01-0000-0-0000-8200-4320-090-760	2,000.00
220135	RIDDELL/ALL AMERICAN SPORTS	Open P.O. - Football Equipment	01-0000-0-1202-1000-5600-033-322	10,000.00
220352	RON TURLEY ASSOCIATES INC.	Open P.O. - Annual Maintenance	01-8150-0-0000-8110-5813-090-741	3,600.00
220003	ROYAL PIN DONUTS	Open P.O. - Food for meetings	01-9010-0-1110-1000-4322-022-356	550.00
220065	RYDIN DECAL	Student parking tags	01-9207-0-1110-1000-4320-032-356	277.71
220334	R-ZERO SYSTEMS INC.	Air Disinfectant Devices	01-3212-0-1110-1000-4420-090-329	96,497.50
220414	R-ZERO SYSTEMS INC.	Air Disinfectant Devices	01-3212-0-1110-1000-4420-090-329	125,860.00
220243	SAN MATEO COUNTY OFFICE OF EDU	Travel & Conference	01-6500-0-5760-1190-5210-090-245	2,000.00
220027	SAN MATEO UNION HIGH DISTRICT	Athletic/FT Charter Bus Transportation	01-0000-0-0000-3900-5821-033-322	6,250.00
220264	SAVVAS LEARNING COMPANY LLC	Approved Textbooks, Social Studies BB	01-0000-0-1110-1000-4100-090-317	8,873.63
220265	SAVVAS LEARNING COMPANY LLC	Approved Textbooks, Social Studies LC	01-0000-0-1110-1000-4100-090-317	2,269.31
220266	SAVVAS LEARNING COMPANY LLC	Approved Textbooks, Social Studies MV	01-0000-0-1110-1000-4100-090-317	5,148.08
220267	SAVVAS LEARNING COMPANY LLC	Approved Textbooks, Social Studies SG	01-0000-0-1110-1000-4100-090-317	4,218.72
220268	SAVVAS LEARNING COMPANY LLC	Approved Textbooks, Social Studies SP	01-0000-0-1110-1000-4100-090-317	1,593.21
220269	SAVVAS LEARNING COMPANY LLC	Approved Textbooks, Social Studies SK	01-0000-0-1110-1000-4100-090-317	2,112.56
220270	SAVVAS LEARNING COMPANY LLC	Approved Textbooks, Social Studies MA	01-0000-0-1110-1000-4100-090-317	5,626.04
220285	SAVVAS LEARNING COMPANY LLC	AP Spanish test prep, SSFHS	01-0000-0-1110-1000-4100-090-317	1,268.29
220286	SAVVAS LEARNING COMPANY LLC	AP Spanish test prep, ECHS	01-0000-0-1110-1000-4100-090-317	551.44
220058	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic Classroom Magazines	01-3010-0-1110-1000-4320-008-301	2,840.47
220141	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic Magazines	01-0801-0-1110-1000-4320-006-180	2,219.20
220157	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic Kinder	01-0801-0-1110-1000-4320-002-123	681.73
220158	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic 1 Grade	01-0801-0-1110-1000-4320-002-123	654.50
220159	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic 2nd Grade	01-0801-0-1110-1000-4320-002-123	706.86
220160	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic 3rd Grade	01-0801-0-1110-1000-4320-002-123	763.40
220161	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic 4th Grade	01-0801-0-1110-1000-4320-002-123	896.54
220162	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic 5th Grade	01-0801-0-1110-1000-4320-002-123	924.56
220339	SCHOLASTIC INC	Scholastic News Subscription	01-0000-0-1110-1000-4320-010-070	1,564.92
220346	SCHOLASTIC INC	Scholastic Classroom Magazines	01-0801-0-1110-1000-4320-025-180	2,005.36
220014	SCHOOL DATEBOOKS	Open P.O. - student datebooks	01-9215-0-1110-1000-4320-032-356	3,800.00
220112	SCHOOL DATEBOOKS	Datebooks	01-0801-0-1110-1000-4320-009-180	836.00
220134	SCHOOL DATEBOOKS	Student planners	01-0000-0-1110-1000-4320-033-070	911.70

P.O.	Vendor	Board Description	Account	Amount
220345	SCHOOL DATEBOOKS	Planners	01-0801-0-1110-1000-4320-022-180	3,272.35
220127	SCHOOL INNOVATIONS	Annual Billing for Advisory Services	01-0000-0-0000-7390-5899-090-710	26,550.00
220164	SCHOOL LOOP	School Loop 2021-22	01-0000-0-0000-3900-5813-090-305	76,508.66
220123	SCHOOL MATE	Student Planners	01-0801-0-1110-1000-4320-012-180	652.01
220017	SCHOOL OUTFITTERS	Classroom desks & chairs	01-0000-0-1110-1000-4320-032-070	9,896.66
220111	SCHOOL OUTFITTERS	Classroom tables/cart	01-3550-0-3800-1000-4320-033-333	1,171.18
220250	SCHOOL OUTFITTERS	Computer tables	01-0000-0-1110-1000-4320-033-070	3,967.10
220147	SCHOOL SERVICES OF CALIFORNIA,	Consultant Services	01-0000-0-0000-7350-5899-090-717	4,080.00
220005	SCHOOL SPECIALTY LLC	Office Supplies	01-0000-0-1110-1000-4320-010-070	334.67
220064	SCHOOL SPECIALTY LLC	Office & Classroom Supplies	01-0000-0-1110-1000-4320-008-070	988.49
220278	SCHOOL SPECIALTY LLC	Curriculum & Training	01-6500-0-5760-1190-4320-090-245	3,396.46
220278	SCHOOL SPECIALTY LLC	Curriculum & Training	01-6500-0-5760-1190-5899-090-245	3,500.00
220410	SCHOOL SPECIALTY LLC	School Supplies	01-0000-0-1110-1000-4320-021-070	3,265.41
220092	SCOTT BACKOVICH	Virtual training for student leadership	01-9215-0-1110-1000-5899-032-356	2,500.00
220327	SEESAW	Seesaw	01-3212-0-1110-1000-5813-090-329	20,309.00
220167	SEHI COMPUTER PRODUCTS	Misc. PC/Printer Supplies	01-0000-0-0000-2424-4320-090-735	2,200.00
220057	SERVICE PRESS INC.	Site envelopes	01-0000-0-1110-1000-5810-010-070	100.75
220391	SERVICE PRESS INC.	Business Cards & Envelopes	01-0000-0-0000-7400-5810-090-715	115.54
220391	SERVICE PRESS INC.	Business Cards & Envelopes	01-0000-0-0000-7490-5810-090-716	228.42
220114	SILICON VALLEY MATHEMATICS	SVMI Dues /Membership	01-0000-0-1110-1000-5300-090-762	6,300.00
220139	SILICON VALLEY MATHEMATICS	Silicon Valley Math Initiative	01-0801-0-0000-2100-5210-090-177	1,000.00
220226	SMCSA	Annual Dues 2021-2022	01-0000-0-0000-7150-5300-090-714	330.00
220322	SONITROL	Open P. O. -Cost of Monitoring Alarms	01-8150-0-0000-8300-5806-090-129	115,000.00
220360	SOUTH CITY LUMBER & SUPPLY	Open P. O. - Misc. Maintenance supplies	01-0000-0-0000-8200-4320-090-760	5,000.00
220360	SOUTH CITY LUMBER & SUPPLY	Open P. O. - Misc. Maintenance supplies	01-8150-0-0000-8110-4320-090-741	25,000.00
220411	SOUTH SAN FRANCISCO ROTARY CLU	South San Francisco Rotary Club	01-0000-0-0000-7150-5300-090-714	225.00
220358	SOUTH SAN FRANCISCO TIRE	Open P.O - Vehicle Maintenance	01-8150-0-0000-8110-4320-090-741	5,000.00
220019	SOUTHWEST BINDING & LAMINATING	Binding supplies	01-0000-0-1110-1000-4320-010-070	123.60
220165	SPECTRUM CENTER SCHOOLS	NPS Placement for various students	01-6500-0-5760-1180-5870-090-230	189,768.00
220165	SPECTRUM CENTER SCHOOLS	NPS Placement for various students	01-6500-0-5760-1180-5880-090-230	326,340.00
220165	SPECTRUM CENTER SCHOOLS	NPS Placement for various students	01-6500-0-5760-2490-5820-090-230	111,300.00
220230	SPRINT	Cell Phone charges, Attendance & Welfare	01-0000-0-0000-3130-5910-090-503	1,000.00
220032	SPRINT PCS	Open P.O. - Administrator cell	01-0000-0-0000-2700-5910-033-480	500.00
220166	SPRINT PCS	Monthly Cell phone charges, IT Dept	01-0000-0-0000-2700-5910-090-735	4,500.00

P.O.	Vendor	Board Description	Account	Amount
220241	SPRINT PCS	Open P.O. - Cell Phone Charges	01-6500-0-5760-2700-5910-090-245	960.00
220324	ST&ARD PLUMBING SUPPLY	Open P.O.-Plumbing, HVAC & Maintenance	01-8150-0-0000-8110-4320-090-741	23,000.00
220060	STAPLES BUSINESS CREDIT	Initial Supply Order	01-0000-0-1110-1000-4320-025-070	200.64
220245	STEPPING STONES CTR-A.S.P. INC	Paraeducator Services	01-6500-0-5760-1190-5870-090-245	1,067,000.00
220380	STEVEN'S BAY AREA DIESEL	Open P.O. - Truck Repair	01-8150-0-0000-8110-5600-090-741	1,500.00
220007	STUDIES WEEKLY	Studies Weekly Subscription	01-0000-0-1110-1000-4320-010-070	590.61
220062	STUDIES WEEKLY	Studies Weekly for 4th grade	01-3010-0-1110-1000-4320-008-301	907.19
220275	SUNBELT STAFFING	Non-public agency services	01-6500-0-5760-1190-5870-090-245	361,250.00
220299	SUPER DUPER PUBLICATIONS	Testing Materials for Speech Path.	01-5640-0-5001-3900-4320-090-350	362.59
220393	TEACHTOWN	Subscription Social Skills, Speech Path.	01-5640-0-5001-3150-5813-090-350	374.20
220359	TEC OF CALIFORNIA INC.	Open P. O. - Auto Repair	01-8150-0-0000-8110-5600-090-741	3,000.00
220013	THEATRE HOUSE	Open P.O. - Drama supplies	01-9219-0-1208-1000-4320-032-356	800.00
220176	T-MOBILE USA INC	Monthly Cell Charges, IT Dept	01-0000-0-0000-2700-5910-090-735	720.00
220130	TRAFFIC SAFETY STORE	Traffic Cones	01-0801-0-1110-1000-4320-025-180	220.14
220385	TRAFFIC SAFETY STORE	Construction Fencing	01-0801-0-1110-1000-4320-025-180	55.91
220239	TRUMPET BEHAVIORAL HEALTH LLC	Behaviour Support Services	01-6500-0-5760-1190-5870-090-245	122,012.00
220424	TURNITIN LLC	Turnitin - HS	01-3212-0-1110-1000-5813-090-329	12,116.25
220368	TYCO FIRE & SECURITY	Open P.O. - Annual Sprinkler Testing	01-8150-0-0000-8110-5899-090-741	5,000.00
220090	ULINE	Entryway rugs for classrooms & hallway	01-0000-0-1110-1000-4320-008-070	923.84
220354	UNITED RENTALS INC	Open P.O. Equipment Rentals	01-8150-0-0000-8110-5600-090-741	5,000.00
220044	UNITED STATES POSTAL SERVICE	U.S. Mail Postage	01-0000-0-0000-7550-5920-090-718	44,000.00
220272	VAKIS, DOROTHEA	NPI Licensure	01-5640-0-5001-3900-5801-090-350	5,000.00
220097	VIA HEART PROJECT	Annual AED Maintenance	01-0000-0-0000-8300-5899-090-129	9,600.00
220091	VIRCO INC	Tables for the large conference room	01-0000-0-0000-2700-4320-032-070	3,621.36
220091	VIRCO INC	Tables for the large conference room	01-9206-0-0000-2700-4420-032-356	7,408.55
220152	WAVE BUSINESS	District-wide Internet Service	01-0000-0-0000-2424-5850-090-735	54,713.40
220244	WELLDOM INC	Physical Therapy & Student assessments	01-6500-0-5760-1190-5870-090-245	150,000.00
220040	WELLS FARGO VENDOR FIN SERV	District-wide copiers lease	01-0000-0-1110-1000-5600-090-722	84,000.00
220356	WEST COAST S& & GRAVEL INC	Open P.O. - Grounds Supplies	01-0000-0-0000-8200-4320-090-760	5,000.00
220392	WEST ED	OpenSciEd HS 21/22	01-9044-0-1110-1000-5210-090-064	30,000.00
220375	WESTBOROUGH WATER DISTRICT	Open P.O. - Water & Sewer, Westborough	01-0000-0-0000-8200-5530-090-760	25,000.00
220256	WEVIDEO INC	Subscription for Video Program	01-3550-0-3800-1000-5813-032-333	1,107.50
220093	WILLIAM H. SADLER INC	Reading pilot program	01-0000-0-1110-1000-4320-090-762	5,444.83
220101	WILSON LANGUAGE TRAINING CORP.	Fundations Phonics Pilot	01-0000-0-1110-1000-4320-090-762	13,790.43

P.O.	Vendor	Board Description	Account	Amount
220237	WINGS LEARNING CENTER	NPS Placement for student	01-6500-0-5760-1180-5870-090-230	11,473.00
220237	WINGS LEARNING CENTER	NPS Placement for student	01-6500-0-5760-1180-5880-090-230	59,356.00
220255	WOODWIND & BRASSWIND	Open P.O. - Musical Instruments	01-0000-0-1227-1000-4320-032-070	900.00
220043	XEROX FINANCIAL SERVICES	Xerox Lease - Business Services	01-0000-0-0000-7350-5600-090-717	300.00
220047	XEROX FINANCIAL SERVICES	MRC/Xerox Lease for Copiers	01-0000-0-0000-7550-5600-090-718	5,850.00
220418	YAMAHA GOLF CARS OF CA INC	Open P.O. Vehicle Parts for Custod. Cart	01-0000-0-0000-8200-4320-090-760	1,500.00
220153	ZOOM VIDEO COMMUNICATIONS INC	Annual Zoom Subcription	01-0000-0-0000-2424-5899-090-735	26,497.00
	TOTAL FUND 01			**12,053,340.65**
220326	CALIFORNIA WATER SERVICE COMPA	Open P.O - Water & Sewer	11-0000-0-0000-8200-5530-041-760	18,500.00
220118	AT&T	CALNET 3 charges	11-0000-0-4110-2700-5910-041-480	1,200.00
220344	ADMIN. SOFTWARE APPLICATIONS	ASAP annual subscription Fee - Premium	11-6391-0-4110-2490-5813-041-481	9,476.48
220182	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies	12-6105-0-8510-1000-4320-045-830	264.65
220287	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies	12-6105-0-8510-1000-4320-045-830	1,009.17
220288	HILLYARD INC	Custodial Supplies	12-6105-0-8510-1000-4320-045-830	1,485.00
220292	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies for Program Supervisor	12-6105-0-8510-1000-4320-045-830	27.30
220295	ALBERTSONS/SAFEWAY INC.	Miscellaneous Svc & Operating expenses	12-6105-0-8510-1000-4320-045-830	165.00
220295	ALBERTSONS/SAFEWAY INC.	Miscellaneous Svc & Operating expenses	12-6105-0-8535-1000-4320-045-835	165.00
220295	ALBERTSONS/SAFEWAY INC.	Miscellaneous Svc & Operating expenses	12-9010-0-8533-1000-4320-045-833	170.00
220296	AMAZON.COM	Classroom Supplies for Room 3	12-9010-0-8533-1000-4320-045-833	320.48
220118	AT&T	CALNET 3 charges	12-6105-0-8510-2700-5910-045-830	1,600.00
220326	CALIFORNIA WATER SERVICE COMPA	Open P.O - Water & Sewer	12-6105-0-8510-8200-5530-045-830	800.00
220326	CALIFORNIA WATER SERVICE COMPA	Open P.O - Water & Sewer	12-6105-0-8535-8200-5530-045-835	1,000.00
220326	CALIFORNIA WATER SERVICE COMPA	Open P.O - Water & Sewer	12-9010-0-8533-8200-5530-045-833	1,000.00
220177	DEPARTMENT OF SOCIAL SERVICES	Licensing Fees	12-6105-0-8510-1000-5899-045-835	484.00
220177	DEPARTMENT OF SOCIAL SERVICES	Licensing Fees	12-9010-0-8533-1000-5899-045-833	484.00
220395	DISCOUNT SCHOOL SUPPLY	Supportive Materials	12-9302-0-8510-1000-4320-005-LIFT	358.76
220396	DISCOUNT SCHOOL SUPPLY	Supportive Materials	12-9302-0-8510-1000-4320-005-LIFT	322.67
220288	HILLYARD INC	Custodial Supplies	12-6105-0-8535-1000-4320-045-835	1,530.00
220288	HILLYARD INC	Custodial Supplies	12-9010-0-8533-1000-4320-045-833	1,485.00
220298	KELLY PAPER	Copy Paper	12-6105-0-8510-1000-4320-045-830	139.54
220298	KELLY PAPER	Copy Paper	12-6105-0-8535-1000-4320-045-835	143.76
220298	KELLY PAPER	Copy Paper	12-9010-0-8533-1000-4320-045-833	139.54
220181	LOWE'S BUSINESS ACCOUNT	Refrigerator for Room 6	12-9010-0-8533-1000-4410-045-833	746.05
220182	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies	12-6105-0-8535-1000-4320-045-835	249.10

P.O.	Vendor	Board Description	Account	Amount
220182	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	264.65
220287	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies	12-6105-0-8535-1000-4320-045-835	979.50
220287	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	979.47
220292	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies for Program Supervisor	12-6105-0-8535-1000-4320-045-835	27.29
220292	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies for Program Supervisor	12-9010-0-8533-1000-4320-045-833	28.12
220293	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies for Room 2	12-6105-0-8535-1000-4320-045-835	87.33
220294	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies for Rooms 3 & 4	12-6105-0-8510-1000-4320-045-830	167.64
220294	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies for Rooms 3 & 4	12-9010-0-8533-1000-4320-045-833	167.57
220398	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies for Room 6	12-6105-0-8510-1000-4320-045-830	312.79
220398	OFFICE DEPOT/BUSINESS SERVICE	Classroom Supplies for Room 6	12-9010-0-8533-1000-4320-045-833	312.84
	TOTAL FUND 12			**46,592.70**
220189	ADVANCED INTEGRATED PEST MGMT	Pest Control Services	13-5310-0-0000-3700-5807-090-820	5,700.00
220213	AT&T	Telephone	13-5310-0-0000-3700-5910-090-820	500.00
220195	BAY AREA NEWS GROUP	Misc Services	13-5310-0-0000-3700-5811-090-820	800.00
220200	BONAMI BAKING COMPANY, THE	Bread Products	13-5310-0-0000-3700-4700-090-820	3,000.00
220196	CSNA (CA SCHOOL NUTRI. ASSOC.)	Membership Dues	13-5310-0-0000-3700-5300-090-820	55.00
220192	DANIELSEN COMPANY	Food Products	13-5310-0-0000-3700-4340-090-820	200.00
220192	DANIELSEN COMPANY	Food Products	13-5310-0-0000-3700-4700-090-820	119,800.00
220212	DAYLIGHT FOODS INC	Food Products	13-5310-0-0000-3700-4700-090-820	100,000.00
220119	DELL MARKETING LP	Desktop Computers	13-5310-0-0000-3700-4420-090-820	2,486.84
220210	EAST BAY RESTAURANT SUPPLY INC	Equipment purchases	13-5310-0-0000-3700-4340-090-820	10,000.00
220193	GOLD STAR FOODS	Food Products	13-5310-0-0000-3700-4700-090-820	350,000.00
220202	IMAGE ONE CORPORATION	Meal Applications / Rocketscan	13-5310-0-0000-3700-5813-090-820	2,000.00
220205	INDIVIDUAL FOODSERVICE	Food service Paper /Plastic Producs	13-5310-0-0000-3700-4340-090-820	40,000.00
220199	ISITE SOFTWARE	Maintenance service	13-5310-0-0000-3700-5813-090-820	995.00
220120	MYERS RESTAURANT SUPPLY LLC	Convection Ovens	13-5314-0-0000-3700-6430-032-820	16,920.00
220190	OFFICE DEPOT/BUSINESS SERVICE	Food service support supplies	13-5310-0-0000-3700-4320-090-820	6,000.00
220198	P & R PAPER SUPPLY CO	Food service Paper Products	13-5310-0-0000-3700-4340-090-820	20,000.00
220204	PAPER TECH	Food service Paper Products	13-5310-0-0000-3700-4340-090-820	50,000.00
220211	PRODUCERS DAIRY	Food Products	13-5310-0-0000-3700-4700-090-820	130,000.00
220191	SAN MATEO COUNTY ENVIRONMENTAL	Misc. Services	13-5310-0-0000-3700-5899-090-820	8,000.00
220194	SEAL PACK EQUIPMENT COMPANY	Equipment Repair	13-5310-0-0000-3700-5600-090-820	10,000.00
220201	SERVICE PRESS INC.	Window Envelopes #10 NS	13-5310-0-0000-3700-5810-090-820	500.00
220197	SNA	Membership Dues	13-5310-0-0000-3700-5300-090-820	200.00

P.O.	Vendor	Board Description	Account	Amount
220203	SURVEY MONKEY INC	Survey Monkey	13-5310-0-0000-3700-5899-090-820	400.00
	TOTAL FUND 13			**877,556.84**
220054	BLAISDELL'S BUSINESS PRODUCTS	Blaisdells	14-0000-0-0000-8110-6410-090-741	29,506.97
	TOTAL FUND 14			**29,506.97**
220085	DANNIS WOLIVER KELLEY	Legal Services	21-0000-0-0000-8200-5889-098-902	750,000.00
	TOTAL FUND 21			**750,000.00**
220113	CALLAHAN, DAVID R.	Inspection of storm drain & driveway	40-9010-0-0000-8500-6270-090-924	3,000.00
220347	ENGIE SERVICES U.S. INC.	Solar Panels/M&V Fees	40-9010-0-0000-8110-5899-090-985	20,766.12
220348	ENGIE SERVICES U.S. INC.	Solar Panels/OM Fees	40-9010-0-0000-8110-5899-090-985	13,345.96
220371	ENGIE SERVICES U.S. INC.	Solar Panels/MV Fees	40-9010-0-0000-8110-5899-090-985	53,359.00
220372	ENGIE SERVICES U.S. INC.	Solar Panels/OM Fees	40-9010-0-0000-8110-5899-090-985	64,766.00
220252	PROTECH	Environmental Testing/Mold Testing	40-9010-0-0000-8500-5899-090-954	6,570.00
	TOTAL FUND 40			**161,807.08**
220389	SAN DIEGO STATE UNIVERSITY	Dr. Nadeau Athletic Scholaship	73-0000-0-9000-3900-5880-032-717	2,400.00
	TOTAL FUND 73			**2,400.00**
	TOTAL # OF PURCHASE ORDERS	**412**	**TOTAL P.O. AMOUNT**	**13,921,204.24**

PURCHASE ORDERS BY FUND:				
1	GENERAL FUND	$ 12,053,340.65		
11	ADULT EDUCATION FUND			
12	CHILD DEVELOPMENT FUND	$ 46,592.70		
13	FOOD SERVICE	$ 877,556.84		
14	DEFERRED MAINTENANCE	$ 29,506.97		
21	BOND	$ 750,000.00		
25	CAPITAL FACILITIES			
35	MODERNIZATION FUND			
40	SPECIAL RESERVE	$ 161,807.08		
73	FOUNDATION TRUST FUND	$ 2,400.00		
	TOTAL PUCHASE ORDERS	**$ 13,921,204.24**		

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 9, 2021

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

BACKGROUND:

The attached report lists all the Warrants issued by the District from July 1 - July 31, 2021. For the period listed above the Warrants total $3,159,598.17 across all funds.

FISCAL IMPLICATIONS:

These Warrants represent the amount paid out of District accounts for the period of July 1 - July 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.

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
360 DEGREE CUSTOMER INC	07/13/2021	699523	CL210046	01	6500	0	0000	0000	9510	000		7818	15,288.00
360 DEGREE CUSTOMER INC	07/13/2021	699523	CL210046	01	6500	0	0000	0000	9510	000		7828	20,000.00
360 DEGREE CUSTOMER INC	07/13/2021	699523	CL210046	01	6500	0	0000	0000	9510	000		7843	15,288.00
360 DEGREE CUSTOMER INC	07/13/2021	699523	CL210046	01	6500	0	0000	0000	9510	000		7797	14,560.00
360 DEGREE CUSTOMER INC TOTAL													**65,136.00**
A+ LIVE SCAN SERVICES	07/22/2021	701455	CL210152	01	0000	0	0000	0000	9510	000		9841A	100.00
A+ LIVE SCAN SERVICES TOTAL													**100.00**
ACHIEVE KIDS	07/20/2021	700809	CL210131	01	6500	0	0000	0000	9510	000		29777	4,564.00
ACHIEVE KIDS	07/20/2021	700809	CL210131	01	6500	0	0000	0000	9510	000		29777	1,330.00
ACHIEVE KIDS	07/20/2021	700809	CL210131	01	6500	0	0000	0000	9510	000		29777	1,104.00
ACHIEVE KIDS	07/20/2021	700809	CL210131	01	6500	0	0000	0000	9510	000		29776	5,216.00
ACHIEVE KIDS	07/20/2021	700809	CL210131	01	6500	0	0000	0000	9510	000		29776	1,520.00
ACHIEVE KIDS	07/20/2021	700809	CL210131	01	6500	0	0000	0000	9510	000		29776	2,648.00
ACHIEVE KIDS TOTAL													**16,382.00**
ADAM, RAMAN	07/22/2021	701473	PV220010	01	0000	0	0000	7600	3702	090	810	CLASSIFIED 1ST QTR 21	201.00
ADAM, RAMAN TOTAL													**201.00**
ALC SCHOOLS LLC	07/13/2021	699524	CL210045	01	0000	0	0000	0000	9510	000		16181	35,153.00
ALC SCHOOLS LLC	07/15/2021	700221	CL210095	01	0000	0	0000	0000	9510	000		16108	31,394.00
ALC SCHOOLS LLC TOTAL													**66,547.00**
AMAZON.COM	07/13/2021	699548	PO220075	01	0000	0	0000	7150	4200	090	714	1FP6-FWXQ-9RG6	32.73
AMAZON.COM	07/20/2021	700818	PO220078	01	9027	0	0000	7300	4320	090	727	1XPD-4FYR-CCCY	781.52
AMAZON.COM	07/20/2021	700818	PO220079	01	0000	0	0000	8200	4320	090	760	11N3-NGG4-9QVF	198.83
AMAZON.COM TOTAL													**1,013.08**
AMERICAN FIDELITY	07/29/2021	703065	PO220234	01	0000	0	0000	7350	5899	090	717	53025-JULY21	1,284.50
AMERICAN FIDELITY TOTAL													**1,284.50**
AMS.NET INC	07/13/2021	699516	CL210012	01	0000	0	0000	0000	9510	000		0047092	2,436.28
AMS.NET INC TOTAL													**2,436.28**
ARBORTECH TREE CARE INC	07/13/2021	699526	CL210038	01	8150	0	0000	0000	9510	000		2526	6,000.00
ARBORTECH TREE CARE INC TOTAL													**6,000.00**
ARIANI, DIANNA	07/27/2021	702608	PV220029	01	0000	0	0000	0000	9534	000		JUL/AUG21 REFUND PREMIUM	362.96
ARIANI, DIANNA TOTAL													**362.96**
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		304	4,334.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		304	981.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		305	4,334.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		305	545.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		305	117.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		306	4,334.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		306	1,526.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		306	1,183.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		307	4,334.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		307	545.00
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		308	644.80
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		309	104.00

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		310	436.80
ARISE EDUCATIONAL CENTER	07/15/2021	700222	CL210094	01	6500	0	0000	0000	9510	000		311	287.00
ARISE EDUCATIONAL CENTER TOTAL													**23,705.60**
ARMOUR PETROLEUM SVC AND EQUIP	07/13/2021	699562	CL210055	01	8150	0	0000	0000	9510	000		WO-20611	1,595.13
ARMOUR PETROLEUM SVC AND EQUIP	07/13/2021	699562	CL210056	01	8150	0	0000	0000	9510	000		WO-20610	2,310.00
ARMOUR PETROLEUM SVC AND EQUIP TOTAL													**3,905.13**
AT&T	07/13/2021	699533	CL210067	01	0000	0	0000	0000	9510	000		16656509	416.70
AT&T	07/20/2021	700819	PO220050	01	0000	0	0000	7200	5910	090	760	234341-08826862 JULY21	309.87
AT&T	07/20/2021	700819	PO220050	01	0000	0	0000	7200	5910	090	760	231371-25962715 JULY21	309.87
AT&T	07/20/2021	700819	PO220050	01	0000	0	0000	7200	5910	090	760	231371-00636094 JULY21	59.15
AT&T	07/20/2021	700819	PO220050	01	0000	0	0000	7200	5910	090	760	234343-24952856 JULY21	3,127.38
AT&T	07/20/2021	700819	PO220050	01	0000	0	0000	7200	5910	090	760	234343-59895475 JULY21	1,064.01
AT&T	07/20/2021	700819	PO220050	01	0000	0	0000	7200	5910	090	760	234343-01391375 JULY21	309.87
AT&T	07/20/2021	700819	PO220050	01	0000	0	0000	7200	5910	090	760	234343-55075973 JULY21	2,653.53
AT&T	07/27/2021	702626	PO220118	01	0000	0	0000	7200	5910	090	760	34701763 JULY21	10,679.07
AT&T	07/27/2021	702626	PO220118	01	6500	0	5760	2700	5910	090	245	34701763 JULY21	66.96
AT&T TOTAL													**18,996.41**
AUTO EXPRESS TOWING & RECOVERY	07/27/2021	702623	CL210160	01	8150	0	0000	0000	9510	000		21-39913	1,475.00
AUTO EXPRESS TOWING & RECOVERY TOTAL													**1,475.00**
AVID TRANSLATION	07/08/2021	698982	CL210037	01	6500	0	0000	0000	9510	000		4912	1,407.60
AVID TRANSLATION	07/08/2021	698982	CL210037	01	6500	0	0000	0000	9510	000		4917	1,155.00
AVID TRANSLATION	07/15/2021	697974	PO210451	01	6500	0	5760	1190	5899	090	245		(638.44)
AVID TRANSLATION TOTAL													**1,924.16**
BAVCO BACKFLOW APPARATUS & VAL	07/27/2021	702627	PO220154	01	8150	0	0000	8110	4320	090	741	113359	432.93
BAVCO BACKFLOW APPARATUS & VAL TOTAL													**432.93**
BAY AREA NEWS GROUP	07/08/2021	698983	CL210039	01	0000	0	0000	0000	9510	000		6552362	401.12
BAY AREA NEWS GROUP TOTAL													**401.12**
BAYSHORE METALS	07/08/2021	698975	CL210018	01	8150	0	0000	0000	9510	000		53676	566.47
BAYSHORE METALS TOTAL													**566.47**
BEACON SCHOOL	07/13/2021	699527	CL210040	01	6500	0	0000	0000	9510	000		JUNE21	50,050.00
BEACON SCHOOL TOTAL													**50,050.00**
BEAS, FRANCISCO	07/13/2021	699528	CL210050	01	0000	0	0000	0000	9510	000		JUNE 2021	39.20
BEAS, FRANCISCO TOTAL													**39.20**
BENEDETTI, CYNTHIA	07/22/2021	701459	PV220011	01	0000	0	0000	7600	3702	090	810	CLASSIFIED 1ST QTR 21	201.00
BENEDETTI, CYNTHIA TOTAL													**201.00**
BLUE LINE TRANSFER	07/13/2021	699549	CL210084	01	0000	0	0000	0000	9510	000		0001096740	2,866.04
BLUE LINE TRANSFER TOTAL													**2,866.04**
BOB JR'S TOWING INC	07/13/2021	699517	CL210025	01	8150	0	0000	0000	9510	000		36031	150.00
BOB JR'S TOWING INC	07/13/2021	699550	CL210090	01	8150	0	0000	0000	9510	000		36058	150.00
BOB JR'S TOWING INC TOTAL													**300.00**
BODWIN, DIANE LITLE	07/15/2021	700213	CL210082	01	0000	0	0000	0000	9510	000		JUNE FEES	611.61
BODWIN, DIANE LITLE TOTAL													**611.61**
BOWLER, BARBARA	07/22/2021	701460	PV220015	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR 21	21.00

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
BOWLER, BARBARA TOTAL													**21.00**
BOYD, NATHAN E	07/27/2021	702609	PV220030	01	0000	0	0000	0000	9534	000		JUL/AUG21 REFUND PREMIUI	362.96
BOYD, NATHAN E TOTAL													**362.96**
CADA & CASL	07/13/2021	699551	PO220073	01	0000	0	1110	1000	5300	022	070	SCHOOL MEMBERSHIP DUES	425.00
CADA & CASL TOTAL													**425.00**
CALIFORNIA DEPARTMENT OF TAX	07/27/2021	702610	CL210153	01	0000	0	0000	0000	9510	000		020-300028 JUN21	5,191.99
CALIFORNIA DEPARTMENT OF TAX TOTAL													**5,191.99**
CALIFORNIA SCHOOL BOARDS ASSOC	07/22/2021	701448	PO220116	01	0000	0	0000	7150	5899	090	714	INV-56995-F3B0P1	6,930.00
CALIFORNIA SCHOOL BOARDS ASSOC	07/22/2021	701448	PO220116	01	0000	0	0000	7150	5300	090	714	INV-55982-W1N5Z2	16,559.00
CALIFORNIA SCHOOL BOARDS ASSOC TOTAL													**23,489.00**
CALPERS	07/22/2021	701444	PV220009	01	0000	0	0000	7600	3701	090	810	AUG21 BOT HEALTH PREMIUI	648.96
CALPERS	07/22/2021	701444	PV220009	01	0000	0	0000	7600	5899	090	810	AUG21 BOT HEALTH PREMIUI	1.62
CALPERS	07/27/2021	702611	PV220025	01	0000	0	0000	0000	9564	000		AUG21 1354490268	730,539.99
CALPERS	07/27/2021	702611	PV220025	01	0000	0	0000	7340	5899	090	717	AUG21 1354490268	1,826.35
CALPERS	07/27/2021	702611	PV220025	01	0000	0	0000	7600	5899	090	810	AUG21 1354490268	430.81
CALPERS	07/27/2021	702611	PV220025	01	0000	0	0000	7600	3701	090	810	AUG21 1354490268	35,321.00
CALPERS	07/27/2021	702611	PV220025	01	0000	0	0000	7600	3702	090	810	AUG21 1354490268	23,595.00
CALPERS TOTAL													**792,363.73**
CAL-STEAM	07/08/2021	698984	CL210048	01	8150	0	0000	0000	9510	000		4103630	52.22
CAL-STEAM	07/13/2021	699518	CL210023	01	8150	0	0000	0000	9510	000		4098735	59.74
CAL-STEAM TOTAL													**111.96**
CAPITAL ENGINEERING	07/13/2021	699529	CL210047	01	7425	0	0000	0000	9510	000		0078435	22,636.00
CAPITAL ENGINEERING	07/20/2021	700820	CL210141	01	7425	0	0000	0000	9510	000		0079158	9,485.90
CAPITAL ENGINEERING TOTAL													**32,121.90**
CBF INC.	07/20/2021	700803	PO220082	01	0000	0	0000	2424	5600	090	735	31630	484.00
CBF INC. TOTAL													**484.00**
CDW GOVERNMENT INC	07/08/2021	698976	CL210022	01	0000	0	0000	0000	9510	000		D966002	5,666.64
CDW GOVERNMENT INC	07/13/2021	699558	CL210104	01	0000	0	0000	0000	9510	000		G387873	95.68
CDW GOVERNMENT INC	07/22/2021	701449	PO220084	01	0000	0	0000	2424	4320	090	735	G683498	72.28
CDW GOVERNMENT INC TOTAL													**5,834.60**
CERTIFIED LANGUAGES	07/13/2021	699559	CL210093	01	6500	0	0000	0000	9510	000		868007063021	28.80
CERTIFIED LANGUAGES	07/13/2021	699559	CL210093	01	6500	0	0000	0000	9510	000		578210063021	247.35
CERTIFIED LANGUAGES TOTAL													**276.15**
CHAVEZ GROUP	07/15/2021	700223	CL210091	01	0000	0	0000	0000	9510	000		741	775.00
CHAVEZ GROUP TOTAL													**775.00**
CHILDREN'S HEALTH COUNCIL	07/08/2021	698985	CL210042	01	6500	0	0000	0000	9510	000		114828	4,734.00
CHILDREN'S HEALTH COUNCIL	07/08/2021	698985	CL210042	01	6500	0	0000	0000	9510	000		114828	2,908.69
CHILDREN'S HEALTH COUNCIL TOTAL													**7,642.69**
CITY AUTO SUPPLY	07/08/2021	698977	CL210024	01	8150	0	0000	0000	9510	000		3-819092	156.88
CITY AUTO SUPPLY	07/08/2021	698977	CL210024	01	8150	0	0000	0000	9510	000		3-818780	51.96
CITY AUTO SUPPLY	07/27/2021	702616	CL210147	01	8150	0	0000	0000	9510	000		3-819509	47.81
CITY AUTO SUPPLY TOTAL													**256.65**
CITY OF DALY CITY	07/27/2021	702621	CL210159	01	0000	0	0000	0000	9510	000		17314060-13 MAY-JUNE21	1,268.41

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CITY OF DALY CITY	07/27/2021	702621	CL210159	01	0000	0	0000	0000	9510	000		18113860-10 MAY-JUNE21	1,815.73
CITY OF DALY CITY TOTAL													**3,084.14**
CITY OF SAN BRUNO	07/13/2021	699552	CL210083	01	0000	0	0000	0000	9510	000		630440-JUNE21	85.27
CITY OF SAN BRUNO	07/13/2021	699552	CL210083	01	0000	0	0000	0000	9510	000		630420-JUNE21	372.68
CITY OF SAN BRUNO TOTAL													**457.95**
CIVIC PERMIT	07/13/2021	699563	CL210054	01	0000	0	0000	0000	9510	000		21-00206	6,495.00
CIVIC PERMIT TOTAL													**6,495.00**
CLASSLINK	07/29/2021	703079	PO220115	01	0000	0	0000	3900	5813	090	305	E-108342	25,400.00
CLASSLINK TOTAL													**25,400.00**
CLEAN EARTH ENVIRONMENTAL	07/27/2021	702617	CL210149	01	0000	0	0000	0000	9510	000		29403176250	418.18
CLEAN EARTH ENVIRONMENTAL TOTAL													**418.18**
COMCAST BUSINESS	07/29/2021	703067	PO220039	01	0000	0	0000	2424	5899	090	735	8155200440616029-JULY21	295.17
COMCAST BUSINESS TOTAL													**295.17**
COMMISSION ON TEACHER	07/13/2021	699534	CL210052	01	0000	0	0000	0000	9510	000		CTC APPLICATION-LISA NATC	100.00
COMMISSION ON TEACHER TOTAL													**100.00**
COMPACTOR MANAGEMENT	07/29/2021	703080	CL210167	01	8150	0	0000	0000	9510	000		INV/2021/1635	17,367.35
COMPACTOR MANAGEMENT COMPANY	07/13/2021	699519	CL210021	01	8150	0	0000	0000	9510	000		INV/2021/1635	17,367.35
COMPACTOR MANAGEMENT COMPANY	07/26/2021	699519	CL210021	01	8150	0	0000	8110	6410	032	741	INV/2021/1635	(17,367.35)
COMPACTOR MANAGEMENT COMPANY TOTAL													**17,367.35**
COMTEL SERVICE COMPANY	07/13/2021	699553	CL210081	01	8150	0	0000	0000	9510	000		0518002-IN	1,440.00
COMTEL SERVICE COMPANY TOTAL													**1,440.00**
COUNTY COUNSEL	07/15/2021	700218	CL210118	01	0000	0	0000	0000	9510	000		2861	84.70
COUNTY COUNSEL	07/15/2021	700218	CL210118	01	0000	0	0000	0000	9510	000		2861	217.80
COUNTY COUNSEL	07/15/2021	700218	CL210118	01	0000	0	0000	0000	9510	000		2861	423.50
COUNTY COUNSEL	07/20/2021	700811	CL210132	01	0000	0	0000	0000	9510	000		2916	169.40
COUNTY COUNSEL	07/20/2021	700811	CL210132	01	0000	0	0000	0000	9510	000		2916	1,669.80
COUNTY COUNSEL TOTAL													**2,565.20**
DE NARDI, NANCY	07/22/2021	701461	PV220012	01	0000	0	0000	7600	3702	090	810	CLASSIFIED 1ST QTR 21	201.00
DE NARDI, NANCY TOTAL													**201.00**
DERAS CARTAGENA, ANA	07/27/2021	702622	PV220034	01	0000	0	0000	0000	8699	000	000	REISSUE STALE DATED CK#1	1,604.00
DERAS CARTAGENA, ANA TOTAL													**1,604.00**
DOOLEY CORPORATION	07/13/2021	699531	CL210044	01	6500	0	0000	0000	9510	000		1002-JUNE21	5,000.00
DOOLEY CORPORATION TOTAL													**5,000.00**
DUNN-EDWARDS CORPORATION	07/08/2021	698979	CL210017	01	8150	0	0000	0000	9510	000		2020165839	28.05
DUNN-EDWARDS CORPORATION	07/08/2021	698986	CL210049	01	8150	0	0000	0000	9510	000		2020165972	1,251.99
DUNN-EDWARDS CORPORATION	07/13/2021	699532	CL210049	01	8150	0	0000	0000	9510	000		2020165973	1,651.74
DUNN-EDWARDS CORPORATION TOTAL													**2,931.78**
EDGEWOOD CENTER FOR CHILDREN	07/13/2021	699560	CL210092	01	6500	0	0000	0000	9510	000		30139	957.00
EDGEWOOD CENTER FOR CHILDREN	07/13/2021	699560	CL210092	01	6500	0	0000	0000	9510	000		30139	420.00
EDGEWOOD CENTER FOR CHILDREN	07/13/2021	699560	CL210092	01	6500	0	0000	0000	9510	000		30140	1,276.00
EDGEWOOD CENTER FOR CHILDREN	07/20/2021	700812	CL210127	01	6500	0	0000	0000	9510	000		30158	175.57
EDGEWOOD CENTER FOR CHILDREN TOTAL													**2,828.57**
EGAN, COLLEEN	07/15/2021	700214	CL210089	01	7425	0	0000	0000	9510	000		REIMBURSEMENT FOR ART S	26.00

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
EGAN, COLLEEN TOTAL													**26.00**
EMPLOYMENT DEVELOPMENT DEPT	07/22/2021	701469	PV220028	01	0000	0	0000	0000	9565	000		SUI - 2ND QTR 2021	8,174.48
EMPLOYMENT DEVELOPMENT DEPT TOTAL													**8,174.48**
FAGEN FRIEDMAN & FULFROST LLP	07/13/2021	699520	CL210014	01	0000	0	0000	0000	9510	000		193155	130.00
FAGEN FRIEDMAN & FULFROST LLP	07/13/2021	699520	CL210014	01	0000	0	0000	0000	9510	000		193155	3,640.00
FAGEN FRIEDMAN & FULFROST LLP	07/13/2021	699520	CL210014	01	6500	0	0000	0000	9510	000		193155	15,010.50
FAGEN FRIEDMAN & FULFROST LLP	07/22/2021	701456	CL210151	01	0000	0	0000	0000	9510	000		193928	2,925.00
FAGEN FRIEDMAN & FULFROST LLP	07/22/2021	701456	CL210151	01	6500	0	0000	0000	9510	000		193928	6,855.50
FAGEN FRIEDMAN & FULFROST LLP TOTAL													**28,561.00**
FIEBERT, ELLEN	07/22/2021	701474	PV220016	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR 21	21.00
FIEBERT, ELLEN TOTAL													**21.00**
FINACOM, RICHARD	07/27/2021	702612	PV220027	01	0000	0	0000	0000	9534	000		REUFND AUG21 PREMIUM	670.64
FINACOM, RICHARD TOTAL													**670.64**
FRANCHISE TAX BOARD	07/13/2021	699536	CL210065	01	0000	0	0000	0000	9510	000		REISSUE CA STATE DISBUR.	860.77
FRANCHISE TAX BOARD TOTAL													**860.77**
FUNG, KIMBERLY	07/27/2021	702629	CL210161	01	0000	0	0000	0000	9510	000		MILEAGE REIMBURSEMENT-M	24.11
FUNG, KIMBERLY TOTAL													**24.11**
GRAINGER	07/13/2021	699521	CL210019	01	8150	0	0000	0000	9510	000		7092511414-JUNE21	272.00
GRAINGER TOTAL													**272.00**
GRINDY, SCOTT	07/29/2021	703060	PV220037	01	0000	0	0000	0000	8699	000	000	REISSUE CHK 196305	76.97
GRINDY, SCOTT TOTAL													**76.97**
HALL, GREG	07/20/2021	700796	CL210107	01	8150	0	0000	0000	9510	000		REIMBURSEMENT OF RENTAI	97.01
HALL, GREG TOTAL													**97.01**
HEALTH CONNECTED	07/13/2021	699564	CL210059	01	4127	0	0000	0000	9510	000		1550	16,575.00
HEALTH CONNECTED	07/29/2021	703083	PO220253	01	4127	0	1110	1000	5899	090	342	1593	18,000.00
HEALTH CONNECTED TOTAL													**34,575.00**
HEINEMANN BOOKS	07/22/2021	701457	PO220072	01	0801	0	1110	1000	5210	014	180	7343080	500.00
HEINEMANN BOOKS TOTAL													**500.00**
HILL, DAVID	07/22/2021	701462	PV220017	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR21	21.00
HILL, DAVID TOTAL													**21.00**
HIMM, DENISE	07/29/2021	703069	PV220035	01	0000	0	0000	0000	9564	000		REFUND FOR PREMIUM- AUG	362.96
HIMM, DENISE TOTAL													**362.96**
HOWARD-KIELY, MAUREEN	07/15/2021	700224	CL210096	01	6500	0	0000	0000	9510	000		MILEAGE REIMBURSEMENT-M	168.00
HOWARD-KIELY, MAUREEN	07/15/2021	700224	CL210096	01	6500	0	0000	0000	9510	000		MILEAGE REIMBURSEMENT-J	67.20
HOWARD-KIELY, MAUREEN TOTAL													**235.20**
INFINITE CAMPUS INC.	07/15/2021	700215	CL210079	01	0000	0	0000	0000	9510	000		ANNUAL035047	425.00
INFINITE CAMPUS INC.	07/22/2021	701458	CL210148	01	0000	0	0000	0000	9510	000		SRINV025924	300.00
INFINITE CAMPUS INC. TOTAL													**725.00**
JAMF LLC	07/20/2021	700798	PO220095	01	0000	0	0000	2424	5813	090	735	INV205218	30,576.00
JAMF LLC TOTAL													**30,576.00**
JONES, DONALD	07/22/2021	701463	PV220018	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR 21	21.00
JONES, DONALD TOTAL													**21.00**
KBA DOCUSYS INC	07/13/2021	699522	CL210015	01	0000	0	0000	0000	9510	000		55Y1190085	6,549.46

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KBA DOCUSYS INC	07/13/2021	699522	CL210016	01	0000	0	0000	0000	9510	000		55Y1190086	2,469.35
KBA DOCUSYS INC	07/22/2021	701450	PO220041	01	0000	0	1110	1000	5600	090	722	55Y1192790-JULY21	6,552.23
KBA DOCUSYS INC TOTAL													**15,571.04**
KELLY PAPER	07/15/2021	700220	PO220068	01	0000	0	1110	1000	4320	032	070	10623270	148.65
KELLY PAPER TOTAL													**148.65**
KRUG, FRANCES S	07/22/2021	701475	PV220019	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR 21	1,732.56
KRUG, FRANCES S TOTAL													**1,732.56**
KVARNA, ELIZABETH	07/22/2021	701464	PV220020	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR 21	21.00
KVARNA, ELIZABETH	07/27/2021	702613	PV220031	01	0000	0	0000	0000	9534	000		REFUND AUG21 PREMIUM	670.64
KVARNA, ELIZABETH TOTAL													**691.64**
KYO AUTISM THERAPY LLC	07/13/2021	699561	CL210100	01	6500	0	0000	0000	9510	000		3661000	3,632.19
KYO AUTISM THERAPY LLC	07/20/2021	700804	CL210130	01	6500	0	0000	0000	9510	000		3678639	15.25
KYO AUTISM THERAPY LLC TOTAL													**3,647.44**
LEADER SERVICES	07/29/2021	703061	CL210164	01	5640	0	0000	0000	9510	000		CDS 5517 JUN21	1,131.09
LEADER SERVICES TOTAL													**1,131.09**
LEE, DARREN	07/20/2021	700792	CL210119	01	5640	0	0000	0000	9510	000		HEADPHONES JUN21	43.36
LEE, DARREN TOTAL													**43.36**
LINDBERG, JEANNIE	07/27/2021	702614	PV220032	01	0000	0	0000	0000	9534	000		AUG21 REFUND PREMIUMS	240.37
LINDBERG, JEANNIE TOTAL													**240.37**
LOSNO, SONIA	07/29/2021	703062	PV220038	01	0000	0	1110	1000	5920	090	762	JUL21 MAIL	7.19
LOSNO, SONIA TOTAL													**7.19**
MABEL BEN	07/20/2021	700799	CL210105	01	9302	0	0000	0000	9510	000		REIMBURSEMENT FOR SUPPI	10.15
MABEL BEN	07/20/2021	700799	CL210106	01	9302	0	0000	0000	9510	000		REIMBURSEMENT FOR SUPPI	15.24
MABEL BEN TOTAL													**25.39**
MADAYAG, APOLINARIO	07/13/2021	699535	CL210057	01	6500	0	0000	0000	9510	000		ESY PROGRAM BBQ & FIELD	53.15
MADAYAG, APOLINARIO	07/13/2021	699535	CL210057	01	6500	0	0000	0000	9510	000		ESY PROGRAM BBQ & FIELD	104.80
MADAYAG, APOLINARIO TOTAL													**157.95**
MANGONE, DEBBIE	07/22/2021	701476	PV220013	01	0000	0	0000	7600	3702	090	810	CLASSIFIED 1ST QTR21	201.00
MANGONE, DEBBIE TOTAL													**201.00**
MARTINEZ, LEILAHNIE	07/29/2021	703072	PV220040	01	0000	0	0000	2700	5220	032	070	JUN/JUL21 MILEAGE	2.24
MARTINEZ, LEILAHNIE TOTAL													**2.24**
MAXIM HEALTHCARE STAFFING	07/13/2021	699537	CL210058	01	6500	0	0000	0000	9510	000		E3299280132	5,460.00
MAXIM HEALTHCARE STAFFING	07/13/2021	699567	CL210098	01	6500	0	0000	0000	9510	000		E3324400132 JUN21	4,567.50
MAXIM HEALTHCARE STAFFING	07/20/2021	700814	CL210133	01	6500	0	0000	0000	9510	000		E2894700132 APR21	5,320.00
MAXIM HEALTHCARE STAFFING	07/20/2021	700814	CL210134	01	6500	0	0000	0000	9510	000		E3373770132A JUN21	2,100.00
MAXIM HEALTHCARE STAFFING TOTAL													**17,447.50**
MERCY HIGH SCHOOL-BURLINGAME	07/22/2021	701452	PV220008	01	0000	0	1110	1000	5600	033	070	SSFHS PROM DEPOSIT JUL21	6,750.00
MERCY HIGH SCHOOL-BURLINGAME TOTAL													**6,750.00**
METLIFE INSURANCE COMPANY	07/27/2021	702615	PV220026	01	0000	0	0000	0000	9573	000		AUG21 PREMIUMS	3,573.95
METLIFE INSURANCE COMPANY	07/27/2021	702615	PV220026	01	0000	0	0000	0000	9573	000		AUG21 PREMIUMS	4,355.08
METLIFE INSURANCE COMPANY	07/27/2021	702615	PV220026	01	0000	0	0000	7600	3701	090	810	AUG21 PREMIUMS	13.79
METLIFE INSURANCE COMPANY TOTAL													**7,942.82**
MRC	07/13/2021	699568	CL210085	01	0000	0	0000	0000	9510	000		IN2035827	1.81

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MRC	07/13/2021	699568	CL210085	01	0000	0	0000	0000	9510	000		IN2035827	29.27
MRC TOTAL													**31.08**
MYSTERY SCIENCE INC.	07/29/2021	703073	PO220151	01	0801	0	1110	1000	5813	010	180	141178	1,499.00
MYSTERY SCIENCE INC. TOTAL													**1,499.00**
NEWSELA INC	07/29/2021	703074	PO220277	01	6500	0	5760	1190	5813	090	245	INV_19246 FY 21-22	7,350.00
NEWSELA INC TOTAL													**7,350.00**
NORDISCO CORPORATION	07/20/2021	700821	CL210140	01	0000	0	0000	0000	9510	000		350217	299.75
NORDISCO CORPORATION TOTAL													**299.75**
OCCUPATIONAL HEALTH CENTERS	07/13/2021	699538	CL210061	01	0000	0	0000	0000	9510	000		71842702	26.00
OCCUPATIONAL HEALTH CENTERS	07/13/2021	699538	CL210061	01	0000	0	0000	0000	9510	000		71842702	26.00
OCCUPATIONAL HEALTH CENTERS TOTAL													**52.00**
OFFICE DEPOT/BUSINESS SERVICE	07/08/2021	698992	CL210026	01	0000	0	0000	0000	9510	000		174503386001	72.52
OFFICE DEPOT/BUSINESS SERVICE	07/08/2021	698992	CL210027	01	7425	0	0000	0000	9510	000		178676891001	99.13
OFFICE DEPOT/BUSINESS SERVICE	07/08/2021	698992	CL210027	01	7425	0	0000	0000	9510	000		178688249001	28.93
OFFICE DEPOT/BUSINESS SERVICE	07/08/2021	698992	CL210027	01	7425	0	0000	0000	9510	000		178688254001	19.72
OFFICE DEPOT/BUSINESS SERVICE	07/08/2021	698992	CL210028	01	7425	0	0000	0000	9510	000		178341248001	386.32
OFFICE DEPOT/BUSINESS SERVICE	07/08/2021	698992	CL210029	01	9302	0	0000	0000	9510	000		176366741001	176.73
OFFICE DEPOT/BUSINESS SERVICE	07/08/2021	698992	CM220001	01	5640	0	5001	3900	4320	090	350	177224476001	(245.83)
OFFICE DEPOT/BUSINESS SERVICE	07/08/2021	698992	PV220001	01	5640	0	5001	3900	4320	090	350	168818758001	245.83
OFFICE DEPOT/BUSINESS SERVICE	07/13/2021	699554	CL210060	01	9302	0	0000	0000	9510	000		176366741002	13.84
OFFICE DEPOT/BUSINESS SERVICE	07/15/2021	700216	PV220004	01	6500	0	5760	1190	4320	090	204	170448921003	3.12
OFFICE DEPOT/BUSINESS SERVICE	07/22/2021	701445	PO220083	01	0000	0	0000	2424	4320	090	735	182767929001	235.49
OFFICE DEPOT/BUSINESS SERVICE	07/22/2021	701445	PO220083	01	0000	0	0000	2424	4320	090	735	182768998001	21.96
OFFICE DEPOT/BUSINESS SERVICE	07/22/2021	701445	PO220083	01	0000	0	0000	2424	4320	090	735	181065820001	169.23
OFFICE DEPOT/BUSINESS SERVICE	07/22/2021	701445	PO220094	01	0000	0	0000	7340	4320	090	717	180764498001	49.97
OFFICE DEPOT/BUSINESS SERVICE TOTAL													**1,276.96**
OLDS, BARBARA	07/22/2021	701465	PV220021	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR21	1,748.31
OLDS, BARBARA TOTAL													**1,748.31**
ORSI, RENEE	07/20/2021	700806	PV220005	01	6500	0	5730	1110	4320	005	205	JUN/JUL 21 ESY- SUPPLIES	91.71
ORSI, RENEE TOTAL													**91.71**
P G & E	07/13/2021	699542	CL210068	01	0000	0	0000	0000	9510	000		7314282172-4 JUN21	35,526.93
P G & E TOTAL													**35,526.93**
PANIS, DOROTHY	07/20/2021	700793	CL210137	01	6500	0	0000	0000	9510	000		MILEAGE JUN21	27.69
PANIS, DOROTHY	07/20/2021	700793	PV220007	01	6500	0	5760	2490	5820	090	230	JUL21 MILEAGE	2.13
PANIS, DOROTHY TOTAL													**29.82**
R & H WHOLESALE SUPPLY INC	07/13/2021	699569	CL210086	01	8150	0	0000	0000	9640	000		550612-00	597.56
R & H WHOLESALE SUPPLY INC TOTAL													**597.56**
R S D - REFRIGERATION SUPPLIES	07/08/2021	698968	CL210001	01	8150	0	0000	0000	9510	000		39306417-00	95.32
R S D - REFRIGERATION SUPPLIES	07/08/2021	698980	CL210035	01	8150	0	0000	0000	9510	000		39306779-00	609.80
R S D - REFRIGERATION SUPPLIES TOTAL													**705.12**
RAVANO, KATHLEEN	07/22/2021	701477	PV220022	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR 21	21.00
RAVANO, KATHLEEN TOTAL													**21.00**
READY REFRESH	07/13/2021	699539	CL210062	01	9010	0	0000	0000	9510	000		11F3707625400	50.99

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
READY REFRESH	07/20/2021	700800	PO220033	01	0000	0	0000	2700	4322	032	070	11G0029550423	162.72
READY REFRESH TOTAL													**213.71**
REATE-GALARZA, NIA	07/22/2021	701470	PV220033	01	6500	0	5730	1190	4320	005	204	SUPPLIES ESY JUN/JUL21	69.01
REATE-GALARZA, NIA TOTAL													**69.01**
RICHARDSON, MINA	07/13/2021	699540	CL210066	01	0000	0	0000	0000	9510	000		BINDING MAY21	6.05
RICHARDSON, MINA TOTAL													**6.05**
RIGG, RICHARD J	07/22/2021	701466	PV220023	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR 21	462.69
RIGG, RICHARD J TOTAL													**462.69**
ROSSI DE CAMPOS, LORAINE	07/13/2021	699566	CL210074	01	0000	0	0000	0000	9510	000		JUN21 MTG.	91.64
ROSSI DE CAMPOS, LORAINE TOTAL													**91.64**
R-ZERO SYSTEMS INC.	07/08/2021	698993	CL210030	01	3215	0	0000	0000	9510	000		1349	96,470.00
R-ZERO SYSTEMS INC. TOTAL													**96,470.00**
SAN MATEO COUNTY OFFICE OF EDU	07/08/2021	698981	CL210032	01	0000	0	0000	0000	9510	000		17920	6,000.00
SAN MATEO COUNTY OFFICE OF EDU TOTAL													**6,000.00**
SCHOOL INNOVATIONS	07/22/2021	701453	PO220127	01	0000	0	0000	7390	5899	090	710	0139138-IN FY21/22	26,550.00
SCHOOL INNOVATIONS TOTAL													**26,550.00**
SCHOOL OUTFITTERS	07/20/2021	700822	PO220017	01	0000	0	1110	1000	4320	032	070	INV13611781	9,161.33
SCHOOL OUTFITTERS	07/20/2021	700822	PO220017	01	0000	0	1110	1000	4320	032	070	INV13611781 - 1	678.73
SCHOOL OUTFITTERS TOTAL													**9,840.06**
SCHOOL SERVICES OF CALIFORNIA,	07/22/2021	701454	PO220147	01	0000	0	0000	7350	5899	090	717	0129809-IN	340.00
SCHOOL SERVICES OF CALIFORNIA, TOTAL													**340.00**
SCHOOL SPECIALTY LLC	07/13/2021	699543	CL210069	01	0000	0	0000	0000	9510	000		208127483689	8,582.89
SCHOOL SPECIALTY LLC TOTAL													**8,582.89**
SHARP, PAMELA	07/22/2021	701467	PV220014	01	0000	0	0000	7600	3702	090	810	CLASSIFIED 1ST QTR- 21	201.00
SHARP, PAMELA TOTAL													**201.00**
SHEEHAN, GREG	07/13/2021	699544	CL210075	01	0000	0	0000	0000	9510	000		NILD TRAING JUN21	30.00
SHEEHAN, GREG TOTAL													**30.00**
SMCSA	07/29/2021	703075	PO220226	01	0000	0	0000	7150	5300	090	714	DUES FY 21-22	330.00
SMCSA TOTAL													**330.00**
SOUTH CITY LUMBER & SUPPLY	07/15/2021	700225	CL210101	01	8150	0	0000	0000	9510	000		27119	32.27
SOUTH CITY LUMBER & SUPPLY	07/15/2021	700225	CL210101	01	8150	0	0000	0000	9510	000		27123	99.30
SOUTH CITY LUMBER & SUPPLY	07/15/2021	700225	CL210101	01	8150	0	0000	0000	9510	000		27457	595.35
SOUTH CITY LUMBER & SUPPLY	07/15/2021	700225	CL210101	01	8150	0	0000	0000	9510	000		27483	245.07
SOUTH CITY LUMBER & SUPPLY	07/15/2021	700225	CL210101	01	8150	0	0000	0000	9510	000		27643	133.69
SOUTH CITY LUMBER & SUPPLY	07/15/2021	700225	CL210101	01	8150	0	0000	0000	9510	000		27659	2.17
SOUTH CITY LUMBER & SUPPLY	07/15/2021	700225	CL210101	01	8150	0	0000	0000	9510	000		27712	7.01
SOUTH CITY LUMBER & SUPPLY	07/15/2021	700225	CL210103	01	8150	0	0000	0000	9510	000		27121	119.65
SOUTH CITY LUMBER & SUPPLY	07/15/2021	700225	CM220002	01	8150	0	0000	8110	4320	090	741	27122	(119.07)
SOUTH CITY LUMBER & SUPPLY	07/22/2021	701471	CL210145	01	8150	0	0000	0000	9510	000		26936	50.11
SOUTH CITY LUMBER & SUPPLY	07/22/2021	701471	CL210145	01	8150	0	0000	0000	9510	000		27639	4.63
SOUTH CITY LUMBER & SUPPLY	07/22/2021	701471	CL210145	01	8150	0	0000	0000	9510	000		27647	40.21
SOUTH CITY LUMBER & SUPPLY TOTAL													**1,210.39**
SOUTH SAN FRANCISCO SCAVENGER	07/13/2021	699570	CL210088	01	0000	0	0000	0000	9510	000		1094526 JUN21	5,047.73

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
SOUTH SAN FRANCISCO SCAVENGER TOTAL													**5,047.73**
SOUTH SAN FRANCISCO TIRE	07/08/2021	698969	CL210003	01	8150	0	0000	0000	9510	000		100202	964.29
SOUTH SAN FRANCISCO TIRE													**964.29**
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		2893877	2,040.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		2893877	144.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		2893881	2,040.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615016	1,020.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615016	1,000.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615017	1,020.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615017	42.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615017	208.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615018	1,020.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615018	171.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615018	208.00
SPECTRUM CENTER INC.	07/13/2021	699555	CL210063	01	6500	0	0000	0000	9510	000		3615019	1,020.00
SPECTRUM CENTER INC.	07/13/2021	699555	CL210063	01	6500	0	0000	0000	9510	000		3615019	114.00
SPECTRUM CENTER INC.	07/13/2021	699555	CL210063	01	6500	0	0000	0000	9510	000		3615019	52.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615020	1,020.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615020	856.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615020	208.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615021	1,020.00
SPECTRUM CENTER INC.	07/13/2021	699541	CL210063	01	6500	0	0000	0000	9510	000		3615021	772.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658123 JUN21	2,040.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658123 JUN21	42.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658123 JUN21	312.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		2658124 JUN21	2,805.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		2658124 JUN21	426.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		2658124 JUN21	520.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658125 JUN21	2,550.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658125 JUN21	426.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658125 JUN21	468.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658126 JUN21	2,040.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658126 JUN21	1,628.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658126 JUN21	364.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658127 JUN21	2,805.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658127 JUN21	2,186.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658122 JUN21	2,805.00
SPECTRUM CENTER INC.	07/29/2021	703076	CL210157	01	6500	0	0000	0000	9510	000		3658122 JUN21	2,663.00
SPECTRUM CENTER INC. TOTAL													**38,055.00**
SPRINT PCS	07/20/2021	700801	CL210120	01	3215	0	0000	0000	9510	000		979618816 JUN21	189.95
SPRINT PCS	07/20/2021	700801	CL210120	01	3215	0	0000	0000	9510	000		979618816 JUN21-2	37.99
SPRINT PCS	07/20/2021	700801	CL210121	01	0000	0	0000	0000	9510	000		979618816 JUN21 -3	45.58
SPRINT PCS	07/20/2021	700801	CL210122	01	6500	0	0000	0000	9510	000		979618816 JUN21-4	40.55

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
SPRINT PCS	07/20/2021	700801	CL210123	01	0000	0	0000	0000	9510	000		979618816 JUN21-5	86.13
SPRINT PCS	07/20/2021	700801	CL210124	01	0000	0	0000	0000	9510	000		979618816 JUN21-6	40.55
SPRINT PCS	07/20/2021	700801	CL210125	01	0000	0	0000	0000	9510	000		979618816 JUN21-7	557.44
SPRINT PCS	07/20/2021	700823	CL210143	01	0000	0	0000	0000	9510	000		139729810 JUN21	442.87
SPRINT PCS TOTAL													**1,441.06**
SSF USD/REVOLVING CASH FUND	07/20/2021	700794	CL210116	01	0000	0	0000	0000	9510	000		P/R DISCREPANCY JUN21	1,080.48
SSF USD/REVOLVING CASH FUND TOTAL													**1,080.48**
STAFF REHAB	07/08/2021	698988	CL210005	01	6500	0	0000	0000	9510	000		M0081257	2,451.00
STAFF REHAB	07/20/2021	700789	CL210108	01	6500	0	0000	0000	9510	000		M0080577 - MAY21	52,717.50
STAFF REHAB	07/20/2021	700789	CL210108	01	6500	0	0000	0000	9510	000		M0081812 JUN21	18,669.50
STAFF REHAB TOTAL													**73,838.00**
STANDARD PLUMBING SUPPLY	07/08/2021	698971	CL210006	01	8150	0	0000	0000	9510	000		MWNF79	939.55
STANDARD PLUMBING SUPPLY	07/13/2021	699556	CL210064	01	8150	0	0000	0000	9510	000		MWC400	155.14
STANDARD PLUMBING SUPPLY													**1,094.69**
STATE OF CA DEPT OF JUSTICE	07/13/2021	699545	CL210070	01	0000	0	0000	0000	9510	000		513227	141.00
STATE OF CA DEPT OF JUSTICE	07/13/2021	699545	CL210070	01	0000	0	0000	0000	9510	000		513227	356.00
STATE OF CA DEPT OF JUSTICE	07/15/2021	700226	CL210097	01	0000	0	0000	0000	9510	000		518773	188.00
STATE OF CA DEPT OF JUSTICE	07/15/2021	700226	CL210097	01	0000	0	0000	0000	9510	000		518773	806.00
STATE OF CA DEPT OF JUSTICE TOTAL													**1,491.00**
STATE OF CALIFORNIA	07/08/2021	698972	CL210007	01	8150	0	0000	0000	9510	000		E1804237 SF	125.00
STATE OF CALIFORNIA	07/08/2021	698972	CL210007	01	8150	0	0000	0000	9510	000		E1804239 SF	125.00
STATE OF CALIFORNIA	07/08/2021	698972	CL210007	01	8150	0	0000	0000	9510	000		E1805780 SF	225.00
STATE OF CALIFORNIA	07/08/2021	698972	CL210007	01	8150	0	0000	0000	9510	000		E1805782 SF	225.00
STATE OF CALIFORNIA	07/08/2021	698972	CL210007	01	8150	0	0000	0000	9510	000		E1805783 SF	225.00
STATE OF CALIFORNIA	07/08/2021	698972	CL210007	01	8150	0	0000	0000	9510	000		E1805784 SF	225.00
STATE OF CALIFORNIA	07/08/2021	698972	CL210007	01	8150	0	0000	0000	9510	000		E1805785 SF	225.00
STATE OF CALIFORNIA	07/13/2021	699571	CL210087	01	8150	0	0000	0000	9510	000		E1809560 SF	125.00
STATE OF CALIFORNIA	07/13/2021	699571	CL210087	01	8150	0	0000	0000	9510	000		E1809561 SF	225.00
STATE OF CALIFORNIA													**1,725.00**
STEWART CHEVROLET	07/08/2021	698989	CL210008	01	8150	0	0000	0000	9510	000		14770	125.50
STEWART CHEVROLET TOTAL													**125.50**
SUNBELT STAFFING	07/13/2021	699572	CL210099	01	6500	0	0000	0000	9510	000		20134777	1,680.00
SUNBELT STAFFING TOTAL													**1,680.00**
TEC OF CALIFORNIA INC.	07/08/2021	698973	CL210009	01	8150	0	0000	0000	9510	000		928291G	262.67
TEC OF CALIFORNIA INC. TOTAL													**262.67**
TLC CHILD & FAMILY SERVICES	07/20/2021	700815	CL210136	01	6500	0	0000	0000	9510	000		062021-RSY JUN21	596.46
TLC CHILD & FAMILY SERVICES	07/20/2021	700815	CL210136	01	6500	0	0000	0000	9510	000		0062021-ESY JUN21	2,584.66
TLC CHILD & FAMILY SERVICES	07/20/2021	700815	CL210136	01	6500	0	0000	0000	9510	000		JUN21 IEP SVCS	2,199.15
TLC CHILD & FAMILY SERVICES	07/20/2021	700815	CL210136	01	6500	0	0000	0000	9510	000		062021 - BRD & RM	14,235.00
TLC CHILD & FAMILY SERVICES TOTAL													**19,615.27**
T-MOBILE USA INC	07/08/2021	698990	CL210011	01	3215	0	0000	0000	9510	000		969562431 MAR-JUN21	113,722.66
T-MOBILE USA INC	07/20/2021	700802	CL210126	01	3215	0	0000	0000	9510	000		968332944 APR-JUN21	5,336.38
T-MOBILE USA INC TOTAL													**119,059.04**

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
TOTAL COMPENSATION SYSTEM INC	07/29/2021	703077	PV220039	01	0000	0	0000	7600	5899	090	810	9623	1,935.00
TOTAL COMPENSATION SYSTEM INC TOTAL													**1,935.00**
TRASK, KAREN	07/22/2021	701468	PV220024	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 1ST QTR21	21.00
TRASK, KAREN TOTAL													**21.00**
TSUJISAKA, ANTHONY	07/13/2021	699546	CL210076	01	7425	0	0000	0000	9510	000		SUPPLIES JUN21	72.13
TSUJISAKA, ANTHONY TOTAL													**72.13**
TURF & INDUSTRIAL EQUIPMENT CO	07/08/2021	698974	CL210010	01	8150	0	0000	0000	9510	000		IV39455	189.62
TURF & INDUSTRIAL EQUIPMENT CO TOTAL													**189.62**
U.S POSTAL SERVICE	07/08/2021	698991	PO220044	01	0000	0	0000	7550	5920	090	718	32865623 JUL21	22,000.00
U.S POSTAL SERVICE TOTAL													**22,000.00**
UNICA PARTY RENTALS	07/28/2021	697997	PV210738	01	0000	0	1110	1000	5899	033	070		(2,190.00)
UNICA PARTY RENTALS TOTAL													**(2,190.00)**
UPS STORE	07/13/2021	699547	CL210071	01	0000	0	0000	0000	9510	000		APR21 SVCS.	29.99
UPS STORE	07/13/2021	699547	CL210071	01	0000	0	0000	0000	9510	000		APR21 SVCS.	149.95
UPS STORE	07/13/2021	699547	CL210071	01	0000	0	0000	0000	9510	000		APR21 SVCS.	29.99
UPS STORE	07/13/2021	699547	CL210072	01	0000	0	0000	0000	9510	000		MAY21 SVC	89.97
UPS STORE	07/13/2021	699547	CL210072	01	0000	0	0000	0000	9510	000		MAY21 SVC	119.96
UPS STORE	07/13/2021	699547	CL210073	01	0000	0	0000	0000	9510	000		JUN21 SVC	119.96
UPS STORE	07/13/2021	699547	CL210073	01	0000	0	0000	0000	9510	000		JUN21 SVC	449.85
UPS STORE TOTAL													**989.67**
VAKIS, DOROTHEA	07/20/2021	700805	CL210129	01	5640	0	0000	0000	9510	000		MAR-MAY21	500.00
VAKIS, DOROTHEA TOTAL													**500.00**
VIA HEART PROJECT	07/15/2021	700217	PO220097	01	0000	0	0000	8300	5899	090	129	3579 FY 21-22	9,600.00
VIA HEART PROJECT TOTAL													**9,600.00**
WAVE BUSINESS	07/20/2021	700816	PO220152	01	0000	0	0000	2424	5850	090	735	1501-0789343-01 JUL21	4,559.95
WAVE BUSINESS TOTAL													**4,559.95**
WELLS FARGO	07/20/2021	700813	CL210135	01	0000	0	0000	0000	9510	000		4484610003181180-JUNE2021	11,466.72
WELLS FARGO TOTAL													**11,466.72**
WELLS FARGO VENDOR FIN SERV	07/22/2021	701446	PO220040	01	0000	0	1110	1000	5600	090	722	5015889742	170.53
WELLS FARGO VENDOR FIN SERV	07/22/2021	701446	PO220040	01	0000	0	1110	1000	5600	090	722	5015947642	6,766.80
WELLS FARGO VENDOR FIN SERV TOTAL													**6,937.33**
WESTBOROUGH WATER DISTRICT	07/22/2021	701447	CL210146	01	0000	0	0000	0000	9510	000		240-1250- JUN21	891.75
WESTBOROUGH WATER DISTRICT	07/22/2021	701447	CL210146	01	0000	0	0000	0000	9510	000		240-0470 JUN21	1,461.99
WESTBOROUGH WATER DISTRICT TOTAL													**2,353.74**
WIEBORT, SAMANTHA	07/20/2021	700795	PV220006	01	6500	0	5730	1110	4320	005	205	JUN/JUL21 ESY SUPPLIES	53.74
WIEBORT, SAMANTHA TOTAL													**53.74**
WONG, ALANNA	07/08/2021	698994	PV220002	01	0000	0	0000	0000	9589	000		EFT REJCT JUN21	3.09
WONG, ALANNA TOTAL													**3.09**
XEROX FINANCIAL SERVICES	07/13/2021	699573	PO220047	01	0000	0	0000	7550	5600	090	718	2711496 JUL21	485.81
XEROX FINANCIAL SERVICES	07/20/2021	700824	PO220043	01	0000	0	0000	7350	5600	090	717	2711495	21.62
XEROX FINANCIAL SERVICES TOTAL													**507.43**
YOUNG AUDIENCES OF NORTHERN	07/08/2021	698995	CL210033	01	0000	0	0000	0000	9510	000		JUN30 SVCS YANC PRJT	53,793.00
YOUNG AUDIENCES OF NORTHERN	07/08/2021	698340	PO211663	01	0000	0	0000	2110	5899	090	762		(131,070.50)

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
YOUNG AUDIENCES OF NORTHERN	07/22/2021	701472	CL210150	01	0000	0	0000	0000	9510	000		SVCS. FY 20-21	44,327.00
YOUNG AUDIENCES OF NORTHERN TOTAL													**(32,950.50)**
YOUTH SERVICE BUREAUS OF	07/08/2021	698996	CL210034	01	0801	0	0000	0000	9510	000		APR-JUN21 SVCS.	131,070.50
YOUTH SERVICE BUREAUS OF TOTAL													**131,070.50**
ZOOM VIDEO COMMUNICATIONS INC	07/20/2021	700817	PO220153	01	0000	0	0000	2424	5899	090	735	INV96835606	26,497.00
ZOOM VIDEO COMMUNICATIONS INC TOTAL													**26,497.00**
			FUND 01									**SUBTOTAL**	**2,014,745.67**
AT&T	07/27/2021	702626	PO220118	11	0000	0	4110	2700	5910	041	480	34701763 JULY21	45.19
AT&T TOTAL													**45.19**
P G & E	07/13/2021	699542	CL210068	11	0000	0	0000	0000	9510	000		7314282172-4 JUN21	1,611.76
P G & E TOTAL													**1,611.76**
			FUND 11									**SUBTOTAL**	**1,656.95**
AT&T	07/27/2021	702626	PO220118	12	6105	0	8510	2700	5910	045	830	34701763 JULY21	45.19
AT&T TOTAL													**45.19**
CAMACHO, MARCELINA	07/29/2021	703066	PV220036	12	9302	0	8510	1000	4320	005	LIFT	SUPPLIES REIMBURSEMENT	196.30
CAMACHO, MARCELINA TOTAL													**196.30**
DEPARTMENT OF SOCIAL SERVICES	07/27/2021	702628	PO220177	12	6105	0	8510	1000	5899	045	835	414000469- CHILDREN'S CENT	484.00
DEPARTMENT OF SOCIAL SERVICES	07/27/2021	702628	PO220177	12	9010	0	8533	1000	5899	045	833	414000469- CHILDREN'S CENT	484.00
DEPARTMENT OF SOCIAL SERVICES TOTAL													**968.00**
P G & E	07/13/2021	699542	CL210068	12	6105	0	0000	0000	9510	000		7314282172-4 JUN21	325.91
P G & E	07/13/2021	699542	CL210068	12	9010	0	0000	0000	9510	000		7314282172-4 JUN21	448.30
P G & E	07/13/2021	699542	CL210068	12	6105	0	0000	0000	9510	000		7314282172-4 JUN21	448.30
P G & E	07/13/2021	699542	CL210068	12	9302	0	0000	0000	9510	000		7314282172-4 JUN21	407.26
P G & E TOTAL													**1,629.77**
SOUTHWEST SCHOOL & OFFICE SUPP	07/08/2021	698970	CL210004	12	9302	0	0000	0000	9510	000		PINV0831638	39.75
SOUTHWEST SCHOOL & OFFICE SUPP TOTAL													**39.75**
STARVISTA	07/20/2021	700790	CL210077	12	9302	0	0000	0000	9510	000		5790 SEP20	3,166.67
STARVISTA	07/20/2021	700790	CL210077	12	9010	0	0000	0000	9510	000		5790 SEP20	3,166.66
STARVISTA	07/20/2021	700790	CL210077	12	6105	0	0000	0000	9510	000		5790 SEP20	3,166.67
STARVISTA	07/20/2021	700790	CL210077	12	9302	0	0000	0000	9510	000		5791 DEC20	3,166.67
STARVISTA	07/20/2021	700790	CL210077	12	9010	0	0000	0000	9510	000		5791 DEC20	3,166.67
STARVISTA	07/20/2021	700790	CL210077	12	6105	0	0000	0000	9510	000		5791 DEC20	3,166.66
STARVISTA	07/20/2021	700790	CL210077	12	9302	0	0000	0000	9510	000		6009 JUN20	3,166.66
STARVISTA	07/20/2021	700790	CL210077	12	9010	0	0000	0000	9510	000		6009 JUN20	3,166.67
STARVISTA	07/20/2021	700790	CL210077	12	6105	0	0000	0000	9510	000		6009 JUN20	3,166.67
STARVISTA TOTAL													**28,500.00**
			FUND 12									**SUBTOTAL**	**31,379.01**
ADVANCED INTEGRATED PEST MGMT	07/22/2021	701478	CL210155	13	5310	0	0000	0000	9510	000		1854684	75.00
ADVANCED INTEGRATED PEST MGMT	07/22/2021	701478	CL210155	13	5310	0	0000	0000	9510	000		1864446	75.00
ADVANCED INTEGRATED PEST MGMT	07/29/2021	703064	PO220189	13	5310	0	0000	3700	5807	090	820	1874952	75.00
ADVANCED INTEGRATED PEST MGMT	07/29/2021	703064	PO220189	13	5310	0	0000	3700	5807	090	820	1875400	75.00
ADVANCED INTEGRATED PEST MGMT	07/29/2021	703064	PO220189	13	5310	0	0000	3700	5807	090	820	1879873	75.00
ADVANCED INTEGRATED PEST MGMT	07/29/2021	703064	PO220189	13	5310	0	0000	3700	5807	090	820	1879875	75.00

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
ADVANCED INTEGRATED PEST MGMT	07/29/2021	703064	PO220189	13	5310	0	0000	3700	5807	090	820	1875399	75.00
ADVANCED INTEGRATED PEST MGMT	07/29/2021	703064	PO220189	13	5310	0	0000	3700	5807	090	820	1880541	75.00
ADVANCED INTEGRATED PEST MGMT TOTAL													**600.00**
AT&T	07/27/2021	702625	PO220213	13	5310	0	0000	3700	5910	090	820	34701763-NS-JULY21	37.65
AT&T TOTAL													**37.65**
CALIFORNIA DEPARTMENT OF TAX	07/27/2021	702610	CL210153	13	0000	0	0000	0000	9510	000		020-300028 JUN21	881.01
CALIFORNIA DEPT. OF TAX AND	07/29/2021	703070	CL210169	13	9010	0	0000	0000	9510	000		020-602564 JUN21	96.00
CALIFORNIA DEPT. OF TAX AND TOTAL													**977.01**
DANIELSEN COMPANY	07/08/2021	698978	CL210020	13	5310	0	0000	0000	9510	000		251323	1,987.19
DANIELSEN COMPANY	07/22/2021	701479	CL210154	13	5310	0	0000	0000	9510	000		247082	5,366.37
DANIELSEN COMPANY	07/27/2021	702618	CL210154	13	5310	0	0000	0000	9510	000		246316	39.77
DANIELSEN COMPANY	07/29/2021	703081	PO220192	13	5310	0	0000	3700	4700	090	820	251976	903.98
DANIELSEN COMPANY	07/29/2021	703081	PO220192	13	5310	0	0000	3700	4700	090	820	251682	1,382.59
DANIELSEN COMPANY TOTAL													**9,679.90**
DAYLIGHT FOODS INC	07/15/2021	700219	CL210117	13	5310	0	0000	0000	9510	000		K14630	120.32
DAYLIGHT FOODS INC TOTAL													**120.32**
GOLD STAR FOODS	07/29/2021	703082	PO220193	13	5310	0	0000	3700	4700	090	820	3962846	3,536.43
GOLD STAR FOODS	07/29/2021	703082	PO220193	13	5310	0	0000	3700	4700	090	820	3988236	87.75
GOLD STAR FOODS	07/29/2021	703082	PO220193	13	5310	0	0000	3700	4700	090	820	3955869	1,978.60
GOLD STAR FOODS	07/29/2021	703082	PO220193	13	5310	0	0000	3700	4700	090	820	3962379	477.00
GOLD STAR FOODS	07/29/2021	703082	PO220193	13	5310	0	0000	3700	4700	090	820	3970582	512.80
GOLD STAR FOODS	07/29/2021	703082	PO220193	13	5310	0	0000	3700	4700	090	820	3991898	663.15
GOLD STAR FOODS TOTAL													**7,255.73**
INDIVIDUAL FOODSERVICE	07/29/2021	703068	PO220205	13	5310	0	0000	3700	4340	090	820	U15767-00	622.44
INDIVIDUAL FOODSERVICE	07/29/2021	703068	PO220205	13	5310	0	0000	3700	4340	090	820	U20852-00	857.48
INDIVIDUAL FOODSERVICE TOTAL													**1,479.92**
INOCENCIO, TERESA	07/22/2021	701480	CL210158	13	5310	0	0000	0000	9510	000		COSTCO REIMBURSEMENT	1,391.35
INOCENCIO, TERESA	07/22/2021	701480	CL210158	13	5310	0	0000	0000	9510	000		RESTAURANT DEPOT REIMBU	606.32
INOCENCIO, TERESA	07/27/2021	702620	CL210158	13	5310	0	0000	0000	9510	000		TRADER JOE'S REIMBURSEM	15.42
INOCENCIO, TERESA TOTAL													**2,013.09**
OFFICE DEPOT/BUSINESS SERVICE	07/20/2021	700807	CL210113	13	5310	0	0000	0000	9510	000		180318323001	670.22
OFFICE DEPOT/BUSINESS SERVICE TOTAL													**670.22**
PRODUCERS DAIRY	07/20/2021	700808	CL210114	13	5310	0	0000	0000	9510	000		57494404	1,439.38
PRODUCERS DAIRY	07/20/2021	700808	CL210114	13	5310	0	0000	0000	9510	000		57499099	1,383.39
PRODUCERS DAIRY TOTAL													**2,822.77**
				FUND 13								**SUBTOTAL**	**25,656.61**
AAA NETWORK SOLUTIONS INC	07/13/2021	699515	CL210013	14	0000	0	0000	0000	9510	000		PAY APP NO.5	276,376.21
AAA NETWORK SOLUTIONS INC TOTAL													**276,376.21**
ALCAL SPECIALTY CONTRACTING	07/13/2021	699525	CL210036	14	0000	0	0000	0000	9510	000		196035804	172,787.90
ALCAL SPECIALTY CONTRACTING	07/13/2021	699525	CL210036	14	0000	0	0000	0000	9510	000		196035804	103,458.80
ALCAL SPECIALTY CONTRACTING	07/13/2021	699525	CL210036	14	0000	0	0000	0000	9510	000		196035804	153,284.40
ALCAL SPECIALTY CONTRACTING TOTAL													**429,531.10**
AMS.NET INC	07/15/2021	700212	CL210080	14	0000	0	0000	0000	9510	000		PAY APP NO.11	8,910.00

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
AMS.NET INC	07/15/2021	700212	CL210080	14	0000	0	0000	0000	9510	000		PAY APP NO.11	12,375.00
AMS.NET INC	07/15/2021	700212	CL210080	14	0000	0	0000	0000	9510	000		PAY APP NO.11	7,464.49
AMS.NET INC													**28,749.49**
ARGO CONSTRUCTION INC	07/20/2021	700810	CL210128	14	0000	0	0000	0000	9510	000		PAY APP NO.7	149,454.00
ARGO CONSTRUCTION INC TOTAL													**149,454.00**
BLAISDELL'S BUSINESS PRODUCTS	07/27/2021	702624	PO220054	14	0000	0	0000	8110	6410	090	741	1623882-0	1,094.76
BLAISDELL'S BUSINESS PRODUCTS	07/27/2021	702624	PO220054	14	0000	0	0000	8110	6410	090	741	1623873-0	3,119.24
BLAISDELL'S BUSINESS PRODUCTS	07/27/2021	702624	PO220054	14	0000	0	0000	8110	6410	090	741	1623861-0	10,522.72
BLAISDELL'S BUSINESS PRODUCTS TOTAL													**14,736.72**
HAMILTON & AITKEN ARCHITECTS	07/20/2021	700797	CL210109	14	0000	0	0000	0000	9510	000		2019.030.11	7,755.98
HAMILTON & AITKEN ARCHITECTS	07/20/2021	700797	CL210109	14	0000	0	0000	0000	9510	000		2019.030.12	4,515.65
HAMILTON & AITKEN ARCHITECTS TOTAL													**12,271.63**
INFINITY COMMUNICATIONS INC	07/13/2021	699565	CL210051	14	0000	0	0000	0000	9510	000		12270	16,125.00
INFINITY COMMUNICATIONS INC	07/27/2021	702619	CL210156	14	0000	0	0000	0000	9510	000		12250	16,125.00
INFINITY COMMUNICATIONS INC TOTAL													**32,250.00**
VERDE DESIGN	07/13/2021	699557	CL210031	14	0000	0	0000	0000	9510	000		1-1822000	6,450.00
VERDE DESIGN	07/13/2021	699557	CL210031	14	0000	0	0000	0000	9510	000		2-1822000	3,650.00
VERDE DESIGN TOTAL													**10,100.00**
				FUND 14								**SUBTOTAL**	**953,469.15**
DANNIS WOLIVER KELLEY	07/13/2021	699530	CL210043	21	0000	0	0000	0000	9510	000		262719	2,927.53
DANNIS WOLIVER KELLEY	07/13/2021	699530	CL210043	21	0000	0	0000	0000	9510	000		262719	26,361.00
DANNIS WOLIVER KELLEY TOTAL													**29,288.53**
				FUND 21								**SUBTOTAL**	**29,288.53**
HAMILTON & AITKEN ARCHITECTS	07/20/2021	700788	CL210078	40	9010	0	0000	0000	9510	000		2021.010.03 JUN21	9,413.50
HAMILTON & AITKEN ARCHITECTS TOTAL													**9,413.50**
HOHBACH-LEWIN INC	07/29/2021	703071	CL210138	40	9010	0	0000	0000	9510	000		48437 APR21	1,050.00
HOHBACH-LEWIN INC	07/29/2021	703071	CL210138	40	9010	0	0000	0000	9510	000		48903 JUN21`	1,050.00
HOHBACH-LEWIN INC													**2,100.00**
KEREX ENGINEERING INC	07/22/2021	701451	CL210144	40	9010	0	0000	0000	9510	000		PAY APP NO. 2	77,187.50
KEREX ENGINEERING INC TOTAL													**77,187.50**
NINYO & MOORE GEOTECHNICAL AND	07/29/2021	703063	CL210163	40	9010	0	0000	0000	9510	000		241780	310.00
NINYO & MOORE GEOTECHNICAL AND	07/29/2021	703063	CL210163	40	9010	0	0000	0000	9510	000		241781	310.00
NINYO & MOORE GEOTECHNICAL AND	07/29/2021	703063	CL210163	40	9010	0	0000	0000	9510	000		238208	546.50
NINYO & MOORE GEOTECHNICAL AND TOTAL													**1,166.50**
SAVIDGE, WILLIAM	07/08/2021	698987	CL210002	40	9010	0	0000	0000	9510	000		JUN21 SVCS	1,336.40
SAVIDGE, WILLIAM	07/08/2021	698987	CL210002	40	9010	0	0000	0000	9510	000		JUN21 SVCS	1,336.40
SAVIDGE, WILLIAM	07/08/2021	698987	CL210002	40	9010	0	0000	0000	9510	000		JUN21 SVCS	1,336.40
SAVIDGE, WILLIAM	07/08/2021	698987	CL210002	40	9010	0	0000	0000	9510	000		JUN21 SVCS	1,336.40
SAVIDGE, WILLIAM TOTAL													**5,345.60**
VERDE DESIGN	07/20/2021	700791	CL210110	40	9010	0	0000	0000	9510	000		18-1818800 SEP20	400.00
VERDE DESIGN	07/20/2021	700791	CL210110	40	9010	0	0000	0000	9510	000		19-1818800	840.00
VERDE DESIGN	07/20/2021	700791	CL210111	40	9010	0	0000	0000	9510	000		20-1818700 SEP20	808.50
VERDE DESIGN	07/20/2021	700791	CL210112	40	9010	0	0000	0000	9510	000		30-1721200 SEP20	990.65

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
VERDE DESIGN	07/29/2021	703078	CL210139	40	9010	0	0000	0000	9510	000		1-2106600 MAY21	3,350.00
VERDE DESIGN	07/29/2021	703078	CL210139	40	9010	0	0000	0000	9510	000		2-2106600 JUN21	1,800.00
VERDE DESIGN TOTAL													**8,189.15**
												SUBTOTAL	**103,402.25**
												FUND 40	
												ALL FUNDS	**3,159,598.17**

TOTAL WARRANTS BY FUND		
01	GENERAL FUND	2,014,745.67
11	ADULT EDUCATION FUND	1,656.95
12	CHILD DEVELOPMENT FUND	31,379.01
13	NUTRITION SERVICES FUND	25,656.61
14	DEFERRED MAINTENANCE	953,469.15
21	BUILDING (BOND)	29,288.53
40	SPECIAL RESERVE	103,402.25
TOTAL WARRANT REGISTER		**3,159,598.17**

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 9, 2021

RE: Cash Receipts Summary – July 1 - July 31, 2021

BACKGROUND:

The attached list is a Cash Receipts Summary Report for the period of July 1 - July 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 July 1 - July 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 CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8011 REV LIMIT ST AID CURR YR	3,356,626.00	469,927.00	469,927.00	13.90	0.00	2,886,699.00	86.00
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	0.00	0.00	0.00	0.00	20,387,600.00	100.00
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	582,984.39	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 DISCRETNARY 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	28,350.00	28,350.00	0.30	0.00	7,702,726.00	99.60
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	38,561.94	38,561.94	5.30	0.00	681,339.06	94.60
8660 INTEREST/FY21 INTEREST INCOME	500,000.00	121,988.74	121,988.74	24.30	0.00	378,011.26	75.60
8699 ALL OTHER LOCAL REVENUE	134,973.40	49,641.71	49,641.71	36.70	0.00	85,331.69	63.20
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	1,291,453.78	1,291,453.78	1.00	0.00	123,373,656.43	98.90

Fund: 11 ADULT EDUCATION FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED CURRENT	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	4,026.52	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	4,026.52	4,026.52	0.20	0.00	1,481,276.24	99.70

Fund: 12 CHILD DEVELOPMENT FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8290 ALL OTHER FEDERAL REVENUE	170,835.00	0.00	0.00	0.00	0.00	170,835.00	100.00
8590 ALL OTHER STATE REVENUES	995,693.00	0.00	0.00	0.00	0.00	995,693.00	100.00
8660 INTEREST/FY21 INTEREST INCOME	18,534.00	2,044.94	2,044.94	11.00	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 OTHR 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	0.00	0.00	0.00	0.00	1,309,614.00	100.00
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	2,044.94	2,044.94	0.00	0.00	3,070,367.79	99.90

Fund: 13 CAFETERIA FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED 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)	(3,116.17)	0.00	0.00	109,018.17	100.00
8637 STUD LCH/FY21 STUDENT CATERING	604,582.00	(3,687.40)	(3,687.40)	0.00	0.00	608,269.40	100.00
8660 INTEREST/FY21 INTEREST INCOME	4,754.00	163.73	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	(6,639.84)	(6,639.84)	3.40	0.00	3,280,313.84	100.00

Fund: 14 DEFERRED MAINTENANCE FUND

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

Fund: 17 SP RESRV FD(OT CPTL OTLY PROJ

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8660 INTEREST/FY21 INTEREST INCOME	200,000.00	39,946.98	39,946.98	19.90	0.00	160,053.02	80.00
TOTAL: 8000	200,000.00	39,946.98	39,946.98	19.90	0.00	160,053.02	80.00

Fund: 21 BUILDING FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8660 INTEREST/FY21 INTEREST INCOME	70,000.00	13,942.75	13,942.75	19.90	0.00	56,057.25	80.00
TOTAL: 8000	70,000.00	13,942.75	13,942.75	19.90	0.00	56,057.25	80.00

Fund: 25 CAPITAL FACILITIES FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8660 INTEREST/FY21 INTEREST INCOME	60,000.00	14,384.10	14,384.10	23.90	0.00	45,615.90	76.00
8681 MITIGATION/DEVELOPER FEES	0.00	3,183.60	3,183.60	100.00	0.00	(3,183.60)	0.00
TOTAL: 8000	60,000.00	17,567.70	17,567.70	29.20	0.00	42,432.30	70.70

September 9, 2021

Fund: 35 CO SCHOOL FACILITIES FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8660 INTEREST/FY21 INTEREST INCOME	0.00	0.02	0.02	100.00	0.00	(0.02)	0.00
TOTAL: 8000	0.00	0.02	0.02	100.00	0.00	(0.02)	0.00

Fund: 40 SPECIAL RESERVE FUND CAP

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8660 INTEREST/FY21 INTEREST INCOME	45,000.00	6,974.00	6,974.00	15.40	0.00	38,026.00	84.50
8912 BTW GENERAL & SP RESERVE	1,000,000.00	0.00	0.00	0.00	0.00	1,000,000.00	100.00
TOTAL: 8000	1,045,000.00	6,974.00	6,974.00	0.60	0.00	1,038,026.00	99.30

Fund: 73 FOUNDATION TRUST FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED /RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED 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 9, 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 fifty one (51) 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 fifty one (51) 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
N/A	8/1/2014	1	VIEWSONIC COMPUTER MONITOR	RPMX105000876	Martin Elementary	$ -
36673	8/1/2014	1	HP COMPAQ 8000 ELITE MINITOWER	MXL1131M23	Martin Elementary	$ -
24929	8/1/2014	1	ADESSD KEYBOARD	K8051278	Martin Elementary	$ -
N/A	8/1/2014	2	HP MOUSE & KEYBOARD	N/A	Martin Elementary	$ -
N/A	8/1/2014	1	DELL MONITOR	CN05Y232716184 6ABHHM	Martin Elementary	$ -
32336	4/30/2013	1	DELL OPTIPLEX 3010	2TL9DX1	Martin Elementary	$ -
N/A	8/1/2014	1	LOGITECH MOUSE	1650H50776H8	Martin Elementary	$ -
N/A	8/1/2014	1	CAPTEL PHONE	398E1512853	Martin Elementary	$ -
N/A	8/1/2014	1	CANON PERSONAL COPIER/PRINTER	ZTV04667	Martin Elementary	$ -
32846	1/7/2014	1	DELL LATITUDE E6410	39Z5XN1	Hillside Elmentary	$ -
32232	2/27/2013	1	DELL E6500 NOTEBOOK	G39XPH1	Hillside Elmentary	$ -
33679	6/10/2014	1	DELL LATITUDE 3340	6288312	Hillside Elmentary	$ -
30456/27094	8/12/2010	1	EPSON83 POWERLITE PROJECTORS	KM3F062683L	Spruce Elementary	$ -
34030	8/1/2014	1	DELL LAPTOP	6XB6M12	Spruce Elementary	$ -
27761	3/28/2011	1	DELL LATITUDE D630	B7JDGH1	Spruce Elementary	$ -
34027	8/1/2014	1	DELL LAPTOP	5NB6M12	Spruce Elementary	$ -
11458	8/1/2014	1	HP PRINTER	MY28K1Q158	Spruce Elementary	$ -
11454	8/1/2014	1	HP PRINTER	MY28K1Q169	Spruce Elementary	$ -
27775	3/28/2011	1	DELL LATITUDE D630	GSGDGH1	Spruce Elementary	$ -
33010	2/25/2014	1	DELL LATITUDE 3330	BPV21Z1	Spruce Elementary	$ -
27753	3/28/2011	1	DELL LATITUDE D630	BB7DGH1	Spruce Elementary	$ -
125953	8/1/2014	1	DELL MONITOR	CNK90913MV	Spruce Elementary	$ -
27758	3/28/2011	1	DELL LATITUDE D630	8ZMGGH1	Spruce Elementary	$ -
27777	3/28/2011	1	DELL LATITUDE D630	B3JDGH1	Spruce Elementary	$ -
33013	2/25/2014	1	DELL LATITUDE 3330	4XT21Z1	Spruce Elementary	$ -
27765	3/28/2011	1	DELL LATITUDE D630	7YCDGH1	Spruce Elementary	$ -
27780	3/28/2011	1	DELL LATITUDE D630	BSHDGH1	Spruce Elementary	$ -
27764	3/28/2011	1	DELL LATITUDE D630	80NGGH1	Spruce Elementary	$ -
122568	8/1/2014	1	DELL MONITOR	CNK9260894	Spruce Elementary	$ -
N/A	8/1/2014	1	DELL MONITOR	CN-DNJ174-73731-74Q4448	Spruce Elementary	$ -
N/A	8/1/2014	1	CANON PIXMA MP560 PRINTER	ABYF44871	El Camino High School	$ -

Declaration of Surplus Items						
Fixed Asset Tag#	Date in Service	Qty	Description	Serial Number	Location	Net Book
N/A	8/1/2014	1	HP 8501A PLUS PRINTER	CN11DBM253	El Camino High School	$ -
26103	9/18/2009	1	DELL OPTIPLEX 760	H9P7CK1	El Camino High School	$ -
28584	8/1/2014	1	TOSHIBA VHS/DVD PLAYER	PC401097970	El Camino High School	$ -
N/A	8/2/2014	1	Ti-84 CALCULATOR	Q711T	El Camino High School	$ -
N/A	8/3/2014	1	Ti-84 CALCULATOR	0106F	El Camino High School	$ -
41901	8/4/2014	1	ACER C731 NOTEBOOK	NXGM8AA0017050096E7600	El Camino High School	$ -
27703	7/22/2011	1	DELL LATITUDE E6520 NOTEBOOK	5P51ZN1	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 9, 2021

RE: Acceptance of Gifts

BACKGROUND:

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

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

$2,034 – Non-monetary donation of 100 welcome bags with groceries valued at $2,034 from Trader Joes to El Camino High School in support of student and school needs.

$100 – Non-monetary donation of kindergarten classroom equipment valued roughly at $100 from the Rotary Club of South San Francisco to Sunshine Gardens Elementary School in support of student needs.

$100 – Non-monetary donation of kindergarten classroom equipment valued roughly at $100 from the Rotary Club of South San Francisco to Los Cerritos Elementary School in support of student needs.

$8,600 – Non-monetary donation of reusable masks, pocket-sized hand sanitizer, and infrared thermometers valued roughly at $8,600 from Kaiser Permanente to the South San Francisco USD in support of staffing needs.

$22,000 – Non-monetary donation of eleven (11) pallets of office supplies valued roughly at $22,000 from PG&E to the South San Francisco USD in support of student and school needs.

$2,500 donation from Good News Chapel of SSF Inc., to Los Cerritos Elementary School in support of student and school needs, for use under the principal's discretion.

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

$50 from Mr. Jefferson Gatdula to El Camino High School in support of academic excellence, for use under the principal's discretion.

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

$100 from Mr. and Mrs. Manuel Santamaria to El Camino High School in support of academic excellence, for use under the principal's discretion.

$150 from Mr. and Mrs. Henry Dao to El Camino High School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Khin Myint to El Camino High School in support of academic excellence, for use under the principal's discretion.

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

$100 from Ms. Simonetta Ocampo to El Camino High School in support of academic excellence, for use under the principal's discretion.

$50 from Mr. Samuel Hozman to El Camino High School in support of academic excellence, for use under the principal's discretion.

$50 from Ms. Khin Myint to El Camino High School in support of academic excellence, for use under the principal's discretion.

$100 from Mr. and Mrs. Mazen Musallam to El Camino High School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Maria Cleofe-Cruz to El Camino High School in support of academic excellence, for use under the principal's discretion.

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

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

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

$100 from Mr. and Mrs. Patrick Yeh to El Camino High School in support of academic excellence, for use under the principal's discretion.

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

$100 from Mr. and Mrs. Jason Salisbury to El Camino High School in support of academic excellence, for use under the principal's discretion.

$200 from Mr. and Mrs. Anthony Sandillo to El Camino High School in support of academic excellence, for use under the principal's discretion.

$100 from Mr. and Mrs. Gary Levene to El Camino High School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Cynthia Hoffens to El Camino High School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Divine Kobuchi to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Mr. Edwin Deala and Ms. Joanna Deala to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$50 from Ms. Marylou Fernandez to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Mr. Bill Stauffer and Ms. Melanie Stauffer to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Lizet Vega to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Dieu Cao to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$50 from Manley Macaltao to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Alison Chan to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$50 from Ling Li to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Sandra Labrador to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Vicsandro Dumaraos to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$10 from Ms. Eileen Balingasa to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Win Htut and Yin Yin Aye to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Hui Yan Xue to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Danielle Bollentini to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Mr. Alejandro Mas and Ms. Richelle Mas to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Mr. Richard Mausisa to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Oseas Deleon to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$50 from Mr. Alvin Reyes and Ms. Celeste Reyes to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Aye Aye Hnin to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Michelle De Leon to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Jumana Juhar to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Nawel Voelker to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Annette Lemons and Don Lemons to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Yeshi Hu to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$50 from Ms. Valerie Higgins to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Ms. Crystal Newton to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$20 from Mr. Neill Santos to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$100 from Mr. Jorge Rivera to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$20 from Ms. Karen Jara to Alta Loma Middle School in support of academic excellence, for use under the principal's discretion.

$5,000 from the South San Francisco Rotary Foundation to El Camino High School in support of academic excellence, for use under the principal's discretion.

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 9, 2021

RE: Approval of 2021-22 Fundraiser

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 this school fundraiser is only valid if the school returns to the traditional in-person learning model or done online.

The following fund-raiser is being submitted for approval:

El Camino High School

Key Club	T-Pumps Fundraiser – Selling T-Pumps (boba drinks) afterschool to the general student body. Commencing August 27, 2021.

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 fundraiser 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 9, 2021

RE: Professional Services Agreements Under $25,000

BACKGROUND:

The following Professional Service Agreements are being submitted for approval:

District Office – Business Services

$6,240	Protech Consulting and Engineering – Completed work for completion of asbestos and lead survey for the ECHS Culinary Arts Project.
$14,750	AAA Fence Company, Inc. – Attachment of netting overhang above the South San Francisco High School baseball field backstop. Work includes all drilling and concrete for the new fence post as well as the materials needed to furnish and install the net.

District Office – Superintendent

Not to exceed $5,400	The Boys & Girls Club of North San Mateo County (BGC) – The BGC will hire three (3) drivers to operate three (3) district-owned, maintained, and provided vans to transport students from Alta Loma, Westborough, and Parkway middles schools to Orange Park, after school, Monday through Friday, for the purposes of an afterschool program. Commencing August 2021 through May 2022.
$19,500	Nicole Anderson And Associates Consulting, LLC – A 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. Commencing August 2021 through June 2022.
El Camino High School	
$1,000	Mr. Oliver Bishop – A percussionist and a drumline specialist who will provide comprehensive group lessons consisting of introduction, reinforcement, and follow-up of drumline techniques held over a course of four (4) days.

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 9, 2021

RE: October Community Forum Topic Discussion

BACKGROUND:

In preparation for the October 21 Community forum, we wanted to give the Board an opportunity to discuss a potential topic.

The Board will determine a topic they would like the community forum to focus on. In previous years, the Board discussed the following topics at our community forums:

- *Nutrition Services*
- *Covered California*
- *School safety: A review of the Big 5 Protocols and site emergency plans*
- *Equity and homework*
- *District fields*
- *Mental Health*

FISCAL IMPLICATIONS:

NA

RECOMMENDATION:

For information and discussion only.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: September 9, 2021

RE: New and Updated Board Bylaw and Board Policies - *1ST Reading*

BACKGROUND:

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

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

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.

PROPOSED
First Reading
9/9/2021

CSBA Sample
Board Bylaw

BOARD MEMBER ELECTRONIC COMMUNICATIONS

The Governing Board recognizes that electronic communication is an efficient and convenient way for Board members to communicate and expedite the exchange of information within the district and with members of the public. Board members shall exercise caution so as to ensure that electronic communications are not used as a means for the Board to deliberate outside of an agendized Board meeting nor to circumvent the public's right to access records regarding district business.

(cf. 1100 - Communication with the Public)
(cf. 9000 - Role of the Board)
(cf. 9322 - Agenda/Meeting Materials)

A majority of the Board shall not, outside of an authorized meeting, use a series of electronic communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

(cf. 9320 - Meetings and Notices)

Examples of permissible electronic communications concerning district business include, but are not limited to, dissemination of Board meeting agendas and agenda packets, reports of activities from the Superintendent, and reminders regarding meeting times, dates, and places.

In addition, Board members may use electronic communications to discuss matters that do not pertain to district business, regardless of the number of Board members participating in the discussion.

BOARD MEMBER ELECTRONIC COMMUNICATIONS (continued)

Board members shall make every effort to ensure that their electronic communications conform to the same standards and protocols established for other forms of communication. A Board member may respond, as appropriate, to an electronic communication received from a member of the community and should make clear that his/her response does not necessarily reflect the views of the Board as a whole. Any complaint or request for information should be forwarded to the Superintendent in accordance with Board bylaws and protocols so that the issue may receive proper consideration and be handled through the appropriate district process. As appropriate, communication received from the **media** shall be forwarded to the designated district spokesperson. In all other situations, the SSFUSD Board Governance Handbook should be followed.

(cf. 1112 - Media Relations)
(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 9005 - Governance Standards)
(cf. 9121 - President)
(cf. 9200 - Limits of Board Member Authority)
(cf. 1340 - Access to District Records)
(cf. 3580 - District Records)

Legal Reference:

EDUCATION CODE
35140 Time and place of meetings
35145 Public meetings
35145.5 Agenda; public participation; regulations
35147 Open meeting law exceptions and applications
GOVERNMENT CODE
6250-6270 California Public Records Act
11135 State programs and activities, discrimination
54950-54963 The Ralph M. Brown Act, especially:
54952.2 Meeting, defined
54953 Meetings to be open and public; attendance
54954.2 Agenda posting requirements, board actions
COURT DECISIONS
City of San Jose v. Superior Court (2017) 2 Cal.5th 608

BOARD MEMBER ELECTRONIC COMMUNICATIONS (continued)

Management Resources:

CSBA PUBLICATIONS
Legal Alert: Tips for Governing Boards in Response to Public Records Act Ruling on Electronic Communications, March 2017
The Brown Act: School Boards and Open Meeting Laws, rev. 2014
ATTORNEY GENERAL PUBLICATIONS
The Brown Act: Open Meetings for Legislative Bodies, 2003
WEB SITES
CSBA: http://www.csba.org
CSBA, Agenda Online: https://www.csba.org/ProductsAndServices/AllServices/AgendaOnline.aspx
California Attorney General's Office: https://oag.ca.gov

(11/08) 5/17

Policy Reference UPDATE Service
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CURRENT

South San Francisco USD

Board Bylaw

Board Member Electronic Communications

BB 9012
Board Bylaws

The Governing Board recognizes that electronic communication among Board members and between Board members, district administration, and members of the public is an efficient and convenient way to communicate and expedite the exchange of information and to help keep the community informed about the goals, programs, and achievements of the district and its schools. Board members shall exercise caution so as to ensure that electronic communications are not used as a means for the Board to deliberate outside of an agendized Board meeting.

(cf. 1100 - Communication with the Public)
(cf. 6020 - Parent Involvement)
(cf. 9000 - Role of the Board)
(cf. 9322 - Agenda/Meeting Materials)

A majority of the Board shall not, outside of an authorized meeting, use a series of electronic communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

(cf. 9320 - Meetings and Notices)

Examples of permissible electronic communications concerning district business include, but are not limited to, dissemination of Board meeting agendas and agenda packets, reports of activities from the Superintendent, and reminders regarding meeting times, dates, and places.

Board members shall make every effort to ensure that their electronic communications conform to the same standards and protocols established for other forms of communication. A Board member may respond, as appropriate, to an electronic communication received from a member of the community and should make clear that his/her response does not necessarily reflect the views of the Board as a whole. Any complaint or request for information should be forwarded to the Superintendent in accordance with Board bylaws and protocols so that the issue may receive proper consideration and be handled through the appropriate district process. As appropriate, communication received from the press shall be forwarded to the designated district spokesperson.

(cf. 1112 - Media Relations)
(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 9005 - Governance Standards)
(cf. 9121 - Board President
(cf. 9200 - Limits of Board Member Authority)
(cf. 9270 - Conflict of Interest)

In order to minimize the risk of improper disclosure, Board members shall avoid reference to confidential information and information acquired during closed session.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 5125 - Student Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)
(cf. 9321 - Closed Session Purposes and Agendas)

Board members may use electronic communications to discuss matters other than district business with each other, regardless of the number of members participating in the discussion.

Like other writings concerning district business, a Board member's electronic communication may be subject to disclosure under the California Public Records Act.

(cf. 1340 - Access to District Records)

Legal Reference:
EDUCATION CODE
35140 Time and place of meetings
35145 Public meetings
35145.5 Agenda; public participation; regulations
35147 Open meeting law exceptions and applications
GOVERNMENT CODE
11135 State programs and activities, discrimination
54950-54963 The Ralph M. Brown Act, especially:
54952.2 Meeting, defined
54953 Meetings to be open and public; attendance
54954.2 Agenda posting requirements, board actions

Management Resources:
CSBA PUBLICATIONS
The Brown Act: School Boards and Open Meeting Laws, rev. 2006
ATTORNEY GENERAL PUBLICATIONS
The Brown Act: Open Meetings for Legislative Bodies, 2003
LEAGUE OF CALIFORNIA CITIES PUBLICATIONS
Open and Public IV: A Guide to the Ralph M. Brown Act, rev. 2007
WEB SITES

CSBA: http://www.csba.org
CSBA, Agenda Online:
http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx
Institute for Local Government: http://www.cacities.org/index.jsp?zone=ilsg

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

PROPOSED
First Reading
9/9/2021

CSBA Sample
Board Policy

Community Relations BP 1325(a)

ADVERTISING AND PROMOTION

The Governing Board establishes this policy to ensure effective and consistent standards for advertisements and promotions by nonschool groups in school-sponsored publications, on district and school web sites and social media, and on school facilities and grounds. Student speech shall be regulated in accordance with BP/AR 5145.2 - Freedom of Speech/Expression.

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 1330 - Use of School Facilities)
(cf. 5145.2 - Freedom of Speech/Expression)
(cf. 6145.5 - Student Organizations and Equal Access)

The Board desires to promote positive relationships between district schools and the community in order to enhance community partnerships, support, and involvement in the schools. The Superintendent or designee may, consistent with the criteria established in this policy, approve:

1. Distribution of noncommercial materials that publicize services, special events, public meetings, or other gatherings of interest to students or parents/guardians

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 6162.8 - Research)

2. Distribution of promotional materials of a commercial nature to students or parents/guardians

(cf. 1700 - Relations Between Private Industry and the Schools)

3. Paid advertisements on school property, including, but not limited to, advertisements on school buildings, athletic fields, scoreboards, and billboards

4. Paid advertisements in school-sponsored publications, yearbooks, announcements, and other school communications, including web sites and social media.

ADVERTISING AND PROMOTION (continued)

5. Products and materials donated by commercial enterprises for educational use, including those that bear the name and/or logo of the donor, as long as they do not unduly promote the donor or any commercial activity or product

(cf. 3290 - Gifts, Grants and Bequests)
(cf. 6161.11 - Supplementary Instructional Materials)

Prior to the distribution, posting, or publishing of any nonschool group's promotional materials or advertisement, the Superintendent, principal, or designee shall review the materials or advertisement based on the criteria listed below. He/she may not disapprove materials or advertisement in an arbitrary or capricious manner or in a way that discriminates against a particular viewpoint on a subject that is otherwise allowed by Board policy.

All materials to be distributed shall bear the name and contact information of the sponsoring entity.

As necessary, the Superintendent, principal, or designee shall require a disclaimer on any nonschool group's promotional materials to be distributed, posted, or published, stating that the distribution, posting, or publishing of the materials does not imply district endorsement of the group's activities, products, or services. District- and school-sponsored publications shall include a disclaimer stating that the district or school does not endorse any advertised products or services.

Criteria for Approval

The Superintendent, principal, or designee shall not accept for distribution, or allow on school property, any materials or advertisements that:

1. Are lewd, obscene, libelous, or slanderous

2. Incite students to commit unlawful acts, violate school rules, or disrupt the orderly operation of the schools

3. Promote any particular political interest, candidate, party, or ballot measure, unless the candidates or advocates from all sides are provided the opportunity to present their views to the students during school hours or during events scheduled pursuant to the Civic Center Act

(cf. 1160 - Political Processes)
(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)

ADVERTISING AND PROMOTION (continued)

4. Contain prayer or proselytizing language

5. Position the district on any side of a controversial issue

(cf. 6144 - Controversial Issues)

6. Discriminate against, attack, or denigrate any group on account of any unlawful consideration

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

7. Promote the use or sale of materials or services that are illegal or inconsistent with school objectives, including, but not limited to, materials or advertisements for tobacco, intoxicants, and movies or products unsuitable for children

(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.62 - Tobacco)

8. Promote during the school day any food or beverage that does not comply with state nutritional standards pursuant to Education Code 49430-49434, including a corporate incentive program that offers free or discounted foods or beverages that do not meet nutritional standards as rewards for students who reach certain academic goals. This prohibition does not include advertising on clothing with brand images worn on school grounds, advertising contained in product packaging, or advertising of infrequent school fundraising events involving food or beverages that do not meet the nutritional standards. (Education Code 49431.9)

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 5030 - Student Wellness)

9. Solicit funds or services for an organization, with the exception of solicitations authorized in Board policy

(cf. 1321 - Solicitation of Funds from and by Students)

10. Distribute unsolicited merchandise for which an ensuing payment is requested

ADVERTISING AND PROMOTION (continued)

The Superintendent or designee may also consider the educational value of the materials or advertisements, the age or maturity of the students in the intended audience, and whether the materials or advertisements support the basic educational mission of the district, directly benefit the students, or are of intrinsic value to the students or their parents/guardians.

(cf. 0000 - Vision)

Schools may establish additional criteria pertaining to the content of advertisements in school publications and yearbooks, as deemed appropriate by the Superintendent or designee in accordance with law and Board policy.

Legal Reference:

EDUCATION CODE
7050-7058 Political activities of school officers and employees
35160 Authority of governing boards
35160.1 Broad authority of school districts
35172 Promotional activities
38130-38139 Civic Center Act
49430-49434 The Pupil Nutrition, Health, and Achievement Act of 2001, especially:
49431.9 Advertisement of non-nutritious foods
BUSINESS AND PROFESSIONS CODE
25664 Advertisements encouraging minors to drink
CALIFORNIA CONSTITUTION
Article 1, Section 2 Free speech rights
U.S. CONSTITUTION
Amendment 1, Freedom of speech and expression
UNITED STATES CODE, TITLE 42
1751-1769j School Lunch Program
1773 School Breakfast Program
COURT CASES
Hills v. Scottsdale Unified School District, (2003) 329 F.3d 1044
DiLoreto v. Downey Unified School District, (1999) 196 F.3d 958
Yeo v. Town of Lexington, (1997) 131 F.3d 241
Hemry v. School Board of Colorado Springs, (D.Col. 1991) 760 F.Supp. 856
Bright v. Los Angeles Unified School District, (1976) 18 Cal. 3d 450
Lehman v. Shaker Heights, (1974) 418 U.S. 298

Management Resources:

WEB SITES
CSBA: http://www.csba.org

(11/01 4/13) 12/17

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CURRENT

South San Francisco USD

Board Policy

Advertising And Promotion

BP 1325
Community Relations

The Governing Board establishes this policy to ensure effective and consistent implementation of its directions related to advertisements and promotions by nonschool groups in school-sponsored publications, web sites, and social media and on school facilities. Student speech shall be regulated in accordance with BP/AR 5145.2 - Freedom of Speech/Expression.

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 1330 - Use of School Facilities)
(cf. 5145.2 - Freedom of Speech/Expression)
(cf. 6145.5 - Student Organizations and Equal Access)

Nonpublic Forum

The Board believes that in order to maintain focus on academic achievement in district schools, students' exposure to the persuasive influence of marketing should be minimized. The Superintendent or designee shall not allow any advertisement from any nonschool group to be included in any district- or school-sponsored publication, web site, or social media, or to be posted on any school property such as scoreboards and billboards. In addition, no nonschool group's announcement, flyer, or other promotional material shall be disseminated by the district or distributed at any school facility or grounds.

Prior to the distribution, posting, or publishing of any nonschool group's promotional materials or advertisement, the Superintendent, principal, or designee shall review the materials or advertisement based on the criteria listed below. He/she may not disapprove materials or advertisement in an arbitrary or capricious manner or in a way that discriminates against a particular viewpoint on a subject that is otherwise allowed by Board policy.

All materials to be distributed shall bear the name and contact information of the sponsoring entity.

As necessary, the Superintendent, principal, or designee shall require a disclaimer on any nonschool group's promotional materials to be distributed, posted, or published, stating that the distribution, posting, or publishing of the materials does not imply district endorsement of the group's activities, products, or services. District- and school-sponsored publications shall include a disclaimer stating that the district or school does not endorse any advertised products or services.

Criteria for Approval

The Superintendent, principal, or designee shall not accept for distribution any materials or advertisements that:

1. Are lewd, obscene, libelous, or slanderous

2. Incite students to commit unlawful acts, violate school rules, or disrupt the orderly operation of the schools

3. Promote any particular political interest, candidate, party, or ballot measure, unless the candidates or advocates from all sides are provided the opportunity to present their views to the students during school hours or during events scheduled pursuant to the Civic Center Act

(cf. 1160 - Political Processes)
(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)

4. Proselytize or position the district on any side of a controversial issue

(cf. 6144 - Controversial Issues)

5. Discriminate against, attack, or denigrate any group on account of any unlawful consideration

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

6. Promote the use or sale of materials or services that are illegal or inconsistent with school objectives, including, but not limited to, materials or advertisements for tobacco, intoxicants, non-nutritious foods and beverages, and movies or products unsuitable for children

(cf. 5030 - Student Wellness)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.62 - Tobacco)

7. Solicit funds or services for an organization, with the exception of solicitations authorized in Board policy

(cf. 1321 - Solicitation of Funds from and by Students)

8. Distribute unsolicited merchandise for which an ensuing payment is requested

The Superintendent or designee also may consider the educational value of the materials or advertisements, the age or maturity of the students in the intended audience, and whether the materials or advertisements support the basic educational mission of the district, directly benefit the students, or are of intrinsic value to the students or their parents/guardians.

(cf. 0000 - Vision)

Schools may establish additional criteria pertaining to the content of advertisements in school publications and yearbooks, as deemed appropriate by the Superintendent or designee in accordance with law and Board policy.

Legal Reference:
CALIFORNIA CONSTITUTION
Article 1, Section 2 Free speech rights
EDUCATION CODE
7050-7058 Political activities of school officers and employees
35160 Authority of governing boards
35160.1 Broad authority of school districts
35172 Promotional activities
38130-38138 Civic Center Act
BUSINESS AND PROFESSIONS CODE
25664 Advertisements encouraging minors to drink
U.S. CONSTITUTION
Amendment 1, Freedom of speech and expression
COURT CASES
Hills v. Scottsdale Unified School District 48, (2003) 329 F.3d 1044
DiLoreto v. Downey Unified School District, (1999) 196 F.3d 958
Yeo v. Town of Lexington, (1997) U.S. First Circuit Court of Appeals, No. 96-1623
Hemry v. School Board of Colorado Springs, (D.Col. 1991) 760 F.Supp. 856
Bright v. Los Angeles Unified School District, (1976) 134 Cal. Rptr. 639, 556 P.2d 1090, 18 Cal. 3d 350
Lehman v. Shaker Heights, (1974) 418 U.S. 298

Management Resources:
CSBA PUBLICATIONS
School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006
WEB SITES
CSBA: http://www.csba.org

Policy SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
adopted: August 14, 2014 South San Francisco, California

PROPOSED
First Reading
09/09/2021

CSBA Sample
Board Policy

Business and Noninstructional Operations BP 3100(a)

BUDGET

The Governing Board recognizes its critical responsibility for adopting a sound budget each fiscal year which is aligned with the district's vision, goals, priorities, local control and accountability plan (LCAP), and other comprehensive plans. The district budget shall guide decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)
(cf. 0400 - Comprehensive Plans)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 3300 - Expenditures and Purchases)
(cf. 3460 - Financial Reports and Accountability)
(cf. 9000 - Role of the Board)

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

Budget Development and Adoption Process

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

Note: Education Code 42103 and 42127 require the district to hold a public hearing prior to adoption of the budget; see the accompanying administrative regulation for requirements pertaining to the public hearing. A public hearing on the district's local control and accountability plan (LCAP) must occur at the same meeting; see BP 0460 - Local Control and Accountability Plan.

The Board shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127.

BUDGET (continued)

(cf. 9320 - Meetings and Notices)
(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323 - Meeting Conduct)

The Board shall adopt the district budget on or before July 1 of each year. (Education Code 42127)

At a public meeting scheduled on a date after the public hearing on the budget, the Board shall, following its adoption of the LCAP or an annual update to the LCAP, adopt the budget. The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127, 52062)

The budget that is formally adopted by the Board shall adhere to the state's Standardized Account Code Structure as prescribed by the Superintendent of Public Instruction. (Education Code 42126, 42127)

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

No later than five days after the Board adopts the district budget or by July 1, whichever occurs first, the Board shall file with the County Superintendent of Schools the adopted district budget and supporting data. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

(cf. 1340 - Access to District Records)

If the County Superintendent disapproves or conditionally approves the district's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before October 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

Budget Advisory Committee

The Board may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

Note: The following paragraph is for use by districts that selected either Option 1, 2, or 3 above.

The committee shall submit recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board.

BUDGET (continued)

(cf. 1220 - Citizen Advisory Committees)
(cf. 2230 - Representative and Deliberative Groups)
(cf. 3350 - Travel Expenses)
(cf. 9130 - Board Committees)
(cf. 9140 - Board Representatives)

Budget Criteria and Standards

The Superintendent or designee shall develop a district budget in accordance with state criteria and standards specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, local control funding formula revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, unrestricted general fund balance, and reserves. In addition, he/she shall provide the supplemental information specified in 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures. (Education Code 33128, 33128.3, 33129, 42127.01; 5 CCR 15440-15451)

The district budget shall provide for increasing or improving services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students in accordance with 5 CCR 15496. *Unduplicated students* are students who are eligible for free or reduced-price meals, English learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

(cf. 3553 - Free and Reduced Price Meals)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6174 - Education for English Learners)

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

(cf. 2210 - Administrative Discretion Regarding Board Policy)
(cf. 3110 - Transfer of Funds)

Fund Balance

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

BUDGET (continued)

1. *Nonspendable fund balance* includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.

2. *Restricted fund balance* includes amounts constrained to specific purposes by their providers or by law.

3. *Committed fund balance* includes amounts constrained to specific purposes by the Board.

   For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period (June 30), although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

4. *Assigned fund balance* includes amounts which are intended for a specific purpose but do not meet the criteria to be classified as restricted or committed.

   The Board delegates authority to assign funds to the assigned fund balance to the Superintendent and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. The Superintendent may further delegate the authority to assign funds at his/her discretion.

5. *Unassigned fund balance* includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

The Board intends to maintain a minimum assigned and unassigned fund balance in an amount the Board deems sufficient to maintain fiscal solvency and stability and to protect the district against unforeseen circumstances.

BUDGET (continued)

If the assigned and unassigned fund balance falls below the level set by the Board due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

Reserve Balance

The district budget shall include a minimum reserve balance for economic uncertainties that is consistent with the percentage or amount specified in 5 CCR 15450.

In any year that the district is notified by the Superintendent of Public Instruction that the amount of monies in the state Public School System Stabilization Account equals or exceeds three percent of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district budget shall not contain a combined assigned or unassigned ending general fund balance that is in excess of 10 percent of these funds. (Education Code 41202, 42127.01)

Long-Term Financial Obligations

The district's current-year budget and multiyear projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 - Collective Bargaining Agreement)
(cf. 4154/4254/4354 - Health and Welfare Benefits)
(cf. 7210 - Facilities Financing)
(cf. 9250 - Remuneration, Reimbursement and Other Benefits)

The Board shall approve a plan for meeting the district's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves the authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

BUDGET (continued)

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of workers' compensation claims, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, if any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)

Budget Amendments

Note: The following section is **optional** and should be revised to reflect district practice.

No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which occur as a result of the funding made available by that Budget Act. (Education Code 42127)

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval as necessary when collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

Legal Reference:

EDUCATION CODE
1240 Duties of county superintendent of schools
33127-33131 Standards and criteria for local budgets and expenditures
41202 Determination of minimum level of education funding
42103 Public hearing on proposed budget; requirements for content of proposed budget
42122-42129 Budget requirements
42130-42134 Financial certifications
42140-42141 Disclosure of fiscal obligations

Legal Reference continued: (see next page)

BUDGET (continued)

Legal Reference: (continued)

EDUCATION CODE (continued)
42238-42251 Apportionments to districts, especially:
42238.01-42238.07 Local control funding formula
42602 Use of unbudgeted funds
42610 Appropriation of excess funds and limitation thereon
45253 Annual budget of personnel commission
45254 First year budget of personnel commission
52060-52077 Local control and accountability plan
GOVERNMENT CODE
7900-7914 Appropriations limit
CODE OF REGULATIONS, TITLE 5
15060 Standardized account code structure
15440-15451 Criteria and standards for school district budgets
15494-15496 Local control funding formula, expenditures

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California School Accounting Manual
New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011
FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS
Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006
GOVERNMENT FINANCE OFFICERS ASSOCIATION
Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009
GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS
Statement 75, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2015
Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009
WEB SITES
CSBA: http://www.csba.org
Association of California School Administrators: http://www.acsa.org
California Department of Education, Finance and Grants: http://www.cde.ca.gov/fg
California Department of Finance: http://www.dof.ca.gov
Fiscal Crisis and Management Assistance Team: http://www.fcmat.org
Government Finance Officers Association: http://www.gfoa.org
Governmental Accounting Standards Board: http://www.gasb.org
School Services of California, Inc.: http://www.sscal.com

(12/14 10/15) 12/17

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CURRENT

South San Francisco USD

Board Policy

Budget

BP 3100
Business and Noninstructional Operations

The Governing Board recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with the district's vision, goals, and priorities. The district budget shall guide administrative decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

(cf. 0000 - Vision)
(cf. 3000 - Concepts and Roles)
(cf. 3300 - Expenditures and Purchases)
(cf. 3460 - Financial Reports and Accountability)
(cf. 9000 - Role of the Board)

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

Budget Development and Adoption Process

The Superintendent or designee shall establish an annual budget development process and calendar in accordance with the single budget adoption process described in Education Code 42127(i). He/she shall annually notify the County Superintendent of Schools of the district's decision to use the single budget adoption process in the subsequent year.

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

The Board encourages public input in the budget development process and shall hold public hearings and meetings in accordance with Education Code 42103 and 42127.

(cf. 9320 - Meetings and Notices)
(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323 - Meeting Conduct)

The budget that is formally adopted by the Board shall be in the format prescribed by the Superintendent of Public Instruction. The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

Budget Criteria and Standards

In developing the district budget, the Superintendent or designee shall analyze criteria and standards adopted by the State Board of Education which address estimation of funded average daily attendance (ADA), projected enrollment, ratio of ADA to enrollment, projected revenue limit, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, fund balance, and reserves. The budget review shall also identify supplemental information regarding contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, and the status of labor agreements. (Education Code 33127, 33128, 33129; 5 CCR 15440-15451)

The Board shall establish and maintain a general fund reserve for economic uncertainty that meets or exceeds the requirements of law. (Education Code 33128.3; 5 CCR 15450)

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, categorical program requirements and flexibility, if any, as well as other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

(cf. 2210 - Administrative Discretion Regarding Board Policy)
(cf. 3110 - Transfer of Funds)

Long-Term Financial Obligations

The district's current-year budget and multi-year projections shall contain adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 - Collective Bargaining Agreement)
(cf. 4143/4243 - Negotiations/Consultation)
(cf. 4154/4254/4354 - Health and Welfare Benefits)
(cf. 7210 - Facilities Financing)
(cf. 9250 - Remuneration, Reimbursement and Other Benefits)

The Board shall approve a plan for meeting the district's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves the authority to review and amend the funding strategy

as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

Legal Reference:
EDUCATION CODE
1240 Duties of county superintendent of schools
33127-33131 Standards and criteria for local budgets and expenditures
35035 Powers and duties of superintendent
35161 Powers and duties, generally, of governing boards
42103 Public hearing on proposed budget; requirements for content of proposed budget
42122-42129 Budget requirements
42130-42134 Financial certifications
42602 Use of unbudgeted funds
42605 Tier 3 categorical flexibility
42610 Appropriation of excess funds and limitation thereon
44518-44519.2 Chief business officer training program
45253 Annual budget of personnel commission
45254 First year budget of personnel commission
GOVERNMENT CODE
7900-7914 Appropriations limit
CODE OF REGULATIONS, TITLE 5
15060 Standardized account code structure
15440-15451 Criteria and standards for school district budgets

Management Resources:
CSBA PUBLICATIONS
Maximizing School Board Governance: Budget Planning and Adoption, 2006
Maximizing School Board Governance: Understanding District Budgets, 2006
School Finance CD-ROM, 2005
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California School Accounting Manual
FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS
Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006
GOVERNMENTAL ACCOUNTING STANDARDS BOARD
Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004
Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments, June 1999
WEB SITES
CSBA: http://www.csba.org

Association of California School Administrators: http://www.acsa.org
California Department of Education, Finance and Grants: http://www.cde.ca.gov/fg
California Department of Finance: http://www.dof.ca.gov
Fiscal Crisis and Management Assistance Team: http://www.fcmat.org
Governmental Accounting Standards Board: http://www.gasb.org
School Services of California, Inc.: http://www.sscal.com

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

PROPOSED
First Reading
09/9/2021

CSBA Sample
Board Policy

Instruction BP 6145(a)

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES

The Governing Board recognizes that extracurricular and cocurricular activities enrich the educational and social development of students and enhance students' feelings of connectedness with the schools. The district shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

(cf. 1330 - Use of School Facilities)
(cf. 5137 - Positive School Climate)
(cf. 6145.2 - Athletic Competition)
(cf. 5148.2 - Before/After School Programs)

Prerequisites for student participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity. No extracurricular or cocurricular program or activity shall be provided or conducted separately on the basis of any actual or perceived characteristic listed as a prohibited category of discrimination in state or federal law, nor shall any student's participation in an extracurricular or cocurricular activity be required or refused on those bases. (5 CCR 4925)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 6145.5 - Student Organizations and Equal Access)

Any complaint alleging unlawful discrimination in the district's extracurricular or cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Unless specifically authorized by law, no student shall be charged a fee for his/her participation in educational activities, including extracurricular and cocurricular activities and materials or equipment related to such activities. (Education Code 49010, 49011)

(cf. 3260 - Fees and Charges)

(cf. 3452 - Student Activity Funds)

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

Eligibility Requirements

For interscholastic athletic programs governed by the California Interscholastic Federation (CIF), student athletes are subject to additional eligibility criteria specified in CIF bylaws, including criteria related to age, grade, attendance, scholastic achievement, residence, transfers, and discipline. See BP 6145.2 - Athletic Competition.

To be eligible to participate in extracurricular and cocurricular activities, students in grades 7-12 must demonstrate satisfactory educational progress in the previous grading period, including, but not limited to: (Education Code 35160.5)

1. Maintenance of a minimum of 2.0 grade point average on a 4.0 scale in all enrolled classes

2. Maintenance of minimum progress toward meeting high school graduation requirements

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6146.1 - High School Graduation Requirements)

The Superintendent or designee may grant ineligible students a probationary period not to exceed one semester. Students granted probationary eligibility must meet the required standards by the end of the probationary period in order to remain eligible for participation. (Education Code 35160.5)

Any decision regarding the eligibility of homeless student, foster youth, or child of an active duty military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with Education Code 48850 and 49701.

(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

The Superintendent or designee may revoke a student's eligibility for participation in extracurricular and cocurricular activities when the student's poor citizenship is serious enough to warrant loss of this privilege.

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

Student Conduct at Extracurricular/Cocurricular Events

When attending or participating in extracurricular and cocurricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Annual Policy Review

The Board shall annually review this policy and implementing regulations. (Education Code 35160.5)

Legal Reference:

EDUCATION CODE
35145 Public meetings
35160.5 District policy rules and regulations; requirements; matters subject to regulation
35179 Interscholastic athletics; associations or consortia
35181 Students' responsibilities
48850 Participation of homeless students and foster youth in extracurricular activities and interscholastic sports
48930-48938 Student organizations
49010-49013 Student fees
49024 Activity Supervisor Clearance Certificate
49700-49704 Education of children of military families
CALIFORNIA CONSTITUTION
Article 9, Section 5 Common school system
CODE OF REGULATIONS, TITLE 5
350 Fees not permitted
4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance
5531 Supervision of extracurricular activities of pupils
UNITED STATES CODE, TITLE 42
2000h-2-2000h-6 Title IX, 1972 Education Act Amendments
COURT DECISIONS
Hartzell v. Connell, (1984) 35 Cal. 3d 899

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013
CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE
Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009
COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS
Information on Assembly Bill 346 Concerning the Activity Supervisor Clearance Certificate (ASCC), Coded Correspondence 10-11, July 20, 2010
WEB SITES
CSBA: http://www.csba.org
California Association of Directors of Activities: http://www.cadal.org
California Department of Education: http://www.cde.ca.gov
California Interscholastic Federation: http://www.cifstate.org
Commission on Teacher Credentialing: http://www.ctc.ca.gov

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CURRENT

South San Francisco USD

Board Policy

Extracurricular And Cocurricular Activities

BP 6145
Instruction

The Governing Board recognizes that extracurricular and cocurricular activities enrich the educational and social development of students and enhance students' feelings of connectedness with the schools. The district shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

(cf. 1330 - Use of School Facilities)
(cf. 5137 - Positive School Climate)
(cf. 6145.2 - Athletic Competition)
(cf. 5148.2 - Before/After School Programs)

No extracurricular or cocurricular program or activity shall be provided or conducted separately on the basis of any actual or perceived characteristic listed as a prohibited category of discrimination in state or federal law, nor shall any student's participation in an extracurricular or cocurricular activity be required or refused on those bases. Prerequisites for student participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity. (5 CCR 4925)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 6145.5 - Student Organizations and Equal Access)

Any complaint alleging unlawful discrimination in the district's extracurricular or cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Unless specifically authorized by law, no fee shall be charged to students for participation in extracurricular and cocurricular activities related to the educational program, including materials or equipment related to the activity.

(cf. 3260 - Fees and Charges)
(cf. 3452 - Student Activity Funds)
Eligibility Requirements

To be eligible to participate in extracurricular and cocurricular activities, students in grades 7-12 must demonstrate satisfactory educational progress in the previous grading period, including, but not limited to: (Education Code 35160.5)

1. Maintenance of a minimum of 2.0 grade point average on a 4.0 scale in all enrolled classes

2. Maintenance of minimum progress toward meeting high school graduation requirements

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6162.52 - High School Exit Examination)

The Superintendent or designee may grant ineligible students a probationary period not to exceed one semester. Students granted probationary eligibility must meet the required standards by the end of the probationary period in order to remain eligible for participation. (Education Code 35160.5)

Any decision regarding the eligibility of any child in foster care or a child of an active duty military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with Education Code 48850 and 49701.

(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

The Superintendent or designee may revoke a student's eligibility for participation in extracurricular and cocurricular activities when the student's poor citizenship is serious enough to warrant loss of this privilege.

Student Conduct at Extracurricular/Cocurricular Events

When attending or participating in extracurricular and cocurricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Annual Policy Review

The Board shall annually review this policy and implementing regulations.

Legal Reference:
EDUCATION CODE
35145 Public meetings
35160.5 District policy rules and regulations; requirements; matters subject to regulation
35179 Interscholastic athletics; associations or consortia
35181 Students' responsibilities
48850 Participation of foster youth in extracurricular activities and interscholastic sports
48930-48938 Student organizations
49024 Activity Supervisor Clearance Certificate
49700-49704 Education of children of military families
CALIFORNIA CONSTITUTION
Article 9, Section 5 Common school system
CODE OF REGULATIONS, TITLE 5
350 Fees not permitted
4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance
5531 Supervision of extracurricular activities of pupils
UNITED STATES CODE, TITLE 42
2000h-2-2000h-6 Title IX, 1972 Education Act Amendments
COURT DECISIONS
Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:
CSBA PUBLICATIONS
Student Fees Litigation Update, ELA Advisory, May 20, 2011
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Pupil Fees, Deposits, or Other Charges, Fiscal Management Advisory 11-01, November 9, 2011
CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE
Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009
COMMISSION ON TEACHER CREDENTIALING CODED CORRESPONDENCE
10-11 Information on Assembly Bill 346 Concerning the Activity Supervisor Clearance Certificate (ASCC), July 20, 2010
WEB SITES
CSBA: http://www.csba.org
California Association of Directors of Activities: http://www.cadal.org
California Department of Education: http://www.cde.ca.gov
Commission on Teacher Credentialing: http://www.ctc.ca.gov

Policy SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
adopted: February 24, 2016 South San Francisco, California

PROPOSED
First Reading
09/9/2021

CSBA Sample
Board Policy

Instruction BP 6145.2(a)

ATHLETIC COMPETITION

The Governing Board recognizes that the district's athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The district's athletic program shall be designed to meet students' interests and abilities and shall be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 5030 - Student Wellness)
(cf. 5137 - Positive School Climate)
(cf. 6142.7 - Physical Education and Activity)
(cf. 7110 - Facilities Master Plan)

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

(cf. 1260 - Educational Foundation)
(cf. 1321 - Solicitation of Funds from and by Students)
(cf. 1325 - Advertising and Promotion)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 3290 - Gifts, Grants and Bequests)

Nondiscrimination and Equivalent Opportunities in the Athletic Program

The district's athletic program shall be free from discrimination and discriminatory practices prohibited by state and federal law, including, but not limited to, the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname. The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for

ATHLETIC COMPETITION (continued)

males and females, and/or students identified as non-binary or transgender, and that students are permitted to participate in athletic activities consistent with their gender identity.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

California Interscholastic Federation

Any district school that participates in the California Interscholastic Federation (CIF) shall conduct its athletic activities in accordance with CIF bylaws and rules and any applicable district policy and regulation. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate.

The Board shall annually designate a representative to the local CIF league from each school that participates in CIF sports. The Superintendent or designee shall recommend a candidate for the position who demonstrates an understanding of the district's goals for student learning and interscholastic activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and interpersonal communication and leadership skills.

The designated representative(s) shall vote on issues that impact interscholastic athletics at the league and section levels, perform any other duties required by the CIF league, and report regularly to the Board on league, section, and statewide issues, related to athletic programs.

(cf. 0500 - Accountability)

Title IX information

Under (SB 1375, 2016) the school district and its schools should post specified Title IX information on its websites and keep updated on a yearly basis.

Student Eligibility

Eligibility requirements for student participation in the district's interscholastic athletic program, including requirements pertaining to academic achievement, shall be the same as those set by the district for participation in extracurricular and cocurricular activities.

(cf. 3530 - Risk Management/Insurance)
(cf. 5111.1 - District Residency)

ATHLETIC COMPETITION (continued)

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by CIF satisfy CIF eligibility requirements.

Students shall not be charged a fee to participate in an athletic program, including, but not limited to, a fee to cover the cost of uniforms, locks, lockers, or athletic equipment.

(cf. 3260 - Fees and Charges)
(cf. 5143 - Insurance)

Sportsmanship

The Board values the quality and integrity of the athletic program and the character development of student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship, and the Code of Ethics adopted by CIF.

Students and staff shall be subject to disciplinary action for improper conduct.

(cf. 3515.2 - Disruptions)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5131.4 - Student Disturbances)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities.

Students shall have a medical clearance before participating in interscholastic athletic programs. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

ATHLETIC COMPETITION (continued)

The school district under law, (AB1639,2016) should distribute via proper languages and in written form to the student athletes and parents/guardians of information on the nature and warning signs of cardiac arrest, (2) training of coaches and athletic directors on the natures and warning signs of sudden cardiac arrest, and (3) removal of a student from athletic activity if he/she/they passes out or faints, until clearance is obtained from a healthcare provider.

(cf. 5131.61 - Drug Testing)
(cf. 5131.63 - Steroids)
(cf. 5141.3 - Health Examinations)
(cf. 5141.6 - School Health Services)
(cf. 5141.7 - Sun Safety)
(cf. 5143 - Insurance)

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

(cf. 5142 - Safety)

In the event of an injury or a perceived imminent risk to a student's health, such as a concussion or passing out, fainting, or other sign of sudden cardiac arrest, during or immediately after an athletic activity, the coach or any other district employee who is present shall remove the student athlete from the activity, until clearance is obtained from a healthcare provider, observe universal precautions in handling blood or other bodily fluid, and/or seek medical treatment for the student as appropriate.

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)
(cf. 4119.43/4219.43/4319.43 - Universal Precautions)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)
(cf. 5141.22 - Infectious Diseases)

ATHLETIC COMPETITION (continued)

Whenever an injury is suffered by a student, the Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.

Legal Reference:

EDUCATION CODE
200-262.4 Prohibition of discrimination
17578 Cleaning and sterilizing of football equipment
17580-17581 Football equipment
32220-32224 Insurance for athletic teams, especially:
32221.5 Required insurance for athletic activities
33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program
33354 California Department of Education authority over interscholastic athletics
33479-33479.9 The Eric Parades Sudden Cardiac Arrest Prevention Act
35160.5 District policies; rules and regulations
35179 Interscholastic athletics
35179.1 California High School Coaching Education and Training Program
35179.5 Interscholastic athletics; limitation on full-contact practices
48850 Interscholastic athletics; students in foster care and homeless students
48900 Grounds for suspension and expulsion
48930-48938 Student organizations
49010-49013 Student fees
49020-49023 Athletic programs; legislative intent, equal opportunity
49030-49034 Performance-enhancing substances
49458 Health examinations, interscholastic athletic program
49475 Health and safety, concussions and head injuries
49700-49701 Education of children of military families
51242 Exemption from physical education for high school students in interscholastic athletic program
PENAL CODE
245.6 Hazing
CODE OF REGULATIONS, TITLE 5
4900-4965 Nondiscrimination in elementary and secondary education programs, especially:
4920-4922 Nondiscrimination in intramural, interscholastic, and club activities
5531 Supervision of extracurricular activities of students
5590-5596 Employment of noncertificated coaches
UNITED STATES CODE, TITLE 20
1681-1688 Discrimination based on sex or blindness, Title IX
CODE OF FEDERAL REGULATIONS, TITLE 34
106.31 Nondiscrimination on the basis of sex in education programs or activities
106.33 Comparable facilities
106.41 Nondiscrimination in athletic programs
COURT DECISIONS
Mansourian v. Regents of University of California, (2010) 602 F. 3d 957
McCormick v. School District of Mamaroneck, (2004) 370 F.3d 275
Kahn v. East Side Union High School District, (2003) 31 Cal. 4th 990
Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources: (see next page)

ATHLETIC COMPETITION (continued)

Management Resources:

CSBA PUBLICATIONS
Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Discrimination, March 2017
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013
CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS
California Interscholastic Federation Constitution and Bylaws
A Guide to Equity in Athletics
Guidelines for Gender Identity Participation
Keep Their Heart in the Game: A Sudden Cardiac Arrest Information Sheet for Athletes and Parents/Guardians
Pursuing Victory with Honor, 1999
CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS
Heads Up: Concussion in High School Sports, Tool Kit, June 2010
Heads Up: Concussion in Youth Sports, Tool Kit, July 2007
Acute Concussion Evaluation (ACE) Care Plan, 2006
U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Withdrawal of Dear Colleague Letter on Transgender Students, Dear Colleague Letter, February 22, 2017
Intercollegiate Athletics Policy Clarification: The Three-Part Test - Part Three, Dear Colleague Letter, April 20, 2010
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
California Interscholastic Federation: http://www.cifstate.org
Centers for Disease Control and Prevention, Concussion Resources: http://www.cdc.gov/concussion
National Federation of State High School Associations: http://www.nfhs.org
National Operating Committee on Standards for Athletic Equipment: http://www.nocsae.org
U.S. Anti-Doping Agency: http://www.usada.org
U.S. Department of Education, Office for Civil Rights: http://www2.ed.gov/ocr

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CURRENT

South San Francisco USD

Board Policy

Athletic Competition

BP 6145.2
Instruction

The Governing Board recognizes that the athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The athletic program shall be designed to meet students' interests and abilities and be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 5137 - Positive School Climate)
(cf. 6142.7 - Physical Education and Activity)
(cf. 7110 - Facilities Master Plan)

Nondiscrimination and Equivalent Opportunities in the Athletic Program

The district's athletic program shall be free from discrimination and discriminatory practices in accordance with state and federal law. The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for both sexes.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Sportsmanship

The Board values the quality and integrity of the athletic program and the ethical well-being and character development of student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of Conduct adopted by the California Interscholastic Federation (CIF).

Students and staff may be subject to disciplinary action for improper conduct.

(cf. 3515.2 - Disruptions)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5131.4 - Student Disturbances)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))

California Interscholastic Federation

The Board maintains membership in the CIF and requires that interscholastic athletic activities be conducted in accordance with Board policy, administrative regulation, and CIF bylaws and rules. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate.

Upon recommendation of the Superintendent, the Board shall annually designate an employee from each high school to serve as a representative to the local CIF league. Appointees shall represent the district in performing all duties required by the CIF league. In making this selection, the Board shall consider the employee's understanding of the district's goals for interscholastic and extracurricular activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and individual interpersonal communication and leadership skills.

The Superintendent or designee shall ensure that the district representatives to the CIF report regularly to the Board on league, section, and statewide issues, as well as activities and prospective actions related to athletics.

Student Eligibility

The first priority of student athletes shall be a commitment to their education and academic achievement.

(cf. 6011 - Academic Standards)

Eligibility requirements for participation in the district's interscholastic athletic program, including eligibility for a child in foster care or a child of a military family, are the same as those set by the district for participation in extracurricular and cocurricular activities.

(cf. 3530 - Risk Management/Insurance)
(cf. 5111.1 - District Residency)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6146.1 - High School Graduation Requirements)
(cf. 6162.52 - High School Exit Examination)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by the CIF satisfy CIF eligibility requirements.

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities. Universal precautions shall be observed when injuries occur.

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)
(cf. 4119.43/4219.43/4319.43 - Universal Precautions)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)
(cf. 5141.22 - Infectious Diseases)

Students shall have a medical clearance before participating in interscholastic athletic programs. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

(cf. 5131.61 - Drug Testing)
(cf. 5131.63 - Steroids)
(cf. 5141.3 - Health Examinations)
(cf. 5143 - Insurance)

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

(cf. 5142 - Safety)

Supervision

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, training, and preparation for competition. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

Legal Reference:
EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex
270-271 Athletes' Bill of Rights
17578 Cleaning and sterilizing of football equipment
17580-17581 Football equipment
32221.5 Required insurance for athletic activities
33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program
33354 California Department of Education authority over interscholastic athletics
35160.5 District policies; rules and regulations
35161 Powers and duties generally
35179 Interscholastic athletics
48850 Interscholastic athletics; students in foster care
48900 Grounds for suspension and expulsion
48930-48938 Student organizations
49020-49023 Athletic programs; legislative intent, equal opportunity
49030-49034 Performance-enhancing substances
49700-49701 Education of children of military families
60850-60859 High school exit examination
PENAL CODE
245.6 Hazing
CODE OF REGULATIONS, TITLE 5
4900-4965 Nondiscrimination in elementary and secondary education programs
5531 Supervision of extracurricular activities of students
5590-5596 Employment of noncertificated coaches
UNITED STATES CODE, TITLE 20
1681-1688 Discrimination based on sex or blindness, Title IX
CODE OF FEDERAL REGULATIONS, TITLE 34
106.31-106.42 Discrimination on the basis of sex in education programs or activities prohibited
COURT DECISIONS
Kahn v. East Side Union High School District, (2004) 31 Cal. 4th 990t
Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:
CSBA PUBLICATIONS
A School Board Member's Guide to CIF and Interscholastic Sports, 1997
CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE
Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009
CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS
A Guide to Equity (Equity Handbook)
Pursuing Victory with Honor, 1999
California Interscholastic Federation Constitution and Bylaws
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
California Interscholastic Federation: http://www.cifstate.org

National Federation of State High School Associations: http://www.nfhs.org
National Operating Committee on Standards for Athletic Equipment: http://www.nocsae.org

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

NEW
First Reading
9/9/2021

CSBA Sample
Board Policy

Instruction BP 6178.1(a)

WORK-BASED LEARNING

The Governing Board desires to facilitate work-based learning opportunities which link classroom learning with real-world experiences. The district's work-based learning program shall be designed to teach students the skills, attitudes, and knowledge necessary for successful employment and to reinforce mastery of both academic and career technical education (CTE) standards.

(cf. 6000 - Concepts and Roles)
(cf. 6011 - Academic Standards)
(cf. 6143 - Courses of Study)
(cf. 6178 - Career Technical Education)
(cf. 6178.2 - Regional Occupational Center/Program)

The district's work-based learning program may offer opportunities for paid and/or unpaid work experiences, including, but not limited to:

1. Work experience education as defined in Education Code 51764

2. Cooperative CTE or community classrooms as defined in Education Code 52372.1

3. Job shadowing experience as defined in Education Code 51769

4. Student internships

5. Apprenticeships

6. Service learning

7. Employment in social/civic or school-based enterprises

8. Technology-based or other simulated work experiences

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

WORK-BASED LEARNING (continued)

The Superintendent or designee may provide students employment opportunities with public and private employers in areas within or outside the district, including in any contiguous state. (Education Code 51768)

The Board may elect to pay wages to students participating in a work-based learning program, but shall not make payments to or for private employers except for students with disabilities who are participating in work experience education programs funded by the state for such students. (Education Code 51768)

Any district plan for work-based learning shall be submitted to the Board for approval. When required, the plan shall be submitted to the California Department of Education or other state agency or official.

The Superintendent or designee shall involve local businesses or business organizations in planning and implementing work-based learning opportunities that support the district's vision and goals for student learning and local workforce development efforts. He/she also may work with postsecondary institutions, community organizations, and others to identify opportunities for work-based learning.

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)
(cf. 1220 - Citizen Advisory Committees)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 6020 - Parent Involvement)

When required by law, the Superintendent or designee shall develop a written training agreement with the employer that describes the conditions and requirements to be met by all parties and shall develop an individual training plan for each student which outlines the objectives or competencies that the student is expected to accomplish at the work site. (5 CCR 10070-10071, 10087, 10108)

To ensure appropriate guidance and supervision of participating students and maximize the educational benefit from placement in any work-based learning program, district staff shall coordinate with the workplace supervisors or mentors.

A minor student shall be allowed employment through a paid work-based learning program only if he/she has been issued a work permit, in accordance with law, Board policy, and administrative regulation. (Education Code 49113, 49160)

(cf. 5113.2 - Work Permits)

WORK-BASED LEARNING (continued)

All laws or rules applicable to minors in employment relationships shall be applicable to students enrolled in work-based learning programs. (Education Code 51763)

The Superintendent or designee shall ensure that any student participating in a work-based learning program off school grounds is covered under the employer's or district's insurance, as applicable, in the event the student is injured.

(cf. 3530 - Risk Management/Insurance)
(cf. 5143 - Insurance)

The Superintendent or designee shall ensure that any teacher-coordinator of a work-based learning program possesses the appropriate credential issued by the Commission on Teacher Credentialing. (5 CCR 10075, 10080, 10100)

(cf. 4112.2 - Certification)

The Superintendent or designee shall maintain records related to each student's participation in the district's work-based learning program, including, but not limited to, the student's individualized training plan, employment hours and job site, work permit if applicable, the employer's report of student's attendance and job performance, the teacher-coordinator's consultations and observations, and reports of the student's grade and credits earned.

(cf. 5125 - Student Records)

Legal Reference:

EDUCATION CODE
35208 Liability insurance
46144 Minimum school day for work experience program
46147 Exception for minimum day; students in last semester or quarter of grade 12
46300 Method of computing ADA
48402 Enrollment in continuation education, minors not regularly employed
49110-49119 Permits to work
49160 Permits to work, duties of employer
51760-51769.5 Work-based learning
52300-52499.66 Career technical education
54690-54697 Partnership academies
56026 Students with exceptional needs
52372.1 Community classrooms and cooperative career technical education programs
LABOR CODE
1285-1312 Employment of minors
1391-1394 Working hours for minors
3070-3099.5 Apprenticeship
3200-6002 Workers' compensation and insurance
CODE OF REGULATIONS, TITLE 5
1635 Credit for work experience education
10070-10075 Work experience education

WORK-BASED LEARNING (continued)

Legal Reference: (continued)

CODE OF REGULATIONS, TITLE 5
10080-10090 Community classrooms
10100-10111 Cooperative career technical education programs
UNITED STATES CODE, TITLE 20
2301-2414 Carl D. Perkins Career and Technical Education Act of 2006
CODE OF FEDERAL REGULATIONS, TITLE 29
570.35a Work experience programs

Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Work Experience Education Guide
California Career Technical Education Model Curriculum Standards, 2013
Multiple Pathways to Student Success: Envisioning the New California High School, 2010
2008-2012 California State Plan for Career Technical Education, 2008
Career Technical Education Framework for California Public Schools: Grades Seven Through Twelve, 2007
CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS
*Child Labor Laws, **2013***
WEST ED PUBLICATIONS
Work-Based Learning in California: Opportunities and Models for Expansion, 2009

Management Resources continued:

WEB SITES
CSBA: http://www.csba.org
California Association of Work Experience Educators: http://www.cawee.org
California Department of Education, Work Experience Education: http://www.cde.ca.gov/ci/ct/we
California Department of Industrial Relations: http://www.dir.ca.gov
Linked Learning Alliance: http://www.linkedlearning.org
WestEd: http://www.wested.org

(3/08 3/12) 5/17

Policy Reference UPDATE Service
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PROPOSED
First Reading
9/9/2021

CSBA Sample
Board Policy

Facilities BP 7214(a)

GENERAL OBLIGATION BONDS

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. When the Board determines that it is in the best interest of district students, it may order an election on the question of whether bonds shall be issued to pay for school facilities.

(cf. 1160 - Political Processes)
(cf. 7110 - Facilities Master Plan)
(cf. 7210 - Facilities Financing)

The Board's decision to order a bond election, as well as its determinations regarding the appropriate amount, timing, and structure of the bond issuance, shall be consistent with law and the district's debt management policy.

(cf. 3470 - Debt Issuance and Management)

GENERAL OBLIGATION BONDS (continued)

Before ordering a bond election, the Board shall obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor. (Education Code 15100)

When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)

Bonds Requiring 55 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55 percent majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agrees to such an election, the

GENERAL OBLIGATION BONDS (continued)

Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55 percent majority of the voters. (Education Code 15266)

(cf. 9323.2 - Actions by the Board)

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the district are entitled to vote. (Education Code 15266)

Bonded indebtedness incurred by the district shall be used only for the following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities

2. The acquisition or lease of real property for school facilities

3. The refunding of any outstanding debt issuance used for the purposes specified in items #1-2 above

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

1. Certification that proceeds from the sale of the bonds will be used only for the purposes specified in items #1-2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses

2. A list of specific school facilities projects to be funded and certification that the Board has evaluated safety, class size reduction, and information technology needs in developing that list

(cf. 0440 - District Technology Plan)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 6151 - Class Size)

3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed

4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects

GENERAL OBLIGATION BONDS (continued)

If a district general obligation bond requiring a 55 percent majority is approved by the voters, the Board shall appoint an independent citizens' oversight committee to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying administrative regulation. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)

(cf. 1220 - Citizen Advisory Committees)
(cf. 9324 - Minutes and Recordings)

The Superintendent or designee shall ensure that the annual, independent performance and financial audits required pursuant to items #3-4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards and submitted to the citizens' oversight committee at the same time they are submitted to him/her and no later than March 31 of each year. (Education Code 15286)

The Board shall provide the citizens' oversight committee with responses to all findings, recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits. (Education Code 15280)

The Board may disband the citizens' oversight committee when the committee has completed its review of the final performance and financial audits.

Bonds Requiring 66.67 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 66.67 percent majority of the voters pursuant to Education Code 15100 and Article 13A, Section 1(b)(2) of the California Constitution. If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by a 66.67 percent majority of the voters. (Education Code 15100)

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500. (Education Code 15101)

Subject to limits specified in Article 13A, Section 1 of the California Constitution, bonds shall be sold to raise money for any of the following purposes: (Education Code 15100)

GENERAL OBLIGATION BONDS (continued)

1. Purchasing school lots

2. Building or purchasing school buildings

3. Making alterations or additions to school building(s) other than as may be necessary for current maintenance, operation, or repairs

4. Repairing, restoring, or rebuilding any school building damaged, injured, or destroyed by fire or other public calamity

5. Supplying school buildings and grounds with furniture, equipment, or necessary apparatus of a permanent nature

6. Permanently improving school grounds

7. Refunding any outstanding valid indebtedness of the district, evidenced by bonds or state school building aid loans

8. Carrying out sewer or drain projects or purposes authorized in Education Code 17577

9. Purchasing school buses with a useful life of at least 20 years

10. Demolishing or razing any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by an order of the Board and entered into the minutes. (Education Code 15100)

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

If the certificate of election results received by the Board shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274)

GENERAL OBLIGATION BONDS (continued)

Resolutions Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution directing the issuance and sale of bonds. In accordance with law, the resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable. (Education Code 15140; Government Code 53508.6)

In passing the resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall place an agenda item at a public meeting and adopt as part of the bond issuance resolution, or in a separate resolution, disclosures of the available funding instruments, the costs and sustainability of each, and all of the following information: (Education Code 15146; Government Code 53508.9)

1. Express approval of the method of sale (i.e., competitive, negotiated, or hybrid)

2. Statement of the reasons for the method of sale selected

3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected

4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), the resolution to be adopted by the Board shall include items #1-4 above as well as the financing term and time of maturity, repayment ratio, and the estimated change in the assessed value of taxable property within the district over the term of the bonds. The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. The agendas shall identify that bonds that allow for the compounding of interest are proposed. (Education Code 15146)

GENERAL OBLIGATION BONDS (continued)

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following: (Education Code 15146)

1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest

2. A comparison to the overall cost of current interest bonds

3. The reason bonds that allow for the compounding of interest are being recommended

4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted by the federal Municipal Securities Rulemaking Board

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). (Government Code 8855)

After the sale, the Board shall be presented with the actual issuance cost information and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the CDAIC. (Education Code 15146; Government Code 53509.5)

Bond Anticipation Notes

Whenever the Board determines that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law. (Education Code 15150)

Payment of principal and interest on any bond anticipation note shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source lawfully available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met: (Education Code 15150)

1. A resolution of the Board authorizes the property tax for that purpose.

2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds.

GENERAL OBLIGATION BONDS (continued)

A bond anticipation note may be issued only if the tax rate levied to pay interest on the note would not cause the district to exceed the tax rate limitation set forth in Education Code 15268 or 15270, as applicable.

Deposit of Bond Proceeds

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

Legal Reference:

EDUCATION CODE
7054 Use of district property, campaign purposes
15100-15254 Bonds for school districts and community college districts
15264-15288 Strict Accountability in Local School Construction Bonds Act of 2000
17577 Sewers and drains
47614 Charter school facilities
ELECTIONS CODE
324 General election
328 Local election
341 Primary election
348 Regular election
356 Special election
357 Statewide election
1302 Local election
15372 Elections official certificate
1090-1099 Prohibitions applicable to specified officers
1125-1129 Incompatible activities
8855 California Debt and Investment Advisory Commission
53506-53509.5 General obligation bonds
53580-53595.5 Bonds
54952 Definition of legislative body, Brown Act
CALIFORNIA CONSTITUTION
Article 13A, Section 1 Tax limitation
Article 16, Section 18 Debt limit
CODE OF FEDERAL REGULATIONS, TITLE 17
240.10b-5 Prohibition against fraud or deceit
240.15c2-12 Municipal securities disclosure
COURT DECISIONS
San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District (2006) 139 Cal.App.4th 1356
ATTORNEY GENERAL OPINIONS
99 Ops.Cal.Atty.Gen. 18 (2016)
88 Ops.Cal.Atty.Gen. 46 (2005)
87 Ops.Cal.Atty.Gen. 157 (2004

Management Resources: (see next page

GENERAL OBLIGATION BONDS (continued)

Management Resources:

CSBA PUBLICATIONS
California's Challenge: Adequately Funding Education in the 21st Century, December 2015
Bond Sales - Questions and Considerations for Districts, Governance Brief, December 2012
Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011
GOVERNMENT FINANCE OFFICERS ASSOCIATION PUBLICATIONS
An Elected Official's Guide to Debt Issuance, 2nd Ed., 2016
Understanding Your Continuing Disclosure Responsibilities, Best Practice, September 2015
Investment of Bond Proceeds, Best Practice, September 2014
Selecting and Managing Municipal Advisors, Best Practice, February 2014
Debt Management Policy, Best Practice, October 2012
Analyzing and Issuing Refunding Bonds, Best Practice, February 2011
WEB SITES
CSBA: http://www.csba.org
California Debt and Investment Advisory Commission: http://www.treasurer.ca.gov/cdiac
California Department of Education: http://www.cde.ca.gov
California Office of Public School Construction: http://www.opsc.dgs.ca.gov
Government Finance Officers Association: http://www.gfoa.org
Municipal Security Rulemaking Board, Electronic Municipal Market Access (EMMA): http://www.emma.msrb.org

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CURRENT

South San Francisco USD

Board Policy

General Obligation Bonds

BP 7214
Facilities

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. When the Board determines that it is in the best interest of district students, it may order an election on the question of whether bonds shall be issued to pay for school facilities.

(cf. 1160 - Political Processes)
(cf. 7110 - Facilities Master Plan)
(cf. 7210 - Facilities Financing)

The Board shall determine the appropriate amount of the bonds in accordance with law.

When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)

Bonds Requiring 55 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55 percent majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agrees to such an election, the Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55 percent majority of the voters. (Education Code 15266)

(cf. 9323.2 - Actions by the Board)

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the district are entitled to vote. (Education Code 15266)

Bonded indebtedness incurred by the district shall be used only for the following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities

2. The acquisition or lease of real property for school facilities

3. The refunding of any outstanding debt issuance used for the purposes specified in items #1-2 above

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

1. A requirement that proceeds from the sale of the bonds be used only for the purposes specified in items #1-2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses

2. A list of specific school facilities projects to be funded and certification that the

Board has evaluated safety, class size reduction, and information technology needs in developing that list

(cf. 0440 - District Technology Plan)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 6151 - Class Size)

3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed

4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects

If a district general obligation bond requiring a 55 percent majority is approved by the voters, the Board shall appoint an independent citizens' oversight committee to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying administrative regulation. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)

(cf. 1220 - Citizen Advisory Committees)
(cf. 9324 - Minutes and Recordings)

The Superintendent or designee shall ensure that the annual, independent performance and financial audits required pursuant to items #3-4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards and submitted to the citizens' oversight committee at the same time they are submitted to him/her and no later than March 31 of each year. (Education Code 15286)

The Board shall provide the citizens' oversight committee with responses to all findings, recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits. (Education Code 15280)

The Board may disband the citizens' oversight committee when the committee has completed its review of the final performance and financial audits.

Bonds Requiring 66.67 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 66.67 percent majority of the voters pursuant to Education Code 15100 and Article 13A, Section 1(b)(2) of the California Constitution. If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by a 66.67 percent majority of the voters. (Education Code 15100)

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500. (Education Code 15101)

Bonds shall be sold to raise money for any of the following purposes: (Education Code 15100)

1. Purchasing school lots

2. Building or purchasing school buildings

3. Making alterations or additions to school building(s) other than as may be necessary for current maintenance, operation, or repairs

4. Repairing, restoring, or rebuilding any school building damaged, injured, or destroyed by fire or other public calamity

5. Supplying school buildings and grounds with furniture, equipment, or necessary apparatus of a permanent nature

6. Permanently improving school grounds

7. Refunding any outstanding valid indebtedness of the district, evidenced by bonds or state school building aid loans

8. Carrying out sewer or drain projects or purposes authorized in Education Code 17577

9. Purchasing school buses with a useful life of at least 20 years

10. Demolishing or razing any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by order of the Board and entered into the minutes. (Education Code 15100)

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

If the certificate of election results received by the Board shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274)

Resolutions Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution directing the issuance and sale of bonds. In accordance with law, the resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable. (Education Code 15140; Government Code 53508.6)

In passing the resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall disclose, as an agenda item at a public meeting, either in the bond issuance resolution or a separate resolution, available funding instruments, the costs and suitability of each, and all of the following information: (Education Code 15146; Government Code 53508.9)

1. Express approval of the method of sale (i.e., competitive, negotiated, or hybrid)

2. Statement of the reasons for the method of sale selected

3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected

4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), items #1-4 above and the financing term and time of maturity, repayment ratio, and the estimated change in the assessed value of taxable property within the district over the term of the bonds shall be included in the resolution to be adopted by the Board. The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. The agendas shall identify that bonds that allow for the compounding of interest are proposed. (Education Code 15146)

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following: (Education Code 15146)

1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest

2. A comparison to the overall cost of current interest bonds

3. The reason bonds that allow for the compounding of interest are being recommended

4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted by the federal Municipal Securities Rulemaking Board

After the sale, the Board shall be presented with the actual issuance cost information and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the California Debt and Investment Advisory Commission. (Education Code 15146; Government Code 53509.5)

Bond Anticipation Notes

Whenever the Board determines that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law. (Education Code 15150)

Payment of principal and interest on any bond anticipation note shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source lawfully available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met: (Education Code 15150)

1. A resolution of the Board authorizes the property tax for that purpose.

2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds.

A bond anticipation note may be issued only if the tax rate levied to pay interest on the note would not cause the district to exceed the tax rate limitation set forth in Education Code 15268 or 15270, as applicable.

Legal Reference:
EDUCATION CODE
7054 Use of district property, campaign purposes
15100-15254 Bonds for school districts and community college districts
15264-15288 Strict Accountability in Local School Construction Bonds Act of 2000
17577 Sewers and drains
47614 Charter school facilities
ELECTIONS CODE
324 General election
328 Local election
341 Primary election
348 Regular election
356 Special election
357 Statewide election
1302 School district election
15372 Elections official certificate
GOVERNMENT CODE
1090-1099 Prohibitions applicable to specified officers
1125-1129 Incompatible activities
8855 California Debt and Investment Advisory Commission
53506-53509.5 General obligation bonds
53580-53595.5 Bonds
54952 Definition of legislative body, Brown Act
CALIFORNIA CONSTITUTION
Article 13A, Section 1 Tax limitation
Article 16, Section 18 Debt limit
COURT DECISIONS
San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District (2006) 139 Cal.App.4th 1356
ATTORNEY GENERAL OPINIONS
88 Ops.Cal.Atty.Gen. 46 (2005)
87 Ops.Cal.Atty.Gen. 157 (2004)

Management Resources:
CSBA PUBLICATIONS
Bond Sales - Questions and Considerations for Districts, Governance Brief, December 2012
Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet,

February 2011
WEB SITES
CSBA: http://www.csba.org
California Debt and Investment Advisory Commission: http://www.treasurer.ca.gov/cdiac
California Department of Education: http://www.cde.ca.gov
California Office of Public School Construction: http://www.opsc.dgs.ca.gov

Policy adopted: March 13, 2014

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
South San Francisco, California

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 9, 2021

RE: Negotiations with the South San Francisco California School Employees Association (CSEA) - Chapter 197

BACKGROUND:

Prior to commencing negotiations, California law (Government Code section 3547) requires that a school district and the exclusive employee representative present their respective initial proposals at a public meeting. The South San Francisco Unified School District submits their Initial Proposal to the Board of Trustees to begin contract negotiations for the 2021-22 reopeners and will present its initial proposal for information and discussion. Following its presentation, a public hearing will be conducted to provide an opportunity for members of the public to comment on the proposal.

These initial proposals are put forth at a time when there have been significant changes in how schools are funded under the Local Control Funding Formula and the Local Control Accountability Plan. During these negotiations, the District's proposals and its responses to CSEA's proposals shall be guided by the District's commitments to student learning and achievement; fiscal responsibility; and the long-term stability of the District.

FISCAL IMPLICATIONS:

TBD

RECOMMENDATION:

It is recommended that the Board of Trustees approve the District's Initial Proposal to the South San Francisco California School Employee Association – Chapter 197.

South San Francisco Unified School District's
Initial Conceptual Proposal to
California School Employees Association Chapter #197

September 9, 2021

This is the South San Francisco Unified School District's (District) initial proposal to the California School Employees Association Chapter #197 for successor bargaining for the 2021 – 2022 school year. California law (Government Code section 3547) requires the public school employer and the exclusive representative to present their respective initial proposals at a public meeting prior to commencing negotiations. Please note that the District reserves the right to modify, amend, delete or add to its proposals throughout the course of these negotiations.

These initial proposals are put forth at a time when there have been significant changes in how schools are funded under the Local Control Funding Formula and the Local Control Accountability Plan. During these negotiations, the District's proposals and its responses to CSEA's proposals shall be guided by the District's commitments to student learning and achievement; fiscal responsibility; and the long-term stability of the District.

With a vested interest in a cooperative and positive relationship with the Association, the District submits the following initial conceptual proposals:

In General:
Propose to review of the entire current contract to identify provisions that are outdated, obsolete, and otherwise no-longer applicable, to clarify negotiated and agreed upon terms for successor agreement. As necessary, the proposer reassigning provision to other more applicable Articles of the contract where better clarity and understanding can be accomplished.

Article VII - Compensation and Benefits
Article XI – Leave of Absence With Pay

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Resolution #21-44

HISPANIC/LATINX HERITAGE MONTH
SEPTEMBER 15 – OCTOBER 15, 2021

WHEREAS, the month of September 15 to October 15 was designated as ***Hispanic Heritage/Latinx Month*** *by the United States Congress in 1988; and*

WHEREAS, Hispanic, Latinx or Latino, refers to Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race; and

WHEREAS, September 15 was chosen to commemorate the anniversary of independence of five Latin American countries: Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua and September 16 for Mexico's independence; and

WHEREAS, this year's theme is: ***"Hispanics: Be Proud of Your Past, Embrace the Future."*** *and*

WHEREAS, the impact of the Hispanic/Latinx culture and centuries-old traditions are manifested in our State's customs and laws; and

WHEREAS, Hispanic Americans/Latinx continue to make important contributions to our society in American government, business, agriculture, Armed Forces, commerce, education, the arts, science, and sports; 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 Mexican 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, Hispanic Americans/Latinx are one of the fastest growing communities in this country and represent 61 million or 19% of U.S. residents, 39% of California's population which signifies the nation's largest Hispanic/Latinx population, 33% of the SSF population and 44% 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 Hispanics and Latinos during ***2021 Hispanic/Latinx Heritage Month.***

REGULARLY PASSED AND ADOPTED this 9th day of September 2021.

AYES in Favor of Said Resolution

_____ ATTEST:

_____ _____
Secretary/Clerk of the Board

_____

_____ _____
Superintendent of Schools

_____

DISTRITO ESCOLAR UNIFICADO DE SUR SAN FRANCISCO

Resolución # 21-44

MES DE LA HERENCIA HISPANA/LATINX
15 de septiembre – 15 de octubre de 2021

*CONSIDERANDO, que el mes de 15 de septiembre al 15 de octubre fue designado como **Mes de la Hispanidad/Latinx** por el Congreso de los Estados Unidos en 1988; y*

CONSIDERANDO que, Hispano o Latinx, se refiere a Puertorriqueño, Sur o Centro Americano, u otra cultura o origen español, independientemente de su raza; y

POR CUANTO, 15 de septiembre fue elegido para conmemorar el aniversario de la independencia de cinco países Latino Americanos: Costa Rica, El Salvador, Guatemala, Honduras y Nicaragua y 16 de septiembre por la independencia de México; y

*CONSIDERANDO que, El tema de este año es: "**Hispano/Latinx: sé orgulloso de tu pasado, abraza el futuro**."; y*

CONSIDERANDO, que el impacto de la cultura Hispana/Latinx y tradiciones centenarias se manifiestan en las costumbres y las leyes de nuestro estado; y

POR CUANTO, los Hispanos/Latinx siguen haciendo importantes contribuciones a nuestra sociedad en el gobierno estadounidense, los negocios, la agricultura, las Fuerzas Armadas, el comercio, la educación, las artes, la ciencia, y los deportes; y

CONSIDERANDO, que el Código de Educación de California Sección 51204.5 llama específicamente instruir en las ciencias sociales el estudio de la función y las contribuciones de estadounidenses de origen mexicano, para el desarrollo económico, político y social de California y del país, con énfasis especial en retratar el papel de este grupo en la sociedad contemporánea; y

POR CUANTO, los Hispanos/Latinx son una de las comunidades de más rápido crecimiento en este país y representan 61 millones o 19% de los residentes de Estados Unidos, el 39% de la población de California que significa la mayor población hispana de la nación, el 33% de la población SSF y el 44% de los estudiantes del Distrito;

*AHORA, POR LO TANTO, SE RESUELVE que la Junta Directiva del Distrito Escolar Unificado de Sur San Francisco por lo presente reconoce y desea honrar los Hispanos y los Latinos durante el **Mes de la Hispanidad/Latinx 2021.***

APROBADA y adoptada regularmente el día 9 de Septiembre de 2021.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: September 9, 2021

RE: Nominations for CSBA Directors-at-Large

BACKGROUND:

CSBA is currently accepting nominations for Directors-at-Large for African American, American Indian, and County. *(Note: Only County Offices of Education may submit a nomination for the Director-at-Large for the County seat.)* A board member need not be, nor identify as, a member of any particular race or ethnic group to be nominated or run for any of CSBA's Director-at-Large positions.

Nominations must be made by a CSBA member board and the nominee must be a board member from a CSBA member district. Nominating Trustees must have permission from the Board member prior to nominating him or her. A completed nomination form is due to CSBA no later than Friday, October 1, 2021. A nominee must also provide a signed and dated candidate form and two letters of recommendation to CSBA no later than Friday, October 15, 2021.

The elections will be held during CSBA's Delegate Assembly on Wednesday, December 1, 2021. The Directors-at-Large will serve two-year terms and take office immediately upon the close of CSBA's Annual Education Conference.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

The SSFUSD Board of Trustees may consider nominating a member for a CSBA Director-at-Large position for African American or American Indian and providing the required two letters of recommendation.

TIME SENSITIVE, REQUIRES BOARD ACTION
DEADLINE Friday, October 1, 2021
Please deliver to all members of the governing board.

July 30, 2021

MEMORANDUM

TO: All CSBA Member Districts and County Offices of Education
FROM: Dr. Susan Heredia, CSBA President
SUBJECT: Call for Nominations for CSBA Directors-at-Large African American, American Indian, and County

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Nominations for CSBA Directors-at-Large African American, American Indian, and County are currently being accepted through Friday, October 1, 2021. Information, including required forms, related to the nomination and election process are available online, please visit www.csba.org. Directors-at-Large play an important role at CSBA, helping shape policy and set organizational direction.

The nominations for Directors-at-Large must be made by a CSBA member board and the nominee must be a board member from a CSBA member district or county office of education. (Please note: Only a CSBA member County Board of Education may submit a nomination for the Director-at-Large, County seat.)

The elections will take place at CSBA's Delegate Assembly meeting on Wednesday, December 1, 2021 at the Marriott Marquis San Diego Marina. Directors-at-Large serve two-year terms and take office immediately upon the close of the Association's Annual Education Conference, December 4, 2021.

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A valid nomination includes the following and are required to be submitted **no later than Friday, October 1, 2021 via U.S. Postal Service postmark or emailed to nominations@csba.org by 11:59 p.m. on Friday, October 1, 2021.**

- **Nomination form from a member board**: A completed, signed, and dated nomination form. Member boards must secure permission before placing a name into nomination.

Nominees are required to submit the following candidate materials **by 11:59p on Friday, October 15, 2021**:

- **Candidate Form:** A signed and dated candidate form completed by the nominee.
- **Two letters of recommendation:** A one page, single-sided, letter addressed to CSBA President Dr. Susan Heredia. Recommendation letters may be from:
  1) A CSBA member district or county office of education (COE) board - ***if letter is signed by the Superintendent, it must state in the letter "on behalf of the board."***
  2) An individual board member from a CSBA member district or COE board
  3) Another association of school or county office of education board members
- **An optional, one-page résumé** from the nominee.

Please contact CSBA's Executive Office at 800-266-3382 should you have any questions. More information about the Directors-at-Large nomination and election process, as well as required documents, may be found at www.csba.org.

Thank you.

2021 Director-at-Large, African American, American Indian, and County Nomination Form

Nominations for Director-at-Large must be made by a CSBA member board and the nominee must be a board member from a CSBA member district or county office of education who has consented to be nominated. It is the responsibility of the nominating board to obtain permission prior to making the nomination. *(Only a CSBA member County Board of Education may submit a nomination for the Director-at-Large, County seat.)*

The deadline for the nomination form is Friday, October 1, 2021.

Please submit a separate nomination form for each position nominated.

The governing board of the _____ School District or County Office Board of Education voted to nominate _____ as a candidate for the following Director-at-Large position:
(Nominee name)

- ❑ Director-at-Large, African American
- ❑ Director-at-Large, American Indian
- ❑ Director-at-Large, County

The nominee is a member of the _____ School District or County Office Board of Education, which is a member of CSBA. The nominee has been contacted and given permission to be nominated.

_____ _____
Signature of the Board Clerk or Board Secretary *Date*

Please submit this nomination form by choosing only ONE of the following options:

E-mail: nominations@csba.org – due by 11:59 p.m., no later than Fri. 10/1/21
FAX: Attn: Executive Office – CSBA Pres. – 916.371.3407 no later than Fri. 10/1/21
U.S. Mail Postmarked by US Postal Service no later than Fri. 10/1/21
Dr. Susan Heredia, CSBA President
California School Boards Association
3251 Beacon Blvd. | West Sacramento, CA 95691

2021 Director-at-Large, African American, American Indian and County Candidate Form

Deadline: *Please submit this Candidate Form via e-mail to nominations@csba.org by* ***Friday, October 15, 2021.*** *Forms may also be submitted via mail, to CSBA's Executive Office, at 3251 Beacon Blvd., West Sacramento, CA 95691. Submission of this completed form is required for all Director-at-Large candidates. Do not submit your answers on a separate page.*

I AM RUNNING FOR: _____

Name: _____ Region: _____

District or COE: _____ Years on board: _____ ADA: _____

Contact Number: _____ Preferred E-mail: _____

Profession: _____

1. **CSBA's Board of Directors is the governing body for the Association. What do you see as CSBA's greatest strength as an organization and what can the Board of Directors do to make it even stronger?**

2. **Given the governing roles and responsibilities for the Board of Directors to set direction and provide leadership, please describe the skills and experiences you would bring to the Board.**

Continued on next page

3. **What is one characteristic that you believe every leader should possess?**

4. **What do you see as the biggest challenge facing governing board members and how can CSBA help?**

5. **Please provide any additional information about yourself for the Delegate Assembly to consider regarding your candidacy.**

Your signature indicates your consent to have your name placed on the ballot and to serve, if elected.

Signature September 9, 2021 Date

Frequently Asked Questions re Election to CSBA's Board of Directors for 2021-2023 Term as a Director-at-Large

How many Directors-at-Large are there? *There are 5 Directors-at-Large – African American, American Indian, Asian/Pacific Islander, Hispanic, and County. In addition, there are 4 officers, 21 Regional Directors, the President of the California County Boards of Education (CCBE) who serves a one-year term, and any Director or officer of the National School Boards Association.*

Which Director-at-Large positions are up for election? *In even-numbered years, the Directors-at-Large, Asian/Pacific Islander and Hispanic are elected. In odd-numbered years, Directors-at-Large, African American, American, and County.*

Who can run for Directors-at-Large? *Any board member from a CSBA-member district or county office of education board.*

Who can nominate the Directors-at-Large? *Any district or county office of education whose board is a member of CSBA. However, only county offices of education may nominate a Director-at-Large, County.*

When are nominations due? *Nomination forms are due from member boards on **Friday, October 1, 2021 by 11:59p** via U.S. Postal Service postmark or emailed to nominations@csba.org . A valid nomination includes the following:*

- ***Nomination form**: A completed, signed, and dated nomination form. Member boards must secure permission before placing a name into nomination.*

When are candidate materials due? *Candidate materials are due from Director-at-Large nominees on **Friday, October 15, 2021 by 11:59p** via U.S. Postal Service postmark or emailed to nominations@csba.org . A completed nomination packet includes:*

- ***Candidate Form:** A signed, and dated candidate form completed by the nominee.*
- ***Two letters of recommendation:** A one page, single-sided, letter addressed to CSBA President Susan Heredia. Recommendation letters must be from:*
  1) *A CSBA member district or county office of education (COE) board - **if letter is signed by the Superintendent, it must state in the letter "on behalf of the board."***
  2) *An individual board member from a CSBA member district or COE board; and*
  3) *Another association of school or county office of education board members*
- ***An optional, one-page résumé** from the nominee may be submitted.*

When and where are the elections? *Wed., Dec. 1 at CSBA's Delegate Assembly mtg at the Marriott Marquis San Diego.*

How long does a Director-at-Large serve on the Board? *Directors serve two-year terms and take office immediately upon the close of the Association's Annual Education Conference and Trade Show. Directors may run for re-election if they choose to.*

When and Where are the required meetings for CSBA Directors? *Each year, there are 5 Board meetings and 2 Delegate Assembly meetings. Board meetings are held over a weekend, except for the meetings in May and late November or early December when meetings are a single day. The meetings in late January/early February, late March/early April, and late September/early October, take place at the CSBA office in West Sacramento. The May meeting takes place at the Sacramento Hyatt the day before the Delegate Assembly meeting. In 2022, the December meeting will take place in San Diego, the day before the Delegate Assembly meeting.*

What do Directors do? *Members of the Board of Directors establish the vision, mission and goals for the Association, ensure that Association activities and programs remain focused on those goals and the issues identified in the Policy Platform. The Board of Directors adopt final positions and policies and legislation that are consistent with the Policy Platform. They provide advocacy on behalf of children, public education, local boards and the Association; serve on committees, receive reports and updates on major programs. They also provide two-way communication with Delegate Assembly members and local board members, and support and participate in the Association's activities and events.*

In addition, the Board has corporate duties to adopt the Association's budget; adopt and amend the Association's Standing Rules; receive reports on corporate operations; approve the hiring and terms of employment of the CEO & Executive Director, upon recommendation of the Executive Committee; comment annually on the performance, and act on the contract of the CEO & Executive Director, upon recommendation of the Executive Committee; and abide by the Code of Ethics, Conflict of Interest Policy, and Whistleblower Policy, as adopted by the Board of Directors.

8/2021 - For questions or additional information, please contact CSBA's Executive Office at (800) 266-3382.
S:\EO\Nominations & Elections\BOD\Directors at Large\Odd Number Years\2021\Directors-at-Large FAQ.docx

2021
EXECUTIVE COMMITTEE, BOARD OF DIRECTORS & DELEGATE ASSEMBLY MEETING CALENDAR

DATE	DAY(S)	MEETING	LOCATION
JAN 29	FRI	EXECUTIVE COMMITTEE	VIRTUAL
JAN 30-31	SAT-SUN	BOARD OF DIRECTORS	VIRTUAL
MAR 12**	FRI	EXECUTIVE COMMITTEE	VIRTUAL
MAR 13**	SAT	BOARD OF DIRECTORS	VIRTUAL
MAY 13	THUR	EXECUTIVE COMMITTEE	VIRTUAL
MAY 14	FRI	BOARD OF DIRECTORS	VIRTUAL
MAY 15-16	SAT-SUN	DELEGATE ASSEMBLY	VIRTUAL
SEPT 23	THUR	EXECUTIVE COMMITTEE	SACRAMENTO
SEPT 24-26***	FRI-SUN	BOARD OF DIRECTORS	SACRAMENTO
NOV 29*	MON	EXECUTIVE COMMITTEE	SAN DIEGO
NOV 29*	MON	BOARD OF DIRECTORS	SAN DIEGO
NOV 30- DEC 1*	TUES-WED	DELEGATE ASSEMBLY	SAN DIEGO
DEC 2-4	THUR-SAT	ANNUAL CONFERENCE	SAN DIEGO

Approved by the Board on 9/21/2019
**Dates revised on 3/28/2020*
***Dates revised on 12/1/2020*
****Dates revised 5/14/2021*

2022
EXECUTIVE COMMITTEE, BOARD OF DIRECTORS & DELEGATE ASSEMBLY MEETING CALENDAR

DATE	DAY(S)	MEETING	LOCATION
JAN 28	FRI	EXECUTIVE COMMITTEE	TBD
JAN 29-30	SAT-SUN	BOARD OF DIRECTORS	TBD
MAR 25	FRI	EXECUTIVE COMMITTEE	SACRAMENTO
MAR 26-27	SAT-SUN	BOARD OF DIRECTORS	SACRAMENTO
MAY 19	THUR	EXECUTIVE COMMITTEE	SACRAMENTO
MAY 20	FRI	BOARD OF DIRECTORS	SACRAMENTO
MAY 21-22	SAT-SUN	DELEGATE ASSEMBLY	SACRAMENTO
SEPT 23	FRI	EXECUTIVE COMMITTEE	SACRAMENTO
SEPT 24-25	SAT-SUN	BOARD OF DIRECTORS	SACRAMENTO
NOV 27	SUN	EXECUTIVE COMMITTEE	SAN DIEGO
NOV 28	MON	BOARD OF DIRECTORS	SAN DIEGO
NOV 29 - 30	TUES-WED	DELEGATE ASSEMBLY	SAN DIEGO
DEC 1-3	TH-SAT	ANNUAL CONFERENCE	SAN DIEGO

Approved by the Board on 9/26/2020

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith Irish, Assistant Superintendent, Educational Services and Categorical Programs

DATE: September 9, 2021

RE: Approval of Sufficient Instructional Materials, Resolution #21-45

BACKGROUND:

Under existing law, school districts must annually hold a public hearing regarding the appropriation and disbursement of instructional materials throughout the district. The Williams Settlement (SB 550) adds a new term and definition of "sufficient instructional materials." Each student is to have textbook and appropriate materials in the four core academic areas to use in the classroom and to take home. This does not equate to two copies. In addition, every school district must make statements of sufficiency for instructional materials for foreign language, health courses, and laboratory science equipment for grades 9-12 science classes. School districts are required to conduct this hearing before the end of the eighth week of the school year.

FISCAL IMPLICATIONS:

Due to our Community Funded status, we do not receive state aid through the LCFF model; however, we will pay for instructional materials through our unrestricted general fund.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees adopt Resolution #21-45 confirming and certifying that the School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Resolution No. #21-45
SUFFICIENT INSTRUCTIONAL MATERIALS

WHEREAS, The Board of Trustees of the South San Francisco Unified School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on September 9, 2021, at 7:00 p.m., which is on or before the eighth week of school (between the first day that students attend school and the eighth week from that day) and which did not take place during or immediately following school hours, and;

WHEREAS, The Board of Trustees provided at least ten days notice of the public hearing posted in at least three public places with the South San Francisco Unified School District that stated the time, place, and purpose of the hearing, and;

WHEREAS, The Board of Trustees encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, Information provided at the public hearing and to the Board of Trustees at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English Learners, in the South San Francisco Unified School District, and;

WHEREAS, The definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook and/or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials compiled to address a shortage, and;

WHEREAS, Between the 2008-09 through the 2021-22 fiscal years, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the *South San Francisco Unified School District* have standards-aligned textbooks or instructional materials from the same adoption cycle, and;

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

- **Mathematics**

  Houghton Mifflin Harcourt, Math Expressions California Edition, © 2015
  for Grades K – 5 Mathematics classes.
  Grade K Consumable Student Edition ISBN: 9780544272460

Grade 1 Consumable Student Edition ISBN: 9780544266544
Grade 2 Consumable Student Edition ISBN: 9780544268845
Grade 3 Consumable Student Edition ISBN: 9780544268746
Grade 4 Consumable Student Edition ISBN: 9780544267947
Grade 5 Consumable Student Edition ISBN: 9780544269248

Pearson California Digits, © 2015 for Grades 6-8 Mathematics classes.
Grade 6 Student Companion Write-in Worktext ISBN: 9780133284034
Grade 7 Student Companion Write-in Worktext ISBN: 9780133284041
Grade 7 Accelerated Student Write-in Worktext ISBN: 9780133318234
Grade 8 Student Companion Write-in Worktext ISBN: 9780133284058

Pearson CA Algebra 1 Common Core Edition © 2015 for Grade 8-9
ISBN: 9780328927104 for Grade 8 and Grade 9 Mathematics classes.

Pearson CA Geometry Common Core Edition © 2015 ISBN: 9780133315387 for High School Mathematic classes.

Pearson CA Algebra 2 Common Core Edition © 2015 ISBN: 9780133315424 for High School Mathematic classes.

Pearson, Precalculus Common Core Edition © 2015
ISBN: 978-0-13-353919-6, for High School Mathematics Classes

Key Curriculum Press, Calculus: Concepts and Applications, 2nd Edition, 2009
ISBN: 978-1-55953-654-7, for High School Mathematics Classes

Pearson-Prentice Hall, Statistics: Informed Decisions Using Data, 5th Edition, 2017 ISBN: 978-0-13-413353-9

Bedford, Freeman and Worth Publishing, Economics for AP & Economics by Example, 1st Edition for High School AP Macroeconomics Classes. ISBN: 1429273038

- **Science**

Full Optical Science System (FOSS), California Edition, 2007 Grades K-5
Grade K Science Resource Book - Animals (pkg/8) ISBN: 1-59821-310-5
Grade K Science Resource Book - Trees (pkg/8) ISBN: 1-59821-311-3
Grade K Science Resource Book - Wood and Paper (pkg/8) ISBN: 1-59821-312-1
Grade 1 Science Resource Book - Plant and Animals (pkg/8) ISBN: 1-59821-314-8
Grade 1 Science Resource Book - Air and Weather (pkg/8) ISBN: 1-59821-314-8
Grade 1 Science Resource Book - Solids and Liquid (pkg/8) ISBN: 1-59821-315-6
Grade 2 Science Resource Book - Insects and Plants (pkg/8) ISBN: 1-59821-313-X
Grade 2 Science Resource Book - Pebbles, Sand and Silt (pkg/8) ISBN: 1-59821-381-0

Grade 2 Science Resource Book - Balance and Motion (pkg/8) ISBN: 1-59821-317-2
Grade 3 Science resource Book ISBN: 1-59242-995-5
Grade 4 Science Resource Book ISBN: 1-59242-996-3
Grade 5 Student Resource Book ISBN: 1-59242-997-1

Pearson Prentice Hall, Focus on Earth Science, California Edition, 2008 ISBN 013-3609049, for Grade 6 Science Classes

Pearson Prentice Hall, Focus on Life Science, California Edition, 2008 ISBN 0133609139, for Grade 7 Science Classes

Pearson Prentice Hall, Focus on Physical Science, California Edition, 2008 ISBN 0133609227, for Grade 8 Science Classes

McDougal Littell, Life Science, 2005 ISBN: 0-618-30367-7 for High School Life Science Classes

Holt, Physical Science, 2004 ISBN: 0-03066469-1 for High School Integrated Science Classes

Holt McDougal, Earth Science, 2010 ISBN: 0-55-400539-5, for High School Earth Science Classes

Prentice Hall, Biology, California Edition, 2007 ISBN: 0-13-201352-5 for High School Biology Classes

Prentice Hall, Chemistry, California Edition, 2008 ISBN: 0-13-201304-5 for High School Chemistry Classes

Pearson, Health © 2010 ISBN: 0-13-367250-6 for High School Health Classes.

Glencoe, Physics: Principles and Problems, California Edition, 2008 ISBN: 0-07-878738-6 for High School Physics Classes

Prentice Hall, College Physics © 2014 ISBN: 0-13-344767-7

Pearson, AP CAMPBELL BIOLOGY IN FOCUS AP EDITION 2E, 2017 ISBN: 9780134588995 for High School AP Biology Classes

Current Publishing Corp., Life on an Ocean Planet © 2006 ISBN: 1-878663-34-8 for ECHS Marine Science Class.

EMC/PARADIGM PUBLISHING, Biotechnology: Science for the New Millennium 2nd Ed. © 2017 ISBN: 978-0-7638-6806-2 for High School Biotechnology Classes.

- **History-Social Science**

Scott Foresman, History-Social Science, Social Studies, California Edition 2006 Grades K-5
Grade K Consumable Student Edition ISBN: 0-328-20049-2

Grade 1 Consumable Student Edition ISBN: 0-328-20050-6
Grade 2 Consumable Student Edition ISBN: 0-328-20051-4
Grade 3 Consumable Student Edition ISBN: 0-328-16671-5
Grade 4 Consumable Student Edition ISBN: 0-328-16672-3
Grade 5 Consumable Student Edition ISBN: 0-328-16673-1

McGraw-Hill, IMPACT CA World History and Geography/Ancient Civilizations 2019 ISBN 978-0-07-675590-5 for Grade 6 Social Studies classes.

McGraw-Hill, IMPACT CA World History and Geography/Medieval and Early Modern times 2019 ISBN 978-0-07-675597-4 for Grade 7 Social Studies classes.

McGraw-Hill, IMPACT CA United States History and Geography/Growth and Conflict 2019 ISBN 978-0-07-675568-4 for Grade 8 Social Studies classes.

McGraw-Hill, IMPACT CA World History Culture and Geography 2019 ISBN 978-0-07-675576-9 for Grade 10 Social Studies classes.

McGraw-Hill, IMPACT CA United States History and Geography Continuity and Change 2019 ISBN 978-0-07-675580-6 for Grade 11 Social Studies classes.

McGraw-Hill, IMPACT CA Principles of Economics 2019 ISBN 978-0-07-675555-4 for Grade 12 Social Studies classes.

McGraw-Hill, IMPACT CA Principles of American Democracy 2019 ISBN 978-0-07-675563-9 for Grade 12 Social Studies classes.

McGraw-Hill, IMPACT CA Geography The Human and Physical World 2019 ISBN 978-0-07-668046-7 for High School 9-12 Social Studies classes.

McGraw-Hill, IMPACT CA Understanding Psychology 2019 ISBN 978-0-07-663194-0 for High School 9-12 Social Studies classes.

Pearson, American Government, 11th AP Edition, 2011, ISBN: 978-0132610001 for High School AP American Government Classes.

Bedford/St. Martin, Henretta America's History, 8th Ed, © 2014
ISBN: 1-45762893-7 for High School AP US History Classes.

Bedford, Freeman Worth, AP Ways of the World Volume 1 & 2, 3rd Edition, 2016 ISBN: 9781319092047 for High School AP World History Classes.

Seven Stories Press, A Young People's History of the United States, 2009 revised edition. ISBN: 978-1583228692 for High School Ethnic Studies Class.

Bedford, Freeman, & Worth High School Publishers, A History of Western Society 12th Ed. © 2017 ISBN: 1-31903598-1 for High School AP European History Classes.

- **English/Language Arts, including the English Language Development Component of an Adopted Program**

  McGraw-Hill, Wonders California Edition, © 2017, for Grades TK-5 Language Arts Classes. (TK does not have a textbook.)
  Grade K Bundle (text, practice book) ISBN: 978-0-07-897411-3
  Grade 1 Bundle (text, practice book) ISBN: 978-0-07-897412-0
  Grade 2 Bundle (text, practice book) ISBN: 978-0-07-897416-8
  Grade 3 Bundle (text, practice book) ISBN: 978-0-07-897419-9
  Grade 4 Bundle (text, practice book) ISBN: 978-0-07-897420-5
  Grade 5 Bundle (text, practice book) ISBN: 978-0-07-897424-3

  McGraw-Hill, StudySync, © 2017 for Middle School and High School Language Arts Classes.
  Grade 6 Bundle (Consumable Text, practice book and novels) ISBN: 978-0-07-680302-6
  Grade 7 Bundle (Consumable Text, practice book and novels) ISBN: 978-0-07-680310-1
  Grade 8 Bundle (Consumable Text, practice book and novels) ISBN: 978-0-07-680334-7
  Grade 9 Bundle (Consumable Text, practice book and novels) ISBN: 978-0-07-680342-2
  Grade 10 Bundle (Consumable Text, practice book and novels) ISBN: 978-0-07-680351-4
  Grade 11 Bundle (Consumable Text, practice book and novels) ISBN: 978-0-07-680369-9
  Grade 12 Bundle (Consumable Text, practice book and novels) ISBN: 978-0-07-680382-8

  Holt McDougal, Perrine's Literature: Structure, Sound & Sense, 10th Edition 2009, ISBN: 978-1-4130-3308-3, for High School AP Literature Classes.

  Bedford St. Martin, The Language of Composition, 3rd Edition, 2018 ISBN: 9781319056148 for High School AP Language Composition Classes.

  Hampton-Brown Inside: Language, Literacy & Content, 2009, ISBN: 978-07362-59750 for Grades 4-7 Intensive Intervention Language Arts, ELD classes.
  Level A Student Edition, ISBN: 978-07362-59071
  Level B Student Edition, ISBN: 978-07362-59088
  Level C Reading & Language Student Edition ISBN: 978-07362-53451
  Level C California Writing Student Edition ISBN: 978-07362-59484

  Scholastic Read 180, ISBN: 506290 for Grades 9-12 Intensive Intervention Language Arts, ELD classes.
  Stage C R-book, ISBN: 0439670791

  Houghton Mifflin Harcourt, English 3D – Issues 2016 for Grades 4-12 English Language Development.
  Course A Volume 1 ISBN 978-0-545-82302-9
  Course B Volume 1 ISBN 978-0-545-82288-6
  Course C Volume 1 ISBN 978-0-545-62973-7

  Cengage Learning, Academic Vocabulary Toolkit, 1st Edition Kinsella 2018 for Grade 3-12 English Language Development/Intervention.
  AVT Grade 3 ISBN 9781305079106
  AVT Grade 4 ISBN 9781305079335
  AVT Grade 5 ISBN 9781305079342

AVT Grade 6 ISBN 9781305661929
AVT Grade 7 ISBN 9781337296212
AVT Grade 8 ISBN 9781337296229
AVT 1 Grade 9-12 ISBN 9781111827465

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

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

NOW, THEREFORE, BE IT RESOLVED that for the 2021-22 school year, the South San Francisco Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

Regularly passed and adopted this 9th 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: Keith B. Irish, Assistant Superintendent, Educational Services and Categorical Programs

DATE: September 9, 2021

RE: Approval of 2021 Safe Return to In Person Instruction and Continuity Plan year.

BACKGROUND:

As part of the American Rescue Plan Act Elementary and Secondary School Relief Fund (ESSER III), all school districts are required to develop and implement a 2021 Safe Return to In Person Instruction and Continuity Plan. SSFUSD had already created a reopening plan prior to March 11, 2021, but we had to modify our existing plan to ensure SSFUSD had met all statutory requirements.

For a review of the SSFUSD reopening plan, please use the following link to the document on the District's website:
https://drive.google.com/file/d/1qALxItNIp0xR6ZhNaJj-ySa4hJwMQMW7/view

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the 2021 Safe Return to In Person Instruction and Continuity Plan.

American Rescue Plan Act
Elementary and Secondary School Relief Fund (ESSER III)
Safe Return to In-Person Instruction
Local Educational Agency Plan Template

Background on ESSER

The American Rescue Plan Act (ARP) signed into law on March 11, 2021, provided nearly $122 billion for the Elementary and Secondary School Relief Fund (ESSER). ARP ESSER, also known as ESSER III, funds are provided to State educational agencies in the same proportion as each State received under Title I-A of the Elementary and Secondary Education Act (ESEA) in fiscal year (FY) 2020. The U.S. Department of Education (ED) published Interim Final Requirements (IFR) on April 22, 2021 requiring Local Educational Agencies (LEAs) receiving ESSER III funds to submit an LEA Plan for the Safe Return to In-Person Instruction and Continuity of Services. If an LEA had already developed a plan for safe return to in-person instruction and continuity of services prior to the enactment of ARP that meets the statutory requirements of section 2001(i) but did not address all of the requirements in the IFR, the LEA must revise and post its plan no later than six months after receiving its ESSER III funds. This applies even if an LEA has been operating full-time in-person instruction but does not apply to fully virtual schools and LEAs.

The IFR and ARP statute, along with other helpful resources, are located here:

- April 2021 IFR: https://www.govinfo.gov/content/pkg/FR-2021-04-22/pdf/2021-08359.pdf
- ARP Act text: https://www.congress.gov/117/bills/hr1319/BILLS-117hr1319enr.pdf
- Centers for Disease Control and Prevention (CDC) COVID-19 School Operation Guidance: https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html#anchor_1616080023247
- ED COVID-19 Handbook Volume I:https://www2.ed.gov/documents/coronavirus/reopening.pdf
- ED COVID-19 Handbook Volume II:https://www2.ed.gov/documents/coronavirus/reopening-2.pdf
- ESEA Evidence-Based Guidance:https://oese.ed.gov/files/2020/07/guidanceuseseinvestment.pdf
- ED FAQs for ESSER and Governor's Emergency Education Relief (GEER):https://oese.ed.gov/files/2021/05/ESSER.GEER_.FAQs_5.26.21_745AM_FINALb0cd6833f6f46e03ba2d97d30aff953260028045f9ef3b18ea602db4b32b1d99.pdf

Purpose of the Template

The IFR issued by ED outlines several requirements for all LEAs that receive ESSER III funds, including that LEAs have in place a plan for ensuring safety during in-person instruction (either in-progress or planned) as well as ensuring continuity of services should the LEA or one or more of its schools be required to close temporarily for COVID-19-related public health reasons in the future. LEAs who had a plan in place by March 11, 2021, which incorporated opportunity for public comment and was posted publicly have six months from the date their ESSER III Assurances were completed to update and revise the plans to meet those requirements. Examples of previous plans that may be allowable would be a completed Cal/OSHA or Assembly Bill 86 plan, as long as it meets the requirements previously stated. LEAs which did not have a statutorily compliant plan in place as of March 11, 2021, must create and post this plan within 30 days of completing their ESSER III Assurances.

If you have questions as to which category applies to your LEA, please contact EmergencyServices@cde.ca.gov. Plans are required for all LEAs, regardless of operating status, unless an LEA is fully virtual with no physical location. All plans must be reviewed, and, as appropriate, revised, at least every six months to incorporate new or revised CDC guidance and other changed factors.

This template has been created to assist LEAs in the creation of these plans and to ensure all required elements are met. The following requirements and assurances pertain to both the statutory requirements and the IFR published by ED. LEAs may provide any additional information they believe are helpful in assessing their plan. If you have any questions, please contact EmergencyServices@cde.ca.gov.

LEA Plan for Safe Return to In-Person Instruction and Continuity of Services

LEA Name: South San Francisco USD

Option for ensuring safe in-person instruction and continuity of services:
will amend its plan

1. Please choose one:

   [X] The LEA had a plan, as of March 11, 2021, that is already compliant with the ARP statute and will review and, as appropriate, revise it every six months to take into consideration the additional requirements of the IFR; or

   NOTE: If your LEA already has a compliant plan as of March 11, 2021, and has assured such by checking the box above, then you may skip questions 2-4 and complete the Assurance and Contact sections.

   [ ] The LEA has amended/created a plan compliant with the IFR using this template and has posted/will post it within 30 days of completing the ESSER III Assurances.

   NOTE: If checking the box above that you are using this template to meet the 30 day plan requirements, you must respond to each question in the template.

   Please note whether the LEA has a compliant plan and include a link to the plan, or acknowledge that the LEA is submitting a new plan and will post it within 30 days of receiving funds.

   SSFUSD already had a compliant plan prior to March 11, 2021. SSFUSD has modified our Reopening plan and has posted the plan on our district website as of August 11, 2021.
   https://drive.google.com/file/d/1qALxItNIp0xR6ZhNaJj-ySa4hJwMQMW7/view

2. The LEA will maintain the health and safety of students, educators, and other school and LEA staff, and the extent to which it has adopted policies, and a description of any such policies, on each of the CDC's safety recommendations, including: universal and correct wearing of masks; modifying facilities to allow for physical distancing; handwashing and respiratory etiquette; cleaning and maintaining healthy facilities, including improving ventilation; contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments; diagnostic and screening testing; efforts to provide vaccinations to school communities; appropriate accommodations for children with disabilities with respect to health and safety policies; and coordination with State and local health officials.

   Describe how the LEA will maintain, or continue to maintain, health and safety policies and procedures. Include a description of any adopted policies and procedures regarding the CDC's safety recommendations (or available LEA website links to such policies). Include descriptions of appropriate accommodations adopted and coordination efforts conducted with outside State and local health officials. Please include or describe current public health conditions, applicable State and local rules and restrictions, and other contemporaneous information that informs your decision-making process.

3. The LEA will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health and other needs, which may include student health and foodservices.

   Describe how the LEA will ensure continuity of services in case isolation, quarantine, or future school closures are required, including how the LEA will meet the needs of students with disabilities and English learners.

4. The LEA sought public comments in the development of its plan and took those comments into account in the development of its plan.

   Describe the LEA's policy or practice that provided the public with an opportunity to provide comments and feedback and the collection process. Describe how any feedback was incorporated into the development of the plan.

In addition, the LEA provides the following assurances:

- X The LEA has made (in the case of statutorily compliant plans) or will make (in the case of new plans) its plan publicly available no later than 30 days after receiving its ARP ESSER allocation.
  - o Please insert link to the plan:
    https://drive.google.com/file/d/1qALxItNIp0xR6ZhNaJj-ySa4hJwMQMW7/view
- X The LEA sought public comment in the development of its plan and took those public comments into account in the development of its plan.
- X The LEA will periodically review and, as appropriate revise its plan, at least every six months.
- X The LEA will seek public comment in determining whether to revise its plan and, if it determines revisions are necessary, on the revisions it makes to the plan.
- X If the LEA revises its plan, it will ensure its revised plan addresses each of the aspects of safety currently recommended by the Centers for Disease Control(CDC), or if the CDC has revised its guidance, the updated safety recommendations at the time the LEA is revising its plan.
- X The LEA has created its plan in an understandable and uniform format.
- X The LEA's plan is, to the extent practicable, written in a language that parent can understand, or if not practicable, orally translated.
- X The LEA will, upon request by a parent who is an individual with a disability, provide the plan in an alternative format accessible to that parent.

The following person or persons is/are the appropriate contact person for any questions or concerns about the aforementioned plan.

Please list name(s), title(s), address, county, and contact information for the person or persons responsible for developing, submitting, and amending the LEA plan.

Peter Feng, Public Information Officer, 398 B st., South San Francisco, CA. 94080, San Mateo County email address: pfeng@ssfusd.org phone number: 650 - 827 -8493

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 Pupil Personnel, Special Education

DATE: September 9, 2021

RE: Approval of Additional/Extended Services Provided by Non-Public Agency (NPA) for 2021-22.

BACKGROUND:

At their June 24, 2021 meeting, the Board of Trustees approved 18 NPA contracts with Stepping Stones for the 2021-22 school year. SSFUSD currently contracts with NPAs in order to provide both specialized services and supports that the District does not have allocated or is not able to be filled internally. At this time, we are seeing a surge of vacancies among our Para Education Team. We currently have a contract with Stepping Stones to provide us with 18 Para Educators, but would like to expand this to a total of 35. We currently have 60 vacancies, and we were able to fill only 30 vacancies throughout last year. As a result, we need to add an additional Stepping Stones contract for the additional Para Educators.

FISCAL IMPLICATIONS:

The total estimated maximum cost for the additional/extended services with NPA Stepping Stones will be $1,000.000 for the 2021-22 school year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the extended contract with NPA Stepping Stones in order to fulfil Individualized Education Plan (IEP) service agreements for 2021-22.

PROFESSIONAL SERVICES AGREEMENT

2021-2022

This Agreement is entered into between The Stepping Stones Group (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 July 1, 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 $1,000,000 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:	**CONTRACTOR:**
Name: Sabrina Yacoub	Name: _____
Site /Dept.:Special Education	Title: .:_____
Address: 398 B Street, SSF, CA 94080	Address: _____
Phone: _(650) – 877-8700	Phone: _____
Email: syacoub@ssfusd.org	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 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

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.]

Staff Rehab agrees to provide SSFUSD with 17 additional para educators or RBTs (as agreed per site/role) and costs associated in addition to the already contracted 18 for the remaining 2021-22 school year.

- Para Educators $43 per hour
- RBTs $58 per hour

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 9, 2021

RE: Adopt Resolution No. 21-46, Certifying the Actual Gann Limit for 2020-21 and Estimated Gann Limit for 2021-22

BACKGROUND:

Education Code Section 42132 requires that, on or before September 15 of each year, the governing board of each school district adopt a resolution to identify the estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal. This resolution must be adopted at a regular or special meeting of the governing board.

The Gann Limit (named for Paul Gann, the author of Proposition 4, which amended the State Constitution to establish this limit) is intended to constrain the growth in state and local government spending by linking year-to-year changes in expenditures to changes in expenditures to changes in inflation (represented by per capita personal income) and population (represented by average daily attendance (ADA) for schools). Established in 1979 following the enactment of Proposition 13 and subsequently amended by Proposition 111, the Gann Limit has become a largely pro forma calculation that no longer constrains governmental expenditures. This is because the limit has grown significantly faster than appropriations subject to the limit.

The state's Standardized Account Code Structure (SACS) software includes the Gann Limit calculation. The software includes the statewide factor for per capita personal income change, but each district will have to enter the workload factor, which is the change in ADA from prior year to current year. The combination of these factors yields the change in the district's Gann Limit.

Perhaps the easiest way to understand this calculation is to envision the dollar amount of the district's Gann Limit as a box. For example, if the current year Gann Limit is $50 million, picture a box that can hold $50 million. First, put into

this box local property taxes that count toward the Local Control Funding Formula (LCFF) sources, as well as an appropriate portion of the district's interest income. Next, pour all of the district's unrestricted state aid into this box. Under state law, the amount of state aid that fills up the box counts toward the district's Gann Limit, which the amount that overflows the box counts toward the state's Gann Limit (Government Code Section (G.C.) 7906). In addition, all state aid for categorical programs always counts toward the state Gann Limit.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees adopt Resolution No. 21-46, certifying the actual Gann Limit for 2020-21 and the estimated Gann Limit for 2021-22.

	2020-21 Calculations			2021-22 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
A. PRIOR YEAR DATA (2019-20 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)		**2019-20 Actual**			**2020-21 Actual**	
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	101,385,168.22		101,385,168.22			105,166,834.99
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	8,001.46		8,001.46			8,001.46
ADJUSTMENTS TO PRIOR YEAR LIMIT		**Adjustments to 2019-20**			**Adjustments to 2020-21**	
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA (2020-21 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)		**2020-21 P2 Report**			**2021-22 P2 Estimate**	
1. Total K-12 ADA (Form A, Line A6)	8,001.46		8,001.46	7,799.51		7,799.51
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			8,001.46			7,799.51
C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED		**2020-21 Actual**			**2021-22 Budget**	
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	348,930.02		348,930.02	348,930.00		348,930.00
2. Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	5,319.94		5,319.94	0.00		0.00
4. Secured Roll Taxes (Object 8041)	75,335,841.35		75,335,841.35	75,480,727.00		75,480,727.00
5. Unsecured Roll Taxes (Object 8042)	1,624,877.14		1,624,877.14	1,624,877.00		1,624,877.00
6. Prior Years' Taxes (Object 8043)	120,749.76		120,749.76	0.00		0.00
7. Supplemental Taxes (Object 8044)	0.00		0.00	0.00		0.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	0.00		0.00	0.00		0.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	23,930,797.34		23,930,797.34	21,387,600.00		21,387,600.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	101,366,515.55	0.00	101,366,515.55	98,842,134.00	0.00	98,842,134.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	101,366,515.55	0.00	101,366,515.55	98,842,134.00	0.00	98,842,134.00

	2020-21 Calculations			2021-22 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
EXCLUDED APPROPRIATIONS						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			0.00			0.00
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			0.00			0.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	4,942,188.00		4,942,188.00	4,956,970.00		4,956,970.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	0.00		0.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	4,942,188.00	0.00	4,942,188.00	4,956,970.00	0.00	4,956,970.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	135,287,271.15		135,287,271.15	124,651,809.21		124,651,809.21
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	470,553.28		470,553.28	500,000.00		500,000.00
D. APPROPRIATIONS LIMIT CALCULATIONS	**2020-21 Actual**			**2021-22 Budget**		
PRELIMINARY APPROPRIATIONS LIMIT						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			101,385,168.22			105,166,834.99
2. Inflation Adjustment			1.0373			1.0573
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1.0000			0.9748
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			105,166,834.99			108,390,833.69
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			101,366,515.55			98,842,134.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of $120 times Line B3 or $2,400; but not greater than Line C26 or less than zero)			960,175.20			935,941.20
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			3,800,319.44			4,956,970.00
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			3,800,319.44			4,956,970.00
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			367,065.75			418,032.99
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			101,733,581.30			99,260,166.99
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			3,433,253.69			4,956,970.00
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			101,733,581.30			
b. State Subventions (Line D8)			3,433,253.69			
c. Less: Excluded Appropriations (Line C23)			0.00			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			105,166,834.99			

	2020-21 Calculations			2021-22 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
10. Adjustments to the Limit Per Government Code Section 7902.1 (Line D9d minus D4; if negative, then zero)			0.00			
If not zero report amount to: Keely Bosler, Director, State Department of Finance, Attention: School Gann Limits, State Capitol, Room 1145, Sacramento, CA 95814						
SUMMARY	**2020-21 Actual**			**2021-22 Budget**		
11. Adjusted Appropriations Limit (Lines D4 plus D10)			105,166,834.99			108,390,833.69
12. Appropriations Subject to the Limit (Line D9d)			105,166,834.99			

* Please provide below an explanation for each entry in the adjustments column.

Ted O
Gann Contact Person

(650) 877-8707
Contact Phone Number

RESOLUTION FOR ADOPTING THE "GANN" LIMIT
#21-46
South San Francisco Unified School District

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

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

WHEREAS, the District must establish a revised Gann limit for the 2020-21 fiscal year and a projected Gann Limit for the 2021-22 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law; and,

WHEREAS, Government Code Section 7902.1 provides that school districts may increase their Gann Limits under specified circumstances;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2020-21 and 2021-22 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2020-21 and 2021-22 fiscal years do not exceed the limitations imposed by Proposition 4;

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

REGULARLY passed and adopted this 9th day of September 2021.

AYES _____ NOES_____ ABSENT_____ ABSTAINED_____

_____ _____
Secretary President

_____
Date Approved/Filed

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

William Savidge - Facilities Management Consultant

DATE: September 9, 2021

RE: Authorization to Execute a Notice of Completion for the Los Cerritos ES Paving Repairs Project.

BACKGROUND:

The SSFUSD awarded a contract for the Los Cerritos ES Paving Repairs project to Tri-Valley Excavating on June 24, 2021. This project includes asphalt pavement repairs to large areas of the campus to address ongoing issues of cracking, heaving, and deterioration. The current conditions have led to numerous complaints and concerns regarding trip hazards and uneven footing. The District had plans prepared by Underwood and Rosenblum Civil Engineers in 2020. The plans include concrete repairs, asphalt concrete replacement, asphalt concrete overlay, seal coat, header boards, and associated work to complete the full upgrade. The areas of replacement and overlay include the entire main playground, parking lot, classroom paved areas, and kinder playground paving.

Work on the project was substantially completed in time for opening school, with minor striping work on the playground after that time. The work is complete. It is appropriate at this time to file the Notice of Completion on the project.

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees authorize District staff to execute and file the Notice of Completion for the Los Cerritos ES Paving Repairs Project.

RECORDING REQUESTED BY

Mr. Ted O
South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080

AND WHEN RECORDED MAIL TO:

Mr. Ted O
South San Francisco Unified School
District 398 B Street
South San Francisco, CA 94080

R & S Code 6103

SPACE ABOVE THIS LINE FOR
RECORDER'S USE

Notice of Completion*

Notice is hereby given that Ted O, the undersigned, agent of the owner of the certain lot, piece, and or parcel or parcels of land, the Los Cerritos Elementary School, situated in San Mateo County, State of California.

That the South San Francisco Unified School District as owner of said land, did, on the twenty-fourth (24th) day of June 2021, enter into a contract with the original contractor whose name is Tri-Valley Excavating, Inc. for the work done and the materials furnished under that contract as follows:

Los Cerritos Elementary School Paving Repairs Project 01-21 at Los Cerritos Elementary School, 10 W. Orange Ave., South San Francisco, CA 94080. On the twenty-first (21st) day of August 2021, the above-reference contract or work of improvement, as a whole, was completed by Tri-Valley Excavating, Inc. for the South San Francisco Unified School District.

The names and addresses and interests of all the owners of said property are as follows:

Name and Address	**Nature of Interest or Estate**
South San Francisco Unified School District 398 B Street South San Francisco,CA 94080	Owner

By _____
Ted O
Authorized Agent for SSFUSD

VERIFICATION

I am Ted O, the agent of the owner of the property described in the foregoing notice. I have read the foregoing notice and know the contents thereof and the same of my own knowledge. I declare under penalty of perjury of the laws of the State of California that the foregoing is true and correct.

Dated:_____at South San Francisco,California

_____
Ted O

*This document is to be recorded in the office of the County Recorder in which the site is located within 10 days after completion.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

William Savidge - Facilities Management Consultant

DATE: September 9, 2021

RE: Approval of Toilet Pods Repairs Project Rejection of All Bids and Authorization to Rebid Project in Coming Year.

BACKGROUND:

The toilet pods are modular restroom buildings installed in conjunction with the installation of the Project Frog classrooms and other buildings during the Measure J projects at three sites. The Toilet Pods contain a boy's and a girl's restroom. Since the installation of these buildings there have been quality issues related to ventilation, movement of the structures, and waterproofing.

Hamilton Aitken Architects provided plans and specifications for repairs. The work includes demolition of tile and interior finishes, upgrades to the sub-floor area to prevent moisture intrusion, new drainage, installation of a new sub-floor ventilation fan system, new doors, new epoxy floor finish, tile repair, and installation of new accessories.

The District conducted a public bid process. Bids were opened on July 6, 2021. The District received three bids.

The District has a defect claim against the previous contractor related to the condition of these buildings. The buildings have been closed to student use for over three years awaiting a resolution of the USSCal Builders matter. However, because the legal matter, including the defect claim, are not yet resolved, legal counsel has indicated that it is premature to initiate the repairs on the project.

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees, having received public bids for the toilet pods repairs project, reject all bids and authorize staff to re-bid the project in the future.