

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA AND ORDER OF BUSINESS – REGULAR MEETING
Thursday, November 14, 2019**

**Baden High School – Gymnasium
825 Southwood Drive, South San Francisco, California**

OPEN SESSION – 7:00 p.m.

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE** will be led by Martin ES student Phoebe Oseguera.
- D. REVIEW OF AGENDA**
- E. RECOGNITION AWARDS** – volunteers
- F. PTA COUNCIL REMARKS**
- G. STAFF ASSOCIATION REPRESENTATIVES’ REMARKS**
 - South San Francisco Federation of Adult Educators
 - South San Francisco Classroom Teachers Association
 - California School Employees Association Chapter 197
- H. PERSONNEL COMMISSION**
- I. ITEMS FROM THE BOARD**
 - Announcements
 - Board Calendar
 - Board Committee Reports
- J. SUPERINTENDENT’S REPORT**
 - a. November 1 Staff Development Day**
 - b. CCS Championships**
 - c. Certificates of Appreciation for Map Proposal Participants**

d. Trustee voting maps

e. Other

- ASB Reports
 - Kristie Poon, ASB President, South San Francisco High School
 - Amanda Yoa, ASB President, El Camino High School

K. COMMUNICATIONS

Public comments are limited to three minutes per individual. Name/address cards are placed in the back of the room to be completed and given to the secretary. The Board President will call upon individuals in random order who have requested to speak. Each person may only speak once, and is required to address the Board from the podium. The meeting is recorded and streamed live. 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.

L. PRESENTATIONS

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

1. EDUCATIONAL SERVICES

**a. Teaching and learning presentation:
Martin Elementary School**

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

M. 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 to the special Board Meeting, October 3, 2019.	1 - 9
b. Minutes to the regular Board Meeting, October 10, 2019.	10 - 25
c. Minutes to the special Board Meeting/Community Forum, October 24, 2019.	26 - 32
d. Minutes to the special Board Meeting/workshop, October 26, 2019.	33
e. Staff recommends the approval of the Department of Education childcare contract CCTR-9247 amendment #2.	34 - 36
f. Staff recommends the approval of the Department of Education childcare contract CSPP-9539 amendment #2.	37 - 38
g. Staff recommends the approval of the Children’s Center San Mateo County Superintendent’s 2019-20 QRIS block grant.	39 - 43
h. Staff recommends the approval of the voting district map (#105b) for SSFUSD and authorizes submission of same to the County Committee for School District Organization.	44 - 46
2. EDUCATIONAL SERVICES	
a. Staff recommends permission for ECHS advanced dancers to participate in a professional dance training event in Tacoma, WA, November 22 - 24, 2019.	47 - 48
b. Staff recommends permission for SSFHS science teachers to participate in the America’s Teachers at I/ITSEC conference in Orlando, FL, December 2 -5, 2019.	49 - 50
c. Staff recommends permission for SSFHS girls’ varsity basketball students to participate in an overnight event in Groveland, CA, January 3 - 5, 2020.	51 - 52

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d. Staff recommends permission for the ECHS wrestling team to participate in the Napa Valley Classic in Napa, CA, January 10 - 11, 2020.	53
e. Staff recommends permission for ECHS wrestling students to participate in the Mid Cal Championships in Gilroy, CA, January 17 - 18, 2020.	54
f. Staff recommends permission for SSFHS AVID students to participate in the "College Tour of Southern California" program, February 10 -12, 2020.	55 - 56
g. Staff recommends permission for ECHS wrestling students to participate in the Central Coast Championships in San Jose, CA, February 21 - 22, 2020.	57
h. Staff recommends permission for SSFHS wrestling team to participate in the CIF Boys State Wrestling Tournament in Bakersfield, CA, February 26 - March 1, 2020.	58
i. Staff recommends permission for ECHS wrestling team to participate in the CIF Boys State Wrestling Tournament in Bakersfield, CA, February 26 - March 1, 2020.	59
j. Staff recommends permission for Alta Loma MS staff to participate in the CADA (California Association of Directors of Activities) State Conference in Reno, NV, March 3 - 7, 2020.	60 - 61
k. Staff recommends the approval to implement the Science from Scientists program in six District elementary schools for 2019 -20.	62 - 63
l. Staff recommends the approval of an agreement with Welldom, a third party agency, to fulfill Special Education staffing needs for 2019-20.	64 - 71
m. Staff recommends the approval of an agreement with 360 Degree Therapy, a third party agency, to fulfill Special Education staffing needs for 2019-20.	72 - 78
n. Staff recommends the approval of an agreement with Sunbelt Staffing, a third party agency, to fulfill Special Education staffing needs for 2019-20.	79 - 85

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- o.** Staff recommends the approval of an agreement with StaffRehab, a third party agency, to fulfill Special Education staffing needs for 2019-20. 86 - 93
- p.** Staff recommends the approval of an agreement with Therapy Travelers, a third party agency, to fulfill Special Education staffing needs for 2019-20. 94 - 101
- q.** Staff recommends the approval of an agreement with Harper Rand, to provide three Allied Health courses for the South San Francisco Adult Education curricula. 102 - 105

3. HUMAN RESOURCES

- a.** Certificated Personnel Assignment Order 106
- b.** Classified Personnel Assignment Order 107 - 108

4. BUSINESS SERVICES

- a.** Purchase Order Listing, October 1 - 31, 2019. 109 - 116
- b.** Warrant Register, October 1 - 31, 2019. 117 - 143
- c.** Cash Receipts, October 1 - 31, 2019.. 144 - 156
- d.** Gifts to the District, October 2019. 157 - 158
- e.** Staff recommends the approval of the declaration of surplus items. 159 - 163
- f.** Staff recommends the approval of the fundraising events for the 2019-20 school year. 164 - 165
- g.** Staff recommends the approval of professional service agreements under \$25,000. 166 - 169

<u>INFORMATION/DISCUSSION</u>	<u>PAGE</u>
1. BUSINESS SERVICES	
a. Funding for High School Bands	170
Staff will present information on funding for the District's high school band programs.	
b. Construction and Fields Update	171
Consultant Bill Savidge will present an update on the Martin ES modernization project and fields projects in the District.	

ACTION

1. ADMINISTRATION	
a. Resolution No. 19-61 Native American Heritage Month	172
Staff recommends the adoption of Resolution #19-61: Honoring Native American Heritage Month.	
b. Resolution No. 19-62 Establishing and Implementing Trustee Area District Elections	173 - 177
Staff recommends the adoption of Resolution #19-62: Establishing and implementing Trustee area district elections for Board members pursuant to Elections Code Section 10010.	
c. CSBA Delegate Assembly Nomination(s)	178 - 181
The Board will decide if they wish to nominate a Board member or members to run for the CSBA Delegate Assembly, as presented to the Board.	
2. EDUCATIONAL SERVICES	
a. Approval of MOU for Students in the SMCOE Special Education Programs	182 - 191
Staff recommends the approval of the MOU with the SMCOE to provide specialized programs for District Special Education students, as presented to the Board.	

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- b. Approval of Inclusive Learning and Care Program (IELCCP) Agreement with the SMCOE** 192 - 200

Staff recommends the approval of the agreement with the SMCOE for an IELCCP grant to support increased access for children with disabilities to general education curriculum, for 2019-20, as presented to the Board.

- c. Approval of Select Individuals to Participate in the SMCOE SELPA Community Advisory Committee** 201 - 202

Staff recommends the approval of four individuals to participate in the SMCOE SELPA Community Advisory Committee, as presented to the Board.

3. HUMAN RESOURCES

- a. Appointment of Personnel Commissioner as Board’s Representative** 203 - 208

Staff recommends the Board of Trustees publicly announce the name of the person it intends to appoint as the Board of Trustees’ appointment to the Personnel Commissioner for a three year term commencing December 15, 2019 through December 1, 2022, as presented to the Board.

4. BUSINESS SERVICES

- a. Approval of Change Order #1 to the Interstate Grading and Paving, Inc. Agreement for the Buri Buri ES Fields Project** 209 - 217

Staff recommends the approval of change order #1 to the Interstate Grading and Paving, Inc. agreement, in the amount of \$30,966.53, for the Buri Buri Fields project, as presented to the Board.

- b. Approval of Information Technology Furniture and Set-up Proposal** 218 - 224

Staff recommends the approval of the Campbell Keller proposal to provide the Information Technology Department with new furniture and set-up, as presented to the Board.

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS

December 12, 2019 - Televised

- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Teaching and learning presentation - Westborough MS
- Presentation and approval of First interim budget report “positive certification”
- Presentation regarding English Learners
- Presentation and resolution in support of Census 2020
- Presentation on cell phone pouches at San Mateo HS
- Public Hearing and approval of Personnel Commissioner appointment
- Selection of Trustees to District sub-committees/committees (Board Policies and Bylaws, City sub-committee, and County Committee on School District Organization)

January 16, 2020

- Teaching and learning presentation - Alta Loma MS
- Presentation on the Facilities Department
- Report/approval of Audited Actuals report for the year ended June 30, 2019
- Measure J/Presentation of Bond Audit for the year ended June 30, 2019
- Recognition for outgoing Student Trustee Poon
- Approval of SARCS
- Williams report for 4th quarter ending 12/31/19
- Update on Governor’s 2020-21 budget proposal
- Overview and approval of 2020 Summer School programs

February 13, 2020

- Teaching and learning presentation - Monte Verde ES
- Presentation on California Dashboard (this year vs. last year data comparison)
- Presentation on suspensions and expulsions
- Presentation on Nutrition Services (incl. Health committee)
- Introduction of new Student Trustee Yao
- Resolution honoring African American History Month
- Update on Dual Immersion

February 27, 2020

- Teaching and learning presentation - Sunshine Gardens ES
- Presentation on the Boys and Girls Club
- Presentation on school start times
- 2020 CSBA Delegate Assembly election

March 12, 2020 - Televised

- Teaching and learning presentation - ECHS
- Presentation and approval of Second interim budget report “positive certification”
- LCAP update
- Resolution honoring Women’s History Month
- Resolution for Red Cross Month
- Approval of declaration of need for fully qualified educators, 2020-21
- Confirm dates for 2020-21 LCAP and Budget Hearings and Adoptions

March 19, 2020

- Teaching and learning presentation - SSFHS
- Presentation on Middle College at Skyline College
- Presentation on Career Technical Education (CTE) and Genentech
- Approval of the roll-over dairy product award for 2020-21
- Approval of the roll-over produce award for 2020-21
- Resolution for retirees
- Approval of E-rate subsidy bid

SUMMARY OF BOARD DIRECTIVES

GOOD AND WELFARE

- Comments from Board Members and Superintendent

ADJOURNMENT

Copies of the agenda only are posted next to the front door of the District Office at 398 B Street, and at the following public libraries: South San Francisco libraries, West Orange and Grand Avenue, and the Daly City Library on Wembly Avenue, Daly City. It is also available for review at the District’s website: www.ssfusd.org (Click on *Board Meeting Agendas and Minutes*).

1) A CD is made of the Open Session of each meeting; 2) Any writing or document that is a public record relating to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the District Office located at 398 B Street, South San Francisco, California 94080. If however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda.; and 3) For special accommodation to participate in this meeting, please contact the Office of the Superintendent, a minimum of 48 hours prior to the 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' Special Meeting of October 3, 2019

OPEN SESSION

A. CALL TO ORDER - 6:31 p.m.

B. ROLL CALL

Board Members: Mr. John Baker - Present
 Mr. Eddie Flores - Present
 Ms. Daina Lujan - Present
 Mrs. Patricia Murray - Present
 Mrs. Mina Richardson - Present
 Ms. Kristie Poon, Student Board Member -
 Excused

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. COMMUNICATIONS - None

1. BUSINESS SERVICES

a. Workforce Housing Financing

In this Board study session, representatives from DCG Strategies, RBC Capital, and Isom Advisors provided more detailed information on Workforce Housing financing options for the District.

Superintendent Shawnterra Moore offered some background information from previous Board meetings where workforce housing was discussed.

Five Phases

In October 2018, DCG presented these phases for developing workforce housing to the Board and community.

- Phase 1 - Market assessment
- Phase 2 - Site assessment
- Phase 3 - Financing and development
- Phase 4 - Entitlements and programming
- Phase 5 - Construction and pre-leasing

At the January 17, 2019 meeting, the Board was informed that a market and land use analysis was conducted on 2525 Wexford Avenue (formerly the Foxridge site) for the potential workforce housing location. It was determined that the property had the characteristics needed for this project. At that time, the market and site assessments (Phases 1 and 2) had been completed.

At the February 28, 2019 meeting, the Board approved the DCG Strategies Workforce Housing agreement to move forward with Phase 3. This phase includes project financing, development feasibility, call for developers, statement of qualifications, request for proposals, and selection of the developer.

At the July 18, 2019 meeting, the Board was presented with preliminary information on the development's physical and financial feasibility findings. It was determined that the proposed project can be feasibility developed on the site. Following this meeting, the Board had additional financing questions and requested this study session.

Christen Villalobos, a bond underwriter at RBC Capital, and Makiko Sato, of ISOM Advisors, reviewed the following:

Meeting objectives

- Provide the Board with a more in-depth and user-friendly explanation of the financial feasibility analysis for the workforce housing project.
- Discuss the sensitivity of the analysis to various assumptions.
- Expand on answers to finance-related questions asked by the Board.

Ms. Sato reviewed self-financing options.

Privatized Project Financing/Lease Revenue Bonds.

- Supported solely or principally from the net operating income of the workforce housing project.
- Likely to require additional contributions from the District either on an upfront or ongoing basis.
- Credit is based on the financials of the project (usually higher borrowing rates than GOBs and COPs and more restrictive structuring options).
- No voter approval required.

Certificates of Participation COPs

- Supported by the District's General Fund; expectation would be that the net operating income of the workforce housing project would

- cover all or a significant portion of the COP payments.
- May require additional contributions from the District either on an upfront or ongoing basis.
- No voter approval required.

General Obligation Bonds (GOBs)

- Supported by property taxes.
- Net operating income of the workforce housing project may provide additional funding for the District's General Fund.
- Requires voter approval.

Ms. Sato noted that GOBs are the most advantageous for the District. The San Mateo County Community College District started their employee housing project with COPs and paid them off with GOBs. The District may utilize a combination of GOBs and one of the other financing options if desired. In addition to the financing options listed, the District can partner with a developer to finance the project, but may have less input into the operations of the workforce housing with a developer based financing approach.

Blake Peters, of DCG Strategies, reviewed net revenue assumptions for workforce housing units. The net revenue was calculated based on unit rent from 55% to 80% of Area Median Income (AMI). AMI gauges affordability. He said rents are determined based on HUD rents and will increase over time with the cost of living.

Ms. Sato said if the entire site is developed there would be 132 units. Based on \$450K per unit, the total cost would be \$59.4M.

Scenario #1: Base Case Scenario

- Projected new revenue versus COP repayment.
- Assumes project costs of \$450K per unit and approximately 3.0% escalation in net revenue over the next 30 years.
- Projected shortfall in first four years totaling \$565K.
- Positive annual cash flow in future years of approximately \$75K in 2026 to \$470K in 2052.

Trustee Mina Richardson noted a first year teacher earns about \$57K and asked if the project would be affordable at that salary. Mr. Peters said there is flexibility with the affordability range. DCG gets rental survey information from teachers or the District's total employees and caters to those salary levels. An employee earning entry level income could rent one or two bedrooms. He confirmed the salaries per unit are based on the collective household income and they have considered Classified salaries as well.

Trustee Richardson asked how long it would take for new teachers to save enough money to qualify for a local market rate property. Mr.

Peters replied it depends on the individual's ability to save for the down payment. He said market rental rates in this area are \$2,500 for a one bedroom, \$3,000 for a two bedroom, and \$3,400 for a three bedroom unit. He stated that workforce housing is a stepping stone approach to home ownership.

Vice President Murray inquired about the length of time an employee could remain in the workforce housing development. Mr. Peters said the District would use a non-profit property management firm to handle compliance. Trustee Daina Lujan said the length of stay is usually five years, while President John Baker said he has heard it is seven years.

Cindy Alger, an audience member and local realtor, said the 70-80% AMI rental amounts are market rates in this area and are not affordable rates. President Baker said the rates are probably based on the whole Bay Area. Ms. Alger noted that \$1.4M is high for homes in this area.

President Baker noted that the project assumes a mix of 1-2-3 bedrooms and asked about increasing the number of two bedroom units. Mr. Peters said this is the point where the District is now, when adjustments can be made. President Baker asked if all units would be on line all at once or would be staggered in phases. Mr. Peters replied that construction could be done in multiple phases with multiple bond issuances also possible. President Baker asked and Mr. Peters confirmed that property taxes are factored in.

Employee Jolene Malfatti noted that SSF blogs from community members express concerns the City is being over developed and asked how this would financially impact the District if it decides to move forward with the project. Mr. Peters said this has not been seen in recent years are there are few vacancies on the peninsula. Vice President Murray said she heard SSF is creating more jobs than living spaces. Ms. Alger said there is a 30% vacancy in the housing project, with 160 affordable units, at Grand Avenue and Airport Blvd.. Mr. Peters said there may be 2,000-3,000 applicants for those units and the rents would not match up with teacher salaries. Ms. Alger said more units lead to reduced rents, which she thinks would happen with the District's project also.

Ms. Sato stated that the District can eliminate the shortfall in the initial years by charging higher rents.

Scenario #1-A: Reducing subsidy in initial years

- Projected new revenue versus COP repayment.
(Same costs and escalation as in scenario #1)
- Lower subsidy/higher rents in initial years would cover the projected shortfall.
- To eliminate shortfall in the first year, all units would need to be 70-80% AMI.

- 55-60% AMI units would be phased in during years two to four.
- (Future net positive years remain the same.)

Trustee Richardson said affordable rents need to be defined. Mr. Peters said the project could be contentious based on how it is perceived by the community. It is different than affordable housing and is termed workforce housing.

Vice President Murray asked and Mr. Peters confirmed that the difference in average median salaries for teachers vs. Classified personnel was taken into consideration. He said some districts refer to these projects as teacher housing. Dr. Moore confirmed it is for District employees and not specifically for teachers. Ms. Alger asked if two teachers could live in one unit if their combined salaries exceeded the AMI threshold. Mr. Peters said the next phase to determine is programming and entitlements. President Baker noted that two teacher's salaries combined is approximately 80% of median income in this County.

Scenario #1-B: Lower rental escalation

- Projected new revenue versus COP repayment.
- Maintain project costs of \$450K per unit, but reduce rental escalation to approximately 1.5%% per year.
- Negative annual cash flow projected in future years of approximately \$335K in 2022 to \$2,440M in 2052.
- Negative annual cash flow requires a contribution from the General Fund or other sources to meet the COP debt service requirements.

Ms. Sato said a 3% rental escalation per year is assumed and the financing impact if it were only 1-2% could lead to a negative cash flow. Trustee Daina Lujan requested information on whether the yearly cost of living increases and step and column increases result in approximately a 3% increase for employees. President Baker asked Dr. Jay Spaulding to provide the median Classified and Certificated District salaries.

Scenario #2

- Projected new revenue versus COP repayment.
- Higher project costs of \$500K per unit would mean cash shortfalls throughout the COP repayment terms even with 3.0% annual escalation in net revenue.
- Projected shortfall is largest in the earlier years totaling over \$2M in initial six years.
- Negative annual cash flow projected in future years of approximately \$86K in 2028 to \$190K in 2052.
- (Requires same contribution from General Fund.)

Ms. Villalobos said the current financing options are low, but with

increased construction costs and rental income less than the assumed 95% occupancy, things can shift and costs could increase. These are all projections which no one can guarantee.

Trustee Richardson said the projections are only the first step and seed money is needed to get the project going. Mr. Peters said it comes down to timing and community input and the District can hold off until Bond issuance. He said the District needs to decide whether to move forward with financing secured before entitlements or move the entitlements forward before securing financing. He and Ms. Sato agreed that community engagement is needed before debt issuance. President Baker expressed concern with construction bids coming in at 5-10% over estimates and said \$500K per unit is more realistic. Mr. Peters replied that most increases are with the higher density projects. The lower density project type is advantageous for the District and keeps construction costs down. Also, the District already owns the land. It is more cost effective to build as a full project. The required environmental impact report (EIR) for the project is expensive and he would not do it for only half of the project. Mr. Peters said that based on the density, construction costs, and the EIR, he is suggested building on the full seven acres.

Ms. Sato reviewed the remaining two scenarios which several school districts in the County are considering.

Scenarios #3 and #4: Funding from GOBs

- Benefit to the general fund.
 - If the District funds all or a portion of the workforce housing from GO bonds, the District should be able to deposit the net revenues into the general fund.
 - Net revenues are projected to be \$2M per year, rising to \$6M per year in 2052.
- Meeting program objectives.
 - Funding at least a portion of the project from GO bond proceeds may allow the District to increase rental subsidies (further lower rents for employees).
- Ability to fund other projects.
 - A GO bond measure can also help address other capital facility improvement needs throughout the District.

Key Takeaways

- No need to decide on financing method at this time.
 - The purpose of the analysis is to determine whether there is a path to feasibly develop the project from a financial perspective – not to make a final decision on which financing method to use.
- Keep in mind that the analysis is sensitive to assumptions.
 - Interest rate environment, construction costs, rental revenue and operating expense and other assumptions can impact the

- financial feasibility of the project.
- Financial risk associated with the project will continue through the COP repayment term.
- Workforce housing is an evolving field with new financial, legal, and policy developments.

Trustee Richardson asked if GOBs service fees are different for the City vs. the District and if they are fixed or variable rates. Ms. Sato replied that schools districts have fixed rate GOBs for projecting tax rates. Trustee Richardson asked if they could be changed to a variable interest rate. Ms. Sato said it would remain fixed throughout the life of the bond, but if the interest rate environment goes down, the bonds could be refinanced at a lower rate.

Bond Program Overview

Bond Authorizations by Voters

- June 1997 bond - \$40M, 2023 final repayment
- November 2010 bond - \$162M, 2041 final repayment
- Total remaining debt service is \$273M with \$167.3M outstanding with a low repayment ratio.

Bond and Assessed Value History

- District's tax base has nearly doubled since 2006.
- District's gross bonding capacity is approximately \$563.1M (2.50% x assessed value).
- District's outstanding G.O. bond debt is approximately \$167.3M.
- District's net bonding capacity, or current debt limit, is approximately \$395.8M.

Debt Service Schedule

- Bond debt service increased by about 3.5% per year.
- The District 1997 bond authorization is set to be fully repaid in 2023.

Tax Rates

- Rates are projected to stay relatively level.
- The 2016 GO financing was structured to keep combined tax rates below \$50 per \$100K in assessed value.

San Mateo County Bond Elections

- San Mateo voters have been very supportive of GOBs.
- SSFUSD's 2019-20 tax rate is low at \$38.10 compared to most other districts in the County.

Ms. Villalobos said that for COPs supported with General Fund financing there is an optional redemption pay off with GOB proceeds.

Trustee Richardson said if there was a thought to not financing due to mass construction in the City and asked if the District can negotiate with other districts building workforce housing. Mr. Peters said many Bay

Area developers are constructing luxury apartments or condos. The District could make a deal with a developer of a mixed income apartment project so they could buy units and restrict them for workforce housing, but then they would only be buying units from someone else. President Baker asked if a developer would expect the District to subsidize the cost of the units, including the cost of land acquisition. Mr. Peters confirmed the cost could double. Trustee Richardson said the government uses blocks of hotel rooms for employee housing and this might be an option if the District cannot afford to build workforce housing. She asked how long employee housing would be utilized. Mr. Peters said an extended hotel stay is considered corporate housing and is a long term investment. Since the District already owns the land and is half way there, it is only a matter of building on it.

Vice President Murray asked about County grants. Mr. Peters replied they are looking at every grant opportunity. Ms. Villalobos suggested grants from tech companies in the area. President Baker said he is sometimes reluctant to over rely on corporations.

President Baker asked that scenarios #3 and #4 be calculated based on the higher cost of \$500K per unit. Mr. Peters said \$450K is an all in number and includes soft costs, engineering, architecture, and EIR, which makes it pretty accurate. Building on the entire site is efficient. President Baker asked and Mr. Peters confirmed that is a public work project and assumes prevailing wages.

Trustee Richardson asked if the entire property is developed and the site is changed from an 'S' zone to residential, would the District need to pay property taxes. Mr. Peters will check on this.

President Baker said he would like to see an acre or so of open space in the project design. Mr. Peters said the community might oppose the project for one main reason, that of no open space. Ms. Alger stated that the property was zoned to maintain educational sites and not property sites. Mr. Peters said open space loss is real and they need to address and design for it. The design needs to be updated before presenting it to the community. President Baker said the larger question to discuss with the community is if a park is included in the design, would the number of units need to be reduced or be built as three stories in part of the development. Mr. Peters noted that most developers show a massive, densely filled-in area and then reduce the plan for good faith. He said it is important to put the best foot forward for the community.

Ms. Sato asked whether the childcare facility will be rebuilt and noted there could be some potential tax law complications. Mr. Peters said it is unknown if it could be included in the GOBs. President Baker asked if it was set up as a childcare center vs. a private provider, would it take away the tax implications because it would be a District facility.

Trustee Lujan said the project could change in six months and she wants community input with a new design that includes green space. Mr. Peters added that the City is adamant about a strategic plan for community engagement, which is the next step.

President Baker stated that if a bond measure is chosen, it would need to wait until the 2020 election.

Ms. Sato said a survey would be a way to gauge how the community might vote on the project.

Vice President Murray said there is a way to share information with the community and let them know this is about the students and housing/retaining teachers to provide continuity of staff. Ms. Alger said the teachers, which the District would be subsidizing, would only live in the development for five to seven years, they buy a home across the bay. To retain teachers, she suggested building a townhouse community with units they could buy in to, which would invest them in the District. Trustee Lujan told Ms. Alger her comments are very well received, but she thinks the Board would decide on that area of the project down the road.

President Baker concluded the meeting by acknowledging DCG has the Board's feedback on items to bring back for the next workforce housing discussion.

ADJOURNMENT - 7:53 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of October 10, 2019

OPEN SESSION - 7:02 p.m.

A. CALL TO ORDER

B. ROLL CALL

Board Members: Mr. John Baker - Present
 Mr. Eddie Flores - Present
 Ms. Daina Lujan - Present
 Mrs. Patricia Murray - Present
 Mrs. Mina Richardson - Present
 Ms. Kristie Poon, Student Board Member - Present

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

C. PLEDGE OF ALLEGIANCE was jointly led by Junipero Serra ES student Kaelen Mendoza and Skyline ES student Tiffany Nnebe. Principal Monica Nagy said Tiffany is well-rounded, enjoys dancing, and is a role model for her peers. Principal Teresa Sampayan described Kaelen as being self-motivated, an avid reader, one who enjoys math, and his hobby is helping his parents.

D. REPORTING OUT FROM CLOSED SESSION

Action

MOTION #335 (Lujan/Flores) to uphold the panel's decision on expelled student VA as follows. Motion Carried on a 4-0 vote with Vice President Patricia Murray being absent.

To expel Student VA from the District for violation of Education Code Subsections: 48915 (a1A)Causing serious physical injury to another person, except in self-defense; 48915 (a1B) Possession of any knife, explosive, or other dangerous

object of no reasonable use to the pupil; 48900(a1) Caused, attempted to cause, or threatened to cause physical injury to another person; 48900(a2) Willfully used force or violence on another person except in self-defense; 48900(b) Possessed, sold, or otherwise furnished any firearm, knife, explosive or other dangerous object; 48900(k) Disrupted school activities or otherwise willfully defied the valid authority of ... school personnel...

That Student VA be expelled two (2) semesters, the fall and spring semesters of the 2019-2020 school year; however, that the second semester of the expulsion be suspended and Student VA be allowed to participate in the District's Alternative to Expulsion Intervention Program. Student VA would initially attend a program for expelled students, CDS, and would subsequently be permitted to attend a regular program on a strict contract. It is expected that Student VA make satisfactory academic progress, maintain positive attendance, and demonstrate good behavior. 2019. That Student VA shall be considered to have completed the period of expulsion by meeting the above conditions by the end of the spring semester of the 2019-2020 school year, May 28, 2019.

MOTION #336 (Flores/Richardson) to uphold the panel's decision on expelled student VB as follows. Motion Carried on a 4-0 vote with President John Baker abstaining.

To expel Student VB from the District for violation of Education Code Subsections: 48915 (a1A)Causing serious physical injury to another person, except in self-defense; 48915 (a1B) Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil; 48900(a1) Caused, attempted to cause, or threatened to cause physical injury to another person; 48900(a2) Willfully used force or violence on another person except in self-defense; 48900(b) Possessed, sold, or otherwise furnished any firearm, knife, explosive or other dangerous object; 48900(k) Disrupted school activities or otherwise willfully defied the valid authority of ... school personnel...

That Student VB be expelled two (2) semesters, the fall and spring semesters of the 2019-2020 school year; however, that the second semester of the expulsion be suspended and Student VB be allowed to participate in the District's Alternative to Expulsion Intervention Program. Student VB would initially attend a program for expelled students, CDS, and would subsequently be permitted to attend a regular program on a strict contract. It is expected that Student VB make satisfactory academic progress, maintain positive attendance, and demonstrate good behavior. 2019. That Student VB shall be considered to have completed the period of expulsion by meeting the above conditions by the end of the spring semester of the 2019-2020 school year, May 28, 2019.

MOTION #337 (Lujan /Murray) to uphold the panel's decision on expelled student VC as follows. Motion Carried (Unanimous)

To expel Student VC from the District for violation of Education Code Subsections: 48915(a)(1)(B) Possession of any knife, explosive, or other dangerous object of no

use to the pupil; 48900(b) Possessed, sold, or otherwise furnished any firearm, knife, explosive or other dangerous object; 48900(h) Possessed or used tobacco, or any product containing tobacco or nicotine product; 48900(j) Had unlawful possession of, or unlawfully offered, arranged, or negotiated to sell drug paraphernalia ... 48900(k) Disrupted school activities or otherwise willfully defied the valid authority of ... school personnel...

That Student VC be expelled two (2) semesters, the fall and spring semesters of the 2019-2020 school year; however, that the second semester of the expulsion be suspended and Student VC be allowed to participate in the District's Alternative to Expulsion Intervention Program. Student VC would initially attend a program for expelled students, CDS, and would subsequently be permitted to attend a regular program on a strict contract. It is expected that Student VC make satisfactory academic progress, maintain positive attendance, and demonstrate good behavior. 2019. That Student VC shall be considered to have completed the period of expulsion by meeting the above conditions by the end of the spring semester of the 2019-2020 school year, May 28, 2019.

E. REVIEW OF AGENDA – Trustee Eddie Flores requested the public hearing be moved forward in the agenda. The Board agreed to hold the hearing after the Junipero Serra ES presentation.

F. RECOGNITION AWARDS – Trustee Flores along with Principal Sampayan recognized Junipero Serra ES volunteers Reyna Chiu, Jenny Liu, Diane Totah, and Stacey Truong with certificates of appreciation. Trustee Richardson and Principal Nagy recognized Skyline ES volunteers Michelle Kater, Nicole Kim, “Grandma” Pearl Lee, Grant Nguyen, and Kristine Radoc with certificates also.

G. PTA COUNCIL REMARKS – PTA Council Communications Officer, John Sanna, reminded the Board the Council meetings are held on the first Tuesdays of the month, beginning at 6:30 p.m. He reported that PTA units are moving into their fall events such as festivals, carnivals, and movies. He noted that membership in the smaller units has doubled or tripled and the other units are holding steady in their membership numbers. Vice President Murray asked if the Council's Holiday Luncheon on December 6 would be moved to another date as most of the Board will be attending the annual CSBA conference in San Diego at that time. Mr. Sanna said they might change it to an evening potluck, but the decision will be made at their November meeting.

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - None

South San Francisco Classroom Teachers Association – President Danny Yanow said he is inspired by the Swedish climate activist, Greta Thunberg. She is trying to wake up the world and its leaders to what is happening on our planet, which her generation will inherit. He acknowledged that SSFUSD has begun

efforts to go green with many schools participating in recycling, composting, gardening clubs, etc., but there is a long way to go. He said air conditioning and air filtration systems are needed since many classrooms become overly warm during the hot weather and there are more hot days every year. Recycling and composting should be in every school and will help raise students' environment awareness. He stated that the Board needs to incentivize these programs. With declining enrollment, prospective parents need to see the District is green and there are no problems with classroom temperatures.

California School Employees Association Chapter 197 - None

I. PERSONNEL COMMISSION - Assistant Superintendent Jay Spaulding reported that the next Commission meeting will take place on October 21, 2019. Trustee Mina Richardson asked if there was a new Personnel Commissioner. Dr. Spaulding replied he would let the Board know who applied for the position in the next update.

J. ITEMS FROM BOARD - None

K. SUPERINTENDENT'S REPORT

a. LCAP approval - Dr. Shawnterra Moore shared that the San Mateo County Superintendent of Schools has approved the District's LCAP for the 2019-20 year. She thanked everyone who helped in thoroughly and accurately preparing the LCAP so it was approved.

b. Genentech grant - Superintendent Moore reported that the District has received a \$2 million grant from Genentech to support the rollout of new math and science curricula. Last month, the board of directors of Genentech's parent company, Roche, made the announcement at their meeting at the Science Garage, a facility at SSFHS, which they funded in 2017.

The District is grateful for this gift and the ongoing support from its community partners. This grant will positively impact learning outcomes at schools by allowing SSFUSD to provide professional development and support to teachers and assist in the purchase of lab equipment, supplies, and technology. She thanked Genentech and Roche for this opportunity.

c. Map participants - Dr. Moore referenced LCAP Goal #3 for community engagement and acknowledged maps the District received for proposed Trustee voting areas. Certificates of appreciation were provided to Cindy Alger, Kristy Camacho, Elsy Cordova, Elsa Nunez, and Erick Ocon who participated by submitted maps.

- ASB Reports

- Amanda Yoa, ASB President, El Camino High School, highlighted the following recent and upcoming events on campus: On October 1, a

12th grade parent night took place; on October 9, students cleaned up garbage on El Camino Road; the Fall Blood Drive is scheduled on October 11; a transition fair for the disabled takes place on October 12; and Homecoming Week begins on October 14, with a musicals theme and culminates in a semi-formal Homecoming Dance on October 19.

- Kristie Poon, ASB President, South San Francisco High School, shared the following events at her school. An anonymous tip line was created for students to alert Principals and Assistant Principals about students who might have problems with drugs, gangs, or bullying. Homecoming Week begins on October 14, with a Disney Pixar theme, and will conclude with a dance on October 19; PSATS take place on October 19 for Juniors and Seniors; On October 24, School Resource Officers (SROs) will hold a meeting in the Parent Education Series to inform them about drug use; students are selling Breast Cancer Awareness bracelets; on October 25 a haunted house and pumpkin fest will be held; and grad night will take place in Disneyland this year.

L. COMMUNICATIONS

Reem Nasrah, a community member, suggested Board meetings be broadcast live on Facebook. This would allow more people to see the meetings as they take place.

M. PRESENTATIONS

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Junipero Serra Elementary School

Principal Teresa Sampayan shared, with the Board, educational priorities and programs at Junipero Serra Elementary School.

The Board said the school is a community, focused on academic achievement and is making a difference in the lives of the students. The work is noticed, the California Dashboard scores are impressive, and the school makes everyone feel at home.

b. Teaching and learning presentation: Skyline Elementary School

Principal Monica Nagy shared, with the Board, educational priorities and programs at Skyline Elementary School.

Trustees commended Dr. Nagy on her school activities, positivity and modeling for students, working with the community, newsletters, and for her and her staff making them feel welcomed.

PUBLIC HEARING #4 - Voting Districts in SSFUSD

A Public Hearing provided an opportunity for members of the public to comment on four proposed voting district maps within the school District's boundaries.

The Board meeting was suspended to open a public hearing at 8:09 p.m.

Shalice Tilton, Senior Consultant with the National Demographics Corporation (NDC), presented updated information on the voting district maps. She reported that four maps, which met the criteria, were being shared with the Board. She acknowledged that drawing these maps is a difficult process and the maps which were submitted are legally compliant. She advised that voting districts were driven by the California Voting Rights Act (CVRA) as a safeguard to prevent population deviation. The maps cannot dilute a protected class so they can have strong representation. Federal laws must be followed with an equal population of residents in each area, based on the 2010 census. Following the 2020 census the boundaries will need to be adjusted to achieve equal population again.

Maps #101 and #102 were drawn by NDC, while maps #104 and #105 were submitted by community members. For map #101 NDC tried to align the voting districts with those chosen by City Council, but SSFUSD has schools in Daly City and San Bruno. Map #102 had multiple Trustees in each area. The Board decided to use either map #104 or map #105 and discussed similarities and differences between the two. Ms. Tilton emphasized that NDC would not state a preference.

Kristy Camacho, a parent who submitted map #105, spoke about how labor intensive the process was. She said her map is similar to the City Council one. She stated that if this map was selected, she would request the district lines be refined so Spruce ES, Martin ES, and Los Cerritos ES could be included in the same district to keep the community of interest together.

The majority of Trustees were in favor of selecting map #105 if it was tweaked to include Martin ES, thus keeping Title 1 schools together. Trustee Richardson preferred map #104 in consideration of neighborhoods and because no changes would be needed.

Map #105 was chosen by the Board. Trustee Flores asked for three changes; Martin ES would be included in area '5', the parochial schools would be removed from the map legend, and the election sequence would be fixed. Ms. Tilton said they want to use the terms of the seated incumbents so no Board member's terms are cut short. Based on two Trustees' terms expiring next year, the Board agreed

that those areas listed as #1 and #2 (on map #105) adopt the new voting districts in 2020 and areas #3, #4, and #5 change to the new districts in 2022.

MOTION #338 (Lujan/Murray) to select map #105 as the base map with NDC creating a hybrid with map #104 so Martin ES will be part of the same voting district with Spruce ES and Los Cerritos ES. Motion Carried (Unanimous)

MOTION #339 (Lujan/Richardson) to use letters (A, B, C, D, and E) for designated voting districts. Motion Carried (Unanimous)

Once the hybrid map is received and approved by the Board at a subsequent meeting, the map will be sent to the County Committee for School District Organization. Following their approval, the map is then submitted to the San Mateo County Registration and Elections Division for the 2020 election.

The public hearing was closed and the Board meeting resumed at 9:12 p.m.




Performance Management

Dr. Moore reported that the District has adopted Performance Management (PM) as a strategy to improve student achievement and keep the focus on continuous improvement and growth over time. PM presentations will be on a variety of topics and will provide the Board and community with a high level look at District priorities, goals, and progress. To better understand the metrics, below is PM information with the coding legend.

NOTE: Performance Management (PM) Reminders:

- These are intentionally designed to be concise, informative, and high-level information for the Board.
- The purpose is to provide ongoing updates to the Board about our progress on LCAP goal related items and district priorities

Color coding legend for the dots

-  Green dot means - the action/goal is on target or has been met
-  Yellow dot means - the action/goal is moving toward target
-  Red dot means- the action/goal is off target (and is something that may need deeper analysis, support, or resources)

c. Performance Management - Special Education



Director Sabrina Yacoub reviewed data from the California Dashboard and discussed how SSFUSD students with disabilities performed versus the State of California for the 2019-20 school year in terms of Performance Management as a tool to improve student achievement. LCAP Goal 1 focuses on academic achievement.

Referencing the car graphic, Ms. Yacoub said it not only represents our District’s Communication, Achievement, and Relationships (CAR) car, it represents our Performance Management car that is on the road of equity which allows us to strengthen our systems and protocols across the District. While all parts of the car are important and represent the system we are strengthening for continuous improvement and growth in our work in SSFUSD, she is focusing on two components, the wheels (systems of assessment) and the steering wheel (instruction). Today’s data comes from summative assessments that measure performance indicators in the areas of discipline, achievement, attendance, and the population rates of students with IEPs. This data provides a snapshot of how the District is doing and sets the pace for the work. The steering wheel guides the work and takes it forward for where the District wants to go.

Director Yacoub reviewed the data of students with disabilities by elementary schools and secondary schools in SSFUSD. She then compared disability data of District students vs. Statewide students.


Chronic Absenteeism rate of our Students with Disabilities

Target is 0%

- SSFUSD 
- State 


Suspension & Expulsion Rates of our Students with Disabilities

Target is 0%

- SSFUSD 
- State 



Graduation Rates of our Students with Disabilities

Target is 100%

- SSFUSD 
- State 



Achievement of our Students with Disabilities in ELA

Target is all students at or above standard

- SSFUSD 
- State 

Achievement of our Students with Disabilities in Math

Target is all students at or above standard

- SSFUSD 
- State 

Trustee Richardson said SpEd is important to her and she wants these students to be productive and not be warehoused. She asked about students who receive their education outside of the District. Ms. Yacoub described these students as having autism, emotional disturbances, intellectual disabilities, multiple disabilities, orthopedic impairments, or a specific learning disability and are not being served by the District. She said SSFUSD has the potential to make changes with their resources and structures to educate these students within the District.

Vice President Murray asked that the Board be updated on ideas for improvement. She acknowledged the importance of the SpEd Parent Advisory Committee.

Trustee Daina Lujan thanked Ms. Yacoub for the honest look at where the District is and it can only improve from here.

Trustee Flores thanked Ms. Yacoub for the data which highlights the work needed to be done.

President Baker noted it is important to have a baseline and to try to address the areas for improvement with the SpEd Parent Advisory Committee. He would like to see programs implemented to lower the discipline rates. When SpEd students have time off with suspensions, it affects their much-needed routine.

Student Trustee Poon left the meeting at 9:29 p.m.

d. Local Indicators Measurements

Director Karla Groth presented the California Dashboard icons, data collection for SSFUSD local indicators, local indicator data, and the approval of local indicator measures. The District must provide these Dashboard findings for publication by November 1.

Dr. Groth stated that there are eleven indicators to measure performance, six State and five local. Local Performance Indicators are rated as:

- Objectives Met
- Objectives Not Met
- Objective Not Met for 2 or more years

Priority 1: Basic Conditions - OBJECTIVE MET

Objective: To sustain a less than 5% misalignment of teacher vacancies, incorrect/no credentials, non-highly qualified.

Priority 2: Implementation of Priority Standards - OBJECTIVE MET

Objective: To identify, monitor and assess the level of implementation of CCSS throughout the district in order to promote and improve proficiency levels of all students.

Priority 3: Parent Engagement - OBJECTIVE MET

Objective: Increase family engagement at our schools.

Priority 6: School Climate - OBJECTIVE MET

Objective: 80% of students or higher feel connected and supported by staff/peers.

Priority 7: Access to Broad Course of Study (new local indicator) - OBJECTIVE MET

Objective: Measured progress to the extent that students have access to, and are enrolled in, a Broad Course of Study.

Trustee Richardson complimented Dr. Groth for hitting the ground running in her new job.

Trustee Lujan said the presentation highlights the focus on where the District is and how the priorities are measured.

Trustee Flores asked about graduation rates and the number of students who go on to college. Dr. Moore replied that it is difficult to acquire accurate data as no company has a method due to the sheer numbers of students.

President Baker spoke about school climate and students having a peer or friend. He would like to see 100% of student having peer counselling, an issue which needs to be emphasized. He complimented the District on the very positive numbers.

M. CONSENT AGENDA

Trustee Richardson asked about Item 4e, surplus items. She wanted to know how the District disposes of vehicles. Mr. Ted O replied that a company auctions them off and gives the District the money. Trustee Richardson referenced Item 4g,

Professional service agreements under \$25,000 and questioned the Martin ES kindergarten moves and whether the District has worked with the firm previously. Mr. O said they have used the company before with modernization projects. Trustee Richardson said the \$5,126 fee is high. Mr. O added that the firm also handles packing everything in the move.

Trustee Flores, speaking in regards to Item 4f, fundraising events, requested dates be included in the staff report.

MOTION #340 (Lujan/Murray) to approve Item 1a, Minutes to the Regular Board meeting, September 26, 2019: Item 2a, ECHS students to participate in the CIF Finals in Fresno, CA; Item 2b, Westborough MS ASB students to participate in Disney's Youth Education Series Leadership Development program in Anaheim, CA; Item 2c, Westborough MS Band and Choir students to participate in Disney's Soundtrack Workshop and perform on stage in Anaheim, CA; Item 2d, ECHS students to participate in a music festival, clinic, and workshop at Disney's "Music in the Parks Festival" in Los Angeles, CA; 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Purchase Order Listing, September 2019; Item 4b, Warrant Register, September 2019; Item 4c, Cash Receipts, September 2019; Item 4d, Gifts to the District for September 2019; Item 4e, Declaration of surplus items; Item 4f, fundraising events; Item 4g, Professional service agreements under \$25,000. Motion Carried (Unanimous)

INFORMATION/DISCUSSION

1. HUMAN RESOURCES

a. Williams Uniform Complaints for the First Quarter Ending 9/30/19

Dr. Spaulding presented the Quarterly Report on Williams Uniform Complaints for the quarter ending 9/30/19, per Education Code Section 35186. This form deals with complaints regarding textbooks, facilities, and teacher misassignment. He said there were no complaints filed in the District for this quarter.

ACTION

1. ADMINISTRATION

a. Resolution No. 19-59 for Trustee Compensation

MOTION #341 (Lujan/Murray) to adopt Resolution #19-59: To allow stipend payment for Trustee Flores who was absent from the September 26, 2019 Board meeting. (AYES: Baker, Lujan, Murray, Richardson; NOES: None; ABSTAIN: Flores). Motion Carried (Unanimous)

b. Resolution No. 19-60 for Trustee Compensation

MOTION #342 (Murray/Flores) to adopt Resolution #19-60: To allow stipend payment for Trustee Lujan who was absent from the September 26, 2019 Board meeting. (AYES: Baker, Flores, Murray, Richardson; NOES: None; ABSTAIN: Lujan). Motion Carried (Unanimous)

2. HUMAN RESOURCES

a. Resolution No. 19-57 Week of the School Administrator

Board Clerk Lujan read the resolution.

MOTION #343 (Murray/Lujan) to adopt Resolution #19-57: To honor the contributions of the District's school leaders, October 13 - 19, 2019. (AYES: Baker, Flores, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

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

President Baker asked if substitutes are required to pay Swing a portion of their \$185/day earnings. Dr. Spaulding replied that Swing does take a cut, but their subs are paid weekly vs. monthly in most districts. Once Swing subs are fingerprinted, they can work in multiple districts. SSFUSD has a strong partnership with Swing and has been able to acquire some teachers without having to pay the company a fee. Vice President Murray asked if short terms subs are paid less. Dr. Spaulding said long terms subs, working twenty or more days, are paid more as they are able to assign grades, participate in faculty meetings, and attend parent conferences while having more interaction at the schools. Trustee Richardson asked about buying out a subs' contract. Dr. Spaulding said if a sub wants to join the district, there is no fee paid to Swing.

MOTION #344 (Richardson/Lujan) to approve the Swing Education MOU to provide the District with an additional pool of certificated substitutes on an as needed basis. Motion Carried. (Unanimous)

3. BUSINESS SERVICES

a. Approval to Upgrade Ponderosa ES Playground Structure

Trustee Flores inquired whether the swings are remaining and if the District has worked with this firm previously. Assistant Superintendent

O replied that they are keeping fewer swings within a larger play area. Dr. Moore said this vendor was used for the District's other playground structures. Trustee Flores asked about the timeline and whether children will have a playground in the interim. Mr. O said Director Ron Vose will work with Principal Julie Erskine and the vendor to coordinate the process. Mr. O said they are adding onto the existing structure and the work may be fast. He will update the Board on the timing of the project. Trustee Flores asked about community outreach. Superintendent Moore said Principal Erskine has done extensive outreach. Trustee Flores questioned the 30-day payment and if this is usual for vendors. Mr. O said some vendors work with 30-day or 45-day periods and submit their invoices once the work is completed.

MOTION #345 (Flores/Murray) to approve the proposal from Miracle Play Systems, in the amount of \$45,636, to upgrade the Ponderosa ES playground structure. Motion Carried. (Unanimous)

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS

Trustee Flores requested that prior to March, a SMCOE member provide a presentation on Census 2020. He also suggested teachers promote the census and communicate that it is safe for all residents to participate.

President Baker stated that at the Community Forum he wanted more than the Big 5 protocols discussed. He wants to add an air quality policy. Dr. Spaulding reported that Director Ryan Sebers is also presenting information on site emergency plans. Trustee Flores asked about the time period for this meeting. Dr. Moore stated that the Board generally likes to focus on two to three items within two hours. Vice President Murray added that if the meeting goes longer, the public may lose interest. She thinks the homework policy will be of more interest to the community.

October 24, 2019 - Community Forum

- School safety: A review of the Big 5 Protocols and Site Emergency Plan
- Homework policy

October 26, 2019 – Board and Superintendent Workshop - (Board room)

November 14, 2019

- Teaching and learning presentation - Martin ES
- Approval of the High Speed Network Access agreement with SMCOE
- Update on funding for school bands
- Facilities construction update
- Appointment of Personnel Commissioner as Board's representative
- Resolution honoring American Indian Heritage Month
- CSBA Delegate Assembly nomination(s)

December 12, 2019 - Televised

- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Teaching and learning presentation - Westborough MS
- Presentation and approval of First interim budget report “positive certification”
- Presentation regarding English Learners
- Presentation and resolution in support of Census 2020
- Presentation on cell phone pouches at San Mateo HS
- Selection of Trustees to District sub-committees/committees (Board Policies and Bylaws, City sub-committee and County Committee on School District Organization)

January 16, 2020

- Teaching and learning presentation - Alta Loma MS
- Presentation on the Facilities Department
- Report/approval of Audited Actuals report for the year ended June 30, 2019
- Measure J/Presentation of Bond Audit for the year ended June 30, 2019
- Recognition for outgoing Student Trustee Poon
- Approval of SARCS
- Williams report for 4th quarter ending 12/31/19
- Update on Governor’s 2020-21 budget proposal
- Overview and approval of 2020 Summer School programs

February 13, 2020

- Teaching and learning presentation - Monte Verde ES
- Presentation on California Dashboard (this year vs. last year data comparison)
- Presentation on suspensions and expulsions
- Presentation on Nutrition Services (incl. Health committee)
- Introduction of new Student Trustee Yao
- Resolution honoring African American History Month
- Update on Dual Immersion

February 27, 2020

- Teaching and learning presentation - Sunshine Gardens ES
- Presentation on the Boys and Girls Club
- Presentation on school start times
- 2020 CSBA Delegate Assembly election

March 12, 2020 - Televised

- Teaching and learning presentation - ECHS
- Presentation and approval of Second interim budget report “positive certification”
- LCAP update
- Resolution honoring Women’s History Month

- Resolution for Red Cross Month
- Approval of declaration of need for fully qualified educators, 2020-21
- Confirm dates for 2020-21 LCAP and Budget Hearings and Adoptions

March 19, 2020

- Teaching and learning presentation - SSFHS
- Presentation on Middle College at Skyline College
- Presentation on Career Technical Education (CTE) and Genentech
- Approval of the roll-over dairy product award for 2020-21
- Approval of the roll-over produce award for 2020-21
- Resolution for retirees
- Approval of E-rate subsidy bid

SUMMARY OF BOARD DIRECTIVES

1. Business Services to include fundraising event dates in staff reports.
2. Business Services to check on timeline for Ponderosa ES playground structure.
3. Agendize an Information/Discussion item on band funding on the November 14 Board agenda.
4. Agendize a January 16 presentation and resolution on Census 2020.

GOOD AND WELFARE

Trustee Lujan said she is serving on a 7/11 committee, where seven to eleven members evaluate the SMCOE's current properties and determine if they can be deemed surplus. The committee would then make recommendations to their board based on data they consider.

Trustee Richardson said the City had a County representative provide a presentation on Census 2020 and their outreach efforts. On September 27, a few Buri Buri ES fields' safety issues arose and have been rectified. She attended last night's City Council meeting and heard the Terra Bay light pole has been repaired. The City Council is incorporating a Jobs for Youth program. Anti-bullying Month, in which the Youth Council participated, was recognized by the City.

Trustee Flores reported that the County and multiple school districts acknowledged Anti-bullying Month. Students were engaged in anti-bullying campaigns. Next year, he would like to see our District focus on this recognition. He is glad about the increase in the PTA membership. Flu shots are available at local venues such as the Boys and Girls Club. He congratulated the SSFHS girls' golf team for winning the trophy this year. He thanked Principals for promoting the district voting maps. Trustee Flores attended the CSEA Welcome Back event and thought it was remarkable. Parkway Heights MS is holding a career day on October 25. Several school fundraisers are coming up. He thanked the City's General Plan Committee, of which he and Vice President Murray are members, for having an all-Spanish language General Plan meeting this evening. He also thanked the SSFFD for responding swiftly to the fire near

Terra Bay and Paradise Valley. Lastly, Trustee Flores reported he and County Board of Education Trustee Hector Camacho participated in a terrific school conference in Chicago.

Vice President Murray reported she attended the September 28 Concert in the Park where the SSFHS Marching Band and ECHS Jazz Band played. On October 3, she joined an Educator Partnership for Workforce Housing Taskforce in collaboration with Home for All and the SMCOE. That evening the Board study session focused on financing options of the District's possible workforce housing project. On October 5, ECHS held a car wash fundraiser for their band. Their next car wash is scheduled for October 26. Vice President Murray attended an ECHS Band Booster meeting where their fall concert on October 11 was mentioned. Yesterday, she and Trustee Flores participated in Respect!24/7 at the SMCOE. At this meeting, she attended classes concerning legal issues and resources for immigrant students, PBIS and school climate, and a community resilience model. She recognized Mr. Sanna for his work as the PTA Council President for many years, for being this year's PTA Council Communications Director, and for serving as President of the SpEd Parent Advisory Committee.

Superintendent Moore acknowledged the Week of the School Administrators and thanked her fellow Cabinet members for being committed to the best for students. The Board also thanked Dr. Moore for all she does.

President Baker said he participated in a voter pre-registration event for 16 to 17 year old teenagers in the community. Yesterday he visited Alta Loma MS and Buri Buri ES with Dr. Moore. He attended a Friends of the Library meeting during which proposed floor plans for the new library were reviewed. He shared two comments on social media which expressed concern about Sunshine Gardens ES students being on the playground, which the community member considered unhealthy due to the nearby fire, and that Parkway Heights MS students were given an option of staying inside or going outside at that time.

ADJOURNMENT – 10:30 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of October 24, 2019

OPEN SESSION

A. CALL TO ORDER – 6:45 p.m.

B. ROLL CALL

Board Members: Mr. John Baker - Present
 Mr. Eddie Flores - Present
 Ms. Daina Lujan - Present
 Mrs. Patricia Murray - Present
 Mrs. Mina Richardson - Present
 Ms. Kristie Poon, Student Board Member -
 Excused

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

C. PLEDGE OF ALLEGIANCE was led by Trustee Eddie Flores.

D. REPORTING OUT FROM CLOSED SESSION

MOTION #346 (Lujan/Murray) to approve the appointment of Rajpal Bal to the position of Director of Fiscal Services. Motion Carried (Unanimous)

E. CONSENT AGENDA

Trustee Mina Richardson asked about change orders. Assistant Superintendent Ted O explained the change order procedure between Consultant Bill Savidge and the construction companies. He said change orders occur when different materials are needed depending on the progress of construction. He estimates the completion date for the Martin ES modernization project will be February 2020.

Trustee Richardson inquired about the cell tower on a SSFHS field pole. President John Baker explained that Verizon rents space from the District for their cell needs

and has done so for approximately the last fifteen years. Mr. O added that recent maintenance work was done on the tower.

MOTION #347 (Lujan/Murray) to approve Item 1a, Change Order #1 to the CWS Construction for the Martin ES modernization project; Item 1b, Ninyo & Moore, Inc. proposals for SSFHS and ECHS fields projects. Motion Carried (Unanimous)

INFORMATION/DISCUSSION

F. COMMUNITY FORUM

a. Introduction

President Baker explained the format for a Community Forum. Following a presentation and clarifying questions from the Board, the meeting is opened to the public for comments. Superintendent Shawnterra Moore provided an overview of the presentations being given tonight on school safety and homework practices.

b. School safety: A review of the Big 5 Protocols and site emergency plans

Director Ryan Sebers provided the Board with information on the “Comprehensive Safe School and Emergency Management Plans Update”.

As required, each site has completed their plans for the 2019-20 school year. All site plans comply with the California Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS). Plans are submitted to Student Services and reviewed for verification of required components. Suggestions and/or recommendations for improvement are made.

Site Plans to Protect the School Community

- Evacuation and Command Center locations, with alternates
- Site Maps and Plant Schematics (includes Evac Routes and Utilities Locations)
- Utility-Shutoff Procedures
- Safe School Programs and Activities
- Emergency Management Action Plan
- Team Org Chart and Contact Roster
- List of Staff with Emergency Skills Training
- Team Roles and Responsibilities
- First Aid and Emergency Supplies (Inventories)
- Students & Staff with Special Needs
- Child Abuse Reporting Protocol
- Suicide Prevention Protocol
- Master Schedule and Contact Lists
- Emergency Contact Info and Drill Schedule Template

Site Plans and the District's Emergency Management Handbook

- Included within each school site plan.
- Revised Communications section, updates to Alternate Communications Protocol, Sprint ERT Phones
- Refined Parent-Child Reunification Process
- Updated Air Quality Protocol and Procedures

Air Quality

- Is monitored using the Bay Area Air Quality index. Mr. Sebers explained the air quality spectrum and detailed unhealthy levels and corresponding protocols.
- “The **Big 5** states of readiness” - emergency response protocol developed by the San Mateo County Coalition for Safe Schools and Communities. It has been adopted by the San Mateo County Office of Education, as well as police and fire departments within San Mateo County.
 1. Drop, cover and roll (earthquake or explosion)
 2. Evacuation (outside building is safer than inside)
 3. Lockdown/barricade (immediate threat)
 4. Secure campus (potential threat)
 5. Shelter in place

Two levels of security noted were the **Lockdown vs. Secure Campus**. Mr. Sebers said they would occur more frequently on school campuses. Lockdown/barricade is an immediate threat either on campus or about to be on campus. It is a step to protect students and staff and is all about quick action, thinking under stress, and ensuring everyone is behind a locked door in a room and not in an open area. No one can leave a room until an “all clear” is sounded. Typically, a lockdown/barricade is done with police action and they, in partnership with school sites, determine when the campuses are free from danger. Secure Campus is a potential threat when something is occurring in the community, away from a school, but there is a possibility it may make its way to a site. With secure campus, doors are locked and instruction continues.

Mr. Sebers told the community that the school safety drill schedules are submitted to the District Office. He also provided information regarding SSFUSD’s collaboration with County agencies to further refine safety protocols and procedures.

G. COMMUNICATIONS

Camellia Nasrah, a SSFHS senior, spoke about surveillance due to the recent vandalization events at that school. She requested increased security to prevent such occurrences in the future. She also commented on the scarcity of restroom facilities throughout her campus.

Vice President Patricia Murray thanked Mr. Sebers for his work.

Trustee Flores asked when it is deemed necessary to barricade a classroom as opposed to the normal lockdown procedure. Director Sebers replied that the situation dictates the need for appropriate safety counter measures. Trustee Flores asked about times when air quality transitions from yellow to red and how it affects students with respiratory conditions. Mr. Sebers stated that the color coding is his measurement and not an official one. He said a flexible standard response is necessary with the limited outdoor activity protocol. Health technicians check on students with health conditions to make sure they are comfortable and if not, the parent/guardian is notified in those situations.

Trustee Richardson asked about ongoing hoax calls which disrupted school operations this semester. Mr. Sebers said the option of inaction is not a possible route. Whenever a hoax call is made, safety protocols need to be enacted.

President Baker inquired about the safety measures regarding phone outages. Director Sebers informed him of the Sprint emergency phones and that fax lines can also double as landlines in case VoIP phones are disabled. President Baker asked about a site's response to a situation, such as a small brushfire nearby resulting in smoke is in their vicinity. Mr. Sebers said it is a flexible model and site administrators have been instructed to not wait for a District announcement to initiate the limited outdoor activity protocol. President Baker suggested creating a policy with examples of circumstances and related protocols.

c. Homework Policy

Educational Services Director Jason Brockmeyer presented information on the District's current **homework policy, BP 6154**. The policy highlights are:

"The Governing Board recognizes that homework contributes toward building responsibility, self-discipline and life-long learning habits, and that time spent on homework directly influences students' ability to meet the district's academic standards.

As needed, teachers may receive training in designing relevant, challenging and meaningful homework assignments that reinforce classroom learning objectives.

Although it is the student's responsibility to do most homework assignments independently, the Board expects teachers at all grade levels to use parents/guardians as a contributing resource.

(Make-up work)

...an excused absence shall be given the opportunity to complete all

assignments and tests that can be reasonably provided. Students shall receive full credit for work satisfactorily completed within a reasonable period of time. (Education Code 48205)

Students who miss school work because of unexcused absences may be given the opportunity to make up missed work for full or reduced credit. Teachers shall assign such makeup work as necessary to ensure academic progress, not as a punitive measure.”

What Research Suggests

Researchers have concluded the following regarding homework being assigned:

- Homework can indeed produce academic benefits, such as increased understanding and retention of the material...
- The quality of homework is more important than the quantity.
- 10-minute rule: homework should be assigned at 10-20 minutes per night in the first grade, and an additional 10 minutes per grade level thereafter.

Positive Effects of Homework

1. Research shows homework can increase in student achievement, especially at the secondary level.
2. Homework can increase student understanding and retention as well as improve critical thinking skills.
3. Homework allows parents the ability to be involved with their child's learning.
4. Homework can help students develop study skills and habits and increase students' willingness to learn independently.
5. Homework can help students develop personal responsibility and time-management skills.
6. Homework assignments that tap into students' interests can be motivating.

Possible Negative Effects of Homework

1. Too much homework can harm students' health and impact quality family time.
2. Too much homework diminishes in its effectiveness and can have a negative effect on student achievement.
3. Homework may disadvantage low-income students and widen the achievement gap
4. Lack of completion of homework can significantly skew grades and result in disciplinary actions.
5. Homework can cause friction within the family and between home and school.
6. Homework can encourage academic dishonesty.

What is a Good Homework Practice

Experts advise schools or districts to include teachers, parents, and students in any effort to set homework policies. Policies should address the purposes of homework; amount and frequency; school and teacher responsibilities; student

responsibilities; and, the role of parents or others who assist students with homework.

Mr. Brockmeyer concluded his presentation by encouraging community members to express their thoughts about homework and its impact on students.

COMMUNICATIONS *(continued)*

Lindsay Bradshaw, a SSFHS teacher, told the Board that homework is important and that it positively reinforces skills. It provides time management skills and pride for high marks. She also suggested that a “no homework” policy not be rushed into, as it will negatively impact student performance.

Deanna Moreno, from Parkway Heights MS staff and a Skyline Middle College parent, suggested that homework be assigned with discretion so that students are not working late into the evening.

Lauren Kitchen, a District parent, said she feels homework is being over-assigned at the elementary levels. She disagrees with the research presented regarding the positive impact of homework.

Hector Camacho, a District parent/teacher, said he does not enjoy the amount of homework being given as it reduces family engagement time. He questioned the effectiveness of homework and if the assignments given are relevant to instruction. He feels the conversation needs to happen and teachers’ voices need to be heard.

Cessia Lim, a high school student, said the amount of homework is too much, but she does understand its importance. She asked that the substance and quality of homework be raised so it is not just busy work.

Vice President Murray asked Mr. Camacho if the County is looking into this issue. Trustee Daina Lujan reported that on March 9, the San Mateo County School Boards Association will be hosting a dinner on the topic of homework.

Trustee Richardson asked at which grade homework on computers is introduced and if the prevalence of computers affects a student’s ability for cursive writing. Mr. Brockmeyer said while computers can help with homework, it is important to understand the purpose of any given assignment and whether it actually furthers learning. Trustee Richardson said she believes the use of computers, by students, leads to better writing skills.

Vice President Murray spoke about a recent Stanford University research paper that says homework disrupts the student/extra-curricular balance. She also noted, in terms of equity, that not all District students have the tools, such as a computer or internet access, at home.

President Baker asked if there has been a more recent study that incorporates the value of extra-curricular activities in Common Core. Director Brockmeyer

replied that he will explore more current research of the correlation.

Trustee Lujan said more data is needed to make a decision regarding homework. The District's homework practices vary greatly from one classroom to another. She asked if the District is aiming for equity and for all students to thrive, if everyone's purpose is not the same and they are not working towards the same goal, how can the same results be expected. She realizes that the stress provided from homework builds character, but asked when it is too much stress and whether students are being taught to develop work/life balance skills.

Trustee Flores stated that he wants students to be successful, but gave the perspective of a student who was on the other end of the equity lens. He asked what should happen at the end of the school day that will help to insure students retain classroom knowledge and prime them to continue learning. He referenced a homework policy model from the Hillsborough City SD which was created by parents and teachers to allow students more unscheduled time to spend with their families or play. Trustee Flores said he would like to hear more comments from parents and students and to update the District's current 2010 homework policy, due to changing times. He suggested the term "homework" be revised to "extended learning".

President Baker asked if there is a minimum amount of homework per teacher. Director Brockmeyer said that it is at the teacher's discretion to assign homework and not turning in homework very much affects a student's grade also. Trustee Lujan asked about consistency in discipline related to homework. Mr. Brockmeyer said this is being looked into and how discipline impacts students. President Baker said he favors a homework model with due dates on assignments so students do not necessarily need to complete the work each night. Mr. Brockmeyer said homework is an assessment tool to provide feedback and be used to adjust instruction for students to reach learning targets.

Trustee Lujan recommended a committee on the various aspects of homework be formulated and that it includes all stakeholders.

For context, Dr. Moore said a first reading of the homework policy went before the Board in February of this year. Based on equity-focused conversations and eliciting staff feedback, she had asked that a second reading be put on hold.

COMMUNICATIONS *(continued)*

Mary Musallam, a Monte Verde teacher, requested an update on the status of the Westborough MS field.

Ms. Moreno reminded the community of the Parkway Heights MS Career Day.

ADJOURNMENT – 8:42 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Special Meeting of October 26, 2019

OPEN SESSION

A. CALL TO ORDER - 9:09 a.m.

B. ROLL CALL

Board Members: Mr. John Baker - Present
Mr. Eddie Flores - Present
Ms. Daina Lujan - Present
Mrs. Patricia Murray - Present
Mrs. Mina Richardson - Present
Ms. Kristie Poon, Student Board Member -
Excused

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

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - None

INFORMATION/DISCUSSION

1. ADMINISTRATION

a. BOARD/SUPERINTENDENT WORKSHOP

The Board and Superintendent Moore participated in a governance workshop, facilitated by California School Boards Association Consultant, Luan Burman Rivera.

The session covered Board/Superintendent roles and responsibilities and governance practices, including, norms, protocols, and unity of purpose.

ADJOURNMENT - 4:03 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: November 14, 2019

RE: Approval of the CCTR-9247 Child Development Services contract amendment #2 for the 2019-20 School Year

BACKGROUND:

A Child Development Services agreement, CCTR-9247, was approved by the South San Francisco Board of Trustees at the June 27, 2019 regular meeting. The CCTR-9247 California State Preschool funding is provided by the California Department of Education, Child Development Division to operate the District's State Preschool Program at Children's Center for the 2019-20 school year. At the January 17, 2019 regular meeting, the Board of Trustees approved amendment #1 to the contract to include "Pilot" language that was inadvertently left off of the original contract.

Amendment #2 represents an increase in the maximum rate per child day of enrollment payable from \$51.81 to \$53.37. The amount encumbered for this contract increases from \$477,238 to \$491,591.

FISCAL IMPLICATIONS:

The Child Development Program enrolled the number of students based on the contract awarded.

RECOMMENDATION:

It is recommended that the Board of Trustees approve amendment #2 of the CCTR-9247 Child Development Services contract for the Fiscal Year 2019-20.



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 19 - 20

Amendment 02

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

Budget Act/Rate Increase

DATE: July 01, 2019

CONTRACT NUMBER: CCTR-9247

PROGRAM TYPE: GENERAL CHILD CARE & DEV PROGRAMS

PROJECT NUMBER: 41-06907-00-9

CONTRACTOR'S NAME: SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

This agreement with the State of California dated July 01, 2019 designated as number CCTR-9247 and Amendment #01 (Add Pilot Language) shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$477,238.00 and inserting \$491,591.00 in place thereof.

The Maximum Rate per child day of enrollment payable pursuant to the provisions of the agreement shall be amended by deleting reference to \$51.81 and inserting \$53.37 in place thereof.

SERVICE REQUIREMENTS

The minimum Child Days of Enrollment (CDE) Requirement shall be 9,211.0. (No Change)

Minimum Days of Operation (MDO) Requirement shall be 244. (No Change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

STATE OF CALIFORNIA		CONTRACTOR				
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)				
PRINTED NAME OF PERSON SIGNING Jaymi Brown,		PRINTED NAME AND TITLE OF PERSON SIGNING SHAWNTERRA MOORE, SUPERINTENDENT				
TITLE Contract Manager		ADDRESS 398 B ST., SO. SAN FRANCISCO, CA 94080				
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 14,353	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE		Department of General Services use only		
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 477,238	(OPTIONAL USE) See Attached					
TOTAL AMOUNT ENCUMBERED TO DATE \$ 491,591	ITEM See Attached	CHAPTER	STATUTE			FISCAL YEAR
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above. November 14, 2019		T.B.A. NO.	B.R. NO.		Page 35 Consent Agenda	
SIGNATURE OF ACCOUNTING OFFICER See Attached		DATE				

CONTRACTOR'S NAME: SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

CONTRACT NUMBER: CCTR-9247

Amendment 02

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 0	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 117,035	(OPTIONAL USE)0656 13609-6907	FC# 93.596	PC# 000321	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 117,035	ITEM 30.10.020.001 6100-194-0890	CHAPTER B/A	STATUTE 2019	FISCAL YEAR 2019-2020
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290				

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 0	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 53,800	(OPTIONAL USE)0656 15136-6907	FC# 93.575	PC# 000324	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 53,800	ITEM 30.10.020.001 6100-194-0890	CHAPTER B/A	STATUTE 2019	FISCAL YEAR 2019-2020
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290				

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 14,353	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 306,403	(OPTIONAL USE)0656 23254-6907			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 320,756	ITEM 30.10.020.001 6100-194-0001	CHAPTER B/A	STATUTE 2019	FISCAL YEAR 2019-2020
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590				

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.	T.B.A. NO.	B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER	DATE	

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: November 14, 2019

RE: Approval of the CSPP-9539 Child Development Services contract amendment #2 for the 2019-20 School Year

BACKGROUND:

A Child Development Services agreement, CSPP-9539, was approved by the South San Francisco Board of Trustees at the June 27, 2019 regular meeting. The CSPP-9539 California State Preschool funding is provided by the California Department of Education, Child Development Division to operate the District's State Preschool Program at Children's Center for the 2019-20 school year. At the January 17, 2019 regular meeting, the Board of Trustees approved amendment #1 to the contract to include "Pilot" language that was inadvertently left off of the original contract.

Amendment #2 represents an increase in the maximum rate per child day of enrollment payable from \$52.12 to \$53.69. The amount encumbered for this contract increases from \$655,223 to \$674,937.

FISCAL IMPLICATIONS:

The Child Development Program enrolled the number of students based on the contract awarded.

RECOMMENDATION:

It is recommended that the Board of Trustees approve amendment #2 of the CSPP-9539 Child Development Services contract for the Fiscal Year 2019-20.



Amendment 02

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

Budget Act/Rate Change

DATE: July 01, 2019

CONTRACT NUMBER: CSPP-9539

PROGRAM TYPE: CALIFORNIA STATE
 PRESCHOOL PROGRAM

PROJECT NUMBER: 41-06907-00-9

CONTRACTOR'S NAME: SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

This agreement with the State of California dated July 01, 2019 designated as number CSPP-9539 and Amendment #01 (Add Pilot Language) shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$655,223.00 and inserting \$674,937.00 in place thereof.

The Maximum Rate per child day of enrollment payable pursuant to the provisions of the agreement shall be amended by deleting reference to \$52.12 and inserting \$53.69 in place thereof.

SERVICE REQUIREMENTS

The minimum Child Days of Enrollment (CDE) Requirement shall be 12,571.0. (No Change)

Minimum Days of Operation (MDO) Requirement shall be 244. (No Change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

STATE OF CALIFORNIA		CONTRACTOR				
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)				
PRINTED NAME OF PERSON SIGNING Jaymi Brown,		PRINTED NAME AND TITLE OF PERSON SIGNING SHAWN TERRA MOORE, SUPERINTENDENT				
TITLE Contract Manager		ADDRESS 398 B ST., SO. SAN FRANCISCO, CA 94080				
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 19,714	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs (OPTIONAL USE) 0656 23038-6907	FUND TITLE General		Department of General Services use only		
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 655,223	ITEM 30.10.010. 6100-196-0001	CHAPTER B/A	STATUTE 2019			FISCAL YEAR 2019-2020
TOTAL AMOUNT ENCUMBERED TO DATE \$ 674,937	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above. November 14, 2019		T.B.A. NO.	B.R. NO.			
SIGNATURE OF ACCOUNTING OFFICER		DATE		Page 38 Consent Agenda		

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: November 14, 2019

RE: Approval of the San Mateo County Superintendent of Schools' CSPP Quality Rating and Improvement System (QRIS) 2019-2020 Block Grant Agreement

BACKGROUND:

A Child Development Services agreement, QRIS 2019-20 Block Grant, between the San Mateo County Office of Education and SSFUSD has been a continual proposal. The funding is provided by the California Department of Education (CDE), Child Development Division for the District to operate the District's State Preschool Program at Children's Center for the 2019-20 school year. The Child Development Program receives funding for our early learning CSPP sites that achieved a Tier 4 on their Quality Rating and Improvement System (QRIS) rating between July 1, 2018 and June 30, 2019.

FISCAL IMPLICATIONS

The agreement is the amount of \$18,725. The Child Development Program will utilize these funds to maintain quality in the preschool classrooms.

RECOMMENDATION

It is recommended that the South San Francisco Unified School Board of Trustees approve the CSPP – QRIS Block Grant Agreement for the fiscal year of 2019-20.



Excellence and Equity in Education
Nancy Magee • County Superintendent of Schools

2019-2020

2018 – 2019 SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT AGREEMENT

AGREEMENT BETWEEN THE SAN MATEO COUNTY SUPERINTENDENT OF SCHOOLS CALIFORNIA STATE PRESCHOOL PROGRAM AND THE SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT FOR SAN MATEO COUNTY QUALITY RATING AND IMPROVEMENT SYSTEM (SM County QRIS) ACHIEVEMENT.

I. PURPOSE OF AGREEMENT

THIS AGREEMENT is made on behalf of the San Mateo County Superintendent of Schools California State Preschool Program (SMCOE-CSPP) entered into by and between the **San Mateo County Superintendent of Schools** (“County Superintendent”) and the **SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT** (“Agency”), a subcontractor for CSPP spaces, for the purpose of giving a CSPP Subcontractor Quality Improvement Grant to SMCOE-CSPP sites that are participating in the San Mateo County Quality Rating and Improvement System (SM County QRIS), and have been rated at quality level of tier 4 or higher.

The San Mateo County Superintendent of Schools is the lead agency and fiscal agent for the SMCOE – CSPP.

The Agency has been selected by the County Superintendent to receive a CSPP Subcontractor Quality Improvement Grant because one or more of its CSPP sites was fully rated by the San Mateo County QRIS between July 1, 2014 and May 30, 2018 and achieved a quality rating of tier 4 or above. It is the intent that the grant be used to maintain the high QRIS rating of the Agency’s CSPP Sites (e.g., keeping ratios low, paying for qualified staff, supporting strong teacher-child interactions, and maintaining a quality program).

II. TERM AND TERMINATION

The term of this Agreement shall be for the period **July 1, 2019 through June 30, 2020**, unless terminated earlier by the County Superintendent. The County Superintendent may, at any time from execution of this Agreement, terminate this Agreement, with or without cause, upon 30 days written notice specifying the effective date of such termination.

III. AVAILABILITY OF FUNDING

Payment by the County Superintendent of the grant funds pursuant to this Agreement is contingent upon availability and receipt of funds from the California Department of Education. The County Superintendent may terminate the Agreement for unavailability of said funds. In this event, the County Superintendent shall inform the Agency of such unavailability as soon as it becomes known.

IV. COUNTY SUPERINTENDENT'S RESPONSIBILITIES

1. The County Superintendent shall issue payment to the Agency in an amount not to exceed EIGHTEEN THOUSAND SEVEN HUNDRED TWENTY-FIVE DOLLARS AND ZERO CENTS (\$ 18,725).
2. The grant funds will be disbursed within 60 days of receipt of the fully executed Agreement. The County Superintendent will inform the Agency of the reporting requirements and any additional guidance concerning the use of the grant funds.
3. The County Superintendent will account for the funds and activities of the Subcontractor CSPP Quality Improvement Grants according to the reporting requirements decided upon by the CDE.

V. AGENCY RESPONSIBILITIES

1. The Agency shall return two executed original Agreements to the office of the County Superintendent as soon as possible, or **no later than October 18, 2019**.
2. **Submit a Budget Form and Brief Budget Narrative on or before October 18, 2019** that describes how the Agency plans to use the Subcontractor CSPP Quality Improvement Grant to maintain the quality of its CSPP sites rated at tier 4 or above, and provide high quality early learning services to the San Mateo County community. The Budget should be guided and informed by the approved Quality Improvement Plans developed by the Agency sites participating in the SM County QRIS. **All funds must be fully expended by June 30, 2020.**
3. The Agency agrees to report grant expenses, as they are incurred, according to the required reporting requirements.
4. Continue to participate in the SM County QRIS by 1) creating and updating Site and Classroom Quality Improvement Plans (QIPs) that are specific, measurable, realistic and informed by child and program assessments and best practices; 2) providing leadership and support to Agency CSPP sites and staff to implement their plans; 3) providing all required data on the CSPP sites and their QIPs.

2018 – 2019 SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT AGREEMENT

5. Agency agrees to provide to the County Superintendent, to any Federal or State department having monitoring or reviewing authority, to the County Superintendent's authorized representatives and/or their appropriate audit agencies upon reasonable notice, access to and the right to examine and audit all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules and regulations, and this Agreement.
6. Agency shall indemnify and save harmless the County Superintendent, its officers, agents, employees and servants from any and all claims, suits or actions of every name, kind or description, in any way occasioned by or arising out of the performance of this Agreement, but only in proportion to, and to the extent, that any and all such claims, suits or actions of every name, kind or description solely result from the negligence or willful misconduct of the Superintendent, its officers, agents and/or employees.

In the event of concurrent negligence of the Agency, its officers, agents, employees and servants and the County Superintendent, its officers, agents, employees and servants, then the liability for any and all claims for injuries or damages to persons and/or property which arise out of the terms and conditions of this Agreement shall be apportioned under the California theory of comparative negligence as established presently, or as may be hereafter modified.

The duty to indemnify and save harmless, as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein shall be construed to require either party hereto to indemnify the other party hereto, their officers, agents, employees and servants against any responsibility or liability in contravention of Section 2782 of the Civil Code.

7. Responsibility for Audit Exceptions:

Audit exceptions are defined as any unfavorable finding in any audit of Agency's performance under this Agreement. Agency is aware and is hereby on notice that any and all failure to comply with relevant Federal, State, and local statutes, rules, and regulations, including requirements of the County Superintendent, may result in Agency liability to repay part or all of the funds under this Agreement.

Agency will notify the County Superintendent in writing immediately of any audit exception(s). Agency may at that time or anytime thereafter, give notice of intent to terminate this Agreement subject to satisfactory corrections within thirty (30) days.

Agency agrees to correct and resolve all audit exceptions to the County Superintendent's satisfaction and agrees to give such response to the County Superintendent as the County Superintendent deems necessary regarding any audit exception. Agency is aware and is hereby on notice that audit exceptions may result in the County Superintendent's liability to the State of California, among others, for part or all of the funds provided under this Agreement and so agrees to pay to the County Superintendent the full amount of the County Superintendent's liability resulting from said audit exceptions attributable to the Agency.

8. Agency shall not assign this Agreement or any portion thereof to a third party without the prior written consent of the County Superintendent, and any attempted assignment without



2019-2020

2018–2019 SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT AGREEMENT

AGREEMENT BETWEEN THE SAN MATEO COUNTY SUPERINTENDENT OF SCHOOLS CALIFORNIA STATE PRESCHOOL PROGRAM AND THE SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT FOR SAN MATEO COUNTY QUALITY RATING AND IMPROVEMENT SYSTEM (SM County QRIS) ACHIEVEMENT.

I. PURPOSE OF AGREEMENT

THIS AGREEMENT is made on behalf of the San Mateo County Superintendent of Schools California State Preschool Program (SMCOE-CSPP) entered into by and between the **San Mateo County Superintendent of Schools** (“County Superintendent”) and the **SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT** (“Agency”), a subcontractor for CSPP spaces, for the purpose of giving a CSPP Subcontractor Quality Improvement Grant to SMCOE-CSPP sites that are participating in the San Mateo County Quality Rating and Improvement System (SM County QRIS), and have been rated at quality level of tier 4 or higher.

The San Mateo County Superintendent of Schools is the lead agency and fiscal agent for the SMCOE – CSPP.

The Agency has been selected by the County Superintendent to receive a CSPP Subcontractor Quality Improvement Grant because one or more of its CSPP sites was fully rated by the San Mateo County QRIS between July 1, 2014 and May 30, 2018 and achieved a quality rating of tier 4 or above. It is the intent that the grant be used to maintain the high QRIS rating of the Agency’s CSPP Sites (e.g., keeping ratios low, paying for qualified staff, supporting strong teacher-child interactions, and maintaining a quality program).

II. TERM AND TERMINATION

The term of this Agreement shall be for the period **July 1, 2019 through June 30, 2020**, unless terminated earlier by the County Superintendent. The County Superintendent may, at any time from execution of this Agreement, terminate this Agreement, with or without cause, upon 30 days written notice specifying the effective date of such termination.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: November 14, 2019

RE: Voting District Maps Selection

BACKGROUND:

Currently the five SSFUSD School Board of Trustees serve the community 'at large'. Beginning with the 2020 election, SSFUSD will be changing to five district areas with an elected Trustee for each area.

Over the past several months, members of the public were given the opportunity to provide input on the areas the Trustees will represent. Residents, using a map of the school district area, were able to design the five district areas within certain parameters (i.e. the population could not vary by more than 1,558 between the largest and smallest areas). SSFUSD received a total of four proposed maps: two from community members (Draft #104 and Draft #105) which met the criteria and two from the company handling the transition (Draft #101 and Draft #102).

On October 10, 2019, the Board selected draft map #105 and included specific areas from draft map #104, thus, selecting the newly revised map 105b.

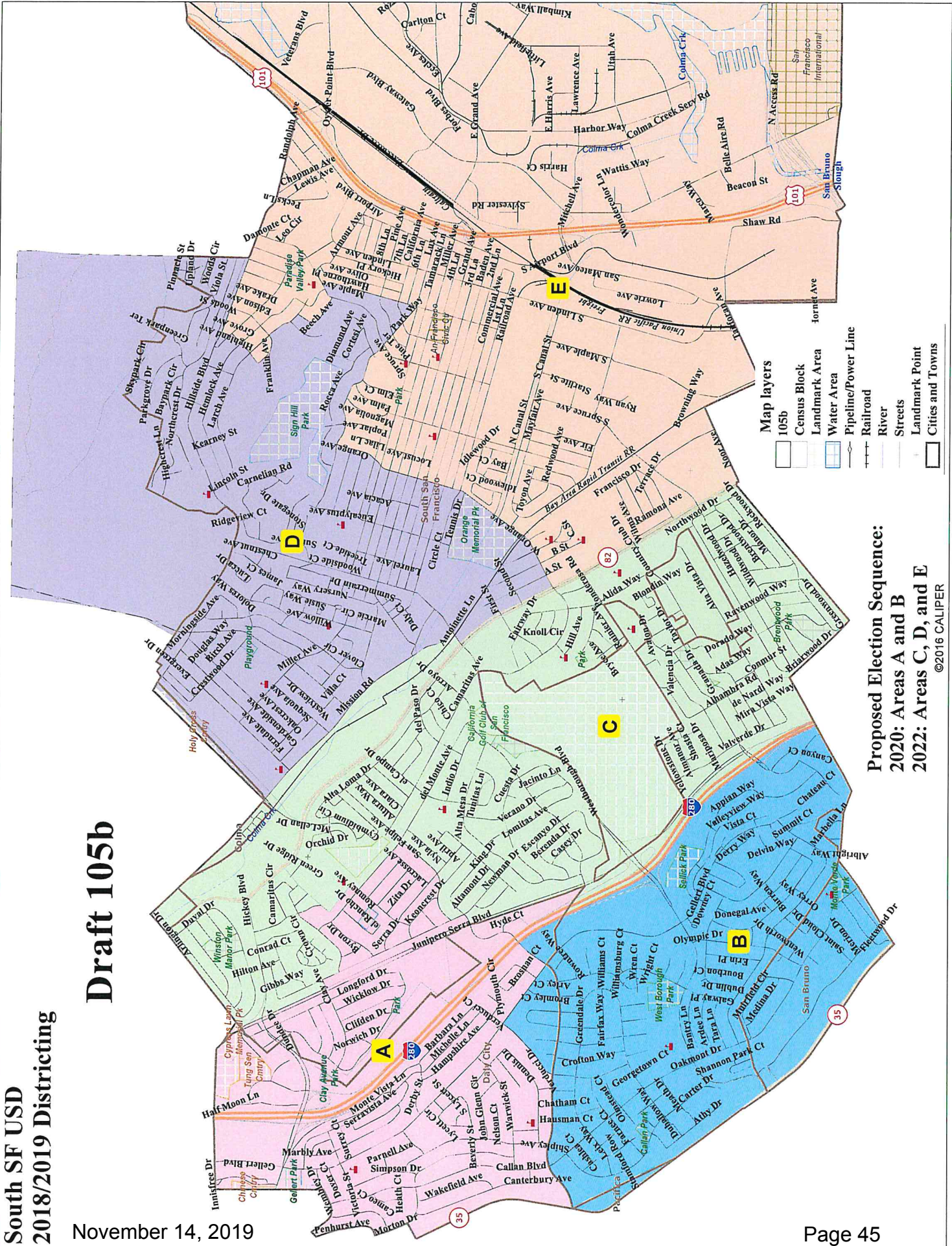
FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees select map #105b as the voting district map and authorize staff to submit this chosen map to the County Committee on School District Organization for approval and then to the San Mateo County Registration and Elections Division for the 2020 election.

Draft 105b



South SF USD - Draft Map 105b

District		A	B	C	D	E	Total
<u>Ideal</u>	Total Pop	15,200	15,687	15,863	14,908	16,258	77,916
15,583	Deviation from ideal	-383	104	280	-675	675	1,350
	% Deviation	-2.46%	0.67%	1.80%	-4.33%	4.33%	8.66%
Total Pop	% Hisp	15%	11%	26%	34%	62%	30%
	% NH White	17%	15%	34%	23%	15%	21%
	% NH Black	3%	4%	2%	2%	2%	3%
	% Asian-American	62%	67%	34%	35%	16%	43%
Citizen Voting Age Pop	Total	11,757	11,959	13,115	10,553	8,443	55,827
	% Hisp	13%	9%	25%	27%	47%	23%
	% NH White	23%	16%	38%	28%	20%	26%
	% NH Black	3%	4%	1%	2%	5%	3%
	% Asian/Pac.Isl.	60%	70%	35%	43%	26%	48%
Voter Registration (Nov 2016)	Total	8,019	8,151	9,092	7,657	6,445	39,364
	% Latino est.	31%	27%	30%	36%	51%	34%
	% Spanish-Surnamed	28%	24%	27%	32%	46%	30%
	% Asian-Surnamed	15%	23%	10%	14%	10%	15%
	% Filipino-Surnamed	15%	13%	8%	7%	5%	10%
	% NH White est.	35%	30%	50%	40%	26%	37%
	% NH Black	3%	7%	1%	3%	7%	4%
Voter Turnout (Nov 2016)	Total	5,950	6,130	7,099	5,866	4,723	29,767
	% Latino est.	31%	27%	30%	35%	51%	34%
	% Spanish-Surnamed	27%	24%	27%	32%	46%	30%
	% Asian-Surnamed	14%	23%	10%	14%	9%	14%
	% Filipino-Surnamed	15%	13%	7%	7%	5%	9%
	% NH White est.	36%	31%	52%	41%	27%	38%
	% NH Black	4%	7%	1%	3%	7%	4%
Voter Turnout (Nov 2014)	Total	2,575	2,565	3,294	2,569	1,799	12,804
	% Latino est.	26%	22%	24%	28%	43%	28%
	% Spanish-Surnamed	24%	20%	21%	25%	39%	25%
	% Asian-Surnamed	12%	22%	7%	11%	8%	12%
	% Filipino-Surnamed	12%	10%	5%	5%	4%	7%
	% NH White est.	43%	39%	60%	50%	41%	48%
	% NH Black est.	6%	6%	3%	5%	4%	5%
ACS Pop. Est.	Total	16,169	16,222	17,438	15,532	16,210	81,572
Age	age0-19	19%	20%	20%	22%	26%	21%
	age20-60	58%	55%	56%	59%	58%	57%
	age60plus	23%	25%	24%	20%	16%	22%
Immigration	immigrants	45%	45%	33%	39%	46%	41%
	naturalized	74%	78%	77%	62%	48%	68%
Language spoken at home	english	41%	43%	51%	45%	28%	42%
	spanish	11%	6%	19%	26%	51%	22%
	asian-lang	43%	42%	22%	22%	15%	29%
	other lang	5%	9%	9%	7%	6%	7%
Language Fluency	Speaks Eng. "Less than Very Well"	20%	21%	17%	22%	32%	22%
Education (among those age 25+)	hs-grad	53%	50%	56%	51%	51%	52%
	bachelor	30%	31%	25%	27%	18%	26%
	graduatedegree	9%	9%	7%	7%	7%	8%
Child in Household	child-under18	25%	30%	29%	28%	33%	29%
Pct of Pop. Age 16+	employed	64%	61%	64%	66%	67%	65%
Household Income	income 0-25k	10%	8%	14%	11%	15%	12%
	income 25-50k	11%	12%	15%	13%	20%	14%
	income 50-75k	12%	16%	11%	19%	19%	15%
	income 75-200k	56%	50%	48%	46%	39%	48%
	income 200k-plus	11%	15%	12%	10%	7%	11%
Housing Stats	single family	73%	76%	73%	64%	59%	69%
	multi-family	27%	24%	27%	36%	41%	31%
	rented	30%	23%	33%	44%	63%	38%
	owned	70%	77%	67%	56%	37%	62%
Total population data from the 2010 Decennial Census.							
Surname-based Voter Registration and Turnout data from the California Statewide Database.							
Latino voter registration and turnout data are Spanish-surname counts adjusted using Census Population Department undercount estimates. NH White and NH Black registration and turnout counts estimated by NDC. Citizen Voting Age Pop., Age, Immigration, and other demographics from the 2012-2016 American Community Survey and Special Tabulation 5-year data.							

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: November 14, 2019

RE: Approval of permission for 19 El Camino Advanced Placement students to attend and perform at a dance convention in Tacoma, Washington on November 22-24, 2019.

BACKGROUND:

The purpose of the field trip is to provide the advanced dancers real life experience into the world of dance with top leaders, dancers, and choreographers in the industry. The 19 students, 13 girls and 6 boys, will have the opportunity to learn from and perform for the most prestigious dance educators while learning skills that pertain to the dance world and being a professional. This is a 3 day event and students will miss one day of school, Friday, 11/22/19. There will be 2 adults accompanying students, Ms. Felicia Stevenson, Dance Teacher and Mr. Raul Moreno, an approved volunteer. The group will fly from San Francisco to Seattle and will stay at the Courtyard Tacoma downtown.

FISCAL IMPLICATIONS:

All fees are being financed by donations, fundraising, and the students. No child will be denied the opportunity to participate due to financial constraints. The school site will fund the cost of a substitute teacher on Friday, 11/22/19.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of

Trustees approve for the Advanced Dancers of El Camino High School to attend the professional dance training November 22-24.

Friday 11/22	Leave SFO to SEA at 12:15pm -----Perform/Compete -----Master Class
Saturday 11/23	---- 7:30am to 2pm Workshop Classes ---- 3-11:30 Perform/Compete
Sunday 11/24	-----8- 2:45pm Workshop Classes -----Awards & Scholarship Ceremony Leave SEA to SFO at 9:35pm

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

Kevin Asbra, Principal, South San Francisco High School

DATE: November 14, 2019

RE: Approval of Permission for two SSFHS Teachers to travel to
Orlando, Florida for a Conference on December 2-5, 2019.

BACKGROUND:

The National Training and Simulation Association (NTSA) runs a program called America's Teachers at I/ITSEC (Interservice/Industry Training, Simulation and Education Conference: www.iitsec.org). The goal of this program is to familiarize teachers of science, technology, engineering, and math with the field of modeling and simulation and support STEM education and careers. The modeling and simulation industry is growing and it depends on a pool of talented engineers, computer scientists, and behavioral scientists. Teachers' awareness of this field could help to guide young people toward preparing for modeling and simulation careers. The purpose of attending this conference is for 2 SSFHS science teachers to learn how to incorporate modeling and simulation into our classes so that we can better help our students meet the new Next Generation Science Standards. The conference will be held Monday, December 2 – Thursday, December 5, 2019 at the Orange County Convention Center in Orlando, Florida. Hotel reservations and flights have already been made and paid for by the conference.

FISCAL IMPLICATIONS:

The America's Teachers at I/ITSEC conference will pay for all flights, lodging accommodations, and meals. The only cost to the school site is for the substitute teachers for 4 days covering for those attending the conference.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for South San Francisco High science teachers, Ms. Archana Venugopal and Ms. Jeanine Porzio, to attend the America's Teachers at IITSEC conference in Orlando, Florida on December 2-5, 2019.

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

Kevin Asbra, Principal, South San Francisco High School

DATE: November 14, 2019

RE: Approval of Permission for South San Francisco High School Girls' Varsity Basketball for an overnight on January 3-5, 2020 in Groveland, CA.

BACKGROUND:

The SSFHS Varsity Girls' Basketball team, 12 female athletes, are requesting permission to stay overnight in the cabin of the Carion family in Groveland, CA from January 3-5, 2020. The all girl basketball team will stay in the cabin of the Carion family. Mr. Carion and Mr. Joo (JV basketball coach) will spend the night in a local hotel. Supervising the girls at the cabin is Assistant Coach Palu and Ms. Carion pending approval via the district's volunteer process.

We will use this event for team bonding. We have had an overnight trip each of the past six seasons that have been a great success. I believe this event has played a great part in our teams outstanding past seasons and is important to continue.

FISCAL IMPLICATIONS:

There will be no District cost associated with this activity. No substitutes or overnight stipends are required for this trip. We will pay for all team meals from the Girls' Basketball Fund. Two district vans will be used to transport the team. The estimated cost of this trip will be \$1,000. No students will be denied the opportunity to participate due to financial restraints

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve this important overnight event for our team in Groveland, CA on 1/3 -5/20.

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: November 14, 2019

RE: Approval of permission for El Camino Wrestling team to participate in the Napa Valley Classic in Napa, CA on January 10-11, 2020.

BACKGROUND:

The purpose of this trip on January 10-11, 2020 is to have the El Camino Wrestling Team participate in the Napa Valley Classic at Vintage High School in Napa, CA. Ray Reyes and Trinity Diokno will accompany the team of four girls. The team will be leaving on January 10th and returning on January 11th traveling by District van. They will be staying one night at the Hilton Garden Inn Napa at 3585 Solano Avenue in Napa, CA.

FISCAL IMPLICATIONS:

Travel expenses are being financed by El Camino Wrestling 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 approve students from the El Camino Wrestling Team to participate in the Napa Valley Classic in Napa, CA, on January 10-11, 2020.

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: November 14, 2019

RE: Approval of permission for El Camino Wrestling team to participate in the Mid Cal Championships on January 17 - 18, 2020, in Gilroy, CA.

BACKGROUND:

The purpose of this trip on January 17-18, 2020 is to have the El Camino Wrestling Team participate in the Mid Cal Championships in Gilroy, CA. Ray Reyes and Trinity Diokno will accompany the team of four girls and six boys. The team will be leaving on January 17th and returning on January 18th traveling by District van. They will be staying one night at the Days Inn by Wyndham Gilroy, located at 8292 Murray Avenue in Gilroy, CA.

FISCAL IMPLICATIONS:

Travel expenses are being financed by El Camino Wrestling 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 of El Camino High School to participate in the Mid Cal Championships in Gilroy, CA on January 17 - 18, 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
Kevin Asbra, Principal, South San Francisco High School

DATE: November 14, 2019

RE: Approval of Permission for South San Francisco High School Students to participate in an AVID overnight field trip to Southern California colleges from February 10-12, 2020

BACKGROUND:

The purpose of this field trip on February 10 to February 12th, 2020 is for AVID students to tour 4 California universities to deepen their understanding of the college application and financial aid process. AVID, Advancement Via Individual Determination, is a program designed to prepare students to succeed in a college preparatory path for admission to four-year colleges and universities.

Students will be accompanied by two of the AVID teachers/coordinators, Cherie Cohen and Alex Johnson and one counselor, Juan Cortez. Travel for 50 students and the three chaperones will take place by charter bus. They will leave school at 6:00 am Monday morning and return at approximately 8:00 pm on Wednesday evening. Students will stay at a hotel, to be determined, in Los Angeles, CA area for both nights of the trip.

FISCAL IMPLICATIONS:

The estimated cost per student is \$350 which includes transportation, lodging, and the tour company cost. Students will pay and fundraise for their fares. Students are responsible for all food and beverage costs. No student will be denied the opportunity to participate due to financial constraints. The site will fund the three substitute teachers for two days, as well as cover the overnight stipends.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for AVID students at South San Francisco High School to participate in an overnight field trip to Southern California colleges, on February 10th and 11th, 2020, returning to campus on the evening of February 12, 2020.

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: November 14, 2019

RE: Approval of permission for El Camino Wrestling team to participate in the CCS Championships on February 21-22, 2020 in San Jose, CA.

BACKGROUND:

The purpose of this trip on February 21-22, 2020 is to have the El Camino Wrestling Team participate in the CCS Championships in San Jose, CA. Ray Reyes and Trinity Diokno will accompany the team of eight girls and eight boys. The team will be leaving on February 21st and returning on February 22nd, traveling by District van. They will be staying one night at the Staybridge Suites, located at 1602 Crane Court in San Jose, CA.

FISCAL IMPLICATIONS:

Travel expenses are being financed by El Camino Wrestling 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 of El Camino High School wrestling team to participate in the Central Coast Section Championships in San Jose, CA on February 21-22, 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
Kevin Asbra, Principal, South San Francisco High School

DATE: November 14, 2019

RE: Approval of Permission for the SSFHS Varsity Wrestling Team to Travel to Rabobank Arena, Bakersfield, CA, February 26 - March 1, 2020.

BACKGROUND:

The purpose of this trip on February 26- March 1, 2020, is to participate in the State Championship. This is a four-day event beginning on Wednesday, February 26, 2020. The team and their Coaches, Cuauhtemoc Cervantes and Steve Matteucci will leave on Wednesday, 2/26/20 at 5:00 am and return Sunday, 3/1/20 at 11:00 pm. Head Coach, Cuauhtemoc Cervantes will supervise the team participants. The group will be traveling to Bakersfield by district van.

FISCAL IMPLICATIONS:

The South San Francisco High School Athletics Department will pay for tournament fees, hotel rooms and the district van. The group will be staying at the Marriott Hotel in Bakersfield. No student will be denied the opportunity to participate due to financial constraints.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for the South San Francisco High School Varsity Wrestling Team to travel to Bakersfield, CA, Wednesday, February 26, to Sunday, March 1, 2020 for the State Championship.

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: November 14, 2019

RE: Approval of permission for El Camino Wrestling team to participate in the CIF Boys State Championship in Bakersfield, CA on February 26 – March 1, 2020.

BACKGROUND:

The purpose of this trip on February 26 - March 1, 2020 is to have the El Camino Wrestling Team participate in the CIF State Championships in Bakersfield, CA. Ray Reyes and Trinity Diokno will accompany the team of two girls and two boys. The team will be leaving on February 26th and returning on March 1st, traveling by District van. They will be staying one night at the Motel 6 Convention Center located at 1350 Easton Drive in Bakersfield, CA.

FISCAL IMPLICATIONS:

Travel expenses are being financed by El Camino Wrestling 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 of El Camino High School to participate in the CIF Boys State Wrestling Tournament in Bakersfield on February 26 - March 1, 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
Michael Reichle, Principal Alta Loma Middle School

DATE: November 14, 2019

RE: Approval of permission for Alta Loma MS ASB Staff member to travel to Reno, Nevada on March 3-7, 2020 to attend the CADA (California Association of Directors of Activities) State Conference

BACKGROUND:

The California Association of Directors of Activities is an organization that helps members continuously improve campus culture for students across California. CADA addresses the major trends in education for all staff. Program topics include celebrating diversity, addressing mental health, improving school climate, and promoting unity. Alta Loma attends this conference with our other two middle schools and downtime is used to collaborate on tri-school events. If approved Alta Loma team may be able to apply to present at a workshop.

FISCAL IMPLICATIONS:

If approved, one staff member will be scheduled to attend the conference at an estimated cost of \$2,195 to include the following:

- Registration \$400
- Food approx. \$295
- Substitute \$600
- Hotel approx. \$700
- Transportation approx. \$200

The cost of the trip would be covered by site discretionary funds.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for Alta Loma Middle School staff to travel to the CADA State Conference in Reno, Nevada on March 3 – 7, 2020

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: November 14, 2019

RE: Approval of Implementation of the Science from Scientists Program

BACKGROUND:

During the 2018-2019 school year, Science from Scientists, an NGSS informed hands-on science program, was piloted at one elementary school (Sunshine Gardens) with 4th and 5th graders. The program provides two scientists who lead hands-on science experimentation with 3rd - 5th graders every other week. Feedback from Sunshine Gardens students, teachers, and administrators was overwhelmingly positive, so we looked to expand the program to all interested elementary school sites for the current year.

PROPOSAL:

During the 2019-20 school year, SSFUSD will implement [Science from Scientists](#) at six elementary schools, which are listed below, to support the transition to implementing the Next Generation Science Standards (NGSS).

Highlights of the implementation of this program include:

- Increase from one school to six schools participating this year, serving approximately 660 more students this year!
- Science from Scientists (SfS) was chosen because it meets goals in the [SSFUSD NGSS implementation plan](#) including 1) establishing guaranteed elementary science minutes, 2) exploring possible science-specific learning spaces and 3) modeling hand-on, engaging science learning, and teaching, while being a relatively easy lift for teachers.
- Science from Scientists is committed to keeping lessons NGSS aligned and student-centered. Additionally, each lesson includes follow-up

activities for students to further engage with science content in school and at home.

- There are follow up blog posts about the lesson that include Spanish translations. These can be shared with students' families using a link provided by the Science from Scientists lead instructor.
- SfS instructors are available to participate in one after school event at each school site - this includes science fairs, festivals, open house nights, etc. Depending on the nature of the event, instructors can attend and bring activities/other materials to engage families.

FISCAL IMPLICATIONS:

Individual elementary site funds will be combined with Genentech grant funds to cover the cost of implementation. The total cost to fund the program at the six elementary schools is \$40,000 (\$25,000 of which is Genentech grant funds).

	Total Cost	Site Funds	Gne Funds
Spruce	\$5,000	\$2,500	\$2,500
Sunshine	\$5,000	\$2,500	\$2,500
Martin	\$5,000	\$2,500	\$2,500
Los Cerritos	\$5,000	\$2,500	\$2,500
Skyline	\$10,000	\$2,500	\$7,500
JS	\$10,000	\$2,500	\$7,500
Totals	\$40,000	\$15,000	\$25,000

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the implementation of Science from Scientists for the 2019-20 school year in the six elementary schools noted above in the table.

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

Sabrina Yacoub, Director of Special Education, Pupil Services

DATE: November 14, 2019

RE: Approval of professional services agreement with a third party
agency operating as A Non-public Agency (NPA) – Welldom for the
2019/20 school year.

BACKGROUND:

The Special Education Department currently has a need for a physical therapist to handle assessment and service needs. This non-public agency is a one-staff team which only provides educational physical therapy needs.

FISCAL IMPLICATIONS:

Physical Therapy Rates:

- For 22-40 hours/week (3-5 days) \$100 per hour
- For 7.5-15 hours/week (1-2 days) \$140 per hour
- For 4-7 hours/week \$135 per hour

Assessment Rates:

- \$500 for the assessment, (not including IEP meeting and development). The Special Education Department currently has two assessments slated for a physical therapist to complete, and expects approximately another ten more. The estimated cost for this therapist will be approximately \$23,000 this year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve this professional services agreement to fulfill the Special Education physical therapy staffing needs.

PROFESSIONAL SERVICES AGREEMENT

2019-2020

This Agreement is entered into between **Welldom** (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 August 1, 2019 or the day immediately following approval by the Board of Education to June 30, 2020.
3. **Compensation:** DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed **\$23,000** Dollars per fiscal year, at an hourly billing rate not to exceed **\$140** 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: _____
Site /Dept.: _____
Address: _____
Phone: _____
Email: _____

Name: _____
Title: .: _____
Address: _____
Phone: _____
Email: _____

Notice shall be effective when received if personally served or, if mailed, three (3) calendar days after mailing. Either party must give written notice of a change of address.

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees, agents, volunteers, consultants and subcontractors shall not be considered officers, employees, agents, partners, or joint ventures of DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, DISTRICT being interested only in the results obtained.

9. **Insurance:**

a. CONTRACTOR shall procure the following insurance:

i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.

CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.

ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage, with limits of at least One Million Dollars (\$2,000,000) per occurrence for corporal punishment, sexual misconduct, harassment, bodily injury and property damage. The coverage shall be primary as to DISTRICT and shall name DISTRICT as an additional insured. Evidence of insurance must be attached. Endorsement of DISTRICT as an additional insured shall not affect DISTRICT's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and DISTRICT in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.

iii. If CONTRACTOR is offering DISTRICT professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim and Two Million Dollars (\$2,000,000) in aggregate..

10. **Licenses and Permits:** CONTRACTOR, its employees, consultants and agents shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement. DISTRICT has no obligation to pay for any hours of service during which any required credentials, licenses or permits are expired, lapsed, or otherwise not in effect.

11. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of DISTRICT.

12. **Non-Discrimination:** It is the policy of DISTRICT that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and DISTRICT policy. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex, sexual orientation, or other legally protected class.
13. **Drug-Free / Smoke Free Policy:** No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on DISTRICT property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
14. **Indemnification:** CONTRACTOR shall indemnify and hold DISTRICT and its respective Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("DISTRICT Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding DISTRICT Indemnitees). The duty and obligation to defend shall arise immediately upon tender of a claim or lawsuit to the CONTRACTOR.

DISTRICT also shall indemnify and hold CONTRACTOR and its Board Members, administrators, employees, agents, consultants, attorneys, and subcontractors ("CONTRACTOR Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of DISTRICT, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding CONTRACTOR and/or any CONTRACTOR Indemnitees). This provision survives termination of this Agreement.

15. **Compliance with Laws, Statutes, Regulations:** CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies and regulations. CONTRACTOR shall also comply with all applicable District policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with District policies and shall indemnify District under the provisions of Section 14 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of the failure of CONTRACTOR, its employees, consultants or agents to comply with applicable DISTRICT policies (e.g., those policies relating to the provision of special education and/or related services, facilities for individuals with exceptional needs, student enrollment and transfer, student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that DISTRICT may report to the California Department of Education ("CDE") any violations of the provisions of this Professional Services Agreement and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification, pursuant to California Education Code section 56366.4(a).

16. **Copyright/Trademark/Patent/Ownership:** CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission. DISTRICT shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of DISTRICT. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORS in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of DISTRICT.
17. **Waiver:** No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
18. **Termination:** DISTRICT may at any time terminate this Agreement upon 30 days prior written notice to CONTRACTOR. DISTRICT shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, DISTRICT may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, DISTRICT may secure the required services from another contractor. If 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

Printed Name

Printed Name

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.]

- 1. Description of Services to be Provided:** Provide a description of the service(s) the contractor will provide. Be specific about what service(s) DISTRICT is purchasing and what *this* contractor will do.

PT will conduct evaluations for students who have assessment plans signed, as well as attend any IEPs to deliver reports, develop goals and services, and provide services for agreed upon students. ISA's will be developed for each service needed by students. Assessments will be per signed IEP.

Physical Therapy Rates:

For 22-40 hours/week (3-5 days) \$100 per hour

For 7.5-15 hours/week (1-2 days) \$125 per hour

For 4-7 hours/week \$135 per hour

Assessment Rates

\$500 for assessment (not including IEP meeting and development)

Other Services

Safe lifting and handling workplace injury prevention training – free for student support staff assigned to lift per IEP. Will be conducted twice yearly (beginning of school year and after winter break)

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

Sabrina Yacoub, Director of Special Education, Pupil Services

DATE: November 14, 2019

RE: Approval of professional services agreement with third party
agency 360 Degree Therapy, Amended for the 2019/20 school
year.

BACKGROUND:

360 Degree Therapy is a third party agency working with the District to staff Special Education vacancies. For 2019-2020, 360 Degree Therapy has provided SSFUSD with teachers and a school psychologist. In addition, they have applied behavior analysis trained para educators, one of which the District would like to hire to provide services as agreed upon in student Individual Education Plans (IEPs).

FISCAL IMPLICATIONS:

- \$47 per hour x 6 hours x 5 days per week = \$1410 per week.
- Fill other open para educator vacancies in the range of \$40-48 per hour, depending on training and experience for all other open para educator positions.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve this professional services agreement to fulfill the Special Education staffing needs and IEP legal obligations.

PROFESSIONAL SERVICES AGREEMENT

2019-2020

This Agreement is entered into between 360 Degree Customer Inc. (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 August 1, 2019 or the day immediately following approval by the Board of Education to June 30, 2020.
3. **Compensation:** DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed **\$250,000** Dollars per fiscal year, at an hourly billing rate not to exceed hourly as stipulated by exhibit A. 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 **[REDACTED]**.
5. **CONTRACTOR Qualifications / Performance of Services:**

CONTRACTOR Qualifications: CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and/or regulations, as they may apply.

Standard of Care: CONTRACTOR warrants that CONTRACTOR has the qualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of DISTRICT. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

6. **Invoicing:** Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to DISTRICT. All amounts paid by DISTRICT shall be subject to audit by DISTRICT. Invoices shall include, but not be limited to: Contractor name, Contractor address, invoice date, invoice number, purchase order number, name of school or department service was provided to, period of service, name of the person performing the service, date service was rendered, brief description of services provided, number of hours of service, hourly rate, total payment requested.
7. **Notices:** All notices and invoices provided for under this Agreement shall be in writing and either personally delivered during normal business hours or sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other party at the address set forth below:

DISTRICT Representative:

Name: _____
 Site /Dept.: _____
 Address: _____
 Phone: _____
 Email: _____

CONTRACTOR:

Name: _____
 Title: .: _____
 Address: _____
 Phone: _____
 Email: _____

Notice shall be effective when received if personally served or, if mailed, three (3) calendar days after mailing. Either party must give written notice of a change of address.

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees, agents, volunteers, consultants and subcontractors shall not be considered officers, employees, agents, partners, or joint ventures of DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, DISTRICT being interested only in the results obtained.

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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.

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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.

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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

Printed Name

Printed Name

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.]

1. **Description of Services to be Provided:** Provide a description of the service(s) the contractor will provide. Be specific about what service(s) DISTRICT is purchasing and what *this* contractor will do.

a) Special Day Class Teachers

CONTRACTOR will provide the following Consultants who shall provide services consistent with the duties and responsibilities of a Special Day Class (SDC):

1. Branson Cowan
2. Mark Squire

Work Schedule: SDC Consultants shall work 5 days (40 billable hours) per week during the regular school year when students are in attendance and shall be paid only for hours worked. Student(s) must have actually been in attendance during the regular school year and/or during extended school year and actually received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the DISTRICT, in writing, in advance of the delivery of any such service. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

Hourly rate: SDC Consultants shall be paid \$91/hr.

Job Assignment – Assignments shall be at the discretion of the DISTRICT.

Duties – Duties shall include, but are not limited to teaching; lesson planning; preparing, assessing and recording student assessment; drafting, monitoring and updating Individualized Education Plans (IEPs); attending meetings related to student progress, discipline hearings, and parent/teacher conferences as needed; proctoring standardized tests.

b) School Psychologist

CONTRACTOR will provide the following Consultant who shall provide services consistent with the duties and responsibilities of a Bilingual (Spanish) School Psychologist:

1. JAMIE WONG

Work Schedule: School Psychologist Consultant shall work 5 days (40 billable hours) per week during the regular school year when students are in attendance and shall be paid only for hours worked. Student(s) must have actually been in attendance during the regular school year and/or during extended school year and actually received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the DISTRICT, in writing, in advance of the delivery of any such service. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

Hourly rate: SDC Consultant shall be paid \$125/hr.

Job Assignment – Assignments shall be at the discretion of the DISTRICT.

Duties – Duties shall include, but are not limited to providing counseling; reviewing and providing input on IEPs and other students records; attending meetings related to student progress, discipline hearings, and parent/teacher conferences as needed.

Addendum to EXHIBIT "A" SCOPE OF WORK

1. Agreement terminated with Brenda Samowski & Yesenia Villegas from previous contract
2. Addition of ABA trained para at \$47 per hour Jaelyn Mallay
3. Fill other open paras in the range of \$40-48 per hour, depending on training and experience for all other open para educator positions.

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

Sabrina Yacoub, Director of Special Education, Pupil Services

DATE: November 14, 2019

RE: Approval of professional services agreement with third party
agency Sunbelt Staffing for the 2019/20 school year.

BACKGROUND:

The Special Education Department currently has a .2 full time equivalent (FTE) opening for an Occupational Therapist (OT) that they have not been able to hire internally. Sunbelt Staffing is an agency working with the District to staff this position until a permanent OT is hired. They are also helping with staffing for para educators, especially those trained in applied behavior analysis.

FISCAL IMPLICATIONS:

- OT = \$88 per hour, one full day per week at 8 hours per day, equates to \$704 per week.
- Para = \$40 per hour, 6 hours a day, 5 days a week equates to \$1200 per week.
- Applied Behavior Analysis Trained Para = \$47 per hour, 6 hours a day, 5 days a week equates to \$1410 per week.
- Other paras in range of 40-48 per hour, depending on training and experience for all other open positions.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve this professional services agreement to fulfill the Special Education staffing needs.

PROFESSIONAL SERVICES AGREEMENT

2019-2020

This Agreement is entered into between Sunbelt (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 August 1, 2019 or the day immediately following approval by the Board of Education to June 30, 2020.
3. **Compensation:** DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed **\$50,000** Dollars per fiscal year, at an hourly billing rate not to exceed **hourly rate noted in exhibit A.** 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: _____
Site /Dept.: _____
Address: _____
Phone: _____
Email: _____

Name: _____
Title: .: _____
Address: _____
Phone: _____
Email: _____

Notice shall be effective when received if personally served or, if mailed, three (3) calendar days after mailing. Either party must give written notice of a change of address.

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees, agents, volunteers, consultants and subcontractors shall not be considered officers, employees, agents, partners, or joint ventures of DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, DISTRICT being interested only in the results obtained.

9. **Insurance:**

a. CONTRACTOR shall procure the following insurance:

i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.

CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.

ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage, with limits of at least One Million Dollars (\$2,000,000) per occurrence for corporal punishment, sexual misconduct, harassment, bodily injury and property damage. The coverage shall be primary as to DISTRICT and shall name DISTRICT as an additional insured. Evidence of insurance must be attached. Endorsement of DISTRICT as an additional insured shall not affect DISTRICT's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and DISTRICT in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.

iii. If CONTRACTOR is offering DISTRICT professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim and Two Million Dollars (\$2,000,000) in aggregate..

10. **Licenses and Permits:** CONTRACTOR, its employees, consultants and agents shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement. DISTRICT has no obligation to pay for any hours of service during which any required credentials, licenses or permits are expired, lapsed, or otherwise not in effect.

11. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of DISTRICT.

12. **Non-Discrimination:** It is the policy of DISTRICT that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and DISTRICT policy. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex, sexual orientation, or other legally protected class.
13. **Drug-Free / Smoke Free Policy:** No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on DISTRICT property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
14. **Indemnification:** CONTRACTOR shall indemnify and hold DISTRICT and its respective Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("DISTRICT Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding DISTRICT Indemnitees). The duty and obligation to defend shall arise immediately upon tender of a claim or lawsuit to the CONTRACTOR.

DISTRICT also shall indemnify and hold CONTRACTOR and its Board Members, administrators, employees, agents, consultants, attorneys, and subcontractors ("CONTRACTOR Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of DISTRICT, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding CONTRACTOR and/or any CONTRACTOR Indemnitees). This provision survives termination of this Agreement.

15. **Compliance with Laws, Statutes, Regulations:** CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies and regulations. CONTRACTOR shall also comply with all applicable District policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with District policies and shall indemnify District under the provisions of Section 14 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of the failure of CONTRACTOR, its employees, consultants or agents to comply with applicable DISTRICT policies (e.g., those policies relating to the provision of special education and/or related services, facilities for individuals with exceptional needs, student enrollment and transfer, student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that DISTRICT may report to the California Department of Education ("CDE") any violations of the provisions of this Professional Services Agreement and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification, pursuant to California Education Code section 56366.4(a).

16. **Copyright/Trademark/Patent/Ownership:** CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission. DISTRICT shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of DISTRICT. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORS in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of DISTRICT.
17. **Waiver:** No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
18. **Termination:** DISTRICT may at any time terminate this Agreement upon 30 days prior written notice to CONTRACTOR. DISTRICT shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, DISTRICT may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, DISTRICT may secure the required services from another contractor. If 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

Printed Name

Printed Name

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.]

- 1. Description of Services to be Provided:** Provide a description of the service(s) the contractor will provide. Be specific about what service(s) DISTRICT is purchasing and what *this* contractor will do.

Jonathan Siu - Paraprofessional - \$40.00

Margaret Powers - Occupational Therapist - \$88.00

Raven S. - ABA Trained Paraprofessional - \$47.00

Other paras as needed in cost of \$40-48 per hour depending on experience and training.

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

Sabrina Yacoub, Director of Special Education, Pupil Services

DATE: November 14, 2019

RE: Approval of professional services agreement with third party
agency StaffRehab for the 2019/20 school year.

BACKGROUND:

The District has a history of hiring para-educators trained in Applied Behavior Analysis (ABA) through agencies. This has been done to fulfill the needs as dictated by a student's Individual Education Plan (IEP), as Special Education has no staff internally trained and to help when there is a para-educator shortage. The Human Resources department and the agencies the District currently with currently work are not able to keep up with the demand for para-educators. Special Education is receiving many calls from concerned parents, teachers, and site administrators regarding the need to fill these positions. Staff Rehab has offered to support the District.

FISCAL IMPLICATIONS:

The District is looking to hire eight para-educators for specific placements. StaffRehab also provides a floater, at no extra cost, to ensure a consistent substitute in the event of an absence. Should any StaffRehab para-educators call out; the floater will step into the vacancy. If there are no StaffRehab vacancies on any given day, the floater can be placed into any caseload assistance is needed. Everyone will be guaranteed a minimum of 6 working hours per day, 5 days per week, per the school calendar year for 30 weekly working hours.

Rates decrease with the number of candidates working in the District:

- 0-9 Paras = \$48.00 per hour

- 10-14 Paras = \$46.00 per hour
- 15-25 Paras = \$45.00 per hour
- 30+ Paras = \$43.75 per hour

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve this professional services agreement to fulfill the Special Education para-educator staffing needs.

PROFESSIONAL SERVICES AGREEMENT

2019-2020

This Agreement is entered into between Staff Rehab (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 August 1, 2019 or the day immediately following approval by the Board of Education to June 30, 2020.
3. **Compensation:** DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed **\$350,000** Dollars per fiscal year, at an hourly billing rate not to exceed **\$48** 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 **[REDACTED]**.
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: _____
Site /Dept.: _____
Address: _____
Phone: _____
Email: _____

Name: _____
Title: .: _____
Address: _____
Phone: _____
Email: _____

Notice shall be effective when received if personally served or, if mailed, three (3) calendar days after mailing. Either party must give written notice of a change of address.

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees, agents, volunteers, consultants and subcontractors shall not be considered officers, employees, agents, partners, or joint ventures of DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, DISTRICT being interested only in the results obtained.

9. **Insurance:**

a. CONTRACTOR shall procure the following insurance:

i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.

CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.

ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage, with limits of at least One Million Dollars (\$2,000,000) per occurrence for corporal punishment, sexual misconduct, harassment, bodily injury and property damage. The coverage shall be primary as to DISTRICT and shall name DISTRICT as an additional insured. Evidence of insurance must be attached. Endorsement of DISTRICT as an additional insured shall not affect DISTRICT's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and DISTRICT in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.

iii. If CONTRACTOR is offering DISTRICT professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim and Two Million Dollars (\$2,000,000) in aggregate..

10. **Licenses and Permits:** CONTRACTOR, its employees, consultants and agents shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement. DISTRICT has no obligation to pay for any hours of service during which any required credentials, licenses or permits are expired, lapsed, or otherwise not in effect.

11. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of DISTRICT.

12. **Non-Discrimination:** It is the policy of DISTRICT that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and DISTRICT policy. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex, sexual orientation, or other legally protected class.
13. **Drug-Free / Smoke Free Policy:** No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on DISTRICT property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
14. **Indemnification:** CONTRACTOR shall indemnify and hold DISTRICT and its respective Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("DISTRICT Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding DISTRICT Indemnitees). The duty and obligation to defend shall arise immediately upon tender of a claim or lawsuit to the CONTRACTOR.

DISTRICT also shall indemnify and hold CONTRACTOR and its Board Members, administrators, employees, agents, consultants, attorneys, and subcontractors ("CONTRACTOR Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of DISTRICT, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding CONTRACTOR and/or any CONTRACTOR Indemnitees). This provision survives termination of this Agreement.

15. **Compliance with Laws, Statutes, Regulations:** CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies and regulations. CONTRACTOR shall also comply with all applicable District policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with District policies and shall indemnify District under the provisions of Section 14 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of the failure of CONTRACTOR, its employees, consultants or agents to comply with applicable DISTRICT policies (e.g., those policies relating to the provision of special education and/or related services, facilities for individuals with exceptional needs, student enrollment and transfer, student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that DISTRICT may report to the California Department of Education ("CDE") any violations of the provisions of this Professional Services Agreement and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification, pursuant to California Education Code section 56366.4(a).

16. **Copyright/Trademark/Patent/Ownership:** CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission. DISTRICT shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of DISTRICT. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORS in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of DISTRICT.
17. **Waiver:** No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
18. **Termination:** DISTRICT may at any time terminate this Agreement upon 30 days prior written notice to CONTRACTOR. DISTRICT shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, DISTRICT may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, DISTRICT may secure the required services from another contractor. If 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

Printed Name

Printed Name

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.]

1. Description of Services to be Provided: Provide a description of the service(s) the contractor will provide. Be specific about what service(s) DISTRICT is purchasing and what *this* contractor will do.

8 paras for specific placements and will assign an additional ABA trained para to be a floater for a total of 9 paras working. Should any StaffRehab para call out, the floater will step into the StaffRehab vacancy, if there are no StaffRehab vacancies for the day the floater can be placed into any caseload you need assistance with. Everyone will be guaranteed a minimum of 6 working hours per day, 5 days per week, per your School Calendar year for 30 weekly working hours.

As per rates, our rates decrease with the number of candidates we have working. Please see below breakdown:

0-9 Paras = \$48.00 per hour
10-14 Paras = \$46.00 per hour
15-25 Paras = \$45.00 per hour
30+ Paras = \$43.75 per hour

Hiring of StaffRehab Associate:

Client, and its subsidiaries, without paying the required fee as listed below, shall not at any time, directly or indirectly, hire, offer employment to, or otherwise use the services of any StaffRehab Associate or former StaffRehab Associate until one (1) year shall have expired from the last date of service provided by such StaffRehab Associate to client.

If Client wishes to hire any StaffRehab Associate working under this Agreement, or who had been working for Client in the past one year, Client shall give StaffRehab thirty (30) days prior written notice of intention to offer employment to such StaffRehab Associate.

Associate Hiring Fees:

Client agrees and warrants to pay StaffRehab a hiring fee equal to a percentage of the Associate's annual salary offer, upon employment from StaffRehab by Client as detailed:

<u>Length of Time Paid on Assignment</u>	<u>Associate Hiring Fee:</u>
0-19 hours	25% of proposed annual salary
20 hours – 39 hours	20% of proposed annual salary
40 hours – 99 hours	15% of proposed annual salary
100 + hours	\$2,000.00 flat fee

When Client includes, on its payroll, any individual who was formerly referred to Client by StaffRehab, that former StaffRehab Candidate or Associate shall immediately cease to be an independent contractor with respect to Client, and StaffRehab shall no longer be liable in any way for that individual's actions or omissions, and Client shall indemnify, defend, and hold harmless StaffRehab for any and all alleged or actual claims, allegations, damages, liabilities or lawsuits stemming from the acts or omissions of such individual who became a Client employee, once such employment commences.

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

Sabrina Yacoub, Director of Special Education, Pupil Services

DATE: November 14, 2019

RE: Approval of professional services agreement with third party
agency Therapy Travelers for the 2019/20 school year.

BACKGROUND:

The Special Education Department has been contracting with Therapy Travelers for Applied Behavioral Analysis (ABA) services for one particular student. The District's former Special Education Director had agreed to continue these services for this student this year. SSFUSD would like to continue using these services so there is continuity in programming for this student.

Therapy Travelers has two entities, 3Chords and LLC, one is for travel therapists and one is for local therapists. Therapy Travelers requires both agreements in place to ensure staffing. Also attached is their non-public agency (NPA) status.

FISCAL IMPLICATIONS:

Agreement of rates and details for this service are as follows:
\$48 per hour, 30 hours per week, from 8/14/2019 - 05/28/2020.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve this professional services agreement to fulfill the Special Education Applied Behavioral Analysis staffing needs.

PROFESSIONAL SERVICES AGREEMENT

2019-2020

This Agreement is entered into between Therapy Travelers LLC (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 August 1, 2019 or the day immediately following approval by the Board of Education to June 30, 2020.
3. **Compensation:** DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed **\$55,000** Dollars per fiscal year, at an hourly billing rate not to exceed **\$48** 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: _____
Site /Dept.: _____
Address: _____
Phone: _____
Email: _____

Name: _____
Title: .: _____
Address: _____
Phone: _____
Email: _____

Notice shall be effective when received if personally served or, if mailed, three (3) calendar days after mailing. Either party must give written notice of a change of address.

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees, agents, volunteers, consultants and subcontractors shall not be considered officers, employees, agents, partners, or joint ventures of DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, DISTRICT being interested only in the results obtained.

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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

Printed Name

Printed Name

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.]

1. **Description of Services to be Provided:** Provide a description of the service(s) the contractor will provide. Be specific about what service(s) DISTRICT is purchasing and what *this* contractor will do.
 - a) Para Educator (see attached staffing confirmation agreement dated September 30, 2019 with full details of description services to be provided



CALIFORNIA DEPARTMENT OF EDUCATION
NOTICE OF NONPUBLIC AGENCY CERTIFICATION

Date: February 06, 2019
NPA ID: 9900325
Nonpublic Agency: 3 Chords, Inc. dba: Therapy Travelers
Site Administrator: Maria Lankenau
Site Address: 355 Redondo Blvd.
City: Long Beach CA 90814

Maximum Capacity: 76+ Grades: EE to 12 Student Gender: Coed

2019 CERTIFICATION STATUS:
APPROVED

EFFECTIVE DATES:
January 01, 2019 through December 31, 2019

Authorized Sites to Serve: [checked] LEAs [] NPA Site [] NPS Sites [checked] Virtual Services

Authorized to Provide the Following Related Services:

- [] APE [] BII [checked] LSDR [] PCT [] SDTI [] VECD
[] AS [] CG [] MT [checked] PS [] SW [] LI:
[] ATS [] EE [] OM [checked] PT [] TS [] Other Services Authorized:
[checked] BID [checked] HNS [checked] OT [] RS [] VS

Certification is not an endorsement of the services offered by the nonpublic agency (NPA), but states only that the NPA meets minimum legal standards. "Approved" or "Conditional" certifications authorize the NPA to accept students placed by local educational agencies (LEAs) under California Education Code, Section 56366.

Focused Monitoring and Technical Assistance VI Unit
Special Education Division

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
Stephen Redmond, Principal, Alternative Education

DATE: November 14, 2019

RE: Approval of Harper Rand MOU with South San Francisco Adult Education (SSFAE)

BACKGROUND:

As a member of the ACCEL consortium and a recipient of the Workforce Innovation and Opportunity Act, Title II (WIOA) grant and the California Adult Education Program (NOVA) grant SSFUSD is expected to provide Career Technical Education training for adults. The District currently has a Modern Office Technology class, Hospitality and Tourism class, and a College and Career transitions class.

Over the past few years we have been working with our community partners to locate a partner that would be able to provide an affordable Allied Health program for the South San Francisco community and surrounding areas. Harper Rand has agreed to provide three Allied Health courses. Our expectation is to have 15-20 students enrolled in each course. We hope to recruit these students with the marketing and outreach of Harper Rand and our own efforts to attract members of the South San Francisco community.

The three Allied Health courses are as follows:

Medical Assistant-160 hours of classroom instruction and 160 hour medical office externship (Cost: \$2,995)

Monday – Thursday, 5:30 pm- 9:30 pm

Start Date	End date	Holidays
2/10/2020	4/28/2020	3/23-3/27, 4/13
5/18/2020	7/27/2020	5/25
8/10/2020	10/20/2020	9/7, 10/12

Phlebotomy Technician-70 hours of classroom instruction and a 40 to 100 hour clinical phlebotomy externship (Cost: \$2,495)

Saturday 8:30 am-12:30 pm

Start Date	End Date	Externship End	Holidays	Number of weeks
2/22/2020	4/18/2020	5/9/2020		9
5/30/2020	8/1/2020	8/22/2020		10
9/12/2020	11/14/2020	12/19/2020	10/10, 11/28	8

EMT- 175 hours of classroom instruction and a 24 hour clinical/ambulance externship (Cost: 2,995)

Dates and hours TBD

FISCAL IMPLICATIONS:

A custodian is needed to open and close school on Saturdays, from 8:00 a.m. to 1:00 pm.

27 Saturdays x 4 hours x rate = approximately \$3,726 (paid out of Adult School funds).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the contract between South San Francisco Adult Education and Harper Rand.

This agreement is entered into by and between South San Francisco Adult Education (School) and Adventus Education LLC DBA *HarperRand* (Consultant) to assist School in the development and administration of one or more of the following Career Technical Education (CTE) programs: Phlebotomy Technician (CPT1), Pharmacy Technician (PT), Clinical Medical Assistant (CMA) and Emergency Medical Technician (EMT).

CTE Program Development and Management

Curriculum: Consultant shall secure and manage commitments for program curriculum, lesson plans, and all other required instructional resources.

Instructional Resources: Consultant shall secure and manage commitments for all program equipment and supplies.

Clinical Externships: Consultant shall secure and manage commitments by externship host facilities, as required for the clinical training portion of the programs.

Regulatory Approval: Consultant shall secure and manage regulatory approvals where required.

Scholarships: Consultant and School shall make available 2 program scholarships per year equal to the full cost of tuition. School shall determine assignment of student scholarships. Each scholarship award can be divided between 2 students at the discretion of the School. One scholarship student is permitted per class.

Instructors: Consultant shall recruit qualified instructor candidates. Consultant and School shall jointly select instructors from qualified candidates.

Instructional Supervisors: Consultant shall provide qualified supervisory staff.

Instructor Employment Status: Instructors shall be employed by Consultant unless otherwise directed by School.

Marketing: Programs shall be marketed on School's behalf, under the CalRegional name, short for California Regional Education Centers, an association of California public adult schools and community colleges. School shall develop, publish and mail seasonal program catalogs to promote the programs. School shall provide program information to students through their website, catalog, flyers and other mutually agreed upon advertising mediums. Consultant shall provide support, as needed, in the advertising and promotion phase.

Registration: Marketing materials shall direct prospective students to consultant for registration. Consultant shall register students over the phone and/or provide online registration for the programs. School shall provide registration support as needed.

Tuition Payment Plans: Consultant shall provide tuition payment plan management, including initial enrollment, payment plan options and payment collection. School shall refer students to Consultant for payment plan information and enrollment.

Student Support and Management: Consultant shall be the primary contact for program inquiries and student support. Student support shall be provided by email and over the phone. Consultant shall provide on-sight training of School's staff, if necessary, in program enrollment and support services.

Location and Classrooms: Consultant shall provide adequate classroom facilities for classes up to 25 students.

Revenue Share: School shall retain \$150 per student payable by Consultant within 60 days of the program completion date.

General Provisions:

Term and Termination: This agreement shall commence on the Effective Date and shall continue in effect unless and until terminated by either party. This agreement may be terminated by either party upon the giving of thirty days prior written notice to the other.

Liability: During the life of this agreement the Consultant agrees to maintain liability and property damage insurance, as it protects the School. Such insurance shall be in the following amounts: General \$2,000,000 and Bodily injury \$ 2,000,000.

Independent Contractor Status: Consultants employees and agents are independent contractors and are not the agents or employees of the School.

Pricing: Program pricing shall be by mutual agreement between School and Consultant.

General Prerequisites: School shall determine program prerequisites per appropriate regulating agency requirements.

Externship Prerequisites: In order to qualify for clinical externships, students will be required to be at least 18 years of age, have earned a high School diploma or its equivalent and have all of the following: immunizations, a background check, drug screening and a resume.

Refund Policy: Refunds shall be granted per mutually agreed upon refund policy.

Certificate and Title: Upon the successful completion of a program, each graduate will be awarded a certificate of completion from the School.

In witness hereof, the parties have executed this agreement on _____, 2019.

Consultant by: David Wignall
Managing Partner
HarperRand
4820 Business Center Dr. Ste. 100
Fairfield, CA 94534

School by:
South San Francisco Adult Education
825 Southwood Dr
South San Francisco, CA 94080

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

CERTIFICATED CONTRACT 2019-2020

Steinbach, Kathryn, Education Preparation: with a BA degree. Ms. Steinbach holds an Education Specialist Instruction Credential. She will be placed at Los Cerritos Elementary School as a Special Education teacher on a Probationary contract effective October 22, 2019. Salary placement E-6.

REQUEST FOR UNPAID LEAVE OF ABSENCE

Coleman, Jamie, Teacher on Special Assignment, District Office, effective November 5, 2019, through May 29, 2020, child care.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

EMPLOYMENT

Rodriguez, Joel, Campus Security, El Camino High School, 7 hours per day, Range 29, Step 5, effective October 8, 2019.

Marinda, Rizza, Executive Assistant – Business Services, 7.5 hours per day, Range 1C, Step 3, effective October 8, 2019.

Garcia, Angelina, Paraprofessional I – Child Development Program, Children's Center, 5.0 hours per day, Range 25, Step 3, effective October 18, 2019.

Kwan, Eugene, Accounting Technician/Business Services Technician, District Office, 7.5 hours per day, Range 41, Step 4, effective October 22, 2019.

McCord, Maria, Library Media Assistant, Buri Buri Elementary School, 3.5 hours per day, Range 30, Step 3, effective October 28, 2019.

Johnson, Mark, Research Analyst, District Office, 7.5 hours per day, Range 44, Step 3, effective October 30, 2019.

Bal, Rajpal, Director of Business Services, District Office, 7.5 hours per day, Range 221N, Step 2, effective November 6, 2019.

Ybarra, Jesse, Warehouse Worker/Delivery Driver, District Office, 8 hours per day, Range 36, Step 5, effective November 18, 2019.

TRANSFER

Navarro, Erica, Paraprofessional I – Special Education, Hillside Preschool to Spruce Elementary School, 6.0 hours per day, Range 26 A, Step 5, effective October 11, 2019.

Cardenas, Sandra, Nutrition Services Assistant II (Itinerant), Spruce Elementary School to Monte Verde Elementary School, 7.0 hours per day, Range 30H A, Step 5, effective October 24, 2019.

RETIREMENT

Medina, Nito, Electrician, District Office, Range 50A, Step 5 effective January 20, 2020.

RESIGNATION

Lizarraga, Jennifer, Career Center Technician, South San Francisco High School, 7.0 hours per day, Range 34, Step 2, effective November 6, 2019.

Mora Patino, Myrna, Paraprofessional I – Bilingual, Parkway Heights Middle School, 3.0 hours/day, Range 25, Step 5, effective November 8, 2019.

INCREASE IN HOURS

Del Rosario, Julie Paraprofessional II – Special Education at South San Francisco High School, 6.0 hours per day to 6.5 hours, Range 29, Step 4, effective October 8, 2019.

TEMPORARY OUT OF CLASS PAY

Solano, Maria, Acting Paraprofessional II – Special Education, Adult Education, Range 29, Step 5, effective August 14, 2019 through May 28, 2020.

Isla, Nathan, Acting Research Analyst, District Office, 2.0 hours per day, Range 44, Step 2, effective August 15, 2019 through November 1, 2019.

TEMPORARY INCREASE IN HOURS

Nazzal, Judy, Senior Office Assistant, Children’s Center, 5.5 to 7.0 hours per day, Range 37A, Step 5, effective October 14, 2019 through June 30, 2020.

~~**Aguirre, Irene**, Office Assistant, Los Cerritos Elementary School, 3.0 to 3.5 hours per day, Range 30, Step 5, effective August 14, 2019 through May 28, 2020.~~

Aguirre, Irene, Office Assistant, Los Cerritos Elementary School, 3.0 to 3.5 hours per day, Range 30, Step 5, effective October 17, 2019 through May 28, 2020.

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: November 14, 2019

RE: Purchase Order Listing - October 1 - 31, 2019

BACKGROUND:

The attached report shows the total amount of all Purchase Orders, Change Orders and Printed Instructional Material Orders processed between October 1 - 31, 2019 for the 2019-20 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.

PURCHASE ORDER LISTING October 1, 2019 to October 31, 2019

PO	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
201211	360 DEGREE CUSTOMER INC	NPA - 360 Degrees	01-6500-0-5770-1190-5899-090-245	800,000.00
201167	ACSA'S FOUNDATION FOR EDUCATION	ACSA dues 2019-2020	01-0000-0-0000-7150-5300-090-714	2,279.40
201185	AMAZON.COM	Gloves for technicians	01-0000-0-0000-2424-4320-090-735	116.56
201237	AMAZON.COM	27" refurbished monitor	01-0000-0-0000-2424-4320-090-735	21.94
201272	AMAZON.COM	Williams ADA compliant kit	01-0000-0-0000-2424-4320-090-735	295.18
201237	AMAZON.COM	27" refurbished monitor	01-0000-0-0000-2424-4420-090-735	598.07
201272	AMAZON.COM	Williams ADA compliant kit	01-0000-0-0000-2424-4420-090-735	789.10
201166	AMAZON.COM	Supplies	01-0000-0-0000-7150-4320-090-714	33.61
201187	AMAZON.COM	Office supplies	01-0000-0-0000-7350-4320-090-717	51.11
201275	AMAZON.COM	5th grade science	01-0000-0-1110-1000-4320-002-070	38.36
201234	AMAZON.COM	Classroom supplies	01-0000-0-1110-1000-4320-008-070	148.51
201179	AMAZON.COM	GLAD supplies	01-0000-0-1110-1000-4320-033-070	485.71
201216	AMAZON.COM	Supplies for Culinary Arts	01-0000-0-1219-1000-4320-032-070	54.81
201159	AMAZON.COM	100 Challenge book storage	01-0801-0-1110-1000-4320-008-180	51.47
201196	AMAZON.COM	Hand crank solar flashlights	01-0801-0-1110-1000-4320-025-180	256.82
201197	AMAZON.COM	Baby wipes & hand sanitizer	01-0801-0-1110-1000-4320-025-180	146.67
201119	AMAZON.COM	Music keyboard	01-4128-0-1110-1000-4320-090-348	438.99
201147	AMAZON.COM	VAPA supplies for Performing Arts	01-4128-0-1110-1000-4320-090-348	100.18
201194	AMAZON.COM	Foldio3 + Halo Bar + Foldio360	01-4128-0-1110-1000-4320-090-348	306.20
201156	AMAZON.COM	VAPA Art materials	01-6500-0-5770-1120-5220-008-210	3,672.29
201116	AMAZON.COM	Supplies for middle school curriculum pilot	01-9010-0-1110-1000-4320-090-360	120.66
201219	AMAZON.COM	Supplies for Drama	01-9219-0-1208-1000-4320-032-356	664.93
201236	AMAZON.COM	Drama supplies	01-9219-0-1208-1000-4320-032-356	203.09
201129	AMERICAN BUTTON MACHINES	2.25" button magnets	01-0000-0-1110-1000-4320-025-070	358.36
201240	AMERICAN READING COMPANY	IRLA Skills Cards for ELs	01-0801-0-1110-1000-4320-008-123	850.60
201112	AMS.NET INC	Active Directory/MS O365 Exchange upgrade	01-0000-0-0000-2424-5803-090-735	9,200.00
201241	ANDERSON'S	Water bottles & sunglasses	01-0801-0-1110-1000-4320-025-180	380.90
201228	APPERSON	Multi-choice Form 811	01-0000-0-1110-1000-4320-025-070	189.62
201158	APPLE COMPUTER INC	MacBook	01-3010-0-1110-1000-4420-008-301	1,101.40
201127	ARBORTECH TREE CARE INC	Asphalt repair	01-8150-0-0000-8110-5899-021-741	4,000.00
201125	AUTREY SUPPLY CO. INC	Field paint	01-8150-0-0000-8110-4320-090-741	1,000.00
201140	BART GROUP SALES	BART Tickets for 5th grade field trips	01-3010-0-1110-1000-5815-008-301	485.05
201297	BLICK ART MATRLS - DICK	Supplies for Ceramics	01-0000-0-1207-1000-4320-032-070	408.63
201221	BRONSTEIN MUSIC	Band instrument repair & parts	01-0000-0-1110-1000-4320-012-322	300.00
201221	BRONSTEIN MUSIC	Band instrument repair & parts	01-0000-0-1110-1000-5600-012-322	3,000.00
201203	CADA & CASL	CADA membership renewal	01-0801-0-1110-1000-5300-033-180	110.00
201245	CAROLINA BIOLOGICAL SUPPLY	Supplies for Biotech	01-9010-0-1110-1000-4320-090-360	1,616.53
201286	CASBO	CASBO workshop	01-0000-0-0000-7350-5210-090-717	305.00
201108	CDW GOVERNMENT INC	VMware license & subscriptio	01-0000-0-0000-2424-5813-090-735	545.00

PURCHASE ORDER LISTING October 1, 2019 to October 31, 2019

201235	CDW GOVERNMENT INC	VGA cable for classroom mounted projector	01-0000-0-1110-1000-4320-032-070	54.89
201109	CDW GOVERNMENT INC	Smartboard lamp	01-0000-0-1110-1000-4320-033-070	109.75
201273	CDW GOVERNMENT INC	Projector bulb	01-0000-0-1110-1000-4320-033-070	119.63
201283	CDW GOVERNMENT INC	Counselor laptop	01-0000-0-1110-1000-4420-033-070	934.13
201142	CDW GOVERNMENT INC	VAPA purchase for Drama	01-4128-0-1110-1000-4410-090-348	1,360.22
201243	CENGAGE LEARNING	Cengage Learning AVT	01-3010-0-1110-1000-4320-090-301	6,152.16
201120	CHILDREN'S HEALTH COUNCIL	NPS placement	01-6500-0-5770-1180-5880-090-230	165,000.00
201204	CLEARLITE TROPHIES	Social Science awards	01-0000-0-1110-1000-4320-033-070	170.93
201164	CMS COMMUNICATION INC	Telephones	01-0000-0-0000-2424-4320-090-735	296.33
201105	COMCAST BUSINESS	Internet service - Big Lift, Hillside	01-0000-0-0000-2424-5600-090-735	3,560.00
201264	COMMUNITY GATEPATH	Tuition for ESY - NPS	01-6500-0-5770-1180-5880-090-230	1,248.00
201276	CORODATA	End of the year shredding services	01-6500-0-5770-1190-5899-005-245	105.00
201274	COSTA'S CUSTOM OFFICE SUPPLY	Signature stamps	01-0000-0-0000-2110-5810-090-762	137.20
201220	CRYSTAL COMMUNICATIONS	Portable radios supplies & labor	01-0000-0-0000-8200-4320-032-070	1,000.00
201217	CRYSTAL COMMUNICATIONS	District emergency radio supplies	01-0000-0-0000-8300-4320-090-129	1,650.00
201161	CRYSTAL COMMUNICATIONS	Security radio	01-0000-0-1110-1000-4320-022-070	8,363.13
201106	CUSTOM TRUCK	Vehicle equipment	01-0000-0-0000-8200-4420-090-760	4,499.75
201154	DALY CITY PARTNERSHIP	EL Tutor/Homework Club	01-0801-0-1110-1000-5899-010-123	6,000.00
201252	DAN'S DRILLING & FENCING	Fencing windscreen	01-8150-0-0000-8110-5899-007-741	4,860.00
201251	DAN'S DRILLING & FENCING	Fencing windscreen	01-8150-0-0000-8110-5899-033-741	1,280.00
201153	DELL MARKETING LP	Dell laptop/desktops - Demo units	01-0000-0-0000-2424-4320-090-735	918.32
201153	DELL MARKETING LP	Dell laptop/desktops - Demo units	01-0000-0-0000-2424-4420-090-735	4,257.94
201173	DELL MARKETING LP	Dell workstation	01-0000-0-0000-2424-4420-090-735	1,190.03
201260	DELL MARKETING LP	DELL EMC laptop	01-0000-0-0000-3900-4420-090-762	1,405.34
201168	DELL MARKETING LP	Laptop for Public Information Officer	01-0000-0-0000-7150-4420-090-714	1,934.32
201213	DELL MARKETING LP	Chromebooks for Math building	01-0801-0-1110-1000-4320-032-180	9,946.13
201213	DELL MARKETING LP	Chromebooks for Math building	01-0801-0-1110-1000-4420-032-180	965.80
201242	DEMCO INC.	Library book jackets covers	01-0801-0-1110-1000-4320-009-180	131.97
201135	DISCOUNT SCHOOL SUPPLY	VAPA supplies	01-4128-0-1110-1000-4320-090-348	1,652.18
201114	EDGEWOOD CENTER FOR CHILDREN	NPS placement for students	01-6500-0-5770-1180-5880-090-230	369,000.00
201249	EDMENTUM	Study Island - Math Library program license	01-0801-0-1110-1000-5899-007-180	380.16
201201	FOLLETT SCHOOL SOLUTIONS	Approved textbooks, book replacement, EC	01-0000-0-1110-1000-4100-090-317	2,342.28
201225	FOLLETT SCHOOL SOLUTIONS	Books for school library	01-0000-0-1110-2421-4200-007-451	99.90
201181	FOLLETT SCHOOL SOLUTIONS	Library books	01-0000-0-1110-2421-4200-022-451	583.25
201233	FREGOSO, JENNY	Parent reimbursement	01-0000-0-0000-7602-5220-090-726	5,200.00
201233	FREGOSO, JENNY	Parent reimbursement	01-0000-0-0000-7602-5880-090-726	59,800.00
201130	FUN AND FUNCTION	Motor swing for students, Rm 16 LC	01-5640-0-5001-3150-4320-090-350	417.33
201136	FUN AND FUNCTION	Chew toys, Hillside Preschoool	01-6500-0-5730-1190-4320-005-205	35.27
201287	GRAINGER (BRANCH 729)	Warehouse inventory restock	01-0000-0-0000-0000-9320-000-000	5,126.67
201232	GRAPHIC SPORTSWEAR LLC	Admin jackets	01-0000-0-0000-2700-4320-033-070	161.33

PURCHASE ORDER LISTING October 1, 2019 to October 31, 2019

201139	GREEN NINJA	Materials kits: 6th gr. Science supplies	01-0000-0-1110-1000-4100-090-317	93.80
201246	HEINEMANN	Approved textbooks, Unit of Study, Gr 3 Bb	01-0000-0-1110-1000-4100-090-317	288.53
201288	HENRY SCHEIN INC	Warehouse medical supplies restock	01-0000-0-0000-0000-9320-000-000	539.28
201104	HILLYARD INC	Gym floor resurfacing	01-8150-0-0000-8110-5899-008-741	4,157.71
201104	HILLYARD INC	Gym floor resurfacing	01-8150-0-0000-8110-5899-013-741	4,344.50
201104	HILLYARD INC	Gym floor resurfacing	01-8150-0-0000-8110-5899-025-741	4,866.39
201104	HILLYARD INC	Gym floor resurfacing	01-8150-0-0000-8110-5899-032-741	10,282.70
201104	HILLYARD INC	Gym floor resurfacing	01-8150-0-0000-8110-5899-033-741	10,282.70
201190	HOME DEPOT PRO, THE	Warehouse inventory restock	01-0000-0-0000-0000-9320-000-000	2,804.66
201292	HOME DEPOT PRO, THE	Warehouse inventory restock	01-0000-0-0000-0000-9320-000-000	202.20
201144	IMAGINE LEARNING INC.	On-line support material for EL learners	01-0801-0-1110-1000-5899-013-123	4,812.50
201145	IMAGINE LEARNING INC.	Online support material for struggling students	01-0801-0-1110-1000-5899-013-180	3,000.00
201218	INFINITY COMMUNICATIONS	Network Assessment (Internet)	01-0000-0-0000-2424-5899-090-735	24,975.00
201191	KELLY PAPER	White printer paper	01-0000-0-1110-1000-4320-014-070	640.94
201231	KELLY PAPER	Office supplies	01-0000-0-1110-1000-4320-021-070	2,243.29
201244	KNOWLES TEACHER INITIATIVE	Knowles Academy courses	01-0801-0-0000-2100-5899-090-179	2,743.75
201122	LOPEZ, GERRY	Family/Parent engagement presentations	01-3060-0-4850-1000-5801-090-303	2,500.00
201121	LOPEZ, GERRY	Family/Parent engagement presentations	01-4203-0-1110-1000-5801-090-330	3,000.00
201202	MCGRAW-HILL COMPANIES, THE	Approved Textbook, TE replacement/lost	01-0000-0-1110-1000-4100-090-317	116.05
201289	MFASCO HEALTH & SAFETY	Warehouse inventory restock	01-0000-0-0000-0000-9320-000-000	165.63
201229	MIRACLE PLAYSYSTEMS INC.	Kindergarten playground	01-9010-0-1110-1000-6410-010-356	45,743.41
201146	NATIONAL GEOGRAPHIC BEE	Registration for 2020 National Geographic Bee	01-0801-0-1110-1000-5899-021-180	120.00
201227	NOTEPADSDIRECT.COM	Custom sticky flags in pocket case	01-0000-0-1110-1000-4320-025-070	300.01
201250	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-2110-4320-090-762	366.34
201169	OFFICE DEPOT/BUSINESS SERVICE	Restock safety supplies, office supplies	01-0000-0-0000-2700-4320-007-070	119.73
201165	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-3130-4320-090-503	151.91
201186	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7340-4320-090-717	63.83
201186	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-0000-7350-4320-090-717	246.37
201184	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-1110-1000-4320-002-070	69.96
201110	OFFICE DEPOT/BUSINESS SERVICE	Office Depot supplies	01-0000-0-1110-1000-4320-007-070	228.40
201111	OFFICE DEPOT/BUSINESS SERVICE	Grade 1 office supplies - Room 1	01-0000-0-1110-1000-4320-007-070	113.02
201205	OFFICE DEPOT/BUSINESS SERVICE	Supplies and materials	01-0000-0-1110-1000-4320-009-070	2,535.76
201224	OFFICE DEPOT/BUSINESS SERVICE	Classroom supplies	01-0000-0-1110-1000-4320-012-070	604.70
201171	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-0000-0-1110-1000-4320-021-070	444.21
201160	OFFICE DEPOT/BUSINESS SERVICE	Toner cartridge	01-0000-0-1110-1000-4320-033-070	77.19
201214	OFFICE DEPOT/BUSINESS SERVICE	Toner/flash drives	01-0000-0-1110-1000-4320-033-070	131.67
201298	OFFICE DEPOT/BUSINESS SERVICE	Supplies for Ceramics	01-0000-0-1207-1000-4320-032-070	248.09
201200	OFFICE DEPOT/BUSINESS SERVICE	Supplies	01-0801-0-1110-1000-4310-022-180	435.18
201198	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-3060-0-4850-1000-4320-090-303	175.90
201150	OFFICE DEPOT/BUSINESS SERVICE	Office supplies ATP	01-3410-0-5001-3900-4320-090-337	1,316.59

PURCHASE ORDER LISTING October 1, 2019 to October 31, 2019

201115	OFFICE DEPOT/BUSINESS SERVICE	VAPA Art supplies	01-4128-0-1110-1000-4320-090-348	285.65
201132	OFFICE DEPOT/BUSINESS SERVICE	Ice makers for school sites for ice packs	01-5640-0-5001-3150-4320-090-350	329.23
201157	OFFICE DEPOT/BUSINESS SERVICE	Office supplies	01-6500-0-5770-1190-4320-090-245	337.64
201296	OFFICE DEPOT/BUSINESS SERVICE	Supplies for Ceramics	01-9219-0-1207-1000-4320-032-356	354.80
201239	PAR INC.	Kits and Manual - School Psychologist	01-6500-0-5770-1190-4320-090-245	2,047.69
201141	PEAR DECK INC	Web based application for classroom	01-0801-0-1110-1000-5899-008-180	899.94
201285	PEARSON ASSESSMENT NCS	Testing protocols, various sites	01-5640-0-5001-3150-4320-090-350	1,478.56
201256	PEARSON CLINICAL ASSESSMENT	Testing protocols Speech, Martin & Buri Buri	01-5640-0-5001-3150-4320-090-350	418.81
201257	PEARSON CLINICAL ASSESSMENT	Testing protocols, Martin & Spruce	01-5640-0-5001-3150-4320-090-350	450.21
201258	PEARSON CLINICAL ASSESSMENT	Testing protocols Speech, Spruce	01-5640-0-5001-3150-4320-090-350	218.71
201259	PEARSON CLINICAL ASSESSMENT	Testing protocols Speech Path., Spruce	01-5640-0-5001-3150-4320-090-350	218.71
201261	PEARSON CLINICAL ASSESSMENT	Testing protocols CELF-5, ages 5-8	01-5640-0-5001-3150-4320-090-350	594.63
201262	PEARSON CLINICAL ASSESSMENT	Testing protocols Speech Path., Spruce	01-5640-0-5001-3150-4320-090-350	230.64
201263	PEARSON CLINICAL ASSESSMENT	Testing protocols EOWPVT-4 Spanish	01-5640-0-5001-3150-4320-090-350	204.75
201265	PEARSON CLINICAL ASSESSMENT	Testing protocols EOWPVT-4	01-5640-0-5001-3150-4320-090-350	307.12
201266	PEARSON CLINICAL ASSESSMENT	Testing protocols Speech, Junipero Serra	01-5640-0-5001-3150-4320-090-350	85.61
201268	PEARSON CLINICAL ASSESSMENT	Testing protocols ROWPVT 4 English	01-5640-0-5001-3150-4320-090-350	659.74
201269	PEARSON CLINICAL ASSESSMENT	Testing protocols Spanish ROWPVT-4	01-5640-0-5001-3150-4320-090-350	107.56
201270	PEARSON CLINICAL ASSESSMENT	Testing protocols Speech, Skyline	01-5640-0-5001-3150-4320-090-350	128.21
201271	PRO-ED	Testing protocols	01-5640-0-5001-3150-4320-090-350	622.71
201254	PRO-ED	Martin Elementary testing materials	01-6500-0-5770-1190-4320-090-245	99.00
201284	READ NATURALLY INC	Read Naturally	01-0801-0-1110-1000-5813-002-123	1,610.00
201193	RUBBERSTAMPS	Custom stamps	01-0000-0-1110-2421-4320-025-451	130.61
201193	RUBBERSTAMPS	Custom stamps	01-9086-0-1110-1000-4320-025-386	49.94
201152	SAMTRANS	Bus transportation	01-3010-0-1110-1000-5815-008-301	232.48
201192	SAN MATEO COUNTY OFFICE	Team - Big Five emergency prep training	01-0801-0-1110-1000-5210-025-180	77.87
201293	SAN MATEO COUNTY SCHOOL	San Mateo County Schol Boards Assoc. dues	01-0000-0-0000-7150-5300-090-714	150.00
201267	SCANTRON CORPORATION	Scantron	01-0000-0-0000-7400-4320-090-716	180.51
201183	SCHOLASTIC CLASSROOM MAGAZINE	Scholastic Magazines	01-0801-0-1110-1000-4310-002-180	204.19
201126	SCHOOL SPECIALTY	School supplies	01-0000-0-1110-1000-4310-010-070	468.63
201107	SCHOOL SPECIALTY	Classroom instructional materials	01-0000-0-1110-1000-4320-012-070	936.35
201277	SCHOOL SPECIALTY	SPIRE reading Intervention Materials	01-6500-0-5001-2130-4320-090-213	12,609.60
201128	SCHOOL SPECIALTY	Weighted pencil grips, JS	01-6500-0-5770-1190-4320-090-245	40.87
201199	SCIENCE FROM SCIENTISTS	STEM Enrichment Program	01-3010-0-1110-1000-5899-008-301	5,000.00
201280	SECONDARY FIBRE	Recycling program	01-0000-0-0000-2110-5899-090-762	4,390.00
201222	SEHI COMPUTER PRODUCTS INC	Misc. PC/Printer Supplies - Emergency parts	01-0000-0-0000-2424-4320-090-735	2,200.00
201163	SEI (STRATEGIC ENERGY	SEI Climate Corps Education Outside	01-9010-0-1110-1000-5899-002-356	25,000.00
201175	SERVICE PRESS INC.	Business cards	01-0000-0-0000-3130-5810-090-503	59.39
201148	SERVICE PRESS INC.	Business cards	01-6500-0-5770-1190-5810-090-245	602.65
201133	SMCSLHA	Workshop SMCOE Technology in Context	01-5640-0-5001-3900-5210-090-350	65.00

PURCHASE ORDER LISTING October 1, 2019 to October 31, 2019

201134	SMCSLHA	Workshop SMCOE Technology in Context	01-5640-0-5001-3900-5210-090-350	65.00
201278	SMCSLHA	Workshop - Technology in Context	01-5640-0-5001-3900-5210-090-350	65.00
201137	SMCSLHA	Workshop SMCOE Technology in Context	01-5640-0-5770-3150-5210-090-350	65.00
201180	SOCIAL STUDIES SCHOOL SERVICE	Geography classroom resources	01-0000-0-1110-1000-4200-033-070	66.30
201209	SOFTCHOICE	Microsoft Licensing/Client & Server licenses	01-0000-0-0000-2424-5813-090-735	54,364.64
201195	SOLUTION TREE	PLC registrations	01-0801-0-1110-1000-5210-002-180	2,067.00
201155	SOUL SHOPPE	Soul Shoppe program	01-0801-0-1110-1000-5899-002-180	7,125.00
201123	SOUTH SAN FRANCISCO FIRE	Violation fee	01-8150-0-0000-8110-5899-090-741	2,800.00
201282	SOUTHWEST BINDING & LAMINATING	Laminates	01-0000-0-0000-2420-4320-090-450	184.76
201230	SOUTHWEST BINDING & LAMINATING	Laminates	01-0000-0-1110-1000-4320-002-070	310.04
201290	SOUTHWEST SCHOOL & OFFICE	Warehouse inventory restock	01-0000-0-0000-0000-9320-000-000	2,189.04
201279	SPRIG ELECTRIC CO	Electrical/Data Surface Conduit installation	01-0000-0-0000-2424-5600-090-735	3,635.00
201113	STARFISH THERAPIES	NPA - PT for various students	01-6500-0-5770-1180-5870-090-230	20,000.00
201143	SWEETWATER SOUND INC	New sound system (VAPA)	01-4128-0-1110-1000-4420-090-348	4,311.55
201212	SWING EDUCATION INC.	Substitute teachers	01-0000-0-0000-7400-5899-090-715	100,000.00
201247	TEACHERS PAY TEACHERS	Digital resources for teachers	01-0801-0-1110-1000-5899-008-180	261.79
201248	TEACHERS PAY TEACHERS	Digital resources for teachers	01-0801-0-1110-1000-5899-008-180	35.00
201226	TIME FOR KIDS	Student Time for Kids	01-0801-0-1110-1000-4320-012-180	495.00
201131	TIME FOR KIDS	Magazine for students, BB	01-5640-0-5001-3150-4320-090-350	108.90
201149	TJM PROMOS INC	Embroidered patches for ATP	01-3410-0-5001-3900-4320-090-337	318.00
201188	TOTAL COMPENSATION SYSTEM	GASB75 Valuation Services	01-0000-0-0000-7600-5899-090-810	3,600.00
201172	UC REGENTS	Workshop	01-0000-0-3200-1000-5210-031-116	150.00
201223	ULINE	Rugs for bldg A and bldg B	01-0000-0-1110-1000-4320-008-070	1,219.79
201281	UNITED COACH TOURS	Transportation for department field trips	01-0000-0-0000-3900-5821-032-322	3,000.00
201178	UNITED COACH TOURS	Charter bus for Culinary Arts	01-9219-0-1219-1000-5815-032-356	748.00
201162	VARIDESK	Standing desks	01-0000-0-0000-3130-4320-090-503	647.53
201291	VERITIV OPERATING COMPANY	Warehouse inventory restock	01-0000-0-0000-0000-9320-000-000	1,464.82
201138	VWR INTERNATIONAL LLC	Biotech lab supplies	01-9010-0-1110-1000-4320-090-360	1,628.96
201151	VWR INTERNATIONAL LLC	Bio Tech orders for Middle School	01-9010-0-1110-1000-4320-090-360	422.69
201238	WEST COAST MICROSCOPE SERVICE	Microscope repairs	01-0000-0-9744-8400-5600-090-744	2,000.00
201206	WEST INTERACTIVE SRVCS CORP	School Messenger - annual renewal	01-0000-0-0000-2424-5813-090-735	11,471.25
201255	WORKABILITY I REGION 3	Fall business meeting & training	01-3410-0-1110-3900-5210-090-337	100.00
	TOTAL FUND 01			1,931,734.06
201124	NEW READERS PRESS	HiSet test preparation	11-0000-0-4152-1000-4320-041-152	175.60
201253	SOUTHWEST SCHOOL & OFFICE	Various school supplies	11-0000-0-4110-2700-4320-041-480	145.29
201253	SOUTHWEST SCHOOL & OFFICE	Various school supplies	11-0000-0-4145-1000-4310-041-145	64.60
	TOTAL FUND 11			385.49
201182	CALIFORNIA SCHOOL- AGE CONSOR	Staff development training	12-9010-0-8530-1000-5899-045-832	353.50
201177	DEPARTMENT OF SOCIAL SERVICES	Community Care Licensing Fee 2019/2020	12-9302-0-8510-1000-5899-005-LIF	605.00
201170	LOWE'S BUSINESS ACCOUNT	Refrigerator	12-9302-0-8510-1000-4420-005-LIF	1,207.36

PURCHASE ORDER LISTING October 1, 2019 to October 31, 2019

201118	OFFICE DEPOT/BUSINESS SERVICE	Office/classroom supplies	12-6105-0-8510-1000-4320-045-830	222.10
201117	OFFICE DEPOT/BUSINESS SERVICE	Classroom supplies	12-9010-0-8530-1000-4310-012-832	216.63
201174	OFFICE DEPOT/BUSINESS SERVICE	Classroom supplies	12-9010-0-8530-1000-4320-006-832	74.22
201118	OFFICE DEPOT/BUSINESS SERVICE	Office/classroom supplies	12-9010-0-8533-1000-4320-045-833	222.13
201294	OFFICE DEPOT/BUSINESS SERVICE	Supportive materials	12-9302-0-8510-1000-4320-005-LIF	150.45
201176	ORIENTAL TRADING CO	Supportive materials	12-9302-0-8510-1000-4320-005-LIF	251.22
	TOTAL FUND 12			3,302.61
201295	TITAN SCHOOL SOLUTIONS INC	Keypads and scanners	13-5310-0-0000-3700-4320-090-820	6,836.22
	TOTAL FUND 13			6,836.22
201207	CALLAHAN, DAVID R.	DSA Inspection Services- fields	40-9010-0-0000-8500-6285-002-960	38,520.00
201207	CALLAHAN, DAVID R.	DSA Inspection Services- fields	40-9010-0-0000-8500-6285-032-960	38,250.00
201207	CALLAHAN, DAVID R.	DSA Inspection Services- fields	40-9010-0-0000-8500-6285-033-960	76,770.00
201210	DAN'S DRILLING & FENCING	Fencing	40-9010-0-0000-8500-6170-005-964	6,215.00
201215	EWING IRRIGATION PRODUCTION	Irrigation parts	40-9010-0-0000-8500-4320-032-960	9,552.62
201208	NINYO & MOORE GEOTECHNICAL	Buri Buri baseball fields project	40-9010-0-0000-8500-6285-002-960	24,800.00
201189	SUAREZ & MUNOZ CONSTRUCTION	SSFHS baseball & softball fields project	40-9010-0-0000-8500-6270-033-960	4,490,000.00
	TOTAL FUND 40			4,684,107.62
	TOTAL # OF PURCHASE ORDERS	195	TOTAL P.O. AMOUNT	6,626,366.00
PURCHASE ORDERS BY FUND:				
1	GENERAL FUND	\$	1,931,734.06	
11	ADULT EDUCATION FUND	\$	385.49	
12	CHILD DEVELOPMENT FUND	\$	3,302.61	
13	FOOD SERVICE	\$	6,836.22	
14	DEFERRED MAINTENANCE			
21	BUILDING (BOND)			
25	CAPITAL FACILITIES			
35	MODERNIZATION FUND			
40	SPECIAL RESERVE	\$	4,684,107.62	
73	FOUNDATION TRUST FUND			
	TOTAL PUCHASE ORDERS	\$	6,626,366.00	
CHANGE ORDERS:				
200582	CBF INC.	Data/Electrical cabling installation	01-0000-0-0000-2424-5600-090-735	6,500.00
200615	DOCTOR KIRCHNER LLC	Grounds supplies/weed killer	01-0000-0-0000-8200-4320-090-760	3,000.00
201233	FREGOSO, JENNY	Parent reimbursement	01-0000-0-0000-7602-5220-090-726	(15,104.03)
200023	HILLYARD INC	Open P.O. - Custodial supplies	01-0000-0-0000-8200-4320-008-759	1,700.00
200399	INTERSTATE TRAFFIC CONTROL	Open P. O. - Safety signs & products	01-8150-0-0000-8110-4320-090-741	3,000.00
201062	J&C BOOKS LLC	Approved textbooks, US History	01-0000-0-1110-1000-4100-090-317	(316.08)
200697	KELLY PAPER	Warehouse inventory restock	01-0000-0-0000-0000-9320-000-000	324.42
200475	LIDIA'S ITALIAN DELI	Open P.O. - Meetings/conferences	01-9010-0-1110-1000-4322-022-356	173.95

PURCHASE ORDER LISTING October 1, 2019 to October 31, 2019

200766	OJO TECHNOLOGY	Misc. service & support - security cameras	01-0000-0-0000-2424-5899-090-735	1,500.00
200850	PENINSULA TOUR	Bus for Linda Mar field trip	01-0000-0-0000-3900-5821-033-322	130.00
201075	SEHI COMPUTER PRODUCTS INC	HP laserjet printer	01-0000-0-1110-1000-4320-033-070	48.62
200431	WESTCO PARKING TECHNOLOGIES	Open P. O. - Parking supplies	01-8150-0-0000-8110-4320-090-741	1,000.00
200759	FOOD 4 THOUGHT LLC	Produce	13-5310-0-0000-3700-4700-090-820	7,000.00
200737	ARBORTECH TREE CARE INC	Tree removal	14-0000-0-0000-8110-5899-022-741	3,000.00
	TOTAL CHANGE ORDERS			11,956.88

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: November 14, 2019

RE: Warrant Register - October 1 - 31, 2019

BACKGROUND:

The attached report lists all the Warrants issued by the District from October 1 - 31, 2019. For the period listed above the Warrants total \$4,843,138.09, across all funds.

FISCAL IMPLICATIONS:

These Warrants represent the amount paid out of District accounts for the period of October 1 - 31, 2019. Staff has obtained all required authorizations prior to issuing any Warrant.

RECOMMENDATION:

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

Board Warrant Register

Vendor Number	Vendor Name	1099	Warrant	Posted	Entered	Reference	Account Number	Description	Amount Paid
7662-01	ACCURATE LABEL DESIGNS	N	965881	10/18/2019	10/17/2019	PO-200840	01-0000-0-0000-2700-4320-032-070	167983	150.95
	ACCURATE LABEL DESIGNS Total								150.95
2406-01	ACHIEVE KIDS	N	961779	10/1/2019	9/30/2019	PO-201030	01-6500-0-5770-1180-5880-090-230	27147 JUL19	8,289.00
2406-01	ACHIEVE KIDS	N	961779	10/1/2019	9/30/2019	PO-201030	01-6500-0-5770-1180-5880-090-230	27253 AUG19	3,846.00
2406-01	ACHIEVE KIDS	N	968876	10/29/2019	10/23/2019	PO-201030	01-6500-0-5770-1180-5880-090-230	27371 SEPT19	8,927.00
	ACHIEVE KIDS Total								21,062.00
11501-01	ACT ENVIRO	N	968877	10/29/2019	10/23/2019	PO-201081	01-0000-0-0000-8200-5899-090-760	241295	3,634.29
	ACT ENVIRO Total								3,634.29
11874-01	ADAM, RAMAN	N	965867	10/18/2019	10/16/2019	PV-200266	01-0000-0-0000-7600-3702-090-810	Classified	222.00
11874-01	ADAM, RAMAN	N	965867	10/18/2019	10/16/2019	PV-200267	01-0000-0-0000-7600-3702-090-810	Classified	222.00
	ADAM, RAMAN Total								444.00
11832-01	ADAPTIVE SPECIALTIES LLC	N	967093	10/24/2019	10/23/2019	PO-200879	01-6500-0-5770-1190-4320-090-245	102575	220.53
	ADAPTIVE SPECIALTIES LLC Total								220.53
1938-01	ADI	N	962025	10/2/2019	10/1/2019	PO-200391	01-8150-0-0000-8110-4320-090-741	FB52LM01 SEP19	201.84
	ADI Total								201.84
11110-01	ADVANCED INTEGRATED PEST MGMT	N	963317	10/8/2019	10/7/2019	PO-200352	01-0000-0-0000-8200-5807-090-760	ACCT#156978 SEP	2,100.00
	ADVANCED INTEGRATED PEST MGMT Total								2,100.00
1132-01	AIRGAS-NCN	N	963318	10/8/2019	10/7/2019	PO-200389	01-8150-0-0000-8110-4320-090-741	9093260158	47.70
1132-01	AIRGAS-NCN	N	965882	10/18/2019	10/17/2019	PO-200389	01-8150-0-0000-8110-4320-090-741	9093868771	12.31
1132-01	AIRGAS-NCN	N	965882	10/18/2019	10/17/2019	PO-200389	01-8150-0-0000-8110-4320-090-741	9093868770	329.69
1132-01	AIRGAS-NCN	N	967094	10/24/2019	10/23/2019	PO-200389	01-8150-0-0000-8110-4320-090-741	9094021145	69.41
	AIRGAS-NCN Total								459.11
8072-01	ALL CITY MANAGEMENT SVCS INC.	N	962026	10/2/2019	10/1/2019	PO-200338	01-0000-0-0000-7300-5899-090-717	63256 AUG/SEP19	2,369.07
8072-01	ALL CITY MANAGEMENT SVCS INC.	N	964488	10/11/2019	10/7/2019	PO-200338	01-0000-0-0000-7300-5899-090-717	63436	2,536.58
8072-01	ALL CITY MANAGEMENT SVCS INC.	N	965884	10/18/2019	10/17/2019	PO-200338	01-0000-0-0000-7300-5899-090-717	63858	2,249.42
8072-01	ALL CITY MANAGEMENT SVCS INC.	N	962026	10/2/2019	10/1/2019	PO-200338	01-9010-0-1110-8300-5899-009-356	63256 AUG/SEP19	861.48
8072-01	ALL CITY MANAGEMENT SVCS INC.	N	964488	10/11/2019	10/7/2019	PO-200338	01-9010-0-1110-8300-5899-009-356	63436	957.20
8072-01	ALL CITY MANAGEMENT SVCS INC.	N	965884	10/18/2019	10/17/2019	PO-200338	01-9010-0-1110-8300-5899-009-356	63858	957.20
8072-01	ALL CITY MANAGEMENT SVCS INC.	N	962026	10/2/2019	10/1/2019	PO-200338	01-9010-0-1110-8300-5899-010-356	63256 AUG/SEP19	861.48
8072-01	ALL CITY MANAGEMENT SVCS INC.	N	964488	10/11/2019	10/7/2019	PO-200338	01-9010-0-1110-8300-5899-010-356	63436	957.20
8072-01	ALL CITY MANAGEMENT SVCS INC.	N	965884	10/18/2019	10/17/2019	PO-200338	01-9010-0-1110-8300-5899-010-356	63858	957.20
	ALL CITY MANAGEMENT SVCS INC. Total								12,706.83
6860-01	ALLIED SECURITY ALARMS	N	967095	10/24/2019	10/23/2019	PO-200418	01-8150-0-0000-8300-5806-090-741	202049	1,464.00
	ALLIED SECURITY ALARMS Total								1,464.00
5139-01	AMAZON.COM	N	968878	10/29/2019	10/23/2019	PO-201185	01-0000-0-0000-2424-4320-090-735	IWGW-KX9M-197C	116.56
5139-01	AMAZON.COM	N	966789	10/23/2019	10/22/2019	PO-200918	01-0000-0-0000-2700-4320-025-070	IJ4N-RMRF-413K	241.44
5139-01	AMAZON.COM	N	965885	10/18/2019	10/17/2019	PO-201068	01-0000-0-0000-2700-4320-032-070	IJYN-LT49-WTHC	619.50
5139-01	AMAZON.COM	N	965885	10/18/2019	10/17/2019	PO-201068	01-0000-0-0000-2700-4320-032-070	IJYN-LT49-WTHC	195.07
5139-01	AMAZON.COM	N	962027	10/2/2019	10/1/2019	PO-200886	01-0000-0-0000-3140-4330-090-507	IWDW-LRR-LQPM	60.17
5139-01	AMAZON.COM	N	968878	10/29/2019	10/23/2019	PO-201166	01-0000-0-0000-7150-4320-090-714	IH9I-RQMI-PPXG	33.31
5139-01	AMAZON.COM	N	968878	10/29/2019	10/23/2019	PO-201187	01-0000-0-0000-7350-4320-090-717	IFDQ-KR91-R1YP	51.11
5139-01	AMAZON.COM	N	968878	10/29/2019	10/23/2019	PO-201234	01-0000-0-1110-1000-4320-008-070	I3QV-JMJD-344N	148.50
5139-01	AMAZON.COM	N	964489	10/11/2019	10/7/2019	PO-200969	01-0000-0-1110-1000-4320-033-070	I7TY-YXR7-YX9G	29.61
5139-01	AMAZON.COM	N	965885	10/18/2019	10/17/2019	PO-201064	01-0000-0-1110-1000-4320-033-070	IWPC-RRV9-W194	48.72
5139-01	AMAZON.COM	N	965885	10/18/2019	10/17/2019	PO-201064	01-0000-0-1110-1000-4320-033-070	IWPC-RRV9-W194	908.02
5139-01	AMAZON.COM	N	965885	10/18/2019	10/17/2019	PO-201064	01-0000-0-1110-1000-4320-033-070	INPW-HWMM-4MYF	25.94
5139-01	AMAZON.COM	N	968878	10/29/2019	10/23/2019	PO-201179	01-0000-0-1110-1000-4320-033-070	I4V9-GW6H-KP7P	484.56
5139-01	AMAZON.COM	N	962027	10/2/2019	10/1/2019	PO-200837	01-0000-0-1219-1000-4320-032-070	IN6G-3P4L-FCJ1	77.66
5139-01	AMAZON.COM	N	962027	10/2/2019	10/1/2019	PO-200837	01-0000-0-1219-1000-4320-032-070	IN6G-3P4L-FCJ1	353.34
5139-01	AMAZON.COM	N	962027	10/2/2019	10/1/2019	PO-200911	01-0000-0-1219-1000-4320-032-070	IN6G-3P4L-RCLG	61.40

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Vendor Number	Vendor Name	1099	Warrant Posted	Entered	Reference	Account Number	Description	Amount Paid
5139-01	AMAZON.COM	N	964489 10/11/2019	10/7/2019	PO-201012	01-0000-0-1219-1000-4320-032-070	1KJ-R16C-JR9T	61.20
5139-01	AMAZON.COM	N	968978 10/29/2019	10/23/2019	PO-201216	01-0000-0-1219-1000-4320-032-070	IGPX-TN6R-YLWV	54.81
5139-01	AMAZON.COM	N	966789 10/23/2019	10/22/2019	PO-200880	01-0801-0-1110-1000-4320-008-180	1T9H-9T4H-NTFV	167.87
5139-01	AMAZON.COM	N	964489 10/11/2019	10/7/2019	PO-200921	01-3010-0-1110-1000-4320-008-301	1FNL-NV6K-QGWW	91.90
5139-01	AMAZON.COM	N	964489 10/11/2019	10/7/2019	PO-200844	01-4128-0-1110-1000-4320-090-348	1DVJ-WRRG-7PK3	17.43
5139-01	AMAZON.COM	N	964489 10/11/2019	10/7/2019	PO-200844	01-4128-0-1110-1000-4320-090-348	1L7T-NRVY-DFT4	26.13
5139-01	AMAZON.COM	N	964489 10/11/2019	10/7/2019	PO-200844	01-4128-0-1110-1000-4320-090-348	1L7T-NRVY-DFT4	56.01
5139-01	AMAZON.COM	N	968978 10/29/2019	10/23/2019	PO-201119	01-4128-0-1110-1000-4320-090-348	1GIN-NHPM-KY3C	497.08
5139-01	AMAZON.COM	N	966789 10/23/2019	10/22/2019	PO-200978	01-6500-0-5770-1190-4320-090-245	16LK-467N-QT3P	438.99
5139-01	AMAZON.COM	N	968978 10/29/2019	10/23/2019	PO-201098	01-9010-0-1110-1000-4320-090-360	1M4X-C7DR-H9L7	56.27
5139-01	AMAZON.COM	N	968978 10/29/2019	10/23/2019	PO-201116	01-9010-0-1110-1000-4320-090-360	1419-X3GN-CCPD	35.11
5139-01	AMAZON.COM	N	968978 10/29/2019	10/23/2019	PO-201116	01-9010-0-1110-1000-4320-090-360	1419-X3GN-6PGR	120.65
	AMAZON.COM Total							5,078.36
11770-01	AMERICAN BAND ACCESSORIES LLC	N	967096 10/24/2019	10/23/2019	PO-200085	01-4128-0-1110-1000-4320-090-348	33962	1,385.76
11770-01	AMERICAN BAND ACCESSORIES LLC	N	967096 10/24/2019	10/23/2019	PO-200085	01-4128-0-1110-1000-4320-090-348	33962	165.35
	AMERICAN BAND ACCESSORIES LLC Total							1,551.11
11584-01	AMERICAN BUTTON MACHINES	N	965886 10/18/2019	10/17/2019	PO-201129	01-0000-0-1110-1000-4320-025-070	177376	269.90
11584-01	AMERICAN BUTTON MACHINES	N	965886 10/18/2019	10/17/2019	PO-201129	01-0000-0-1110-1000-4320-025-070	177376	56.62
	AMERICAN BUTTON MACHINES Total							326.52
11174-01	AMERICAN CONSERVATORY THEATER	N	965887 10/18/2019	10/17/2019	PO-201083	01-9219-0-1214-1000-5815-032-356	ORDER 151001	1,400.00
9758-01	AMERICAN FIDELITY ASSURANCE CO	N	966386 10/22/2019	10/17/2019	PO-200829	01-0000-0-0000-7350-5899-090-717	41356	1,211.00
	AMERICAN FIDELITY ASSURANCE CO Total							1,211.00
6217-01	AMERICAN LEGACY PUBLISHING	N	963311 10/8/2019	10/2/2019	PO-200881	01-3010-0-1110-1000-4320-008-301	282295 SEP19	74.40
6217-01	AMERICAN LEGACY PUBLISHING	N	963311 10/8/2019	10/2/2019	PO-200881	01-3010-0-1110-1000-4320-008-301	270932 SEP19	699.75
6217-01	AMERICAN LEGACY PUBLISHING	N	963778 10/9/2019	10/8/2019	PO-201046	01-3010-0-1110-1000-4320-008-301	284672 SEP19	441.02
	AMERICAN LEGACY PUBLISHING Total							1,215.17
9214-01	AMERICAN LOGISTICS	N	962647 10/4/2019	9/30/2019	PO-201027	01-0000-0-5750-3600-5820-090-781	9546 JUL19	55,090.00
9214-01	AMERICAN LOGISTICS	N	962647 10/4/2019	9/30/2019	PO-201027	01-0000-0-5750-3600-5820-090-781	9720 AUG19	129,021.46
	AMERICAN LOGISTICS Total							184,111.46
6693-01	AMERICAN TIME & SIGNAL COMPANY	N	965888 10/18/2019	10/17/2019	PO-200390	01-8150-0-0000-8110-4320-090-741	821181	152.27
8806-01	AMS.NET INC	N	968979 10/29/2019	10/23/2019	PO-201112	01-0000-0-0000-2424-5803-090-735	0033631	9,200.00
	AMS.NET INC Total							9,200.00
8257-01	ANDERSON'S	N	966400 10/22/2019	10/17/2019	PO-200882	01-0801-0-1110-1000-4320-008-180	7859573	2,211.39
	ANDERSON'S Total							2,211.39
1-01	APPLE COMPUTER INC	N	966387 10/22/2019	10/17/2019	PO-200565	01-0000-0-0000-2424-4420-090-735	AA37676286	274.32
1-01	APPLE COMPUTER INC	N	966387 10/22/2019	10/17/2019	PO-200565	01-0000-0-0000-2424-4420-090-735	AA35319306	5,140.10
1-01	APPLE COMPUTER INC	N	963319 10/8/2019	10/7/2019	PO-201016	01-0000-0-1237-1000-4320-032-070	A800481395	327.06
1-01	APPLE COMPUTER INC	N	968980 10/29/2019	10/23/2019	PO-200651	01-3010-0-1110-1000-4420-008-301	AA36420777	2,202.81
	APPLE COMPUTER INC Total							7,944.29
9801-01	APPLE INC.	N	967097 10/24/2019	10/23/2019	PO-200941	01-5640-0-5001-3150-5899-090-350	AA40405884	250.00
	APPLE INC. Total							250.00
8578-01	ARBORTECH TREE CARE INC	N	967098 10/24/2019	10/23/2019	PO-200363	01-0000-0-0000-8200-5600-090-760	2155	400.00
	ARBORTECH TREE CARE INC Total							400.00
9927-01	ARMOUR PETROLEUM SVC AND EQUIP	N	962659 10/4/2019	10/2/2019	PO-200376	01-8150-0-0000-8110-5600-090-741	WO-15354 AUG19	165.00
9927-01	ARMOUR PETROLEUM SVC AND EQUIP	N	967099 10/24/2019	10/23/2019	PO-200376	01-8150-0-0000-8110-5600-090-741	WO-16214	478.03
	ARMOUR PETROLEUM SVC AND EQUIP Total							643.03
87-01	AT&T	N	964490 10/11/2019	10/7/2019	PO-200795	01-0000-0-0000-2424-5899-090-735	831-000-9256 961	632.36
7362-01	AT&T	N	965889 10/18/2019	10/17/2019	PO-200336	01-0000-0-0000-7200-5910-090-760	23434324952856	3,044.60

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Vendor Number	Vendor Name	1099	Warrant Posted	Entered	Reference	Account Number	Description	Amount Paid
7362-01	AT&T	N	965889 10/18/2019	10/17/2019	PO-200336	01-0000-0-0000-7200-5910-090-760	23434359895475	1,054.29
7362-01	AT&T	N	965889 10/18/2019	10/17/2019	PO-200336	01-0000-0-0000-7200-5910-090-760	23434355075973	5,199.00
7362-01	AT&T	N	965889 10/18/2019	10/17/2019	PO-200336	01-0000-0-0000-7200-5910-090-760	23434301391375	302.22
7362-01	AT&T	N	965889 10/18/2019	10/17/2019	PO-200336	01-0000-0-0000-7200-5910-090-760	23137125962715	302.22
7362-01	AT&T	N	965889 10/18/2019	10/17/2019	PO-200336	01-0000-0-0000-7200-5910-090-760	23434108826862	302.22
7362-01	AT&T	N	965889 10/18/2019	10/17/2019	PO-200336	01-0000-0-0000-7200-5910-090-760	23137100636094	57.67
7362-01	AT&T	N	967100 10/24/2019	10/23/2019	PO-200343	01-0000-0-0000-7200-5910-090-760	Cust ID#34701763	9,320.24
	AT&T Total							20,214.82
9196-01	AT&T MOBILITY	N	963320 10/8/2019	10/7/2019	PO-200831	01-0000-0-0000-7200-5910-090-714	287240621800 AUG	66.42
9196-01	AT&T MOBILITY	N	963320 10/8/2019	10/7/2019	PO-200831	01-0000-0-0000-7200-5910-090-714	287240621800 SEP	66.42
9196-01	AT&T MOBILITY	N	963320 10/8/2019	10/7/2019	PV-200253	01-0000-0-0000-7200-5910-090-760	287240621800 SEP	283.56
	AT&T MOBILITY Total							416.40
6530-01	ATTAINMENT CO. INC	N	962028 10/2/2019	10/1/2019	PO-200678	01-5640-0-5001-3150-4320-090-350	307121A AUG19	345.00
6530-01	ATTAINMENT CO. INC	N	962028 10/2/2019	10/1/2019	PO-200678	01-5640-0-5001-3150-4320-090-350	307121A AUG19	49.17
	ATTAINMENT CO. INC Total							394.17
8346-01	AVALON ACADEMY, THE	N	962648 10/4/2019	9/30/2019	PO-201028	01-6500-0-5770-1180-5880-090-230	4269 AUG19	6,426.00
8346-01	AVALON ACADEMY, THE	N	962648 10/4/2019	9/30/2019	PO-201028	01-6500-0-5770-1180-5880-090-230	4271 AUG19	5,074.00
	AVALON ACADEMY, THE Total							11,500.00
9471-01	AVID TRANSLATION	Y	963312 10/8/2019	10/3/2019	PO-201092	01-6500-0-5770-1190-5899-090-245	4425 JUL19	5,880.00
9471-01	AVID TRANSLATION	Y	963312 10/8/2019	10/3/2019	PO-201092	01-6500-0-5770-1190-5899-090-245	4435 AUG19	10,354.81
9471-01	AVID TRANSLATION	Y	963312 10/8/2019	10/3/2019	PO-201092	01-6500-0-5770-1190-5899-090-245	4441 AUG19	5,565.00
9471-01	AVID TRANSLATION	Y	968981 10/29/2019	10/23/2019	PO-201092	01-6500-0-5770-1190-5899-090-245	4459	11,845.00
9471-01	AVID TRANSLATION	Y	968981 10/29/2019	10/23/2019	PO-201092	01-6500-0-5770-1190-5899-090-245	4472 SEPT19	230.00
	AVID TRANSLATION Total							33,874.81
10511-01	B & S CRANE & RIGGING	N	967101 10/24/2019	10/23/2019	PO-200378	01-8150-0-0000-8110-5899-090-741	2560	2,000.00
10346-01	BART	N	965890 10/18/2019	10/17/2019	PO-201140	01-3010-0-1110-1000-5815-008-301	1817	485.05
11799-01	BATTERY SYSTEMS INC	N	963321 10/8/2019	10/7/2019	PO-200239	01-8150-0-0000-8110-4320-090-741	5103537	1,438.18
473-01	BAY AREA UPHOLSTERY	Y	965910 10/18/2019	10/17/2019	PO-200375	01-8150-0-0000-8110-5600-090-741	8387	373.15
7380-01	BEACON ATHLETICS	N	963322 10/8/2019	10/7/2019	PO-200787	01-9010-0-0000-8500-4420-090-960	0509704-IN	373.15
7380-01	BEACON ATHLETICS	N	963322 10/8/2019	10/7/2019	PO-200787	01-9010-0-0000-8500-4420-090-960	0509704-IN	13,755.00
	BEACON ATHLETICS Total							16,085.28
6619-01	BECKER'S SCHOOL SUPPLIES	N	965892 10/18/2019	10/17/2019	PO-200849	01-0000-0-1110-1000-4320-007-070	1643876-IN	309.86
10306-01	BEHREND, DAVID	N	962047 10/2/2019	10/1/2019	PO-200687	01-0000-0-1110-1000-4320-022-070	4855 SEP19	309.86
5484-01	BENAVIDES, VERONICA	N	965916 10/18/2019	10/17/2019	PV-200291	01-3060-0-4850-1000-4322-090-303	PAC Meeting	487.61
7197-01	BLICK ART MATRIS - DICK BLICK	N	965893 10/18/2019	10/17/2019	PO-200987	01-0801-0-1110-1000-4310-022-180	2262043	27.51
1323-01	BLUE LINE TRANSFER	N	965894 10/18/2019	10/17/2019	PO-200358	01-0000-0-0000-8200-5540-090-760	0000864977	31.16
1323-01	BLUE LINE TRANSFER	N	965894 10/18/2019	10/17/2019	PO-200358	01-0000-0-0000-8200-5540-090-760	0000876666	31.16
	BLUE LINE TRANSFER Total							10,853.95
4853-01	BOARD OF EQUALIZATION	N	967090 10/24/2019	10/23/2019	PV-200311	01-0000-0-0000-0000-9580-000-0000	020-300028 SEP19	2,180.23
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	962038 10/2/2019	10/1/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	51996 JUL19	2,180.23
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	964491 10/11/2019	10/7/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	302872	96.58
	BROADMOOR LANDSCAPE SUPPLY Total							22.59

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Vendor Number	Vendor Name	1099	Warrant	Posted	Entered	Reference	Account Number	Description	Amount Paid
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	964491	10/11/2019	10/17/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	52716	156.06
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	964491	10/11/2019	10/17/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	52723	130.05
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	964491	10/11/2019	10/17/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	52708	172.20
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	964491	10/11/2019	10/17/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	52717	22.39
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	966388	10/22/2019	10/17/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	52716	156.06
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	966388	10/22/2019	10/17/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	52826	118.53
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	966388	10/22/2019	10/17/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	52821	118.53
3204-01	BROADMOOR LANDSCAPE SUPPLY	N	966388	10/22/2019	10/17/2019	PO-200402	01-8150-0-0000-8110-4320-090-741	52823	118.53
	BROADMOOR LANDSCAPE SUPPLY Total								1,111.52
96-01	BRONSTEIN MUSIC	N	963323	10/8/2019	10/17/2019	PO-200080	01-0000-0-1110-1000-5600-025-070	M2126	606.77
96-01	BRONSTEIN MUSIC	N	966389	10/22/2019	10/17/2019	PO-200543	01-0000-0-1227-1000-4310-033-070	M3723	649.86
96-01	BRONSTEIN MUSIC	N	963323	10/8/2019	10/17/2019	PO-200504	01-0000-0-9744-8400-5600-022-322	M2006	620.77
96-01	BRONSTEIN MUSIC	N	963323	10/8/2019	10/17/2019	PO-200040	01-0000-0-9744-8400-5600-032-322	M2500	258.70
	BRONSTEIN MUSIC Total								2,136.10
10083-01	BUCKLEY, DEDE	N	965917	10/18/2019	10/17/2019	PV-200283	01-3410-0-5001-2700-5220-090-337	Mileage-August	6.79
10083-01	BUCKLEY, DEDE	N	965917	10/18/2019	10/17/2019	PV-200283	01-6520-0-5001-2700-5220-090-352	Mileage-August	0.75
	BUCKLEY, DEDE Total								7.54
10446-01	BUREAU OF EDUCATION & RESEARCH	N	966390	10/22/2019	10/17/2019	PO-201085	01-0801-0-1110-1000-5210-009-180	4908206	1,554.00
10446-01	BUREAU OF EDUCATION & RESEARCH	N	966390	10/22/2019	10/17/2019	PO-201095	01-3010-0-1110-1000-5210-008-301	4909423	1,295.00
	BUREAU OF EDUCATION & RESEARCH Total								2,849.00
20-01	C.H. BULL COMPANY	N	967102	10/24/2019	10/23/2019	PO-200401	01-8150-0-0000-8110-4320-090-741	1202261	555.73
	C.H. BULL COMPANY Total								555.73
11200-01	CADA CENTRAL	N	963324	10/8/2019	10/7/2019	PO-201090	01-0000-0-1110-1000-5210-022-070	111220/49456	400.00
11200-01	CADA CENTRAL	N	963324	10/8/2019	10/7/2019	PO-201090	01-0000-0-1110-1000-5210-022-070	111251/49476	400.00
11200-01	CADA CENTRAL	N	963324	10/8/2019	10/7/2019	PO-201090	01-0000-0-1110-1000-5210-022-070	11842/49760	400.00
	CADA CENTRAL Total								1,200.00
316-01	CALIFORNIA WATER SERVICE COMPA	N	963325	10/8/2019	10/4/2019	PO-200344	01-0000-0-0000-8200-5530-090-760	6907544444	45,063.61
316-01	CALIFORNIA WATER SERVICE COMPA	N	963325	10/8/2019	10/4/2019	PO-200344	01-0000-0-0000-8200-5530-090-760	6907544444	51,184.07
	CALIFORNIA WATER SERVICE COMPA Total								96,247.68
3234-01	CALPERS	N	968956	10/29/2019	10/22/2019	PV-200303	01-0000-0-0000-0000-9564-000-0000	1354490268 NOV19	635,158.89
3234-01	CALPERS	N	968956	10/29/2019	10/22/2019	PV-200303	01-0000-0-0000-7340-5899-090-717	1354490268 NOV19	1,714.93
3234-01	CALPERS	N	968956	10/29/2019	10/22/2019	PV-200302	01-0000-0-0000-7600-3701-090-810	1354490268 NOV19	971.22
3234-01	CALPERS	N	968956	10/29/2019	10/22/2019	PV-200303	01-0000-0-0000-7600-3701-090-810	1354490268 NOV19	33,864.00
3234-01	CALPERS	N	968956	10/29/2019	10/22/2019	PV-200303	01-0000-0-0000-7600-3702-090-810	1354490268 NOV19	22,168.00
3234-01	CALPERS	N	968956	10/29/2019	10/22/2019	PV-200302	01-0000-0-0000-7600-5899-090-810	1354490268 NOV19	2.62
3234-01	CALPERS	N	968956	10/29/2019	10/22/2019	PV-200303	01-0000-0-0000-7600-5899-090-810	1354490268 NOV19	478.45
	CALPERS Total								694,358.11
5796-01	CAROLINA BIOLOGICAL SUPPLY CO	N	966391	10/22/2019	10/17/2019	PO-201065	01-0000-0-1235-1000-4320-032-070	50830753 RI	2,063.05
5796-01	CAROLINA BIOLOGICAL SUPPLY CO	N	963326	10/8/2019	10/7/2019	PO-200616	01-0000-0-1235-1000-4320-033-070	50827156 RI	141.85
	CAROLINA BIOLOGICAL SUPPLY CO Total								2,204.90
5862-01	CDW GOVERNMENT INC	N	966392	10/22/2019	10/17/2019	PO-200045	01-0000-0-0000-2424-4320-090-735	VH87956	53.78
5862-01	CDW GOVERNMENT INC	N	966392	10/22/2019	10/17/2019	PO-200045	01-0000-0-0000-2424-4320-090-735	V0N2949	21.95
5862-01	CDW GOVERNMENT INC	N	966392	10/22/2019	10/17/2019	PO-200045	01-0000-0-0000-2424-4320-090-735	VDF7391	37.10
5862-01	CDW GOVERNMENT INC	N	966392	10/22/2019	10/17/2019	PO-200045	01-0000-0-0000-2424-4320-090-735	VGB84719	-97.44
5862-01	CDW GOVERNMENT INC	N	966392	10/22/2019	10/17/2019	PO-200045	01-0000-0-0000-2424-4320-090-735	VBL8171	97.44
5862-01	CDW GOVERNMENT INC	N	966392	10/22/2019	10/17/2019	PO-200045	01-0000-0-0000-2424-4320-090-735	TRW8830	119.63
5862-01	CDW GOVERNMENT INC	N	966392	10/22/2019	10/17/2019	PO-200045	01-0000-0-0000-2424-4320-090-735	TWZ9143	101.86
5862-01	CDW GOVERNMENT INC	N	966392	10/22/2019	10/17/2019	PO-200045	01-0000-0-0000-2424-4320-090-735	SXL6627	37.32
5862-01	CDW GOVERNMENT INC	N	966392	10/22/2019	10/17/2019	PO-200045	01-0000-0-0000-2424-4320-090-735	TRD3439	186.74
5862-01	CDW GOVERNMENT INC	N	963327	10/8/2019	10/7/2019	PO-200905	01-0000-0-0000-7550-4320-090-718	TV94999	263.76

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5862-01	CDW GOVERNMENT INC	N	966392 10/22/2019	10/17/2019	PO-201077	01-0000-0-1110-1000-4310-010-070	VCJ9784	250.93
5862-01	CDW GOVERNMENT INC	N	963327 10/8/2019	10/7/2019	PO-201007	01-0000-0-1110-1000-4320-032-070	VBX2909	219.33
5862-01	CDW GOVERNMENT INC	N	966392 10/22/2019	10/17/2019	PO-201006	01-0000-0-1110-1000-4320-032-070	VCR2447	105.36
5862-01	CDW GOVERNMENT INC	N	966392 10/22/2019	10/17/2019	PO-200620	01-0000-0-1110-1000-4320-033-070	TQK1183	229.38
5862-01	CDW GOVERNMENT INC	N	963327 10/8/2019	10/7/2019	PO-200474	01-0801-0-1110-1000-4410-025-180	TLQ5861	1,073.36
5862-01	CDW GOVERNMENT INC	N	966392 10/22/2019	10/17/2019	PO-200809	01-0801-0-1110-1000-5813-032-180	VGT2455	2,475.00
5862-01	CDW GOVERNMENT INC	N	963327 10/8/2019	10/7/2019	PO-200507	01-4128-0-1110-1000-4320-090-348	TPC3335	208.53
5862-01	CDW GOVERNMENT INC	N	966392 10/22/2019	10/17/2019	PO-200258	01-9010-0-1110-1000-4320-009-356	TLK9438	9,406.09
	CDW GOVERNMENT INC Total							14,790.12
309-01	CED BAY AREA	N	963328 10/8/2019	10/7/2019	PO-200514	01-8150-0-0000-8110-4320-090-741	7003-718617	194.92
	CED BAY AREA Total							194.92
8874-01	CENGAGE LEARNING	N	966393 10/22/2019	10/17/2019	PO-200786	01-3010-0-1110-1000-4320-090-301	68477186	58,302.63
	CENGAGE LEARNING Total							58,302.63
11851-01	CERTIFIED LANGUAGES	N	962660 10/4/2019	10/2/2019	PO-201096	01-6500-0-5770-1190-5899-090-245	868007 Stup SEP	500.00
	CERTIFIED LANGUAGES Total							500.00
9034-01	CHAN, MARILYN	N	965918 10/18/2019	10/17/2019	PV-200273	01-0801-0-0000-2100-5210-090-177	Art of Coaching	376.60
	CHAN, MARILYN Total							376.60
4897-01	CHAR, JENNIFER	N	962675 10/4/2019	10/3/2019	PV-200240	01-0801-0-1110-1000-4310-002-180	CLASS SUPPLIES	140.85
	CHAR, JENNIFER Total							140.85
23-01	CHILDCRAFT EDUCATION CORP	N	965399 10/16/2019	10/15/2019	PO-200972	01-0000-0-0000-2700-4320-021-070	208124005084 SEP	164.41
23-01	CHILDCRAFT EDUCATION CORP	N	963773 10/9/2019	10/8/2019	PO-200961	01-0000-0-1110-1000-4320-008-070	208123990171 SEP	116.61
23-01	CHILDCRAFT EDUCATION CORP	N	963310 10/8/2019	10/3/2019	PO-200551	01-0000-0-1110-1000-4320-009-070	208123729984 SEP	768.15
23-01	CHILDCRAFT EDUCATION CORP	N	963310 10/8/2019	10/3/2019	PO-200551	01-0000-0-1110-1000-4320-009-070	208123992015 SEP	168.99
23-01	CHILDCRAFT EDUCATION CORP	N	967086 10/24/2019	10/23/2019	PO-201107	01-0000-0-1110-1000-4320-012-070	208124070024 OCT	932.09
23-01	CHILDCRAFT EDUCATION CORP	N	962044 10/2/2019	10/1/2019	PO-200890	01-5640-0-5001-3150-4320-090-350	308103444799 SEP	400.68
23-01	CHILDCRAFT EDUCATION CORP	N	966785 10/23/2019	10/18/2019	PO-200889	01-5640-0-5001-3150-4320-090-350	208123935394 SEP	751.98
23-01	CHILDCRAFT EDUCATION CORP	N	965940 10/18/2019	10/17/2019	PO-201128	01-6500-0-5770-1190-4320-090-245	208124088244 OCT	40.87
	CHILDCRAFT EDUCATION CORP Total							3,343.78
10911-01	CHILDREN'S HEALTH COUNCIL	N	965089 10/15/2019	10/11/2019	PO-201120	01-6500-0-5770-1180-5880-090-230	91266EBC AUG19	3,660.00
10911-01	CHILDREN'S HEALTH COUNCIL	N	965089 10/15/2019	10/11/2019	PO-201120	01-6500-0-5770-1180-5880-090-230	91265EBC AUG19	4,012.50
10911-01	CHILDREN'S HEALTH COUNCIL	N	965895 10/18/2019	10/17/2019	PO-201120	01-6500-0-5770-1180-5880-090-230	102138 SEP	4,012.50
10911-01	CHILDREN'S HEALTH COUNCIL	N	965895 10/18/2019	10/17/2019	PO-201120	01-6500-0-5770-1180-5880-090-230	102139 SEP	5,950.00
	CHILDREN'S HEALTH COUNCIL Total							17,635.00
10210-01	CHRISTENSON, CHRISTINA	N	965919 10/18/2019	10/17/2019	PV-200286	01-0000-0-1110-1000-5210-032-070	UC Conf. Miles	39.71
	CHRISTENSON, CHRISTINA Total							39.71
9522-01	CITY AUTO SUPPLY	N	965896 10/18/2019	10/17/2019	PO-200444	01-8150-0-0000-8110-4320-090-741	3-678074	126.63
9522-01	CITY AUTO SUPPLY	N	965896 10/18/2019	10/17/2019	PO-200444	01-8150-0-0000-8110-4320-090-741	3-677250	44.48
	CITY AUTO SUPPLY Total							171.11
314-01	CITY OF SAN BRUNO	N	965897 10/18/2019	10/17/2019	PO-200341	01-0000-0-0000-8200-5530-090-760	630420	1,054.10
314-01	CITY OF SAN BRUNO	N	965897 10/18/2019	10/17/2019	PO-200341	01-0000-0-0000-8200-5530-090-760	630440	90.83
	CITY OF SAN BRUNO Total							1,144.93
232-01	CITY OF SOUTH SAN FRANCISCO	N	963329 10/8/2019	10/4/2019	PV-200251	01-0000-0-1110-1000-5899-025-070	517746	460.00
232-01	CITY OF SOUTH SAN FRANCISCO	N	962676 10/4/2019	10/3/2019	PO-200671	01-0000-0-1129-8300-5899-090-762	517746 MAY19	460.00
232-01	CITY OF SOUTH SAN FRANCISCO	N	966780 10/23/2019	10/18/2019	PO-200895	01-4128-0-1110-1000-5899-090-348	PROJECT 171907	17,527.57
	CITY OF SOUTH SAN FRANCISCO Total							18,447.57
546-01	CLAY PLANET	N	963330 10/8/2019	10/7/2019	PO-200082	01-4128-0-1110-1000-4420-090-348	221537	4,290.00
546-01	CLAY PLANET	N	963330 10/8/2019	10/7/2019	PO-200082	01-4128-0-1110-1000-4420-090-348	221537	375.38
546-01	CLAY PLANET	N	963330 10/8/2019	10/7/2019	PO-200084	01-4128-0-1110-1000-4420-090-348	221417	6,447.00
546-01	CLAY PLANET	N	963330 10/8/2019	10/7/2019	PO-200084	01-4128-0-1110-1000-4420-090-348	221417	564.29
	CLAY PLANET Total							11,676.67

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1116-01	CLEARLITE TROPHIES	N	965898	10/18/2019	10/17/2019	PO-201204	01-0000-0-1110-1000-4320-033-070	84674	169.38
	CLEARLITE TROPHIES Total								169.38
10548-01	COHEN, CHERIE	N	965920	10/18/2019	10/17/2019	PV-200274	01-9010-0-1110-1000-4320-033-360	Aquaponics Supp.	43.91
	COHEN, CHERIE Total								43.91
10475-01	COMCAST BUSINESS	N	962029	10/2/2019	10/1/2019	PO-201105	01-0000-0-0000-2424-5600-090-735	815520040616029	303.50
10475-01	COMCAST BUSINESS	N	962668	10/4/2019	10/3/2019	PO-201105	01-0000-0-0000-2424-5600-090-735	815520040616029	293.50
10475-01	COMCAST BUSINESS	N	967103	10/24/2019	10/23/2019	PO-201105	01-0000-0-0000-2424-5600-090-735	815520040616029	293.50
	COMCAST BUSINESS Total								890.50
11484-01	CORODATA	N	964492	10/11/2019	10/4/2019	PO-200335	01-0000-0-0000-8200-5899-090-760	DN 1235165 JUN19	599.50
11484-01	CORODATA	N	964492	10/11/2019	10/4/2019	PO-200335	01-0000-0-0000-8200-5899-090-760	DN 1238493 JUL19	633.31
11484-01	CORODATA	N	964492	10/11/2019	10/4/2019	PO-200335	01-0000-0-0000-8200-5899-090-760	DN 1241852 AUG19	642.16
	CORODATA Total								1,874.97
3170-01	CORWIN PRESS	N	966409	10/22/2019	10/18/2019	CL-190234	01-0801-0-1110-1000-4320-021-123	341055KI MAY19	36.49
	CORWIN PRESS Total								36.49
10048-01	COSICO, JEFFREY	N	965921	10/18/2019	10/17/2019	PV-200271	01-9219-0-1230-1000-4320-032-356	Salvation Army	16.99
	COSICO, JEFFREY Total								16.99
447-01	COSTA'S CUSTOM OFFICE SUPPLY	N	965899	10/18/2019	10/17/2019	PO-200664	01-0000-0-0000-2110-5810-090-762	2315	274.40
	COSTA'S CUSTOM OFFICE SUPPLY Total								274.40
11846-01	COYOTE CREEK PRODUCTIONS	Y	965905	10/18/2019	10/17/2019	PO-200982	01-4128-0-1110-1000-4320-090-348	18-010043	328.15
	COYOTE CREEK PRODUCTIONS Total								328.15
10546-01	CUSTODIO, AILEEN	N	965922	10/18/2019	10/17/2019	PV-200284	01-6500-0-5770-2490-5820-090-230	Mileage- August	39.21
	CUSTODIO, AILEEN Total								39.21
9105-01	CUSTOM INK	N	963331	10/8/2019	10/7/2019	PO-200494	01-6500-0-5750-1190-4320-090-245	30754182	1,854.90
	CUSTOM INK Total								1,854.90
10154-01	CUSTOM TRUCK	N	964493	10/11/2019	10/7/2019	PO-201106	01-0000-0-0000-8200-4420-090-760	20192133	4,396.00
10154-01	CUSTOM TRUCK	N	965900	10/18/2019	10/17/2019	PO-200379	01-8150-0-0000-8110-4320-090-741	20192534	404.23
10154-01	CUSTOM TRUCK	N	965900	10/18/2019	10/17/2019	PO-200379	01-8150-0-0000-8110-4320-090-741	20192564	810.47
	CUSTOM TRUCK Total								5,610.70
5325-01	DELL MARKETING LP	N	967104	10/24/2019	10/23/2019	PO-200655	01-0000-0-0000-2424-5899-090-735	10339011332	10,066.00
5325-01	DELL MARKETING LP	N	966394	10/22/2019	10/17/2019	PO-201020	01-0000-0-1110-1000-4320-032-070	1034609501	851.29
5325-01	DELL MARKETING LP	N	966394	10/22/2019	10/17/2019	PO-200101	01-0801-0-1110-1000-4320-032-180	10332190380	10,219.53
5325-01	DELL MARKETING LP	N	966394	10/22/2019	10/17/2019	PO-200977	01-0801-0-1110-1000-4420-009-180	10343921503	1,052.24
5325-01	DELL MARKETING LP	N	966394	10/22/2019	10/17/2019	PO-200101	01-0801-0-1110-1000-4420-032-180	10332190380	901.31
5325-01	DELL MARKETING LP	N	966394	10/22/2019	10/17/2019	PO-200233	01-9010-0-1110-1000-4320-006-356	10334293312	7,094.02
5325-01	DELL MARKETING LP	N	966394	10/22/2019	10/17/2019	PO-200234	01-9010-0-1110-1000-4320-006-356	10334293320	7,094.02
5325-01	DELL MARKETING LP	N	966394	10/22/2019	10/17/2019	PO-200233	01-9010-0-1110-1000-4420-006-356	10334293312	878.00
5325-01	DELL MARKETING LP	N	966394	10/22/2019	10/17/2019	PO-200234	01-9010-0-1110-1000-4420-006-356	10334293320	878.00
	DELL MARKETING LP Total								39,034.41
26-01	DEMCO INC.	N	965901	10/18/2019	10/17/2019	PO-200963	01-0000-0-0000-2700-4320-021-070	6690881	423.62
26-01	DEMCO INC.	N	965901	10/18/2019	10/17/2019	PO-201015	01-0000-0-1110-2421-4320-006-451	6691401	151.73
	DEMCO INC. Total								575.35
10881-01	DEMCO INC. Total	N	965902	10/18/2019	10/17/2019	PO-201084	01-9010-0-1110-1000-5899-090-DNA	T-940800005	277.59
	DEMCO INC. Total								277.59
11866-01	DUGGAN, KATIE	N	962677	10/4/2019	10/3/2019	PV-200241	01-0000-0-1110-3900-4322-090-340	MENTOR TRAINING	23.51
11866-01	DUGGAN, KATIE	N	965923	10/18/2019	10/17/2019	PV-200279	01-0000-0-1110-3900-4322-090-340	Mentor Seminar 1	37.21
11866-01	DUGGAN, KATIE	N	965923	10/18/2019	10/17/2019	PV-200288	01-0000-0-1110-3900-5210-090-340	CA Induction Con	236.60
	DUGGAN, KATIE Total								297.32
130-01	DUNN-EDWARDS CORPORATION	N	965903	10/18/2019	10/17/2019	PO-200404	01-8150-0-0000-8110-4320-090-741	2020148652	571.20
130-01	DUNN-EDWARDS CORPORATION	N	965903	10/18/2019	10/17/2019	PO-200404	01-8150-0-0000-8110-4320-090-741	2020148444	233.68
130-01	DUNN-EDWARDS CORPORATION	N	967105	10/24/2019	10/23/2019	PO-200404	01-8150-0-0000-8110-4320-090-741	2020148877	260.42

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6084-01	DUNN-EDWARDS CORPORATION Total	N	965904 10/18/2019	10/17/2019	PO-200920	01-0801-0-1110-1000-5899-006-180	INN00169379	1,065.30
	DYNAVOX SYSTEMS INC							199.00
	DYNAVOX SYSTEMS INC Total							199.00
57-01	EDGEWOOD CENTER FOR CHILDREN	N	965090 10/15/2019	10/11/2019	PO-201114	01-6500-0-5770-1180-5880-090-230	26232 JUL19	319.00
57-01	EDGEWOOD CENTER FOR CHILDREN	N	965090 10/15/2019	10/11/2019	PO-201114	01-6500-0-5770-1180-5880-090-230	26233 JUL19	1,237.00
57-01	EDGEWOOD CENTER FOR CHILDREN	N	965090 10/15/2019	10/11/2019	PO-201114	01-6500-0-5770-1180-5880-090-230	26234 AUG19	778.00
57-01	EDGEWOOD CENTER FOR CHILDREN	N	965090 10/15/2019	10/11/2019	PO-201114	01-6500-0-5770-1180-5880-090-230	26308 AUG19	4,131.00
57-01	EDGEWOOD CENTER FOR CHILDREN	N	965090 10/15/2019	10/11/2019	PO-201114	01-6500-0-5770-1180-5880-090-230	26309 AUG19	4,590.00
57-01	EDGEWOOD CENTER FOR CHILDREN	N	965090 10/15/2019	10/11/2019	PO-201114	01-6500-0-5770-1180-5880-090-230	26310 AUG19	2,754.00
	EDGEWOOD CENTER FOR CHILDREN Total							13,809.00
9878-01	EDMENTUM INC	N	964494 10/11/2019	10/7/2019	PO-200960	01-0801-0-1110-1000-5899-007-180	INV125622	1,547.50
9878-01	EDMENTUM INC	N	964494 10/11/2019	10/7/2019	PO-200193	01-3010-0-1110-1000-5899-008-301	INV120565	6,646.00
	EDMENTUM INC Total							8,193.50
11688-01	EDUCATION TEAM, THE	N	963332 10/8/2019	10/7/2019	PO-201005	01-0000-0-0000-7400-5899-090-715	403504	1,048.77
11688-01	EDUCATION TEAM, THE	N	963332 10/8/2019	10/7/2019	PO-201005	01-0000-0-0000-7400-5899-090-715	403503	1,110.66
11688-01	EDUCATION TEAM, THE	N	967106 10/24/2019	10/23/2019	PO-201005	01-0000-0-0000-7400-5899-090-715	406489	1,204.18
11688-01	EDUCATION TEAM, THE	N	967106 10/24/2019	10/23/2019	PO-201005	01-0000-0-0000-7400-5899-090-715	406488	1,258.45
11688-01	EDUCATION TEAM, THE	N	967106 10/24/2019	10/23/2019	PO-201005	01-0000-0-0000-7400-5899-090-715	406488	399.50
	EDUCATION TEAM, THE Total							5,021.56
3987-01	EL CAMINO HIGH SCHOOL	N	962678 10/4/2019	10/3/2019	PV-200249	01-0000-0-0000-0000-8699-090-719	AUG19 COMMISSION	253.22
	EL CAMINO HIGH SCHOOL Total							253.22
137-01	EMPLOYMENT DEVELOPMENT DEPT	N	965906 10/18/2019	10/17/2019	PV-200270	01-0000-0-0000-0000-9565-000-0000	Q3 SUI REPORTING	7,462.63
	EMPLOYMENT DEVELOPMENT DEPT Total							7,462.63
11565-01	ENOME INC	N	963313 10/8/2019	10/3/2019	PO-201093	01-6500-0-5770-1190-5899-090-245	1000-1059681 AUG	47,600.00
	ENOME INC Total							47,600.00
2853-01	EWING IRRIGATION PRODUCTION	N	963333 10/8/2019	10/7/2019	PO-200388	01-8150-0-0000-8110-4320-090-741	8394868	795.06
2853-01	EWING IRRIGATION PRODUCTION	N	963333 10/8/2019	10/7/2019	PO-200388	01-8150-0-0000-8110-4320-090-741	8201749	164.01
2853-01	EWING IRRIGATION PRODUCTION	N	963395 10/22/2019	10/17/2019	PO-200388	01-8150-0-0000-8110-4320-090-741	8471876	371.97
2853-01	EWING IRRIGATION PRODUCTION	N	963395 10/22/2019	10/17/2019	PO-200388	01-8150-0-0000-8110-4320-090-741	8471874	35.59
2853-01	EWING IRRIGATION PRODUCTION	N	963395 10/22/2019	10/17/2019	PO-200388	01-8150-0-0000-8110-4320-090-741	8471875	584.10
2853-01	EWING IRRIGATION PRODUCTION	N	967107 10/24/2019	10/23/2019	PO-200388	01-8150-0-0000-8110-4320-090-741	8450380	620.28
	EWING IRRIGATION PRODUCTION Total							2,571.01
8452-01	FAGEN FRIEDMAN & FULLFROST LLP	Y	962669 10/4/2019	10/3/2019	PO-200319	01-0000-0-0000-7300-5899-090-717	176679 JUL19	514.50
8452-01	FAGEN FRIEDMAN & FULLFROST LLP	Y	962669 10/4/2019	10/3/2019	PO-200319	01-0000-0-0000-7400-5899-090-715	176679 JUL19	992.00
8452-01	FAGEN FRIEDMAN & FULLFROST LLP	Y	962669 10/4/2019	10/3/2019	PO-200319	01-0000-0-0000-7490-5899-090-716	176679 JUL19	403.00
8452-01	FAGEN FRIEDMAN & FULLFROST LLP	Y	962669 10/4/2019	10/3/2019	PO-200319	01-6500-0-5770-1190-5899-090-245	176679 JUL19	279.00
8452-01	FAGEN FRIEDMAN & FULLFROST LLP	Y	962669 10/4/2019	10/3/2019	PO-200319	01-6500-0-5770-1190-5899-090-245	176679 JUL19	4,805.00
	FAGEN FRIEDMAN & FULLFROST LLP Total							6,993.50
9385-01	FENG, VICKY	N	965924 10/18/2019	10/17/2019	PV-200290	01-9218-0-1110-1000-5210-032-356	Mileage May-Oct	13.63
	FENG, VICKY Total							13.63
892-01	FERROGROUP INC.	N	965891 10/18/2019	10/17/2019	PO-200371	01-8150-0-0000-8110-4320-090-741	48878	426.91
	FERROGROUP INC. Total							426.91
1771-01	FLINN SCIENTIFIC INC.	N	963996 10/22/2019	10/17/2019	PO-200505	01-0000-0-1235-1000-4320-033-070	2385323	1,062.13
	FLINN SCIENTIFIC INC. Total							1,062.13
191-01	FLYERS ENERGY LLC	N	968982 10/29/2019	10/23/2019	PO-200350	01-0000-0-0000-8200-4320-090-760	19-970582	5,441.54
191-01	FLYERS ENERGY LLC	N	968982 10/29/2019	10/23/2019	PO-200350	01-0000-0-0000-8200-4320-090-760	19-997738	7,512.41
	FLYERS ENERGY LLC Total							12,953.95
10097-01	FOLLETT SCHOOL SOLUTIONS INC	N	966397 10/22/2019	10/17/2019	PO-200533	01-0000-0-1110-1000-4100-090-317	2420918A	4,123.86
10097-01	FOLLETT SCHOOL SOLUTIONS INC	N	968983 10/29/2019	10/23/2019	PO-200796	01-0000-0-1110-1000-4100-090-317	2436219A	1,979.68
10097-01	FOLLETT SCHOOL SOLUTIONS INC	N	968983 10/29/2019	10/23/2019	PO-201059	01-0000-0-1110-1000-4100-090-317	2444516A	1,537.94

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Vendor Number	Vendor Name	1099	Warrant Posted	Entered	Reference	Account Number	Description	Amount Paid
10097-01	FOLLETT SCHOOL SOLUTIONS INC	N	966397 10/22/2019	10/17/2019	PO-201055	01-3010-0-1110-1000-4320-008-301	558506F	321.13
10097-01	FOLLETT SCHOOL SOLUTIONS INC	N	968983 10/29/2019	10/23/2019	PO-201054	01-3010-0-1110-1000-4320-008-301	558501	98.55
10097-01	FOLLETT SCHOOL SOLUTIONS INC	N	968983 10/29/2019	10/23/2019	PO-201054	01-3010-0-1110-1000-4320-008-301	558501F	64.27
	FOLLETT SCHOOL SOLUTIONS INC Total							8,125.43
11726-01	FOOTHILL INTERNET MARKETING	Y	967108 10/24/2019	10/23/2019	PO-200927	01-5640-0-5001-3150-4320-090-350	856	182.13
11726-01	FOOTHILL INTERNET MARKETING	Y	967108 10/24/2019	10/23/2019	PO-200927	01-5640-0-5001-3150-4320-090-350	856	29.35
	FOOTHILL INTERNET MARKETING Total							211.48
264-01	FREESTYLE PHOTOGRAPHIC SUPPLIE	N	963334 10/8/2019	10/7/2019	PO-200989	01-0000-0-1228-1000-4320-032-070	1432515	76.77
	FREESTYLE PHOTOGRAPHIC SUPPLIE Total							76.77
9433-01	FUN AND FUNCTION	N	963335 10/8/2019	10/7/2019	PO-200674	01-5640-0-5001-3150-4320-090-350	393467	34.93
9433-01	FUN AND FUNCTION	N	963335 10/8/2019	10/7/2019	PO-200853	01-5640-0-5001-3150-4320-090-350	395851	239.99
9433-01	FUN AND FUNCTION	N	963335 10/8/2019	10/7/2019	PO-200875	01-5640-0-5001-3150-4320-090-350	395845	210.95
9433-01	FUN AND FUNCTION	N	963335 10/8/2019	10/7/2019	PO-200876	01-5640-0-5001-3150-4320-090-350	395852	289.80
9433-01	FUN AND FUNCTION	N	963335 10/8/2019	10/7/2019	PO-200896	01-5640-0-5001-3150-4320-090-350	395842	45.93
9433-01	FUN AND FUNCTION	N	965907 10/18/2019	10/17/2019	PO-200898	01-5640-0-5001-3150-4320-090-350	395843	739.03
9433-01	FUN AND FUNCTION	N	965907 10/18/2019	10/17/2019	PO-200898	01-5640-0-5001-3150-4320-090-350	397304	35.79
9433-01	FUN AND FUNCTION	N	965907 10/18/2019	10/17/2019	PO-200898	01-5640-0-5001-3150-4320-090-350	395844	951.79
9433-01	FUN AND FUNCTION	N	965907 10/18/2019	10/17/2019	PO-201136	01-6500-0-5730-1190-4320-005-205	401166	32.93
9433-01	FUN AND FUNCTION	N	963335 10/8/2019	10/7/2019	PO-200864	01-5640-0-5770-1190-4310-090-245	395850	64.91
9433-01	FUN AND FUNCTION	N	963335 10/8/2019	10/7/2019	PO-200677	01-6500-0-5770-1190-4320-090-245	393469	60.93
9433-01	FUN AND FUNCTION	N	967109 10/24/2019	10/23/2019	PO-200877	01-6500-0-5770-1190-4320-090-245	395849	253.84
	FUN AND FUNCTION Total							2,960.82
2065-01	G.B.C.	N	965880 10/18/2019	10/17/2019	PO-200906	01-0000-0-0000-7550-4420-090-718	2868904	1,328.40
2065-01	G.B.C.	N	964487 10/11/2019	10/7/2019	PO-200946	01-0000-0-1110-1000-4420-090-317	2869446	564.99
	G.B.C. Total							1,893.39
8797-01	GATEWAY LEARNING GROUP INC	N	962649 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2029510 JUL19	695.00
8797-01	GATEWAY LEARNING GROUP INC	N	962649 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2029554 JUL19	640.50
8797-01	GATEWAY LEARNING GROUP INC	N	962649 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2029564 JUL19	1,282.58
8797-01	GATEWAY LEARNING GROUP INC	N	962649 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2029600 JUL19	91.50
8797-01	GATEWAY LEARNING GROUP INC	N	962649 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2029734 JUL19	1,369.09
8797-01	GATEWAY LEARNING GROUP INC	N	962649 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2029818 JUL19	444.00
8797-01	GATEWAY LEARNING GROUP INC	N	962649 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2029829 JUL19	524.25
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2029835 JUL19	854.00
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102274 AUG19	834.00
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102278 AUG19	2,068.75
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102282 AUG19	3,704.83
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102285 AUG19	757.50
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102285 AUG19	2,847.00
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102290 AUG19	2,513.00
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102295 AUG19	971.00
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102338 AUG19	1,471.00
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102342 AUG19	1,822.04
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102349 AUG19	3,751.83
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102353 AUG19	2,587.50
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102356 AUG19	1,532.00
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102360 AUG19	4,245.80
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102364 AUG19	2,101.25
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102379 AUG19	2,075.92
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102381 AUG19	5,040.45

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8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102390 AUG19	158.75
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102394 AUG19	1,742.00
8797-01	GATEWAY LEARNING GROUP INC	N	962650 10/4/2019	9/30/2019	PO-201026	01-6500-0-5770-1180-5870-090-230	2102285 ENTID TW	-757.50
	GATEWAY LEARNING GROUP INC Total							46,125.54
11813-01	GAYTAN, CESAR	N	965925 10/18/2019	10/17/2019	PV-200292	01-0000-0-1110-1000-4320-014-070	Reimbursement	131.69
11813-01	GAYTAN, CESAR	N	965925 10/18/2019	10/17/2019	PV-200292	01-9010-0-1110-1000-4322-014-356	Reimbursement	17.95
11813-01	GAYTAN, CESAR	N	965925 10/18/2019	10/17/2019	PV-200292	01-9010-0-1110-1000-4322-014-356	Reimbursement	24.52
11813-01	GAYTAN, CESAR	N	965925 10/18/2019	10/17/2019	PV-200292	01-9010-0-1110-1000-4322-014-356	Reimbursement	243.75
	GAYTAN, CESAR Total							417.91
3062-01	GOPHER SPORTS	N	963336 10/8/2019	10/7/2019	PO-200810	01-0801-0-1110-1000-4320-033-180	9601992	1,853.90
3062-01	GOPHER SPORTS	N	963336 10/8/2019	10/7/2019	PO-200015	01-9219-0-1230-1000-4320-032-356	8629351	1,306.46
	GOPHER SPORTS Total							3,160.36
145-01	GRAINGER (BRANCH 729)	N	963337 10/8/2019	10/7/2019	PO-200400	01-8150-0-0000-8110-4320-090-741	9273958083	178.59
145-01	GRAINGER (BRANCH 729)	N	963337 10/8/2019	10/7/2019	PO-200400	01-8150-0-0000-8110-4320-090-741	9247210363	38.05
	GRAINGER (BRANCH 729) Total							216.64
11355-01	GRIFFIN, GERALD	N	965926 10/18/2019	10/17/2019	PV-200278	01-0000-0-0000-8200-5210-090-760	Bridge Toll	6.00
	GRIFFIN, GERALD Total							6.00
11780-01	GUITAR CENTER INC	N	968984 10/29/2019	10/23/2019	PO-200122	01-4128-0-1110-1000-4320-090-348	INV018148738	176.12
11780-01	GUITAR CENTER INC	N	968984 10/29/2019	10/23/2019	PO-200122	01-4128-0-1110-1000-4320-090-348	INV018126322	390.48
11780-01	GUITAR CENTER INC	N	968984 10/29/2019	10/23/2019	PO-200122	01-4128-0-1110-1000-4320-090-348	INV018126812	202.71
11780-01	GUITAR CENTER INC	N	968984 10/29/2019	10/23/2019	PO-200122	01-4128-0-1110-1000-4420-090-348	INV018166891	3,606.25
	GUITAR CENTER INC Total							4,375.56
11868-01	GUMBAN, TEDDY	N	965927 10/18/2019	10/17/2019	PV-200295	01-0801-0-1110-1000-5820-090-122	Mileage Sep/Oct	114.84
	GUMBAN, TEDDY Total							114.84
5469-01	HANDWRITING WITHOUT TEARS	N	962031 10/2/2019	10/1/2019	PO-200924	01-3010-0-1110-1000-4320-007-301	INV44338 SEP19	1,548.91
8671-01	HEINEMANN	N	966398 10/22/2019	10/17/2019	PO-200938	01-0000-0-0000-3160-5210-090-414	7130457	695.00
8671-01	HEINEMANN	N	966398 10/22/2019	10/17/2019	PO-201022	01-0000-0-1110-1000-4100-090-317	7138102	1,183.73
	HEINEMANN Total							1,878.73
9795-01	HEMMERLA, KARL	N	965928 10/18/2019	10/17/2019	PV-200282	01-3410-0-1110-3900-5210-090-337	Aug2019Mileage	35.47
9795-01	HEMMERLA, KARL	N	965928 10/18/2019	10/17/2019	PV-200285	01-3410-0-5001-3900-4320-090-337	ATP Project Supp	103.39
9795-01	HEMMERLA, KARL	N	965928 10/18/2019	10/17/2019	PV-200282	01-6520-0-5001-3900-5210-090-352	Aug2019Mileage	25.67
	HEMMERLA, KARL Total							164.53
11857-01	HIGH EXPECTATIONS PARENTAL	N	967110 10/24/2019	10/23/2019	PO-201100	01-3010-0-1110-1000-4320-090-301	COMP-SSFU..10319	723.44
	HIGH EXPECTATIONS PARENTAL Total							723.44
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200595	01-0000-0-0000-8200-4320-002-759	603555981	2,399.79
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200595	01-0000-0-0000-8200-4320-002-759	603561164	276.80
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200626	01-0000-0-0000-8200-4320-007-759	603561163	1,002.15
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200626	01-0000-0-0000-8200-4320-007-759	800434593	-19.47
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200626	01-0000-0-0000-8200-4320-007-759	603565247	252.95
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200626	01-0000-0-0000-8200-4320-007-759	603617490	1,502.61
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200023	01-0000-0-0000-8200-4320-008-759	603587554	647.31
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200024	01-0000-0-0000-8200-4320-010-759	603543020	2,393.88
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200024	01-0000-0-0000-8200-4320-010-759	603546740	393.63
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200656	01-0000-0-0000-8200-4320-012-759	603578613	1,155.43
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200542	01-0000-0-0000-8200-4320-013-759	603561162	3,381.33
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200589	01-0000-0-0000-8200-4320-014-759	603565246	347.81
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200112	01-0000-0-0000-8200-4320-021-759	603537405	1,597.40
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200112	01-0000-0-0000-8200-4320-021-759	603543019	147.24
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200112	01-0000-0-0000-8200-4320-021-759	603609332	1,091.40

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147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200112	01-0000-0-0000-8200-4320-021-759	603611018	379.43
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200524	01-0000-0-0000-8200-4320-031-759	603559470	447.33
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200036	01-0000-0-0000-8200-4320-032-759	603591494	1,882.32
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200036	01-0000-0-0000-8200-4320-032-759	603600201	447.44
147-01	HILLYARD INC	N	964495 10/11/2019	10/7/2019	PO-200301	01-0000-0-0000-8200-4320-033-759	603601961	1,528.49
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200301	01-0000-0-0000-8200-4320-033-759	603609334	3,661.31
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200355	01-0000-0-0000-8200-4320-090-760	603504809	130.98
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200355	01-0000-0-0000-8200-4320-090-760	60357131	1,432.61
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200355	01-0000-0-0000-8200-4320-090-760	60357131	76.39
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200355	01-0000-0-0000-8200-4320-090-760	60357131	76.39
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200355	01-0000-0-0000-8200-4320-090-760	603591495	1,231.94
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200355	01-0000-0-0000-8200-4320-090-760	603609331	962.99
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200355	01-0000-0-0000-8200-4320-090-760	603622986	119.87
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200355	01-0000-0-0000-8200-4320-090-760	60357131	-76.39
147-01	HILLYARD INC	N	967072 10/24/2019	10/22/2019	PO-200524	01-6500-0-5750-1190-4320-041-212	603559470	283.28
147-01	HILLYARD INC	N	964495 10/11/2019	10/7/2019	PO-201104	01-8150-0-0000-8110-5899-013-741	603557639	4,157.71
147-01	HILLYARD INC	N	964495 10/11/2019	10/7/2019	PO-201104	01-8150-0-0000-8110-5899-013-741	603559468	4,344.50
147-01	HILLYARD INC	N	964495 10/11/2019	10/7/2019	PO-201104	01-8150-0-0000-8110-5899-025-741	603557640	4,866.39
147-01	HILLYARD INC	N	964495 10/11/2019	10/7/2019	PO-201104	01-8150-0-0000-8110-5899-032-741	500003211	10,282.70
147-01	HILLYARD INC	N	964495 10/11/2019	10/7/2019	PO-201104	01-8150-0-0000-8110-5899-033-741	603557641	10,282.70
11872-01	HILLYARD INC Total							63,504.15
	HISTORICAL SOCIETY OF SOUTH	N	965870 10/18/2019	10/16/2019	PV-200268	01-0000-0-0000-7110-5210-090-713	35TH ANN BANQUET	150.00
5451-01	HISTORICAL SOCIETY OF SOUTH Total							150.00
	HOME DEPOT CREDIT SERVICES	N	967111 10/24/2019	10/23/2019	PO-200387	01-8150-0-0000-8110-4320-090-741	6035322502554250	3,263.07
152-01	HOUGHTON MIFFLIN HARCOURT	N	966399 10/22/2019	10/17/2019	PO-200775	01-0000-0-1110-1000-4100-090-317	954557195	518.19
152-01	HOUGHTON MIFFLIN HARCOURT	N	966399 10/22/2019	10/17/2019	PO-200775	01-0000-0-1110-1000-4100-090-317	954561790	992.24
152-01	HOUGHTON MIFFLIN HARCOURT	N	966399 10/22/2019	10/17/2019	PO-200976	01-0000-0-1110-1000-4100-090-317	954562985	42.92
152-01	HOUGHTON MIFFLIN HARCOURT	N	966399 10/22/2019	10/17/2019	PO-200976	01-0000-0-1110-1000-4100-090-317	954602456	525.45
152-01	HOUGHTON MIFFLIN HARCOURT	N	966399 10/22/2019	10/17/2019	PO-200976	01-0000-0-1110-1000-4100-090-317	954606680	1,094.26
152-01	HOUGHTON MIFFLIN HARCOURT	N	966399 10/22/2019	10/17/2019	PO-201024	01-0000-0-1110-1000-4100-090-317	954607059	17.46
152-01	HOUGHTON MIFFLIN HARCOURT	N	966399 10/22/2019	10/17/2019	PO-201024	01-0000-0-1110-1000-4100-090-317	954612378	10.73
152-01	HOUGHTON MIFFLIN HARCOURT	N	966399 10/22/2019	10/17/2019	PO-201024	01-0000-0-1110-1000-4100-090-317	954613773	1,098.55
152-01	HOUGHTON MIFFLIN HARCOURT	N	966399 10/22/2019	10/17/2019	PO-200067	01-4128-0-1110-1000-5899-090-348	954439833	2,800.00
	HOUGHTON MIFFLIN HARCOURT Total							7,099.80
8850-01	I CAN TOO LEARNING CENTER	Y	962651 10/4/2019	9/30/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	1915705 MAY19	2,204.55
8850-01	I CAN TOO LEARNING CENTER	Y	962651 10/4/2019	9/30/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	1915710 MAY19	4,172.67
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2041878 JUL19	1,009.00
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2041879 JUL19	277.33
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2041881 JUL19	288.00
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2041882 JUL19	1,723.00
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2041883 JUL19	910.99
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2041880 JUL19	867.00
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2125454 AUG19	2,533.34
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2125455 AUG19	4,845.17
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2125456 AUG19	1,173.00
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2125457 AUG19	4,999.59
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2125458 AUG19	596.00
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2125459 AUG19	5,315.41

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8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2125460 AUG19	345.33
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2125461 AUG19	1,781.00
8850-01	I CAN TOO LEARNING CENTER	Y	963315 10/8/2019	10/3/2019	PO-201033	01-6500-0-5770-1180-5870-090-230	2125462 AUG19	973.00
	I CAN TOO LEARNING CENTER Total							34,014.38
11131-01	ILLUMINATE EDUCATION INC.	N	964496 10/11/2019	10/7/2019	PO-201072	01-0000-0-0000-3900-5813-090-305	INV0000036209	110,305.00
	ILLUMINATE EDUCATION INC. Total							110,305.00
2026-01	INTERSTATE TRAFFIC CONTROL PRO	N	965908 10/18/2019	10/17/2019	PO-200399	01-8150-0-0000-8110-4320-090-741	234251	1,989.99
2026-01	INTERSTATE TRAFFIC CONTROL PRO	N	965908 10/18/2019	10/17/2019	PO-200399	01-8150-0-0000-8110-4320-090-741	234633	470.87
	INTERSTATE TRAFFIC CONTROL PRO Total							2,460.86
11590-01	IRISH, KEITH	N	966405 10/22/2019	10/17/2019	PV-200289	01-0000-0-0000-2700-4320-090-762	Lunches/CoachMat	241.45
11590-01	IRISH, KEITH	N	966405 10/22/2019	10/17/2019	PV-200289	01-0000-0-0000-2700-4320-090-762	Lunches/CoachMat	368.95
11590-01	IRISH, KEITH	N	966405 10/22/2019	10/17/2019	PV-200272	01-0000-0-0000-7150-5722-090-714	TLT/Essence Prt.	356.69
11590-01	IRISH, KEITH	N	966405 10/22/2019	10/17/2019	PV-200272	01-0000-0-1110-1000-4322-090-762	TLT/Essence Prt.	136.69
11590-01	IRISH, KEITH	N	966405 10/22/2019	10/17/2019	PV-200272	01-0000-0-1110-1000-4322-090-762	TLT/Essence Prt.	83.68
11590-01	IRISH, KEITH	N	966405 10/22/2019	10/17/2019	PV-200289	01-0000-0-1110-1000-4322-090-762	Lunches/CoachMat	85.55
11590-01	IRISH, KEITH	N	966405 10/22/2019	10/17/2019	PV-200289	01-0000-0-1110-1000-4322-090-762	Lunches/CoachMat	135.71
	IRISH, KEITH Total							1,408.72
11855-01	J&C BOOKS LLC	N	967112 10/24/2019	10/23/2019	PO-201062	01-0000-0-1110-1000-4100-090-317	I-1616	158.04
	J&C BOOKS LLC Total							158.04
2823-01	J.W. PEPPER & SON INC	N	963339 10/8/2019	10/7/2019	PO-200465	01-0000-0-1227-1000-4310-033-070	178641869	46.10
	J.W. PEPPER & SON INC Total							46.10
5642-01	JACKSON, CLARE	N	965929 10/18/2019	10/17/2019	PV-200281	01-0801-0-1110-1000-5210-032-180	Facil.SkillsWksp	240.36
	JACKSON, CLARE Total							240.36
358-01	JOHNSTONE SUPPLY	N	963340 10/8/2019	10/7/2019	PO-200409	01-8150-0-0000-8110-4320-090-741	110-S100593452.0	17.83
358-01	JOHNSTONE SUPPLY	N	963340 10/8/2019	10/7/2019	PO-200409	01-8150-0-0000-8110-4320-090-741	110-S100593801.0	203.95
	JOHNSTONE SUPPLY Total							221.78
11845-01	K12PARKINGPERMITS.COM	N	962043 10/2/2019	10/1/2019	PO-200975	01-0000-0-1110-1000-4320-033-070	16196 SEP19	546.95
	K12PARKINGPERMITS.COM Total							546.95
11010-01	KBA DOCUSYS INC	N	966401 10/22/2019	10/17/2019	PO-200264	01-0000-0-1110-1000-5600-090-722	55Y1024173 OCT19	6,549.46
	KBA DOCUSYS INC Total							6,549.46
107-01	KEENAN & ASSOCIATES	N	966787 10/23/2019	10/22/2019	PV-200304	01-0000-0-0000-0000-9589-000-0000	OVER PYMNT	65.46
	KEENAN & ASSOCIATES Total							65.46
8653-01	KELLY PAPER	N	966790 10/23/2019	10/22/2019	PO-200843	01-0000-0-0000-0000-9320-000-0000	9903138	2,569.51
8653-01	KELLY PAPER	N	968985 10/29/2019	10/23/2019	PO-201191	01-0000-0-1110-1000-4320-014-070	9955090	647.25
8653-01	KELLY PAPER	N	963341 10/8/2019	10/7/2019	PO-201011	01-0000-0-1110-1000-4320-021-070	9928301	440.76
8653-01	KELLY PAPER	N	968985 10/29/2019	10/23/2019	PO-201231	01-0000-0-1110-1000-4320-021-070	9968290	2,249.60
8653-01	KELLY PAPER	N	966790 10/23/2019	10/22/2019	PO-200021	01-0000-0-1110-1000-4320-025-070	9898592	1,287.63
8653-01	KELLY PAPER	N	966790 10/23/2019	10/22/2019	PO-200037	01-0000-0-1110-1000-4320-032-070	9894032	2,569.51
8653-01	KELLY PAPER	N	966790 10/23/2019	10/22/2019	PO-200676	01-3010-0-1110-1000-4320-007-301	9885490	1,608.10
	KELLY PAPER Total							11,372.36
11769-01	KESSLER & SONS MUSIC INC	N	967113 10/24/2019	10/23/2019	PO-200951	01-4128-0-1110-1000-4410-090-348	542679	2,765.00
11769-01	KESSLER & SONS MUSIC INC	N	967113 10/24/2019	10/23/2019	PO-200086	01-4128-0-1110-1000-4420-090-348	541196	3,519.00
	KESSLER & SONS MUSIC INC Total							6,284.00
1703-01	K-LOG	N	965909 10/18/2019	10/17/2019	PO-200751	01-0000-0-0000-2700-4420-032-070	19-298039-1	869.88
1703-01	K-LOG	N	965909 10/18/2019	10/17/2019	PO-200751	01-0000-0-1110-1000-4320-032-070	19-298039-1	1,251.78
	K-LOG Total							2,121.66
10915-01	KUO, LISA	N	965930 10/18/2019	10/17/2019	PV-200277	01-0801-0-1110-1000-5210-008-180	Guided Reading	199.00
10915-01	KUO, LISA	N	965930 10/18/2019	10/17/2019	PV-200276	01-3010-0-1110-1000-5210-008-301	Guided Learning	149.00
	KUO, LISA Total							348.00
7183-01	KUWADA, LOLETA	N	965931 10/18/2019	10/17/2019	PV-200280	01-0000-0-1110-3900-4322-090-340	Mentor Seminar 1	29.84

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7183-01	KUWADA, LOLETA	N	965931	10/18/2019	10/17/2019	PV-200287	01-0000-0-1110-3900-5210-090-340	CA Induction Con	236.60
167-01	KUWADA, LOLETA Total								266.44
167-01	LAKESHORE	N	963768	10/9/2019	10/8/2019	PO-200712	01-3010-0-1110-1000-4320-008-301	1320790919 SEP19	405.38
167-01	LAKESHORE	N	962661	10/4/2019	10/2/2019	PO-200891	01-5640-0-5001-3150-4320-090-350	1639890919 SEP19	951.83
168-01	LAKESHORE Total								1,357.41
168-01	LAWSON PRODUCTS INC	N	965936	10/18/2019	10/17/2019	PO-200398	01-8150-0-0000-8110-4320-090-741	9306957079 AUG19	185.34
168-01	LAWSON PRODUCTS INC	N	965936	10/18/2019	10/17/2019	PO-200398	01-8150-0-0000-8110-4320-090-741	9306957080 AUG19	860.68
6272-01	LAWSON PRODUCTS INC Total								1,046.02
6272-01	LEADER SERVICES	N	967080	10/24/2019	10/23/2019	PV-200310	01-5640-0-5001-3900-5899-090-350	CDS 4727 SEP19	4,349.80
6272-01	LEADER SERVICES	N	968971	10/29/2019	10/23/2019	PV-200309	01-5640-0-5001-3900-5899-090-350	CDS 4647 JUL19	525.89
10981-01	LEADER SERVICES Total								4,875.69
10981-01	LENTS, LEAH	N	965091	10/15/2019	10/11/2019	PV-200264	01-9010-0-1110-1000-4320-022-356	CLASSROOM SUPPLY	99.57
11833-01	LENTS, LEAH Total								99.57
11833-01	LIFE LAB SCIENCE PROGRAM	N	962032	10/2/2019	10/1/2019	PO-200830	01-9010-0-1110-1000-5210-013-356	4127 SEP19	400.00
32-01	LIFE LAB SCIENCE PROGRAM Total								400.00
32-01	LINCOLN AQUATICS	N	964501	10/11/2019	10/7/2019	PO-200392	01-8150-0-0000-8110-4320-090-741	SL016779 SEP19	559.66
32-01	LINCOLN AQUATICS	N	966384	10/22/2019	10/16/2019	PO-200392	01-8150-0-0000-8110-4320-090-741	D8662210 OCT19	2,236.52
6284-01	LINCOLN AQUATICS Total								2,796.18
6284-01	LOWE'S BUSINESS ACCOUNT	N	963761	10/9/2019	10/8/2019	PO-200386	01-8150-0-0000-8110-4320-090-741	82131059006721	4,171.63
49-01	LOWE'S BUSINESS ACCOUNT Total								4,171.63
49-01	MALTYB ELECTRIC SUPPLY COMPANY	N	962033	10/2/2019	10/1/2019	PO-200413	01-8150-0-0000-8110-4320-090-741	SL878505.004 SEP	47.20
49-01	MALTYB ELECTRIC SUPPLY COMPANY	N	965872	10/18/2019	10/16/2019	PO-200413	01-8150-0-0000-8110-4320-090-741	SL882285.001 OCT	399.82
11345-01	MALTYB ELECTRIC SUPPLY COMPANY Total								447.02
11345-01	MARTINEZ, LEILAHNIE	N	963769	10/9/2019	10/8/2019	PV-200255	01-0000-0-0000-2700-5220-032-070	MILEAGE SEP19	10.44
6431-01	MARTINEZ, LEILAHNIE Total								10.44
6431-01	MCGRAW-HILL COMPANIES, THE	N	966385	10/22/2019	10/16/2019	PO-200256	01-0000-0-1110-1000-4100-090-317	110004661001 SEP	7,501.21
6431-01	MCGRAW-HILL COMPANIES, THE	N	966385	10/22/2019	10/16/2019	PO-200256	01-0000-0-1110-1000-4100-090-317	109470295001 SEP	6,823.38
6431-01	MCGRAW-HILL COMPANIES, THE	N	966385	10/22/2019	10/16/2019	PO-200256	01-0000-0-1110-1000-4100-090-317	1090009994001 AUG	7,501.21
6431-01	MCGRAW-HILL COMPANIES, THE	N	966385	10/22/2019	10/16/2019	PO-200531	01-0000-0-1110-1000-4100-090-317	110447171001 OCT	7,948.43
6431-01	MCGRAW-HILL COMPANIES, THE	N	966385	10/22/2019	10/16/2019	PO-200776	01-0000-0-1110-1000-4100-090-317	109761222001 SEP	8,190.92
6431-01	MCGRAW-HILL COMPANIES, THE	N	966385	10/22/2019	10/16/2019	PO-200777	01-0000-0-1110-1000-4100-090-317	109761223001 SEP	2,019.51
6431-01	MCGRAW-HILL COMPANIES, THE	N	966385	10/22/2019	10/16/2019	PO-200777	01-0000-0-1110-1000-4100-090-317	109732754001 SEP	695.49
6431-01	MCGRAW-HILL COMPANIES, THE	N	966385	10/22/2019	10/16/2019	PO-200799	01-0000-0-1110-1000-4100-090-317	109732754002 SEP	767.20
6431-01	MCGRAW-HILL COMPANIES, THE	N	966781	10/23/2019	10/18/2019	PO-200800	01-0000-0-1110-1000-4100-090-317	109737982001 SEP	764.43
11314-01	MCGRAW-HILL COMPANIES, THE Total								42,211.78
11314-01	MCLAUGHLIN, MARYBETH	N	965086	10/15/2019	10/11/2019	PV-200261	01-0000-0-0000-2700-4320-007-070	CHAIRS/SPKER SYS	301.24
11314-01	MCLAUGHLIN, MARYBETH	N	965086	10/15/2019	10/11/2019	PV-200261	01-3010-0-0000-2495-4320-007-301	CHAIRS/SPKER SYS	131.09
11184-01	MCLAUGHLIN, MARYBETH Total								432.33
11184-01	METLIFE INSURANCE COMPANY	N	966782	10/23/2019	10/18/2019	PV-200300	01-0000-0-0000-0000-9573-000-0000	NOV19 BASIC LIFE	3,624.60
11184-01	METLIFE INSURANCE COMPANY	N	966782	10/23/2019	10/18/2019	PV-200300	01-0000-0-0000-0000-9573-000-0000	NOV19 BASIC LIFE	4,980.68
11184-01	METLIFE INSURANCE COMPANY	N	966782	10/23/2019	10/18/2019	PV-200300	01-0000-0-0000-7110-3402-090-713	NOV19 BASIC LIFE	141.70
11184-01	METLIFE INSURANCE COMPANY	N	966782	10/23/2019	10/18/2019	PV-200300	01-0000-0-0000-7600-3701-090-810	NOV19 BASIC LIFE	183.32
11841-01	METLIFE INSURANCE COMPANY Total								8,930.30
11841-01	MINDWING CONCEPTS INC	N	964508	10/11/2019	10/9/2019	PO-200942	01-5640-0-5001-3150-4320-090-350	7722 SEP19	429.90
11869-01	MINDWING CONCEPTS INC Total								429.90
2887-01	MIRANDA, EDUARDO	N	965087	10/15/2019	10/11/2019	PV-200262	01-0801-0-1110-1000-5210-033-180	UC COUNSELR CONF	105.00
2887-01	MOUSER ELECTRONICS	N	967073	10/24/2019	10/23/2019	PO-200412	01-8150-0-0000-8110-4320-090-741	54233578 OCT19	144.87
8721-01	MOUSER ELECTRONICS Total								144.87
8721-01	MUSSON	N	967081	10/24/2019	10/23/2019	PO-200458	01-4128-0-1110-1000-4320-090-348	000440628 OCT19	3,747.52

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Vendor Number	Vendor Name	1099	Warrant Posted	Entered	Reference	Account Number	Description	Amount Paid
8721-01	MUSSON	N	957081 10/24/2019	10/23/2019	PO-200458	01-4128-0-1110-1000-4320-090-348	00441844 OCT19	640.25
	MUSSON Total							4,387.77
182-01	NASCO MODESTO	N	968973 10/29/2019	10/23/2019	PO-200955	01-4128-0-1110-1000-4320-090-348	562217 SEP19	2,240.07
182-01	NASCO MODESTO	N	968973 10/29/2019	10/23/2019	PO-200955	01-4128-0-1110-1000-4320-090-348	562217 SEP19	255.79
182-01	NASCO MODESTO	N	968973 10/29/2019	10/23/2019	PO-200955	01-4128-0-1110-1000-4320-090-348	562217 SEP19	207.21
182-01	NASCO MODESTO	N	968973 10/29/2019	10/23/2019	PO-200955	01-4128-0-1110-1000-4320-090-348	577362 OCT19	289.12
182-01	NASCO MODESTO	N	968973 10/29/2019	10/23/2019	PO-200955	01-4128-0-1110-1000-4320-090-348	577362 OCT19	26.74
	NASCO MODESTO Total							3,018.93
683-01	NATIONAL GEOGRAPHIC SOCIETY	N	964509 10/11/2019	10/9/2019	PO-201146	01-0801-0-1110-1000-5899-021-180	54734 FY 19/20	120.00
	NATIONAL GEOGRAPHIC SOCIETY Total							120.00
11360-01	NG, SHEK HANG (ROCKY)	N	965932 10/18/2019	10/17/2019	PV-200275	01-9010-0-1110-1000-4320-033-360	Sci.LabNotebooks	16.46
11864-01	NG, SHEK HANG (ROCKY) Total							16.46
	NGUYEN, PHUONG							416.60
	NGUYEN, PHUONG Total							416.60
11673-01	NORMAN S.H. KUM	Y	962039 10/2/2019	10/1/2019	PO-200479	01-0000-0-0000-2424-5600-090-735	20728 OCT19	163.41
11673-01	NORMAN S.H. KUM	Y	965871 10/18/2019	10/16/2019	PO-200479	01-0000-0-0000-2424-5600-090-735	20735 OCT19	110.00
	NORMAN S.H. KUM Total							273.41
11777-01	NORTHEAST STAGE LLC	N	968998 10/29/2019	10/24/2019	PO-200761	01-4128-0-1110-1000-4410-090-348	11630 OCT19	5,280.80
	NORTHEAST STAGE LLC Total							5,280.80
9287-01	NORTHERN SPEECH SERVICES/NRS	N	964510 10/11/2019	10/9/2019	PO-200867	01-5640-0-5770-3150-4320-090-350	1246740 SEP19	297.00
9287-01	NORTHERN SPEECH SERVICES/NRS	N	964510 10/11/2019	10/10/2019	PO-200867	01-5640-0-5770-3150-4320-090-350	1246740 SEP19	20.72
	NORTHERN SPEECH SERVICES/NRS Total							317.72
11376-01	O, TED	N	964511 10/11/2019	10/9/2019	PV-200257	01-0000-0-0000-7300-5210-090-717	CBO MENTOR PRGR.	219.14
	O, TED Total							219.14
11141-01	OCCUPATIONAL HEALTH CENTERS	N	965873 10/18/2019	10/16/2019	PO-200226	01-0000-0-0000-7400-5899-090-715	65625750 SEP19	39.00
11141-01	OCCUPATIONAL HEALTH CENTERS	N	967074 10/24/2019	10/23/2019	PO-200226	01-0000-0-0000-7400-5899-090-715	65699168 OCT19	39.00
11141-01	OCCUPATIONAL HEALTH CENTERS	N	965873 10/18/2019	10/16/2019	PO-200226	01-0000-0-0000-7490-5899-090-716	65625750 SEP19	39.00
11141-01	OCCUPATIONAL HEALTH CENTERS	N	967074 10/24/2019	10/23/2019	PO-200226	01-0000-0-0000-7490-5899-090-716	65699168 OCT19	39.00
	OCCUPATIONAL HEALTH CENTERS Total							156.00
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200046	01-0000-0-0000-2424-4320-090-735	378965878002 SEP	13.98
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-200046	01-0000-0-0000-2424-4320-090-735	389247928001 OCT	58.20
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201169	01-0000-0-0000-2700-4320-007-070	385609121001 OCT	119.73
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201001	01-0000-0-0000-2700-4320-025-070	377385035001 SEP	229.47
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	10/1/2019	PO-200832	01-0000-0-0000-2700-4320-032-070	371834648001 SEP	24.82
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	10/1/2019	PO-200832	01-0000-0-0000-2700-4320-032-070	371834936001 SEP	12.92
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	10/1/2019	PO-200832	01-0000-0-0000-2700-4320-032-070	371834935001 SEP	14.48
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201008	01-0000-0-0000-2700-4320-032-070	380089475001 SEP	53.65
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201008	01-0000-0-0000-2700-4320-032-070	380117148001 SEP	20.84
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201165	01-0000-0-0000-3130-4320-090-503	385822495001 OCT	151.93
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200980	01-0000-0-0000-7150-4320-090-714	381650582001 SEP	-20.07
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200980	01-0000-0-0000-7150-4320-090-714	377943822001 SEP	142.47
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201186	01-0000-0-0000-7350-4320-090-717	388538542001 OCT	63.83
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201186	01-0000-0-0000-7350-4320-090-717	388538542001 OCT	246.37
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200983	01-0000-0-1110-1000-4320-002-070	376030073001 SEP	379.54
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200983	01-0000-0-1110-1000-4320-002-070	380293885001 SEP	5.38
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-201184	01-0000-0-1110-1000-4320-002-070	376030142001 SEP	17.52
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201184	01-0000-0-1110-1000-4320-002-070	388357210001 OCT	69.97
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200815	01-0000-0-1110-1000-4320-007-070	371781055001 SEP	115.81
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200815	01-0000-0-1110-1000-4320-007-070	371780605001 SEP	44.88
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200816	01-0000-0-1110-1000-4320-007-070	372164723001 SEP	9.20

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122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201071	01-0000-0-1110-1000-4320-007-070	381949962001 SEP	57.49
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201110	01-0000-0-1110-1000-4320-007-070	383452957001 OCT	228.40
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/16/2019	PO-200992	01-0000-0-1110-1000-4320-007-070	379737168001 SEP	22.05
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/16/2019	PO-200992	01-0000-0-1110-1000-4320-007-070	379731911001 SEP	267.05
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/16/2019	PO-201070	01-0000-0-1110-1000-4320-007-070	381949962001 SEP	117.67
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/16/2019	PO-201070	01-0000-0-1110-1000-4320-007-070	381949962001 SEP	3.72
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201111	01-0000-0-1110-1000-4320-007-070	384688837001 OCT	77.77
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201111	01-0000-0-1110-1000-4320-007-070	384690193001 OCT	7.45
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201111	01-0000-0-1110-1000-4320-007-070	384690193001 OCT	8.44
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201111	01-0000-0-1110-1000-4320-007-070	384690193001 OCT	-3.83
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201111	01-0000-0-1110-1000-4320-007-070	384690193001 OCT	19.38
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200990	01-0000-0-1110-1000-4320-008-070	373989998001 SEP	188.21
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201205	01-0000-0-1110-1000-4320-009-070	386381529001 OCT	2,524.20
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/16/2019	PO-201088	01-0000-0-1110-1000-4320-012-070	382751376001 OCT	39.30
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/16/2019	PO-201088	01-0000-0-1110-1000-4320-012-070	382751376001 OCT	29.22
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/16/2019	PO-201088	01-0000-0-1110-1000-4320-012-070	382751376001 OCT	92.82
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	10/1/2019	PO-200971	01-0000-0-1110-1000-4320-021-070	382748112001 OCT	2,298.95
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201074	01-0000-0-1110-1000-4320-021-070	377151775001 SEP	558.08
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201171	01-0000-0-1110-1000-4320-021-070	382664455001 SEP	135.17
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200813	01-0000-0-1110-1000-4320-022-070	386656857001 OCT	444.20
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200813	01-0000-0-1110-1000-4320-022-070	371884085001 SEP	4.27
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201001	01-0000-0-1110-1000-4320-025-070	377380535001 SEP	692.30
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201067	01-0000-0-1110-1000-4320-032-070	383287063001 OCT	618.94
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200993	01-0000-0-1110-1000-4320-033-070	379741826001 SEP	949.24
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	10/1/2019	PO-200845	01-0000-0-1110-1000-4320-033-070	374459519001 SEP	106.39
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201063	01-0000-0-1110-1000-4320-033-070	380999916001 SEP	358.71
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201066	01-0000-0-1110-1000-4320-033-070	381076126001 SEP	114.13
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201067	01-0000-0-1110-1000-4320-033-070	381166840001 SEP	384.08
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201160	01-0000-0-1110-1000-4320-033-070	385545702001 OCT	77.19
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200967	01-0000-0-1110-1000-4320-090-762	376517979001 SEP	208.70
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200967	01-0000-0-1110-1000-4320-090-762	380295905001 SEP	25.02
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201001	01-0000-0-1110-2421-4320-025-451	380295851001 SEP	16.78
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	10/1/2019	PO-200832	01-0000-0-1216-1000-4320-032-070	377380535001 SEP	19.98
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-200964	01-0000-0-1235-1000-4320-033-070	375980250001 SEP	14.92
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201101	01-0000-0-1237-1000-4320-032-070	383162928001 OCT	11.00
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201101	01-0000-0-1237-1000-4320-032-070	383162928001 OCT	114.54
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201052	01-0801-0-1110-1000-4320-025-180	382125428001 SEP	15.02
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201052	01-0801-0-1110-1000-4320-025-180	382125428001 SEP	35.77
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201052	01-0801-0-1110-1000-4320-025-180	382125428001 SEP	128.91
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201150	01-3410-0-5001-3900-4320-090-337	386791516001 OCT	12.71
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201150	01-3410-0-5001-3900-4320-090-337	388997333001 OCT	175.91
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201058	01-4203-0-1110-1000-4320-090-330	388997289001 OCT	239.74
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201058	01-4203-0-1110-1000-4320-090-330	379991040001 SEP	103.91
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965868 10/18/2019	10/15/2019	PO-201058	01-4203-0-1110-1000-4320-090-330	379991040001 SEP	287.12
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968989 10/29/2019	10/24/2019	PO-201044	01-6500-0-5730-1110-4320-005-205	382351917001 SEP	113.20
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	9/30/2019	PO-201157	01-9010-0-1110-1000-4320-032-360	386555760001 OCT	337.63
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	10/1/2019	PO-200632	01-9219-0-1215-1000-4320-032-356	375854147001 SEP	649.72
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962652 10/4/2019	10/1/2019	PO-200632	01-9219-0-1215-1000-4320-032-356	371834648001 SEP	14.48
	OFFICE DEPOT/BUSINESS SERVICE Total							15,903.80

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Vendor Number	Vendor Name	1099	Warrant Posted	Entered	Reference	Account Number	Description	Amount Paid
5531-01	OFFICE TEAM	N	962662 10/4/2019	10/2/2019	PO-200262	01-0000-0-0000-7300-5899-090-717	54411121 SEP19	1,295.00
5531-01	OFFICE TEAM	N	963763 10/9/2019	10/8/2019	PO-200262	01-0000-0-0000-7300-5899-090-717	54433218 OCT19	1,295.00
5531-01	OFFICE TEAM	N	965864 10/18/2019	10/15/2019	PO-200262	01-0000-0-0000-7300-5899-090-717	54481206 OCT19	1,312.50
	OFFICE TEAM Total							3,902.50
10783-01	OJO TECHNOLOGY	N	965078 10/15/2019	10/9/2019	PO-200766	01-0000-0-0000-2424-5899-090-735	6552 OCT19	1,050.00
	OJO TECHNOLOGY Total							1,050.00
2617-01	ORIENTAL TRADING CO	N	967082 10/24/2019	10/23/2019	PO-201091	01-0801-0-1110-1000-4320-012-180	698445807-01 OCT	1,068.79
	ORIENTAL TRADING CO Total							1,068.79
11842-01	OT THERAPY WORKS LLC	Y	964520 10/11/2019	10/10/2019	PO-200930	01-5640-0-5001-3150-4320-090-350	BAND KIT SEP19	62.32
	OT THERAPY WORKS LLC Total							62.32
9678-01	OTTIS ELEVATOR COMPANY	N	968990 10/29/2019	10/24/2019	PO-200439	01-8150-0-0000-8110-5600-090-741	S\65120NB19 NOV	1,641.01
	OTTIS ELEVATOR COMPANY Total							1,641.01
323-01	P G & E	N	964512 10/11/2019	10/10/2019	PO-200342	01-0000-0-0000-8200-5510-090-760	7314282172-4 OCT	23,001.72
	P G & E Total							23,001.72
36-01	PACIFIC NURSERIES	N	967075 10/24/2019	10/23/2019	PO-200357	01-0000-0-0000-8200-4320-090-760	SI-411069 OCT19	409.69
	PACIFIC NURSERIES Total							409.69
6351-01	PAK N' SAVE FOODS/SAFEWAY INC	N	965883 10/18/2019	10/17/2019	PO-200013	01-0000-0-1219-1000-4320-032-070	800556	315.06
6351-01	PAK N' SAVE FOODS/SAFEWAY INC	N	965883 10/18/2019	10/17/2019	PO-200013	01-0000-0-1219-1000-4320-032-070	803909	286.12
	PAK N' SAVE FOODS/SAFEWAY INC Total							601.18
11491-01	PEAR DECK INC	N	964513 10/11/2019	10/9/2019	PO-201141	01-0801-0-1110-1000-5899-008-180	INV-5263P Y19/20	899.94
	PEAR DECK INC Total							899.94
7378-01	PEARSON CLINICAL ASSESSMENT	N	962657 10/4/2019	10/1/2019	PO-200711	01-6500-0-5770-1190-4320-090-245	6542610 SEP19	2,107.84
	PEARSON CLINICAL ASSESSMENT Total							2,107.84
64-01	PEARSON EDUCATION	N	965937 10/18/2019	10/17/2019	PO-200142	01-0000-0-1110-1000-4100-090-317	4025909545 AUG19	8,366.23
64-01	PEARSON EDUCATION	N	962658 10/4/2019	10/1/2019	PO-200140	01-0000-0-1110-1000-4100-090-317	4025909390 AUG19	5,078.00
64-01	PEARSON EDUCATION	N	962658 10/4/2019	10/1/2019	PO-200146	01-0000-0-1110-1000-4100-090-317	4025890764 AUG19	742.28
64-01	PEARSON EDUCATION	N	962658 10/4/2019	10/1/2019	PO-200147	01-0000-0-1110-1000-4100-090-317	4025891824 AUG19	5,237.84
64-01	PEARSON EDUCATION	N	962658 10/4/2019	10/1/2019	PO-200153	01-0000-0-1110-1000-4100-090-317	4025891749 AUG19	7,609.06
64-01	PEARSON EDUCATION	N	962658 10/4/2019	10/1/2019	PO-200934	01-0000-0-1110-1000-4100-090-317	4025982944 SEP19	848.47
64-01	PEARSON EDUCATION	N	962663 10/4/2019	10/2/2019	PO-200141	01-0000-0-1110-1000-4100-090-317	4025909773 AUG19	9,622.93
	PEARSON EDUCATION Total							37,504.81
8728-01	PENINSULA TOUR	N	962670 10/4/2019	10/3/2019	PO-200850	01-0000-0-0000-3900-5821-033-322	51961\37817 SEP	130.00
	PENINSULA TOUR Total							130.00
9187-01	PERSONAL AWARDS INC	N	962664 10/4/2019	10/2/2019	PO-200380	01-8150-0-0000-8110-4320-090-741	43843 SEP19	563.80
9187-01	PERSONAL AWARDS INC	N	962664 10/4/2019	10/2/2019	PO-200380	01-8150-0-0000-8110-4320-090-741	43843 SEP19	50.83
	PERSONAL AWARDS INC Total							614.63
10829-01	PERUSSE, ERIN	N	962680 10/4/2019	10/3/2019	PV-200243	01-0801-0-1110-1000-5210-032-180	FACE HIST. CONF.	355.00
	PERUSSE, ERIN Total							355.00
11877-01	PON, NANCY SUSOFF	N	968967 10/29/2019	10/22/2019	PV-200305	01-0000-0-0000-0000-9589-000-0000	REFUND WRKMN'S	524.91
11877-01	PON, NANCY SUSOFF	N	968967 10/29/2019	10/22/2019	PV-200307	01-0000-0-0000-0000-9589-000-0000	REFUND/WRKMN'S	91.15
	PON, NANCY SUSOFF Total							616.06
747-01	PRO-ED	N	962671 10/4/2019	10/3/2019	PO-200873	01-5640-0-5001-3150-4320-090-350	2795834 SEP19	435.60
	PRO-ED Total							435.60
11598-01	PROFESSIONAL TUTORS OF AMERICA	N	962672 10/4/2019	10/3/2019	PO-201094	01-6500-0-5770-1190-5899-090-245	69288 AUG19	150.00
	PROFESSIONAL TUTORS OF AMERICA Total							150.00
1717-01	R & B COMPANY	N	963764 10/9/2019	10/7/2019	PO-200407	01-8150-0-0000-8110-4320-090-741	51882906.001 SEP	190.88
	R & B COMPANY Total							190.88
8135-01	R & H WHOLESALE SUPPLY INC	N	962034 10/2/2019	10/1/2019	PO-200447	01-8150-0-0000-8110-4320-090-741	522878-00 SEP19	72.70
8135-01	R & H WHOLESALE SUPPLY INC	N	962040 10/2/2019	10/1/2019	PO-200447	01-8150-0-0000-8110-4320-090-741	521369-00 SEP19	1,049.82
8135-01	R & H WHOLESALE SUPPLY INC	N	963308 10/8/2019	10/2/2019	PO-200447	01-8150-0-0000-8110-4320-090-741	523180-00 SEP19	482.65

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8135-01	R & H WHOLESALE SUPPLY INC	N	963308 10/8/2019	10/2/2019	PO-200447	01-8150-0-0000-8110-4320-090-741	521160-00 SEP19	72.59
8135-01	R & H WHOLESALE SUPPLY INC	N	964502 10/11/2019	10/7/2019	PO-200447	01-8150-0-0000-8110-4320-090-741	523254-00 SEP19	698.59
8135-01	R & H WHOLESALE SUPPLY INC	N	965396 10/16/2019	10/15/2019	PO-200447	01-8150-0-0000-8110-4320-090-741	523598-00 OCT19	64.45
8135-01	R & H WHOLESALE SUPPLY INC	N	967076 10/24/2019	10/23/2019	PO-200447	01-8150-0-0000-8110-4320-090-741	523946-00 oct19	1,728.33
	R & H WHOLESALE SUPPLY INC Total							4,169.13
1170-01	R S D - REFRIGERATION SUPPLIES	N	962654 10/4/2019	10/1/2019	PO-200408	01-8150-0-0000-8110-4320-090-741	39273662-00 SEP	10.91
1170-01	R S D - REFRIGERATION SUPPLIES	N	962654 10/4/2019	10/1/2019	PO-200408	01-8150-0-0000-8110-4320-090-741	39273998-00 SEP	98.69
1170-01	R S D - REFRIGERATION SUPPLIES	N	962654 10/4/2019	10/1/2019	PO-200408	01-8150-0-0000-8110-4320-090-741	39273362-00 SEP	1,013.43
1170-01	R S D - REFRIGERATION SUPPLIES	N	965397 10/16/2019	10/15/2019	PO-200408	01-8150-0-0000-8110-4320-090-741	39274552-00 OCT	230.37
	R S D - REFRIGERATION SUPPLIES Total							1,353.40
370-01	R.A. METAL PRODUCTS INC.	N	962673 10/4/2019	10/3/2019	PO-200396	01-8150-0-0000-8110-4320-090-741	8820 OCT19	192.06
370-01	R.A. METAL PRODUCTS INC.	N	965874 10/18/2019	10/16/2019	PO-200396	01-8150-0-0000-8110-4320-090-741	8827 OCT19	40.00
	R.A. METAL PRODUCTS INC. Total							232.06
2849-01	READY REFRESH BY NESTLE	N	967077 10/24/2019	10/23/2019	PO-200603	01-0000-0-0000-2110-4322-090-762	09J0033464884	12.06
2849-01	READY REFRESH BY NESTLE	N	965938 10/18/2019	10/17/2019	PO-200257	01-0000-0-0000-2700-4322-032-070	19J0029550423	74.95
2849-01	READY REFRESH BY NESTLE	N	965875 10/18/2019	10/16/2019	PO-200298	01-9010-0-1110-1000-4322-033-356	19J3707625400	79.50
	READY REFRESH BY NESTLE Total							166.51
10817-01	REAL SOLUTIONS	N	962665 10/4/2019	10/2/2019	PO-200893	01-5640-0-5001-3150-4320-090-350	7320 SEP19	126.50
10817-01	REAL SOLUTIONS	N	962665 10/4/2019	10/3/2019	PO-200893	01-5640-0-5001-3150-4320-090-350	7320 SEP19	24.99
	REAL SOLUTIONS Total							151.49
5873-01	REALLY GOOD STUFF	N	962041 10/2/2019	10/1/2019	PO-201013	01-0000-0-1110-1000-4310-010-070	7114739 SEP19	57.59
5873-01	REALLY GOOD STUFF	N	962041 10/2/2019	10/1/2019	PO-201013	01-0000-0-1110-1000-4310-010-070	7114739 SEP19	526.72
	REALLY GOOD STUFF Total							584.31
4545-01	RISE INSTITUTE/RESEARCH	N	962645 10/4/2019	9/30/2019	PO-201029	01-6500-0-5770-1180-5880-090-230	3620 AUG19	5,202.00
4545-01	RISE INSTITUTE/RESEARCH	N	962645 10/4/2019	9/30/2019	PO-201029	01-6500-0-5770-1180-5880-090-230	3621 AUG19	8,037.00
4545-01	RISE INSTITUTE/RESEARCH	N	962645 10/4/2019	9/30/2019	PO-201029	01-6500-0-5770-1180-5880-090-230	3622 AUG19	2,754.00
4545-01	RISE INSTITUTE/RESEARCH	N	962645 10/4/2019	9/30/2019	PO-201029	01-6500-0-5770-1180-5880-090-230	3623 AUG19	5,508.00
4545-01	RISE INSTITUTE/RESEARCH	N	962645 10/4/2019	9/30/2019	PO-201029	01-6500-0-5770-1180-5880-090-230	3624 AUG19	5,508.00
4545-01	RISE INSTITUTE/RESEARCH	N	962645 10/4/2019	9/30/2019	PO-201029	01-6500-0-5770-1180-5880-090-230	3625 AUG19	5,508.00
	RISE INSTITUTE/RESEARCH Total							32,517.00
11876-01	ROSSE, JENNIFER	N	965933 10/18/2019	10/17/2019	PV-200296	01-0801-0-0000-2100-5210-090-177	BSCS/Artof AIR	243.98
11876-01	ROSSE, JENNIFER	N	965933 10/18/2019	10/17/2019	PV-200296	01-0801-0-0000-2100-5210-090-177	BSCS/Artof AIR	304.28
	ROSSE, JENNIFER Total							548.26
11572-01	ROSSI DE CAMPOS, LORAINE	N	966408 10/22/2019	10/18/2019	PV-200299	01-0000-0-0000-2700-4320-025-070	P/C REIMB.	38.19
11572-01	ROSSI DE CAMPOS, LORAINE	N	966408 10/22/2019	10/18/2019	PV-200299	01-0000-0-0000-2700-4320-025-070	P/C REIMB.	12.52
11572-01	ROSSI DE CAMPOS, LORAINE	N	963770 10/9/2019	10/8/2019	PV-200256	01-0000-0-1110-1000-4320-025-070	POSTCARDS	99.58
11572-01	ROSSI DE CAMPOS, LORAINE	N	966415 10/22/2019	10/18/2019	PV-200301	01-9010-0-1110-1000-4322-025-356	P/C REIMB.	76.63
	ROSSI DE CAMPOS, LORAINE Total							226.92
557-01	ROZZI'S REPRODUCTION & SUPPLY	N	962035 10/2/2019	10/1/2019	PO-200419	01-8150-0-0000-8110-5810-090-741	150189 SEP19	13.77
	ROZZI'S REPRODUCTION & SUPPLY Total							13.77
11860-01	RUBBERSTAMPS	N	967083 10/24/2019	10/23/2019	PO-201193	01-0000-0-1110-2421-4320-025-451	C065769 OCT19	128.96
11860-01	RUBBERSTAMPS	N	967083 10/24/2019	10/23/2019	PO-201193	01-9086-0-1110-1000-4320-025-386	C065769 OCT19	49.94
	RUBBERSTAMPS Total							178.90
11827-01	SAMTRANS	N	964521 10/11/2019	10/10/2019	PO-201152	01-3010-0-1110-1000-5815-008-301	GROUP PASSES	63.92
11827-01	SAMTRANS	N	964521 10/11/2019	10/10/2019	PO-201152	01-3010-0-1110-1000-5815-008-301	GROUP PASSES	85.20
11827-01	SAMTRANS	N	964521 10/11/2019	10/10/2019	PO-201152	01-3010-0-1110-1000-5815-008-301	GROUP PASSES	83.36
	SAMTRANS Total							232.48
4098-01	SAN FRANCISCO WINDOW & DOOR CO	N	963765 10/9/2019	10/7/2019	PO-200435	01-8150-0-0000-8110-4320-090-741	43727 OCT19	745.20
	SAN FRANCISCO WINDOW & DOOR CO Total							745.20
7002-01	SAN MATEO DAILY JOURNAL	N	967078 10/24/2019	10/23/2019	PO-200728	01-0000-0-0000-7490-5811-090-716	11601795-001 SEP	400.00

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5521-01	SAN MATEO DAILY JOURNAL Total								400.00
	SAN MATEO LAWN MOWER SHOP	N	964503	10/11/2019	10/7/2019	PO-200394	01-8150-0-0000-8110-4320-090-741	196256 OCT19	1,382.86
	SAN MATEO LAWN MOWER SHOP Total								1,382.86
337-01	SCHOLASTIC CLASSROOM MAGAZINE	N	965939	10/18/2019	10/17/2019	PO-201183	01-0801-0-1110-1000-4310-002-180	M6859800 2 OCT19	18.40
337-01	SCHOLASTIC CLASSROOM MAGAZINE	N	965939	10/18/2019	10/17/2019	PO-201183	01-0801-0-1110-1000-4310-002-180	M6859800 2 OCT19	184.00
337-01	SCHOLASTIC CLASSROOM MAGAZINE	N	967085	10/24/2019	10/23/2019	PO-201051	01-0801-0-1110-1000-4310-002-180	M6872184 4 OCT19	71.90
337-01	SCHOLASTIC CLASSROOM MAGAZINE	N	967085	10/24/2019	10/23/2019	PO-201051	01-0801-0-1110-1000-4310-002-180	M6872184 4 OCT19	718.73
337-01	SCHOLASTIC CLASSROOM MAGAZINE	N	967085	10/24/2019	10/23/2019	PO-201060	01-0801-0-1110-1000-4310-002-180	M6872201 6 OCT19	195.55
337-01	SCHOLASTIC CLASSROOM MAGAZINE	N	967085	10/24/2019	10/23/2019	PO-201060	01-0801-0-1110-1000-4310-002-180	M6872201 6 OCT19	195.50
	SCHOLASTIC CLASSROOM MAGAZINE Total								1,208.08
326-01	SCHOLASTIC INC	N	966402	10/22/2019	10/17/2019	PO-200716	01-0801-0-0000-2100-5899-090-172	954557127	400.00
326-01	SCHOLASTIC INC	N	967084	10/24/2019	10/23/2019	PO-201073	01-0801-0-1110-1000-4320-012-180	M6861679 6 OCT19	25.30
326-01	SCHOLASTIC INC	N	967084	10/24/2019	10/23/2019	PO-201073	01-0801-0-1110-1000-4320-012-180	M6861679 6 OCT19	227.70
326-01	SCHOLASTIC INC	N	966402	10/22/2019	10/17/2019	PO-200716	01-0801-0-1110-1000-5899-002-180	954557127	400.00
326-01	SCHOLASTIC INC	N	967084	10/24/2019	10/23/2019	PO-200926	01-3010-0-1110-1000-4310-022-301	M6782584 4 OCT19	692.82
326-01	SCHOLASTIC INC	N	967084	10/24/2019	10/23/2019	PO-200926	01-3010-0-1110-1000-4310-022-301	M6782584 4 OCT19	6,488.39
	SCHOLASTIC INC Total								8,234.21
6618-01	SCHOOL DATEBOOKS	N	962042	10/2/2019	10/2/2019	PO-200498	01-0000-0-1110-1000-4320-014-070	S19-0166708 AUG	635.83
6618-01	SCHOOL DATEBOOKS	N	968974	10/29/2019	10/23/2019	PO-200169	01-3010-0-1110-1000-4310-022-301	S19-0163330 AUG	3,371.52
	SCHOOL DATEBOOKS Total								4,007.35
2510-01	SCHOOL HEALTH CORP	N	963771	10/9/2019	10/9/2019	PO-200944	01-0000-0-0000-3140-4320-090-507	3663345-00 SEP19	38.20
	SCHOOL HEALTH CORP Total								38.20
8139-01	SCHOOL LOOP	N	963314	10/8/2019	10/3/2019	PO-200657	01-0000-0-1110-1000-5813-090-762	583585353264869	42,750.77
	SCHOOL LOOP Total								42,750.77
6127-01	SCHOOL SAFETY SOLUTIONS LLC	Y	963309	10/8/2019	10/2/2019	PO-200346	01-0000-0-0000-8200-5860-090-760	2498 SEP19	3,478.79
6127-01	SCHOOL SAFETY SOLUTIONS LLC	Y	963309	10/8/2019	10/2/2019	PO-200346	01-0000-0-0000-8200-5860-090-760	2499 OCT19	2,177.08
6127-01	SCHOOL SAFETY SOLUTIONS LLC	Y	964514	10/11/2019	10/9/2019	PO-200346	01-0000-0-0000-8200-5860-090-760	2501 OCT19	1,255.88
6127-01	SCHOOL SAFETY SOLUTIONS LLC	Y	965398	10/16/2019	10/15/2019	PO-200346	01-0000-0-0000-8200-5860-090-760	2506 OCT19	789.81
6127-01	SCHOOL SAFETY SOLUTIONS LLC	Y	965876	10/18/2019	10/16/2019	PO-200346	01-0000-0-0000-8200-5860-090-760	2508 OCT19	66.88
	SCHOOL SAFETY SOLUTIONS LLC Total								7,768.44
40-01	SCHOOL SERVICES OF CALIFORNIA,	N	963772	10/9/2019	10/8/2019	PO-200314	01-0000-0-0000-7350-5899-090-717	0122436-IN OCT19	305.00
	SCHOOL SERVICES OF CALIFORNIA, Total								305.00
10265-01	SEBERS, RYAN	N	965941	10/18/2019	10/17/2019	PV-200297	01-0000-0-0000-3130-4320-090-503	CASE/SCREEN PROT	55.91
1061-01	SEBI COMPUTER PRODUCTS INC	N	967087	10/24/2019	10/23/2019	PO-201075	01-0000-0-1110-1000-4320-033-070	I00196391 OCT19	216.89
1061-01	SEHI COMPUTER PRODUCTS INC	N	967087	10/24/2019	10/23/2019	PO-201075	01-0000-0-1110-1000-4420-033-070	I00196391 OCT19	533.32
	SEHI COMPUTER PRODUCTS INC Total								750.21
11821-01	SEI (STRATEGIC ENERGY	N	965079	10/15/2019	10/10/2019	PO-201163	01-9010-0-1110-1000-5899-002-356	2999 FY 2019/20	12,500.00
	SEI (STRATEGIC ENERGY Total								12,500.00
10706-01	SENECA FAMILY OF AGENCIES	N	961777	10/1/2019	9/30/2019	PO-201034	01-6500-0-5770-1180-5880-090-230	198312-IN JUL19	2,178.00
10706-01	SENECA FAMILY OF AGENCIES	N	961777	10/1/2019	9/30/2019	PO-201034	01-6500-0-5770-1180-5880-090-230	198313-IN JUL19	2,574.00
10706-01	SENECA FAMILY OF AGENCIES	N	961777	10/1/2019	9/30/2019	PO-201034	01-6500-0-5770-1180-5880-090-230	200098-IN AUG19	1,980.00
10706-01	SENECA FAMILY OF AGENCIES	N	961777	10/1/2019	9/30/2019	PO-201034	01-6500-0-5770-1180-5880-090-230	200097-IN AUG19	792.00
	SENECA FAMILY OF AGENCIES Total								7,524.00
10605-01	SERVICE PRESS INC.	N	963774	10/9/2019	10/8/2019	PO-200929	01-0000-0-0000-2110-5810-090-762	56985 OCT19	158.16
10605-01	SERVICE PRESS INC.	N	966406	10/22/2019	10/17/2019	PO-200935	01-0000-0-0000-2700-4320-025-070	56861 SEP19	660.36
10605-01	SERVICE PRESS INC.	N	962666	10/4/2019	10/2/2019	PO-200917	01-0000-0-1110-1000-5810-033-070	56802 SEP19	325.39
10605-01	SERVICE PRESS INC.	N	962666	10/4/2019	10/2/2019	PO-200492	01-6500-0-5770-1190-5810-090-245	56587 AUG19	108.78
	SERVICE PRESS INC. Total								1,252.69
11795-01	SIH INTERNATIONAL CORP	N	965080	10/15/2019	10/10/2019	PO-200731	01-0000-0-0000-2424-5813-090-735	810705387 F19/20	20,025.00

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	SHI INTERNATIONAL CORP Total							20,025.00
628-01	SHIFFLER EQUIPMENT SALES INC	N	963775 10/9/2019	10/8/2019	PO-200420	01-8150-0-0000-8110-4320-090-741	1924207500 SEP19	81.50
	SHIFFLER EQUIPMENT SALES INC Total							81.50
11516-01	SMCSLHA	N	963776 10/9/2019	10/8/2019	PO-201133	01-5640-0-5001-3900-5210-090-350	Technology In Context	65.00
11516-01	SMCSLHA	N	963776 10/9/2019	10/8/2019	PO-201134	01-5640-0-5001-3900-5210-090-350	Technology In Context	65.00
11516-01	SMCSLHA	N	968991 10/29/2019	10/24/2019	PO-201278	01-5640-0-5001-3900-5210-090-350	Technology In Context	65.00
11516-01	SMCSLHA	N	963776 10/9/2019	10/8/2019	PO-201137	01-5640-0-5770-3150-5210-090-350	Technology In Context	65.00
	SMCSLHA Total							260.00
10862-01	SOCIAL THINKING	N	962045 10/2/2019	10/1/2019	PO-200591	01-5640-0-5001-3900-5210-090-350	143524 AUG19	133.41
10862-01	SOCIAL THINKING	N	962045 10/2/2019	10/1/2019	PO-200865	01-6500-0-5770-1190-4310-090-245	146728 SEP19	133.39
	SOCIAL THINKING Total							266.80
9668-01	SOLUTION TREE	N	965877 10/18/2019	10/16/2019	PO-201195	01-0801-0-1110-1000-5210-002-180	S220956 NOV19	2,067.00
	SOLUTION TREE Total							2,067.00
46-01	SONITROL/PACIFIC WEST SECURITY	N	965865 10/18/2019	10/15/2019	PO-200353	01-8150-0-0000-8300-5806-090-129	NOV19/VARIOUS	9,842.00
	SONITROL/PACIFIC WEST SECURITY Total							9,842.00
11697-01	SOOHOO, JENNIFER	N	965400 10/16/2019	10/15/2019	PV-200265	01-0000-0-0000-7350-5210-090-717	MILEAGE SEP19	18.91
	SOOHOO, JENNIFER Total							18.91
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983393 SEP19	199.01
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983483 SEP19	27.36
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983636 SEP19	41.46
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983722 SEP19	2.41
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983774 SEP19	20.38
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983783 SEP19	31.16
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983791 SEP19	26.20
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983829 SEP19	213.98
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983830 SEP19	14.22
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983840 SEP19	4.74
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983863 SEP19	12.37
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983865 SEP19	51.40
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	983866 SEP19	5.44
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	984048 SEP19	76.81
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	984056 SEP19	68.94
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	984058 SEP19	105.61
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	984067 SEP19	8.03
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	984502 SEP19	3.26
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	984531 SEP19	39.47
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	985083 SEP19	63.77
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	985084 SEP19	26.27
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	985085 SEP19	14.60
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	985197 SEP19	11.59
228-01	SOUTH CITY LUMBER & SUPPLY	N	964504 10/11/2019	10/7/2019	PO-200385	01-8150-0-0000-8110-4320-090-741	985254 SEP19	11.42
	SOUTH CITY LUMBER & SUPPLY Total							1,079.90
9341-01	SOUTH SAN FRANCISCO FIRE DEPT.	N	962681 10/4/2019	10/3/2019	PO-201123	01-8150-0-0000-8110-5899-090-741	CE15-0814 SEP19	2,800.00
	SOUTH SAN FRANCISCO FIRE DEPT. Total							2,800.00
233-01	SOUTH SAN FRANCISCO SCAVENGER	N	963766 10/9/2019	10/7/2019	PO-200361	01-0000-0-0000-8200-5540-090-760	874434 SEP19	6,422.25
233-01	SOUTH SAN FRANCISCO SCAVENGER	N	964515 10/11/2019	10/9/2019	PO-200361	01-0000-0-0000-8200-5540-090-760	874151 SEP19	250.01
	SOUTH SAN FRANCISCO SCAVENGER Total							6,672.26
2355-01	SOUTHWEST SCHOOL & OFFICE SUPP	N	966416 10/22/2019	10/18/2019	PO-200701	01-0000-0-0000-0000-9320-000-0000	PINW0638795 OCT	263.34
	SOUTHWEST SCHOOL & OFFICE SUPP Total							263.34
10029-01	SPAULDING, JAY	N	962682 10/4/2019	10/3/2019	PV-200244	01-0000-0-0000-7400-4322-090-715	MEETING	37.00

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	SPAULDING, JAY Total							37.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	2041946 JUL19	1,275.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	2041947 JUL19	5,638.20
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	2041948 JUL19	7,520.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	20471949 JUL19	6,752.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	2041950 JUL19	7,549.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	2041951 JUL19	8,582.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	209709 AUG19	1,598.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	209710 AUG19	5,304.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	2096711 AUG19	1,670.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	2096712 AUG19	896.00
957-01	SPECTRUM CENTER SCHOOLS	N	962646 10/4/2019	9/30/2019	PO-201025	01-6500-0-5770-1180-5880-090-230	2096713 AUG19	1,691.00
	SPECTRUM CENTER SCHOOLS Total							48,475.20
10515-01	SPEECH CORNER	N	967089 10/24/2019	10/23/2019	PO-200871	01-5640-0-5770-3150-4320-090-350	17753 SEP19	34.99
10515-01	SPEECH CORNER	N	967089 10/24/2019	10/23/2019	PO-200871	01-5640-0-5770-3150-4320-090-350	17753 SEP19	6.95
	SPEECH CORNER Total							41.94
10359-01	SPINITAR	N	965081 10/15/2019	10/10/2019	PO-200945	01-0000-0-1110-1000-6420-090-317	383236 SEP19	7,648.10
	SPINITAR Total							7,648.10
11823-01	SPRIG ELECTRIC CO	N	965082 10/15/2019	10/10/2019	PO-200979	01-0000-0-0000-2424-5899-090-735	43917 OCT19	4,897.00
	SPRIG ELECTRIC CO Total							4,897.00
7428-01	SPRINT PCS	N	966410 10/22/2019	10/18/2019	PO-200658	01-0000-0-0000-2110-5899-090-762	979618816 SEP19	189.95
7428-01	SPRINT PCS	N	966410 10/22/2019	10/18/2019	PO-200608	01-0000-0-0000-2700-5910-090-735	979618816 SEP19	339.73
7428-01	SPRINT PCS	N	966410 10/22/2019	10/18/2019	PO-200690	01-0000-0-0000-3130-5910-090-503	979618816 SEP19	46.46
7428-01	SPRINT PCS	N	965878 10/18/2019	10/16/2019	PO-200360	01-0000-0-0000-7200-5910-090-760	139729810 SEP19	306.47
7428-01	SPRINT PCS	N	966410 10/22/2019	10/18/2019	PO-200658	01-3060-0-4850-1000-5899-090-303	979618816 SEP19	37.99
7428-01	SPRINT PCS	N	966410 10/22/2019	10/18/2019	PO-200691	01-6500-0-5770-2700-5910-090-245	979618816 SEP19	40.82
	SPRINT PCS Total							961.42
6550-01	SSF HIGH SCHOOL	N	962683 10/4/2019	10/3/2019	PV-200250	01-0000-0-0000-0000-8699-090-719	AUG19 COMMISSION	504.74
	SSF HIGH SCHOOL Total							504.74
477-01	SSF USD/REVOLVING CASH FUND	N	968987 10/29/2019	10/23/2019	CM-200007	01-0000-0-0000-0000-9529-000-0000	Reverse 6/30/19	-1,277.67
477-01	SSF USD/REVOLVING CASH FUND	N	968987 10/29/2019	10/23/2019	PV-200314	01-0000-0-0000-0000-9589-000-0000	late hire period	790.24
477-01	SSF USD/REVOLVING CASH FUND	N	968987 10/29/2019	10/23/2019	PV-200315	01-0000-0-0000-0000-9589-000-0000	payroll advance	345.74
477-01	SSF USD/REVOLVING CASH FUND	N	968987 10/29/2019	10/23/2019	PV-200316	01-0000-0-0000-0000-9589-000-0000	8/15/19 payroll	233.07
477-01	SSF USD/REVOLVING CASH FUND	N	968987 10/29/2019	10/23/2019	PV-200317	01-0000-0-0000-0000-9589-000-0000	corrected 8/30/1	4,164.26
477-01	SSF USD/REVOLVING CASH FUND	N	968987 10/29/2019	10/23/2019	PV-200318	01-0000-0-0000-0000-9589-000-0000	re-issue due to	1,878.03
477-01	SSF USD/REVOLVING CASH FUND	N	968987 10/29/2019	10/23/2019	PV-200319	01-0000-0-0000-0000-9589-000-0000	lost time card s	1,288.00
477-01	SSF USD/REVOLVING CASH FUND	N	968987 10/29/2019	10/23/2019	PV-200321	01-0000-0-0000-0000-9589-000-0000	terminated emplo	1,571.00
	SSF USD/REVOLVING CASH FUND Total							8,992.67
124-01	STANDARD PLUMBING SUPPLY	N	962667 10/4/2019	10/2/2019	PO-200434	01-8150-0-0000-8110-4320-090-741	KBW495 SEP19	37.37
124-01	STANDARD PLUMBING SUPPLY	N	962667 10/4/2019	10/2/2019	PO-200434	01-8150-0-0000-8110-4320-090-741	KDC21 SEP19	8.79
124-01	STANDARD PLUMBING SUPPLY	N	962667 10/4/2019	10/2/2019	PO-200434	01-8150-0-0000-8110-4320-090-741	KCMID00 SEP19	74.76
124-01	STANDARD PLUMBING SUPPLY	N	962667 10/4/2019	10/2/2019	PO-200434	01-8150-0-0000-8110-4320-090-741	KCO495 SEP19	28.89
124-01	STANDARD PLUMBING SUPPLY	N	964516 10/11/2019	10/9/2019	PO-200434	01-8150-0-0000-8110-4320-090-741	KBT723 SEP19	121.56
124-01	STANDARD PLUMBING SUPPLY	N	965401 10/16/2019	10/15/2019	PO-200434	01-8150-0-0000-8110-4320-090-741	KXC38 OCT19	23.86
124-01	STANDARD PLUMBING SUPPLY	N	965401 10/16/2019	10/15/2019	PO-200434	01-8150-0-0000-8110-4320-090-741	KDKG22 OCT19	620.69
124-01	STANDARD PLUMBING SUPPLY	N	968992 10/29/2019	10/24/2019	PO-200434	01-8150-0-0000-8110-4320-090-741	KFG831 OCT19	650.56
124-01	STANDARD PLUMBING SUPPLY	N	968992 10/29/2019	10/24/2019	PO-200434	01-8150-0-0000-8110-4320-090-741	KFG874 OCT19	418.46
	STANDARD PLUMBING SUPPLY Total							1,984.94
10610-01	STAPLES #0488	N	963771 10/9/2019	10/8/2019	PO-201089	01-0000-0-1110-1000-4320-033-070	7300836872-0-1	92.17
	STAPLES #0488 Total							92.17

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10130-01	STARFISH THERAPIES	Y	966411 10/22/2019	10/18/2019	PO-201113	01-6500-0-5770-1180-5870-090-230	14474 JUL19	505.75
10130-01	STARFISH THERAPIES	Y	966411 10/22/2019	10/18/2019	PO-201113	01-6500-0-5770-1180-5870-090-230	14570 AUG19	1,338.75
	STARFISH THERAPIES Total							1,844.50
5000-01	STATE OF CA DEPT OF JUSTICE	N	968999 10/29/2019	10/24/2019	PV-200331	01-0000-0-0000-7300-5899-090-717	407508 SEP19	64.00
5000-01	STATE OF CA DEPT OF JUSTICE	N	968999 10/29/2019	10/24/2019	PV-200331	01-0000-0-0000-7400-5840-090-715	407508 SEP19	471.00
5000-01	STATE OF CA DEPT OF JUSTICE	N	968999 10/29/2019	10/24/2019	PV-200331	01-0000-0-0000-7400-5841-090-715	407508 SEP19	1,019.00
	STATE OF CA DEPT OF JUSTICE Total							1,554.00
517-01	STEWART CHEVROLET	N	965402 10/16/2019	10/15/2019	PO-200516	01-8150-0-0000-8110-4320-090-741	125136 OCT19	445.77
	STEWART CHEVROLET Total							445.77
1507-01	SUPER DUPER PUBLICATIONS	N	962046 10/2/2019	10/1/2019	PO-200872	01-5640-0-5001-3150-4320-090-350	2465957A SEP19	217.45
1507-01	SUPER DUPER PUBLICATIONS	N	963779 10/9/2019	10/8/2019	PO-200870	01-5640-0-5001-3150-4320-090-350	2465955A SEP19	279.08
	SUPER DUPER PUBLICATIONS Total							496.53
1820-01	SUPPLYWORKS	N	963338 10/8/2019	10/7/2019	PO-200907	01-0000-0-0000-0000-9320-000-0000	511716722	13.28
1820-01	SUPPLYWORKS	N	963338 10/8/2019	10/7/2019	PO-200907	01-0000-0-0000-0000-9320-000-0000	511749913	1,071.32
1820-01	SUPPLYWORKS	N	963338 10/8/2019	10/7/2019	PO-200970	01-0000-0-1110-1000-4320-022-070	513721829	189.18
1820-01	SUPPLYWORKS	N	963338 10/8/2019	10/7/2019	PO-200710	01-4128-0-1110-1000-4320-090-348	513686543	292.41
	SUPPLYWORKS Total							1,566.19
11033-01	SWING EDUCATION INC.	N	966407 10/22/2019	10/17/2019	PO-201212	01-0000-0-0000-7400-5899-090-715	INV00120307 SEP	40,000.00
	SWING EDUCATION INC. Total							40,000.00
11870-01	TAM, CINDY	N	965088 10/15/2019	10/11/2019	PV-200263	01-0801-0-1110-1000-5210-032-180	ASC WASC WRKSHIP	57.84
8500-01	TEANI, CHRISTINA	N	962684 10/4/2019	10/3/2019	PV-200245	01-3010-0-1110-1000-4320-007-301	HEADSPROUT LICEN	199.95
	TEANI, CHRISTINA Total							199.95
5180-01	THE WRITING COMPANY	N	967088 10/24/2019	10/23/2019	PO-200904	01-4128-0-1110-1000-4320-090-348	SI153159 SEP19	244.48
	THE WRITING COMPANY Total							244.48
11878-01	TILETILE, PAUL	N	966788 10/23/2019	10/22/2019	PV-200306	01-0000-0-0000-0000-9589-000-0000	REFUND WRKMS	57.42
	TILETILE, PAUL Total							57.42
11865-01	TINOCO, MARCO ANTONIO	N	962685 10/4/2019	10/3/2019	PV-200246	01-0000-0-1110-1000-4100-090-317	REFUND/TEXTBOOK	132.00
11852-01	TINOCO, MARCO ANTONIO	N	964522 10/11/2019	10/10/2019	PO-201149	01-3410-0-5001-3900-4320-090-337	300283739-P4L	318.00
	TINOCO, MARCO ANTONIO Total							318.00
10223-01	TJM PROMOS INC	N	964523 10/11/2019	10/10/2019	PO-201188	01-0000-0-0000-7600-5899-090-810	7798 SEP19	3,600.00
	TJM PROMOS INC Total							3,600.00
574-01	U.S. POSTMASTER	N	968993 10/29/2019	10/24/2019	PV-200332	01-0000-0-0000-7300-5920-090-717	POSTAGE DUE	64.90
	U.S. POSTMASTER Total							64.90
5659-01	UC REGENTS-UNIV OF CALIF., BER	N	965403 10/16/2019	10/15/2019	PO-201172	01-0000-0-3200-1000-5210-031-116	Bay Area Writing	150.00
184-01	UNISOURCE CORPORATION	N	966417 10/22/2019	10/18/2019	PO-200699	01-0000-0-0000-0000-9320-000-0000	35-32466456 SEP	422.32
	UNISOURCE CORPORATION Total							422.32
10637-01	UNITED COACH TOURS	N	969000 10/29/2019	10/24/2019	PO-201281	01-0000-0-0000-3900-5821-032-322	16264WF NOV19	2,112.00
10637-01	UNITED COACH TOURS	N	961780 10/1/2019	9/30/2019	PO-201076	01-0000-0-0000-3900-5821-033-322	16226WF OCT19	1,914.00
10637-01	UNITED COACH TOURS	N	962655 10/4/2019	10/1/2019	PO-201050	01-0801-0-1110-1000-5821-022-180	160625T AUG19	4,640.00
10637-01	UNITED COACH TOURS	N	965083 10/15/2019	10/10/2019	PO-201178	01-9219-0-1219-1000-5815-032-356	16284WF NOV19	748.00
	UNITED COACH TOURS Total							9,414.00
10011-01	UNITED RENTALS INC	N	965404 10/16/2019	10/15/2019	PO-200377	01-8150-0-0000-8110-5600-090-741	174510299-001	1,517.34
10011-01	UNITED RENTALS INC	N	964505 10/11/2019	10/7/2019	PO-201000	01-8150-0-0000-8110-6410-090-741	174371704-001	51,099.38
	UNITED RENTALS INC Total							52,616.72
1836-01	UNITED SITE SERVICES OF CA INC	N	962036 10/2/2019	10/1/2019	PO-200354	01-0000-0-0000-8200-5600-090-760	114-9158644 SEP	676.83
1836-01	UNITED SITE SERVICES OF CA INC	N	963767 10/9/2019	10/7/2019	PO-200354	01-0000-0-0000-8200-5600-090-760	114-9212329 OCT	470.25
1836-01	UNITED SITE SERVICES OF CA INC	N	968994 10/29/2019	10/24/2019	PO-200354	01-0000-0-0000-8200-5600-090-760	114-9248993 OCT	595.68

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	UNITED SITE SERVICES OF CA INC Total							1,742.76
10416-01	UPS STORE	N	968995 10/29/2019	10/24/2019	PV-200333	01-0000-0-0000-7300-5899-090-717	SEP19 SVCS	549.86
10416-01	UPS STORE	N	968995 10/29/2019	10/24/2019	PO-200260	01-0000-0-0000-7400-5840-090-715	SEP19 SVC.	1,549.38
10416-01	UPS STORE	N	968995 10/29/2019	10/24/2019	PO-200260	01-0000-0-0000-7490-5841-090-716	SEP19 SVC.	449.82
	UPS STORE Total							2,549.06
11258-01	VERIZON CONNECT NWF INC.	N	964517 10/11/2019	10/9/2019	PO-200440	01-8150-0-0000-8110-5813-090-741	1897470 OCT19	706.80
	VERIZON CONNECT NWF INC. Total							706.80
471-01	WARD'S NATURAL SCIENCE EST LLC	N	963780 10/9/2019	10/8/2019	PO-200480	01-0000-0-1235-1000-4320-033-070	808730318 AUG19	656.26
471-01	WARD'S NATURAL SCIENCE EST LLC	N	963780 10/9/2019	10/8/2019	PO-200480	01-0000-0-1235-1000-4320-033-070	8087770579 SEP19	131.61
	WARD'S NATURAL SCIENCE EST LLC Total							787.87
1196-01	WELLS FARGO	N	965911 10/18/2019	10/17/2019	PV-200269	01-0000-0-0000-7300-4320-090-729	Sept Purchases	2,178.44
	WELLS FARGO Total							2,178.44
11804-01	WELLS FARGO VENDOR FIN SERV	N	965879 10/18/2019	10/16/2019	PO-200263	01-0000-0-1110-1000-5600-090-722	5007605932 NOV19	164.61
11804-01	WELLS FARGO VENDOR FIN SERV	N	968972 10/29/2019	10/23/2019	PO-200263	01-0000-0-1110-1000-5600-090-722	5007663655 NOV19	6,755.95
	WELLS FARGO VENDOR FIN SERV Total							6,920.56
11117-01	WEST INTERACTIVE SRVCS CORP	N	965866 10/18/2019	10/15/2019	PO-201206	01-0000-0-0000-2424-5813-090-735	111468 FY 19/20	11,471.25
	WEST INTERACTIVE SRVCS CORP Total							11,471.25
4314-01	WESTBOROUGH MIDDLE SCHOOL	N	962674 10/4/2019	10/3/2019	PV-200239	01-0000-0-0000-2700-4320-025-070	P/C REIMB.	99.19
4314-01	WESTBOROUGH MIDDLE SCHOOL	N	962674 10/4/2019	10/3/2019	PV-200239	01-0000-0-0000-2700-4320-025-070	P/C REIMB.	12.52
4314-01	WESTBOROUGH MIDDLE SCHOOL	N	962686 10/4/2019	10/3/2019	PV-200248	01-9010-0-1110-1000-4322-025-356	P/C REIMBURSEMENT	76.63
	WESTBOROUGH MIDDLE SCHOOL Total							128.34
7593-01	WESTCO PARKING TECHNOLOGIES	N	964524 10/11/2019	10/10/2019	PO-200431	01-8150-0-0000-8110-4320-090-741	12585 SEP19 BAL.	316.02
	WESTCO PARKING TECHNOLOGIES Total							316.02
575-01	WESTERN PSYCHOLOGICAL SERVICES	N	963316 10/8/2019	10/10/2019	PO-201023	01-5640-0-5001-3900-5210-090-350	WPS-286744 OCT19	1,905.12
575-01	WESTERN PSYCHOLOGICAL SERVICES	N	965084 10/15/2019	10/10/2019	PO-201047	01-6500-0-5770-1190-4320-090-245	WPS-288111 OCT19	2,810.79
575-01	WESTERN PSYCHOLOGICAL SERVICES	N	969001 10/29/2019	10/24/2019	PO-200719	01-6500-0-5770-1190-4320-090-245	WPS-285050 SEP19	1,307.46
575-01	WESTERN PSYCHOLOGICAL SERVICES	N	969001 10/29/2019	10/24/2019	PO-200719	01-6500-0-5770-1190-4320-090-245	WPS-290983 SEP19	724.35
	WESTERN PSYCHOLOGICAL SERVICES Total							6,747.72
7207-01	WINGS LEARNING CENTER	N	961778 10/1/2019	9/30/2019	PO-201031	01-6500-0-5770-1180-5880-090-230	6618 JUL19	4,348.50
7207-01	WINGS LEARNING CENTER	N	969002 10/29/2019	10/24/2019	PO-201031	01-6500-0-5770-1180-5880-090-230	6689 SEP19	6,725.00
	WINGS LEARNING CENTER Total							11,073.50
2573-01	WOODWIND & BRASSWIND	N	964525 10/11/2019	10/10/2019	PO-200665	01-4128-0-1110-1000-4420-090-348	ARINW50429402	264.80
2573-01	WOODWIND & BRASSWIND	N	964525 10/11/2019	10/10/2019	PO-200665	01-4128-0-1110-1000-4320-090-348	ARINW50427302	66.20
2573-01	WOODWIND & BRASSWIND	N	964525 10/11/2019	10/10/2019	PO-200665	01-4128-0-1110-1000-4320-090-348	ARINW50293502	66.20
2573-01	WOODWIND & BRASSWIND	N	964525 10/11/2019	10/10/2019	PO-200665	01-4128-0-1110-1000-4320-090-348	ARINW50379402	66.20
2573-01	WOODWIND & BRASSWIND	N	968975 10/29/2019	10/23/2019	PO-200087	01-4128-0-1110-1000-4420-090-348	ARINW49555769	768.23
2573-01	WOODWIND & BRASSWIND	N	968975 10/29/2019	10/23/2019	PO-200087	01-4128-0-1110-1000-4420-090-348	ARINW49656091	625.56
2573-01	WOODWIND & BRASSWIND	N	968975 10/29/2019	10/23/2019	PO-200087	01-4128-0-1110-1000-4420-090-348	ARINW49925852	628.62
2573-01	WOODWIND & BRASSWIND	N	968975 10/29/2019	10/23/2019	PO-200087	01-4128-0-1110-1000-4420-090-348	ARINW49921229	423.67
2573-01	WOODWIND & BRASSWIND	N	968975 10/29/2019	10/23/2019	PO-200087	01-4128-0-1110-1000-4420-090-348	ARINW49915934	247.16
2573-01	WOODWIND & BRASSWIND	N	968975 10/29/2019	10/23/2019	PO-200087	01-4128-0-1110-1000-4420-090-348	ARINW50315271	845.06
	WOODWIND & BRASSWIND Total							4,001.70
43-01	XEROX CORPORATION	N	967079 10/24/2019	10/23/2019	PO-200312	01-0000-0-0000-7350-5600-090-717	1820526 OCT19	21.59
43-01	XEROX CORPORATION	N	963762 10/9/2019	10/8/2019	PO-200327	01-0000-0-0000-7350-5600-090-717	IN1224656 AUG19	6.04
43-01	XEROX CORPORATION	N	966414 10/22/2019	10/18/2019	PO-200327	01-0000-0-0000-7350-5600-090-717	IN1255776 SEP19	6.52
43-01	XEROX CORPORATION	N	967079 10/24/2019	10/23/2019	PO-200322	01-0000-0-0000-7500-5600-090-718	1820527 OCT19	485.25
43-01	XEROX CORPORATION	N	963762 10/9/2019	10/8/2019	PO-200327	01-0000-0-0000-7500-5600-090-718	IN1224656 AUG19	480.47
43-01	XEROX CORPORATION	N	966414 10/22/2019	10/18/2019	PO-200327	01-0000-0-0000-7500-5600-090-718	IN1255776 SEP19	44.18
	XEROX CORPORATION Total							1,044.05
3256-01	YOUNG AUDIENCES OF THE BAY ARE	N	965405 10/16/2019	10/15/2019	PO-201036	01-3010-0-1110-1000-5899-008-301	INV001971 SEP19	1,120.00

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Vendor Number	Vendor Name	1099	Warrant	Posted	Entered	Reference	Account Number	Description	Amount Paid
3256-01	YOUNG AUDIENCES OF THE BAY ARE	N	968996	10/29/2019	10/24/2019	PO-201035	01-3010-0-1110-1000-5899-008-301	INV001977 OCT19	740.00
3256-01	YOUNG AUDIENCES OF THE BAY ARE	N	968996	10/29/2019	10/24/2019	PO-201042	01-3010-0-1110-1000-5899-008-301	INV001972 OCT19	780.00
11240-01	YU, DIANA	N	965934	10/18/2019	10/17/2019	PV-200294	01-0801-0-0000-2100-5210-090-177	SVM1 Training	2,640.00
	YU, DIANA Total								36.16
	Subtotal							Fund 01	2,351,769.98
11334-01	BALES STUTES, ELIZABETH	N	965935	10/18/2019	10/17/2019	PV-200293	11-6391-0-4110-2490-5210-041-481	CATESOL Conf.	481.28
316-01	BALES STUTES, ELIZABETH Total								481.28
316-01	CALIFORNIA WATER SERVICE COMPA	N	963342	10/8/2019	10/4/2019	PO-200344	11-0000-0-0000-8200-5530-041-760	6907544444	1,697.80
316-01	CALIFORNIA WATER SERVICE COMPA	N	963342	10/8/2019	10/4/2019	PO-200344	11-0000-0-0000-8200-5530-041-760	6907544444	2,034.04
	CALIFORNIA WATER SERVICE COMPA Total								3,731.84
4080-01	ETS - EDUCATIONAL TESTING SVC	N	967114	10/24/2019	10/23/2019	PO-200525	11-0000-0-4152-1000-5817-041-152	SP20059246	150.00
4080-01	ETS - EDUCATIONAL TESTING SVC	N	967114	10/24/2019	10/23/2019	PO-200525	11-0000-0-4152-1000-5817-041-152	SP20066818	30.00
4080-01	ETS - EDUCATIONAL TESTING SVC	N	967114	10/24/2019	10/23/2019	PO-200525	11-0000-0-4152-1000-5817-041-152	SP20067097	260.00
	ETS - EDUCATIONAL TESTING SVC Total								440.00
147-01	HILLYARD INC	N	966791	10/23/2019	10/22/2019	PO-200524	11-0000-0-0000-8200-4320-041-760	603559470	685.90
147-01	HILLYARD INC	N	966791	10/23/2019	10/22/2019	PO-200524	11-0000-0-0000-8200-4320-041-760	603565248	189.71
147-01	HILLYARD INC	N	966791	10/23/2019	10/22/2019	PO-200524	11-0000-0-0000-8200-4320-041-760	603609333	207.53
147-01	HILLYARD INC	N	966791	10/23/2019	10/22/2019	PO-200524	11-6391-0-4110-1000-4320-041-480	603559470	74.56
	HILLYARD INC Total								1,157.70
8653-01	KELLY PAPER	N	966792	10/23/2019	10/22/2019	PO-200827	11-0000-0-4110-1000-4320-041-480	9898661	64.88
6958-01	KELLY PAPER Total								64.88
6958-01	NEW READERS PRESS	N	968997	10/29/2019	10/24/2019	PO-201124	11-0000-0-4152-1000-4320-041-152	9158520 OCT19	12.16
6958-01	NEW READERS PRESS	N	968997	10/29/2019	10/24/2019	PO-201124	11-0000-0-4152-1000-4320-041-152	9158520 OCT19	140.48
	NEW READERS PRESS Total								152.64
323-01	P G & E	N	964518	10/11/2019	10/10/2019	PO-200342	11-0000-0-0000-8200-5510-041-760	7314282172-4 OCT	666.37
	P G & E Total								666.37
	Subtotal							Fund 11	6,694.71
316-01	CALIFORNIA WATER SERVICE COMPA	N	963343	10/8/2019	10/4/2019	PO-200344	12-6105-0-8510-8200-5530-045-830	6907544444	88.26
316-01	CALIFORNIA WATER SERVICE COMPA	N	963343	10/8/2019	10/4/2019	PO-200344	12-6105-0-8510-8200-5530-045-830	6907544444	103.48
316-01	CALIFORNIA WATER SERVICE COMPA	N	963343	10/8/2019	10/4/2019	PO-200344	12-6105-0-8535-8200-5530-045-835	6907544444	61.52
316-01	CALIFORNIA WATER SERVICE COMPA	N	963343	10/8/2019	10/4/2019	PO-200344	12-6105-0-8535-8200-5530-045-835	6907544444	72.12
316-01	CALIFORNIA WATER SERVICE COMPA	N	963343	10/8/2019	10/4/2019	PO-200344	12-9010-0-8533-8200-5530-045-833	6907544444	29.42
316-01	CALIFORNIA WATER SERVICE COMPA	N	963343	10/8/2019	10/4/2019	PO-200344	12-9010-0-8533-8200-5530-045-833	6907544444	34.49
316-01	CALIFORNIA WATER SERVICE COMPA	N	963343	10/8/2019	10/4/2019	PO-200344	12-9046-0-8530-8200-5530-045-846	6907544444	88.26
316-01	CALIFORNIA WATER SERVICE COMPA	N	963343	10/8/2019	10/4/2019	PO-200344	12-9046-0-8530-8200-5530-045-846	6907544444	103.48
	CALIFORNIA WATER SERVICE COMPA Total								581.03
6842-01	CLAYBON, ERIC	N	964497	10/11/2019	10/4/2019	PV-200252	12-9010-0-8533-1000-4322-045-848	Panera Luncheon	514.47
2920-01	CLAYBON, ERIC Total								514.47
147-01	DEPARTMENT OF SOCIAL SERVICES	N	965912	10/18/2019	10/17/2019	PO-201177	12-9302-0-8510-1000-5899-005-LJFT	FAC# 414004154	302.50
	DEPARTMENT OF SOCIAL SERVICES Total								302.50
147-01	HILLYARD INC	N	966793	10/23/2019	10/22/2019	PO-200074	12-6105-0-8510-8200-4320-045-830	603519386	253.22
147-01	HILLYARD INC	N	966793	10/23/2019	10/22/2019	PO-200074	12-6105-0-8535-8200-4320-045-835	603519386	253.22
147-01	HILLYARD INC	N	966793	10/23/2019	10/22/2019	PO-200074	12-9010-0-8533-1000-4320-045-833	603519386	253.21
147-01	HILLYARD INC	N	966793	10/23/2019	10/22/2019	PO-200074	12-9302-0-8510-8200-4320-045-LJFT	603519386	253.22
	HILLYARD INC Total								1,012.87
8653-01	KELLY PAPER	N	963344	10/8/2019	10/7/2019	PO-200985	12-6105-0-8510-1000-4320-045-830	9923692	105.59
8653-01	KELLY PAPER	N	963344	10/8/2019	10/7/2019	PO-200985	12-6105-0-8535-1000-4320-045-835	9923692	105.59
8653-01	KELLY PAPER	N	963344	10/8/2019	10/7/2019	PO-200985	12-9010-0-8533-1000-4320-045-833	9923692	105.59
8653-01	KELLY PAPER	N	963344	10/8/2019	10/7/2019	PO-200985	12-9033-0-8533-1000-4320-045-836	9923692	105.59

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	KELLY PAPER Total								422.36
167-01	LAKESHORE	N	963781	10/9/2019	10/8/2019	PO-201004	12-9010-0-8533-1000-4320-045-833	2008520919 SEP19	176.20
6284-01	LAKESHORE Total								176.20
	LOWE'S BUSINESS ACCOUNT								1,207.36
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	964526	10/11/2019	10/10/2019	PO-201170	12-9302-0-8510-1000-4420-005-LIFT	82131059006721	1,207.36
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965869	10/18/2019	10/16/2019	PO-201118	12-6105-0-8510-1000-4320-045-830	379245029001 OCT	222.10
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965869	10/18/2019	10/16/2019	PO-201117	12-9010-0-8530-1000-4310-012-832	381766170001 OCT	98.74
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965869	10/18/2019	10/16/2019	PO-201117	12-9010-0-8530-1000-4310-012-832	381765667001 OCT	116.91
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	968988	10/29/2019	10/24/2019	PO-201174	12-9010-0-8530-1000-4320-006-832	385160749001 OCT	73.87
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965869	10/18/2019	10/16/2019	PO-201118	12-9010-0-8533-1000-4320-045-833	379245029001 OCT	222.12
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	962653	10/4/2019	9/30/2019	PO-200885	12-9302-0-8510-1000-4320-005-LIFT	375718352001 SEP	537.63
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965869	10/18/2019	10/15/2019	PO-201044	12-9302-0-8510-1000-4320-005-LIFT	382351917001 SEP	113.13
	OFFICE DEPOT/BUSINESS SERVICE Total								1,384.50
323-01	P G & E	N	964519	10/11/2019	10/10/2019	PO-200342	12-6105-0-8510-8200-5510-045-830	7314282172-4 OCT	485.79
323-01	P G & E	N	964519	10/11/2019	10/10/2019	PO-200342	12-6105-0-8535-8200-5510-045-835	7314282172-4 OCT	697.01
323-01	P G & E	N	964519	10/11/2019	10/10/2019	PO-200342	12-9010-0-8533-8200-5510-045-833	7314282172-4 OCT	697.01
323-01	P G & E	N	964519	10/11/2019	10/10/2019	PO-200342	12-9046-0-8530-8200-5510-045-846	7314282172-4 OCT	232.34
323-01	P G & E	N	964519	10/11/2019	10/10/2019	PV-200258	12-9302-0-8510-8200-5510-005-LIFT	282172-4 OCT19	22.46
323-01	P G & E	N	964519	10/11/2019	10/10/2019	PV-200258	12-9302-0-8510-8200-5510-005-LIFT	282172-4 OCT19	189.75
	P G & E Total								2,324.36
9888-01	SILICON VALLEY COMMUNITY	N	962687	10/4/2019	10/3/2019	PO-201019	12-9302-0-8510-2100-5210-005-LIFT	CONFERENCE	125.00
10610-01	STAPLES #0488	N	962048	10/2/2019	10/1/2019	PO-200883	12-9302-0-8510-1000-4320-005-LIFT	7300579158-0-2	125.00
10610-01	STAPLES #0488	N	962048	10/2/2019	10/1/2019	PO-200883	12-9302-0-8510-1000-4320-005-LIFT	7300579158-0-1	16.22
	STAPLES #0488 Total								1,152.47
11253-01	WONG, YAE LAN	N	962688	10/4/2019	10/3/2019	PV-200247	12-9302-0-8510-2100-5210-005-LIFT	MILEAGE BIG LIFT	1,168.69
	WONG, YAE LAN Total								25.52
	Subtotal							Fund 12	9,244.86
11110-01	ADVANCED INTEGRATED PEST MGMT	N	963345	10/8/2019	10/7/2019	PO-200204	13-5310-0-0000-3700-5807-090-820	1603959	75.00
11110-01	ADVANCED INTEGRATED PEST MGMT	N	965913	10/18/2019	10/17/2019	PO-200204	13-5310-0-0000-3700-5807-090-820	1591485	75.00
11110-01	ADVANCED INTEGRATED PEST MGMT	N	965913	10/18/2019	10/17/2019	PO-200204	13-5310-0-0000-3700-5807-090-820	1591483	75.00
11110-01	ADVANCED INTEGRATED PEST MGMT	N	965913	10/18/2019	10/17/2019	PO-200204	13-5310-0-0000-3700-5807-090-820	1591481	75.00
11110-01	ADVANCED INTEGRATED PEST MGMT	N	965913	10/18/2019	10/17/2019	PO-200204	13-5310-0-0000-3700-5807-090-820	1615158	75.00
11110-01	ADVANCED INTEGRATED PEST MGMT	N	965913	10/18/2019	10/17/2019	PO-200204	13-5310-0-0000-3700-5807-090-820	1615160	75.00
11110-01	ADVANCED INTEGRATED PEST MGMT	N	965913	10/18/2019	10/17/2019	PO-200204	13-5310-0-0000-3700-5807-090-820	1615162	75.00
	ADVANCED INTEGRATED PEST MGMT Total								525.00
11179-01	BAY CITIES PRODUCE	N	963346	10/8/2019	10/7/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1357201	1,554.81
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1354969 SEP19	511.63
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1354995 SEP19	1,238.07
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1356054 SEP19	1,177.39
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1358621 OCT19	997.80
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1358298 OCT19	355.84
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1357934 OCT19	505.97
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1359705 OCT19	1,468.25
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1359709 OCT19	674.71
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1361725 OCT19	1,626.92
11179-01	BAY CITIES PRODUCE	N	968969	10/29/2019	10/22/2019	PO-200219	13-5310-0-0000-3700-4700-090-820	1361963 OCT19	651.25
	BAY CITIES PRODUCE Total								10,762.64
4853-01	BOARD OF EQUALIZATION	N	967091	10/24/2019	10/23/2019	PV-200312	13-0000-0-0000-0000-9580-000-0000	020-300028 SEP19	108.77
	BOARD OF EQUALIZATION Total								108.77

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1269-01	BOARD OF EQUALIZATION,	N	967092 10/24/2019	10/23/2019	PV-200313	13-9010-0-0000-0000-8638-090-822	020-602564 SEP19	28.00
	BOARD OF EQUALIZATION, Total							28.00
1251-01	DANIELSEN COMPANY	N	964498 10/11/2019	10/7/2019	PO-200255	13-5310-0-0000-3700-4700-090-820	206698	5,678.83
1251-01	DANIELSEN COMPANY	N	964498 10/11/2019	10/7/2019	PO-200255	13-5310-0-0000-3700-4700-090-820	205928	7,183.93
1251-01	DANIELSEN COMPANY	N	964498 10/11/2019	10/7/2019	PO-200255	13-5310-0-0000-3700-4700-090-820	207784	757.20
1251-01	DANIELSEN COMPANY	N	966403 10/22/2019	10/17/2019	PO-200255	13-5310-0-0000-3700-4700-090-820	207470	8,644.80
1251-01	DANIELSEN COMPANY	N	966796 10/23/2019	10/22/2019	PO-200255	13-5310-0-0000-3700-4700-090-820	208336 OCT19	3,880.70
1251-01	DANIELSEN COMPANY	N	966796 10/23/2019	10/22/2019	PO-200255	13-5310-0-0000-3700-4700-090-820	208247 OCT19	799.28
1251-01	DANIELSEN COMPANY	N	966796 10/23/2019	10/22/2019	PO-200255	13-5310-0-0000-3700-4700-090-820	20938 OCT19	468.90
	DANIELSEN COMPANY Total							27,413.64
9425-01	FOOD 4 THOUGHT LLC	N	966797 10/23/2019	10/22/2019	PO-200759	13-5310-0-0000-3700-4700-090-820	42353 OCT19	1,574.70
	FOOD 4 THOUGHT LLC Total							1,574.70
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2846995	1,198.28
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2853867	6,736.36
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2793138	40.50
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2797706	618.66
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2837080	805.50
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2816627	10,892.25
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2837236	397.71
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2861448	150.30
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2843571	7,828.30
4530-01	GOLD STAR FOODS	N	964499 10/11/2019	10/7/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2837236	397.71
4530-01	GOLD STAR FOODS	N	965914 10/18/2019	10/17/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2855250	2,515.76
4530-01	GOLD STAR FOODS	N	968970 10/29/2019	10/22/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2863670	5,299.00
4530-01	GOLD STAR FOODS	N	968970 10/29/2019	10/22/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2885099 OCT19	405.90
4530-01	GOLD STAR FOODS	N	968970 10/29/2019	10/22/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2871098 OCT19	929.46
4530-01	GOLD STAR FOODS	N	968970 10/29/2019	10/22/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2882570 OCT19	2,203.50
4530-01	GOLD STAR FOODS	N	968970 10/29/2019	10/22/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2873011 OCT19	533.92
4530-01	GOLD STAR FOODS	N	968970 10/29/2019	10/22/2019	PO-200210	13-5310-0-0000-3700-4700-090-820	2874550 OCT19	6,468.55
	GOLD STAR FOODS Total							47,421.66
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	961775 10/1/2019	9/30/2019	PO-200206	13-5310-0-0000-3700-4320-090-820	37747445001 SEP	53.78
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965394 10/16/2019	10/15/2019	PO-200206	13-5310-0-0000-3700-4320-090-820	383722739001 SEP	27.43
122-01	OFFICE DEPOT/BUSINESS SERVICE	N	965394 10/16/2019	10/15/2019	PO-200206	13-5310-0-0000-3700-4320-090-820	383722627001 SEP	86.18
	OFFICE DEPOT/BUSINESS SERVICE Total							167.39
9404-01	P & R PAPER SUPPLY CO	N	966783 10/23/2019	10/18/2019	PO-200215	13-5310-0-0000-3700-4340-090-820	30282407-00 OCT	632.20
	P & R PAPER SUPPLY CO Total							632.20
9756-01	PRODUCERS DAIRY	N	963783 10/9/2019	10/8/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56871295 SEP19	158.97
9756-01	PRODUCERS DAIRY	N	963783 10/9/2019	10/8/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56872222 SEP19	861.13
9756-01	PRODUCERS DAIRY	N	963783 10/9/2019	10/8/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56873402 SEP19	1,509.83
9756-01	PRODUCERS DAIRY	N	963783 10/9/2019	10/8/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56875645 SEP19	476.61
9756-01	PRODUCERS DAIRY	N	963783 10/9/2019	10/8/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56876679 SEP19	615.43
9756-01	PRODUCERS DAIRY	N	963783 10/9/2019	10/8/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56877977 SEP19	506.62
9756-01	PRODUCERS DAIRY	N	963783 10/9/2019	10/8/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56879053 SEP19	758.38
9756-01	PRODUCERS DAIRY	N	965863 10/18/2019	10/15/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56880156 SEP19	710.10
9756-01	PRODUCERS DAIRY	N	965863 10/18/2019	10/15/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56882214 OCT19	712.96
9756-01	PRODUCERS DAIRY	N	965863 10/18/2019	10/15/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56883428 OCT19	797.58
9756-01	PRODUCERS DAIRY	N	965863 10/18/2019	10/15/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56885250 OCT19	803.58
9756-01	PRODUCERS DAIRY	N	965863 10/18/2019	10/15/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56886222 OCT19	729.00
9756-01	PRODUCERS DAIRY	N	966784 10/23/2019	10/18/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56887316 OCT19	821.58
9756-01	PRODUCERS DAIRY	N	966784 10/23/2019	10/18/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56889419 OCT19	540.43

Board Warrant Register

Vendor Number	Vendor Name	1099	Warrant Posted	Entered	Reference	Account Number	Description	Amount Paid
9756-01	PRODUCERS DAIRY	N	966784 10/23/2019	10/18/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	5689669 OCT19	1,107.05
9756-01	PRODUCERS DAIRY	N	966784 10/23/2019	10/18/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56893503 OCT19	472.39
9756-01	PRODUCERS DAIRY	N	966784 10/23/2019	10/18/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56894223 OCT19	1,039.16
9756-01	PRODUCERS DAIRY	N	966784 10/23/2019	10/18/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56896273 OCT19	812.99
9756-01	PRODUCERS DAIRY	N	966784 10/23/2019	10/18/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56897130 OCT19	673.59
9756-01	PRODUCERS DAIRY	N	966784 10/23/2019	10/18/2019	PO-200217	13-5310-0-0000-3700-4700-090-820	56898370 OCT19	863.38
	PRODUCERS DAIRY Total							14,970.76
7428-01	SPRINT PCS	N	966412 10/22/2019	10/18/2019	PO-200601	13-5310-0-0000-3700-5910-090-820	979618816 SEP19	46.46
	SPRINT PCS Total							46.46
11124-01	THE BONAMI BAKING COMPANY	N	964500 10/11/2019	10/7/2019	PO-200218	13-5310-0-0000-3700-4700-090-820	139157	86.00
11124-01	THE BONAMI BAKING COMPANY	N	964500 10/11/2019	10/7/2019	PO-200218	13-5310-0-0000-3700-4700-090-820	139764	450.00
11124-01	THE BONAMI BAKING COMPANY	N	966798 10/23/2019	10/22/2019	PO-200218	13-5310-0-0000-3700-4700-090-820	140434 OCT19	450.00
	THE BONAMI BAKING COMPANY Total							986.00
11771-01	TITAN SCHOOL SOLUTIONS INC	N	961776 10/1/2019	9/30/2019	PO-200932	13-5310-0-0000-3700-4320-090-820	1391 SEP19	1,606.75
	TITAN SCHOOL SOLUTIONS INC Total							1,606.75
10781-01	TOP 10 PRODUCE	Y	964507 10/11/2019	10/8/2019	PO-200758	13-5310-0-0000-3700-4700-090-820	469 SEP19	1,050.00
10781-01	TOP 10 PRODUCE	Y	964507 10/11/2019	10/8/2019	PO-200758	13-5310-0-0000-3700-4700-090-820	470 OCT19	2,650.00
10781-01	TOP 10 PRODUCE	Y	965395 10/16/2019	10/15/2019	PO-200758	13-5310-0-0000-3700-4700-090-820	471 OCT19	1,250.00
	TOP 10 PRODUCE Total							4,950.00
	Subtotal						Fund 13	111,193.97
8578-01	ARBORTECH TREE CARE INC	N	965915 10/18/2019	10/17/2019	PO-200737	14-0000-0-0000-8110-5899-022-741	2144	9,900.00
8578-01	ARBORTECH TREE CARE INC	N	962030 10/2/2019	10/1/2019	PO-200740	14-0000-0-0000-8110-5899-025-741	2142 SEP19	4,300.00
	ARBORTECH TREE CARE INC Total							14,200.00
7311-01	MIRACLE PLAYSYSTEMS INC.	N	966413 10/22/2019	10/18/2019	PO-201079	14-0000-0-0000-8110-5600-008-741	F2019-1104 OCT19	2,472.03
8967-01	MIRACLE PLAYSYSTEMS INC. Total							2,472.03
8967-01	TURF & INDUSTRIAL EQUIPMENT CO	N	962656 10/4/2019	10/1/2019	PO-201078	14-0000-0-0000-8110-6420-090-741	U118704 SEP19	9,009.37
	TURF & INDUSTRIAL EQUIPMENT CO Total							9,009.37
	Subtotal						Fund 14	25,681.40
4461-01	MILLER BROWN & DANNIS	Y	962644 10/4/2019	9/30/2019	PO-200622	21-0000-0-0000-8200-5889-098-902	238601 JUL19	76,892.50
4461-01	MILLER BROWN & DANNIS	N	962644 10/4/2019	9/30/2019	PO-200622	21-0000-0-0000-8200-5889-098-902	238601 JUL19	30,545.06
4461-01	MILLER BROWN & DANNIS	Y	962644 10/4/2019	9/30/2019	PO-200622	21-0000-0-0000-8200-5889-098-902	239650 AUG19	65,730.00
4461-01	MILLER BROWN & DANNIS	N	962644 10/4/2019	9/30/2019	PO-200622	21-0000-0-0000-8200-5889-098-902	239650 AUG19	12,170.96
	MILLER BROWN & DANNIS Total							185,338.52
	Subtotal						Fund 21	185,338.52
9590-01	ARC	N	963347 10/8/2019	10/6/2019	PO-200822	40-9010-0-0000-8500-6250-032-960	2208671	409.18
9590-01	ARC	N	963347 10/8/2019	10/6/2019	PO-200822	40-9010-0-0000-8500-6250-032-960	2209068	239.23
9590-01	ARC	N	966794 10/23/2019	10/22/2019	PO-200822	40-9010-0-0000-8500-6250-033-960	2172910 JUL19	93.44
9590-01	ARC	N	966794 10/23/2019	10/22/2019	PO-200822	40-9010-0-0000-8500-6250-033-960	2175630 JUL19	183.75
9590-01	ARC	N	966794 10/23/2019	10/22/2019	PO-200822	40-9010-0-0000-8500-6250-033-960	2176020 JUL19	898.07
9590-01	ARC	N	966794 10/23/2019	10/22/2019	PO-200822	40-9010-0-0000-8500-6250-033-960	2176025 JUL19	353.76
9590-01	ARC	N	966794 10/23/2019	10/22/2019	PO-200822	40-9010-0-0000-8500-6250-033-960	2192892 AUG19	183.75
	ARC Total							2,361.18
11472-01	CWS CONSTRUCTION GROUP INC.	N	965085 10/15/2019	10/10/2019	PO-200138	40-9010-0-0000-8500-6270-008-981	PAY APP 3 MARTIN	860,937.50
11472-01	CWS CONSTRUCTION GROUP INC.	N	965092 10/15/2019	10/11/2019	PO-200138	40-9010-0-0000-8500-6270-008-981	PAY APP 4 MARTIN	1,071,030.00
11472-01	CWS CONSTRUCTION GROUP INC.	N	968968 10/29/2019	10/22/2019	PO-200576	40-9010-0-0000-8500-6270-008-981	APP 7 MARTIN APR	78,495.82
11472-01	CWS CONSTRUCTION GROUP INC.	N	968968 10/29/2019	10/22/2019	PO-200576	40-9010-0-0000-8500-6270-008-981	APP 8 MARTIN MAY	77,034.84
	CWS CONSTRUCTION GROUP INC. Total							2,087,498.16
6772-01	D.R. CALLAHAN INSPECTIONS	Y	963348 10/8/2019	10/6/2019	PO-200580	40-9010-0-0000-8500-6285-008-981	225 MARTIN SEP19	6,000.00
6772-01	D.R. CALLAHAN INSPECTIONS	Y	966786 10/23/2019	10/18/2019	PO-200580	40-9010-0-0000-8500-6285-008-981	224 MARTIN AUG19	6,000.00
	D.R. CALLAHAN INSPECTIONS Total							12,000.00

Board Warrant Register

Vendor Number	Vendor Name	1099	Warrant Posted	Entered	Reference	Account Number	Description	Amount Paid
9093-01	DAN'S DRILLING & FENCING INC.	N	966404 10/22/2019	10/17/2019	PO-201210	40-9010-0-0000-8500-6170-005-964	6239	4,840.00
9093-01	DAN'S DRILLING & FENCING INC.	N	966404 10/22/2019	10/17/2019	PO-201210	40-9010-0-0000-8500-6170-005-964	6184	1,375.00
	DAN'S DRILLING & FENCING INC. Total							6,215.00
2853-01	EWING IRRIGATION PRODUCTION	N	967115 10/24/2019	10/23/2019	PO-201215	40-9010-0-0000-8500-4320-032-960	7858685	1,287.47
2853-01	EWING IRRIGATION PRODUCTION	N	967115 10/24/2019	10/23/2019	PO-201215	40-9010-0-0000-8500-4320-032-960	7868743	232.55
2853-01	EWING IRRIGATION PRODUCTION	N	967115 10/24/2019	10/23/2019	PO-201215	40-9010-0-0000-8500-4320-032-960	7902462	915.70
2853-01	EWING IRRIGATION PRODUCTION	N	967115 10/24/2019	10/23/2019	PO-201215	40-9010-0-0000-8500-4320-032-960	7807032	5,901.51
2853-01	EWING IRRIGATION PRODUCTION	N	967115 10/24/2019	10/23/2019	PO-201215	40-9010-0-0000-8500-4320-032-960	7998678	1,145.75
	EWING IRRIGATION PRODUCTION Total							9,482.98
9322-01	HIBSER YAMAUCHI ARCHITECTS INC	N	965942 10/18/2019	10/17/2019	PV-200298	40-9010-0-0000-8500-6210-008-981	4539.010-29 MAY	9,655.25
	HIBSER YAMAUCHI ARCHITECTS INC Total							9,655.25
6284-01	LOWE'S BUSINESS ACCOUNT	N	964506 10/11/2019	10/8/2019	PO-201003	40-9010-0-0000-8110-4420-090-741	82131059006721	4,288.21
	LOWE'S BUSINESS ACCOUNT Total							4,288.21
6128-01	PROTECH	N	964527 10/11/2019	10/10/2019	PV-200259	40-9010-0-0000-8500-6173-008-981	18266.2 REISSUE	1,345.00
6128-01	PROTECH	N	964527 10/11/2019	10/10/2019	PV-200260	40-9010-0-0000-8500-6173-008-981	18401 REISSUE	2,375.00
	PROTECH Total							3,720.00
213-01	RICOH BUSINESS SOLUTIONS	N	963349 10/8/2019	10/6/2019	PO-200268	40-9010-0-0000-8110-5600-090-902	5056684770	175.97
	RICOH BUSINESS SOLUTIONS Total							175.97
477-01	SSF USD/REVOLVING CASH FUND	N	968986 10/29/2019	10/23/2019	PV-200320	40-9010-0-0000-8500-6250-002-960	SWPPP Appl ID#51	484.00
	SSF USD/REVOLVING CASH FUND Total							484.00
1836-01	UNITED SITE SERVICES OF CA INC	N	962037 10/2/2019	10/1/2019	PO-200339	40-9010-0-0000-8110-5600-090-902	114-9073788 SEP	104.55
1836-01	UNITED SITE SERVICES OF CA INC	N	965406 10/16/2019	10/15/2019	PO-200339	40-9010-0-0000-8110-5600-090-902	114-9239430 OCT	104.55
	UNITED SITE SERVICES OF CA INC Total							209.10
11195-01	VERDE DESIGN	N	963782 10/9/2019	10/8/2019	PO-200578	40-9010-0-0000-8500-6210-032-960	7-1818800 SEPI9	3,175.00
11195-01	VERDE DESIGN	N	963782 10/9/2019	10/8/2019	PO-200566	40-9010-0-0000-8500-6210-033-960	18-1721200 SEPI9	8,150.00
11195-01	VERDE DESIGN	N	963782 10/9/2019	10/8/2019	PO-200567	40-9010-0-0000-8500-6210-033-960	9-1818700 SEPI9	2,675.00
	VERDE DESIGN Total							14,000.00
10663-01	WILLIAM SAVIDGE	Y	966795 10/23/2019	10/22/2019	PO-200581	40-9010-0-0000-8500-6272-002-960	SEPI9 SVCS	781.20
10663-01	WILLIAM SAVIDGE	Y	966795 10/23/2019	10/22/2019	PO-200581	40-9010-0-0000-8500-6272-008-981	SEPI9 SVCS	781.20
10663-01	WILLIAM SAVIDGE	Y	966795 10/23/2019	10/22/2019	PO-200581	40-9010-0-0000-8500-6272-032-960	SEPI9 SVCS.	781.20
10663-01	WILLIAM SAVIDGE	Y	966795 10/23/2019	10/22/2019	PO-200581	40-9010-0-0000-8500-6272-033-960	SEPI9 SVCS	781.20
	WILLIAM SAVIDGE Total							3,124.80
	Subtotal						Fund 40	2,153,214.65
	Grand Total							4,843,138.09
	TOTAL WARRANTS BY FUND							
01	GENERAL FUND							
11	ADULT EDUCATION FUND							
12	CHILD DEVELOPMENT FUND							
13	NUTRITION SERVICES FUND							
14	DEFERRED MAINTENANCE							
21	BUILDING (BOND)							
25	CAPITAL FACILITIES							
40	SPECIAL RESERVE							
73	FOUNDATION TRUST FUND							
	TOTAL WARRANT REGISTER							\$ 4,843,138.09

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: November 14, 2019
RE: Cash Receipts Summary – October 1 - 31, 2019

BACKGROUND:

The attached list is a Cash Receipts Summary Report for the period of October 1 - 31, 2019. The Report is shown by Fund.

FISCAL IMPLICATIONS:

The Cash Receipts Summary Report represents revenues received by the District for the period of October 1 - 31, 2019.

RECOMMENDATION:

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

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE		ENCUMBERED		PENDED/UNENCUMBERED	
		CURRENT			%		%	BALANCE	%
8011 REV LIMIT ST AID CURR YR	3,356,626.00	0	637,758.00	18.9		0	2,718,868.00	81	
8012 EPA ENTITLEMENT	1,675,396.00	0	418,685.00	24.9		0	1,256,711.00	75	
8021 HOMEOWNERS' EXEMPTION	357,385.00	0	0	0		0	357,385.00	100	
8041 SECURED ROLLS TAX	68,614,226.00	0	0	0		0	68,614,226.00	100	
8042 UNSECURED ROLL TAXES	1,710,411.00	0	0	0		0	1,710,411.00	100	
8047 COMM REDEVELOPMENT FUNDS	16,047,000.00	0	0	0		0	16,047,000.00	100	
8091 REVENUE LIMIT TRANSFERS	-2,503,643.00	0	0	0		0	-2,503,643.00	0	
8097 PROPERTY TAXES TRANSFERS	4,596,914.00	0	495,379.58	10.7		0	4,101,534.42	89.2	
8181 SP ED ENTITL PER UDC	1,449,945.00	0	1,452,228.93	100		0	-2,283.93	0	
8182 SP ED DISCRETARY GRANTS	202,008.00	0	0	0		0	202,008.00	100	
8285 INTAGENCY CONTR BETW LEAS	109,680.00	2,327.15	16,073.45	14.6		0	93,606.55	85.3	
8290 ALL OTHER FEDERAL REVENUE	1,662,409.00	373,908.76	763,444.81	45.9		0	898,964.19	54	
8550 MANDATED COST REIMBURSE	338,847.00	0	0	0		0	338,847.00	100	
8560 STATE LOTTERY REVENUE	1,732,887.00	474,074.56	474,074.56	27.3		0	1,258,812.44	72.6	
8590 ALL OTHER STATE REVENUES	4,485,182.00	-328,557.00	-142,462.44	0		0	4,627,644.44	100	
8625 COM REDEVEL FUND NOT SUBJ	1,000,000.00	0	427,297.35	42.7		0	572,702.65	57.2	
8650 LEASES AND RENTALS	900,746.00	169,287.76	188,622.35	20.9		0	712,123.65	79	
8660 INTEREST	495,574.00	139,484.27	161,557.57	32.6		0	334,016.43	67.3	
8699 ALL OTHER LOCAL REVENUE	139,269.00	77,355.88	154,336.42	100		0	-15,067.42	0	
8710 TUITION	76,500.00	0	0	0		0	76,500.00	100	
8919 OTH AUTH INTRFND XFERS IN	13,301.00	0	0	0		0	13,301.00	100	
TOTAL: 8000	106,460,663.00	907,881.38	5,046,995.58	4.7		0	101,413,667.42	95.2	

BDX110
#1230

11/4/2019

OCT 2019 CASH RECEIPT REPORT
40 South San Francisco Unified SD

SAN MATEO COUNTY OFFICE OF EDUCATION

BUDGET SUMMARY REPORT
10/1/2019 TO 10/31/2019

PAGE 2

Fund: 11 ADULT EDUCATION FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDING/UNENCUMBERED		%
		CURRENT				ENCUMBERED	BALANCE	
8091 REVENUE LIMIT TRANSFERS	160,699.00	0	0	0	0	0	160,699.00	100
8290 ALL OTHER FEDERAL REVENUE	174,017.00	54,283.00	111,077.00	63.8	0	0	62,940.00	36.1
8590 ALL OTHER STATE REVENUES	1,103,432.00	0	0	0	0	0	1,103,432.00	100
8631 SALE OF EQUIP & SUPPLIES	400	10	70	17.5	0	0	330	82.5
8660 INTEREST	38,295.00	8,597.43	8,597.43	22.4	0	0	29,697.57	77.5
8671 ADULT EDUCATION FEES	45,438.00	8,834.00	17,594.00	38.7	0	0	27,844.00	61.2
TOTAL: 8000	1,522,281.00	71,724.43	137,338.43	9	0	0	1,384,942.57	90.9

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OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE		ENCUMBERED		PENDED/UNENCUMBERED	
		CURRENT			%		%	BALANCE	%
8290 ALL OTHER FEDERAL REVENUE	170,835.00	0	42,701.00	24.9		0	128,134.00	75	
8590 ALL OTHER STATE REVENUES	961,626.00	168,968.00	370,446.00	38.5		0	591,180.00	61.4	
8660 INTEREST	39,000.00	5,170.40	5,171.67	13.2		0	33,828.33	86.7	
8673 CHILDREN'S CENTERS FEES	12,000.00	2,417.00	6,174.00	51.4		0	5,826.00	48.5	
8689 ALL OTHER FEES & CONTRACTS	561,273.00	55,404.94	145,291.31	25.8		0	415,981.69	74.1	
8699 ALL OTHER LOCAL REVENUE	1,454,513.00	65,129.88	380,129.88	26.1		0	1,074,383.12	73.8	
TOTAL: 8000	3,199,247.00	297,090.22	949,913.86	29.6		0	2,249,333.14	70.3	

Fund: 12 CHILD DEVELOPMENT FUND

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Fund: 13

CAFETERIA FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED		PENDING/UNENCUMBERED		%
		CURRENT	YEAR TO DATE	ENCUMBERED	BALANCE	
8222 FED.REIMB.-BREAKFAST	229,322.00	43,215.00	43,215.00	0	186,107.00	81.1
8223 FED.REIMB.-LUNCH	1,355,346.00	166,228.14	166,228.14	0	1,189,117.86	87.7
8227 FED.REIMB.-CHILD CARE	98,576.00	15,169.68	15,169.68	0	83,406.32	84.6
8521 STATE REIMB.-BREAKFAST	26,164.00	4,134.86	4,134.86	0	22,029.14	84.1
8522 STATE REIMB.-LUNCH	89,028.00	10,063.45	10,063.45	0	78,964.55	88.6
8523 STATE REIMB.-CHILD CARE	3,738.00	647.74	647.74	0	3,090.26	82.6
8634 FOOD SERVICES SALES	246,735.00	11,702.60	32,716.70	0	214,018.30	86.7
8635 STUDENT BREAKFASTS	24,667.00	0	0	0	24,667.00	100
8637 STUDENT LUNCHES	600,000.00	39.95	39.95	0	599,960.05	99.9
8638 ADULT LUNCHES	1,600.00	-6.75	-6.75	0	1,606.75	100
8660 INTEREST	17,000.00	707.51	707.51	0	16,292.49	95.8
TOTAL: 8000	2,692,176.00	251,902.18	272,916.28	0	2,419,259.72	89.8

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Fund: 14 DEFERRED MAINTENANCE FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	PENDED/UNENCUMBERED BALANCE	%
8091 REVENUE LIMIT TRANSFERS	2,342,944.00	0	0	0	0	2,342,944.00	100
8660 INTEREST	70,309.00	51,517.05	51,517.05	73.2	0	18,791.95	26.7
TOTAL: 8000	2,413,253.00	51,517.05	51,517.05	2.1	0	2,361,735.95	97.8

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Fund: 17 SP RESRV FD(OT CPTL OTLY PRO)

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	PENDED/UNENCUMBERED BALANCE	%
8660 INTEREST	336,880.00	85,452.87	85,452.87	25.3	0	251,427.13	74.6
TOTAL: 8000	336,880.00	85,452.87	85,452.87	25.3	0	251,427.13	74.6

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Fund: 21 BUILDING FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDING/UNENCUMBERED		%
		CURRENT				ENCUMBERED	BALANCE	
8660 INTEREST	0	34,878.50		34,878.50	100	0		0
TOTAL: 8000	0	34,878.50		34,878.50	100	0		0

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Fund: 25 CAPITAL FACILITIES FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDING/UNENCUMBERED		%
		CURRENT				ENCUMBERED	BALANCE	
8660 INTEREST	65,808.00	20,112.67	20,112.67	20,112.67	30.5	0	45,695.33	69.4
8681 MITIGATION/DEVELOPER FEES	500,000.00	17,297.56	553,720.60	553,720.60	100	0	-53,720.60	0
TOTAL: 8000	565,808.00	37,410.23	573,833.27	573,833.27	100	0	-8,025.27	0

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Fund: 30 ST SCH BLDG L/P FUND

OBJECT CLASSIFICATION	WORKING BUDGET		EXPENDED/RECEIVED		YEAR TO DATE		PENDED/UNENCUMBERED		BALANCE	%
			CURRENT				ENCUMBERED			
8660 INTEREST	0	0	0	0	0.03	100	0	0	-0.03	0
TOTAL: 8000	0	0	0	0	0.03	100	0	0	-0.03	0

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OBJECT CLASSIFICATION	FUND: 35	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE	%	PENDING/UNENCUMBERED		BALANCE	%
			CURRENT				ENCUMBERED			
8660 INTEREST		0	0.55		1.14	100	0		-1.14	0
TOTAL: 8000		0	0.55		1.14	100	0		-1.14	0

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OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED		YEAR TO DATE		PENDING/UNENCUMBERED		BALANCE	%
		CURRENT				ENCUMBERED			
8660 INTEREST	329,113.00	83,786.86	83,786.86	83,786.86	25.4	0	245,326.14	74.5	
8912 BTW GENERAL & SP RESERVE	1,000,000.00	0	0	0	0	0	1,000,000.00	100	
TOTAL: 8000	1,329,113.00	83,786.86	83,786.86	83,786.86	6.3	0	1,245,326.14	93.6	

Fund: 40

SPECIAL RESERVE FUND CAP

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Fund: 73 FOUNDATION TRUST FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/CURRENT	EXPENDED/RECEIVED YEAR TO DATE	%	ENCUMBERED	PENDED/UNENCUMBERED BALANCE	%
8660 INTEREST	9,480.00	2,627.85	2,627.85	27.7	0	6,852.15	72.2
TOTAL: 8000	9,480.00	2,627.85	2,627.85	27.7	0	6,852.15	72.2

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: November 14, 2019
RE: Acceptance of Gifts

BACKGROUND:

The District has received the attached list of cash and in-kind gifts during the month of October 2019.

FISCAL IMPLICATIONS:

The gifts will benefit the District Office or school sites that have 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 OCTOBER 2019.**

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

\$100 from Penny and Jeffrey Blensdorf to El Camino High School in support of academic excellence

\$150 from Rosie Gose to El Camino High School in support of academic excellence

\$1,000 from Silicon Valley Community Foundation to Parkway Heights Middle School in support of field trips

\$270.26 from Dorian Artistry in Photography to Parkway Heights Middle School in support of student and school needs

\$0.00 (non-monetary donation) from Mayor Karyl Matsumoto to Martin Elementary in support of academic excellence: 500 pins purchased for Ruby Bridges Bay estimated value of \$500.

\$38.50 from Bright Funds to Ponderosa Elementary in support of student and school needs

\$3,440 from various parents to Sunshine Gardens' Excellence Fund to be used at site's discretion

\$65 from FLUOR Corporation to Sunshine Gardens to be used at site's discretion

\$0.00 (non-monetary donation) from Marcie Mitchell to South San Francisco High School in support of gym class: Viera 50+” Television with Manual & Remote, estimated value of \$100

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: November 14, 2019

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 one thousand and four (1,004) 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 one thousand and four (1,004) 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							Net Book Value
Fixed Asset Tag#	Date in Service	Qty	Description	Serial Number	Location	Net Book Value	
N/A	8/18/2005	888	VARIOUS LIBRARY BOOKS	VARIOUS	ALTA LOMA	\$ -	
25390	11/1/2012	1	HP 1505 PRINTER	N/A	CHILDREN'S CENTE	\$ -	
N/A	11/1/2012	2	DELL MONITORS	N/A	CHILDREN'S CENTE	\$ -	
30431	11/1/2012	1	HP P1606 PRINTER	N/A	CHILDREN'S CENTE	\$ -	
25356	6/5/2009	1	DELL OPTIPLX 760	6DSW5J1	CHILDREN'S CENTE	\$ -	
28406	6/10/2012	1	DELL OPTIPLX 790	9W864V1	CHILDREN'S CENTE	\$ -	
28402	6/10/2012	1	DELL OPTIPLX 790	9W874V1	CHILDREN'S CENTE	\$ -	
N/A	11/1/2012	1	DORCY STANDING FLASHLIGHT	N/A	CHILDREN'S CENTE	\$ -	
39021	11/1/2012	1	DELL MONITOR	CN-0MCO40-64180-636-07GS	MARTIN	\$ -	
39020	11/1/2012	1	DELL TOWER	116DG1	MARTIN	\$ -	
39019	11/1/2012	1	DELL TOWER	GM57MN1	MARTIN	\$ -	
39018	11/1/2012	1	DELL TOWER	CN--0DC323-71618-64C-AB6K	MARTIN	\$ -	
26633	11/1/2012	1	TOWER	47XQ811	LOS CERRITOS	\$ -	
26636	11/1/2012	1	TOWER	CCGVS11	LOS CERRITOS	\$ -	
26631	11/1/2012	1	TOWER	BSPMBM11	LOS CERRITOS	\$ -	
26625	11/1/2012	1	TOWER	FXGVS11	LOS CERRITOS	\$ -	
26624	11/1/2012	1	TOWER	CZTRS11	LOS CERRITOS	\$ -	
26635	11/1/2012	1	TOWER	1K2RS11	LOS CERRITOS	\$ -	
26626	11/1/2012	1	TOWER	1PXQB11	LOS CERRITOS	\$ -	
26628	11/1/2012	1	TOWER	5G2Q511	LOS CERRITOS	\$ -	
26632	11/1/2012	1	TOWER	75B2811	LOS CERRITOS	\$ -	
26638	11/1/2012	1	TOWER	17XQS11	LOS CERRITOS	\$ -	
08197	11/1/2012	1	APPLE PRINTER	CE55132369N	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	MX0419TG190C45V	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	CN-08G157-47606-B440	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	MX-04197G-47807-C4T0	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	MY03G1514760324BEXT	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	CN04P1214780437CC2D0	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	MX0419TG47801190C4T4	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	MY09G15747603278WWS	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	MY08G15747603225TXP	LOS CERRITOS	\$ -	
29989	11/1/2012	1	HP DESKJET 5650	MY3BH4Q0YQ	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	HP PSC1610	MY538D43DT	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL MONITOR	CN-OUH572-46633-3PGU	LOS CERRITOS	\$ -	

Declaration of Surplus Items							Net Book Value
Fixed Asset Tag#	Date in Service	Qty	Description	Serial Number	Location	Net Book Value	
N/A	11/1/2012	1	DELL MONITOR	MX-0419TG-478001-190-C49P	LOS CERRITOS	\$ -	
24082	6/11/2007	1	DELL OPTIPLX 745 MINITOWER	GQKV7-PGB39-427DP-Q2XKJ-VHVB	LOS CERRITOS	\$ -	
22475	2/20/2007	1	DELL OPTIPLX 745 MINITOWER	GKFWA-XMR82-4FZRV-Y7CX3-97RQD	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	HP FAX MACHINE	CN498A1AH5	LOS CERRITOS	\$ -	
22634	11/1/2012	1	VIVITEK PROJECTOR	WD879460124	LOS CERRITOS	\$ -	
22389	11/1/2012	1	DELL COMPUTER	GHDVQ-P22VG-9KOR-QJFVW-DHTB8	LOS CERRITOS	\$ -	
22392	11/1/2012	1	DELL COMPUTER	MM6J4-DJTMW-3C2QB-82M76-P8PTG	LOS CERRITOS	\$ -	
22429	11/1/2012	1	DELL TOWER	000-45167-198/237	LOS CERRITOS	\$ -	
22676	11/1/2012	1	DELL TOWER	000-45-486-358559	LOS CERRITOS	\$ -	
10957	11/1/2012	1	DELL TOWER	00003-962-449629	LOS CERRITOS	\$ -	
29917	11/1/2012	1	DELL TOWER	00003-962-449549	LOS CERRITOS	\$ -	
29916	11/1/2012	1	DELL TOWER	00003-952742152	LOS CERRITOS	\$ -	
24907	11/1/2012	1	HP LASERJET PRINTER	CNBK5320D3	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	HP LASERJET PRINTER/SCANNER	CN44NFV059	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL MONITOR	MX-0419TG-47801-19L-C077	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL MONITOR	CN-04P121-47804-35M-B3NZ	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL MONITOR	MY-08G157-47603-366-B2KN	LOS CERRITOS	\$ -	
22390	11/1/2012	1	DELL LAPTOP	D4Q33-H4J28-X9CHV-XJW49-XM396	LOS CERRITOS	\$ -	
02127	11/1/2012	1	PANASONIC OMNIMOVIE VHS	H9WA10837	LOS CERRITOS	\$ -	
12928	11/1/2012	1	QUASER VIDEO CAMERA	WK32730414	LOS CERRITOS	\$ -	
02182	11/1/2012	1	PANASONIC VIDEO CAMERA	B9NA11555	LOS CERRITOS	\$ -	
23364	11/1/2012	1	APPLE PRINTER	SC5320039	LOS CERRITOS	\$ -	
20691	11/1/2012	1	VTEC PROJECTOR	CN1351N0NS	LOS CERRITOS	\$ -	
25840	2/17/2010	1	VTEC PROJECTOR	WD8379510200	LOS CERRITOS	\$ -	
26235	6/30/2010	1	VTEC PROJECTOR	WD8379460107	LOS CERRITOS	\$ -	
26236	6/30/2010	1	VTEC PROJECTOR	WD8379460110	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	OVERHEAD PROJECTOR	170131264	LOS CERRITOS	\$ -	
02168	11/1/2012	1	OVERHEAD PROJECTOR	360404	LOS CERRITOS	\$ -	
02128	11/1/2012	1	OVERHEAD PROJECTOR	366444	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	OVERHEAD PROJECTOR	854127	LOS CERRITOS	\$ -	
23926	11/1/2012	1	OVERHEAD PROJECTOR	70103052	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	OVERHEAD PROJECTOR	669932	LOS CERRITOS	\$ -	
02183	11/1/2012	1	OVERHEAD PROJECTOR	641674	LOS CERRITOS	\$ -	
02177	11/1/2012	1	OVERHEAD PROJECTOR	8030314	LOS CERRITOS	\$ -	

Declaration of Surplus Items							Net Book Value
Fixed Asset Tag#	Date in Service	Qty	Description	Serial Number	Location	Net Book Value	
N/A	11/1/2012	1	OVERHEAD PROJECTOR	00061499	LOS CERRITOS	\$ -	
23352	11/1/2012	1	ZENITH T.V.	065250321481A	LOS CERRITOS	\$ -	
29927/02171	11/1/2012	1	QUAZAR T.V.	TP1921FE	LOS CERRITOS	\$ -	
29893	11/1/2012	1	SONY T.V.	8018074	LOS CERRITOS	\$ -	
29872	11/1/2012	1	SONY T.V.	8207854	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	PANASONIC T.V.	J4AA15589	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	OVERHEAD PROJECTOR APOLLO	00015433	LOS CERRITOS	\$ -	
22432	11/1/2012	1	DELL TOWER	XVMQU27X4WC9MGGDTGCV4AFX6	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	MXOX37824760551AB247	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	CN08G15747606336BTUQ	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	COMPUTER	MY08G1574760924PBFX9	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	COMPUTER	MX0419TG473301ZZZ953	LOS CERRITOS	\$ -	
02054	11/1/2012	1	OVERHEAD PROJECTOR	N/A	LOS CERRITOS	\$ -	
02184	11/1/2012	1	OVERHEAD PROJECTOR	N/A	LOS CERRITOS	\$ -	
23496	11/1/2012	1	TOSHIBA DIGITAL DVD, VCR	BCB909279181A	LOS CERRITOS	\$ -	
23367	11/1/2012	1	GO VIDEO VCR DVD	5282150101750	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	MX-08G15747605263	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	CN05E532-4803-42C-C9N4	LOS CERRITOS	\$ -	
00232/29858	11/1/2012	1	E-MAC COMPUTER	N/A	LOS CERRITOS	\$ -	
00235/29024	11/1/2012	1	E-MAC COMPUTER	N/A	LOS CERRITOS	\$ -	
29892/00210	11/1/2012	1	I-MAC COMPUTER	YM1284WXLFB	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	CN04P1214780435MB322	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	CN05E532780342BC88J	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	DELL COMPUTER	MXD419TG4780122KC310	LOS CERRITOS	\$ -	
22431	11/1/2012	1	DELL TOWER	DMR0075H84GCGVKVGP04DMXT13	LOS CERRITOS	\$ -	
22434	11/1/2012	1	DELL TOWER	2391576229	LOS CERRITOS	\$ -	
14466	11/1/2012	1	DELL TOWER	0045441743110	LOS CERRITOS	\$ -	
11469/29891	11/1/2012	1	HP PRINTER	MY28K1916F	LOS CERRITOS	\$ -	
23358	11/1/2012	1	HP PRINTER	MY5B05P475	LOS CERRITOS	\$ -	
36695	11/1/2012	1	HP TOWER	GSTVGT01-01	LOS CERRITOS	\$ -	
36678	11/1/2012	1	HP TOWER	STU-GT0104	LOS CERRITOS	\$ -	
36683	11/1/2012	1	HP TOWER	STUGTU0103	LOS CERRITOS	\$ -	
36681	11/1/2012	1	HP TOWER	N/A	LOS CERRITOS	\$ -	
36685	11/1/2012	1	HP TOWER	STUGT0201	LOS CERRITOS	\$ -	

Declaration of Surplus Items							
Fixed Asset Tag#	Date in Service	Qty	Description	Serial Number	Location	Net Book Value	
N/A	11/1/2012	1	HP TOWER	STUG10701	LOS CERRITOS	\$ -	
36684	11/1/2012	1	HP TOWER	STUGT801	LOS CERRITOS	\$ -	
36680	11/1/2012	1	T.V.	N/A	LOS CERRITOS	\$ -	
29890	11/1/2012	1	T.V.	N/A	LOS CERRITOS	\$ -	
29853	11/1/2012	1	T.V.	N/A	LOS CERRITOS	\$ -	
29873	11/1/2012	1	T.V.	N/A	LOS CERRITOS	\$ -	
26700	11/1/2012	1	T.V.	N/A	LOS CERRITOS	\$ -	
26431	11/1/2012	1	VCR	N/A	LOS CERRITOS	\$ -	
26428	11/1/2012	1	VCR	N/A	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	TOWER	N/A	LOS CERRITOS	\$ -	
24067	6/11/2007	1	DELL OPTIPLX 745 MINITOWER	7KGM2D1	LOS CERRITOS	\$ -	
N/A	11/1/2012	1	HP TOWER	N/A	LOS CERRITOS	\$ -	
23374	11/1/2012	1	DELL PRINTER	N/A	LOS CERRITOS	\$ -	
23373	11/1/2012	1	DELL PRINTER	N/A	LOS CERRITOS	\$ -	
Total Items:		1004					

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: November 14, 2019
RE: Approval of 2019-20 Fundraisers

BACKGROUND:

Each year, the Board of Trustees approves all fundraisers to be held on behalf of the schools and students of the District.

The following fund-raisers are being submitted for approval:

El Camino High School

Interact Club Face-painting commencing Oct. 23 at 4pm to 7pm

Alta Loma Middle School

Yearbook Club Yearbook Sale commencing Sept. 2019 through May 2020
Volleyball Club Selling pizza by the slice every Thursday beginning Oct.
2019 through Feb. 2020 starting after school at 3:30pm

Parkway Heights Middle School

6TH Grade Class Canela & Hot Cocoa Sale commencing Oct. 21 through Oct.
25 and Dec. 9 through Dec. 13 starting after school at
3:30pm

Class T-Shirt Sale commencing Oct. 21 through Oct. 25
(pre-order period), sell date is Nov. 18.

Cheerleading Club Fruit sale from Produce Co. commencing Nov. 4 through the
end of the year beginning at 3:30pm

Fizzy Water Sale commencing Nov. 4 through the end of the
year beginning at 3:30pm

(Restaurant Takeover) Chipotle Sale commencing Nov. through the end of the year beginning at 3:30pm

(Restaurant Takeover) Panda Express Sale commencing Nov. 4 through the end of the year beginning at 3:30pm

Scrunchies Sale commencing Nov. 4 through the end of the year beginning at 3:30pm

South San Francisco High School

Stem Club Fuzzy Socks Sale commencing Nov. 15 through Dec. 6

Bath Bomb Sale commencing Nov. 15 through Dec 18

ASB Visco Girl Package Sale containing scrunchies, hair clips, lip balm, stickers and a t-shirt. Commencing Nov. 15th, 19th, and 20th during lunch hour.

Movie night for the public commencing Dec. 6 at 7:00PM

Folklorico Club T-Pumps Sale commencing Jan. 10, 2020 (afterschool)

Costco Pizza Sale commencing Dec. 3 2019 (afterschool)

Cup of Noodles Sale at the Varsity Boys Soccer Game commencing Jan. 8, 2020

FISCAL IMPLICATIONS:

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

RECOMMENDATION:

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

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Shawnterra Moore, Ed.D., Superintendent
THRU: Ted O, Assistant Superintendent – Business Services
DATE: November 14, 2019
RE: Professional Services Agreements

BACKGROUND:

The following Professional Service Agreements are being submitted for approval:

Student Services

\$2,000 Raquel Roman – Alternative to Expulsion Program and Facilitation for the period of Oct. 2019 through May 2020.

\$2,400 Gabriela Maturano – Spanish translator and interpreter for the Alternative to Expulsion Program commencing Oct. 2019 to May 2020. \$50/hour, not to exceed \$2,400/year.

Superintendent

\$2,700 plus reasonable travel expenses for a California School Board Association (CSBA) consultant for a Board self-evaluation workshop on June 6.

Spruce Elementary

\$25,000 Reading Partners – provide 1 on 1 tutoring to students identified by support staff and teachers. Students will receive two 45-minute sessions per week. To commence on Sept. 2019 through May 2020.

Children Center

\$700 Cal SAC – Two training modules for DEDAP Staff on topics; Including Children and Youth with Disruptive Behaviors and Nine Temperament Traits. Date of Service: Nov. 1, 2019

Buri Buri Elementary

\$4,500 Brelje & Race Engineers – Prepare Storm Water Pollution Prevention Plan (SWPPP) for the play field, under the State’s storm water regulations.

Skyline Elementary

\$4,400 Soul Shoppe Programs – Specializes in social emotional learning. 4 programs to commence on Oct 2019 through May 2020

FISCAL IMPLICATIONS:

Listed above.

RECOMMENDATION:

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

AGREEMENT FOR GOVERNANCE CONSULTING SERVICES

THIS Agreement made and entered into by and between the CALIFORNIA SCHOOL BOARDS ASSOCIATION, a nonprofit California corporation, hereinafter referred to as "CSBA" and South San Francisco Unified School District hereinafter referred to as "District."

CONDITION PRECEDENT

To be eligible for this program, the district must be a member in good standing of CSBA.

The parties hereby agree as follows:

1. DUTIES AND RESPONSIBILITIES OF DISTRICT

1.1 District agrees to:

- a. assure attendance by all board members, and the superintendent of South San Francisco Unified School District as requested by CSBA;
- b. provide appropriate facilities for each session; and
- c. provide necessary food and refreshments.

2. DUTIES, RESPONSIBILITIES AND RECOMMENDATIONS OF CSBA

2.1 CSBA agrees to:

- a. conduct phone interviews with board members and superintendent as appropriate;
- b. provide governance consulting services, which may include a workshop to be completed not later than June 30, 2020 on governance leadership, such as district goal setting, board self-evaluation, superintendent evaluation, developing norms and protocols, developing a governance planning calendar, and other governance-related activity as CSBA and District may agree.
- c. provide any necessary copyrighted course materials as needed for the governance leadership workshop;
- d. provide summary materials from the governance consulting services.

3. COMPENSATION AND REIMBURSEMENT OF EXPENSES

- 3.1 In consideration for the consulting services, the District agrees to pay CSBA a base fee of \$2700, plus reasonable travel expenses.
- 3.2 Payment is due within 30 days upon receipt of invoice from CSBA, following the service delivery.

AGREED

SCHOOL DISTRICT

BY: _____
John Baker, Board President

DATED: _____

BY: _____
Dr. Shawnterra Moore, Superintendent

DATED: _____

CALIFORNIA SCHOOL BOARDS ASSOCIATION

BY: 
Naomi Eason, Ed.D.
Assistant Executive Director,
Member Services

DATED: 10/8/19

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: November 14, 2019

RE: Information of funding high school bands

BACKGROUND:

At a previous meeting, the Board requested information on funding for the District's high school band programs. Mr. O will provide an update on the information he has gathered.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

Information and Discussion only.

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: November 14, 2019

RE: Facilities Construction Update

BACKGROUND:

The District is currently in construction on multiple projects including:

1. Martin Elementary School Modernization
2. Buri Buri Field
3. South San Francisco HS Baseball and Softball Field
4. El Camino High School Softball Field

Our Facilities Consultant and Construction Manager will provide an update and answer questions regarding the status of these projects.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

For Information/Discussion only.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Resolution #19-61

NATIONAL NATIVE AMERICAN HERITAGE MONTH

NOVEMBER 1 – NOVEMBER 30, 2019

WHEREAS, the month of November was designated as American Indian Heritage Month by Presidential Proclamation in 1990 and has subsequently been referred to as “National Native American Heritage Month “ and "National American Indian and Alaska Native Heritage Month"; and

WHEREAS, the month of November was chosen as it marks the conclusion of the traditional harvest season and was a time of giving thanks and celebrating for Native Americans; and

WHEREAS, the purpose of National Native American Heritage Month is to recognize the original inhabitants of the lands which now constitute the United States and the important role that Native Americans have played in the history of our country and to acknowledge the injustices they have suffered and the challenges they strive to overcome; and

WHEREAS, the American Native and Alaska Native population accounts for 5.2 million people throughout all fifty states, with 41% residing in the Western United States;

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 Native 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

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

REGULARLY PASSED AND ADOPTED this 14th day of November, 2019.

AYES in Favor of Said Resolution

ATTEST:

Secretary/Clerk of the Board

Superintendent of Schools

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 19-62**

**ESTABLISHING AND IMPLEMENTING TRUSTEE AREA DISTRICT
ELECTIONS FOR BOARD MEMBERS PURSUANT TO
ELECTIONS CODE SECTION 10010**

WHEREAS, the South San Francisco Unified School District Board of Education (“Board”) is aware of the significant role the California Voting Rights Act of 2001 plays in district election systems and of the importance of maintaining a fair election system;

WHEREAS, the Board seeks to ensure that the South San Francisco Unified School District (“District”) election system does not result in the dilution of votes and polarized voting patterns;

WHEREAS, members of the Board are currently elected at-large;

WHEREAS, members of the Board are elected in even numbered years to serve staggered four-year terms such that the next election for two Board members is scheduled for 2020, with the remaining three Board members scheduled for election in 2022;

WHEREAS, on August 16, 2018, the Board adopted a Resolution of Intent directing the District Superintendent to commence the process of dividing the District into five trustee areas, to be implemented in the 2020 election;

WHEREAS, the Board is authorized to change to a trustee-area system or by a district-based system upon approval of the County Committee on School District Organization and the State Board of Education;

WHEREAS, the District informed its stakeholders of the District’s intention to proceed with a by-trustee area election system and sought to obtain input from stakeholders regarding the proposed map options;

WHEREAS, the District enlisted the services of National Demographics Corporation to prepare several by-trustee area election system map options for the Board’s consideration;

WHEREAS, on September 27, 2018, the Board held its first open hearing to solicit and provide input regarding the composition of the potential trustee area draft maps;

WHEREAS, on October 11, 2018, the Board held its second open hearing to solicit and provide input regarding the composition of the potential trustee area draft maps;

WHEREAS, on January 17, 2019, the Board held its third open hearing to solicit and provide input regarding the composition of the potential trustee area draft maps prepared by the demographer;

WHEREAS, on October 10, 2019, the Board held its fourth open hearing to solicit and provide input regarding the composition of the potential trustee area draft maps, including reviewing a new draft map prepared by the demographer;

WHEREAS, on October 30, 2019, a draft map, "Draft 105b," was posted online and available at the District Office;

WHEREAS, all of the proposed trustee area boundary maps prepared by National Demographics Corporation were drawn with all applicable laws and regulations in mind, including the CVRA and federal election law;

WHEREAS, the Board has considered the public input received on the draft trustee area plans and applicable state and federal legal criteria, and desires to adopt the trustee area map and demographic information described as the Draft 105b Map (attached hereto as Exhibit "A") as the final trustee area plan establishing the boundaries for the new trustee areas;

WHEREAS, California Education Code sections 5019 and 5030 authorize the San Mateo County Committee on School District Reorganization ("County Committee"), upon application of a school district's governing board, to change the method of election in a school district under its jurisdiction;

WHEREAS, if the County Committee approves this request to change the method of electing board members, Education Code section 5020 requires the County Committee's resolution of approval to be submitted to the electorate for its approval;

WHEREAS, an election to approve the change in voting methods will result in a cost to the District, and Education Code sections 33050-33053 authorize the State Board of Education to waive this voter approval requirement, which could reduce the costs associated with this proposed change in the manner of electing board members;

WHEREAS, in order to complete the transition to by-trustee area elections in a timely and cost effective manner, and to ensure that the new by-trustee area process will be in place in time to elect new governing board members at the Board's next regularly scheduled election, the District is seeking a waiver of certain portions of the Education Code from the State Board of Education. The District's request for waiver will be submitted to the State Board of Education for approval; and

NOW, THEREFORE, the South San Francisco Unified School District Board of Education does hereby resolve as follows:

SECTION 1. The above recitals are true and correct.

SECTION 2. The Board hereby adopts the trustee area map and demographic information described as the Draft 105b Map Option (attached hereto as Exhibit "A") as the final trustee area map for the District's transition to a by-trustee area election system commencing with the 2020 Governing Board election.

SECTION 3. The District will hold by-trustee area elections in two areas (areas A and B) at its November 2020 election, assuming timely approval by the San Mateo County Committee. The District will hold by-trustee area elections in three areas (areas C, D, and E) at its November 2022 election subject to any required trustee area boundary

adjustments required pursuant to Education Code section 5019.5 following the release of the decennial federal census.

SECTION 4. Contingent upon the County Committee's approval of the District's change to a by-trustee area election system, the Board hereby applies to the County Committee to timely approve the Board's adopted trustee area map for implementation commencing with the 2020 Governing Board election, or at the earliest possible election, as conditioned upon approval of the Education Code waiver request submitted to the State Board of Education.

SECTION 5. The Board hereby authorizes and directs District staff to transmit this resolution, the final trustee area map adopted, and any additional required documentation to the County Committee and to take any other necessary action to effectuate the purposes of this resolution and complete the District's transition to a by-trustee area election system for the 2020 Governing Board elections.

SECTION 6. This Resolution shall become effective immediately upon its adoption.

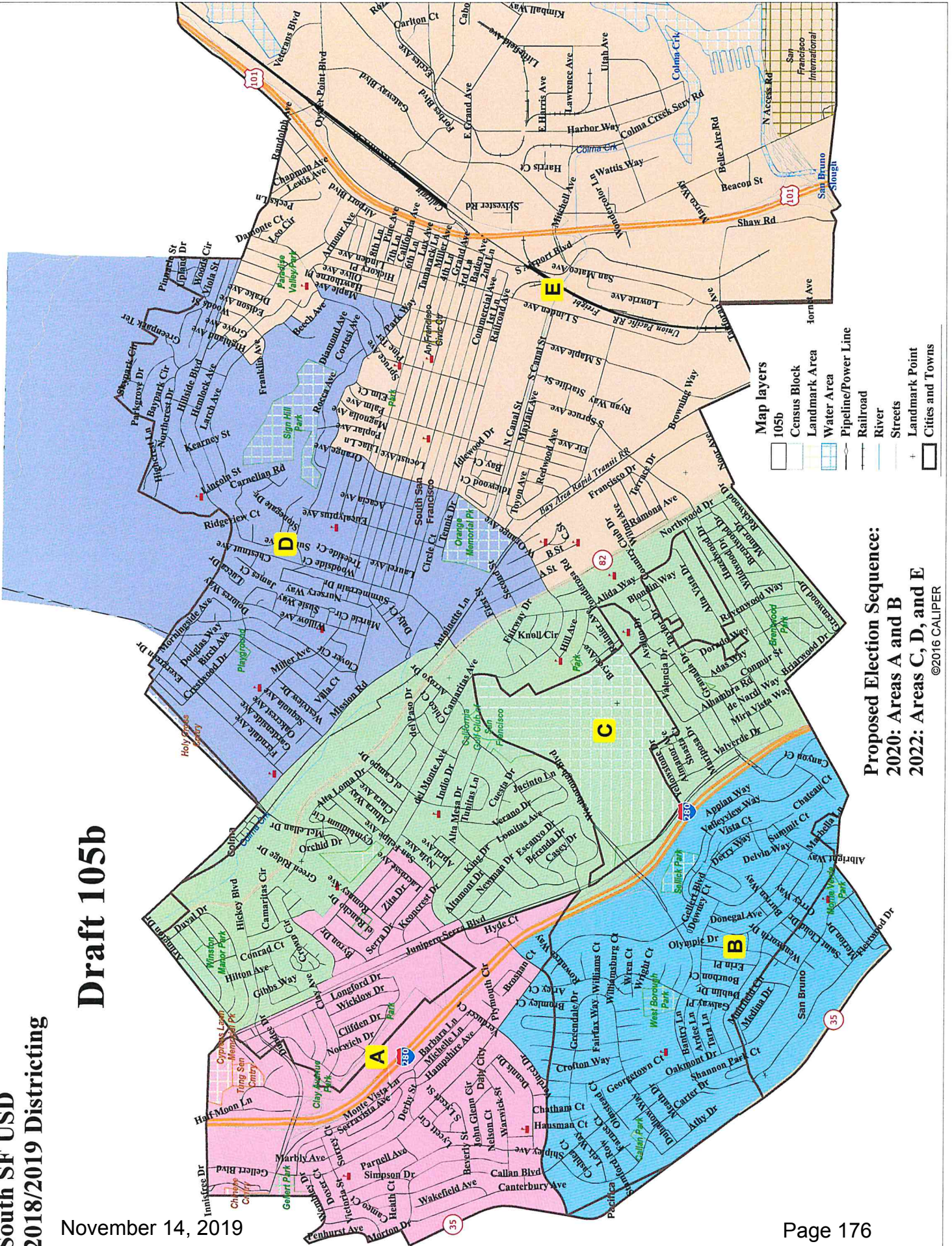
PASSED AND ADOPTED this 14th day of November, 2019, at a regular meeting of the Governing Board of South San Francisco Unified School District.

John Baker, Board President
South San Francisco Unified School
District

I hereby certify under penalty of perjury that the forgoing is a full, true, and correct copy of the Resolution duly adopted by the Board of Education on November 14, 2019.

Shawnterra Moore, Secretary of the Governing
Board South San Francisco Unified School
District

Draft 105b



Proposed Election Sequence:
2020: Areas A and B
2022: Areas C, D, and E
 ©2016 CALIPER

South SF USD - Draft Map 105b							
District		A	B	C	D	E	Total
<u>Ideal</u>	Total Pop	15,200	15,687	15,863	14,908	16,258	77,916
15,583	Deviation from ideal	-383	104	280	-675	675	1,350
	% Deviation	-2.46%	0.67%	1.80%	-4.33%	4.33%	8.66%
Total Pop	% Hisp	15%	11%	26%	34%	62%	30%
	% NH White	17%	15%	34%	23%	15%	21%
	% NH Black	3%	4%	2%	2%	2%	3%
	% Asian-American	62%	67%	34%	35%	16%	43%
Citizen Voting Age Pop	Total	11,757	11,959	13,115	10,553	8,443	55,827
	% Hisp	13%	9%	25%	27%	47%	23%
	% NH White	23%	16%	38%	28%	20%	26%
	% NH Black	3%	4%	1%	2%	5%	3%
Voter Registration (Nov 2016)	% Asian/Pac.Isl.	60%	70%	35%	43%	26%	48%
	Total	8,019	8,151	9,092	7,657	6,445	39,364
	% Latino est.	31%	27%	30%	36%	51%	34%
	% Spanish-Surnamed	28%	24%	27%	32%	46%	30%
	% Asian-Surnamed	15%	23%	10%	14%	10%	15%
	% Filipino-Surnamed	15%	13%	8%	7%	5%	10%
Voter Turnout (Nov 2016)	% NH White est.	35%	30%	50%	40%	26%	37%
	% NH Black	3%	7%	1%	3%	7%	4%
	Total	5,950	6,130	7,099	5,866	4,723	29,767
	% Latino est.	31%	27%	30%	35%	51%	34%
	% Spanish-Surnamed	27%	24%	27%	32%	46%	30%
	% Asian-Surnamed	14%	23%	10%	14%	9%	14%
Voter Turnout (Nov 2014)	% Filipino-Surnamed	15%	13%	7%	7%	5%	9%
	% NH White est.	36%	31%	52%	41%	27%	38%
	% NH Black	4%	7%	1%	3%	7%	4%
	Total	2,575	2,565	3,294	2,569	1,799	12,804
	% Latino est.	26%	22%	24%	28%	43%	28%
	% Spanish-Surnamed	24%	20%	21%	25%	39%	25%
ACS Pop. Est.	% Asian-Surnamed	12%	22%	7%	11%	8%	12%
	% Filipino-Surnamed	12%	10%	5%	5%	4%	7%
	% NH White est.	43%	39%	60%	50%	41%	48%
	% NH Black est.	6%	6%	3%	5%	4%	5%
Age	Total	16,169	16,222	17,438	15,532	16,210	81,572
	age0-19	19%	20%	20%	22%	26%	21%
	age20-60	58%	55%	56%	59%	58%	57%
Immigration	age60plus	23%	25%	24%	20%	16%	22%
	immigrants	45%	45%	33%	39%	46%	41%
Language spoken at home	naturalized	74%	78%	77%	62%	48%	68%
	english	41%	43%	51%	45%	28%	42%
	spanish	11%	6%	19%	26%	51%	22%
	asian-lang	43%	42%	22%	22%	15%	29%
Language Fluency	other lang	5%	9%	9%	7%	6%	7%
	Speaks Eng. "Less than Very Well"	20%	21%	17%	22%	32%	22%
Education (among those age 25+)	hs-grad	53%	50%	56%	51%	51%	52%
	bachelor	30%	31%	25%	27%	18%	26%
	graduatedegree	9%	9%	7%	7%	7%	8%
Child in Household	child-under18	25%	30%	29%	28%	33%	29%
Household Income	Pct of Pop. Age 16+	employed	64%	61%	64%	66%	67%
	income 0-25k	10%	8%	14%	11%	15%	12%
	income 25-50k	11%	12%	15%	13%	20%	14%
	income 50-75k	12%	16%	11%	19%	19%	15%
	income 75-200k	56%	50%	48%	46%	39%	48%
Housing Stats	income 200k-plus	11%	15%	12%	10%	7%	11%
	single family	73%	76%	73%	64%	59%	69%
	multi-family	27%	24%	27%	36%	41%	31%
	rented	30%	23%	33%	44%	63%	38%
Total population data from the 2010 Decennial Census.	owned	70%	77%	67%	56%	37%	62%
	Surname-based Voter Registration and Turnout data from the California Statewide Database.						
Latino voter registration and turnout data are Spanish-surname counts adjusted using Census Population Department undercount estimates. NH White and NH Black registration and turnout counts estimated by NDC. Citizen Voting Age Pop., Age, Immigration, and other demographics from the 2012-2016 American Community Survey and Special Tabulation 5-year data.							

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: November 14, 2019

RE: Call for Nominations for CSBA Delegate Assembly

BACKGROUND

CSBA is soliciting nominations for their Delegate Assembly. The primary responsibility of an Assemblymember is to "...ensure that the association reflects the interests of school districts and county offices of education throughout the state". To be eligible to serve on the Delegate Assembly, a board member must be a trustee of a district or county office of education that is a current member of CSBA and within the geographic region or sub-region which the Delegate will represent. Delegates serve two-year terms beginning April 1, 2020 through March 31, 2022.

A board member must be formally nominated by a board in a public board meeting and requires a majority vote. A board may nominate as many individuals as it wishes. A board member must give their approval to be nominated to the Delegate Assembly.

A nomination consists of a completed, signed and dated nomination form and a candidate biographical sketch form. The deadline for nominations and candidate biographical sketches to the CSBA office is Tuesday, January 7, 2020.

FISCAL IMPLICATIONS

N/A

RECOMMENDATION

The South San Francisco Unified School District Board of Trustees may or may not choose to nominate CSBA Delegate Assembly member(s).

IF NOMINATING, BOARD ACTION REQUIRED
DEADLINE for NOMINATIONS: Tuesday, January 7, 2020

October 25, 2019

MEMORANDUM

To: CSBA Member Boards
From: Dr. Emma Turner, President
Re: Call for Nominations to CSBA's Delegate Assembly

Each year, member boards elect representatives to the California School Boards Association's Delegate Assembly. The Delegate Assembly is a vital link in the Association's governance and sets the general policy direction. Working with member boards, the Board of Directors, and Executive Committee, Delegates ensure that the Association promotes the interests of California's school districts and county offices of education. Delegates serve a two-year term beginning April 1, 2020 through March 31, 2022. There are two required Delegate Assembly meetings each year. In 2020, the dates are May 16-17 in Sacramento and Dec 2-3 in Anaheim.

Nominations and biographical sketch forms for CSBA's Delegate Assembly are now being accepted until Tuesday, **January 7, 2020**. The nomination process is as follows:

- Any CSBA member board is eligible to nominate board members within their own geographical region or subregion. For example, a board in Subregion A, cannot nominate a board member from Subregion B; both must be from same subregion. For region #, see "CSBA REGION INDEX FOR DISTRICTS & COES" document.
- Member Boards eligible to appoint a member of their board to the Delegate Assembly may also nominate board members to run for election to the Delegate Assembly.
- Boards eligible to appoint must do so by January 7, 2020. A separate communication from CSBA regarding these appointments will be sent to boards by November 1.
- Nominating boards must submit a separate form for each person nominated.
- All nominees must serve on a CSBA member board and must give their approval prior to being nominated.
- All nominees must submit a one-page, single-sided biographical sketch form. An optional one-page, one-sided résumé may be submitted.
- It is the nominee's responsibility to confirm that all nomination materials have been received by the deadline. Late submissions cannot be accepted. Please choose only one of the following methods to submit required documents by Tuesday, January 7, 2020:
 - E-mail to nominations@csba.org by 11:59 p.m.
 - Fax to (916) 371-3407 by 11:59 p.m.
 - Postmarked by U.S.P.S. no later than Tues., January 7, 2020

All nomination and election materials are available electronically only. You may access the materials and download the forms at www.csba.org/ElectiontoDA. Please contact the Executive Office at (800) 266-3382 should you have questions. Thank you.

Delegate Assembly District Nomination Form

DUE Tuesday, January 7, 2020

ONLY ONE NOMINATION FORM PER NOMINEE. PLEASE DO NOT LIST MULTIPLE NOMINEES.

E-mail to nominations@csba.org, or fax (916) 371-3704, or Mail to: CSBA Exec. Office | 3251 Beacon Bl., W. Sacramento, 95691

CSBA Region/subregion # _____ ***See "CSBA REGION INDEX FOR DISTRICTS & COE"**

The Board of Education of the _____ voted

to nominate _____ (Nominating District)

_____. The nominee is a member of the
(Nominee)

_____, which is a member of the California
(Nominee's Board)

School Boards Association.

- The nominee has consented to this nomination.
- Attached is the nominee's required one-page, single-sided, biographical sketch form and optional one-page, single-sided résumé, if submitted.
- The nominee's required one-page, single-sided, biographical sketch form and optional one-page, single-sided résumé, if submitted, will be sent by Tuesday, January 7, 2020.

Board Clerk or Board Secretary (signed)

Date

Board Clerk or Board Secretary (printed)

PLEASE NOTE: This nomination form and nominee's biographical sketch form are both due Tuesday, January 7, 2020. They may be emailed to nominations@csba.org, or faxed to (916) 371-3407 by 11:59 p.m., or mailed to CSBA, Attn: Executive Office, 3251 Beacon Blvd., West Sacramento, CA 95691, postmarked by the U.S.P.S. no later than **Tuesday, January 7, 2020**. *It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office by the due date. Late submissions cannot be accepted.* Please contact CSBA's Executive Office (800) 266-3382, should you have any questions. Thank you.

Delegate Assembly Biographical Sketch Form for 2020 election

DUE: Tuesday, January 7, 2020 – no late submissions accepted

Please complete, sign, and date this required biographical sketch form. An optional, ONE-page, single-sided, résumé may also be submitted. Please do not state “see résumé” and do not re-type this form. It is the candidate’s responsibility to confirm that all nomination materials have been received by the CSBA Executive Office, call 800.266.3382 or email at nominations@csba.org.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: _____ **Date:** _____

Name: _____ CSBA Region & subregion #: _____

District or COE: _____ Years on board: _____

Profession: _____ Contact Number (please V Cell Home Bus.): _____

*Primary E-mail: _____

(*Communications from CSBA will be sent to primary email)

Are you an incumbent Delegate? Yes No | If yes, year you became Delegate: _____

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

Please describe your activities and involvement on your local board, community, and/or CSBA.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

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
Sabrina Yacoub, Director of Special Education, Pupil Services

DATE: November 14, 2019

RE: Approval of MOU for Students in SMCOE Special Education
Programs

BACKGROUND:

SSFUSD has a history of placing students in SMCOE programs and currently has 24 students within these programs. The programs are specialized to meet the unique needs of students, such as those with medical fragility or that require sign language or total communication instruction. The District does not currently have programs suited to these needs. The County programs are an alternative to non-public placements and are comparable in cost.

An MOU defines the responsibilities between the SMCOE and SSFUSD for students in special education classes operated by the County. Also included is a memorandum from SMCOE's Student Services Division outlining the details behind this MOU.

FISCAL IMPLICATIONS:

Last year, the District spent \$3.3 million on 24 students placed in County programs and estimates spending the same amount this year due to specialized programs they host which are not available to these students in SSFUSD.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the MOU with the SMCOE to provide specialized programs for District students.



Excellence and Equity in Education
Nancy Magee • County Superintendent of Schools

MEMORANDUM FROM SMCOE TO DISTRICTS REGARDING MOU

TO: San Mateo County SELPA Administrators Council

FROM: Jeneé Littrell, Deputy Superintendent Student Services Division
Sarah Notch, Administrator of Special Education and Instruction

SUBJECT: **Action Item**—Memorandum of Understanding Regarding IEP Placement of District Students in SMCOE Special Education Programs

DATE: August 26, 2019

During the 2018-19 school year, it came to the SMCOE's attention that there did not exist a current form of contractual agreement which sets forth the respective duties and obligations of the SMCOE and a District of Special Education Accountability (DSEA)¹ in those situations where the DSEA places a student in a special education classroom operated by the SMCOE. By contrast, most districts have in place agreements with other districts or non-public schools which outline each party's responsibilities with regard to out-of-district IEP placements.

Because the Individuals with Disabilities Education Act (IDEA) and related federal and California laws confirm that the DSEA retains all financial and legal responsibilities for its students which the DSEA places through an IEP in an SMCOE special education program, and also to address various misunderstandings experienced by both the SMCOE and DSEAs regarding their respective duties and responsibilities in such situations, a workgroup made up of representatives from the SMCOE², local districts, and the San Mateo County SELPA, with the assistance of attorneys from the San Mateo County Counsel's Office, met on several occasions over the last six months to collectively prepare a Memorandum of Understanding (MOU) that

¹ DSEA is a relatively new acronym used by the California Department of Education to refer to the Local Educational Agency (LEA) that is legally and financially responsible for ensuring that a student receives a Free and Appropriate Public Education, and is now being used in place of the term "District of Residence."

² The law is different for those situations where a student is placed in an SMCOE program by a noneducational agency, or where a student is attending one of the SMCOE's court schools and this MOU does not apply to those situations.


would expressly set forth the responsibilities of both the DSEA and the SMCOE both prior and subsequent to IEP placements.³

Now that this process is completed, **the SMCOE is requesting that DSEAs place an item on the agenda for an upcoming school board meeting which authorizes the Superintendent or his/her designee to enter into the MOU on the DSEA's behalf.**⁴ This MOU should be approved by DSEAs before the start of the 2019-20 school year, and going forward the MOU shall be in place as a precondition to the SMCOE's acceptance/placement of students into one of SMCOE's special education programs.

To be clear, this MOU imposes no additional financial obligations on those districts which place students in SMCOE special education programs. Rather, the MOU formally outlines and clarifies the roles and responsibilities of the SMCOE and the DSEA to ensure that both sides understand and comply with their legal and contractual responsibilities. The MOU also includes important new terms which exist for the protection of both the SMCOE and the DSEA, including mutual indemnification and dispute resolution. Consistent with the current practice, DSEAs will continue to be billed for the actual cost of all services provided for the student by the SMCOE.

DSEAs are advised to contact their assigned school deputy or another attorney with any questions or concerns.

Warm regards,



Jeneé Littrell
Deputy Superintendent
Student Services Division



Sarah Notch
Administrator, Special Education and Instruction
Student Services Division

³ This workgroup also discussed programmatic changes to the SMCOE's special education programs in order to best serve DSEAs and the students whom DSEAs place in the SMCOE's special education programs.

⁴ This MOU may be appropriately placed on a school board's consent agenda.

MEMORANDUM OF UNDERSTANDING

Between SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT and SAN MATEO COUNTY OFFICE OF EDUCATION

The purpose of this Memorandum of Understanding (MOU) is to outline responsibilities between the San Mateo County Office of Education (SMCOE) and a District of Special Education Accountability (DSEA) in situations where the DSEA seeks to place a student in a special education classroom operated by the SMCOE. It is agreed that when a student is placed in an SMCOE special education program by the SSFUSD (District) through the IEP process, then, and in that capacity, the District remains the DSEA and therefore retains all financial and legal responsibilities under the Individuals with Disabilities Education Act (IDEA) and related federal and California laws.

As the student's DSEA, the District remains the proper party to initiate and/or defend any and all legal disputes, claims, complaints, due process proceedings and/or civil litigation related to a student's educational program pursuant to this MOU. Placements under this MOU shall not be deemed inter-district transfers, as the student remains a resident of the placing District. Thus, the SMCOE acts as a service provider, and not as the DSEA.

SMCOE's responsibility is therefore limited to implementing the educational program provided for in the student's IEP, to initiating timely communication, and to collaborating with the District around all aspects of the referral and IEP process as outlined in this MOU.

1. **Services to be performed by the SMCOE and the District.** In consideration of the payments hereinafter set forth, the SMCOE and the District shall comply with the terms, conditions, and specifications set forth herein, in **Exhibit A**, and attached hereto.
2. **Contract Term.** This MOU is made and entered into as of November 15, 2019 between the SMCOE and the District. This MOU shall be in effect until terminated in accordance with Section 7 herein, or until revised by mutual and written consent of all parties.
3. **Payments.** In consideration of the services rendered in accordance with all terms, conditions, and specifications set forth herein and any Exhibit(s) or attachment(s) attached hereto, the District shall make payment as specified in the manner specified herein and in Exhibit A. In the event that the District makes any advance payments, the SMCOE agrees to refund any amounts in excess of the amount owed by the District at the time of contract termination.
4. **Hold Harmless.** : Each party will defend, indemnify and hold the other party, its officers, employees and agents harmless from and against any and all claims, damages and liability arising out of the performance of this Agreement but only in proportion to and to the extent such claims, damages or liability are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, agents, or employees.
5. **Confidentiality.** All data produced or compiled by either the SMCOE or the District in performance of this Agreement shall be considered confidential unless it can be obtained as a public record and shall not be shared with a third party without the prior written consent of the other entity. Both the SMCOE and the District shall protect said data and information from unauthorized use and disclosure by the observance of the same or more effective procedures as each entity requires of its own personnel.

Pursuant to Education Code section 49076(a)(2)(G) and 34 CFR sections 99.31(a)(1) and 99.7(a)(3)(iii), a local educational agency may share information from student records with a contractor or consultant with a legitimate interest who has a formal written agreement regarding the provision of our services.

institutional services or functions by the contractor or consultant. Consistent with this authorization, the SMCOE and the District agree that the disclosure of information from student records under this MOU will comply with the requirements of Education Code sections 49073 et seq., the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99, as amended), and any other applicable state and federal laws and regulations regarding educational records, data privacy and confidentiality, and further agree to adhere to the requirements of such laws and regulations in carrying out their responsibilities under this MOU.

The requirements of this section shall survive the termination of this MOU.

6. **Non-Assignability.** Neither the SMCOE nor the District shall assign this MOU or any portion thereof to a third party without the prior written consent of the other entity, and any attempted assignment without such prior written consent in violation of this section shall: (1) be voidable at the election of the non-consenting party; and (2) automatically give the non-consenting party the option to terminate this MOU without prior notice.
7. **Termination of MOU.** Both the SMCOE's and the District's superintendents may, at any time after execution of the MOU, terminate this MOU, in whole or in part, for the convenience of the SMCOE or the District by giving written notice specifying the effective date and scope of such termination. Termination shall be effective on a date not less than thirty (30) days from said notice. In the event of termination, the SMCOE shall be paid for all work satisfactorily performed through the date of termination except where the placing District determines the quality or quantity of the work performed is unacceptable. The placing District may immediately terminate this MOU based upon unavailability of Federal, State, or local funds by providing written notice to the SMCOE as soon as is reasonably possible after the placing District learns of said unavailability of funding.
8. **Retention of Records.** Both the SMCOE and the District shall maintain all records related to this MOU for no fewer than three years after the District makes final payment or after the termination of this MOU and all other pending matters are closed. All records shall be subject to the examination and/or audit by agents of the SMCOE, the District, the State of California, other regulatory agencies, and/or Federal grantor agencies.
9. **Merger Clause.** This MOU, including all exhibits/attachments attached hereto, which are incorporated herein by this reference, constitutes the sole agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications shall be in writing and signed by both the SMCOE's and the District's superintendents. In the event that any term, condition, provision, requirement or specification set forth in the body of this MOU conflicts with or is inconsistent with any term, condition, provision, requirement or specification in any exhibit and/or attachment to this MOU, the provisions of the body of this MOU shall prevail. This MOU constitutes the entire agreement between the SMCOE and the District as related to the matters herein.
10. **Governing Law.** This MOU, including any exhibits, and any disputes arising out of this MOU shall for all purposes be deemed subject to the laws of the State of California without regard to its choice of law rules, and any lawsuit concerning or arising out of this MOU shall be venued in the County of San Mateo or in the United States District Court for the Northern District of California.
11. **Dispute Resolution.** In the event that concerns arise related to this MOU, the parties are encouraged to attempt to informally resolve such concerns at the lowest level of authority possible. MOU concerns should first be discussed between the SMCOE administrator for special education and the District special education administrator. If a resolution is not achieved, SMCOE's Superintendent/Designee will communicate with the District's Superintendent/Designee to continue working towards a student-focused resolution. In the event that

resolution still cannot be reached, the SELPA Governing Board will hear and decide any unresolved disputes relative to the MOU at the next scheduled SELPA Governing Board Meeting.

MEMORANDUM OF APPROVAL

This MOU entered into this 15th day of November, 2019 by and between the undersigned parties.

[SIGNED]
Dr. Shawnterra Moore, Superintendent South
San Francisco Unified School District (DSEA)

[SIGNED]
Nancy Magee, San Mateo County Superintendent of
Schools
SMCOE

EXHIBIT A

SPECIAL EDUCATION RESPONSIBILITIES

PLACING DISTRICT:

Prior to Initial Placement:

1. **Referral.** As the District of Residence (DOR) and the District of Special Education Accountability (DSEA), the placing District will provide SMCOE with a completed referral packet including the current IEP, assessments and triennial completed within 2 years (in case of a Preschool referral, the timeline will be within 6 months) of the referral date.
2. **Placement IEP.** If District student referral is accepted by SMCOE, the placing District shall develop the IEP in collaboration with SMCOE staff as needed.
3. **Placement IEP Meeting.** Placing District shall schedule an IEP meeting to offer SMCOE program.
4. **SMCOE Consent for Placement.** The placing District shall not make an IEP offer for SMCOE program placement without first obtaining the written consent of the SMCOE.
5. **Scheduling Placement IEP Meeting.** The placing district will coordinate observations and IEP meetings with SMCOE.
6. **LIF Equipment.** The placing district will arrange for and provide all necessary low incidence materials and equipment consistent with the student's IEP upon placement. SMCOE staff will collaborate with the district of placement in the identification of necessary low incidence materials and equipment and potential sources to acquire low incidence materials and equipment in a timely manner.

Subsequent to Placement:

1. **DSEA Administrative Designee.** The placing District will assign a representative/administrative designee with authority to make educational decisions legally required of the DSEA (e.g. offering a free appropriate public education – FAPE) to participate in IEP meetings. While attendance at IEP meeting by the DSEA representative is preferable, SMCOE will accommodate participation by phone or other electronic means. Notification to SMCOE of the District's need for alternative participation means should occur at least one business day prior to any scheduled meeting.
2. **SEIS Record.** The placing District will own the SEIS record and provide edit access to SMCOE identified administrators and service providers.
3. **IEP Note-taker.** Unless otherwise agreed upon by both parties, the placing District representative who attends the IEP will serve as note-taker and an SMCOE representative will serve as a facilitator in IEP meetings.
4. **Offer of FAPE.** The placing District representative/administrative designee attending the IEP will make the offer of FAPE at an appropriate time in IEP meeting.
5. **Finalize / Distribute IEP.** Following the IEP meeting, the placing District representative will update and finalize the IEP document, including making any necessary edits. The placing District representative will then affirm and attest the IEP within seven (7) days of the IEP meeting. The placing District is responsible for distributing and circulating the IEP with the original signature page/s to the relevant/necessary parties, including the student and his/her representatives.
6. **Prior Written Notice.** SMCOE will alert placing district within one business day of situations which may require Prior Written Notice (PWN), including parent requests for assessments for additional

services. The PWN will be written in collaboration between the placing District and the SMCOE. The placing District shall be responsible for sending/transmitting the PWN to the student and his/her agents.

7. **Transition Planning.** The placing district will participate in transition planning in situations where a change of educational placement is being considered by the IEP team.
8. **Home / Hospital Instruction.** Any student determined to require Home/Hospital Instruction through the IEP process will be withdrawn by the placing District from the SMCOE special education program, in which case Home/Hospital services will be delivered by the placing District.
9. **Fiscal Responsibility.** In accordance with the fiscal agreements in this MOU, the placing District shall reimburse the SMCOE for the actual cost of all services provided for the student by the SMCOE.
10. **Legal Disputes: Financial Responsibility.** It shall be the financial and legal responsibility of the placing District to handle any and all legal disputes and claims, including but not limited to, responding to IEE requests, negotiating settlement agreements, mediations, due process hearings, compliance complaints and any and all other legal actions related to a student's educational program pursuant to this MOU.
11. **Legal Disputes: Party of Interest.** If the SMCOE is named as a party to a legal dispute, the placing District will intervene as the real party in interest and will endeavor to have the SMCOE dismissed as a party with prejudice.
12. **Hold Harmless.** The placing District shall protect, defend, indemnify, forever hold harmless and assume the costs of defense including attorney's fees of the SMCOE, its Board, officers, members, representatives, agents, guests, invitees, and/or employees, from and against any and all liabilities, claims, losses, judgments, damages, demands or expenses resulting from educating the student, assessing the student and/or implementing the IEP by the SMCOE, excepting those liabilities, claims, losses, judgments, damages, demands or expenses arising out of or caused by the sole negligent, reckless, unlawful or intentional acts of the SMCOE, its Board, officers, members, representatives, agents, guests, invitees, and/or employees. This duty to indemnify and hold harmless expressly does not apply to situations where the SMCOE has breached its obligations under this MOU, including by failing to properly implement the student's IEP.

SMCOE:

Prior to Initial Placement:

1. **Program Availability.** SMCOE will consult with placing District about the availability and appropriateness of SMCOE program, including related services.
2. **LIF Equipment.** Within 10 business days of receipt of the referral, SMCOE will alert placing district of any Low Incidence, materials or equipment which may be necessary to support student placement in SMCOE program, and share potential sources where material and equipment may be acquired.

Subsequent to Placement:

1. **Schedule Annual IEP.** SMCOE Representative will contact placing District and other IEP team members at least 60 calendar days prior to the due date of annual/triennial IEPs to schedule an IEP meeting and confirm which entity will conduct any related evaluations/assessments.
2. **Parent Request for IEP.** Within 1 business day of receipt of a request by a parent for an IEP meeting, SMCOE will notify the placing district and facilitate scheduling of the meeting.
3. **Notice of Meeting.** Except in situations where a meeting this timeline is not possible (such as emergency IEP meetings), SMCOE will send Notice of Meeting with excusal form at least ten (10) calendar days prior to IEP meeting.
4. **IEP Attendance.** SMCOE will attend all IEP meetings in cooperation with placing District personnel.
5. **IEP Note-taker.** Unless otherwise agreed upon by both parties, the placing District representative who attends the IEP will serve as IEP note-taker and an SMCOE representative will serve as IEP facilitator.
6. **Draft IEP.** SMCOE case manager will share draft present levels of performance, updated goals with placing District representative/designee within 5 days of IEP meeting.
7. **Interpretation/Translation Services.** SMCOE will attempt to provide IEP-related interpretation and/or translation services utilizing its bilingual family counselors or other staff members. When SMCOE staff are unable to provide this service, the placing district will be notified accordingly and the SMCOE shall arrange for a private agency to provide the service, to be billed at cost to the placing District, unless the placing District elects to itself provide the interpretation and/or translation service.
8. **Delivery of FAPE.** SMCOE will provide all services identified as its responsibility in IEP. In the event SMCOE is unable to implement any portion of the IEP and believes the student cannot receive FAPE in its program, SMCOE shall provide written notice thereof to the placing District. As necessary, the placing District shall then coordinate and conduct an IEP meeting at which the SMCOE will or will not participate as determined by the placing District in its discretion.
9. **Request for Assessment.** If an educational rights holder requests that a student placed in an SMCOE special education program be assessed for additional IEP eligibility and/or services, or makes any request requiring action by the placing District, the SMCOE shall within one business day provide notice thereof to the placing District so that the placing District may evaluate the request/recommendation and respond within the appropriate window. If a PWN is required, the PWN will be written by the placing District in collaboration with the SMCOE. The placing District shall be responsible for sending/transmitting the PWN to the student and his/her agents.
10. **Triennial and other Assessments.** SMCOE staff will conduct triennial evaluations and/or assessments to determine student eligibility for additional related services identified in item number 1. Under special circumstances, placing District may request to utilize its own Related Service provider by making a request in writing to the SMCOE Administrator for Special Education. The agency which conducts the assessment—the DSEA or SMCOE—is responsible for developing the Assessment Plan, soliciting parent consent, completing the assessment in timelines outlined in state and federal law, and scheduling an IEP meeting to share assessment results.
11. **Related Services.** Unless otherwise agreed by the parties, SMCOE will be responsible for the provision of any of the following Related Services for which the student is determined eligible through the IEP process: Speech and Language Pathologist, Assistive Technology/Augmentative Alternative Communication, Adaptive PE, Visual Impairment, Orientation & Mobility, Deaf and Hard for Hearing, Educational Audiology, Licensed Vocational Nurse, Intensive Individual Instruction, Occupational Therapy, Physical Therapy, and Transportation. Under special circumstances, placing District may request to utilize its own Related Service provider by making a request in

writing to the SMCOE Administrator for Special Education. In the event SMCOE is unable to provide a related service as identified in the IEP, SMCOE shall provide written notice thereof to the placing District. (See item number 8 above, regarding Delivery of FAPE.)

12. **Service Logs.** The delivery of SMCOE Related Services will be logged in SEIS service tracker by end of each month and available for review by the placing District.
13. **Educationally Related Mental Health Services.** When an assessment for Educationally Related Mental Health Services (ERMHS) is determined to be appropriate by the Placing District, SMCOE will develop an assessment plan, solicit parent consent for assessment and for release for confidential student records, and will contact Behavioral Health and Rehabilitation Services (BHRS) to initiate an assessment. SMCOE will schedule an IEP meeting for BHRS to share results of the ERMHS. If ERMHS services are determined appropriate through the IEP process, BHRS shall deliver these services and will bill the placing District for services. NOTE: Placing District may request to utilize its own ERMHS provider to conduct assessment and/or deliver ERMHS services by making a request in writing to the SMCOE Administrator for Special Education.
14. **Attendance Logs.** SMCOE will provide the placing District with monthly attendance log of all placing District students enrolled in SMCOE Special Education Programs.
15. **Student Suspension.** SMCOE will notify placing District if and when a student has received 5 days suspension in a school year, cumulative, and for each subsequent day of suspension thereafter.
16. **Manifestation Determination.** A Manifestation Determination IEP will be held in accordance with IDEA through the cooperation of the placing District and the SMCOE when necessary.
17. **Benchmark Reporting.** Fall, Winter, and Spring Benchmark report on IEP goal progress will be provided to the placing District within 14 days of completion by SMCOE staff members.
18. **Transportation.** SMCOE will make every effort to secure transportation for the placed student. However, in cases where SMCOE is not able to accommodate the transportation for the student placed in the SMCOE program, it is the responsibility of the placing district to provide transportation. The district is also responsible for any interim transportation necessary between placement and transportation being able to begin for the placed student.
19. **Cost / Billing.** The placing District is responsible for all costs associated with student placement. SMCOE will initiate billing based on annual estimates posted on the SMCOE secure site. SMCOE will bill quarterly and will process via journal transfer or invoice. Estimates are based on student counts and are subject to change.
20. **Legal Disputes.** If a legal dispute arises regarding a student's educational program and/or the SMCOE's assessment(s), the SMCOE will fully cooperate with the placing District, including but not limited to making its employees and documents available for testimony and documentary evidence.
21. **Hold Harmless.** SMCOE shall indemnify and hold the placing District harmless from any adjudicated liability related to the SMCOE's negligent, reckless, unlawful or intentional acts arising out of its obligations under this MOU. In the event that an administrative body or court of law determines that the claim of a student arises out of the negligent, reckless, unlawful or intentional acts of SMCOE, SMCOE will be obligated to provide a contribution to the placing District in accordance with its proportionate share of liability. The amount of the contribution shall be determined by an informal resolution between the superintendents, or designees, going before the County Board of Education or arbitration and identifying who will incur the cost of this process.

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

Sabrina Yacoub, Director of Special Education, Pupil Services

DATE: November 14, 2019

RE: Approval of agreement with the SMCOE Superintendent of Schools for the Inclusive Early Learning and Care Coordination Program (IELCCP) grant for the 2019/20 school year.

BACKGROUND:

SMCOE is participating in a collaboration with four county partners that have come together jointly to support the Inclusive Early Learning and Care Coordination Program (IELCCP) grant. This grant will increase access to inclusive early learning and care programs between special and general education preschool programs. The grant is to support the inclusion of children with disabilities and other exceptional needs, including children with severe disabilities, in early learning and care settings. The purpose is to build local and regional capacity to support increased access for children with disabilities to general education curriculum.

FISCAL IMPLICATIONS:

The District will receive \$10,000 to spend on professional development opportunities for the inclusion team of teachers and support staff at the Hillside preschool special education program and general education teachers from the Children's Developmental Center.

This money will serve to reimburse fees for training opportunities as well as pay for substitutes if trainings are held during the day, or for timecards, if the opportunity takes place after working hours.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Inclusive Early Learning and Care Coordination Program (IELCCP) grant for the District for the 2019-20 school year.



Excellence and Equity in Education

Nancy Magee • County Superintendent of Schools

2019-2020 AGREEMENT WITH SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

AGREEMENT BETWEEN THE SAN MATEO COUNTY SUPERINTENDENT OF SCHOOLS AND THE SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT REGARDING THE INCLUSIVE EARLY LEARNING & CARE COORDINATION PROGRAM (IELCCP).

I. PURPOSE OF AGREEMENT

THIS AGREEMENT is made on behalf of Early Learning Support Services and entered into by and between the San Mateo County Superintendent of Schools (“County Superintendent”) and the **South San Francisco Unified School District** (“Delegate Agency”) for the purpose of implementing the Inclusive Early Learning and Care Coordination Program (IELCCP).

Under the direction of the California Department of Education (CDE), Early Learning and Care Division (ELCD) and Special Education Division (SED), awarded grantees of the Inclusive Early Learning and Care Coordination Program (IELCCP: pronounced “El Cup”) grant will work to increase access to inclusive early learning and care programs. This grant program is to support the inclusion of children with disabilities and other exceptional needs, including children with severe disabilities, in early learning and care setting with appropriate support in pursuant to: (1) Part B and Part C of the federal Individuals with Disabilities Education Act (Subchapter II (commencing with Section 1411) and, (2) Subchapter 3 (commencing with Section 1431) of Chapter 33 of Title 20 of the United States Code) for infants and toddlers.

San Mateo County Office of Education is participating in a collaboration with 4 county partners that have come together jointly for the IELCCP in order to build local and regional capacity to support increased access for children with disabilities and other exceptional needs, including children with severe disabilities, to inclusive learning and care program, with appropriate support. The County Superintendent has received a one-year grant of one hundred fifty-three thousand seven hundred and one dollar (\$153,701) from Santa Clara County Office of Education for the purpose of implementing IELCCP.

This Agreement is intended to define responsibilities of each party with regard to the participation in the IELCCP Grant.

II. TERM OF AGREEMENT

The agreement is effective July 1, 2019. This agreement will terminate on June 30, 2020.

III. COUNTY SUPERINTENDENT'S RESPONSIBILITIES:

1. Provide the Delegate Agency technical assistance with the goal of increasing inclusion opportunities for children with disabilities, and other exceptional needs, including children with severe disabilities in the early learning and care settings.
2. Provide priority enrollment for up to 4 district staff members for professional development opportunities offered by SMCOE Early Learning staff.
3. Collaborate with the District's Leadership team to review the needs in the following:
 - a. Transition plan for children from Part C to Part B
 - b. Inclusion of children with disabilities and other exceptional needs, including children with severe disabilities in an Early Learning Center (ELC), with appropriate support.
 - c. Facility upgrades
4. Introduce the Learning Design Platform in order to increase coordination of regional inclusive early learning services.
5. Reimburse the Delegate Agency for up to but not to exceed ten thousand dollars (\$10,000) for approved professional development activities to be used for the following:
 - a. Provide stipends to staff members for release time for trainings provided by the SMCOE.
 - b. Pay for consultants to provide onsite trainings for CDE-approved trainings or other trainings that are agreed upon with the County Superintendent.
6. Payments will take place within 30 days of receipt of an approved invoice. The type and amount of costs allowable and covered in this Agreement are for professional activities. The Delegate Agency will submit a proposed budget associated with professional development activities and timeline for the County Superintendent to approve.
7. Payment by the County Superintendent for all services provided pursuant to this Agreement is contingent upon availability and receipt of funds from the Santa Clara County Office of Education. The County Superintendent may terminate the Agreement for unavailability of said funds. In this event, the County Superintendent shall inform the Delegate Agency of such unavailability as soon as it becomes known, and to the extent legally possible, pay all outstanding amounts due for work satisfactorily completed to date.

IV. DELEGATE AGENCY RESPONSIBILITIES

1. Create an onsite leadership team. The role of the leadership team is to plan and coordinate greater rates of enrollment in early learning and care settings for children with disabilities and other exceptional needs. The leadership team consists of the following personnel from the Delegate Agency:
 - a. Representative from the Superintendent's office
 - b. Special Education Director
 - c. Early Learning Director

A lead representative will be determined by the Delegate Agency for this project to work with the County Superintendent's IELCCP team.

2. Coordinate and leverage other state and federal investments directed towards supporting children with disabilities and other exceptional needs, including children with severe disabilities.
3. Submit data to the County Superintendent in support of IELCCP evaluation.
4. Continue to coordinate with local Quality Rating and Improvement System (QRIS), Quality Counts California (QCC) to ensure Early Learning sites (ELC) are participating.
5. Participate in learning about the Learning Design Platform, which increases the coordination of inclusive early learning services in both the regional and county levels. The County Superintendent will seek out the support from the Delegate Agency on designing the content for this platform.
6. Return two executed original Agreements to the office of the County Superintendent no later than two weeks after receipt of the agreement.
7. Agrees to provide to the County Superintendent, to any Federal or State department having monitoring or reviewing authority, to the County Superintendent's authorized representatives and/or their appropriate audit agencies upon reasonable notice, access to and the right to examine and audit all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules and regulations, and this Agreement, and to evaluate the quality, appropriateness and timeliness of services performed.
8. Delegate Agency shall not commence work or be required to commence work under this Agreement until the insurance has been obtained.
9. Complete all tasks detailed in the Budget that are attributed to the Delegate Agency during the term of this Agreement. Make available for review and provide copies of documentation.
10. Delegate Agency agrees to submit invoices for actual expenditures incurred in the completion of the approved Budget at the following intervals:

Activity Period	Reimbursement	Invoice Due Date	Payment Date
July – September 2019		October 10, 2019	
October-December 2019		January 10, 2020	
January- March 2020		April 10, 2020	
April-June 2020		July 10, 2020	

The full payment due to the Delegate Agency is determined by comparing work and/or services completed to the County Superintendent's satisfaction to the work/services required by the Agreement. In the event of disagreement between the County Superintendent and the Delegate Agency as to full payment for services performed, both parties shall work diligently and cooperatively in reaching a resolution to the disagreement.

V. OTHER TERMS OF AGREEMENT:

1. To the extent permitted by state law, each party shall indemnify, defend and hold the other harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, to the extent caused by the negligent act or omission of such party. Notification of an event giving

rise to an indemnification claim ("Notice") must be received by the indemnifying party within thirty (30) days following receipt of such claim and shall include a brief factual summary of the damage and cause thereof. An indemnification claim is expressly subject to and conditioned upon compliance with the Notice provisions hereunder.

- 2. This Agreement is of no force or effect unless, or until, the authorized signatures from the County Superintendent and the Delegate Agency appear on this document.

VI. ADDRESSES

All correspondence, notices, claims, etc. will be sent to the following persons and addresses:

FOR THE
County Superintendent

Alyson Suzuki, Administrator
Early Learning Support Services
San Mateo County Office of Education
101 Twin Dolphin Drive
Redwood City, CA 94065-1064
(650) 802-5623
(650) 802-5622
asuzuki@smcoe.org

FOR THE
Delegate Agency

Eric Claybon, Coordinator
Child Development Program
South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080
eclaybon@ssfusd.org

IN WITNESS WHEREOF, the parties agree to this Agreement to be executed by their duly authorized officers.

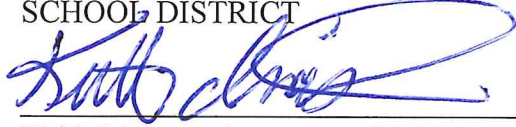
SAN MATEO COUNTY
SUPERINTENDENT OF SCHOOLS


Denise Porterfield, Deputy Superintendent
Business Services Division

Date

10/14/19

SOUTH SAN FRANCISCO UNIFIED
SCHOOL DISTRICT


Keith Irish, Assistant Superintendent
Educational Services

Date

10/11/19

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or
f d m h
11/22/19

**SAN MATEO COUNTY OFFICE OF EDUCATION
INCLUSIVE EARLY LEARNING AND CARE COORDINATION GRANT**

Between July 1, 2019 – June 30, 2020, San Mateo County Office of Education Inclusion team will support five school districts to build an inclusive preschool program to increase inclusion of children with disabilities, and other exceptional needs, including children with severe disabilities in the early learning and care settings. SMCOE Inclusion team will provide consultative support in the following areas:

1. **Leveraging Fiscal Funds** – Training and technical assistance to leverage existing program funds. Additional support can be offered based on district needs

For example:

- *Maximize preschool earnings*
- *Explore the blended funding model between multiple funding sources*
- *Preschool program allocation*
- *Analyze revenue and expenditure*

2. **Community Care Licensing Regulations** – Assist with interpreting licensing regulations to ensure programs are meeting licensing requirements. For programs enrolling children with IEP into their State Preschool Program, the inclusion team can provide support to ensure program is meeting Title V regulations.
3. **Facilities Walk-Through** – Coordinate walk-through to make recommendations on facility and/or classroom modifications which can strengthen access and increase indoor/outdoor inclusion for all children.
4. **Support the District Preschool Program to develop their role in the IEP Team** – Assist the district’s preschool program in understanding their role in the IEP process. The intent is for the children with disabilities enrolled in ELC settings to receive the full range of supplemental aids and services specified through the child’s IEP and facilitate their full access and participation.
5. **Professional Development-** The grant will cover the cost of the registration fees offered by SMCOE. These professional development trainings will be listed in the MOU. Each district can have the maximum registration waived for 5 participants. Districts will have the option to use the stipend provided by this grant to compensate teachers to attend trainings on non working hours. The following PD’s offered at SMCOE will be covered:
 - DRDP series
 - Inclusion 101 (offered in Fall 2019 and Spring 2020)
 - Trauma
6. **Alignment-** The inclusion team will support LEA’s to align special education and other early childhood systems to assure efficient use of resources.

For example:

- *DRDP & other assessment*
- *Alignment of student’s goals across systems according to Preschool Learning Foundations*

CERTIFICATE NO.

ISSUE DATE (MM/DD/YYYY)

GL1-5012	AI	CERTIFICATE OF COVERAGE	06/26/2019
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<p>CSAC Excess Insurance Authority C/O ALLIANT INSURANCE SERVICES, INC. PO BOX 6450 NEWPORT BEACH, CA 92658-6450 PHONE (949) 756-0271 / FAX (619) 699-0901 LICENSE #0C36861</p>	<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BELOW. THIS CERTIFICATE OF COVERAGE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED and/or requesting a WAIVER OF SUBROGATION, the Memorandums of Coverage must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p> <p>COVERAGE AFFORDED A - CSAC Excess Insurance Authority</p>
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<p>Member: SAN MATEO COUNTY SCHOOLS INS GROUP ATTN: CRAIG SCHWEIKHARD 1791 BROADWAY REDWOOD CITY, CA 94063</p>	<p>COVERAGE AFFORDED B</p> <p>COVERAGE AFFORDED C</p> <p>COVERAGE AFFORDED D</p>
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Coverages
 THIS IS TO CERTIFY THAT THE MEMORANDUMS OF COVERAGE LISTED BELOW HAVE BEEN ISSUED TO THE MEMBER NAMED ABOVE FOR THE PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED BY THE MEMORANDUMS DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH MEMORANDUMS. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF COVERAGE	MEMORANDUM NUMBER	COVERAGE EFFECTIVE DATE (MM/DD/YYYY)	COVERAGE EXPIRATION DATE (MM/DD/YYYY)	LIABILITY LIMITS
A	<input checked="" type="checkbox"/> Excess General Liability <input checked="" type="checkbox"/> Auto Liability	EIA PE 19 EL-64	07/01/2019	07/01/2020	\$1,000,000 \$1,000,000 Limits Inclusive of the Member's Self-Insured Retention of \$250,000

Description of Operations/Locations/Vehicles/Special Items:

AS RESPECTS AGREEMENT BETWEEN SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT AND WESTED FOR PARENT INVOLVEMENT PROJECT.

WESTED IS INCLUDED AS AN ADDITIONAL COVERED PARTY, BUT ONLY INSOFAR AS THE OPERATIONS UNDER THIS CONTRACT ARE CONCERNED.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT IS A MEMBER OF SAN MATEO COUNTY SCHOOLS INS GROUP

<p>Certificate Holder</p> <p>WESTED ATTN: CONTRACTS COORDINATOR 730 HARRISON ST SAN FRANCISCO, CA 94107</p>	<p>Cancellation</p> <p>SHOULD ANY OF THE ABOVE DESCRIBED MEMORANDUMS OF COVERAGES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE MEMORANDUMS OF COVERAGE PROVISIONS.</p> <hr/> <p>AUTHORIZED REPRESENTATIVE</p> <p style="text-align: center;"></p> <p style="text-align: center;">CSAC EXCESS INSURANCE AUTHORITY</p>
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INVOICE TO BE SENT TO:

San Mateo County Office of Education
101 Twin Dolphin Drive
Redwood City, CA 94065
Phone: (650) 802-5600
Fax: (650) 802-5528
Email: accountspayable@smcoe.org

PURCHASE ORDER NUMBER

203248

THIS NUMBER MUST APPEAR ON ALL
PACKAGES, INVOICES AND CORRESPONDENCE.

Date: 10/16/2019

Description: IELCCP – SSFUSD FY 19-20
Agreement

VENDOR NO. MUST APPEAR ON ALL CORRESPONDENCE

Vendor: 002922-01 Attn: Eric Claybon

Phone: () - x

SOUTH SAN FRANCISCO UNIFIED
SCHOOL DISTRICT
398 B STREET
SO. SAN FRANCISCO, CA 94080-0000

Ship
Prepaid
To:

Attn: CYNTHIA FONG-WAN
SAN MATEO COUNTY OFFICE OF EDUCATION
101 TWIN DOLPHIN DR.
REDWOOD CITY, CA 94065-1064
Phone: (650) 802-5352 Fax: (650) 802-5622

FOB

SHIP VIA

PAYMENT TERMS

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REQ. #	REQUESTOR	LOCATION	BLDG/DEPT	ROOM
201105	Cynthia Fong-Wan	ISD-ELSS	INSTRUCTIONAL	

#	Qty	Unit	Description	Unit Price	Discount	Amount
1	1.00	EACH	Agency will support the inclusion of children with disabilities and other exceptional needs in early learning and care settings by providing and supporting their staff members with professional development activities. Term of Agreement: July 1, 2019 - June 30, 2020 VENDOR SPECIAL INSTRUCTIONS Agency will submit invoices for actual expenditures at the following intervals: October 10, 2019 for activity between July-September 2019 January 10, 2020 for activity between October-December 2019 April 10, 2020 for activity between January-March 2019 July 10, 2020 for activity between April-June 2020 12-9010-0-0001-2100-5800-000-E293	\$10,000.00	\$0.00	\$10,000.00
				\$10,000.00		

INSTRUCTIONS TO VENDOR:

- 1) Ship Prepaid! If sold FOB your plant you must prepay freight. Show as a separate item on your invoice.
- 2) Advise immediately if item cannot be filled by date required. This order will be cancelled six months after issue date UNLESS we receive a Status Report from you during that period.
- 3) If the actual price exceeds the indicated amount by more than 10%, please tell us the actual cost. Do not send material until you have received our confirmation indicating we will accept the material at the increased price.
- 4) Invoices cannot be paid unless vendor complies in full with all instructions hereon.
- 5) **IMPORTANT: THIS IS NOT A VALID ORDER UNLESS SIGNED & THE DISTRICT LOGO APPEARS IN THE UPPER LEFT CORNER.**

SUBTOTAL:	\$10,000.00
SALES TAX:	\$0.00
SHIPPING:	\$0.00
TOTAL:	\$10,000.00

Margie Gustafson

10/16/2019

COUNTY SUPERINTENDENT OF
SCHOOLS/DESIGNATE

DATE

November 14, 2019

VENDOR COPY

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
Sabrina Yacoub, Director of Special Education, Pupil Services

DATE: November 14, 2019

RE: Approval of selected personnel to participate in the SSFUSD's
Community Advisory Committee (CAC)

BACKGROUND:

SSFUSD currently has four parents trained to sit on the SMCOE Community Advisory Committee (CAC). The vision of this council is to encourage partners in the development and implementation of learning experiences for students with special needs. This purpose of this team is to function as an informational hub for parents, school districts, county and community agencies to share resources, improve knowledge about special education issues, and provide support to district Special Education District Advisory Committees, such as SSFUSD's Parent Advisory Committee. Below is a list of those individual which the County has already trained to participate on this team. The Board of Trustees must also approve these individuals.

1. John Sanna
134 Adrian Avenue
South San Francisco, CA, 94080
650-922-6151
jcsannaassoc@msn.com
2. Petra Lopez
113 Del Monte Ave
South San Francisco, CA, 94080
(650) 794-1010
petralopez@icloud.com

3. Suzanne Sanna
134 Adrian Avenue
South San Francisco, CA, 94080
650-922-6151
sanna97@msn.com6
4. Teresa Hernandez
23 Graystone Drive
South San Francisco, CA, 94080
650-583-9814
dominguez637@aol.com

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve these individual to sit on the Community Advisory Committee through SSFUSD's County SELPA.

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: November 14, 2019

RE: Board of Trustees' Appointment to the Personnel Commission

BACKGROUND:

Jeannette Holt, Personnel Commissioner, will complete her term as the Board of Trustees' appointment at noon on December 1, 2019. Personnel Commissioners are appointed for three-year terms on a rotating basis. The three commissioners are appointed as follows:

1. Board of Trustees' appointment
2. Board of Trustees' appointment upon recommendation of CSEA
3. Commissioners' appointment

The Rules and Regulations of the Classified Service state that the incumbent shall notify the Board of Trustees by September 1 of his/her interest in reappointment. Ms. Holt is not seeking reappointment.

The Board of Trustees shall publicly announce the name of the person it intends to appoint or reappoint. At a Board meeting to be held after 30 and within 45 days of the date at which the Board publicly announced its candidate, the Board shall hold a public hearing to provide the public, employees and employee organizations the opportunity to express their views on the qualifications of the person recommended by the Board of Trustees for appointment. The Board, at that time, may make its appointment, or may make a substitute appointment or recommendation without further notification or public hearing.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees publicly announce the name of the person it intends to appoint as Board of Trustees' appointment to Personnel Commissioner for a three year term commencing December 15, 2019 through December 1, 2022.

Application for Personnel Commissioner (Cont'd) Applicant Name: Reem Nasrah

EDUCATION

- | | <u>Name of School</u> | | <u>Diploma</u> | <u>GED</u> |
|----|-------------------------------|--------------------|----------------|-------------|
| 1. | <u>Eisenhower High School</u> | <u>High School</u> | <u>X</u> | <u> </u> |
| | | <u>MAJOR</u> | <u>DEGREE</u> | |
| 2. | <u>North Harris County</u> | <u>College</u> | <u>Geology</u> | <u> </u> |
| 3. | <u>University of Houston</u> | <u>Education</u> | <u> </u> | <u> </u> |

MISCELLANEOUS

Describe your beliefs regarding the merit system concept of awarding jobs based on qualifications through competitive examination.

I believe that the merit system is a fair way to award jobs because it leaves no room for discrimination or favoritism.

Please list your community and professional activities.

I am a member (President) of the PTSA of South San Francisco High School.

Please describe your most relevant experience (paid or unpaid) that would enhance your ability to serve on the Personnel Commission.

I have been involved with the district for over 10 years and have had the opportunity to work with classified staff and administrative staff. My experience in serving as a PTA President has served me well and I believe enhances my ability to serve on the Personnel Commission.

Application for Personnel Commissioner (Cont'd) Applicant Name: Reem Nasrah

EXPERIENCE:

Please begin with your present or most recent experience in the past five (5) years. (paid/unpaid). Include paid, volunteer, military, and self-employment.

Title of Most Recent Position
Date: From August 2004 To Present
Organization Name South San Francisco PTSA Telephone (____) _____
Address _____
 Number Street City/State Zip Code
Major Responsibilities _____
 Serving as President

Title of Position Prior to Above
Date: From April 1997 To Present
Organization Name JB's Place Telephone (415) 626-7973
Address 1435 17th street San Francisco, CA 94107
 Number Street City/State Zip Code
Major Responsibilities _____
 Owner

Title of Position Prior to Above
Date: From _____ To _____
Organization Name _____ Telephone (____) _____
Address _____
 Number Street City/State Zip Code
Major Responsibilities _____

Application for Personnel Commissioner (Cont'd) Applicant Name: Reem Nasrah

Please summarize your educational background.

I graduated High School from Eisenhower High School In Houston, Texas. I then went on to take basic courses at

North Harris County College and transferred to University of Houston where I was studying Education.

Unfortunately, I did not complete my degree but have several courses under my belt.

NOTE: You will be subject to the Conflict of Interest provisions of the California Constitution and the Government Code. An oath of office pledge will be required.

Reem Nasrah
Signature

October 9, 2019
Date

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: November 14, 2019

RE: Approval of Change Order #1 to the contract of Interstate Grading and Paving, Inc. on the Buri Buri Fields project

BACKGROUND:

The South San Francisco Unified School District awarded a contract for the Buri Buri Fields project to Interstate Grading and Paving, Inc. (“Interstate”) on June 27, 2019. The work has been on-going since September. The Contractor has completed site grading, fence post and backstop standards drilling and installation, irrigation work, and underground utilities work.

Work on the excavation for the retaining wall behind home plate and the forming of the wall was completed. During the course of that work it was discovered that there is a buried underground storage tank, containing fuel oil residue. This tank and its fill spout were below the levels of any previous excavation at the site. District staff were not aware of this tank serving any portion of the original school.

The District team and the Contractor worked together to notify San Mateo County Environmental Health Department, which has jurisdiction for the removal of the tank. They provided us with contract information for specialty Contractors with experience in tank removal. Environmental Restoration Services provided a proposal to Interstate, which is included below. Their scope of work includes preparation of plans and diagram, permit applications, Site Safety Plan, and fees for both San Mateo County and South San Francisco Fire Department permits. Their scope includes excavation and removal of the tank, removal and disposal of the remaining contents of the tank, cleaning of the tank, and disposal of the tank. Their scope also includes soil sampling and preparation of a final closure report to the County.

In addition to the tank removal, there is an impact on the retaining wall forming in the area of the work which is included in the Change Order cost. The Change Order also includes a time extension of 5 days to the contract.

In order to ensure that work on the project continues staff has authorized Interstate to proceed with the work and they are currently completing paperwork and scheduling the removal. The Change Order is not final until approved by the Board.

FISCAL IMPLICATIONS:

By this action: **\$30,966.53**. This will be paid from Fund 40.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve Change Order #1 to the Contract of Interstate Grading and Paving, Inc. for the Buri Buri Fields project.

CHANGE ORDER FORM

South San Francisco Unified School
District
398 B Street
South San Francisco, CA 94080

CHANGE ORDER NO.:

001

CHANGE ORDER

Project: Buri Buri Elementary School Multi-Use Field
Bid No.: 03-19

Date: 10/16/2019
DSA File No.: 03-19
DSA Appl. No.: 01-118323

The following parties agree to the terms of this Change Order:

Owner:
SSFUSD
398 B Street
South San Francisco, CA 94080

Contractor:
Interstate Grading & Paving, Inc.
128 South Maple Ave.
South San Francisco, CA 94080

Architect:
OKA Architecture
636 5th Street
Santa Rosa, CA 95404

Project Inspector:
David Callahan

Reference	Description	Cost	Days Ext.
PCO # 001 Requested by: District Performed by: IGP Reason: Unforeseen Condition	While excavating, an abandoned underground storage tank was found. This cost is to permit, remove, and off haul the tank.	\$ 30,966.53	5
Contract time will be adjusted as follows:			
Previous Completion Date: <u>February 26, 2020</u>	Original Contract Amount:	\$ 1,177,000	
<u>5</u> Calendar Days Extension (zero unless otherwise indicated)	Amount of Previously Approved Change Order(s):	\$ 0	
Current Completion Date: <u>March 4th, 2020</u>	Amount of this Change Order:	\$ 30,966.53	
	Contract Amount:	\$ 1,207,966.53	

The undersigned Contractor approves the foregoing as to the changes, if any, to the Contract Price specified for each item, and as to the extension of time allowed, if any, for completion of the entire work as stated therein, and agrees to furnish all labor, materials and services and perform all work necessary to complete any additional work specified for the consideration stated therein. Submission of sums which have no basis in fact or which

**SOUTH SAN FRANCISCO UNIFIED
SCHOOL DISTRICT
BURI BURI FIELD PROJECT 03-19**

**CHANGE ORDER FORM
DOCUMENT 00 63 63-1**

November 14, 2019

Page 211
Action

Contractor knows are false are at the sole risk of Contractor and may be a violation of the False Claims Act set forth under Government Code section 12650, et seq.

This change order is subject to approval by the governing board of this District and must be signed by the District. Until such time as this change order is approved by the District's governing board and executed by a duly authorized District representative, this change order is not effective and not binding.

It is expressly understood that the compensation and time, if any, granted herein represent a full accord and satisfaction for any and all time and cost impacts of the items herein, and Contractor waives any and all further compensation or time extension based on the items herein. The value of the extra work or changes expressly includes any and all of the Contractor's costs and expenses, and its subcontractors, both direct and indirect, resulting from additional time required on the project or resulting from delay to the project. Any costs, expenses, damages or time extensions not included are deemed waived.

Signatures:

District:

[Name]

Date

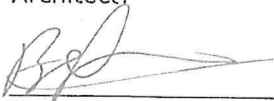
Contractor:



[Name]

10/24/19
Date

Architect:



[Name]

10-25-19
Date

Project Inspector:

Verify Scope Only


[Name]

10-24-19
Date

END OF DOCUMENT



Contractor's License No. 366020
DIR# 1000000755

October 15, 2019

South San Francisco Unified School District
398 B Street
South San Francisco, 94080

RE: Buri Buri Elementary School Multi-Use Fields
Sub: PCO #01 – Unforeseen Tank Removal

Dear William:

For the additional lump sum price of **Thirty Thousand Nine Hundred Sixty Six Dollars and Fifty Three Cents (\$30,966.53)**. We propose to perform the following work:

- Removal of forms and rebar
- Provide plans, diagrams, permit applications and fees as required by Santa Mateo County Health Department (SMCHD) and City of South San Francisco Fire Dept. (SSFFD) and obtain approved permit. Prepare Site Safety Plan
- Excavate top of tank and sides to tank bottom
- Pump out and contain approximately 500 gallons of oily water. Vacuum out and contain approximately 55 gallons of bunker oil.
- Clean tank to non-haz condition Recover rinsate sample from tank interior. Test per County requirements.
- Lift tank and place onto ERS transport. Provide proper disposal of tank.
- Soil Samples
- Replacement of forms and rebar
- This quote doesn't include cost to furnish & install concrete on a separate move-in. Based upon pouring that section of curb wall with other flatwork.

If you have any questions feel free to contact me at 650-952-7333. Please provide Interstate with an executed change order per the contract documents with a contract extension of 5 working days.

Very truly yours,

Interstate Grading and Paving, Inc.

David Flores

Project Manager

Enclosure
November 14, 2019

19080176691
128 SOUTH MAPLE AVENUE, SOUTH SAN FRANCISCO, CA 94080-6302 (650) 952-7333 FAX (650) 952-6431

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**ITEM SHEET COSTS
AS SHOWN**

Item:	PCO #01	Unit of Measure:	LS
Description:	UNFORSEEN TANK REMOVAL	Bid Quantity:	1.00
Cost Code:		Take-off Quantity:	1.000
Production:	DAYS	Total Man-Hours:	32.00
Hours per Day:	8	Man-Hours per Unit:	32.0000
Alternate:	Alternate #1	Units / MH:	0.0313

Item Production

ITEM#	DESCRIPTION	U/M	QTY	Time Units	Time Req'd
PCO #01	UNFORSEEN TANK REMOVAL	LS	1.00	0.20 (D)	5.00

Cost Detail for Item PCO #01

R Code	Description	QTY	U/M	Factor	Rate	Cost
L LAB 1	LAB GR 1	2.00		1.00	527.83	1,055.66
L OPER 1	FOREMAN	1.00		1.00	759.59	759.59
L OPER 3	O/E GR 3	1.00		1.00	727.47	727.47
E 091	PICKUP - 3/4 TON	1.00		1.00	199.84	199.84
E 088	14' FLATBED - 1 TON W/LIFT GATE	1.00		1.00	199.84	199.84
E 365	CASE 580M HOE W/4-WD & CLAM	1.00		1.00	355.92	355.92
S WRITEIN	FERRANDO AND CO.	1.00	LS	1.00	2,296.10	2,296.10
S WRITEIN	ENVIRONMENTAL RESTORATION SERVICES	1.00	LS	1.00	23,141.00	23,141.00
Item Unit Cost:		28,735.43	Item Total Cost:		28,735.43	

	Labor	Equipment	Rental Eq	Material	Subcontract	Other
Total:	2,542.73	755.60	0.00	0.00	25,437.10	0.00
Unit:	2,542.73	755.60	0.00	0.00	25,437.10	0.00

Bid Data for Item: PCO #01

	Quantity	Bid Unit	Bid Amount	Total Cost	Prof & Ovhd	Windfall
Bid Qty:	1.00	30,966.53	30,966.53	28,735.43	2,231.10	
Take-off Qty:	1.00	30,966.53	30,966.53	28,735.43	2,231.10	0.00

F. FERRANDO & CO.

Concrete Contractors

State Contractors Lic. #158622
1537 Mission Road
So. San Francisco, CA 94080
Telephone: (650) 756-2800
Fax: (650) 756-2818

IG and P
128 South Maple Ave.
South San Francisco, CA 94080

October 9, 2019

Re: Buri Buri Elementary School

Labor to Remove and Replace Curb Wall Forms at the Underground Tank

Removal of Forms and Rebar:

Labor 8 hours @ \$100.42/hour	\$803.36
Truck 4 hours @ \$28.77/hour	\$115.08

Replacement of Forms and Rebar:

Labor 12 hours @ \$100.42/hour	\$1,205.04
Truck 6 hours @ \$28.77/hour	\$172.62

Total Cost: \$2,296.10

Pricing does not include cost to furnish and install concrete on a separate move-in, it is based upon pouring that section of the curb wall with other flatwork.

Environmental Restoration Services

Site Investigations * Fuel Tank Closures and Installations * Site Remediation * Regulatory Reporting

ESTIMATE and PROPOSAL

SUBMITTED TO:

Interstate Grading & Paving Inc.
128 S Maple Ave.
South San Francisco, CA 94080

WORK TO BE PERFORMED AT:

Buri Buri Elementary School
South San Francisco

October 9, 2019

Proposal # 19100901

Client wishes to remove one 1500 gallon UST (last containing bunker oil).

PROPOSED SCOPE OF WORK

Negotiate/comply with client sub-contract agreement and contract requirements.

Project manager 10hrs @ \$100 \$ 1000

Provide plans, diagrams, permit applications and fees as required by Santa Mateo County Health Department (SMCHD) and City of South San Francisco Fire Dept. (SSFFD) and obtain approved permit.

Prepare Site Safety Plan.

Project manager 8hrs @ \$100 \$ 800

SMCHD permit fees(\$2117+15%) \$ 2435

SSFFD permit fees(\$684+15%) \$ 786

Renew DIR cert.

State Department of Industrial Relations fee(\$400+15%) \$ 460

Project manager 4hrs @ \$100 \$ 400

Excavate top of tank and sides to tank bottom.

Open top of tank using non-spark pneumatic nibbler to cut tank steel.

Move In by client

Excavator by client

Nibbler/compressor rental One day @ \$550 \$ 550

Project manager 8hrs @ \$100 \$ 800

LEL meter 1 day @ \$150 \$ 150

Visqueen \$ 90

Pump out and contain approximately 500 gallons of oily water.

Vacuum out and contain approximately 55 gallons bunker oil.

Project manager 8hrs @ \$100 \$ 800

Pump/hoses/generator 1 day at \$ 150 \$ 150

Drum vac 1 day at \$ 100 \$ 100

55 gallon drum 1 @ \$60 \$ 60

Rental/Mob./Demob. 500 gallon tote container Lump sum \$ 400

**Clean tank to non-haz condition. Recover rinsate sample from tank interior.
 Test per County requirements. Client to lift tank and place onto ERS transport.
 Provide proper disposal of tank.**

Tank clean and dispose: 1 @ \$2500	\$ 2500
LEL meter 1 day @ \$150	\$ 150
Lab Fees	\$ 330

Take two soil samples from below UST and one soil sample from stockpiled material as required by Health Inspector.

Provide testing for TPH/d, VOCs (8260B),.

Project Manager 4hrs @ \$100	\$ 400
Lab Fees	\$ 830

Dispose of approximately 500 oily water, 50 gallons bunker oil sludge as hazardous waste.

Project Manager 4hrs @ \$100	\$ 400
Oily water 500 gallons @ \$2.50	\$ 1250
Oil sludge 1 drum @ \$500	\$ 500

Prepare UST Closure Report .

Project manager 8hrs @ \$100	\$ 800
------------------------------	--------

PROPOSED COST: \$ 17,141

Additional Costs:

Prepare certified payroll report (if required).

Project Manager 40hrs @ \$100	\$ 4000
Outside Consultants Lump Sum	\$ 2000

TERMS OF PAYMENT

The entire balance will be paid at completion.

EXCEPTIONS

This proposal expires in 72 hours and becomes null and void. ERS is a sole proprietary entity, owner operated with no employees and therefore is exempt from carrying Workers Compensation Insurance. ERS is not responsible for high water table (shallower than 10 below ground), dewatering, unstable soil, other underground piping, unforeseen structures or troubles created by acts of God. This proposal does not include removal or sampling of any existing piping outside excavation, disposal of any contaminated soil or groundwater, or any additional excavations. SMCEH may require additional samples and analytical tests run at additional cost. Additional charges may be incurred if any of the foregoing conditions are encountered.

Respectfully submitted this 9th day of October, 2019.



Environmental Restoration Services- Contractor#589652
 Bennett T Halsted
 November 14, 2019

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Joe Siam, Director of Information Technology

DATE: November 14, 2019

RE: Approval of Workstations for the Technology Services Department

BACKGROUND:

The Technology Services Department is located in a portable adjacent to the main building of the District Office. With the current layout of the portable, space is not being used efficiently, resulting in staff member's inability to carry out their daily duties to the best of their abilities. With limited spacing, the department lacks a workbench station for technicians to setup and repair multiple computers simultaneously, resulting in delayed services for other departments and school sites in need of technological work. In addition, to accommodate the department's limited spacing, several staff members of the Technology Services Department are temporarily housed in the Educational Services Department.

The Director of Technology has been in contact with Campbell Keller, a furniture consultant company, to design a new layout for their portable. Staff members of the Technology Services Department are all in agreement with the proposed layout. It meets the needs of their department and will maximize their work space. The proposed layout will provide a workbench station, two additional workstations, and a conference room. In addition, the new layout will enable all staff to be housed under one location.

FISCAL IMPLICATIONS:

The cost of the furniture plus set-up is \$35,668.75. This will be paid from the District Facilities Fund (Fund 40).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the proposal from Campbell Keller in the amount of \$35,668.75 for providing furniture and set-up.



CAMPBELL KELLER
Environments at Work

QUOTE

Beth O'Leary
3041 65th Street, Ste 3
Sacramento CA 95820
415-596-3023 M
F

Prepared For:
SSFUSD
Joseph Siam
Director of Technology
398 B Street
South San Francisco CA 94080
PH: 650.877.5230
Fax:

Notes: Terms: Net 30 days w/PO. Prices include design, delivery & installation at prevailing wage rates.

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11/5/2019
2:36:50PM
File: 112456
SFUSD_IT DEPT
Quote.sp4

Line #	Qty	Mfg	Part Number	Part Description	Sell Price	Extended Sell
Tag/Group:						
1	1			SSFUSD IT Department per attached design and finish sheet	\$32,500.00	\$32,500.00
Subtotal by Tag/Group:						\$32,500.00
Sales tax					\$3,168.75	\$3,168.75
Total Sell:						<u><u>\$35,668.75</u></u>

Acceptance of this proposal:

Name	Title	Date
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To begin processing your order, please sign and email quote to boleary@campbellkeller.com. By signing this proposal you have acknowledged that you have reviewed the color selections and are familiar with the products being ordered. All items are made to order and are not returnable. Installation quoted for normal business hours with good access and prevailing wage rates. If prevailing wage rates do not apply, please contact us and we will requote at standard wage rates. Thank you for your attention in reviewing the products contained in this quote and for your patronage.



PROJECT: SSFUSD_IT Dept

State of CA Projects Only

RES Designers: _____
Project Number: 112456

CODE	SPECIFICATION	SAMPLE
<p>Manufacturer: HON Fabric: Landscape Pattern: Slate Code: LN35 Fabric: Appoint Pattern: Lawn Code: APN25</p>	<p>15" H Glass Clear & Frameless</p> <p>Panel Fabric Exterior: Landscape - Slate Interior: Appoint - Lawn</p> <p>PRIVATE WORKSTATION</p>	
<p>Manufacturer: HON Laminate: Sheer Mesh Code: LT8B Edge: Muslin Code: P4J</p>	<p>Laminate Worksurface with Muslin edge</p> <p>ALL WORKSTATIONS</p>	
<p>Manufacturer: HON Color: Champagne Metallic Code: PR5</p>	<p>Paint Finish for all Storage and supports</p> <p>**Note: "N" Pull</p> <p>ALL WORKSTATIONS</p>	

APPROVED BY _____



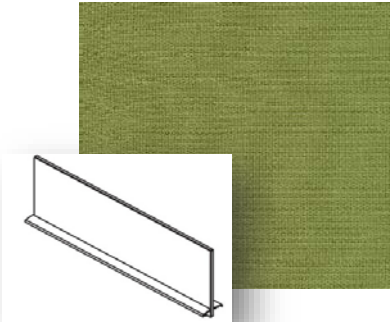
DATE _____



PROJECT: SSFUSD_IT Dept

State of CA Projects Only

RES Designers: _____
Project Number: 112456

CODE	SPECIFICATION	SAMPLE
<p>Manufacturer: HON Back: Mesh Color: Charcoal Seat: Upholstery</p> <p>Fabric: Apex Pattern: Resort Code: APX15 Frame: Black</p>	<p>Motivate Task-Flex Back Adjustable Arm Swivel Hard Casters Base & Frame - Black **NOTE: All Task Chairs</p> <p>TOUCHDOWN STATIONS</p>	
<p>Manufacturer: HON Back: Mesh Color: Charcoal Seat: Upholstery</p> <p>Fabric: Apex Pattern: Resort Code: APX15 Frame: Black</p>	<p>Motivate Task-Flex Back Armless Adjustable Footring Hard Caster Base & Frame - Black **NOTE: All Task Chairs Stools</p> <p>HON VOI STANDING</p>	
<p>Manufacturer: HON Fabric: Appoint Pattern: Lawn Code: APN25</p>	<p>7" H Glass Clear & Frameless</p> <p>Panel Fabric</p> <p>**NOTE: All TOUCHDOWN STATION to be Appoint - Lawn</p>	

APPROVED BY _____


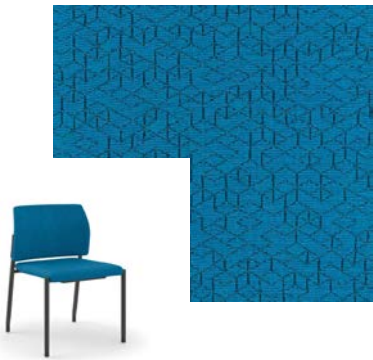

DATE _____



PROJECT: SSFUSD_IT Dept

State of CA Projects Only

RES Designers: _____
Project Number: 112456

CODE	SPECIFICATION	SAMPLE
<p>Manufacturer: HON Back: Mesh Color: Charcoal Seat: Upholstery</p> <p>Fabric: Apex Pattern: Resort Code: APX15 Frame: Black</p>	<p>Ceres Mid-Back Task Chair Adjustable Arm Hard Casters Base & Frame - Black</p> <p>WORKSTATION & PRIVATE OFFICE</p>	
<p>Manufacturer: HON Seat: Upholstery</p> <p>Fabric: Apex Pattern: Resort Code: APX15</p>	<p>Accommodate Set of 2 Chairs Armsless Hard Caster</p> <p>**NOTE: Guest Chair</p> <p>PRIVATE OFFICE</p>	
<p>Manufacturer: HON Laminate: Portico Teak Edge: Portico Teak Code: LPT1</p>	<p>Laminate worksurface</p> <p>PRIVATE OFFICE</p>	

APPROVED BY _____

DATE _____